

SUMNER COUNTY EDUCATIONAL SERVICES, INTERLOCAL District 619

Board of Directors Meeting

2612 North A St., Wellington, KS 67152

July 28, 2025

6:00 PM

BOARD MINUTES

- A. Call Meeting to Order-** The Board meeting was called to order at 6pm with three board members present. We have a quorum.

Board Members Present: Tiffani Callaway, USD 359; Don Minor, USD 509 and Kordell Kattenberg, USD 360

Staff/Guest Present: Amanda Lowrance, Director; Hannah Hemberger, Asst. Director; John Kirkpatrick, SCA Principal and Candi McMinn, 619 Board Clerk

B. Additions to the Agenda

C. Approval of Agenda

Kordell Kattenberg made a motion to approve the agenda as presented.

Seconded: Don Minor

Motion Carried: 3-0

D. Audience with the Public

E. Consent Items

- a. Approval of Minutes of Previous Meetings
- b. Approval of Bills
- c. Appointment of Board Clerk - Candi McMinn
- d. Appointment of Assistant Board Clerk - Dara Smythe
- e. Appointment of KPERS Agent - Dara Smythe
- f. Appointment of Board Treasurer - Ray Nettrouer
- g. Appointment of Representative for Federal Funds/Projects - Director
- h. Designation for Compliance Coordinator (Title IX and 504) - Assistant Director
- i. Designation of Official Bank - Valley State Bank
- j. Adoption of the Annual Waiver of Requirements for Generally Accepted Accounting Principles and Fixed Assets Accounting
- k. Establishment of Mileage Reimbursement - Federal Rate

Don Minor made a motion to approve the consent items a.-k. as presented.

Seconded: Kordell Kattenberg

Motion Carried: 3-0

F. Reports

- a. Director's Report/Calendar
- b. Sumner County Academy
- c. Financial Report

G. Discussion Items

- a. 2025-2026 Budget
- b. Office Handbook Updates
- c. Para Handbook Updates
- d. Certified Handbook Updates
- e. SCA Handbook Updates
- f. Haysville Audiology Contract
- g. Office Contracts
- h. PreK Contracts
- i. Assistant Director Contract

H. Action Items

- a. 2025-2026 Budget
Kordell Kattenberg made the motion to approve the recommended budget for the 2025-2026 school year.

Seconded: Don Minor

Motion Carried: 3-0

- b. KASB Recommended Policy Updates
 - i. Update BBC Board Committees
 - ii. Update CN Public Records
 - iii. Update DFE Investment of Funds
 - iv. Add GAACB Employee Whistleblower (NEW)
 - v. Update JGFGB Supervision of Medications
 - vi. Update KGB Concealed Observations
 - vii. Update KN Complaints

Kordell Kattenberg made a motion to approve the KASB recommended Policy Updates and additions for the 2025-2026 school year.

Seconded: Don Minor

Motion Carried: 3-0

- c. United Health Insurance
Kordell Kattenberg made a motion to approve the continuation of United Health Insurance, with board contributions of \$420 per month for all eligible employees who opt in to insurance during the allotted renewal.

Seconded: Don Minor

Motion Carried:3-0

d. Handbook Updates

Kordell Kattenberg made a motion to approve the recommended updates for the office, para, certified, and SCA Handbooks for the 2025-2026 school year.

Seconded: Don Minor

Motion Carried: 3-0

e. Audiology Contract

Kordell Kattenberg made a motion to approve the Audiologist Services Contract with Haysville for the 2025-2026 school year.

Seconded: Don Minor

Motion Carried: 3-0

f. Office Contracts

Kordell Kattenberg made a motion to approve the Office Contracts with a \$2 an hour raise for the 2025-2026 school year and to approve the Oxford and Caldwell PreK Contract as presented for the 2025-2026 school year

Seconded: Don Minor

Motion Carried: 3-0

g. Assistant Director/Director Contract

Don Minor made a motion to approve the Assistant Director and Director Contract increase of 3% as presented for the 2025-2026 school year.

Seconded: Don Minor

Motion Carried: 3-0

I. Executive Sessions

a. Personnel

At 6:32 pm, Tiffani Callaway made a motion for the Board to go into executive session to discuss a Certified personnel matter pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the boardroom at 6:37 pm. The Board asked for Amanda Lowrance and Hannah Hemberger to attend.

Seconded: Don Minor

Motion Carried: 3-0

Board was back in open session at 6:37 pm.

b. Negotiations

c. Students

J. Adjourn

The Board meeting was adjourned at 6:38 pm by Board president Tiffani Callaway.

Approve

Attest

Date