

**USD 263**  
**BOARD OF EDUCATION MEETING**  
**June 24, 2024**  
**7:00 P.M.**  
**DISTRICT OFFICES-628 E. MULVANE**  
*unofficial draft*  
**MINUTES**

*\*Please be respectful-No cell phone use or texting during the meeting. Mute or turn off phones.*

**1.0 MEETING OPENING**

**1.1 CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by President Steve Fry with the following members present: Stacy Gear, Crystal Smith, Destiny Myers, Jeff Ellis, and Chris Heersche. Fred Heersche was not present.

Also present: Dr. Jay Ensley, Doug Hatfield, Tom Burkhart, Brad Canfield, Richard Hampton, and Clerk Schifferdecker.

**1.2 ANNOUNCEMENTS BY PRESIDENT**

1.2.1 Steve Fry noted that summer is rolling along and it won't be long before we are opening the doors for a new school year.

**1.3 "GOOD NEWS" BY BOE MEMBERS**

\*Nothing at this time

**1.4 ADMINISTRATIVE REPORTS**

1.4.1 Richard Hampton, Food Service Director, reported that the carpet project has been completed at the middle school. The electricians are pulling wire at the high school and should have the fire alarm system completed by the end of July. Summer food service is going well. We are averaging more meals served this summer.

1.4.2 Brad Canfield, Director of Operations, reported that the asphalt project is scheduled to begin in July, as well as the lighting project. Custodians are working on deep cleaning and preparing the buildings for the new year.

1.4.3 Dr. Jay Ensley, Superintendent, reported that he and Carolyn Young attended the budget workshop today. The budget software should be released in the next week. Thanks to Thomas Schmitz for his time as Technology Director, his work in that role has been appreciated. He will be stepping down but remaining in the district.

**1.5 MEA REPORT-no report**

**2.0 APPROVE/AMEND AGENDA**

Motion made by Stacy Gear to approve the agenda. Second by Crystal Smith. Motion carried 6-0.

Motion made by Jeff Ellis to approve the amendments to the consent agenda. Second by Stacy Gear. Motion carried 6-0.

ADD: CONSENT ITEMS:

**3.3.3 New Hires:**  
Debra Payan Custodian (eff 6-25-24)

**3.6 Bills:**  
Add'l Bills for June-ck #18520-#18527 in the amt of \$128,967.16  
Add'l Bills for June-ck #18528-#18535 in the amt of \$480,614.34

**3.0 CONSENT AGENDA**

3.1 APPROVAL OF PREVIOUS MINUTES

3.2 FINANCIAL REPORTS  
Clerk & Treasurer Report  
Bank Reconciliation  
Activity Funds Financial Statements

3.3 ROUTINE PERSONNEL

3.3.1 Resignations: None

3.3.2 Change of Status/Transfer:  
Kassie Witt MP Speech ParaEducator (eff 8-1-24)

3.3.3 New Hires:  
Amanda White MP KPP Teacher (eff 24-25 yr)  
Debra Payan Custodian (eff 6-25-24)

3.4 PDC TRANSCRIPTS Ashley Korbe

3.5 PURCHASE ORDERS OVER LIMIT: None

3.6 BILLS \$321,199.27  
Add'l Bills for June-ck #18520-#18527 in the amt of \$128,967.16  
Add'l Bills for June-ck #18528-#18535 in the amt of \$480,614.34

3.7 PAYROLL \$1,037,649.79  
ADD'l PAYROLLS \$1,720,035.40

3.8 TRANSFERS  
ELL \$1,525.40  
At-Risk \$469,098.19

Vocational \$113,666.35

- 3.9 DONATION  
Mulvane United Methodist Church Summer Food Service Program \$150  
Optimist Club MHS Trap Team \$500
- 3.10 OTHER  
Resolution for Destruction of Records-Special  
Education Dept, District Office

Motion made by Chris Heersche to approve the consent agenda. Second by Destiny Myers. Motion carried 6-0.

#### **4.0 PATRON TIME**

No patrons were present to speak.

#### **5.0 ACTION ITEMS**

##### **5.1 Set Date for First Meeting in July**

Motion made by Crystal Smith to schedule the first BOE meeting for the 2024-25 year on July 8, 2024, at 7:00 p.m. in the BOE room. Second by Stacy Gear. Motion carried 6-0.

#### **6.0 DISCUSSION/ACTION ITEMS**

##### **6.1 Property, Casualty, and Work Comp Insurance Coverage Renewal**

Mr. Tom Burkhart reviewed insurance coverage/options.

Motion made by Jeff Ellis to approve the Carson Insurance package with a \$75,000 deductible option for 2024-25 in the amount of \$539,282 as presented. Second by Stacy Gear. Motion carried 6-0.

##### **6.2 Food Service Universal Free Breakfast Program**

Mr. Richard Hampton shared information on a proposal to offer free breakfast for the 2024-25 school year. This program would be for students (reimbursable meals only) and would be a 1-year pilot to determine impact to the district.

Motion made by Destiny Myers to approve the food service universal free breakfast program for 2024-2025 to be re-evaluated each year. Second by Chris Heersche. Motion carried 6-0.

##### **6.3 Authorization to Close Out 2023-2024 Budget**

Motion made by Jeff Ellis to grant authority to the Superintendent and Financial officer to close out and finalize the 2023-24 budget details according to the laws of Kansas. Second by Stacy Gear. Motion carried 6-0.

#### **7.0 DISCUSSION/REPORT ITEMS**

##### **7.1 First Reading of KASB Policy Recommendations: BBG, BCBK, BCBK sample motions, CJ, CL, and EBBG**

Dr. Ensley shared recommended changes/updates on policies BBG, BCBK, BCBK sample motions, CJ, CL, and EBBG per KASB's summer review. These will be brought back to the Board for a second reading at the next meeting.

**8.0 EXECUTIVE SESSION**

**8.1 Non-Elected Personnel**

At 7:45 p.m., Stacy Gear moved that the board recess into executive session regarding an employment issue to discuss personnel matters of nonelected personnel pursuant to the Kansas Open Meetings Act to protect the privacy interests of the individual to include the Board and Dr. Jay Ensley. The board will return to open session in the board meeting room at 7:55 p.m. with possible action to follow. Second by Crystal Smith. Motion carried 6-0.

The BOE returned to open meeting at 7:55 p.m.

Mr. Fry stated that no action was taken during Executive Session.

**9.0 ADJOURNMENT**

Motion made by Crystal Smith to adjourn at 8:01 p.m. Second by Destiny Myers. Motion carried 6-0.

---