

**TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK**  
**July 19, 2017, Regular Board Meeting Minutes**  
**USD 408 Marion – Florence District Office**  
**6:00 p.m.**

**Members Present:**

**Mark Rooker, Chairperson**  
**Shayla Clark**

**Jan Helmer**  
**Mark Wendt**

**Jeff Bina**

**Others Present:**

**Lena Kleiner, Director**

**Jerry Hinerman, Clerk**

**1. Call to Order**

Mark Rooker called the meeting to order at 6:10 p.m.

**2. Election of Board Officers**

Mark Wendt moved to appoint Mark Rooker as Chairperson and Jan Helmer as Vice-Chairperson of the TEEN Board for 2017 - 2018. Motion seconded by Shayla Clark. Carried 5-0.

**3. Approval of Regular and Consent Agenda**

Mark Wendt moved to approve the regular and consent agendas with the Election of Board Officers immediately following the Call to Order. Motion seconded by Jan Helmer. Carried 5-0.

Items on the consent agenda included the following:

- a. Motion to approve the minutes of the June 22, 2017, regular board meeting
- b. Motion to appoint Jerry Hinerman as TEEN Clerk
- c. Motion to appoint Carla Harmon as TEEN Treasurer
- d. Motion to select Hillsboro State Bank as the bank to continue to handle the TEEN account
- e. Motion to select the Marion County Record as the official TEEN newspaper
- f. Motion to approved the following list of persons as authorized to write checks and conduct other financial functions for TEEN:
  - Mark Rooker, TEEN Board Chairperson
  - Jan Helmer, TEEN Board Vice-Person
  - Jerry Hinerman, TEEN Clerk of the Board
  - Carla Harmon, TEEN Treasurer
  - Pati Funk, Hillsboro Middle/High School Administrative Assistant
- g. Motion to approve Lena Kleiner and Jerry Hinerman as TEEN credit card holders with credit limits of \$10,000

- h. Motion to adopt the following resolution granting waiver of Generally Accepted Accounting Principles

**Resolution to Waive the Annual Requirement of  
Generally Accepted Accounting Principles and Fixed Asset Accounting**

WHEREAS, the Technology Excellence in Education Network, Interlocal 632, Marion and Dickinson Counties, has determined that the financial statements and financial reports for the 2017-2018 school year be prepared in conformity with the requirement of K.S.A. 1981 Supp. 75-1120a as amended by S.B. 5331 enacted by the 1982 Session of the Kansas Legislature 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, Interlocal 632 TEEN, or the members of the general public of this interlocal; and

WHEREAS, there are no revenue bond ordinances or resolutions of said district which require financial statements and financial reports to be prepared in conformity with said act for the school year 2017-2018;

THEREFORE, BE IT RESOLVED, by the Board of Interlocal 632, TEEN, in Marion and Dickinson Counties, in regular meeting duly assembled the 19<sup>th</sup> day of July, 2017, that the said Board request the Director of Accounts and Reports to waive the requirements of said law as they apply to the Interlocal for the school year 2017-2018; and

BE IT FURTHER RESOLVED that the said Board shall cause its financial statement and financial reports of the said Interlocal 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.

- i. Motion to approve the TEEN Board meetings to begin at 6:00 p.m. and be located at the USD 408 Marion – Florence District Office on the following dates:
- July 19, 2017
  - August 16, 2017
  - September 20, 2017
  - October 18, 2017
  - November 15, 2017
  - December 20, 2017
  - January 17, 2018
  - February 21, 2018
  - March 21, 2018
  - April 18, 2018
  - May 16, 2018
  - June 20, 2018

**4. Approval of Payment of Bills and Financial Reports**

Jan Helmer moved to approve the payment of bills totaling \$78,730.38 and the July 19, 2017, Income and Expense Reports. Motion seconded by Mark Wendt. Carried 5-0.

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#### 5. Business Items

Mark Rooker moved for the Board to go into executive session with the Clerk of the Board at 6:31 p.m. for the purpose of discussing matters related to personnel and for the Board to return to open meeting at 6:36 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Mark Wendt. Carried 5-0.

#### Regular Session

Mark Rooker moved for the Board to go into executive session with the Clerk of the Board at 6:36 p.m. for the purpose of discussing matters related to personnel and for the Board to return to open meeting at 6:41 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Mark Wendt. Carried 5-0.

#### Regular Session

##### a. Director Evaluation

The Board took no action.

##### b. Director Compensation

Jeff Bina moved to approve a 3.77% increase in salary for TEEN Director Lena Kleiner for Fiscal Year 2018 and moved to approve a monthly health insurance contribution equal to the premium of the ESSDACK Health Insurance Group \$1,300 deductible family health insurance. Motion seconded by Mark Wendt. Carried 5-0.

##### c. Audit Contract

Jan Helmer moved to approve the audit contract with Clubine & Rettele Chartered for the Annual TEEN financial audit. Motion seconded by Shayla Clark. Carried 5-0.

#### 6. Other/Discussion

##### a. TEEN By-Laws Review

#### 7. Next Meeting

#### 8. Adjournment

Mark Rooker adjourned the meeting at 6:43 p.m.

Jerry Hinerman, Clerk