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# Pratt Public Schools USD 382

## small schools, BIG OPPORTUNITIES

Tony Helfrich, Superintendent ~ Antonia Villa, Assistant Superintendent

**Pratt USD 382**  
**Board of Education**  
**July 14, 2025**  
**7:00 pm**  
**Regular Meeting Agenda**

- I. Call to Order
- II. Board Organization for 2025-26
  - a. appointment of board clerk and treasurer: Lori Girard, Sheila Lunsford (AI)
  - b. appointment of deputy board clerk: Meagan Householter (AI)
  - c. Official Meeting Dates and Time. (AI) (R 26-1)
- III. Recognition of Guests:
- IV. Approval of Agenda (AI)
- V. Approval of the minutes of the June 9, 2025 Regular Meeting.
- VI. Approval of payment of bills, treasurer and financial reports. (AI)
- VII. Reports. (IO)
  - a. SCKSEC Report – Chris Drake
  - b. Governmental Relations – Donna Queal
  - c. Maintenance/Facility Report- David Inslee
  - d. Asst Superintendent/Curriculum Report—Antonia Villa
  - e. Superintendent Report – Tony Helfrich
    - i. Summer lunches
    - ii. Revenue Neutral Rate, LOB rate, & overall mill rate
    - iii. Budget Process & timeline
    - iv. Bond Project Update
    - v. PD plan for August
- VIII. Appointments and Other Official Designations for 2025-26. (AI)
  - a. Designation of Depository.

Bill Bergner, Board President ~ Donna Hoener-Queal, Vice President

Chris Drake ~ Tim Barker ~ Michelle Ferbert ~ Jeremy Demuth ~ Jennifer Hopkins

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- i. The Legacy Bank
      - 1. *General and all revolving*
      - 2. *LMS and Southwest Activity*
      - 3. *Bond and Interest*
    - ii. The Peoples Bank
      - 1. *PHS Activity*
      - 2. *Pratt Elementary Memorial*
      - 3. *McCaslin Savings and CD*
      - 4. *Payroll*
    - iii. First State Bank
      - 1. *Invested Funds*
  - b. Designate Official Publication for General Circulation. (AI)
  - c. Other Appointments: The following appointments are recommended and may be acted on by one motion. (AI)
    - i. Food Service Representative – Heather Van Slyke
    - ii. Hearing Officer for Free and Reduced Meals – Tony Helfrich
    - iii. Hearing Officer for Suspension and Expulsion – Antonia Villa
    - iv. School Attorneys – KASB legal team
    - v. District KPERS Agent – Meagan Householter
    - vi. District Truancy Officers – Building Principals for their attendance center.
    - vii. Freedom of Information Officer – Tony Helfrich
    - viii. Title VI, VII, IX and 504 (ADA) Coordinator- Antonia Villa
    - ix. Title IX decision maker—Tony Helfrich
    - x. Title IX investigator—Kirsten Blankenship
    - xi. Homeless Coordinator – Antonia Villa
    - xii. Asbestos Manager—David Inslee
  - d. SCKSEC Representative
  - e. Governmental Relations Representative
- IX. Rate Fees and Petty Cash: The following adoptions are recommended and may be approved with one motion.
- a. Mileage Rate for Reimbursement (AI)
    - i. State rate set at .67 cents/mile
  - b. Establish Petty Cash and Activity Fund Limits (AI)
    - i. Southwest Elementary                      \$500    R 26-2 & R 26-10
    - ii. Pratt Academic Center                      \$500    R 26-2 & R 26-13
    - iii. Liberty Middle School Inst.                \$500    R 26-3
    - iv. LMS Activity                                    \$1500   R 26-6 & R 26-11
    - v. Pratt High Instructional                      \$500    R 25-4
    - vi. PHS Activity                                    \$1500   R 26-7 & R 26-12

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vii. Central Office

\$1500 R 26-5

X. New Fiscal Year Adoptions: The following adoptions are recommended and may be approved with one motion. (AI)

- a. Adopt annual waiver of GAAP Resolution 26-8
- b. Adopt Record Destruction Guidelines Resolution 26-9
- c. Adopt Guidelines for Early Payment of Bills.
- d. Adopt 1116 Hour Calendar
- e. Adopt Home Rule Policy Resolution 26-14

XI. Business

- a. BOE policy updates (KASB recommendations) first read. (IO)
- b. USD 382 participation in federal programs. (AI)
- c. Action Item: SCKSEC Pre-K MOU. (AI)
- d. Action Item: Pratt City MOU for SRO. (AI)
- e. Action Item: Fundraising coordination with SCCF. (AI)
- f. Substitute Pay Rate for 2025-26. (IO)
- g. Action Item: Lunch Prices for 2025-26. (AI)
- h. Action Item: Approve MHIT grant for 2025-26. (AI)

XII. Executive Session: Negotiations

- a. Action Item: 2025-26 Teacher Negotiated Agreement. (AI)
- b. Action Item: Classified pay raise. (AI)
- c. Action Item: Admin pay raise. (AI)

XIII. Executive Session Personnel

Heather Teasley	PAC KESA Chair	Replaces Leighton Rudd
Jake Eisenhauer	PHS Assistant Golf	Resignation
Jake Eisenhauer	PHS Assistant Track	Replaces Ryan Creadick
Terri Liggett	LMS Assistant Track	Replaces Bryce Stegman
Alicia Pitman	PAC MTSS/Data Coordinator/Testing Coordinator	Replaces .5 Leighton Rudd
Erika Householter	LMS MTSS/Data Coordinator	Replaces .5 Leighton Rudd
Lindsey Boone	BTB sub	
Elizabeth Holloway	CCR Assistant	Resignation
Melissa Rector	NHS Co-Sponsor (1/2 stipend)	Replaces Lori Myers

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Kari Eastes  
Taylor Willard  
Brooke Barrett  
Dalton Schultz  
Eric Thompson  
Autumn Jackson

NHS Co-Sponsor (1/2 stipend)  
PAC Para  
LMS Asst Volleyball  
SW Custodian (moves to full-time)  
LMS MS Boys Assistant Boys BB  
SW Title I Para

Replaces Lori Myers  
Replaces Haley Spitzer  
Replaces Jady Thompson  
Replaces .5 FTE lost  
Replaces Ryan Schmidt  
Resignation

- XIV. Approval of personnel updates. (AI)
- a. Approval of listed personnel changes. (AI)
- XV. Other: Monday, August 7<sup>th</sup> at 8:00 am Back-to-School Breakfast and District Inservice at LMS Auditorium.
- XVI. Adjournment. (AI)

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