



SAINT FRANCIS COMMUNITY SCHOOLS
UNIFIED SCHOOL DISTRICT 297

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**Agenda for
Regular Meeting of
Board of Education
December 8, 2022 7:00 a.m. CST**

- 1) Approval of Agenda**
- 2) Audiences**
- 3) Consent Calendar**
 - a) Minutes
 - b) Bills
 - c) Financial reports
 - d) Gift(s)
- 4) Committee Reports**
- 5) Old Business**
- 6) New Business**
 - a) Personnel items
 - 1) Contracts returned for signature
 - 2) Resignation
 - 3) Administrative contracts
 - b) Legislative Updates
- 7) Miscellaneous Items**
 - a) By Administration
 - b) By Board
- 8) Review of School-Improvement Process**
 - a) KESA
- 9) Date and Time of Next Meeting/Adjournment**

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BOARD OF EDUCATION

Cale Rieger, President
Troy Hilt, Vice-President
Traci Neitzel, Clerk

Marilyn Ralle, Treasurer
Dustin Andrist
Shawna Blanka

J.W. Milliken
Chris Hingst
Danielle McAtee

1) BUSINESS ITEM:

1) Approval of Agenda

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

I have no recommendations at the time this packet was prepared.

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES

Motion by: _____ Vote: _____ Affirmative

Second by: _____ _____ Negative

7) OFFICIAL NOTES BY CLERK

1) BUSINESS ITEM:

3) Audiences

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

Jessica Mathies will present to the board about the Cheyenne County Childcare Initiative.

3) QUESTIONS OR COMMENTS BY BOARD:

4) **GENERAL INFORMATION ITEM** **YES**

5) **CONSENSUS OF BOARD NEEDED** **YES**

6) **OFFICIAL ACTION REQUIRED** **YES**

(a) **Motion by:**

Vote: _____ **Affirmative**

(b) **Second by:**

_____ **Negative**

7) OFFICIAL NOTES BY CLERK

- 1) **BUSINESS ITEM:**
- 2) Consent Calendar

2) **ADMINISTRATION RECOMMENDATION OR COMMENTS:**

The board needs to consider approving the following items as part of the consent calendar:

- a) The minutes of the regular Board meeting on November 10, 2022. The copies are enclosed.
- b) The list of bills to be approved will be distributed at the meeting.
- c) The Cash Summary Report will be distributed at the meeting; other financial reports, if any, will also be distributed at the meeting.
- d) Gift offers – none at the time the packet was prepared.

3) **QUESTIONS OR COMMENTS BY BOARD:**

- 4) **GENERAL INFORMATION ITEM** **YES**
- 5) **CONSENSUS OF BOARD NEEDED** **YES**
- 6) **OFFICIAL ACTION REQUIRED** **YES**

(a) Motion by:
Vote: _____ Affirmative

(b) Second by:
_____ Negative

- 7) **OFFICIAL NOTES BY CLERK**
- 2)

Minutes of the Regular Board Meeting – November 10, 2022

The meeting was called to order by President Cale Rieger in the administrative office on the above date at 7:02 a.m. with everyone present.

Troy Hilt made a motion to approve the agenda as presented, the motion was seconded by J.W. Milliken and carried.

Items on the Consent Calendar were next considered. Following review of these items, Dustin Andrist moved, Chris Hingst seconded, and it carried to approve the consent calendar, including the following items: a) The minutes of the regular Board meeting on October 13, 2022. b) The list of bills being paid on direct deposit slips numbering 1019001-1019076 and on checks numbering 12108-12123 on BANKWEST in the amount of \$235,377.11 and checks numbering 16193-16261 on FNB Bank totaling \$197,817.53 for a grand total of \$433,194.64. c) The Cash Summary Report (including one transfer: \$44,576.00 from the General Fund to the Special Ed Fund), the Grade School Activity Fund Report, and the High School Activity Fund Report - all as of October 31, 2022. d) No Gift Offers.

No Audiences.

Under Committee reports Superintendent Penka recommended Ilani Araujo for a position as a cook. Chris Hingst made a motion to accept the recommendation, seconded by Troy Hilt and carried.

Under Old Business the Cheyenne County Childcare Initiative was discussed. The following items were discussed: Licensure, Insurance, payroll, receive payments and supply lunch meals. The school made a motion to supply lunches for the daycare if they were willing to pick up the meals. The motion was made by J.W. Milliken and seconded by Shawna Blanka; the motion carried.

Next, Superintendent Penka covered a letter that was sent to the school from the Kansas Advisory Council for Indigenous Education regarding having "Indians" as our school mascot. The advisory committee is proposing to KASB the removal of all Native American mascots from schools. KASB does not have the legal authority to require schools to change the mascot, only to make recommendations. So, no action will be taken at this time.

Next under new business, Superintendent Penka reported that there were 61 contract amendments returned for signature.

Next, under New Business, Superintendent Penka reported that a resignation had been received from Tammy Bracelin as a high school cook, effective immediately. J.W. Milliken made a motion to accept the letter of resignation, motion was seconded by Danielle McAtee and carried.

The annual review of the USD 297 Emergency Management plan was discussed. Dustin Andrist made a motion to approve the plan, seconded by J.W. Milliken and carried.

Superintendent Penka let the Board know that our KESA committee has had their first organizational meeting. The administration has begun to work on the narrative and is hoping to present to the outside validation team in December of January.

The next regular Board of Education meeting will be held on December 8, 2022, at 7:00 a.m.

At 8:00 a.m., Dustin Andrist moved that the meeting adjourn; the motion was seconded by J.W. Milliken and carried.

CLERK	DATE	BOARD PRESIDENT
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BUSINESS ITEM:

4) Committee Reports

1) ADMINISTRATION RECOMMENDATION OR COMMENTS:

No committee reports at this time.

2) QUESTIONS OR COMMENTS BY BOARD:

3) GENERAL INFORMATION ITEM YES

4) CONSENSUS OF BOARD NEEDED YES

5) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

6) OFFICIAL NOTES BY CLERK

1) BUSINESS ITEM:

5) Old Business

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

Cheyenne County Childcare Initiative – if the board would like to discuss it further.

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES; If the board desires

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

7) OFFICIAL NOTES BY CLERK

1) BUSINESS ITEM:

6) New Business – a) i)

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

a) We have two contracts returned for signature.

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

7) OFFICIAL NOTES BY CLERK

- 2) **BUSINESS ITEM:**
6) New Business – b Resignation

8) **ADMINISTRATION RECOMMENDATION OR COMMENTS:**

We have the resignation of Erin Perrigo from the 5th grade position to take effect at the end of the school year. The resignation letter is in the board packet.

9) **QUESTIONS OR COMMENTS BY BOARD:**

- 10) **GENERAL INFORMATION ITEM** **YES**
11) **CONSENSUS OF BOARD NEEDED** **YES**
12) **OFFICIAL ACTION REQUIRED** **YES**

(a) **Motion by:**
Vote: _____ **Affirmative**

(b) **Second by:**
_____ **Negative**

13) **OFFICIAL NOTES BY CLERK**

3) BUSINESS ITEM:

- 6) New Business – c Administration Contracts

14) ADMINISTRATION RECOMMENDATION OR COMMENTS:

I move that the board recess into executive session to discuss an individual staff member to protect their privacy pursuant to the non-elected personnel exception under Kansas Open Meeting Act.

- Administration Evaluation

At this point in the meeting, I will be requesting a 10-minute executive session if needed.

Mr. President, I move that the board recess into executive session to discuss the performance of individual staff members in order to protect their privacy pursuant to the non-elected personnel exception under KOMA and that the open meeting shall resume at _____ in the board room.

15) QUESTIONS OR COMMENTS BY BOARD:

16) GENERAL INFORMATION ITEM YES

17) CONSENSUS OF BOARD NEEDED YES

18) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

19) OFFICIAL NOTES BY CLERK

4) BUSINESS ITEM:

6) New Business – b Legislative updates

20) ADMINISTRATION RECOMMENDATION OR COMMENTS:

None at the time this packet was prepared

21) QUESTIONS OR COMMENTS BY BOARD:

22) GENERAL INFORMATION ITEM YES

23) CONSENSUS OF BOARD NEEDED YES

24) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

25) OFFICIAL NOTES BY CLERK

1) BUSINESS ITEM:

7) Miscellaneous Items – Superintendent

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

There may be miscellaneous items to be presented by the Superintendent.

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

7) OFFICIAL NOTES BY CLERK

1)

BUSINESS ITEM:

7) Miscellaneous Items – Principal and Board

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

There may be miscellaneous items to be presented by the principal and by individual Board members.

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

7) OFFICIAL NOTES BY CLERK

1) BUSINESS ITEM:

9) KESA Update

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

KESA Update if applicable.

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

7) OFFICIAL NOTES BY CLERK

1) **BUSINESS ITEM: Adjournment**

2) **ADMINISTRATION RECOMMENDATION OR COMMENTS:**

The January meeting is scheduled for Thursday, January 12th at 7:00 a.m. There is an away Junior High Basketball game scheduled at Atwood.

3) **QUESTIONS OR COMMENTS BY BOARD:**

4) **GENERAL INFORMATION ITEM** **YES**

5) **CONSENSUS OF BOARD NEEDED** **YES**

6) **OFFICIAL ACTION REQUIRED** **YES**

(a) **Motion by:**
Vote: _____ **Affirmative**

(b) **Second by:**
_____ **Negative**

7) **OFFICIAL NOTES BY CLERK**