

December 11th, 6:00 PM
CIRCCLE ADMINISTRATION OFFICE
Minutes
REGULAR MEETING



CALL TO ORDER

President Ben Whiteside called the December 11, 2024, Board of Education Regular meeting to order at 6:00pm.

Members Present:

Ben Whiteside, President
Jake Myers---arrived at 6:08pm
Kristy Evans
Charles McLean
Chris Hoefer
Jared Swilley---arrived at 6:05pm

Members Absent

Jordan Buxton

Others Present:

Don Potter, Superintendent
Michael Janzen, Assistant Superintendent
Kari Killman, Board Clerk
Megan Eldridge, Director of Learning and Intervention
Sara Potter, Director of Community Relations & Development
Liz Patty, District Behavioral Health Counselor
Aubrey Martin, CHS Student
Kendyl Acker, CHS Student
Janet Brown, CMS Teacher
Alexa Daily, CGE Teacher

Other Present by Google Meet:

Elizabeth Turner, District Business Manager

All in attendance recited the Pledge of Allegiance.

Board Member Jared Swilley arrived at 6:05pm.

PUBLIC COMMUNICATIONS

Aubrey Martin and Kendyl Acker, representatives from the Superintendent's Student Advisory Team shared a report with the board.

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Board Member Jake Myers arrived at 6:08pm.

Alexa Daily and Janet Brown, teacher representatives that attended the PLC conference in San Antonio shared their learning and experiences.

APPROVAL OF THE AGENDA

Motion by Kristy Evans to approve the agenda as amended.
Seconded by Jake Myers. Motion carried 6-0.

CONSENT AGENDA

Motion by Jared Swilley to approve the consent agenda as presented. Seconded by Chris Hoefer. Motion carried 6-0.

TREASURER'S REPORT

Motion by Jake Myers to approve the treasurer's report as presented. Seconded by Charles McLean. Motion carried 6-0.

ADMINISTRATIVE REPORTS

Principal reports were shared with the board.

Megan Eldridge shared a Learning and Intervention update.

Sara Potter shared a Community Development update.

Liz Patty shared a Behavioral Health update.

SUPERINTENDENT'S REPORT

Circle Recreation Update

Mr. Potter and Mr. Janzen shared an update on the partnership with Circle Recreation.

District Enrollment Study

Mr. Potter provided the board with information regarding conducting a study to help with long-term planning regarding enrollment.

December 11th, 6:00 PM
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Schooley Mitchell Services

Mr. Potter shared information about the services offered. It was the consensus of the board to move forward with their services.

KASB POLICY UPDATES

Policy updates are in your packet for first reading. Recommended changes will be presented for approval in January.

OUT OF STATE TRAVEL

Motion by Jared Swilley to approve the out of state travel for the CHS softball coaches January 24-25, 2025, to attend the National Fastpitch Coaches Association Coaches Clinic in Oklahoma City. Seconded by Jake Myers. Motion carried 6-0.

RESOLUTION 2425-07 HAZARD MITIGATION PLAN

Motion by Kristy Evans to approve the proposed Hazard Mitigation Plan Resolution 2425-07. Seconded by Jake Myers. Motion carried 6-0.

2025-2026 DISTRICT CALENDAR

Motion by Charles McLean to approve the 2025-2026 calendar as presented. Seconded by Jared Swilley. Motion carried 6-0.

EXECUTIVE SESSION

Mr. President, I Jared Swilley move we go into executive session to discuss an individual employee's performance pursuant to non-elected personnel exception under KOMA with the BOE and Mr. Potter in attendance, and the open meeting will resume in the board room at 7:47pm. Seconded by Jake Myers. Motion carried 6-0.

Open meeting resumed at 7:47pm

Mr. President, I Jake Myers move we go into executive session to discuss an individual employee's performance pursuant to non-elected personnel exception under KOMA with the BOE and Mr. Potter in attendance, and the open meeting will resume in the board room at 7:58pm. Seconded by Jared Swilley. Motion carried 6-0. Mr. Janzen was asked to enter the executive session at 7:52pm.

December 11th, 6:00 PM
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Open meeting resumed at 7:58pm

PERSONNEL

Motion by Kristy Evans to approve the following personnel recommendations as presented. Seconded by Charles McLean.
Motion carried 6-0.

Resignation

Sonjia Brundage-CTE PreK
Alison Seiler-CHS Assistant Softball

Motion by Jake Myers to approve the following retirements with appreciation for the years of service to Circle district. Seconded by Jared Swilley. Motion carried 6-0.

Retirement

Michael Janzen-Assistant Superintendent
Kelly Middleton-COE Teacher

Motion by Charles McLean to approve the following personnel recommendations as amended. Seconded by Jake Myers.
Motion carried 6-0.

Appointments

Natasha Blevins-CHS Classroom Aide
Matthew Hromek-CMS Boys Basketball
Chadd Pelnar-CHS Boys Swimming
Steven Spencer-CHS Assistant Wrestling

Motion by Kristy Evans to extend the contract of Superintendent Don Potter by one (1) year with the new contract end date of June 30th, 2028. Seconded by Jake Myers. Motion carried 6-0.

ADJOURNMENT

There being no further business before the board, President, Ben Whiteside declared the meeting adjourned at 8:10pm.

Kari Killman, Clerk of the Board
USD 375
Butler County, KS