



SAINT FRANCIS COMMUNITY SCHOOLS UNIFIED SCHOOL DISTRICT 297

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June 23, 2023

This letter is to remind you of the **SPECIAL MEETING** the Board has scheduled for **THURSDAY, JUNE 29, 2023 AT 7:00 A.M.** in the board room

The proposed Agenda:

1. Approval of Agenda
2. Approval of Minutes & Bills
3. Approval of contracts returned for signature
4. Approval of any new contracts
5. Review and approval of Year-End financial reports and proposed transfers
6. Miscellaneous by Administration
7. Miscellaneous by Board Member
8. Adjournment

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BOARD OF EDUCATION

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

Marilyn Raile, Treasurer
Dustin Andrist
Shawna Blanka

J.W. Milliken
Chris Hingst
Danielle McAtee

Minutes of the Regular Board Meeting – June 13, 2023

The meeting was called to order by President Cale Rieger on the above date at 7:00 a.m., in the administration office with everyone present.

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

The Board reviewed and discussed the items on the consent calendar. A motion was then made by Chris Hingst, seconded by Shawna Blanka, and carried to approve the consent calendar, including the following items: a) the minutes of the regular Board meeting on May 10, 2023. b) A list of bills being paid on direct deposit slips numbering 0519001 – 0519072 and on checks numbering 12205-12218 on BANKWEST, and checks numbering 16602-16661 on FNB Bank for a total of \$382,734.64. c) The Cash Summary Report (including two transfers: \$5,229.34 from General Fund to the At-Risk Fund, and \$48,520.00 from the General Fund to the Special Education Fund) and the High School Activity Fund Report and Grade School Activity Fund Report – all as of May 31, 2023. d) The Board approved the following gift offers: 1) \$510.00 for the Norma Weems Memorial to go to the Special Ed department; 2) \$1,000.00 from the Cheyenne County Kansas Community Foundation for use by the Golf team; 3) \$10,440.00 from the Cheyenne County Kansas Community Foundation for scholarship payments, replacing sports balls and mulch used at the grade school.

Audiences: Amy Morrow was present to discuss with the Board the options available to be able to continue the 5th grade Estes Park trip each year. Justin Lohr was present for the discussion on bids for roof repairs. Also, under audiences, a letter was read and discussed from Sheree L. Downs expressing her concerns with the school.

There were no committee reports.

Superintendent Penka reported to the Board the results of the survey sent out to all Kansas districts regarding what substitute teachers get paid. After reviewing and discussing, Troy Hilt made a motion to keep the non-certified pay at \$105.61 per day; certified substitutes will receive \$115.00/day and both will receive a free lunch on the day they sub. The motion was seconded by Dustin Andrist and carried.

Next, Superintendent Penka discussed with the Board the need to move one of the grade school paraprofessionals up to the high school for half a day. A couple of suggestions were made: 1) rotate the paras at the grade school every nine weeks to come to the high school for half a day and/or 2) place an ad for a part time paraprofessional. It was the consensus of the Board for Superintendent Penka to look into these options.

Next, the Board reviewed the two bids received to patch the high school roof this summer. After discussion it was the consensus of the Board to get bids on a completely new roof and also check into getting an adjustment for insurance purposes. The matter was tabled until further information is received.

Next, Chris Hingst made a motion to approve 61 contracts returned for signature, seconded by J.W. Milliken, and carried. This brings the total contracts returned to 61 with five left to return.

Next, Superintendent Penka recommended Ryan Agan for assistant coach for high school football. J. W. Milliken made a motion to approve this recommendation; seconded by Danielle McAtee and carried.

Board members were given a list of current student fees and adult meal prices and were asked to consider approving meal-price increases as proposed by Superintendent Penka. Following discussion, a motion was made by Shawna Blanka, seconded by Dustin Andrist, and carried to approve the following fees:

2023-2024

ELEMENTARY SCHOOL:

Breakfast	\$2.55 (from \$2.45)
Lunch	\$3.00 (from \$2.90)
<i>K-5 Book Rental</i>	\$35
<i>Activity Ticket</i>	\$10.00

JR-SR HIGH SCHOOL:

Breakfast	\$2.85 (from \$2.75)
Lunch	\$3.40 (from \$3.30)
<i>Book Rental</i>	\$35.00
<i>Activity Ticket</i>	\$13.50
<i>Science Goggle Fee</i>	\$10.00
Yearbook & DVD	45.00
	<i>+\$6 if name-stamped</i>
<i>Towel Fee</i>	\$7.00

ADULT MEALS:

Breakfast	\$3.45 (from \$3.3
Lunch	\$4.75 (from \$4.65)

The Estes Park 5th grade trip was next up for discussion. It was the consensus of the Board to approve the trip be help on a Wednesday – Friday in May, leave Wednesday and return home on Friday evening.

Next Superintendent Penka reviewed the Needs Assessment for the 2023-2024 school year with the Board. Dustin Andrist made a motion to approve the Needs Assessment, seconded by J.W. Milliken and carried.

Superintendent Penka reviewed with the Board the updated policies and forms now available through KASB. Chris Hingst made a motion to accept the new policies and changes, opting out of JGFGA Administration of Emergency Opioid Antagonists, motion was seconded by Shawna Blanka and carried.

A special meeting of the Board near the end of June will be necessary to approve the final business transactions of this fiscal year. Shawna Blanka made a motion to schedule a special meeting at 7:00 a.m. on Thursday, June 29, 2023, in the St. Francis administration office. The motion was seconded by J.W.

Milliken and carried.

The next REGULAR monthly board meeting will be held on Thursday, July 13, 2023, at 7:00 a.m.

At 8:35 a.m., Chris Hingst moved that the meeting adjourn; the motion was seconded by J.W. Milliken and carried.

CLERK

DATE

BOARD PRESIDENT