

Circle USD 375
Minutes of Regular Board Meeting
December 11, 2023
CIRCLE ADMINISTRATION OFFICE
6:00 pm Regular Meeting

These minutes may be approved or amended at the January 8, 2024 Board of Education meeting.

CALL TO ORDER

President Ben Whiteside called the December 11, 2023 Board of Education Regular meeting to order at 6:02pm.

Members Present:

Ben Whiteside
Kristy Evans
Jake Myers
Jared Swilley
Jordan Buxton
Casey Winchell

Members Absent:

Chris Hoefer

Others Present:

Don Potter, Superintendent
Michael Janzen, Assistant Superintendent
Kari Killman, Board Clerk
Brenda Young, Director of Learning Intervention
Kelly Ankrom, CHS Counselor
Janet Varner, CHS Counselor
Charles McLean, Patron

Other Present by Google Meet:

Elizabeth Turner, District Business Manager

All in attendance recited the Pledge of Allegiance.

PUBLIC COMMUNICATIONS

Mrs. Ankrom and Ms. Varner presented Class of 2028 graduation requirements proposal.

APPROVAL OF THE AGENDA

Motion by Jordan Buxton to approve the agenda as presented. Seconded by Jake Myers.
Motion carried 6-0.

CONSENT AGENDA

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

TREASURER'S REPORT

Motion by Casey Winchell to approve the treasurer's report as presented. Seconded by Kristy Evans. Motion carried 6-0.

ADMINISTRATIVE REPORTS

Principal reports were shared with the board.

Brenda Young provided the board with a Learning and Intervention update.

The board was provided an electronic Community Development update.

The board took a 2-minute recess at 7:25pm

The board reconvened at 7:27pm

SUPERINTENDENT'S REPORT

Bond Project/Turf Fields Update

Mr. Janzen and Mr. Potter provided the board with a construction update.

Professional Learning Communities Update

Mr. Potter shared an update on the progress of the Professional Learning Communities at Work model.

Bus Cameras

Mr. Janzen shared information of researching options of alternative companies for the bus camera system.

El Dorado Street Assessments

Mr. Potter shared the street assessments for improvements made around Oil Hill Elementary School.

OPEN ENROLLMENT POLICY PROPOSAL

Motion by Jordan Buxton to approve the Open Enrollment Policy as presented. Seconded by Jake Myers. Motion carried 6-0.

2024-2025 DISTRICT CALENDAR

Motion by Kristy Evans to approve the 2024-2025 calendar as amended. Seconded by Casey Winchell. Motion carried 6-0.

KASB POLICY UPDATES

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

EXECUTIVE SESSION

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 at 8:02pm with the BOE and Mr. Potter in attendance. The open meeting will resume in the board room at 8:15pm. Motion seconded by Jordan Buxton. Motion carried 6-0.

Open session resumed at 8:15pm

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 at 8:16pm with the BOE, Mr. Potter, and Mr. Janzen in attendance. The open meeting will resume in the board room at 8:26pm. Motion seconded by Kristy Evans. Motion carried 6-0.

Open session resumed at 8:26pm

PERSONNEL

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

Resignation

Jeremy Buoy-CHS Musical/Play Sponsor
Mira Ehrlich-District ESOL Aide
Juan Galvan-CHS Head Girls Soccer
Sabrina Johnson-Transportation

Motion by Jared Swilley to approve the following personnel recommendations as presented. Seconded by Casey Winchell. Motion carried 6-0

Appointments

Kari Cheever-COE Certified Aide
Brooklynne Davis-CTE Food Service Secretary/Aide
Margueriette Hutchison-District Food Service Director
Jason Patty-CHS Assistant Baseball
Tessa Smithwick-CMS Assistant Girls Wrestling

Motion by Jordan Buxton to extend the contracts of Superintendent Don Potter and Assistant Superintendent Michael Janzen by one (1) year with the new contract end date of June 30th, 2027. Seconded by Kristy Evans. Motion carried 6-0

ADJOURNMENT

There being no further business before the board, President, Ben Whiteside declared the meeting adjourned at 8:34pm.

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