

July 3, 2024

BROWN COUNTY KANSAS SPECIAL EDUCATION INTERLOCAL #615
301 S. FIRST STREET HIAWATHA, KS 66434
Phone (785) 742-7108

MINUTES OF REGULAR BOARD MEETING

July 3, 2024

(These minutes are not official until approved at the August 7, 2024 board meeting.)

The Board of Education of the Brown County Kansas Special Education Interlocal #615 held its regular July Board of Education meeting at 6:00 p.m. on July 3, 2024 at the Special Education Annex in Hiawatha.

CALL TO ORDER

Roni Tietjens called the meeting to order at 6:00 p.m.

ROLL CALL

Those present were:

Becky Shamburg, Director
Jon Boller, USD 430 Board Member
Shelby Rice, USD 430 Board Member
Ian Schuetz, USD 415 Board Member
Jacquie Spihlmann, USD 415 Board Member
Roni Tietjens, USD 415 Board Member
Amy Larson, Board Clerk/Business Manager

Those absent were:

Rex Lockwood, USD 430 Board Member
Connie Hale, Supervisor/Coordinator
Staci Campbell, Summer School Instructor

APPROVAL OF THE AGENDA

Ian Schuetz moved to approve the agenda. Shelby Rice seconded and the motion passed with a vote of five to zero.

APPROVAL OF MINUTES FOR JUNE 2024

Shelby Rice moved to approve the minutes for June 2024. Jon Boller seconded and the motion passed with a vote of five to zero.

APPROVAL OF CLOSING 2023-2024 BOARD

Jon Boller moved to approve the closing of the 2023-2024 board. Jacquie Spihlmann seconded and the motion passed with a vote of five to zero.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

COMMENTS FROM THE PRESIDENT

There were no comments from the president.

APPROVAL OF THE CONSENT AGENDA

Director Shamburg pointed out three paras and one para hire resigned since the June board meeting. After discussion, Ian Schuetz moved to approve the consent agenda. Jacquie Spihlmann seconded and the motion passed with a vote of five to zero. Included in the consent agenda was:

1. Approval of the Bills for the Month of July 2024.
2. Approve to hire Carol Jones as para at HMS.
3. Accept the resignation of paras Jennifer Snowden, Elizabeth Handley, Rosa Weisel, and Kindyl Spicer.
4. Appoint Amy Larson as Clerk of the Board of Education.
5. Appoint Amy Larson as the KPERs, BC/BS, and Worker’s Compensation Representative.
6. Appoint Elaine Abramson as Treasurer of Interlocal #615 at the salary of \$100.00 per month.
7. Appoint KASB as the Legal Representative of the Board for the 2024-2025 fiscal year.
8. Designate Becky Shamburg as Truancy Officer to report truant students as per KSA 12-1113.
9. Designate the Citizens State Bank, Hiawatha, as primary depository and all banks in Brown County as secondary depositories as needed, and review bank signatures.
10. Set the following schedule of Board meetings: The regular meetings for the 2024-2025 school year will generally be held on the Wednesday before the regular education board meeting. Board meetings will be held at 6:00 p.m. at the Special Education Annex in Hiawatha according to the following schedule.

<u>Date</u>	<u>Place</u>	<u>Time</u>
July 3, 2024	Special Education Annex	6:00 pm
August 7, 2024	Special Education Annex	6:00 pm
September 4, 2024	Special Education Annex	6:00 pm
October 2, 2024	Special Education Annex	6:00 pm
November 6, 2024	Special Education Annex	6:00 pm
December 4, 2024	Special Education Annex	6:00 pm
January 8, 2025	Special Education Annex	6:00 pm
February 5, 2025	Special Education Annex	6:00 pm
March 5, 2025	Special Education Annex	6:00 pm
April 2, 2025	Special Education Annex	6:00 pm
May 7, 2025	Special Education Annex	6:00 pm
June 4, 2025	Special Education Annex	6:00 pm

11. Approve the payment of payroll, health insurance, disability insurance, cancer insurance, life insurance premiums, and social security taxes when due.
12. Allow the Clerk to pay, when due, any bill which would result in a late penalty assessment if held until board approval.
13. Approve the use of a rubber stamp for signature of the Board President, if he/she so wishes, on manual checks.
14. Approve the use of a scanned signature of the Board President, Board Clerk, Board Treasurer, and Director for use on checks and purchase orders.
15. Adopt a resolution for the 2024-2025 school year waiving the requirements of the generally accepted accounting principles (GAAP) and fixed asset accounting which are not pertinent to the specifications of the cash basis law and budget laws of Kansas. (A copy of resolution 2024-01 is in your packet.)
16. Allow the clerk to pay any invoice that would result in a savings if paid before the regular board meeting.
17. Authorize the director, clerk and treasurer to access the district’s safety deposit box.
18. Authorize the director, clerk and treasurer to cash Certificates of Deposit and deposit these amounts into district bank accounts.
19. Adopt the 1116 Hour Plan for the 2024-2025 school term.
20. Approve a resolution that Board Minutes cannot be used as Board Policy. (A copy of resolution 2024-02 is in your packet.)
21. Approve the hiring of substitute teachers at \$130.00 per full day and \$65.00 per half day for 2024-2025. If a BCK-SEI paraeducator subs as a BCK-SEI teacher, with proper KSDE certification, they will be paid for their paraeducator wages plus \$25 prorated for the day they are a substitute teacher for a BCK-SEI certified teacher.
22. Approve the hiring of long-term substitute teachers. A long-term substitute teacher is a substitute that is assigned to the same classroom for a minimum of 10 consecutive days. The day rate for a long-term substitute teacher for days 1–10 is \$130 per day. The daily rate for a long-term substitute teacher for day 11–rest of the assignment is 1/189th of the 2024-2025 base salary.
23. Approve the hiring of homebound teachers for the 2024-2025 school year at \$15.00 per hour.
24. Adopt the Interlocal mileage reimbursement rate to be adjusted to conforming to the state rate.
25. Adopt a petty cash limit of \$500.00 per month.
26. Establish the Hiawatha World and the Horton Headlight as the official newspapers for activities of the Interlocal.
27. Designate Becky Shamburg compliance coordinator for federal anti-discrimination laws including Title VI, Title VII, and Title IX.
28. Approve the Interlocal’s credit cards as follows:

Becky Shamburg	1 card	\$5,000 limit
Amy Larson	1 card	\$5,000 limit

APPROVAL OF RESOLUTION 2024-03

Director Shamburg introduced resolution 2024-03 to the board members. This allows the Interlocal to destroy financial records after five years. The financial records from 2018-2019 will be destroyed.

Ian Schuetz moved to approve resolution 2024-03. Shelby Rice seconded and the motion passed with a vote of six to zero.

APPOINT A BOARD MEMBER TO THE INTERLOCAL PROFESSIONAL DEVELOPMENT COUNCIL

Jacque Spihlmann volunteered to be on the Interlocal's Professional Development Council in the Board Member role.

DISCUSS AND APPROVE JUNE 2024 BOARD POLICY UPDATES FROM KASB

Director Shamburg presented the June 2024 board policy updates with the board members. After discussion, Ian Schuetz moved to approve the June 2024 board policy updates from KASB as presented. Shelby Rice seconded and the motion passed with a vote of five to zero.

APPROVAL OF LOCAL INTERAGENCY AGREEMENT FOR BROWN COUNTY HEAD START

Director Shamburg discussed the local interagency agreement between the Interlocal and Brown County Head Start.

Jon Boller moved to approve the interagency agreement with Brown County Head Start. Shelby Rice seconded and the motion passed with a vote of five to zero.

APPROVAL OF LOCAL INTERAGENCY AGREEMENT FOR KICKAPOO HEAD START

Director Shamburg discussed the local interagency agreement between the Interlocal and Kickapoo Head Start.

Jacque Spihlmann moved to approve the interagency agreement with Kickapoo Head Start. Jon Boller seconded and the motion passed with a vote of five to zero.

APPROVAL OF LOCAL INTERAGENCY AGREEMENT FOR BCDS

Director Shamburg discussed the local interagency agreement between the Interlocal and BCDS for cleaning and shredding services.

Shelby Rice moved to approve the interagency agreement with BCDS. Jon Boller seconded and the motion passed with a vote of five to zero.

DIRECTOR'S REPORT

- Director Shamburg stated that 2024 summer school was a success with 22 students.
- Director Shamburg stated the negotiations between McInnes Group and BC/BS on behalf of the KEIT Trust worked as the Interlocal's insurance premium rate was 9% from an initial range of 15-20%. KEIT Trust will be going out for bid for the 2025-26 insurance carrier after the BC/BS tactics during the 2024-25 renewal.

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- Director Shamburg stated that Amy Larson went to a budget workshop in Topeka on June 26. Becky, Connie, and Amy will be traveling to Topeka for a budget review on July 30. The Interlocal hasn't had a budget review for close to ten years.
- Director Shamburg stated Interest Based Bargaining training for negotiations will start in early August 2024.
- Director Shamburg stated she met with the speech language pathologists as they will have large caseloads. Contracting with a fourth speech language pathologist remains on the table for 2024-25.
- Director Shamburg has five para interviews set up and reviewed the names with the board members.
- Director Shamburg discussed the projected para wage increase for 2024-25. After discussion, Jacquie Spihlmann moved to increase the para wage increase by \$.75 per hour. Ian Schuetz seconded and the motion passed with a vote of five to zero.
- Director Shamburg stated that Lyle Wissmann has a license in process at KSDE. After discussion, Ian Schuetz moved to hire Lyle Wissmann as an IRC Instructor at Everest Middle School pending licensure from KSDE. Jacquie Spihlmann seconded the motion passed with a vote of five to zero.

OTHER

There was no other business.

ADJOURN

Shelby Rice moved to adjourn the Board meeting. Jon Boller seconded and the motion passed with a vote of five to zero. The meeting adjourned at 6:27 p.m.

The next regularly scheduled meeting of the BCK-SEI Board of Education will be held at 6:00 p.m. on Wednesday, August 7, 2024 at the Special Education Annex in Hiawatha.

_____ Board
_____, President _____, Clerk
_____, Date _____, Date