

July 1, 2026

BROWN COUNTY KANSAS SPECIAL EDUCATION INTERLOCAL #615
301 S. FIRST STREET HIAWATHA, KS 66434
Phone (785) 742-7108

MINUTES OF REGULAR BOARD MEETING

July 1, 2026

(These minutes are not official until approved at the August 5, 2026 board meeting.)

The Board of Education of the Brown County Kansas Special Education Interlocal #615 held its regular July Board of Education meeting at 6:00 p.m. on July 1, 2026 at the Special Education Annex in Hiawatha.

CALL TO ORDER

Shelby Rice called the meeting to order at 6:00 p.m.

ROLL CALL

Those present were:

John West, Director
Mitch Brown, USD 415 Board Member
Rex Lockwood, USD 430 Board Member
Shelby Rice, USD 430 Board Member
Brooklyn Schuetz, USD 415 Board Member
Roni Tietjens, USD 415 Board Member
Kyley Gatz, USD 415 Superintendent
Kristi Wilhelm, Summer School Instructor
Amy Larson, Board Clerk/Business Manager

Those absent was:

Jon Boller, USD 430 Board Member

APPROVAL OF THE AGENDA

The following items were requested to be added to the agenda: Approval of Brown County Head Start Agreement and Director's Contract.

Brooklyn Schuetz moved to approve the revised agenda. Rex Lockwood seconded and the motion passed with a vote of five to zero.

APPROVAL OF MINUTES FOR JUNE 2026

Brooklyn Schuetz moved to approve the June 2026 board minutes. Roni Tietjens seconded and the motion passed with a vote of five to zero.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

COMMENTS FROM THE PRESIDENT

There were no comments from the president.

PRESENTATION FROM KRISTI WILHELM ABOUT SUMMER SCHOOL 2026

Kristi Wilhelm stated that 24 kids were signed up to attend summer school with 21 attending on average. There were 19 paras who did a great job working summer school. There was discussion about buildings for summer school in 2027. There was definite progress with OT during summer school as well. The carnival and cookout were enjoyed by students, staff, and parents. Summer school 2026 was a success.

Kristi Wilhelm left the board meeting at 6:08 pm.

APPROVAL OF CONSENT AGENDA

John West requested to remove “Designate John West as Truancy Officer to report truant students as per KSA 12-113” considering the STYLE program at the annex is no longer part of the interlocal. Roni Tietjens moved to approve the revised consent agenda. Brooklyn Schuetz seconded and the motion passed with a vote of five to zero. Included in the consent agenda was:

1. Approval of the Bills for the Month of July 2026.
2. Accept the withdrawal of hire of para Naviegh Williams.
3. Appoint Amy Larson as Clerk of the Board of Education.
4. Appoint Amy Larson as the KPERS, BC/BS, and Worker’s Compensation Representative.
5. Appoint Elaine Abramson as Treasurer of Interlocal #615 at the salary of \$100.00 per month.
6. Appoint KASB as the Legal Representative of the Board for the 2026-2027 fiscal year.
7. Designate the Citizens State Bank, Hiawatha, as primary depository and all banks in Brown County as secondary depositories as needed, and review bank signatures.
8. Set the following schedule of Board meetings: The regular meetings for the 2026-2027 school year will generally be held on the Wednesday before the regular education board meeting. Board meetings will be held at 6:00 p.m. at the Special Education Annex in Hiawatha according to the following schedule.

<u>Date</u>	<u>Place</u>	<u>Time</u>
July 1, 2026	Special Education Annex	6:00 pm
August 5, 2026	Special Education Annex	6:00 pm
September 2, 2026	Special Education Annex	6:00 pm
October 7, 2026	Special Education Annex	6:00 pm
November 4, 2026	Special Education Annex	6:00 pm
December 2, 2026	Special Education Annex	6:00 pm
January 6, 2027	Special Education Annex	6:00 pm
February 3, 2027	Special Education Annex	6:00 pm
March 3, 2027	Special Education Annex	6:00 pm
April 7, 2027	Special Education Annex	6:00 pm
May 5, 2027	Special Education Annex	6:00 pm

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June 2, 2027

Special Education Annex

6:00 pm

July 7, 2027

Special Education Annex

6:00 pm

9. Approve the payment of payroll, health insurance, disability insurance, cancer insurance, life insurance premiums, and social security taxes when due.
10. Allow the Clerk to pay, when due, any bill which would result in a late penalty assessment if held until board approval.
11. Approve the use of a rubber stamp for signature of the Board President, if he/she so wishes, on manual checks.
12. Approve the use of a scanned signature of the Board President, Board Clerk, Board Treasurer, and Director for use on checks and purchase orders.
13. Adopt a resolution for the 2026-2027 school year waiving the requirements of the generally accepted accounting principles (GAAP) and fixed asset accounting which are not pertinent to the specifications of the cash basis law and budget laws of Kansas. (A copy of resolution 2026-01 is in your packet.)
14. Allow the clerk to pay any invoice that would result in a savings if paid before the regular board meeting.
15. Authorize the director, clerk and treasurer to access the district's safety deposit box.
16. Authorize the director, clerk and treasurer to cash Certificates of Deposit and deposit these amounts into district bank accounts.
17. Adopt the 1116 Hour Plan for the 2026-2027 school term.
18. Approve a resolution that Board Minutes cannot be used as Board Policy. (A copy of resolution 2026-02 is in your packet.)
19. Approve the hiring of substitute teachers at \$140.00 per full day and \$70.00 per half day for 2026-2027. If a BCK-SEI paraeducator subs as a BCK-SEI teacher, with proper KSDE certification, they will be paid for their paraeducator wages plus \$25 prorated for the day they are a substitute teacher for a BCK-SEI certified teacher.
20. Approve the hiring of long-term substitute teachers. A long-term substitute teacher is a substitute that is assigned to the same classroom for a minimum of 10 consecutive days. The day rate for a long-term substitute teacher for days 1–10 is \$140 per day. The daily rate for a long-term substitute teacher for day 11–rest of the assignment is 1/189th of the 2026-2027 base salary.
21. Approve the hiring of homebound teachers for the 2026-2027 school year at \$20.00 per hour.
22. Adopt the Interlocal mileage reimbursement rate to be adjusted to conforming to the state rate.
23. Adopt a petty cash limit of \$500.00 per month.
24. Establish the Hiawatha World and the Horton Headlight as the official newspapers for activities of the Interlocal.
25. Designate John West compliance coordinator for federal anti-discrimination laws including Title VI, Title VII, and Title IX.
26. Approve the Interlocal's credit cards as follows:

John West	1 card	\$5,000 limit
Amy Larson	1 card	\$5,000 limit

APPROVAL OF RESOLUTION 2026-03

Resolutions 2026-03 allows the interlocal to destroy financial records from at least five years ago. Roni Tiejens moved to approve resolution 2026-03. Brooklyn Schuetz seconded and the motion passed with a vote of five to zero.

DISCUSS AND APPROVE JUNE 2026 BOARD POLICY UPDATES FROM KASB

The June 2026 board policy updates were presented to the board members. The updates include Investment of Funds (DFE), Emergency Drills (EBBE), Sex Based Discrimination Staff (GAAC), Staff Online Activities (IIBGC), Sex-Based Discrimination Students (JGEC), Administration of Emergency Opioid Antagonists (JGFGA), Stock Supply of Emergency Medication (JGFGAA), Student Self-Administration of Medication (JGFGBA), Release of Student Records (JRB).

Roni Tietjens moved to approve the board policy updates as presented. Rex Lockwood seconded and the motion passed with a vote of five to zero.

APPROVAL OF CONTRACT WITH BROWN COUNTY DEVELOPMENTAL SERVICES

The BCDS contract remains the same for 2026-27. Rex Lockwood moved to approve the BCDS contract. Brooklyn Schuetz seconded and the motion passed with a vote of five to zero.

APPROVAL OF INTERAGENCY AGREEMENT WITH BROWN COUNTY HEAD START

Director West stated that the only change to the interagency agreement is the date. Brooklyn Schuetz moved to approve the interagency agreement with Brown County Head Start as presented. Roni Tietjens seconded and the motion passed with a vote of five to zero.

DISCUSSION OF DIRECTOR CONTRACT

After discussion between the board and the director, the preliminary director contract will remain as presented. The board president will contact KASB for an amendment to add to the contract.

DIRECTOR'S REPORT

- Kickapoo Head Start ceased operations on June 30, 2026 with no communication to the interlocal or districts. The interlocal found out from a social media post.
- The national prevalence rate is 15% with the state prevalence rate at 15.5% in Kansas. USD 415's prevalence rate is 23.7% while USD 430's prevalence rate is 30.5%. One building in USD 430 has a prevalence rate of 44%. The prevalence rate is the percentage of students on IEPs within the district. Discussion followed regarding overclassification of students.
- Director West plans to address regular ed staff at the inservices in August.
- Doug Tresler, retired director at Keystone, will work on IEPs with special ed teachers on August 5.
- MIS Clerk Rachel Smith is settling in to her job and has attended WebKIDSS training.
- Form 120-A has been sent to both districts, indicating assessments and estimated special ed categorical aid.
- Two teacher openings remain: one at Horton Elementary and one at Hiawatha High. The positions have been advertised on Educate Kansas, on social media, in both local newspapers.
- The KEIT rates for BC/BS increased 7.8% average with 8.1% increase for KE10, the plan that the interlocal pays for.

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- There was discussion about the SLPA hired and the future certification. Sydney will be able to apply for her SLPA license in January 2027 but she will not be an SLP. She will need supervision by a certified SLP.

EXECUTIVE SESSION TO DISCUSS STUDENT PERSONNEL

At 6:33 pm, Brooklyn Schuetz moved to go into executive session for 5 minutes to discuss student personnel under KOMA, and reconvene at 6:38 pm. Roni Tietjens seconded and the motion passed with a vote of five to zero. The executive session was necessary to protect the privacy of those individuals discussed. Those present for the executive session were John West, Mitch Brown, Rex Lockwood, Shelby Rice, Brooklyn Schuetz, Roni Tietjens and Kyley Gatz. At 6:38 pm, the board came out of executive session.

ACTION FOLLOWING EXECUTIVE SESSION

There was no action following executive session.

OTHER

There was no other business.

ADJOURN

Rex Lockwood moved to adjourn the Board meeting. Roni Tietjens seconded and the motion passed with a vote of five to zero. The meeting adjourned at 6:39 p.m.

The next regularly scheduled meeting of the BCK-SEI Board of Education will be held at 6:00 p.m. on Wednesday, August 5, 2026 at the Special Education Annex in Hiawatha.

_____	Board _____, President	_____	_____, Clerk
_____	_____, Date	_____	_____, Date