

March 10, 2025, 6:00 PM
CIRCLE ADMINISTRATION OFFICE
Minutes
REGULAR MEETING



These minutes may be approved or amended at the April 14, 2025, Board of Education meeting.

CALL TO ORDER

President Ben Whiteside called the March 10, 2025, Board of Education Regular meeting to order at 6:00pm.

Members Present:

Ben Whiteside, President
Jake Myers
Kristy Evans
Charles McLean
Chris Hoefer
Jordan Buxton
Jared Swilley

Members Absent

Others Present:

Don Potter, Superintendent
Michael Janzen, Assistant Superintendent
Kari Killman, Board Clerk
Sara Potter, Director of Community Relations & Development
Megan Eldridge, Director of Learning & Intervention
Heather Redondo, CHS/CMS Teacher
David Dilner, City of Eldorado City Manager
Tony Holguin, CMS Principal
Gregg Brightwell, Patron

Others Present by Google Meet:

Elizabeth Turner, District Business Manager

All in attendance recited the Pledge of Allegiance.

PUBLIC COMMUNICATIONS

Heather Redondo was in attendance sharing a proposal for the Acapella group to travel to San Antonio, Texas Spring 2026.

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David Dilner was in attendance to explain the Reinvestment Housing Incentive District.

Gregg Brightwell addressed the board with concerns over personal property that was stolen from Circle High School.

Board Member Jordan Buxton left the meeting at 6:32pm.

APPROVAL OF THE AGENDA

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

CONSENT AGENDA

Motion by Jake Myers to approve the consent agenda as presented.
Seconded by Charles McLean. Motion carried 6-0.

TREASURER'S REPORT

Motion by Jared Swilley to approve the treasurer's report as presented. Seconded by Chris Hoefer. Motion carried 6-0.

ADMINISTRATIVE REPORTS

Principal reports were shared with the board.

Megan Eldridge shared a Learning and Intervention update.

Board Member Jordan Buxton returned to the meeting at 6:48pm.

Sara Potter shared a Community Development update.

SUPERINTENDENT'S REPORT

2025-2026 Personnel Update

Mr. Potter shared a personnel update.

Solar Project Update

Mr. Janzen shared an update on the solar energy project.

OCR/MOA Update

Mr. Potter updated the board on the findings from the OCR Audit.

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NALOXONE POLICY UPDATE

Motion by Jake Myers to approve the update to the Naloxone policy as amended. Seconded by Charles McLean. Motion carried 7-0

NEGOTIATIONS LETTER UPDATE

Motion by Jordan Buxton to approve the negotiations letter to CNEA as written. Seconded by Jared Swilley. Motion carried 7-0.

DRIVERS EDUCATION FEES

Motion by Kristy Evans to approve the drivers education fees as presented. Seconded by Jake Myers. Motion carried 7-0.

PARKING LOT REPAIRS PROPOSAL

Motion by Jake Myers to approve the proposal to accept Pearson's bid for the 2025 Circle Summer Parking Lot Repairs not to exceed \$270,000.00. Seconded by Charles McLean. Motion carried 7-0.

OUT OF STATE TRAVEL REQUEST-MUSIC

Motion by Jordan Buxton to approve fundraising efforts and out of state travel to San Antonio, Texas for the CHS Acapella group in the Spring of 2026, as well as a financial contribution of \$2,500. Seconded by Charles McLean. Motion carried 7-0.

OUT OF STATE TRAVEL REQUEST-COACHING CLINIC

Motion by Kristy Evans to approve out of state travel to the University of Nebraska for the football coaching staff. Seconded by Jared Swilley. Motion carried 7-0.

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PERSONNEL

Motion by Jordan Buxton to approve the following personnel recommendations as amended. Seconded by Jake Myers.

Motion carried 7-0.

Resignation

Adilene Banuelos-CHS Custodian
Jean Gibbs-CMS Track
Charles Grissom-CGE Custodian
Charley Hon-COE Aide

Motion by Jared Swilley to approve the following personnel recommendations as amended. Seconded by Charles McLean. Motion carried 7-0.

Appointments

Malia Boettcher-CTE Pre-K (25-26 school year)
Ava Breault-CGE Aide
Laura Daugherty-COE 4th Grade (25-26 school year)
Delbert Feters-Transportation
Beverly Gibson-CBE Nutrition Services
Angie Martin-CHS Assistant Softball
Erin Middleton-COE Music (25-26 school year)
Melanie Perez Jeronimo-CMS Aide
Katie Schmitz-CBE Nutrition Services Secretary
Jessica Smith-COE Nutrition Services
Tenley Smith-CBE 4th Grade (25-25 school year)
Candace Snowbarger-CTE Nutrition Services
Kylie Turner-CMS Track

Transfers

Dustin Razey-From CGE Principal to CBE Principal

ADJOURNMENT

There being no further business before the board, President, Ben Whiteside declared the meeting adjourned at 8:20pm.

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