



OFFICIAL MINUTES  
ROYAL VALLEY USD #337  
BOARD OF EDUCATION  
Monday, November 18, 2024

A REGULAR MEETING of the Board of Education, Unified School District No. 337, Jackson County, Kansas, was held on **Monday, November 18, 2024** at the District Office, 101 W. Main, Mayetta, KS 66509, at 7:00 PM.

## ATTENDANCE

**Ann Kelly: Present**  
**Kelli Lambrecht: Present**  
**Rhonda Lefferd: Present**  
**Joe Mitchell: Present**  
**Ruth Slocum: Present**  
**Boone Smith: Present**  
**Adele Wahwassuck: Absent**

**Adele Wahwassuck was absent with prior notice. Others present were Aaric Davis - Superintendent, Noah Slay - Director of Curriculum and Instruction, Sherri Schulte - Board Clerk, Ali Holcomb - Holton Recorder, Keith Glotzbach - RVMS Principal, Cassandra Geis - RVHS Principal, Justin Moore - RVES Principal, Kim Clark - RVHS Teacher, and Students - Addilyn Lefferd and Lauryn Caviness.**

## MINUTES

### 1. CALL MEETING TO ORDER

1.1. Roll Call

1.2. Adoption of Meeting Agenda

**Action(s):**

Move to adopt the meeting agenda as presented. This motion, made by Kelli Lambrecht and seconded by Ann Kelly, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

### 2. CONSENT ITEMS

**Action(s):**

Move to approve consent items as presented. This motion, made by Kelli Lambrecht and seconded by Joe Mitchell, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

2.1. Approval of Minutes from Previous Meeting

**Discussion:**

Minutes from the October 14, 2024, regular meeting were approved.

2.2. Approval of Grant Award from National FFA Organization

**Discussion:**

The Royal Valley FFA Program received a grant in the amount of \$820 from the National FFA organization. The grant is a part of the Living to Serve grant that is used for school-wide and community projects. The Board accepted this grant.

2.3. Approval of RVHS Quarter 1 Donation Report

**Discussion:**

The Board approved donations received by various RVHS groups during the first quarter of the school year.

2.4. Approval of Treasurer's Report

2.5. Approval of Warrants

3. **PUBLIC COMMENTS**

3.1. Public Comment

**Discussion:**

There were no public comments.

4. **BOARD TOPICS**

4.1. Board Discussion Items for Future Consideration

**Discussion:**

There were no items for future consideration.

4.2. Board Member Reports from KASB Annual Convention

**Discussion:**

Board members Ms. Lambrecht, Ms. Lefferd, Ms. Slocum, Mr. Mitchell, and Mr. Smith shared information from the KASB Annual Convention. They found the Convention to be very beneficial.

5. **RECEIVE REPORTS AND REQUESTS**

5.1. Receive Request for Singers and Dancers Trip to Bartlesville, OK

**Action(s):**

Move to approve the Royal Valley Singers and Dancers Trip Bartlesville, OK as an out-of-state trip. This motion, made by Ruth Slocum and seconded by Kelli Lambrecht, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

5.2. Hear Request for Next Gen Plant Systems Pathway Conference Trip

**Discussion:**

Addilyn Lefferd, Lauryn Caviness, and Kim Clark presented their request to attend the Next Gen Plant Systems Conference in Orlando, Florida, on March 4-8, 2025. Board members discussed and approved the trip.

**Action(s):**

Move to approve the NextGen Plant Systems Pathway conference as an out-of-state trip and to approve the sponsor costs up to \$1380. This motion, made by Kelli Lambrecht and seconded by Ann Kelly, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

5.3. Hear Report from the Royal Valley Alumni Association

**Discussion:**

Mr. Mitchell reported on the activities of the Royal Valley Alumni Association including establishing by-laws, electing officers, fundraising, and collaborating with

students. Future goals include an annual alumni event and a student scholarship fund.

5.4. Receive Parent-Teacher Conference Report

**Discussion:**

Mr. Davis reviewed the family participation longitudinal report for the Parent-Teacher conferences held in October 2024.

5.5. Receive 1st Trimester Progress Monitoring Data Report

**Discussion:**

Mr. Slay presented the 1st trimester data on reading, math, and social emotional screeners as well as attendance, grades, and office discipline referral data. Discussion followed.

5.6. Receive Preliminary 2025-2026 District Calendar

**Discussion:**

A draft of the 2025-2026 district calendar was discussed. Mr. Davis will gather feedback from teachers and staff to share with the Board in December.

5.7. Review Capital Outlay Spending Plan

**Discussion:**

Mr. Davis reviewed capital outlay spending related to possible construction on the RVES Parking Lot, RVES Gym Floor, and RVHS Ticket Booth Projects. Discussion followed.

6. **OFFICIAL ACTION ITEMS**

6.1. Consider Approval of Recommended Building and District Site Council Members

**Action(s):**

Move to approve the building and district site council lists as presented. This motion, made by Boone Smith and seconded by Joe Mitchell, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

6.2. Consider Approval of HTK Contract for RVES Parking Lot Project

**Action(s):**

Move to approve the contract from HTK in the amount of \$43,750.00 to design, bid, and facilitate the construction of the RVES Parking Lot improvement. This motion, made by Kelli Lambrecht and seconded by Ruth Slocum, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

6.3. Consider Approval of Royal Valley Elementary School Gym Floor Bids

**Discussion:**

Due to only receiving one bid for the RVES gym floor project, which appeared to be on the high end, the Board approved rejecting all bids and to re-bid the project.

**Action(s):**

Move to reject all elementary gym floor replacement bids and re-bid the project with optional completion dates. This motion, made by Kelli Lambrecht and seconded by Ann Kelly, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

6.4. Consider Approval of Royal Valley Stadium Ticket Booth Project

**Action(s):**

Move to proceed with the construction of the ticket booths at the Royal Valley District Stadium as presented using Aaric Davis as the general contractor. This motion, made by Kelli Lambrecht and seconded by Boone Smith, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

- 6.5. Consider Executive Session to Discuss Individual Employee Performance Pursuant to the Non-Elected Personnel Exception Under KOMA.

**Discussion:**

At 8:09 PM, the Board moved to go into executive session and to return at 8:25 PM. The Board returned to open session at 8:25 PM.

**Action(s):**

Move to go into executive session to discuss individual employee performance pursuant to the non-elected personnel exception under KOMA, inviting Aaric Davis, Justin Moore, Keith Glotzbach, and Cassandra Geis, and to return to open session at 8:25 PM. This motion, made by Ann Kelly and seconded by Boone Smith, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

- 6.6. Consider Executive Session to Discuss Confidential Student Information Pursuant to the Exception Relating to Actions Adversely or Favorably Affecting a Student Under KOMA.

**Discussion:**

At 8:26 PM, the Board moved to go into executive session and to return at 8:30 PM. The Board returned to open session at 8:30 PM.

**Action(s):**

Move to go into executive session to discuss confidential student information pursuant to the exception relating to actions adversely or favorably affecting a student under KOMA, inviting Aaric Davis and Cassandra Geis, and to return to open session at 8:30 PM. This motion, made by Boone Smith and seconded by Ann Kelly, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

- 6.7. Consider Approval of Personnel Items

**Action(s):**

Move to accept the retirement notices of Jill Stithem and Belinda Brandt as presented. This motion, made by Ann Kelly and seconded by Ruth Slocum, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

Move to approve the hire of Emma Poort as a 5th grade math teacher starting January 1, 2025 under continuing contract law. This motion, made by Boone Smith and seconded by Rhonda Lefferd, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

- 6.8. Consider Executive Session to Discuss Individual Employee Performance Pursuant to the Non-Elected Personnel Exception Under KOMA.

**Discussion:**

At 8:33 PM, the Board moved to go into executive session and to return at 8:54 PM. The Board returned to open session at 8:54 PM. The Board then moved to extend the executive session until 9:05 PM. The Board returned to open session at 9:05 PM.

**Action(s):**

Move to go into executive session to discuss individual employee performance pursuant to the non-elected personnel exception under KOMA and to return to open session at 8:54 PM. This motion, made by Boone Smith and seconded by Joe Mitchell, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

Move to extend the executive session until 9:05 PM. This motion, made by Kelli Lambrecht and seconded by Ann Kelly, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

7. **BOARD DISCUSSION AND STUDY**

7.1. Clarifications

**Discussion:**

Ms. Lambrecht would like to add RVES playground surface material to the construction list for future consideration. Mr. Davis has received information about a possible grant and will research this further.

7.2. Employee Recognition

**Discussion:**

In recognition of American Education Week, the Board will provide specialty cookies for the staff this week.

8. **ANNOUNCEMENT OF UPCOMING BOE OPPORTUNITIES**

8.1. Community Update Forum - November 20, 2024 - Royal Valley High School - 6:00 pm

8.2. Native American Heritage Night - Friday, December 6, 2024, RVHS Gymnasium

8.3. Regular Board Meeting - December 9, 2024 - 7:00 pm

9. **ADJOURNMENT**

9.1. Meeting Adjournment

**Action(s):**

Move to adjourn the meeting at 9:15 PM. This motion, made by Ann Kelly and seconded by Joe Mitchell, Carried.

**Voting Summary:** Yea: 6, Nay: 0, Absent: 1

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Sherri Schulte, Board Clerk  
Board of Education  
USD #337, Mayetta, Kansas

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Date Approved

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Boone Smith, Board President  
Board of Education  
USD #337, Mayetta, Kansas