

*Board of Education Meeting  
July 8<sup>th</sup>, 2024  
Meeting Time: 6:30 p.m.*

- I. Appoint the Board Clerk**
- II. Roll Call**
- III. Approval of the Agenda**
- IV. CIPA Hearing**
- V. Consent Agenda**
  - A. Approval of Minutes of Previous Meeting
  - B. Report and Action on Bills Submitted
  - C. Approval of Treasurer's Statement
  - D. Appointment of School Attorney
  - E. Official Newspaper for 2024-2025
  - F. Official Depository for 2024-2025
  - G. G.A.A.P. Waiver
  - H. Board Meeting Schedule for 2024-2025
  - I. 2024-2025 Official School Year
  - J. Destruction of Financial Records for 2018-2019
  - K. 2024-2025 Board Policies
  - L. Resolution Establishing Activity Funds for 2024-2025
  - M. Adoption of Petty Cash Limits
  - N. Adoption of Early Payment Request Policy
  - O. 2024-2025 Designated Snow Days

**(All Consent Agenda Items may be approved as "one item" with one motion. If the Board desires to discuss individual items on the Consent Agenda they may pull those items out separately.)**

- VI. Reports and Comments of Principals, Committees, Visitors**
- VII. Report of Superintendent**
- VIII. Old Business**
  - A.
- IX. New Business**
  - A. 2024-2025 District Representatives
  - B. Governmental Relations Representative
  - C. 2024-2025 Board of Education Committees
  - D. Home Rule Resolution
  - E. 2024-2025 Budget Update
  - F. Board Policy Changes 1<sup>st</sup> Reading
  - G. Out-of-District student application approvals
  - H. Executive Session-Negotiations
  - I. Executive Session-Non-Elected Personnel
  - J. Employee Resignation(s)
  - K. Employee Confirmation(s)
  - L. August 2024 Board Meeting Agenda Items
  - M. 2024-2025 Negotiated Agreement
  - N. Visitor Comments

**X. Adjournment**

- Citizens may address the board on agenda or non-agenda items only during the "Visitor" portion of the meeting. Although comments may be made on almost any matter related to the operation of schools, comments will not be allowed concerning individual students or staff members. School board meetings are private meetings held in a public setting. All patrons are welcome and all are welcome to comment during this time. Please keep in mind that the board will listen, and then if there is a concern that needs addressed the board president will have the building administrator or superintendent reach out to you.



USD 239 North Ottawa County

Regular Meeting of the Board of Education  
Monday, July 8<sup>th</sup>, 2024, 6:30 pm

Tara Sanchez called the meeting to order at 6:30 pm.

1. APPOINTMENT OF BOARD CLERK

**Motion to approve the appointment of Keri Ymballa to serve as Clerk of the Board and Ilene Mullen to serve as Deputy Clerk of the Board.**

Moved by Todd Just, second by Doug Plummer

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Pickerll, B. Sauers, T. Just, K. Macy, D. Plummer

Nay, same sign: None

2. ROLL CALL

Members Present: Tara Sanchez, Brandon Sauers, Brooke Pickrell, Kyler Macy, Doug Plummer, and Todd Just.

Members Absent: CJ Johns.

Others Present: Superintendent, Dr. Curtis Stevens; Board Clerk; Keri Ymballa

Principals: Terry Moeckel and Ryan Mortimer were present.

Patrons: Rick Shupe, Keri Pratt, Ross Jameson, Jerry Ziolkowski

President Sanchez led the group in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

**Motion to approve the Agenda.**

Moved by Brandon Sauers, second by Todd Just

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickrell, K. Macy, D. Plummer, T. Just

Nay, same sign: None

4. CIPA HEARING

Short summary from Superintendent Stevens of notice provided to patrons of the Child Internet Protection Act (CIPA) protocols. No patrons presented questions.

5. CONSENT AGENDA

**Motion to approve the Consent Agenda.**

Moved by Brandon Sauers, second by Kyler Macy

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just

Nay, same sign: None

In the Consent Agenda, the Board:

- Approved the Minutes of Previous Meeting
- Approved Report and Action on Bills Submitted
- Approved of Treasurer's Statement
- Approved Clark, Mize, and Linville as School Attorney
- Designated the Minneapolis Messenger as the Official Newspaper for 2024-2025
- Designated Bennington State Bank and Citizen's National Bank as the Official Depositories for 2024-2025
- Adopted a resolution to Waive the Annual Requirement of Generally Accepted Accounting Principles and Fixed Asset Accounting for the 2024-2025 school year- the signed Resolution is provided as an attachment to the minutes.
- Adopted a Resolution establishing the 2024-2025 board meeting schedule to January 13, 2025 - the signed Resolution is provided as an attachment to the minutes.
- Adopted the 1, 1116 hour system for the 2024-2025 school year

- Adopted a Resolution for the destruction of financial records for 2018-2019 – the signed Resolution is provided as an attachment to the minutes
- Adopted a Resolution Rescinding Policy Statement Found in Board Minutes prior to July 8, 2024, be rescinded, and a Resolution Adopting New Board Policies and the Policy Manual as presented and recommended by the superintendent of schools to govern this school district during the 2024-2025 school year subject to periodic review, amendment and revision by the board of education effective July 8, 2024 - the signed Resolutions are provided as an attachment to the minutes.
- Adopted Resolutions Establishing Activity Funds for 2024-2025 – the signed Resolutions are provided as an attachment to the minutes.
- Adopted Resolutions establishing Petty Cash Limits – the signed Resolutions are provided as an attachment to the minutes
- Approved the early payment request policy pursuant to KSA 72-1138
- Designated snow days for 2024-2025: March 17, 2025, March 18, 2025, and March 19, 2025

6. REPORT AND COMMENTS OF PRINCIPALS, COMMITTEES AND VISITORS

President, Tara Sanchez asked if there were any comments from visitors.

Deputy Ross Jameson and Under Sherriff, Jerry Zilkowski, were in attendance and wanted to introduce themselves. Deputy Jameson is the new school resource officer and is excited for this new position. He will split his time between USD 239 and USD 240. He said he is available for whatever the school needs and he will try to be at all school events if possible.

Rick Shupe asked to speak and wanted to welcome Dr. Stevens as the new Superintendent for USD 239.

Pat Anderson – Mrs. Anderson submitted her report online. Superintendent Stevens reviewed it with the board. MGS has had summer school and then busy with summer maintenance projects.

Terry Moeckel – Mr. Moeckel reviewed his online report he submitted which included the activities for the start of school. MJSHS is also busy with summer maintenance projects.

Ryan Mortimer – Mr. Mortimer reported that summer weights had a week off but will be back. The number of participants has ran in the mid 30's. They are just busy getting ready for fall sports.

7. REPORT OF SUPERINTENDENT

- Superintendent Stevens reported that he is glad to be here and has been busy moving in and getting the budget completed. He also attended some LETRS training, budget training, and pathway training.

8. OLD BUSINESS

- a. None

9. NEW BUSINESS

- a. 2024-2025 District Representatives

- |   |                             |
|---|-----------------------------|
| • Board Clerk   | Keri Ymballa                |
| • Deputy Board Clerk  | Ilene Mullen                |
| • Food Service Rep.   | Ilene Mullen                |
| • Treasurer   | Holly Nelson                |
| • Hearing Officer for Free/Reduced Meal Applications        | Dr. Curtis Stevens          |
| • Vocational Ed. Rep.                                       | Terry Moeckel               |
| • Title Coordinator   | Pat Anderson                |
| • Title IX Coordinator                                      | Dr. Curtis Stevens          |
| • KPERS Representative                                      | Holly Nelson                |
| • Truancy Reporting Officers                                | Pat Anderson, Terry Moeckel |
| • Homeless Children Coordinator                             | Pat Anderson                |
| • Point of Contact for Child Welfare (Foster Care Students) | Dr. Curtis Stevens          |
| • Federal Anti-Discrimination Laws Compliance Coordinator   | Dr. Curtis Stevens          |

**Motion to approve the 2024-2025 district representatives as presented.**

Moved by Todd Just, second by Kyler Macy

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just  
Nay, same sign: None

- b. Governmental Relations Representative

**Motion appoint Brooke Pickrell as 2024-2025 Governmental Representative.**

Moved by Brandon Sauers, second by Todd Just

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just  
Nay, same sign: None

c. Negotiations Committee

**Motion to appoint Tara Sanchez and Brandon Sauers to the 2024-2025 Negotiations Committee. Brooke Pickrell is alternate for 2024-2025.**

Moved by Todd Just, second by Brandon Sauers

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just

Nay, same sign: None

d. 2024-2025 Board of Education Committees

After discussion by the board, the Board of Education Committee approval was tabled until next meeting.

e. Home Rule Resolution

**Motion to adopt the Home Rule Resolution.**

Moved by Brandon Sauers, second by Doug Plummer

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just

Nay, same sign: None

f. 2024-2025 Budget Update

- The budget hearing will be in September. This will be published in the paper and sent to the county clerk. Superintendent Stevens stated he attended budget training. He is working on closing the budget out and will have an update at the August meeting.

g. Board Policy Changes 1<sup>st</sup> reading – KASB sends policy updated every June and December. Superintendent Stevens reviewed the June policy updates. Board members are to review and then they will be approved at the August meeting.

h. Out-of-District Student Application Approvals – Superintendent Stevens reviewed the new process for out-of-district students. They have to complete an application and turn it in to the Superintendent. He then reviews and approves them. He stated that this is the process that has been adopted by school districts since the new policy was put in place. There is not a need for them to have to be approved by the board. He would let them know if there was anything that needs brought to the board. He has approved the applications received for the coming school year.

i. Executive Session-Negotiations

j. Executive Session-Non-Elected Personnel.

**Motion to go into executive session for 5 minutes to discuss matters of non-elected personnel, which is justified under KOMA, in order to protect the privacy interest of the individual(s) to be discussed, and Board members will return to open session at 7:27 p.m., at which time there will be no additional discussion. Parties included in this executive session will be board members only. All others are excused. No action will be taken during executive session. Executive session for these reasons is authorized by KSA 65-4319.**

Moved by Todd Just, second by Brandon Sauers

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just

Nay, same sign: None

7:22 p.m.: Six board members recessed to executive session.

7:22 p.m.: Superintendent Stevens joined executive session.

7:27 p.m.: The Board returned to open session. No action taken.

k. Employee Resignation(s). None

**Motion to approve the resignation of Keri Ymballa as Board Clerk/Accounts Payable Clerk.**

Moved by Doug Plummer, second by Brandon Sauers

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just

Nay, same sign: None

**Motion to approve the resignation of Cleo Simoneau as Softball Assistant Coach.**

Moved by Todd Just, second by Brandon Sauers

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just  
Nay, same sign: None

I. Employee Confirmation(s).

**Motion to approve hiring of the following employees:**

**Tammy Krueger – Board Clerk/Accounts Payable Clerk**

**Tara Wine – MGS Administrative Assistant**

**Sherry Griffith – MGS Para**

Moved by Todd Just, second by Brandon Sauers

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just  
Nay, same sign: None

m. August 12, 2024, Board Meeting Agenda Items

- 2<sup>nd</sup> reading policy changes
- MOU for Mental Health
- Board of education committees
- Review Budget

n. 2024-2025 Negotiated Agreement

**Motion to approve the 2024-2025 Negotiated Agreement.**

Moved by Doug Plummer, second by Brandon Sauers

Final Resolution: Motion carries 6-0

Yea, by show of hands: T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just  
Nay, same sign: None

o. Visitor Comments

Keri Pratt stated that the 1<sup>st</sup> grade teachers would be at the next meeting to present on their Acorns To Oaks program.

10. ADJOURNMENT

**Motion to adjourn the meeting at 7:35 p.m.**

Moved by Brandon Sauers, second by Todd Just

Final Resolution: Motion carries 6-0

Yea, by show of hands T. Sanchez, B. Sauers, B. Pickerll, K. Macy, D. Plummer, T. Just  
Nay, same signs: None

ATTEST:

APPROVED:



Clerk, Board of Education  
Unified School District No. 239  
Ottawa County, State of Kansas



President, Board of Education  
Unified School District No. 239  
Ottawa County, State of Kansas

RESOLUTION TO ESTABLISH PETTY CASH FUND

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies; and

WHEREAS, Kansas law, K.S.A. 72-1177, authorizes the establishment of petty cash funds; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that a petty cash fund designed as the USD 239 Building Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$600.00.

The fund shall be administered by Holly Nelson, Board Treasurer. The fund administrator 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. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 8<sup>th</sup> day of July, 2024.

By: USD 239 BOARD OF EDUCATION



Board Member



Board Member



Board Member



Board Member



Board Member



Board Member



Board Member

CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.



Clerk of the Board of Education

RESOLUTION FOR DESTRUCTION OF RECORDS

RESOLUTION

BE IT RESOLVED THAT, the Board of Education of Unified School District No. 239, Ottawa, County, Kansas hereby authorizes the Clerk of the Board to destroy the following records pursuant to K.S.A. 72-1629 and K.S.A. 72-1630.

Financial Records from 2018 – 2019

By: USD 239 BOARD OF EDUCATION



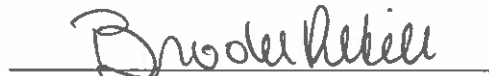
Board Member



Board Member



Board Member



Board Member



Board Member




Board Member

Board Member

CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.



Clerk of the Board of Education

**RESOLUTION TO ESTABLISH ACTIVITY FUND**

**RESOLUTION**

WHEREAS, the Board of Education of Unified School District No.239, Ottawa County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law, K.S.A. 72-1178, authorizes the establishment of school activity funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that an activity fund designated as the Minneapolis Grade School Activity Fund is created for the purpose of receiving and expending funds for student activities including athletics, music, forensics, dramatics and other board-approved student extra-curricular activities.

The fund shall be administered by Patricia Anderson, Principal. The fund administrator 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 an activity fund shall be bonded by the school district.

Funds in the activity fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105(b) shall not apply.


ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 8th day of July, 2024.

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
Board Member

  
Board Member

  
Board Member

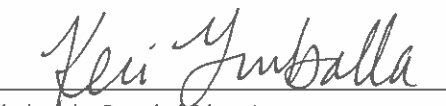
  
Board Member

  
Board Member

  
Board Member

**CERTIFICATE**

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.

  
Clerk of the Board of Education

**RESOLUTION TO ADOPT NEW BOARD POLICIES**

Madame President, I move the adoption of the following resolution:

**RESOLUTION**

BE IT RESOLVED that the Board of Education of Unified School District No. 239 adopt the new policies and administrative rules attached to the official agenda of the board meeting of July 8, 2024, with said new policies and administrative rules to become effective July 8, 2024.

FURTHER, be it resolved that all policies and administrative rules adopted prior to this date be declared as null and void and of no effect as of July 8, 2024.

FURTHER, be it resolved that the full text of said newly adopted board policies and administrative rules be attached to and incorporated in the board minutes of the July 8, 2024 board meeting; however, said new board policies and administrative rules will be actually filed in the superintendent's office in a permanent file to be established and maintained by the superintendent or his designated representative. All such newly adopted policies and administrative rules adopted this date will be marked with the effective date in the appropriate place on each such page of the policies and rules.


By: USD 239 BOARD OF EDUCATION


  
Board Member


  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

**CERTIFICATE**

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.

  
Clerk of the Board of Education

RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF EDUCATION

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa 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 intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; 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 which are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that the board shall exercise the power granted by law and by this resolution.


ADOPTED by the Board of Education of Unified School District 239, Ottawa County, Kansas, the 8th day of July, 2024.

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
Board Member

  
Board Member

  
Board Member

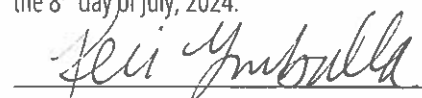
  
Board Member

  
Board Member

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Board Member

CERTIFICATE

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Clerk of the Board of Education

**RESOLUTION TO WAIVE THE ANNUAL REQUIREMENT OF GENERALLY ACCEPTED ACCOUNTING PRINCIPLES AND FIXED ASSET ACCOUNTING**

**RESOLUTION**

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the financial statements and financial reports for the 2024 - 2025 school year to be prepared in conformity with the requirements of K.S.A. 75-1120a(a), 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, the unified school district or the members of the general public of the district; and

WHEREAS, there are no revenue bond ordinances or resolutions or other ordinances or resolutions of said district which required financial statements and financial reports to be prepared in conformity with said act of the school year 2024 - 2025;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, in a meeting duly assembled this 8th day of July, 2024, that said board request the Director of Accounts and Reports to waive the requirements of said law as they apply to the unified school district for the school year 2024 - 2025; and

BE IT FURTHER RESOLVED that the said board shall cause its financial statement and financial reports of the said district 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.

By: USD 239 BOARD OF EDUCATION




Board Member



Board Member



Board Member



Board Member



Board Member



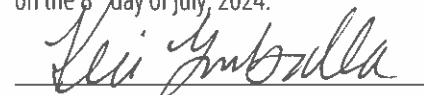
Board Member

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Board Member

**CERTIFICATE**

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.



Clerk of the Board of Education

RESOLUTION TO ESTABLISH PETTY CASH FUND

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies; and

WHEREAS, Kansas law, K.S.A. 72-1177, authorizes the establishment of petty cash funds; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that a petty cash fund designed as the Minneapolis Grade School Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$200.00.

The fund shall be administered by Patricia Anderson, Principal. The fund administrator 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. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.


ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 8<sup>th</sup> day of July, 2024.

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
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Clerk of the Board of Education

**RESOLUTION TO ESTABLISH ACTIVITY FUND**

**RESOLUTION**

WHEREAS, the Board of Education of Unified School District No.239, Ottawa County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law, K.S.A. 72-1178, authorizes the establishment of school activity funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that an activity fund designated as the Minneapolis Jr-Sr High School Activity Fund is created for the purpose of receiving and expending funds for student activities including athletics, music, forensics, dramatics and other board-approved student extra-curricular activities.

The fund shall be administered by Terry Moeckel, Principal. The fund administrator 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 an activity fund shall be bonded by the school district.

Funds in the activity fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105(b) shall not apply.


ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 8th day of July, 2024.

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
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**CERTIFICATE**

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Clerk of the Board of Education

RESOLUTION TO ESTABLISH PETTY CASH FUND

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies; and

WHEREAS, Kansas law, K.S.A. 72-1177, authorizes the establishment of petty cash funds; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that a petty cash fund designed as the Minneapolis Jr-Sr High School Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$600.00.

The fund shall be administered by Terry Moeckel, Principal. The fund administrator 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. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 8<sup>th</sup> day of July, 2024.

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

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Board Member

CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.

  
Clerk of the Board of Education

RESOLUTION TO ESTABLISH BOARD'S REGULAR MEETING DATES

RESOLUTION

Madame President, I move the adoption of the following Resolution:

WHEREAS, K.S.A. 72-1138 requires boards of education, at the first meeting on or after the second Monday in January or at a later date during that calendar year if so determined by the board at that first meeting, to adopt a resolution to establish its regular board meeting time, location, day of the week, and week of the month as well as the alternative date and time of any meeting if the regular meeting date falls on a Sunday or holiday;

BE IT RESOLVED pursuant to K.S.A. 2019 Supp. 72-1138, that the Board of Education of Unified School District No. 239, Ottawa County, Kansas at its meeting on July 8, 2024, does hereby adopt this resolution to establish the following meeting schedule for regular board of education meetings to be held during 2024-2025 school year as follows:

Hour of commencing the meeting: August meeting 6:30 pm (following the Budget Hearing at 6:20 pm)  
September 2024 through January 2025 meetings, 6:30 pm

Day of week the meeting will be held: Monday

Week of the month the meeting will be held: The second week of each month, unless stated otherwise

Meeting location: USD 239 District Office, 716 E. Seventh Street, Minneapolis, 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 on the day following, commencing at the same hour and location as detailed above.


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

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

  
Board Member

CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.

  
Clerk of the Board of Education

**RESOLUTION FOR RESCINDING POLICY STATEMENTS FOUND IN BOARD MINUTES**

Madame President, I move the adoption of the following resolution:


**RESOLUTION**

Be it resolved that all policy statements found in the minutes of this Board of Education prior to June 30, 2024, 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 2024-2025 school year subject to periodic review, amendment, and revision by the board of education.

By: USD 239 BOARD OF EDUCATION



Board Member



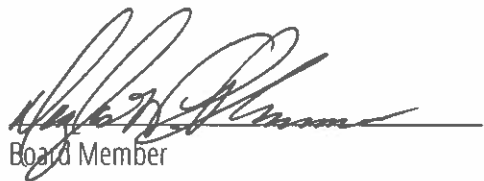
Board Member



Board Member



Board Member



Board Member



Board Member



Board Member

**CERTIFICATE**

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 8<sup>th</sup> day of July, 2024.



Clerk of the Board of Education