

West Franklin USD 287

Board of Education Meeting
Education Center
510 E. Franklin
Pomona, Ks 66076
Monday, July 11, 2011
7:00 pm

Call to Order

The regular meeting of West Franklin USD 287 Board of Education was called to order by Vice President Thayne Bush with the following members present:

Curt Altic	Stacy Hower	Stacia Spencer
Sherry Harris	Lisa Reece	

Also present: Mr. Dotson Bradbury, Superintendent, Teresa Hawkins, Clerk, Principals Rick Smith and Susan Wildeman, Virginia Cook, Ryan Sink, Bill Lloyd, Shawn Walters and Megan Patton-Paulson

Election of President / Vice President

A motion was made by Lisa Reece and seconded by Sherry Harris to nominate **Thayne Bush** for president.

Carried: 6-0

A motion was made by Thayne Bush and seconded by Sherry Harris to nominate **Lisa Reece** as vice president.

Carried: 6-0

Amend Agenda & Approve Consent Agenda

A motion was made by Stacy Hower and seconded by Lisa Reece to approve the following items on the consent agenda:

- Minutes of the June 13, 2011 Meeting
- Financial Reports/Pay Bills
- Resolutions
 1. Regular Board Meetings – second Monday of each month
 2. Bank Depository – Garnett State Savings Bank
 3. Federal Program Representatives
 - a. PL-382 – Dotson Bradbury
 - b. Title Programs – Andy Azwell
 - c. School Food Service – Cherree Keeton
 - d. KPERS – Teresa Hawkins
 - e. Section 504 (ADA) – Dotson Bradbury
 4. Official Newspaper – Ottawa Herald

Resolutions cont.

5. Appoint Clerk, Deputy Clerk, Treasurer & Asst. Treasurer
 - a. Clerk – Teresa Hawkins
 - b. Deputy Clerk – Cherree Keeton
 - c. Treasurer – Bonnie Olson
 - d. Assistant Treasurer – Trisha Kaub
6. Adopt 1116 Hour Calendar
7. Appoint Truant Officers – building principals
8. Building Activity Fund Managers – authorize building principals to serve as activity fund supervisors to manage the activity funds in their respective buildings
9. Set Dollar Amounts For Petty Cash Funds
 - a. West Franklin High School - \$1,500
 - b. West Franklin Middle School - \$1,000
 - c. Appanoose - \$1,000
 - d. Williamsburg - \$1,000
 - e. West Franklin Learning Center - \$1,000
 - f. District Office - \$1,000
10. Appoint Hearing Officer For Cases Involving Long Term Suspensions/Expulsions – superintendent
11. Appoint District Hearing Officer for Free & Reduced Priced Meal Applications – superintendent
12. Rescind Actions/Adopt Board Policies – rescind all actions taken by the board which established policy during the previous school year and adopt the current written policies
13. Appoint Freedom of Information Officer – superintendent
14. Appoint Section 125 Plan Administrator – Ogden Financial Group/Bay Bridge Administrators
15. Resolution to Wave GAAP
16. Resolution to Adopt Home Rule
17. Appoint Homeless Liason – Bonnie Walz
18. Resolution to Adopt Standard Traffic Ordinances
19. Designate Asbestos Coordinator – Richard Adler

Carried: 6-0

A copy of all resolutions is made a part of these minutes

Patron Forum

Ryan Sink, Appanoose Recreation Commission, informed the board that the Recreation budget meeting would be Monday July 18th and they would be discussing the possibility of combining the three current recreation commissions into one district recreation commission.

Shawn Walters, Williamsburg Recreation Commission, also stated that there would be discussion of combining the recreation commissions.

Patron Forum cont.

Superintendent Bradbury explained why the current recreation commissions are considering the possibility of creating only one recreation commission for the district and the process to follow if this is pursued.

Reports

Superintendent Dotson Bradbury had all board members view his iPad to help them decide if they would like to have future board packets delivered to them electronically instead of by the current paper method. Board members would have the option of having an iPad or a Web Book. The Web Book will be available for review at the August board meeting.

Three Lakes Coop Representatives,
Board Policy Review Committee,
District Property & Causality Insurance,
2011-2012 Budget, Fuel Bid Reauthorization,
Walk-In Freezer/Cooler Bids, Vehicle Bid Authorization,
Location for August - October Board Meetings,
Mileage Rate, PRC Appointment,
Board Policy GAAD Revision

Three Lakes Coop Representatives

A motion was made by Stacy Howey and seconded by Stacia Spencer to appoint **Lisa Reece** as board representative to the Three Lakes Coop Board.

Carried: 6-0

A motion was made by Stacy Hower and seconded by Lisa Reece to appoint **Tim Matthias** as 1st alternate to the Three Lakes Coop Board.

Carried: 6-0

A motion was made by Stacy Hower to appoint **Sherry Harris** as 2nd alternate to the Three Lakes Coop Board. Sherry Harris declined the motion.

Failed: lack of a second

A motion was made by Lisa Reece and seconded by Thayne Bush to appoint **Stacia Spencer** as 2nd alternate to the Three Lakes Coop Board.

Carried: 6-0

Board Policy Review Committee

A motion was made by Stacy Hower and seconded by Lisa Reece to appoint **Dotson Bradbury, Rick Smith, Andy Azwell, and Sherry Harris** to the Board Policy Review Committee

Carried: 6-0

Property and Causality Insurance

A motion was made by Lisa Reece and seconded by Stacy Hower to approve the insurance plan for the 2011-2012 school year. Total cost of the policy will be \$121,890.

Carried: 6-0

2011-2012 Budget

Several documents relating to the budget were given to the board. Mr. Bradbury explained each document and answered questions. A motion was made by Stacy Hower and seconded by Thayne Bush authorizing the Notice of Hearing to be published.

Carried: 6-0

Fuel Bid Reauthorization

A motion was made by Lisa Reece and seconded by Curt Altic to resend the fuel bid awarded on June 13, 2011 and authorize the fuel to be rebid.

Carried: 6-0

Walk-In Freezer/Cooler Bids

A motion was made by Stacy Hower and seconded by Stacia Spencer to approve the low bid of \$45,142.40 from All Seasons AC & Heating

Carried: 6-0

A copy of the bid recap is made a part of these minutes.

Lisa Reece left the meeting at 8:20 pm, due to a phone call.

Vehicle Bid Authorization

The district currently has a van with over 140,000 miles that is needing \$1,500 worth of repairs. It was discussed whether to repair this van or buy a new vehicle. A motion was made by Stacy Hower and seconded by Curt Altic to solicit bids for a new vehicle.

Carried: 5-0

Lisa Reece returned to the meeting at 8:22 pm.

Location for August – October Board Meetings

A motion was made by Thayne Bush and seconded by Lisa Reece to have the August, September and October board meetings in the following locations. Tour of facilities will begin at 6:00 pm and the board meeting will begin at 7:00 pm.

- August – Pomona
- September – Williamsburg
- October – Appanoose

Carried: 6-0

Mileage Rate

A motion was made by Lisa Reece and seconded by Thayne Bush to increase the mileage reimbursement rate to the state mileage rate of 51 cents per mile, beginning July 1, 2011.

Carried: 6-0

PRC Appointment

A motion was made by Thayne Bush and seconded by Lisa Reece to approve the appointment of Eric Jackson to the Pomona Recreation Commission.

Carried: 6-0

Board Policy GAAD – Child Abuse

A motion was made by Lisa Reece and seconded by Sherry Harris to approve the addition of the SRS phone number to the policy

Carried: 6-0

Break

A motion was made by Lisa Reece and seconded by Thayne Bush at 8:35 pm to take a five minute break.

Carried: 6-0

The Board of Education returned to open meeting at 8:40 pm

**Executive
Session**

A motion was made by Thayne Bush and seconded by Lisa Reece at 8:40 pm to enter executive session for 5 minutes for the purpose of discussing non-elected personnel to protect the privacy interests of the individuals to be discussed.

Carried: 6-0

The Board of Education returned to open meeting at 8:45 pm

Employment Recommendations

A motion was made by Lisa Reece and seconded by Stacy Hower to accept the following employment recommendations:

Employment:

- Brenda Smith - Bus Driver

Resignations:

- Gene Patterson – Bus Driver
- Juanita Sleichter – WFLC – Teacher Aid

Carried: 6-0

Adjournment

A motion was made by Stacy Hower and seconded by Stacia Spencer to adjourn the meeting at 8:50 pm.

Carried: 6-0

Teresa Hawkins, Clerk

Thayne Bush, President

Opening of Bids

For

Walk-In Cooler/Freezer at WFHS

Date: July 7, 2011

Bids were opened at 10:00 am.

Those present: Board Clerk Teresa Hawkins, Food Service Director Cherree Keeton, Transportation Director Richard Adler and Superintendent Dotson Bradbury

Bid invitations were sent to the following companies:

A & H Air Conditioning, Heating & Plumbing
Adamson Brothers, Inc.
All Seasons Air Conditioning & Heating

Carey Plumbing
Muckenthaler Inc.
Spatula Central

A & H Air Conditioning & Heating, Inc.

Description: 50' L x 8' 6" W x 8' H
Walk-In Cooler/Freezer

Bid: **\$51,850.00**

Warranties: 1 year parts 5 year compressor
 1 year labor 10 year box

Adamson Brothers, Inc.

No bid submitted

All Seasons AC & Heating

Description: 50' L x 8' 6" W x 8' H
Walk-In Cooler/Freezer

Bid: **\$45,142.40**

Warranties: 1 year parts 5 year compressor
 2 year labor 10 year box

Carey Plumbing

No bid submitted

Muckenthaler, Inc

Description: 50' L x 8' 6" W x 8' H
Walk-In Cooler/Freezer

Bid: **\$53,600.00**

Warranties: 1 year parts 4 year compressor
 1 year labor

Spatula Central

No bid submitted

Low Bidder: **All Seasons AC & Heating**

Information to be taken to the Board of Education for approval on July 11, 2011.

Meeting adjourned at 10:05 am.

RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF EDUCATION:

Mr. President, I move the adoption of the following resolution: Stacy Hower

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business, and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 287, Franklin County, Kansas, that the board adopts the following:

Home Rule

ADOPTED by the Board of Education of Unified School District No. 287, Franklin County, Kansas, the 11th day of July, 2011.

[Signature]
Board President

Board Member

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

Motion seconded by: Lisa Reece Vote: 10-0

Attest: [Signature]
Clerk, Board of Education

RESOLUTION FOR RESCINDING POLICY STATEMENTS FOUND IN BOARD MINUTES

Mr. President, I move the adoption of the following resolution: *Stacy Hower*

RESOLUTION

Be it resolved that all policy statements found in the minutes of this Board of Education prior to **July 11, 2011**, be rescinded, and that the Board of Education adopt the policy manual as presented and recommended by the superintendent of schools, to govern this school district during the **2011/2012** school year, subject to periodic review, amendment, and revision by the Board of Education.

R. J. B. L.
Board President

Harold Spencer
Board Member

Sherry Harris
Board Member

Lisa A. Reece
Board Member

Curtis E. Altma
Board Member

Board Member

Stacy E. Hower
Board Member

Attest: *Derrisa Hardins*
Clerk, Board of Education

Motion seconded by: *Lisa Reece*

Vote: *6-0*

RESOLUTION TO ESTABLISH REGULAR MEETING DATES

Mr. President, I move the adoption of the following resolution: *Stacy Howe*

RESOLUTION

Be it resolved that pursuant to K.S.A. 72-8205, the Board of Education of Unified School District No. 287, Franklin County, Kansas, at its regular meeting held **July 11, 2011**, established the following meeting schedule for regular board of education meetings to be held during the **2011-2012** school year:

Hour of commencing the meeting: **7:00 pm**

Day of the week the meeting will be held: **Monday**

Week of the month the meeting will be held: **2nd Week of the Month**

Meeting place: **District Office, Pomona, Kansas**

If the established meeting date falls on a Sunday, a legal holiday or a holiday specified by the board of education, such regular meeting will be held the **2nd Monday of each month**, commencing at **7:00 p.m.** If the established meeting is cancelled because of an emergency, within 24 hours of such cancellation, the board shall establish and give notice of the new meeting date and time.

The board of education reserves the right to adjourn any regular meeting to another time and place.

[Signature]
Board President

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

[Signature]
Board Member

Attest *[Signature]*
Clerk, Board of Education

Motion seconded by: *Lisa Reece*

Vote: *6-0*

RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies in the amount of \$ 1,000.00

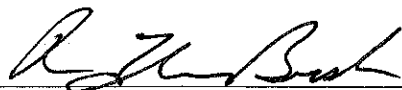
WHEREAS, Kansas law authorizes the establishment of petty cash funds:

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 287, Franklin County, Kansas, that a petty cash fund designated as the Appanoose Elementary School fund is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by Mrs. Catherine Brandt, Principal. The Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 11th day of July, 2011, by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:



Clerk of the Board

RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies in the amount of \$ 1,000.00.


WHEREAS, Kansas law authorizes the establishment of petty cash funds:

THEREFORE, BE IT RESOLVED, by The Board of Education of Unified School District No. 287, Franklin County, Kansas, that a petty cash fund designated as the Williamsburg Elementary School fund is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by Mrs. Susan Wildeman, Principal. The Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 11th day of July, 2011, by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:



Clerk of the Board

RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies in the amount of \$ 1,500.00.

WHEREAS, Kansas law authorizes the establishment of petty cash funds:

THEREFORE, BE IT RESOLVED, by The Board of Education of Unified School District No. 287, Franklin County, Kansas, that a petty cash fund designated as the West Franklin High School fund is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by Mr. Rick Smith, Principal. The Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 11th day of July, 2011, by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:



Clerk of the Board

RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies in the amount of \$ 1,000.00.

WHEREAS, Kansas law authorizes the establishment of petty cash funds:

THEREFORE, BE IT RESOLVED, by The Board of Education of Unified School District No. 287, Franklin County, Kansas, that a petty cash fund designated as the West Franklin Learning Center fund is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by Mr. Robert Allen, Principal. The Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

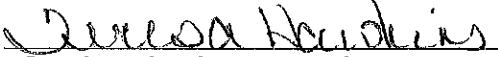
Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 11th day of July, 2011, by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:



Clerk of the Board

RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies in the amount of \$ 1,000.00.

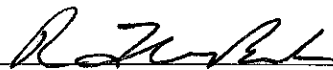
WHEREAS, Kansas law authorizes the establishment of petty cash funds:

THEREFORE, BE IT RESOLVED, by The Board of Education of Unified School District No. 287, Franklin County, Kansas, that a petty cash fund designated as the West Franklin Middle School fund is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by Mr. Richard Smith, Principal. The Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 11th day of July, 2011, by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:



Clerk of the Board

RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies in the amount of \$ 1,000.00.

WHEREAS, Kansas law authorizes the establishment of petty cash funds:

THEREFORE, BE IT RESOLVED, by The Board of Education of Unified School District No. 287, Franklin County, Kansas, that a petty cash fund designated as the Education Center fund is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by Dotson Bradbury, Superintendent. The Superintendent shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 11th day of July, 2011, by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:


Clerk of the Board

GENERAL ACCEPTED ACCOUNTING PRINCIPLES (GAAP) RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 287, Franklin County, Kansas, has determined that the financial statements and financial reports for the year ended **June 30, 2012** to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) (as amended) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of the Board of Education of Unified School District No. 287, Franklin County, Kansas, and

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) (as amended) for the year ended **June 30, 2012**.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of West Franklin Unified School District No. 287, Franklin County, Kansas, in the regular meeting duly assembled this **11th** day of **July, 2011**, that the Board of Education waives the requirements of K.S.A. 75-11120a(a) (as amended) as they apply to the Unified School District No. 287 for the year ended **June 30, 2012**.

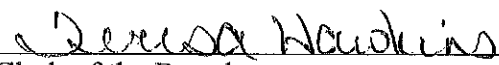
BE IT FURTHER RESOLVED THAT THE Board of Education shall cause the financial statements and financial reports of the Unified School District No. 287 to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

Adopted this **11th** day of **July, 2011** by the Board of Education of Unified School District No. 287, Franklin County, Kansas.



President of Board of Education

ATTEST:



Clerk of the Board

WEST FRANKLIN U.S.D. 287
RESOLUTION FOR STANDARD TRAFFIC ORDINANCES

WHEREAS, the Board of Education of West Franklin U.S.D. 287 believes that the regulation of traffic on district property should be in conformity with the Standard Traffic Ordinances that are published annually, and that the law enforcement agencies in Franklin County, Kansas, and the cities within the boundaries of West Franklin U.S.D. 287 should have the authority to enforce such traffic ordinances and regulations;

BE IT THEREFORE RESOLVED, that the Board of Education of West Franklin County U.S.D. 287, does hereby adopt the Standard Traffic Ordinances as published annually by the Kansas League of Municipalities as the rules, regulations and ordinances controlling parking and traffic on school district property, and

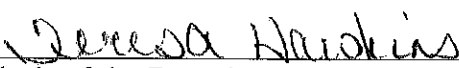
BE IT THEREFORE RESOLVED, that the Board of Education of West Franklin U.S.D. 287 will submit a copy of this resolution to each law enforcement agency with jurisdiction within the school district requesting said law enforcement agency to enforce those traffic rules, regulations and ordinances on said school district property.

APPROVED, this 11th day of July, 2011.



School Board President

Attest:



Clerk of the Board

RESOLUTION TO DESIGNATE ASBESTOS COORDINATOR

(Local Education Agency)

LOCAL EDUCATION AGENCY (LEA) INFORMATION

LEA Name:

West Franklin USD #287

Mailing Address:

510 E Franklin

City:

Pomona

State

KS

Zip

66076

Name of Administrator or Superintendent

Dotson Bradbury

Work Telephone No.

(785)566-3396

Fax Telephone No.

(785)566-8325

DESIGNATED ASBESTOS COORDINATOR (DAC) INFORMATION

Provide contact information including the date of birth for accurate identification

Name of Asbestos Coordinator (first, middle, last)

Richard Gordon Adler

Date of Birth (mm/dd/yyyy)

1/11/1942

Mailing Address

PO Box 312

City:

Pomona

State

KS

Zip

66076

Work Telephone No.

(785)566-3396

Fax Telephone No.

(785)566-8325

Email Address

adlerr@usd287.org

Be it resolved that *Richard G. Adler* is appointed
Richard Gordon Adler
to the position of **Designated Asbestos Coordinator** for West Franklin USD #287

[Signature]
School Board President

7-11-11
Date

[Signature]
School Board Clerk

7-11-11
Date

Designated Asbestos Coordinator

Date