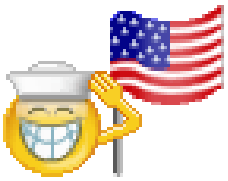
July 2012 Board Meeting



Suggestions for Agenda Items

1. Establish board of education meeting dates, locations, and times (meet at least monthly). K.S.A. 72-8205
2. Organize board and elect president, vice-president, designate clerk, *deputy clerk,* and treasurer (plus duties) K.S.A. 72-8201 *et.seq.*; 72-8202c; 72-8202d; 10-1117; 79-2934; 10-116; 10-801 *et.seq.*; 12-105a; 12-105b
3. Review a current organizational chart including names of persons in each position.
4. Appoint food service representative.
5. Appoint a hearing officer for free and reduced priced meal application appeals.
6. Appoint school attorney.
7. Appoint authorized impact aid representatives if impact aid monies are received by the district.
8. Appoint any service center or AVTS board representatives, if necessary.
9. Designate a coordinator for homeless children duties, if necessary.
10. Designate district KPERS representative.
11. Designate individuals in each building for reporting children truant. K.S.A. 72-1113
12. Designate your compliance coordinator(s) for federal anti-discrimination laws including Title VI, Title VII, Title IX and Section 504 (ADA).
13. Designate an official district newspaper for publication of school notices. K.S.A. 64-101 *et.seq.*
14. Adopt the 1,116 hour calendar if the board wants to go 1,116 hours (notify KSDE by September 15) and adopt the school calendar. K.S.A. 72-1106
15. Designate inclement weather make-up days (snow days) if your district wants them. K.S.A. 72-1106
16. Adopt official depository for school district funds and review bank signatures on file. K.S.A. 9-1401
17. Adopt the annual waiver of requirements for generally accepted accounting principles. K.S.A. 75-1120a
18. Adopt guidelines for activity funds and gate receipts. K.S.A. 72-8208a
19. Establish petty cash limits. K.S.A. 72-8208
20. Establish mileage rate for reimbursement. K.S.A. 75-3203
21. Establish student meal prices.
22. Establish student fees. KSA. 72-5390
23. Establish textbook rental fees. K.S.A. 72-4141
24. Approve school/athletic handbooks.
25. Review units of credit offered at each attendance center to make sure each center is in compliance with accreditation rules and regulations.
26. Review preliminary USD budget.
27. Review records in storage for possible destruction of old records. K.S.A. 72-5369
28. Review insurance schedule including names of companies, types of coverage, dates, etc.
29. Review capital outlay mill levy authority to see if renewal is needed. (Review *after final levy* has been submitted to the county clerk) K.S.A. 72-8801 *et.seq.*
30. Review immunization policy to make sure it is in compliance with statute. K.S.A. 72-5208 *et.seq.*