

MINUTES  
NCKSEC #636 INTERLOCAL BOARD  
MONDAY, JULY 21, 2014

The Board of NCKSEC Interlocal #636 met in regular session at the NCKSEC Central Office on Monday, July 21, 2014. Members present were Tiffany Rietzke (#110), April Karnoff (#211), Christopher Rogers (#212), Bob Dietz (#237), Tom Benoit (#269), Todd Kennedy (#325), Jeff Hofaker (#326) and via conference call Nicole Pulec (#271). Absent for this meeting were Donna Brown (#270), Rob Boland/Brock Nichols (#392) and Stephanie Dickerson (#399).

Officials present: Deb Reha, Director; Wes Topel, Assistant Director (via web conference); Joyce Bunch, Treasurer and Marlene Whitney, Clerk. Other interested persons: Alejandra Juarez, Blue Cross Blue Shield.

CALL TO ORDER

President Tom Benoit called the meeting to order at 7:30 p.m.

ELECTIONS OF OFFICERS

Bob Dietz nominated Tom Benoit as board president for the 2014/15 school year. April Karnopp seconded the motion. Jeff Hofaker moved nominations cease. Motion carried 7-0.

Tom Benoit nominated April Karnopp as board vice-president for the 2014/15 school year. Christopher Rogers seconded the motion. Bob Dietz moved the nominations cease. Motion carried 7-0. (Nicole Pulec joined the meeting via conference call.)

APPOINTMENTS

April Karnopp moved the board approve the following appointments:

Clerk of the Board - Marlene Whitney  
Treasurer of the Board - Joyce Bunch  
Attorney for the Board - Brien Stockman  
Federal Program Director (Flow-Through Funds) – Deb Reha  
Auditor – Adams, Brown, Beran, & Ball  
Bank of Deposit - First National Bank and Trust, Phillipsburg, KS  
Official Newspaper – The Phillips County Advocate  
KPERs Designated Agent – Marlene Whitney  
Freedom of Information Officer – Wes Topel  
Compliance Coordinator for Federal Anti-Discrimination Laws – Deb Reha

Bob Dietz seconded the motion. Motion carried 8-0.

ITEMS ADDED TO THE AGENDA

None.

APPROVAL OF CONSENT AGENDA

Bob Dietz moved the consent agenda be approved. Todd Kennedy seconded the motion. Motion carried 8-0.

COMMUNICATIONS	<p>Deb Reha informed the Board about the Region 8 meeting in Hays, on August 5<sup>th</sup>. Mrs. Reha shared plans for Judge Tommy Webb to address NCKSEC staff at their beginning of year inservice on August 7<sup>th</sup>. Mrs. Reha and Mr. Topel will be attending the Leadership Conference in Wichita July 23-25.</p>
COMMUNITY PRESENTATION	None
<b>OLD BUSINESS</b> ASO BCBS	<p>ASO Update / Blue Cross/Blue Shield Premiums: Alejandra Juarez with Blue Cross Blue Shield was in attendance to answer any questions about the level or recommended reserves as well as the proposed rates for the 2014/15 school year. Todd Kennedy moved the board approve the recommendation for option one for the rates. Jeff Hofaker seconded the motion. Motion carried 8-0.</p>
HANDBOOKS	<p>Jeff Hofaker moved to adopt the proposed changes in the Board Policies &amp; Procedures, the Parents As Teachers Handbook, and the Paraeducators Handbook. Bob Dietz seconded the motion. Motion carried 8-0.</p>
<b>NEW BUSINESS</b> PERSONNEL (A)	<p>April Karnopp moved the board enter into executive session for a period of 15 minutes, until 8:20 p.m., with the Board, Deb Reha and Wes Topel, for the purpose of discussing personnel matters of non-elected personnel, to protect the privacy interests of the individual(s) to be discussed. Todd Kennedy seconded the motion. Motion carried 8-0.</p>
CONTRACT (B) / RECONSIDERATION OF RAISE (C)	<p>At 8:20 p.m., April Karnopp moved to continue in executive session for ten minutes for the same purpose, with the same individuals. Bob Dietz seconded the motion. Motion carried 8-0. The board returned to open session at 8:26 p.m.</p> <p>Tiffany Rietzke moved to approve Brittini Robison, Interrelated Teacher for #325 (1.0 FTE, effective 8/6/14, \$34,567). Todd Kennedy seconded the motion. Motion carried 8-0.</p> <p>Bob Dietz moved to accept the recommendation for the treasurer raise as presented by Mrs. Reha. April Karnopp seconded. Motion carried 8-0.</p>
BOARD OF DIRECTORS' MEETING PLACE & TIME (D)	<p>(New business items D through H were grouped together and voted upon as one action item.)</p> <p><b>Meeting Place:</b> The Board of Directors will meet at the NCKSEC office in Phillipsburg, unless crowded conditions exist, at which time the board will be moved to larger accommodations, or adjourn to another time and place.</p>

**Time of Meeting:** 7:30 p.m.

The Board of Directors may adjourn a regular meeting to another time and place.

**Board of Directors' Meeting Dates:** Pursuant to K.S.A. 72-8205, The Board of Directors of NCKSEC, Phillipsburg, Phillips County, Kansas by resolution duly adopted at its regular held July 15-2013, established the following meeting schedule for regular Board of Directors meetings to be held during the 2013/14 school year.

July 21, 2014	November 17, 2014	March 16, 2015
August 18, 2014	December 15, 2014	April 20, 2015
September 22, 2014	January 19, 2015	May 18, 2015
October 20, 2014	February 16, 2015	June 15, 2015

**RESOLUTIONS (E)**

Resolutions for the 2014/15 school year (The resolutions are attached to, and become part of, these official minutes.)

Establish Petty Cash (1-13)  
Authorizing Early Payment of Claims (2-13)  
Waiver Annual Requirements of GAAP (3-13)  
Destruction of School Records (includes IEP information) (4-13)  
Home Rule (5-13)

**MILEAGE RATE (F)**

NCKSEC will utilize the state rate of \$.56 per mile for mileage reimbursement.

**ADOPTION OF 125 FLEXIBLE BENEFIT PLAN (G)**

American Fidelity will serve as administrator of the NCKSEC 125 Flexible Benefit plan with American Fidelity & AFLAC as vendors for the 2014/15 school year.

**INSURANCE CARRIER (H)**

Biggs Insurance will serve as the liability, automobile, and building insurance carrier for NCKSEC.

Jeff Hofaker moved the board approve new business items D-H on the agenda. Tiffany Rietzke seconded the motion. Motion carried 8-0.

(New business items I through K were grouped together and voted upon as one action item.)

**RESCINDING POLICY STATEMENT (I)**

"Mr. President, I move that all policy statements found in the minutes of the Interlocal prior to June 30, 2014 be rescinded, and that the board of directors adopt the policy manual or written policies as presented and recommended by the Director of Special Education, to govern this Interlocal during the 14/15 school year, subject to periodic review, amendment, and revision by the board of directors." This motion includes: Board Policies & Procedures, NCKSEC Sp Ed Practices & Procedures, Parents As Teachers Handbook, and the Paraeducator handbook.

WORK  
AGREEMENTS FOR  
RETURNING  
CLASSIFIED STAFF  
(J)

A list of returning classified (hourly) staff for the 2014/15 school year was presented for approval as amended (with the removal of Megan Davis and Bonnie Palmer). The list is attached and becomes a part of these minutes.

CONTRACTING  
SERVICES (K)

The following contractual arrangements between our Interlocal and –  
USD 212 No.Valley: ECSE services  
USD 269 Palco: ECSE services  
USD 271 Stockton: Provision of service for 4 yr-old At-Risk students within Collaborative Preschool.  
USD 489, Hays: Memorandum of Understanding-Early Childhood Connections  
USD 613 Southwest Kansas Area Coop: Orientation & mobility services from Jim Lawlor;  
Northwest Kansas Ed. Service Center (NKESEC) – Memorandum of Understanding-Headstart  
Kansas State School for the Blind: consultation and support for students who are Blind/Visually Impaired.  
Craig Resources (d/b/a Craig HomeCare) – Nursing services  
Phillips County Hospital & Medical Clinics – Charlie Meitler  
Development Services of Northwest Kansas – Flow-Thru Funds for FY15

Bob Dietz moved the board approve new business items I through K. Todd Kennedy seconded the motion. Motion carried 8-0.

NCKSEC  
CALENDAR (L)

The NCKSEC calendar was shared with the Board for their information.

EXECUTIVE  
SESSION (M)

Christopher Rogers moved the board enter into executive session for a period of ten minutes, until 8:45 p.m. with the board, Mrs. Reha and Mr. Topel, for the purpose of discussing matters affecting a student in order to protect the privacy interests of the individual(s) to be discussed. Todd Kennedy seconded the motion. Motion carried 8-0. The board returned to regular session at 8:45 p.m. No action was taken.

ADJOURNMENT

With no further business, Tom Benoit thanked the board members for attending the meeting or via conference call and adjourned the meeting at 8:46 p.m.

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Board President

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Clerk of the Board

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Date Approved