

## **Minutes of the Regular Board Meeting – August 26, 2025**

The meeting was called to order by President Troy Hilt in the administration office on the above date at 7:00 p.m. with everyone present. Also present were Delbert Schmidt, Susan Dinkel, Tania Quintero, Traci Neitzel, Sheree Wingo, Sydney Busse, Jessica Matthies and Katisha Wiegiers.

Superintendent Penka had the following additions to the agenda: move Audiences, Sydney Busse, Jessica Matthies and Katisha Wiegiers to the top of the agenda. J.W Milliken made a motion to approve the agenda with the changes noted; the motion was seconded by Chris Hingst and carried.

Audiences: Sydney Busse was present to discuss the St. Francis Educational Foundation Marketing progress and improve future marketing ideas. We will have further discussion by the end of December if we are interested in continuing with the marketing plan .

Next, Jessica Matthies discussed with the Board the Discovery Zone project and how they would like to progress in the future. She also reviewed the St. Francis Educational Foundation account with us, encouraging the Board to look for projects using these funds and also ideas on how to grow the fund.

Next Katisha Wiegiers, high school counselor, reviewed with the Board ACT Data from the 2024-25 school year. She went over charts showing how St. Francis compares to other schools our size.

Items on the Consent Calendar were next considered. Following review of these items, Chris Hingst moved, Bruce Swihart seconded, and it carried to approve the consent calendar, including the following items: a) The minutes of the regular Board meeting on July 10, 2025 b) The list of bills being paid on direct deposit slips numbering 0718001-0718010 0819001-0819013, and checks numbering 18547-18683 on First National Bank totaling \$521,919.02 c) The Cash Summary Report ( No transfers from General Fund to the Special Ed Fund) the Grade School Activity Fund Report, and the High School Activity Fund Report--all as of July 31, 2025. d) There were no gift offers.

Committee Reports: The hiring committee is recommending the hiring of Cateline Isely as an assistant district clerk. Danielle McAtee made a motion to approve, seconded by Shawna Blanka and carried.

Next under Old business, KSBRC was next discussed. It was the consensus of the Board that if Ward Cassidy wants to make a presentation he is welcome to do so by letting us know he would like to put on the agenda.

Next, under New Business; Superintendent Penka presented the 2025-2026 Budget to the Board. After review and discussion Shawna Blanka made a motion to approve the Budget, seconded by Chris Hingst and carried. The Budget will now be published in the St. Francis Herald the week of September 1, 2025.

Under New Business, Approval of PDC, J.W Milliken made a motion to approval the renewal of PDC, seconded by Bruce Swihart and carried.

Under Personal items; There were six contracts and three contract amendments brought before the board for signature.

Superintendent Penka recommended the hiring of 1) Gracie Parsons as a junior high assistant boys' basketball coach; Traci Price as assistant high school girls' basketball coach; and John Bay as a route bus driver. A motion was made by Chris Hingst, seconded by Bruce Swihart and carried to approve the contracts.

Superintendent Penka informed the board that David Marrow is resigning as assistant Golf Coach and Brooke Rogers has resigned as a cook. A motion was made to approve the resignations by Bruce Swihart, seconded by J.W Milliken and carried.

A new signature card is needed for the High School at First National Bank and The Bank, to add Cateline Isely, remaining signatures will be Troy Hilt, Marilyn Raile and Tania Quintero.

Removing Traci Neitzel from the signature card at First National Bank and The Bank effective November 1, 2025. J.W Milliken made a motion to approve the changes, seconded by Shawna Blanka and carried.

Next, Principal Schmidt reviewed with the board the changes being made to the St. Francis JH – HS Student Handbook. The changes made were JH-HS class sponsorship schedule , early graduation, part time enrollment, JH-retention policy, college visitation days, attire and grooming, cell phone use, outside visitors and eligibility policies. The changes are to take place immediately. J.W Milliken made a motion to adopt the changes, seconded by Danielle McAtee and carried.

District Clerk Neitzel informed the Board that \$9,000.00 would be requested from the St. Francis Educational Fund for scholarships issued in August. Daniell McAtee made a motion to approve the request, seconded by J.W Milliken and carried.

Next, Superintendent Penka requested a 20-minute executive session to discuss nonelected personnel issues. J.W Milliken made the following motion: Mr. President, I move that the board recess into executive session to discuss personnel matters of nonelected personnel pursuant to the provisions of K.S.A. 75-4319 and to return to open session at 8:42 p.m. Motion was seconded by Bruce Swihart and carried. Principal Schmidt, Principal Dinkel, Clerk Quintero, Counselor Wieggers and Sheree Wingo left the meeting. At 8:42 p.m. Chris Hingst made a motion to go back into executive session and return to open session at 8:57 p.m. Motion was seconded by Danielle McAtee and carried. At 8:57 p.m. Shawna Blanka made a motion to go back into executive session returning to open session at 9:17 p.m. Motion was seconded by Bruce Swihart. Upon returning to open session |Sherree Wingo and Susan Dinkel returned to the meeting. No action was taken.

The new Blue Cross and Blue Shield premiums were reviewed and discussed. It was the consensus of the board to table any decisions until more information is obtained. Superintendent Penka may call a special board meeting if he gets further information.

Next, under Miscellaneous Items, Superintendent Penka reviewed the current enrollment numbers. As of August 18, 2025, the student count is 273.5 students attending.

No Miscellaneous items were presented by the Board

The next Board of Education meeting will be held on **September 18<sup>th</sup> at 7:00 a.m. The Budget hearing will be a 6:55 a.m.**

At 9:42 p.m. J.W Milliken moved that the meeting adjourn; the motion was seconded by Bruce Swihart and carried.

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CLERK

DATE

BOARD PRESIDENT