

Unified School District No. 505, Labette County, State of Kansas

July 13, 2026

Roberta Carter, president, called the meeting to order at 7:00 PM with all members present, except Maggie Robison. Others present: Dr. Bobbi Williams, Superintendent; Jolene Hall, Asst. Superintendent/Chetopa K-12 Principal; Renee Gillard, St. Paul K-12 Principal; and Terri Ross, clerk.

A motion, "I move that we approve the agenda as presented" was made by Shelby Spielbusch and seconded by Josh Baker. The motion passed, 6-0.

A nomination was made by Brock Aday and seconded by Jennifer Stewart to appoint Roberta Carter as the Board President. A motion was made by Josh Baker and seconded by Jennifer Stewart to cease nominations for president. The motion passed, 6-0. A nomination was made by Roberta Carter and seconded by Brock Aday to appoint Josh Baker as Vice-President. A motion was made by Shelby Spielbusch and seconded by Jennifer Stewart to close nominations for vice-president. The motion passed, 6-0. It was the consensus of the Board for Josh Baker to continue as the representative for the SEK Interlocal Board.

The consent calendar included the expenditures for the month, activity fund reports, visa bill, and the minutes of the June 10, 2026, meeting. A motion, "I make a motion to approve the consent agenda as presented" was made by Josh Baker and seconded by Shelby Spielbusch. The motion passed, 6-0.

Other re-organizational items were to appoint the following:

Board Attorney: KASB legal services

Board Clerk: Terri Ross

Board Treasurer: Debbie Yost

Compliance Coordinator of Federal anti-discrimination laws including Title VI, Title VII, Title IX, and Section 504: Bobbi Williams and Jolene Hall

Coordinator, Section 504 for Civil Rights Matters: Bobbi Williams and Jolene Hall

Determining Official for Free/Reduced Price Lunch Applications: Terri Ross

Freedom of Information Officer: Bobbi Williams and Jolene Hall

District Attendance Officer: Bobbi Williams and Jolene Hall

KSA 72-1113 Building Truancy Officers: Jolene Hall (Chetopa K-12), Renee Gillard (St. Paul K-12)

Food Service Program Representative: Terri Ross, District

District Federal Food Services Program Custodian: Terri Ross

KPERS Representative: Terri Ross

Public Records Custodian: Terri Ross

Student Records Custodians: Jolene Hall (Chetopa K-12), Renee Gillard (St. Paul, K-12)

Special Education Records Custodian: Bobbi Williams, Amy Haney, Jolene Hall, Renee Gillard, Leslie Reid

Special Education Due Process Hearing Officer: SEK Interlocal Director, Greg Kubler

Representative to SEK Interlocal #637: as appointed by Board President

Hearing Officer for Free/Reduced Priced Meal Application Appeals: Bobbi Williams and Jolene Hall

Transportation Director: Bobbi Williams and Jolene Hall

Homeless Children Duties Coordinator: Jolene Hall (Chetopa) and Renee Gillard (St. Paul)

Resolution: Regular School Board Meeting Schedule: Generally, Board meetings are the second Monday of each month at 7:00 PM.

In Chetopa, 430 Elm, board room: July 13, September 14, November 9, January 11, March 8, May 10

In St. Paul, 118 First Street, business room: August 10, October 12, December 14, February 8, April 12, June 14

Resolution: Waiver of GAAP for fiscal year 2025-26 pursuant KSA 75-1120a(c)(1) (resolution attached)

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.

The following designations were made:

KSA 64-101 et.seq. Official District Newspaper: The Parsons Sun and Labette Avenue

KSA 9-1401 Official Depositories and Review Bank Signatures:

Official Depository: Bank of Commerce, Chetopa, Kansas

St. Paul Exchange State Bank, St. Paul, KS

Signatures: Bobbi Williams, Jolene Hall, Terri Ross, Debbie Yost, Roberta Carter

KSA 2001 Supp. 72-1106 Inclement Weather Make-up Days: to be May 3-4, 2027 or any Friday, October – March

The following determinations were made:

Carrier for Errors and Omissions Coverage: Bill Thompson Insurance Agency

KSA 2001 Supp. 72-1106 School Year to be calculated on the basis of 1,116 hours

Mileage Reimbursement Rate: private vehicle mileage rate as set by the state of Kansas

KSA 2001 Supp. 72-5390 Student Fees and KSA 72-4141 Textbook rental fees:

Book rental fees:

Kindergarten = \$20.00(includes milk)

1st - 12th = \$11.00

Technology fee (9th-12th) = \$25.00

Meal prices

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

Building organization:

Chetopa: Elementary (K-5); High School (6-12)

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

The following approvals and authorizations were made:

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 superintendent and principals

Superintendent-KSSA

Principals-KASSP

Title I Parent meetings: as established by individual building

KSA 72-8208 Petty cash limits: \$1500

"Early payment" provisions of KSA 12-105b (e)

Participation in the school food service program

Activity Fund Guidelines: Signatures on the activity accounts: (two signatures required)

Chetopa-Beth Johnson, Jolene Hall, Bobbi Williams and Terri Ross

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

Independent Auditor: Diehl, Banwart, and Bolton

Destruction of records per KSA 72-5369

A motion, "I make a motion to approve the re-organization consent agenda including all Appointments, Resolutions, Designations, Determinations, Approvals and Authorizations as presented" was made by Josh Baker and seconded by Jennifer Stewart. The motion passed, 6-0.

Josh Baker reported: SEK Interlocal is going to a self-insured health insurance plan and are anticipating a 2% raise in salary.

Under principal's reports, Mrs. Gillard's report included: volleyball camps held; FBLA attended Nationals in San Antonio; issues with flooding this summer so we will look into drainage solutions; elementary rooms had some updates; new bathroom stalls in the elementary; MS floors repainted and waxed; TEC used the building; meeting with staff members; working on updating handbooks and other forms; and planning for Meet the Teacher Night and Back to School Bash. Mrs. Hall's report included: community focus group meeting will be held on July 15 at 6:00 pm; working on handbook updates; planning in-service; and have been working on a new design for the USD 505 website.

Dr. Williams reported: new 6th grade teacher at Chetopa would like to look into trap shooting for the students; board needs to approve all cash donations for adopting a classroom; A motion was made by Shelby Spielbusch and seconded by Josh Baker to approve to apply for donations. The motion passed, 6-0. Dr. Williams also discussed voting district evaluation where it is recommended that the district be at-large; health insurance will have a great big increase so we are reviewing options and will put out some information to the staff about the increase; and also discussed declining enrollment options at Chetopa.

Under board matters, a motion, "I make a motion to adopt all handbook edits as presented" was made by Jennifer Stewart and seconded by Shelby Spielbusch. The motion passed, 6-0. A motion was made by Josh Baker and seconded by Jennifer Stewart to approve out-of-district students at the building administration's discretion. The motion passed, 6-0. A motion was made by Shelby Spielbusch and seconded by Josh Baker to approve replacement of four fire doors on the Chetopa campus at a cost of \$6,460. The motion passed, 6-0. A motion was made by Shelby Spielbusch and seconded by Jennifer Stewart to approve a contract for nursing services for the purposes of updating and reviewing student vaccination/immunization records at an hourly wage of \$25 not to exceed 50 hours. The motion passed, 6-0. A motion was made by Josh Baker and seconded by Shelby Spielbusch to approve game workers' compensation according to the schedule provided. The motion passed, 6-0. A motion was made by Josh Baker and seconded by Shelby Spielbusch to approve KASB policy updates as presented. The motion passed, 6-0. A motion was made by Jennifer Stewart and seconded by Josh Baker to allow the district to notify the county clerk of intent to exceed revenue neutral rate and set the Revenue Neutral Rate hearing for September 14, 2026, at 6:55 PM in the USD 505 Board Office. The motion passed, 6-0.

In accordance with Kansas statute 75-4319, a motion, "I make a motion to go into executive session with the Board, Dr. Williams, and Mrs. Hall until 8:20 PM, to protect the parties involved for discussion of matters related to consultation with a lawyer" was made by Josh Baker and seconded by Brock Aday. The motion passed, 6-0.

The open meeting resumed at 8:20 PM. No action was taken.

In accordance with Kansas statute 75-4319, a motion, "I make a motion to go into executive session with the Board, Dr. Williams, and Mrs. Hall until 8:27 PM, to protect the parties involved for discussion of matters related to non-elected personnel including separations, new hires and employee performance and evaluation," was made by Shelby Spielbusch and seconded by Josh Baker. The motion passed, 6-0. A motion, "I make a motion to go into executive session with the Board, Dr. Williams, Mrs. Hall and Terri Ross until 8:30 PM, to protect the parties involved for discussion of matters related to non-elected personnel including separations, new hires and employee performance and evaluation," was made by Josh Baker and seconded by Shelby Spielbusch. The motion passed, 6-0. A motion, "I make a motion to go into executive session with the Board, Dr. Williams and Mrs. Hall until 8:35 PM, to protect the parties involved for discussion of matters related to non-elected personnel including separations, new hires and employee performance and evaluation," was made by Josh Baker and seconded by Shelby Spielbusch. The motion passed, 6-0. A motion, "I make a motion to go into executive session with the

Board, Dr. Williams, Mrs. Hall and Mrs. Gillard until 8:38 PM, to protect the parties involved for discussion of matters related to non-elected personnel including separations, new hires and employee performance and evaluation,” was made by Jennifer Stewart and seconded by Shelby Spielbusch. The motion passed, 6-0.

The open meeting resumed at 8:38 PM. A motion was made by Josh Baker and seconded by Brock Aday to approve Beth Johnson as secretary at Chetopa. The motion passed, 6-0. A motion was made by Shelby Spielbusch and seconded by Jennifer Stewart to approve Cameron Rice as Chetopa High School assistant football coach. The motion passed, 6-0. A motion was made by Barbara Evans and seconded by Josh Baker to approve a stipend in the amount of \$2,500 to Michelle Holtmeyer for responsibilities included: PreACT/ACT/Workkeys; Edgenuity and assist with eligibility; and a stipend in the amount of \$2,500 to Kallie Beachner to provide ESOL student services and testing. The motion passed, 6-0. A motion was made by Jennifer Stewart and seconded by Barbara Evans to approve bonuses for classified staff in the amounts as follows to be distributed in two payments-December and March: full-time \$800 (\$400/\$400) and full year part-time \$400 (\$200/\$200); part-time is intended to be drivers, custodians, and kitchen staff, not coaches. The motion passed, 6-0.

A motion was made by Shelby Spielbusch and seconded by Barbara Evans to adjourn. The motion passed, 6-0. The meeting adjourned at 8:41 P.M.

ATTEST: _____
Clerk

MEMBERS PRESENT:

Roberta Carter
Brock Aday
Shelby Spielbusch
Jennifer Stewart
Josh Baker
Maggy Robison