GREAT BEND
PUBLIC SCHOOLS • USD 428

Barton County, 1809 24th Street, Great Bend, Kansas 67530

BOARD OF EDUCATION MEETING

July 14, 2025 **5:00 p.m.**

AI: Action Item DI: Discussion Item IO: Information Only

USD 428 Board of Education Goals

Goal 1: Increase student achievement for all students at all levels.
Goal 2: Attract and retain quality staff in USD 428.
Goal 3: Provide optimum technology for teaching and learning.
Goal 4: Make fiscally sound decisions in order to provide an optimal learning environment for all.

(AI) **1. CALL TO ORDER**

1.1 Roll Call
1.2 Adoption of Agenda
1.3 Recognition of Visitors
1.4 Request to Speak Reminder

- Persons may present ideas or concerns regarding USD 428. The Board will take no action at this meeting. Such items will be referred to the appropriate administrator(s) for future information and researched and reported back to the Board at a later meeting. Personalities and behavior of employees are not to be presented during this period but are to be reported to the employee's immediate supervisor. The president shall determine the amount of time to be spent for citizen participation.

1.5 Citizen's Open Forum

(AI) **2. ELECTION OF OFFICERS**

A. President
B. Vice-President

Nominations are now in order for the office of president and vice-president. The Board will elect a president and a vice-president by vote.

(IO) **3. PRESENTATIONS / RECOGNITIONS / ACHIEVEMENTS**

None

(IO) **4. COMMUNICATIONS**

- Board Members' Comments

- Citizens Open Forum
- Written Communications / Correspondence

ORGANIZATION OF THE 2025-2026 BOARD OF EDUCATION

ACTION ITEMS 5,*A* THROUGH 5,*Q* BY CONSENT AGENDA (Attachments 5.0)

(AI) **5. APPOINTMENTS / DESIGNATIONS**
(Refer to Mr. Thexton)

A. Board Clerk *Recommendation: John Popp*
It is recommended that Assistant Superintendent John Popp be appointed as the Clerk of the Board of Education.

B. Assistant Clerk *Recommendation: Cathie McManaman*
The Board needs to appoint an Assistant Clerk to serve in the absence of the Board Clerk and provide continuity to district services. Cathie McManaman will continue to serve in this capacity.

C. Treasurer
Recommendations: Sara Maurer
It is recommended that Sara Maurer, Payroll Clerk, will serve in this capacity.

D. Assistant Treasurer *Recommendation: April Harbaugh*
The Board appoints an Assistant Treasurer to serve in the absence of the Board Treasurer and to provide continuity to district services. It is recommended that April Harbaugh will serve as Assistant Treasurer.

E. Truancy Officers
Recommendation: All Learning Center Principals and Assistant Principals
These administrators have been serving as Truancy Officers, and it is recommended that they will continue in this position.

F. Hearing Officer for Free and Reduced
Recommendation: Khris Thexton
The Superintendent has been serving as this officer, and it is recommended that this practice will continue.

G. Food Service Representative
Recommendation: Kristy Alvord
It is recommended that Food Service Director Kristy Alvord continue serving in this capacity.

H. KPERS Representative
Recommendations: April Harbaugh
It is recommended that April Harbaugh will serve in this capacity.

I. Federal / State Grant Representatives
Recommendations: Traci Burns, John Popp, and Ashley Riley
These persons are recommended to serve as representatives since they play major roles in grant areas.

J. Title VI, Title VII, Title IX, and Section 504 Representatives

Recommendations: John Popp and Ashley Riley

These persons are recommended to serve as representatives since they play major roles in related matters. *Section 504 of the Rehabilitation Act of 1973* prohibits discrimination on the basis of handicap in programs or activities that receive federal financial assistance.

K. Freedom of Information Officer

Recommendation: Andrea Bauer

The Public Information Director has been serving as the district's Freedom of Information Officer, and Andrea Bauer is recommended to fill this capacity.

L. Records Custodian *Recommendation: John Popp*

It is recommended that John Popp will serve in this capacity.

M. Name Depository for District Funds

Recommendation: The administration recommends that the Board continue with the current accounts.

Active Accounts (Operating Account):
July 2025 First Kansas Bank
Direct Deposit (Payroll):
July 2025 Farmers Bank and Trust
Direct Deposit (from the State of Kansas):
July 2025 Farmers Bank and Trust
Idle Funds:
The district will invest idle funds with bank(s) within the district that will pay the public fund rate. Depository banks will have a Kansas charter.

N. Selection of Official District Newspaper

Recommendation: Great Bend Tribune

The school district has relied on *The Tribune* as its official newspaper in the past, and the administration recommends that it continue to be USD 428's official newspaper.

O. Homeless Coordinator

Recommendation: John Popp

In compliance with BOE Policy JBCA, a Homeless Coordinator is being named. The administration recommends that Mr. Popp would serve in that position.

P. Selection of BOE Members to 2026 IBB Team

Recommendation: Deanna Essmiller, Randy Wetzel

The administration appoints representatives to the 2026 Interest-Based Bargaining Team for teacher negotiations. Deanna Essmiller and Randy Wetzel will continue to serve in this position.

Q. Attorney Services

Recommendation: Watkins Calcara, Chtd.

The administration recommends that the contract with Watkins Calcara, Chtd., for legal services be approved. The firm has been an excellent resource for the BOE and the school district.

ACTION ITEMS *6,A* THROUGH *6,Q* BY CONSENT AGENDA (Attachments 6.0)

(AI) **6. ORGANIZATIONAL PROCEDURES**
(Refer to Mr. Thexton)

A. Recommendation for Early Payment of Claims
(Refer to Mr. Thexton)

This allows payment of certain types of bills prior to the BOE meetings. Such bills include utility bills, bills which allow a discount if paid by a certain date, or bills that would result in a penalty for late payment. The BOE must authorize such action each year, and the authority must be recorded in the minutes of the meeting.

B. Adoption of 1,116-Hour Calendar for 2025-2026
(Refer to Mr. Thexton)

This is a routine action that is required by state law. The 2025-2026 calendar has already been approved. This action provides the district with more flexibility throughout the year.

C. Approval of Mileage Rate for Approved Travel for District Employees
(Refer to Mr. Thexton)

The *Licensed Employees' Agreement* stipulates that the annual mileage rate for reimbursement to employees for approved miles traveled is established each July, according to the Kansas state rate. The current state rate is 70 cents.

D. Rescind Previous Policy and Adopt BOE Policy Manual for the 2025-2026 Year
(Refer to Mr. Thexton)

To be in compliance with Kansas law, the administration recommends the adoption of the following resolution.

RESOLUTION: *Be it resolved that all policy statements found in the minutes of this Board of Education prior to June 30, 2025 (with the exception of the 2025-2026 student and teacher handbooks, which were approved on May 12, 2025), be rescinded and that the Board of Education adopt the BOE Policy Manual as presented and recommended by the Superintendent of Schools, to govern this school district during the 2025-2026 school year, subject to periodic review, amendment, and revision by the Board of Education.*

E. Authorization of Certificates for Manual Signature
(Refer to Mr. Thexton)

On occasions, manual signatures are required in Board-approved business functions of USD 428. The administration recommends authorization of manual signatures for the Superintendent of Schools as well as the following BOE positions: President, Clerk, Assistant Clerk, Treasurer, and Assistant Treasurer.

F. Approval of 2025-2026 Petty Cash Resolution
(Refer to Mr. Thexton)

The Board of Education must establish separate petty cash funds for each entity and authorize employees to manage these funds. The funds are limited to a maximum of $3,000.00. See details on designated treasurers and their assigned petty cash amounts. The administration recommends approval.

G. Approval of Resolution to Maintain Activity Funds
(Refer to Mr. Thexton)

It is recommended that a Board of Education resolution be on file to authorize maintaining and operating the district's activity funds for financial purposes. The administration recommends that the resolution be approved.

H. Approval of Resolution to Waive Annual Requirements of Generally Accepted Accounting Principles and Fixed Assets Accounting for 2025-2026
(Refer to Mr. Thexton)

This is a standard annual procedure to avoid a complex depreciation accounting system which has no value for a school district. The administration recommends approval.

I. Resolution to Establish Home Rule by Board of Education
(Refer to Mr. Thexton)

To be in compliance with BOE Policy *A*, the administration recommends adoption of the resolution: *Resolution to Establish Home Rule by Board of Education*.

J. Approval to Publish Notifications
(Refer to Mr. Thexton)

Approval of these notifications must be part of the BOE minutes.

- Equal Employment / Educational Opportunity Agency
- Rights Through Family Education Rights and Privacy Act (includes disclosure of directory information)
- Asbestos Notification
- Student Data Privacy Act

K. Resolution to Authorize Bank Signature Card Designees
(Refer to Mr. Thexton)

Resignations, appointments, and reassignments necessitate changes in authorized signers for district bank accounts. The Board of Education resolution will allow the administration to change signers, as deemed appropriate, with Board of Education approval.

L. Disposition of Property
(Refer to Mr. Thexton)

The administration seeks BOE approval to regularly dispose of unneeded, out-of-date district-owned property valued at $750 or less.

M. Destruction of Records
(Refer to Mr. Thexton)

The administration seeks BOE approval to destroy all BOE meeting agendas and financial records older than five years (current practice). See the attached resolution for destruction of the documents. The intent is to include this resolution in the BOE each year with the applicable date applied, thereby maintaining manageable document storage.

N. 2025-2026 Substitute Teacher Pay
(Refer to Mr. Thexton)

The USD 428 substitute teacher per-day pay is $130 per day. The half-day substitute rate is $65.00.

O. Internet Filtering Software
(Refer to Mr. Thexton)

The district has a contract with *Sophos Firewall* (7/1/25 – 9/17/29) for Windows computer internet filtering and a contract with *GoGuardian* for Chromebook filtering (7/1/25 – 6/30/26).

P. Travel Expenses: Meal Rate
(Refer to Mr. Thexton)

In reference to *BOE Policy GAN*, the maximum allowance per meal is to be recommended by the superintendent for approval by the BOE. The recommendation is to authorize $15 per meal in state and $20 per meal out of state.

Q. Fees: Application for Use of School Facilities
(Refer to Mr. Thexton)

District facilities are utilized by in-district and outside agencies for various functions (e.g., private group athletic practices, and tournaments), and fees (when applicable) are charged according to preset amounts. The recommendation is to maintain the current fees for the upcoming fiscal year.

(IO/AI) **7. UNFINISHED BUSINESS**

A. Second Reading of BOE Policy
(Refer to Mr. Thexton, Attachment 7.A)
At the meeting on June 9, 2025, BOE members heard the first reading of KASB-recommended new and revised policies. At this second reading, the administration recommends approval of policies. (NT=New Title, TC=Title change)

Revision	BBC	Board Committees
Revision	CN	Public Records
Revision	DFE	Investment of Funds
Revision	DFH	Fundraising Activities
New	GAACB	Employee Whistleblower
Revision	IB	School Site Councils
Revision	JBC	Enrollment
New	JBCD	Enrollment of Military Students
Revision	JGFGB	Supervision of Medications
Revision	JH	Student Activities
Revision/NT	KBC	Media Relations and Usage
Revision	KGB	Concealed Observations
Revision	KM	Visitors to the School
Revision	KN	Complaints

Update Address 201 S. Patton Road to 1809 24th Street
in the following Board Policies:
EBCA, GAAA, JBC, JBCA-7, JBCB-R3, KL-R

(IO/AI) **8. NEW BUSINESS**

(AI) A. Approval of Change Order
(Attachment 8.A)

The GBMS HVAC boiler replacement project is scheduled for completion this summer by Innovative Groups, based in Wichita. However, a change order proposal will be presented to bring the area up to current fire codes by adding a fireproof separation wall, at an additional cost of $32,874.36. An additional proposed change order of $6,706.13 would update the thermostat controls for three rooms—band, computer, and robotics—enabling each room to have individual control, thereby improving efficiency and maintaining consistent temperatures. The administration recommends and requests approval from the Board of Education.

(AI) B. Approval of Lunch Tables
(Attachment 8.B)

In March, the Board approved the purchase of twenty-two lunch tables for Eisenhower and Riley elementary schools to replace their 25-year-old tables. RFQs were solicited to purchase a total of twenty 12-foot lunch tables for Park and Jefferson schools, and eleven 10-foot tables for GBHS. The administration recommends approving the purchase of the quoted tables from School Specialty under a government contract, at a cost of $83,465.84. These tables will be funded with capital outlay funds.

(AI) C. Alternate Site for PTRC Discussion

The Board of Education has reviewed several options and considered various factors related to Washington School. Mr. Popp will discuss potential relocation options for PTRC if the Board votes to demolish the Washington building.

(IO/AI) **9. CURRICULUM REPORT**

A. Summer School finality:
Mrs. Blevins will provide an update on the 2025 Summer School program and its impact on USD 428 students.

B. Professional Development: National Conferences
(Attachment 9.B)
Mrs. Blevins will provide an update on national conferences.

C. Beginning of Year Schedule:

- July 30-31 – Capturing Kids Hearts Training for new licensed staff
- August 1--7 – New Teacher Orientation
- August 4-5 – Enrollment
- August 8 – District Kickoff / PD Day
- August 11 – Building PD Day
- August 12-13 – Teacher Workdays
- August 14 – First Day of School

D. Curriculum Meetings
- Curriculum Steering Committee: Next meeting is 8/_/25
- Professional Development Council (PDC): Next meeting is on 8/11/25

(IO/AI)**10. BUSINESS AND OPERATIONS REPORT**

A. Budget Update
B. Project Updates

Mr. Popp will discuss the following projects with board members.
- GBMS HVAC
- GBHS Boiler
- Washington Building

(IO/AI) **11. SUPERINTENDENT'S REPORT**

A. Summer Meal Program
B. District Administration Duties Reassignment
C. Superintendent Evaluation Timeline
D. Personnel Information (Licensed)

Mr. Thexton will discuss a list of personnel details summarizing current personnel changes this school year.
- 70 position changes
- 8 Retirements
- 28 Resignations
- 16 Transfers
- 30 new-to-district hires
- 3 position reductions (technology coaches)
- 13 not fully licensed staff
- 0 positions added
- 2 Yet to be filled: GBHS- English, Journalism/Audio Video

E. Approval of Grant Applications / Contributions (Attachment 11.E)

(IO) **12. FINANCIAL PRESENTATION**

(AI) **13. CONSENT AGENDA**

A. Approval of BOE Meeting Minutes [June 9, and June 26, 2025] (Attachment 13.A)
B. Bills and Financial Reports
C. Personnel Report (Attachment 13.C)

(AI) **14.** **EXECUTIVE SESSION**

The Board of Education will recess into executive session. No action is expected after the session.

"Madam President, I move the Board recess to executive session to discuss the superintendent's evaluation pursuant to non-elected personnel exception under KOMA. The open meeting will resume in this Board room at __:__P.M."

(IO) **15.** **UPCOMING DATES**

- **2025-2026 School Year**: Enrollment- August 4-5, First Day of School- August 14, 2025
- **BOE Regular Meeting:** The next BOE regular monthly meeting is scheduled for August 11, 2025, at the District Education Center
- **BOE Luncheon Meeting:** Wednesday, August 27, 2025, at Lincoln Elementary School

(AI) **16.** **ADJOURNMENT**