

## Minutes of the Regular Board Meeting – July 10, 2025

The meeting was called to order by President Troy Hilt in the administration office on the above date at 7:00 a.m. with everyone present, except Bruce Swihart, Shawna Blanka and Delbert Schmidt. Traci Neitzel, Tania Quintero also attended the meeting.

Superintendent Penka made one addition to the agenda: New Business e) New Bus information; Chris Hingst made a motion to approve the agenda with the one addition. The motion was seconded by J. W. Milliken and carried.

Items on the Consent Calendar were next discussed. Following review of these items, J.W Milliken moved, Chris Hingst seconded, and it carried to approve the consent calendar, including the following items: 1) the minutes of the special meeting on June 27, 2025. 2) The list of bills being paid on checks numbering 18507-18546 on FNB Bank in the amount of \$182,919.00 3) The Cash Summary Report, the final Unencumbered Cash Balances, and the High School Activity Fund Report and Grade School Activity Fund Report, all as of June 30, 2025. 4) Officially notify the Kansas State Department of Education (KSDE) that USD 297 will declare a 1,116-hour school year but make every reasonable effort to attend the total number of days that are scheduled. 5) Designation of The Bank – St. Francis, FNB Bank – St. Francis, and Western State Bank – St. Francis as the official depositories for USD 297 funds. 6) Designation of the St. Francis Herald as the official district newspaper. 7) Designation of Delbert Schmidt, 6-12 Principal, as the USD 297 liaison for the homeless. 8) Designation of Mark Penka, Superintendent, and Tania Quintero, District Clerk, as the KPERS (Kansas Public Employees Retirement System) designated agents. 9) Designation of Delbert Schmidt, 6-12 Principal, and Susan Dinkel, K-5 Principal, as the USD 297 attendance officers. 10) Designation of Leslie Steggs, Mark Penka, and Tania Quintero as food service representatives. 11) Designation of Mark Penka as hearing officer for the national school lunch applications. 12) A resolution requesting an exemption for USD 297 from the requirements of Generally Accepted Accounting Principles (GAAP) and of fixed-asset accounting for the 2025-2026 fiscal year. 13) Approval of “Memorandum of Understanding” with Head Start. 14) Approval of a Member Participation Agreement for the KASB Workers Compensation Fund. 15) Approval of Revenue of neutral rate.

The next item on the agenda was to set the time and place for Board meetings in 2025-2026. After brief discussion, J.W Miliken moved to adopt a resolution specifying that the regular meetings of the Board will be held in the USD 297 Board of Education meeting room, 100 S College St., St. Francis, KS on the second Thursday of each month at 7:00 a.m. The motion was seconded by Chris Hingst and carried.

No Audiences

No Committee Reports

Old Business - Superintendent Penka discussed with the Board the possibility of working with KSBRC. USD 297 is currently working with KASB. After discussion it was the consensus of the board to stay with KASB and not pursue Kansas School Board Resource Center.

New Business; The Board was asked to approve the 2025-2026 Program Agreement for the School Breakfast and Lunch Programs with the Food Service Section of the Kansas State Department of Education (including the Income Eligibility Guidelines for the Free/Reduced-Price School Meals Program), with Mark Penka named as authorized representative for the Food Service Program and Tania Quintero as a second authorized signer. Following discussion, J.W Milliken moved, Chris Hingst seconded, and it carried to approve the 2025-2026 Food Service Program Agreement.

Under New Business; discussion concerning joining the KASB for 2025-2026 was held. Following discussion, a consensus was made to again join the KASB and the KASB Legal Assistance Fund and to pay the dues indicated on the billings (a total of \$7,780.38). J. W. Milliken made a motion to join KASB and pay the fee for Legal Assistance; seconded by Danielle McAtee.

The Board next considered necessary appointments to commissions and boards. Following brief reviews, J.W. Milliken moved, seconded by Danielle McAtee, and carried: 1) A discussion to appoint Jill Zwegardt to the St. Francis Recreation Commission, which is for a 4-year term; 2) to appoint Troy Hilt to the KASB Governmental Relations Network; and 3) to appoint Bruce Swihart to serve as the representative on the NKESC Board in Oakley.

Superintendent Penka reported we have no resignations this month. He also reported we have the following new hires: Jayden Porubsky to be a part-time kindergarten aid; Matt Wilson to be a high school assistant football coach; and Brook Rogers for a cook position at the grade school. Superintendent Penka also reported that there are several applicants for the part-time District Clerk position that will be interviewed in the upcoming week. Chris Hingst made a motion to approve the new hires, seconded by J. W. Milliken and carried..

Next, Superintendent Penka discussed the purchase of a new activity bus; a motion was made by J.W. Milliken moved by Chris Hingst to proceed with the purchase.

Superintendent Penka recommended the following schedule be followed in preparing and publishing the budget for fiscal year 2025-2026:

Thursday, August 21 – Special Board of Education meeting – Approval of Budget - 7:00 P.M.

Wednesday, August 27 – Publish proposed budget in The St. Francis Herald.

Thursday – September 18 – rescheduled regular meeting with budget hearing and Revenue Neutral Rate hearing at 6:55 a.m.

Thursday, September 18 – Deliver budget to the County Clerk

Chris Hingst made a motion to approve these dates; seconded by Danielle McAtee and carried.

At 7:52 A.M. J.W. Milliken made a motion to adjourn; seconded by Danielle McAtee and carried.

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CLERK

DATE

BOARD PRESIDENT