



**Monday, January 9, 2023**  
**USD #333 USD333 Board of Education Regular Meeting**

**AGENDA FOR UNIFIED SCHOOL DISTRICT NO. 333**  
**CLOUD COUNTY, KANSAS**

**6:00 PM**

**Concordia Elementary School, 1500 E. 9th Street, Concordia, KS 66901**

**A. OPENING ITEMS**

1. Call To Order
2. Pledge of Allegiance
3. Members Present

**B. CONSENT ITEMS**

1. Adopt Agenda for Meeting
2. Approval of Minutes
3. Accept Gifts and Donations
4. Approval of Encumbrances as listed in the Superintendent's Report
5. Approval of Financial/Treasurer's Report/CapitalOne
6. Administrator/Building Reports
7. Vote on Consent Items

**C. PUBLIC COMMENTS**

**D. BOARD ELECTION OF OFFICERS**

1. Election of 2023 BOE President
2. Election of 2023 BOE Vice President
3. Appoint Member of KASB Governmental Relations Network
4. Appointment of Cloud Corp Board of Directors

**E. STUDENT/PATRON PARTICIPATION/RECOGNITION**

1. Nancy Holbert - Retirement Recognition

**F. INFORMATION/UPDATE/COMMUNICATION**

1. LCNCK and Project Search Updates
2. BOE Working Lunch - Wednesday, Jan. 11 or Friday, Jan. 13 at noon re: facilities  
**Tucker Pedicord, Dustin Avey and HTK Architects**

**G. EXECUTIVE SESSION**

**H. BOARD ACTION ITEMS**

1. January 2023 Organizational Meeting  
Organizational Jan2023
2. Turner Vision Services-LCNCK
3. Board Vacancy Resolution 23-8  
Resolution - Board Vacancy

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**I. CERTIFIED and CLASSIFIED PERSONNEL**

1. 1. New Hires/Transfers/Resignations/Terminations of **CERTIFIED STAFF** for 2022-2023 School Year (if needed) and 2023-2024 School Year

2. New Hires/Transfers/Resignations/Terminations of **CLASSIFIED STAFF** for 2022-2023 School Year (if needed) and 2023-2024 School Year  
Classified Jan23 LIST

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3. Administration Contracts - Tabled from December 2022  
CJSHS Principal Kale Katt  
CJSHS Assistant Principal Chad Eshbaugh  
CMS Principal Curtis Noon  
CES Principal Derek Holmes  
CES Assistant Principal Krystal Breese  
Dean of Student Improvement Kevin Muf  
Director of Special Education Rebekah Helget  
Operations Director Kelly Struebing  
Superintendent of Schools Quentin Breese

J. **ADJOURN**

## USD 333

### 2023 Organizational Meeting

January 9, 2023

Recommended for Board Action:

1. Appoint Ronda Gumm, Business Manager/District Treasurer; Tracey Holmes, Clerk of the Board; Ronda Gumm, Deputy Clerk for the year 2023.
2. Appoint KASB as USD333 board attorney for the year 2023.
3. Designate Quentin Breese, Superintendent of Schools, as the Title VI, Title VII, Title IX & P.L. 874 and Section 504 (ADA) Coordinator for the year 2023.
4. The following employees shall be designated representatives for the year 2023 as indicated:

Quentin Breese	Hearing Officer for Free and Reduced Meal Application
Cyndi Atwell	Homeless/Migrant Liasion
Ronda Gumm	Food Service Representative
Ronda Gumm	Freedom of Information Officer
Quentin Breese/Ronda Gumm	Federal and State Grants Representatives
Alicia Fraley	KPERS Representative/BlueCross Blue Shield Representative
Luciana Thrash	Transportation Director

5. Designate Principals/Assistant Principals as Truancy Officers pursuant to K.S.A. 72-1113.
6. Designate Assistant Principals as Suspension & Expulsion District Hearing Officers.
7. Appoint Quentin Breese as Learning Cooperative Advisory Council Representative.
8. Adopt the official Depositories for school district funds according to the following schedule:

The district will maintain official depositories at United Bank & Trust, Central National Bank, Citizens National Bank, Guaranty State Bank & Trust.

9. Designate The Concordia Blade-Empire the official publication of USD 333 for the year 2023.
10. Appoint Mapes & Miller as auditor for the year 2023.
11. Approve Occupational Therapy Agreement for LCNCK – TBD
12. Approve Occupational Therapy Agreement for LCNCK – Rachel Kueker
13. Approve Physical Therapy Agreement for LCNCK– TBD
14. Approve Occupational Therapy Agreement for LCNCK – TBD
15. Approve Contract for Nursing Services for LCNCK – TBD
16. Vote on Consent Agenda for Designees.
17. Rescind all board policies in effect for the 2022-2023 school year and adopt the BOE Policy Manual for the year 2022.
18. Authorization of Certificates for Manual signature for the year 2023.
19. Approval to publish notification.
20. Freedom of Information copy costs for the year 2023.
21. Disposition of property for the year 2023.
22. Substitute teacher pay for the year 2023.
23. Approve participation in Federal Programs for the year 2023.
24. Mileage reimbursement rate for travel for district employees for the year 2023 will follow State Guidelines of 58.5 cents per mile until June 30, 2022.
25. Adoption of 2022-2023 Year Hour Calendar for 2022-2023 school year and designate May 22 and 23 as inclement weather days.
26. Approval of Resolutions 23-1, 23-2, 23-3, 23-4, 23-5, 23-6, 23-7 as listed below:

RESOLUTION NO. 23-1

Be It Resolved that pursuant to K.S.A. 72-8205, the Board of Education of Unified School District No. 333, Cloud County, Kansas, at its regular meeting held January 9, 2023, established the following meeting schedule for regular Board of Education meetings to be held during the year 2023.

Hour of commencing the meeting: 6:00 p.m.

Day of the week the meeting will be held: Monday

Week of the month the meeting will be held: Second

Meeting Place: Board of Education Meeting Room except for the following meetings:

December Meeting – CHS Library

January Meeting – CES Library

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 as detailed above. If the established meeting is cancelled because of an emergency, within 24 hours of such cancellation, the board shall establish and give notice of the new meeting date and time.

The Board of Education reserves the right to adjourn any regular meeting to another time and place.

Adopted this 9<sup>th</sup> day of January 2023, by the Board of Education of Unified School District No. 333, Cloud County, Kansas.

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Board Member

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Board Member

Attested: \_\_\_\_\_  
Clerk, Board of Education

RESOLUTION NO. 23-2

WHEREAS the Unified School District No. 333, Cloud County, Kansas, has determined that the financial statements and financial reports for the year ended June 30, 2022 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 of Education or the members of the general public of the Unified School District No. 333 and

WHEREAS there are no revenue bond ordinance or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended June 30, 2023.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of Unified School District No. 333, Cloud County, Kansas, in the regular meeting duly assembled this 9th day of January , 2023, that the Board of Education waives the requirements of K.S.A. 75-1120a(a) as they apply to the Unified School District No. 333 for the year ended June 30, 2023.

BE IT FURTHER RESOLVED that the Board of Education shall cause the financial statements and financial reports of the Unified School District No. 333 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.

Adopted this 9<sup>th</sup> day of January, 2023, by the Board of Education of Unified School District No. 333, Cloud County, Kansas.

Signed \_\_\_\_\_

Clerk, Board of Education

RESOLUTION NO. 23-3

A RESOLUTION AUTHORIZING EARLY PAYMENT REQUESTS

The Board of Education of Unified School District No. 333, Cloud County, Kansas, establishes this resolution, which will allow for the early payment if a billing provides for a discount for early payment or for the assessment of a penalty for late payment as per K.S.A. 12-105b(e).

The Board of Education designates and authorizes the Superintendent of Schools or the Clerk of the Board of Education to pay any such claim made against Unified School District No. 333 in advance of its presentation to and approval by the governing body if payment of the amount of such claim is required before the next scheduled regular meeting of the Board of Education in order for the school district to benefit from the discount provided for early payment or to avoid assessment of the penalty for late payment.

These payments shall be submitted to the Board of Education at their next regular meeting. Payments of claims by the above named positions of Unified School District No. 333 under the authority of K.S.A. 12-105b(e) are valid to the same extent as if the claims had been approved and ordered to be paid by the governing body.

Adopted this 9<sup>th</sup> day of January, 2023, by the Board of Education of Unified School District No. 333, Cloud County, Kansas.

Signed \_\_\_\_\_

Clerk, Board of Education

RESOLUTION NO. 23-4

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF PETTY CASH FUND

WHEREAS, the Board of Education of Unified School District No. 333, Cloud 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 authorizes the establishment of petty cash funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 333, Cloud County, Kansas, that a petty cash fund designated as the **Board of Education 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 \$1,500.00.

The fund shall be administered by the Business Manager. The Business Manager shall keep a record of all receipts and expenditures of this fund and shall prepare and file with the Board, a statement showing all receipts, expenditures, and balances 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. 72-8202d, and the provisions of K.S.A. 12-105b shall not apply.

Adopted this 9<sup>th</sup> day of January, 2023, by the Board of Education of Unified School District No. 333, Cloud County, Kansas.

Signed \_\_\_\_\_

Clerk, Board of Education

RESOLUTION NO. 23-5

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF PETTY CASH FUND

WHEREAS, the Board of Education of Unified School District No. 333, Cloud 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 authorizes the establishment of petty cash funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 333, Cloud County, Kansas, that petty cash funds designated as the **Concordia Jr.-Sr. High School Petty Cash Fund for Athletics, Debate and Forensics, and General** is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The funds shall be in the amount of \$1,500.00 each.

The funds shall be administered by the Junior-Senior High School Principal. The Junior-Senior High School Principal shall keep a record of all receipts and expenditures of these funds and shall prepare and file with the Board, a statement showing all receipts, expenditures, and balances 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 funds shall be replenished by payment from the appropriate fund of the school district.

The petty cash funds shall not be loaned or advanced against the salary of any employee.

Funds in the petty cash funds shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202d, and the provisions of K.S.A. 12-105b shall not apply.

Adopted this 9<sup>th</sup> day of January, 2023, by the Board of Education of Unified School District No. 333, Cloud County, Kansas.

Signed \_\_\_\_\_

Clerk, Board of Education

RESOLUTION NO. 23-6

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF ACTIVITY FUND

WHEREAS, The Board of Education of Unified School District No. 333, Cloud 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 authorized the establishment of **school activity funds**;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 333, Cloud County, Kansas, that an activity fund designated as the **Concordia Schools Activity Fund** is created for the purpose of receiving and expending funds for student activities including **athletics, music, forensic, dramatics and other board approved student extra curricular activities**.

The fund shall be administered by the Junior-Senior High School Principal. The Junior-Senior High School Principal 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. 72-8202d and the provisions of K.S.A. 12-105b shall not apply.

Adopted this 9<sup>th</sup> day of January, 2023, by the Board of Education of Unified School District No. 333, Cloud County, Kansas.

Signed \_\_\_\_\_

Clerk, Board of Education

RESOLUTION NO. 23-7  
RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF EDUCATION

WHEREAS, the Board of Education of Unified School District No. 333, Cloud 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 that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 333, Cloud 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 333, Cloud County, Kansas, the 9th day of January, 2023.

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Board Member

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Attested: \_\_\_\_\_  
Clerk, Board of Education

# BOARD VACANCY RESOLUTION

## RESOLUTION 23-8

WHEREAS, a vacancy exists in the membership of the Board of Unified School District No. 333, Cloud County, Kansas; and

WHEREAS, K.S.A. 25-2022 authorizes a Board of Education to fill such vacancies no sooner than fifteen (15) days following publication of notice in a newspaper having general circulation in the school district.

BE IT RESOLVED, that the clerk of the Board of Education of Unified School District No. 333, Cloud County, Kansas, shall cause such notice to be published in the Concordia Blade-Empire.

By:

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Board Member

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Board Member

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Board Member

Attest: \_\_\_\_\_  
Clerk, Board of Education

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**NAME****POSITION**

Updated

1/9/2023

**LCNCK New Hires**

Sonia Erkenbrack

Substitute Teacher/Para at CES Only

**LCNCK Resignations**

Rhonda Bunch

Para Educator at CES

**LCNCK Terminations****LCNCK Deceased****LCNCK Transfers****USD #333 New Hires**

Sonia Erkenbrack

Substitute Teacher/Para at CES Only

Nichole Henderson

Spirit Squad Assistant Coach (repl. T. Jessup-Genereux)

**USD #333 Transfers****USD #333 Resignations**

Tori Jessup-Genereux

Spirit Squad Assistant Coach Only

**USD #333 Terminations****USD #333 Deceased**

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