

**School Board Meeting:**  
**Subject:**  
**Presenter:**

**September 22, 2008**  
**Business Office**  
**Chuck Klaassen**  
**Tina Burkholder**

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**SUGGESTED SCHOOL BOARD ACTION:**

Board action is not required for the first reading of policies.

**DESCRIPTION:**

A goal of the Finance and Operations Department is to work with other departments and the Superintendent's Office to ensure all district finance and operations policies and procedures are reviewed in the next two years. This includes revising current policies and procedures to auditing required policies for compliance.

**First Reading of a New Policy (No Board Action Required)**

The following new polices are being presented to the School Board for first reading:

- Policy # 704 – Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System
  - MSBA Recommended Policy
  - Brief Description:  
Recommend adoption of this policy. This policy addresses fixed assets and is a melding of the MSBA policy and district procedures.
  
- Policy # 707 – Transportation of Public School Students
  - MSBA Recommended Policy
  - Brief Description:  
Recommend adoption of this policy. This policy is a melding of our current policies and MSBA policy language. This will replace existing policies:  
  
Policy 709.1 – Transportation Purpose & Philosophy  
Policy 3600 – Transportation Purpose & Philosophy  
Policy 3601 – Transportation of Students Due to Extraordinary Traffic Hazards  
Procedure 3601 – Transportation of Students Due to Extraordinary  
Traffic Hazards  
Policy 3604 – Transportation of Part Time Students  
Policy 3605 – Scheduling and Routing  
Policy 3612 – Special Education Transportation  
Procedure 3612 – Special Transportation

**First Reading of a Revised Policy (No Board Action Required)**

The following revised policies are being presented to the School Board for first reading:

- Policy # 709 – Student Transportation Safety Policy

MSBA Recommended Policy

Brief Description:

Changes were made to this policy by the MSBA to incorporate new changes to law regarding type III vehicles. Since the district operates two type III vehicles (school vans) that we use to transport students, we have incorporated many of the new changes into our policy.

- Policy # 714 - Purchasing

Other (Explain)

Brief Description:

Contracting threshold limits were changed and became effective August 1, 2008. We have updated policy language to comply with those new laws.