

CHEYLIN USD 103  
REGULAR MEETING OF THE BOARD OF EDUCATION  
Monday, November 13, 2017

The Regular Meeting of the Board of Education was called to order at 6:00 p.m. on November 13, 2017, in the Board Conference Room.

**PRESENT:**

Kelly Leach, President - absent  
Nick Ketzner, Vice-President  
Anita Pochop, Member  
Brian Miller, Member - absent  
Clayton Janicke, Member  
Kasey Sabatka, Member  
Jared Sowers, Member

Steve Raymer, Superintendent/Principal  
Jane Young, Clerk

**APPROVE AGENDA - Carried 5-0**

Motion was made and seconded to approve the agenda.

**STUDENT COMMENDATIONS - Carried 5-0**

It was moved and seconded to formally commend Jessie Frisbie (all league), Rachel Keltz (all league), Grace Sabatka (honorable mention) for selection to the WKLL All-League Volleyball Team; Jordan Janicke (first team offense and honorable mention defense), Manny Castillo (first team defense and honorable mention offense), Colton McCarty (honorable mention offense) to the Six Man All-State Team.

**APPROVE CONSENT AGENDA - CARRIED 5-0**

Motion was made and seconded to approve the following items on the Consent Agenda:

- A. Minutes of October 9, 2017, Board of Education Meeting
- B. Approval of Financial Reports
  - 1. November 2017 Cash Summary Report
  - 2. November 2017 Treasurer's Report
  - 3. July, August, & September 2017 Activity Report

4. October 2017 Transportation Report  
C. Approval of bills as follows:

Type	Check Numbers	Amount
October Budget Checks	17917 to 17960	\$ 53,451.55
November Budget Checks	17965 to 18015	125,504.03
Total		\$178,955.58

**DISCUSSION/ACTION ITEMS**

Angela Ketterl of Adams, Brown, Beran and Ball presented the financial statements for the 2016-2017 school year. Mrs. Ketterl reviewed the audit report with the Board and explained the recommendations outlined in the Management Letter and the Governance Letter. Superintendent Raymer referred the BOE to the audit responses.

**REPORTS**

Superintendent Raymer reported that beginning January 2018, the district will be purchasing the majority of their food service items from US Foods through a cooperative buying agreement with Greenbush. In doing so, the requirement of competitive pricing will be met and it is anticipated this will be a savings to the school. There are five teachers, Mr. Keltz, Mr. Tegtmeier, Mrs. Waters, Mrs. Byarlay, and Ms. Burr, who are taking classes at NKESC in preparation of the ELL endorsement test. Some of the teachers will be traveling to Hays on December 15 to take the test. The expenses related to the classes (mileage, substitute teachers) will be reimbursed by NKESC.

Lisa Wolters will be a student teacher under Mr. Keltz during the second semester. Superintendent Raymer shared his philosophy on calling off school due to inclement weather. Amy Hendricks, Anne Coon and Mr. Raymer attended a USA conference in Garden City. The teachers are working with the students on the career crusing portion of KESA. A remote camera for the McDonald gym will be purchased with donations.

Anne Coon was present at the meeting to update the board on the progress the district is making on fulfilling the requirements of the KESA program. The KESA team consists of Amy Hendricks, Darla Dible, Janice Churchwell, Anne Coon and Superintendent Raymer.

## **DISCUSSION/ACTION ITEMS**

A discussion was held on capital outlay priorities. It was the consensus of the board to have Mr. Raymer proceed with developing specifications and obtain bids for the following projects: high school gym roof, telephone system, sprinkler system, energy audit.

There will be a Christmas dinner held after the December 11 meeting. The Board, Superintendent and Board Clerk, along with spouses, will enjoy a catered dinner at the school.

## **PURCHASE STAFF/BOARD SHIRTS - Carried 5-0**

It was moved and seconded to purchase shirts for staff and board members. The shirts will be distributed, along with Christmas cards from the Board, on Monday, December 18. Sweet rolls, juice and coffee will also be offered in the work rooms that day.

## **APPROVE POLICIES - Carried 5-0**

It was moved and seconded to approve the following policies: DFAC Federal Fiscal Compliance; DFAC Procedure for Allowability of Costs-Federal Programs; DFAC Procedure for Cash Management -Federal Programs; DFAC Procedure for Grant Subrecipient Monitoring; DFAC Procedure for Procurement-Federal Programs; DFAC Procedure for Type of Costs, Obligations and Property Management-Federal Programs; GAN Sample Procedure for Travel Reimbursement-Federal Programs; JGCA Local Wellness Policy; JGCA District Wellness Plan.

## **EXECUTIVE SESSION - 5-0**

It was moved and seconded to go into Executive Session for 5 minutes for nonelected personnel at 7:35 p.m. Superintendent Raymer was asked to remain.

The Board was reminded of the following meetings/events:

- Senior Citizens' dinner on Wednesday, December 6, 2017, at noon. Nick Ketzner will emcee the event.
- Winter Concert, Tuesday, December 19, 7:00 p.m.

**ADJOURN MEETING – Carried 5-0**

It was moved and seconded to adjourn the meeting at 7:50 p.m.

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President

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Clerk