

USD #505 Board of Education
Chetopa-St. Paul

430 Elm Street
Chetopa, KS 67336

Agenda Notes
Monday, July 13, 2026
7:00 PM

1. Call to Order *Time: _____ by Roberta Carter*
2. Roll Call
3. Recognition of Visitors
4. Approval of the Agenda
5. Officers and Appointment (DI/AI)
 - 5.01. Election of Board President
 - 5.02. Election of Board Vice President
 - 5.03. Appointment to SEK Interlocal Board
6. Regular Consent Agenda (AI)
 - 6.01. Approve Minutes of the meeting on June 10, 2026
 - 6.02. July Bills
 - 6.03. July Visa Bills
 - 6.04. July Activity Accounts – Chetopa/St. Paul
7. Re-organization Consent Agenda (AI)
 - 7.01 Appointments**
 - 7.01.01. **Board Attorney:** KASB legal services.
 - 7.01.02. **Board Clerk:** Terri Ross
(KSA 72-8201 et.seq.; 72-8202c; 72-8202d; 10-117; 79-2934; 10-117; 10-801 et.seq.; 12-105a; 12-1057)
 - 7.01.03. **Board Treasurer:** Debbie Yost (KSA 72-8201 et.seq.; 72-8202c; 72-8202d; 10-117; 79-2934; 10-117; 10-801 et.seq.; 12-105a; 12-1057)
 - 7.01.04. **Compliance Coordinator** for federal anti-discrimination laws including Title VI, Title VII, Title IX, and Section 504: Bobbi Williams and Jolene Hall
 - 7.01.05. **Coordinator, Section 504** for Civil Rights Matters: Bobbi Williams and Jolene Hall
 - 7.01.06. **Determining Official for Free/Reduced Price Lunch Applications:** Terri Ross
 - 7.01.07. **Freedom of Information Officer:** Bobbi Williams and Jolene Hall
 - 7.01.08. **District Attendance Officer:** Bobbi Williams and Jolene Hall
 - 7.01.09. **Building Truancy Officers (KSA 72-1113):** Jolene Hall (CH), Renee Gillard(SP)
 - 7.01.10. **Food Service Program Representative:** Terri Ross; **District**

- Federal Food Services Program Custodian:** Terri Ross
- 7.01.11. **KPERS Representative:** Terri Ross
- 7.01.12. **Public Records Custodian:** Terri Ross
- 7.01.13. **Student Records Custodians:**
Jolene Hall (Chetopa), Renee Gillard (St. Paul)
- 7.01.14. **Special Education Records Custodians:** Bobbi Williams, Amy Haney,
Jolene Hall, Renee Gillard, Leslie Reid
- 7.01.15. **Special Education Due Process Hearing Officer:** SEK Interlocal
Director, Greg Kubler
- 7.01.16. **Representative to SEK Interlocal #637:** as appointed by Board President
- 7.01.17. **Hearing Officer for Free/Reduced Priced Meal Application Appeals:**
Bobbi Williams and Jolene Hall
- 7.01.18. **Transportation Director:** Bobbi Williams and Jolene Hall
- 7.01.19. **Homeless Children Duties Coordinator:** Jolene Hall (CH) and
Renee Gillard (SP)

7.02. Resolutions

- 7.02.01. (KSA 72-8205) **Regular School Board Meeting Schedule:**
Generally, Board Meetings are the second Monday of each month @
7:00 PM.
- In Chetopa, 430 Elm, board room: September 14, November 9,
January 13, March 8, May 12, July 12
 - In St. Paul, 118 First Street, library: August 10, October 12, December
14, February 8, April 12, June 14
- 7.02.02. **Waiver of Generally Accepted Accounting Principles (GAAP)**
- NOTE: KSA 75-1120(a) requires municipalities to use generally accepted accounting principles in the preparation of their financial statements and reports. Except for community colleges, the governing body of any municipality may request to waive the statutory requirements. A resolution must be signed upon approval of the motion.

7.03. Designations

- 7.03.01. (KSA 64-101 et.seq.) **Official District Newspaper:** *Parsons Sun and Labette Avenue*
- 7.03.02. (KSA 9-1401) **Official Depositories and Review Bank Signatures:**
Official Depository: Chetopa State Bank, Chetopa, Kansas
St. Paul Exchange State Bank, St. Paul, KS
Signatures: Bobbi Williams, Jolene Hall, Terri Ross, Debbie Yost, Board President
- 7.03.03. (KSA 2001 Supp. 72-1106) **Inclement Weather Make-Up Days:** to be
May 3-4, 2026 or any Friday October - March

7.04. Determinations

7.04.01. **Carrier for Errors and Omissions Coverage:** Bill Thompson Insurance Agency

7.04.02. (KSA 2001 Supp. 72-1106) **School Year to be Calculated on the Basis of 1,116 Hours**

7.04.03. (KSA 75-3203) **Mileage Reimbursement Rate:** Private vehicle mileage rate as set by the state of Kansas

7.04.04. (KSA 2001 Supp. 72-5390) **Student Fees** and (KSA 72-4141) **Textbook Rental Fees**

7.04.04.01. **Book rental fees:**

- Kindergarten = (\$20.00 includes milk) \$20.00
- 1st - 12th = (\$11.00) \$11.00
- Technology fee (9th-12th) \$25.00

7.04.04.02. **Meal prices** – price changes for approval.

Meal	Adult	K-5	6-12
Breakfast	2.25	1.35	1.50
Lunch	4.80	3.20	3.35
Extra Milk	\$0.50		

7.04.05. **Building organization:**

- Chetopa: Elementary (K-5); high school (6-12)
- St. Paul: Elem. (K-5); middle school (6-8); high school (9-12)

7.05. Approvals and authorizations

7.05.01. **District and building memberships:**

Building memberships:

KSHSAA for junior and senior high school

Mineral Belt conference for junior high schools

Three Rivers League for high schools

District memberships:

Kansas Association of School Boards

Kansas Association of School Boards Legal Assistance

Administrator memberships:

USA-Kansas for asst. superintendent and principals

Asst. Superintendent - KSSA

Principals - KASSP

7.05.02. Title I Parent meetings: as established by individual building

7.05.03. (KSA 72-8208) **Petty cash limits:** \$1500

7.05.04. **“Early Payment” provisions of KSA 12-105b(e)**

7.05.05. **Participation in the school food service program**

7.05.06 **Activity funds and gate receipts guidelines**

Signatures on Activity Funds accounts: (Requires two signatures)

Chetopa: Beth Johnson, Jolene Hall, Bobbi Williams, Terri Ross

St. Paul: Kristy Mueller, Bobbi Williams, Renee Gillard, Terri Ross. Jolene Hall

7.05.07. **Independent Auditor:** Diehl, Banwart, and Bolton

7.05.08. **Destruction of old records** (KSA 72-5369)

Type of Record	Can be destroyed after...
Original bookkeeping books of entry, claims, vouchers, and purchase orders	5 years
Official bonds of surety or indemnity	5 years after the termination of the employment of the covered employee
Insurance policies	5 years after the expiration of the policy
Formal audit reports	5 years
Financial reports relating to programs supported by federal funds	3 years (or the time specified in federal law)
Financial papers: warrants, checks, receipts, etc.	Six months after formal audit reports are filed
Bonds or coupons stamped “paid” or “canceled” and returned to the district by the state fiscal agent	Six months after the next formal audit of the District

8. Reports

- 8.01. SEK Interlocal
- 8.02. Technology Report
- 8.03. Principals’ Reports
- 8.04. Superintendent’s Report

9. Board Matters

- 9.01. Handbook Adoption (DI/AI)
- 9.02. Out of District Student Approval
- 9.03. Fire Door Replacement

- 9.04. Nurse Contract (DI, AI)
- 9.05. Game Workers Compensation (DI, AI)
- 9.06. Policy Updates (DI, AI)
- 9.07. Revenue Neutral Rate Hearing Date (DI, AI)
- 9.08. Donations and Gifts (DI, AI)

- 10. Executive Session [75-4319]
 - 10.01. Consultation with / Report from Lawyer
 - 10.02. Personnel
 - 10.03. Student

- 11. Adjournment