



SAINT FRANCIS COMMUNITY SCHOOLS
UNIFIED SCHOOL DISTRICT 297

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**Agenda for
Regular Meeting of
Board of Education
February 10, 2022, 7:00 a.m. CST**

- 1) Approval of Agenda**
- 2) Consent Calendar**
 - a) Minutes
 - b) Bills
 - c) Financial reports
 - d) Gift offer(s)
- 3) Audiences**
- 4) Committee Reports**
 - a) Hiring committee
 - b) Meet-and-Confer
- 5) Old Business**
- 6) New Business**
 - a) Review of 2022-2023 school calendar
 - b) Discussion/action on personnel items
 - 1) Letters of resignation
 - 2) Contract offer(s)
 - c) Ceiling/Lights bid
- 7) Miscellaneous Items**
 - a) By Administration
 - b) By Board
- 8) Review of School-Improvement Process**
 - a) Facility update
- 9) Review of Board Policy**
 - a) Board Goals
- 10) Date and time for next Board meeting**
- 11) Adjournment**

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BOARD OF EDUCATION

Cale Fieger, President
Troy Hilt, Vice-President
Traci A. Neltzel, Clerk

Marilyn K. Raile, Treasurer
Dustin Andrist
Shawna Blanka

J.W. Milliken
Chris Hingst
Danille McAttee

1) BUSINESS ITEM:

- 1) Approval of Agenda

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

I recommend we move Tom Smull to the top of the agenda to allow him to speak to the board about the St. Francis Educational Foundation.

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:

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 January 13, 2022.
- 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 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

(a) Motion by:

Vote: _____ Affirmative

(b) Second by:

_____ Negative

7) OFFICIAL NOTES BY CLERK

1)

Minutes of the Regular Board Meeting – January 13, 2022

The meeting was called to order by Board President Cale Rieger in the administration office on the above date at 7:00 a.m. with everyone present except Shawna Blanka. Cheyenne County Clerk, Scott Houtman, was also present.

Danielle McAtee made a motion to approve the agenda; the motion was seconded by Chris Hingst and carried.

Next, Cheyenne County Clerk, Scott Houtman, swore in the newly re-elected members of the Board of Education: Chris Hingst, Dustin Andrist, and Danielle McAtee.

Election of officers was next; Troy Hilt made a motion to leave officers currently elected in place: Cale Rieger as President and Troy Hilt as Vice President; 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 Dustin Andrist, and carried to approve the consent calendar, including the following items: a) The minutes of the regular Board meeting on December 9, 2021. b) A list of bills being paid on direct deposit slips numbering #1217001-1217076 and on checks numbering 11924-11937 on BANKWEST, and checks numbering 15592-15639 on FNB Bank for a total of \$404,937.55. c) The Cash Summary Report (including one transfer: \$46,520.00 from General Fund to Special Ed Fund), the Grade School Activity Fund Report, and the High School Activity Fund Report – all as of December 31, 2021. d) No gift offers.

There were no audiences.

The Board considered appointment of members to three committees – the Meet-and-Confer Committee, Scholarship Committee, and Hiring Committee. Following brief discussion, Cale Rieger and Chris Hingst were selected to serve on the Meet-and-Confer Committee; Superintendent Penka, Principal David Morrow, Danielle McAtee, and Dustin Andrist were selected to serve on the Scholarship Committee; and Superintendent Penka, Principal Morrow, Principal Raile, Shawna Blanka, and J. W. Milliken were selected to serve on the Hiring Committee. Troy Hilt moved to approve these committee appointments; the motion was seconded by Danielle McAtee and carried.

Under Old Business, Superintendent Penka gave a COVID-19 update.

Superintendent Penka updated the Board on legislative issues currently in discussion.

Superintendent Penka reported that he has received a verbal resignation from Lacey Grogan as a route bus driver effective immediately. Chris Hingst made a motion to accept Mrs. Grogan's resignation; seconded by Troy Hilt and carried.

Superintendent Penka requested approval for a contract amendment for Rachel Morris acting as Food Service Director. Troy Hilt made a motion to accept the amendment, seconded by Danielle McAtee and carried.

Next, Superintendent Penka along with the hiring committee recommended hiring Cassondra Krien and Kelly Emerson as grade school aides. Chris Hingst made a motion to approve hiring them as grade school aides, seconded by Troy Hilt and carried.

At 7:40 A.M., Dustin Andrist made the following motion for a twenty minute executive session: Mr. President, I move that the board recess into executive session to discuss non-elected personnel in order to protect their privacy pursuant to the non-elected personnel exception under KOMA and that the open meeting shall resume at 8:00 A.M. Chris Hingst seconded the motion, and it carried. Principal Raile and Clerk Neitzel left the meeting. The Board requested Principal Raile and Clerk Neitzel to re-join the meeting at 7:50 A.M. The Board came out of executive session at 8:00 A.M. and requested an additional 10 minutes, Chris Hingst made the motion; seconded by Troy Hilt and carried. The board came out of executive session at 8:10 A.M.

Upon resuming the regular meeting, Troy Hilt made the following motion: I hereby move to renew Administrative contracts as discussed. The motion was seconded by Chris Hingst.

Next, J.W. Milliken made a motion to terminate an employee as discussed. The motion was seconded by Chris Hingst and passed.

The next regular scheduled Board meeting will be held on **February 10, 2022, at 7:00 a.m.**

At 8:15 a.m., Chris Hingst moved that the meeting adjourn; the motion was seconded by Danielle McAtee and carried.

CLERK	DATE	BOARD PRESIDENT
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BUSINESS ITEM:

3) Audiences

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

Tom Smull - St. Francis Educational Fund.

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:

4) Committee Reports

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

The hiring committee will be recommending:

- Kelly Emerson – First grade aid
- Cassondra Krien – Kindergarten aid
- Maribel Mendez – Cook
- Sonya Palasio - Cook

Calendar Committee – update on school Calendar for 2022-2023 school year.

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:**
5) Old Business – a

2) **ADMINISTRATION RECOMMENDATION OR COMMENTS:**

Cheylin 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:

6) New Business – a)

1) ADMINISTRATION RECOMMENDATION OR COMMENTS:

We have proposals for the 2022-2023 school year calendar to present to the board.

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:

6) New Business – b)1

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

- Resignation of Amy Rosier effective May 20, 2022

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:

6) New Business – b)2

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

The hiring committee will be recommending:

- Kelly Emerson – First grade aid
- Cassondra Krien – Kindergarten aid
- Maribel Mendez – Cook
- Sonya Palasio - Cook

3) QUESTIONS OR COMMENTS BY BOARD:

4) GENERAL INFORMATION ITEM YES

5) CONSENSUS OF BOARD NEEDED YES

6) OFFICIAL ACTION REQUIRED YES

(c) Motion by:

Vote: _____ Affirmative

(d) Second by:

_____ Negative

8) OFFICIAL NOTES BY CLERK

7) **BUSINESS ITEM:**
7) New Business – c

8) **ADMINISTRATION RECOMMENDATION OR COMMENTS:**

Accept bids for HS and GS Ceiling/lights in HS music room, GS Library, and HS classroom.

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

10) **GENERAL INFORMATION ITEM** **YES**

11) **CONSENSUS OF BOARD NEEDED** **YES**

12) **OFFICIAL ACTION REQUIRED** **YES**

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

(f) **Second by:**

(g) _____ **Negative**

9) **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) Review of School Improvement Policy

2) ADMINISTRATION RECOMMENDATION OR COMMENTS:

Upcoming projects

- Ceilings
- JH and HS girl's locker room will get new stalls, cabinets, and paint this summer. We are currently working on acquiring bids. This project will be completed after July 1, which will be on next year's budget.
- New oven for the HS
- Windows
- Wrestling mats on walls – 5-year plan
- Essers III Idea - Hot water at the HS and GS

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:

10) Date and time of next Board Meeting - Adjournment

8) ADMINISTRATION RECOMMENDATION OR COMMENTS:

March Board meeting is scheduled for March 10, 2022, at 7:00 a.m. My recommendation would be to meet at 7:00 p.m. for teacher evaluations and possible Cheylin discussion.

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