Regular Meeting

Wednesday, November 4, 2026 6:00 PM
Board of Education Office, 321 E Main St, Chanute, KS 66720

Attendance Taken at 6:00 PM.

Cassie Cleaver:	Present
Steven Cunningham:	Present
Heather Guernsey:	Present
Dr. Bruce Lee:	Present
Bri Leroy:	Present
Derek Waggoner:	Present
Jennifer Zywietz:	Present

Attendance Update Taken at 7:15 PM.

Bri Leroy:	Absent

Attendance Update Taken at 7:16 PM.

Bri Leroy:	Present

I. Call to Order

II. Silent Roll Call

III. Approve Agenda
I move to amend the agenda adding an executive session to discuss personnel as item XI and shift all other items accordingly, and approve the agenda. This motion, made by Heather Guernsey and seconded by Bri Leroy, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

IV. Chanute Unified School District 413 Strategic Plan

V. Student Recognition **SS2**

VI. Staff Recognition **RR**

VII. Open Forum **SS2**

VIII. Consent Agenda
I move to approve the consent agenda. This motion, made by Heather Guernsey and seconded by Jennifer Zywietz, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea

Heather Guernsey: Yea
Dr. Bruce Lee: Yea
Bri Leroy: Yea
Derek Waggoner: Yea
Jennifer Zywietz: Yea
Yea: 7, Nay: 0

A. Approve Minutes

B. Approve Payment of Bills

C. Approve the three year agreement with the City of Chanute for Fiber Connectivity, effective January 1, 2027

D. Schedule a Public Hearing December 1, 2026, 6:00pm at Chanute High School, for the Neighborhood Revitalization Program

E. Accept a donation from the First United Methodist Church of Chanute in the amount of $302.53 for Debbie's Fund

F. Accept a Grant from the Kansas Family Career & Community Leaders of America Alumni for the Middle School FCCLA in the amount of $350, to pay student dues for 12 students in the amount of $168, the Kansas Chapter Fee of $15 and the balance of $167 used for chapter needs

IX. Items removed from Consent Agenda

X. Building Administration/Student Reports

A. Student Recognition and Character Development — Jacob Connors

XI. Closed executive session to discuss personnel matters for nonelected personnel in order to protect the privacy interests of the individual(s) to be discussed, pursuant to the exception under KOMA.

I move to go into closed executive session to discuss personnel matters for nonelected personnel pursuant to non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed, pursuant to the exception under KOMA, inviting Superintendent Koester, Assistant Superintendent Burris and Director Applegate, and return to open session in this room at 6:32 pm. This motion, made by Jennifer Zywietz and seconded by Heather Guernsey, Carried.

Cassie Cleaver: Yea

Steven Cunningham: Yea
Heather Guernsey: Yea
Dr. Bruce Lee: Yea
Bri Leroy: Yea
Derek Waggoner: Yea
Jennifer Zywietz: Yea
Yea: 7, Nay: 0

XII. Reconvene to open meeting to take desired/necessary options

XIII. Reports by Administrators

A.	Graduation and Dropout Information	Tyler Applegate
B.	ELL (English Language Learners) Presentation	Dr. Heather Burris
C.	Superintendent's Report	Matt Koester

XIV. ANW Special Education Cooperative Board Meeting Report **SS1**

XV. Unfinished Business

A. Request to name the clothing closet at CHS as a memorial

XVI. New Business

XVII. Board Member Comments

XVIII. Closed executive session to discuss confidential student information, pursuant to the exception relating to actions adversely or favorable affecting a student under KOMA.
I move to go into Closed executive session to discuss confidential student information, pursuant to the exception relating to actions adversely or favorable affecting a student under KOMA, inviting Superintendent Koester, Assistant Superintendent Burris, and Assistant Superintendent Applegate, and return to open session in this room at 8:09 pm. This motion, made by Bri Leroy and seconded by Heather Guernsey, Carried.
Cassie Cleaver: Yea
Steven Cunningham: Yea
Heather Guernsey: Yea
Dr. Bruce Lee: Yea
Bri Leroy: Yea
Derek Waggoner: Yea
Jennifer Zywietz: Yea
Yea: 7, Nay: 0

XIX. Reconvene to open meeting to take actions desired/necessary
I move to approve early graduation, as of

December 2026, for the two students discussed in executive session. This motion, made by Bri Leroy and seconded by Jennifer Zywietz, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

XX. Closed executive session to discuss an individual employee’s performance pursuant to the non-elected personnel exception under KOMA.
I move to go into closed executive session to discuss an individual employee's performance pursuant to non-elected personnel exception under KOMA, and return to open session in this room at 8:21pm. This motion, made by Bri Leroy and seconded by Jennifer Zywietz, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

XXI. Reconvene to open meeting to take desired/necessary options

XXII. Closed executive session to discuss compensation and benefits of classified employee pursuant to non-elected personnel exception under KOMA.

I move to go into closed executive session to discuss compensation and benefits of administrative and classified employees pursuant to the non-elected personnel exception under KOMA, inviting Superintendent Koester, Assistant Superintendent Burris, Assistant Superintendent Applegate, and return to open session in this room at 8:37 pm. This motion, made by Jennifer Zywietz and seconded by Bri Leroy, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea

Heather Guernsey: Yea
Dr. Bruce Lee: Yea
Bri Leroy: Yea
Derek Waggoner: Yea
Jennifer Zywietz: Yea
Yea: 7, Nay: 0

I move to extend the closed executive session until 8:50 pm. This motion, made by Bri Leroy and seconded by Heather Guernsey, Carried.

Cassie Cleaver: Yea
Steven Cunningham: Yea
Heather Guernsey: Yea
Dr. Bruce Lee: Yea
Bri Leroy: Yea
Derek Waggoner: Yea
Jennifer Zywietz: Yea
Yea: 7, Nay: 0

I move to extend the closed executive session to 9:01 pm. This motion, made by Bri Leroy and seconded by Dr. Bruce Lee, Carried.

Cassie Cleaver: Yea
Steven Cunningham: Yea
Heather Guernsey: Yea
Dr. Bruce Lee: Yea
Bri Leroy: Yea
Derek Waggoner: Yea
Jennifer Zywietz: Yea
Yea: 7, Nay: 0

XXIII. Reconvene to open meeting to take actions desired/necessary

I move to approve the salary increase to the athletic director as presented in executive session. This motion, made by Derek Waggoner, Unseconded.

XXIV. Closed executive session to discuss resignations/retirements/employments/transfers of non-elected personnel pursuant to the non-elected personnel exception under KOMA. **RR**

I move to go into closed executive session to discuss resignations/retirements/employments/transfers of non-elected personnel pursuant to non-elected personnel exception under KOMA, inviting Superintendent Koester, Assistant Superintendent Burris and Assistant Superintendent Applegate, and return to open session in this room at 9:20 pm. This motion,

made by Jennifer Zywietz and seconded by Bri Leroy, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

I move to extend the closed executive session until 9:36 pm. This motion, made by Bri Leroy and seconded by Heather Guernsey, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

XXV. Reconvene to open meeting to take actions desired/necessary

I move to approve the personnel report as presented in the agenda. This motion, made by Bri Leroy and seconded by Dr. Bruce Lee, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

XXVI. Adjournment

I move to adjourn. This motion, made by Bri Leroy and seconded by Steven Cunningham, Carried.

Cassie Cleaver:	Yea
Steven Cunningham:	Yea
Heather Guernsey:	Yea
Dr. Bruce Lee:	Yea
Bri Leroy:	Yea
Derek Waggoner:	Yea
Jennifer Zywietz:	Yea

Yea: 7, Nay: 0

SIGNED : _____

Board Clerk

APPROVED:

SIGNED : _____

Board President