

Unified School District #404
Riverton School Board Regular Meeting
Riverton Board of Education Office
Thursday, July 13, 2023
6:30 P.M.

The reorganizational meeting of the Board of Education, Unified School District #404, was held on July 13, 2023 at 6:30 P.M. in the Riverton Board of Education Office.

Susie Nowlin, Clerk of the Board, called the meeting to order. Members present: Tim Wilson, Kyle Anderson, Kristin Greer, Judy Adams, Jennifer Edwards, Matt Darnaby and Gary Neal. A seven-member board.

Gary Neal nominated Judy Adams as President of the Board of Education for the 2023-24 school year.

Jennifer Edwards seconded the nomination and motion carried 5- 1 abstain (Tim Wilson).

Gary Neal nominated Matt Darnaby as Vice-President of the Board of Education for the 2023-24 school year. Kristin Greer seconded the nomination and motion carried 5-1 abstain (Tim Wilson).

Jennifer Edwards moved to approve the following consent agenda:

July 13, 2023 agenda with the following additions: XIII-A: Judy Adams, XIII-B: Tim Wilson

Approved and paid bills totaling \$ (June) \$ 326,870.92
\$ (July) \$ 276,784.67

Approved the minutes of the June 8, 2023 regular board meeting and June 29, 2023 special board meeting minutes.

Set meeting dates for the 2023-24 school year as follows with optional meeting dates denoted by an *:

July 13, 2023	August 10, 2023	September 14, 2023
July 20, 2023*	August 17, 2023*	September 21, 2023*
October 12, 2023	November 9, 2023	December 14, 2023
October 19, 2023*	November 16, 2023*	December 21, 2023*
January 11, 2024	February 8, 2024	March 14, 2024
January 18, 2024*	February 15, 2024*	March 21, 2024*
April 11, 2024	May 9, 2024	June 13, 2024
April 18, 2024*	May 16, 2024*	June 20, 2024*
July 11, 2024		

All meetings will begin at 6:30 P.M. and will be held in the Board of Education Office.

Appointed Susie Nowlin as Clerk, Judy Price as Assistant Clerk, Royce Donaldson as Treasurer, and Bill Wachter as board attorney.

Designated the Galena Sentinel-Times as the official newspaper.

Designated American Bank as the official depository for the district.

Designated all banks in Cherokee County Banks as investment holders.

Adopted the resolution 07132023 to waive the Annual Requirements of Generally Accepted Accounting Principles and Fixed Assets Accounting for the period of July 1, 2023 to June 30, 2024.

Adopted the 1,116-hour calendar for the 2023-24 school year.

Appointed the building principals as truancy officers: Chad Harper and Shelly Livingston-High School, Zach Martin-Middle School, and Adam Thomasson and Linda Wassom -Elementary School.

Appointed Kevin Cooper as hearing officer for free and reduced meal application appeals.

Appointed Susie Nowlin as KPERS representative.

Appointed Kevin Cooper and/or Susie Nowlin as insurance representatives.

Appointed Kevin Cooper as Title IX and Section 504 coordinator.

Set mileage reimbursement rate at state rate.

Approved U.S.D. #404 to participate in all Federal Programs for the 2023-24 school year with Kevin Cooper as Director of Federal Programs.

Appointed Kevin Cooper as the Authorized Representative for Food Service.

Appointed Kevin Cooper and/or Susie Nowlin as Authorized Signers and Hearing Officials for Food Service.

Approved early-payment-of-bills policy.

Adopted Petty Cash Resolution 07132023 and set fund limit at \$1000.00.

Adopted Activity Account Resolution 07132023 and established additional guidelines for activity funds and gate receipts:

1. All activity fund monies will be counted by two bonded personnel and deposited on a weekly basis.
2. All requisitions for activity fund monies must have appropriate paperwork filled out with sponsors and principal's signature.
3. All activity fund checks will be signed by the Board Clerk and Superintendent.

Set food service petty cash limit at \$300.00.

Adopted Home Rule Resolution 07132023.

Designated Judy Price as Freedom of Information Officer as required by the Kansas Open Records Act.

Appointed the following Custodians of Records per the Kansas Open Records Act:

Susie Nowlin-custodian of records about the school district

Chad Harper, Shelly Livingston, Zach Martin, Adam Thomasson and Linda Wassom-custodian of records about the students in his/her building

Jon Bruce-custodian of records about transportation

Matt Darnaby seconded; carried unanimously.

2023-24 PROPOSED BUDGET

The board set the publication date for the proposed 2023-24 budget for August 30th and the hearing date and time will be held September 14th at 6:30 p.m.

CURRENT WRITTEN POLICIES AND MANUALS

Matt Darnaby moved to adopt all current written policies and manuals of the school district. Jennifer Edwards seconded; carried unanimously.

REGIONAL SERVICE CENTER AT GREENBUSH APPOINTMENT

Tim Wilson moved to appoint Matt Darnaby to serve as the board representative to the SEK Regional Service Center. Kristin Greer seconded; carried unanimously

SEK INTERLOCAL #637 APPOINTMENT

Tim Wilson moved to appoint Jennifer Edwards to serve as the board representative to the SEK Interlocal #637. Kyle Anderson seconded; carried unanimously.

RIVERTON COMMUNITY CENTER BOARD APPOINTMENT

Kyle Anderson moved to appoint Gary Neal to serve as the board representative to the Riverton Community Center Board. Tim Wilson seconded; carried unanimously.

PRINCIPALS REPORT

Adam Thomasson, Elementary Principal, reported on Jumpstart.

Chad Harper, High School Principal, reported on summer programs and camps.

MAINTENANCE DIRECTOR REPORT

Justin Wilson, Maintenance Director, provided a written report on summer projects that have been completed.

TRANSPORTATION DIRECTOR REPORT

Jon Bruce, Transportation Director, provided a written report on vehicle mileage, vehicle inspections, CPR/First Aid training, and gave an update on the new bus purchase.

SUPERINTENDENT'S REPORT

Kevin Cooper, Superintendent, reported on the following:

- HVAC Pre-bid update
- Non-certified work schedule proposal
- Revenue Neutral Rate timelines and requirements
- Bus Driver Recruitment Proposal
- Water testing/water softener

NON-CERTIFIED WORK SCHEDULE

Kyle Anderson moved to approve the non-certified work schedule as presented to account for the changes in the work days for the 2023-24 school year. Jennifer Edwards seconded; carried unanimously.

BUS DRIVER RECRUITMENT

Matt Darnaby moved to approve the Bus Driver Recruitment recommendations as presented. Gary Neal seconded; carried unanimously.

EXECUTIVE SESSION

Tim Wilson moved to go into executive session to discuss a personnel matter of nonelected personnel to protect the privacy interests of an identifiable individual(s) pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room in ten (10) minutes at 7:14 p.m. Jennifer Edwards seconded; carried unanimously. The board retained Kevin Cooper, Brett Warstler and Susie Nowlin.

Tim Wilson moved to go into executive session to discuss a personnel matter of nonelected personnel to protect the privacy interests of an identifiable individual(s) pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room in ten (10) minutes at 7:24 p.m. Jennifer Edwards seconded; carried unanimously. The board retained Kevin Cooper, Brett Warstler and Susie Nowlin.

Tim Wilson moved to go into executive session to discuss a personnel matter of nonelected personnel to protect the privacy interests of an identifiable individual(s) pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room in five (05) minutes at 7:30

p.m. Jennifer Edwards seconded; carried unanimously. The board retained Kevin Cooper, Brett Warstler and Susie Nowlin.

The board returned to the open meeting at 7:30 p.m.

INDIVIDUAL BOARD MEMBER ADDITIONS

Judy Adams moved to amend the motion from the June 8, 2023 board minutes regarding the hours for the assistant to the Transportation Director. The original motion stated “hours per day not to exceed 5 hours”, amendment will be “hours not to exceed 25 per week “. Tim Wilson seconded; carried unanimously.

Tim Wilson informed the board that this would be his last board meeting. He will submit an official letter of resignation to Dr. Cooper in the upcoming weeks.

EXECUTIVE SESSION

Tim Wilson moved to go into executive session to discuss employment recommendations pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room in ten (10) minutes at 7:50 p.m. Jennifer Edwards seconded; carried unanimously. The board retained Kevin Cooper, Chad Harper, Adam Thomasson and Linda Wassom.

Jennifer Edwards moved to go into executive session to discuss District real estate property pursuant to the acquisition of real property exception under KOMA, and the open meeting will resume in the board room in ten (10) minutes at 8:01 p.m. Tim Wilson seconded; carried unanimously. The board retained Kevin Cooper.

RESIGNATION

Tim Wilson moved to accept the resignation of Roger Scantlin, custodian/bus driver, effective at the end of the summer. Matt Darnaby seconded; carried unanimously. The board expressed their appreciation to Roger for his service and dedication to the District.

ELEMENTARY PARAPROFESSIONAL VACANCY

Jennifer Edwards moved to hire Tara Hutto to fill the Elementary Paraprofessional vacancy. Kristin Greer seconded; carried unanimously.

TRANSFERS

Matt Darnaby moved to approve the following transfers:

- Chade Parker from maintenance/bus driver to full time maintenance.
- Teresa Greninger from Kindergarten to 2nd Grade

Kyle Anderson seconded; carried unanimously.

SUPPLEMENTAL VACANCY

Matt Darnaby moved to hire Taylor Compton to fill the High School Head Softball Coach vacancy. Kyle Anderson seconded; carried unanimously.

ASSISTANT TO THE TRANSPORTATION DIRECTOR

Kyle Anderson moved to extend the employment of the assistant to the Transportation Director for another month with the same employment guidelines. Jennifer Edwards seconded; carried unanimously.

ADJOURNMENT

Tim Wilson moved to adjourn the meeting at 8:05 p.m. Jennifer Edwards seconded; carried unanimously.

The next regularly scheduled board meeting will be August 10, 2023 at 6:30 p.m. in the Board of Education Office.

Judy Adams
Board President

Susie Nowlin
Board Clerk