

OXFORD UNIFIED SCHOOL DISTRICT 358
OXFORD, KANSAS
REGULAR BOARD MEETING
MONDAY JANUARY 12, 2026
6:00 P.M.
JR/SR HIGH SCHOOL BOARDROOM 212

- MEMBERS PRESENT** Deb Daniels, Mitch Reeves, Phillip Rush, Nicholas Ruyle, Justin Shepherd, Cindi Terry, and Derek Totten.
- OTHERS PRESENT** Dale Adams, Superintendent; Kristina Houser, Board Clerk; Joshua Lanning, Principal; and Ashley Bugbee, Principal.
- CALL TO ORDER** Derek Totten, President, called the meeting to order at 6:00 p.m.
- ADOPT THE AGENDA** Mr. Adams requested to make the following changes and additions: 3.5.3 replace TBD with Roger Terry; 3.5.4 replace TBD with Jayden Anderson; 3.5.6 revise Lula Ernst's retirement date to February 1, 2026; move 3.5.8 Ashley Bugbee Assistant Superintendent to 3.5.10; add 3.5.8 Anita Smith retirement and 3.5.9 Kelsey Clemons resignation. Nicholas Ruyle made a **motion** to adopt the amended agenda and Cindi Terry **seconded** the motion. **Motion approved 7-0.**
- RECOGNIZE GUESTS** Kelly LaPlant, Senior Class Co-Sponsor; Melissa Linot, Senior Class Co-Sponsor; and senior class students were in attendance to present their senior class trip.
- ELECT BOARD OFFICERS** Deb Daniels made a **motion** to approve Derek Totten as the School Board President and Nicholas Ruyle as the School Board Vice-President. Justin Shepherd **seconded** the motion. **Motion approved 7-0.**
- DISCUSSION/ACTION ITEMS**
- Kelly LaPlant, Melissa Linot, and senior class students were in attendance to present their senior class trip proposal. Nicholas Ruyle made a **motion** to approve the proposal as presented with the use of 3 school vehicles if they are available. Phillip Rush **seconded** the motion. **Motion approved 6-1. (Cindi Terry opposed)**
- Mr. Adams reviewed the bus barn bids that were received from Harman Huffman Construction Group and Conco Construction. After much discussion the board decided to turn down the bids and go another route. Nicholas Ruyle made a **motion** to turn down the bids from Harman Huffman Construction Group and Conco Construction. Justin Shepherd **seconded** the motion. **Motion approved 7-0.**

Mr. Adams discussed the option to extend the early retirement stipend to classified staff that was originally approved in November for certified staff only. Deb Daniels made a **motion** to extend the early retirement stipend to classified staff with the same payout amounts and dates as the certified staff stipend. Justin Shepherd **seconded** the motion. **Motion approved 7-0.**

Mr. Adams reviewed the new Lead Custodian job description. It was recommended to change the wording under general responsibilities to 6 of the regular 8 hour day will be reserved for regular custodial duties. Nicholas Ruyle made a **motion** to approve the job description as amended. Justin Shepherd **seconded** the motion. **Motion approved 7-0.**

Mrs. Bugbee reviewed the 2026-27 District Calendar that was recommended by the calendar committee. Justin Shepherd made a **motion** to approve the 2026-27 District Calendar as presented. Phillip Rush **seconded** the motion. **Motion approved 7-0.**

ADMINISTRATIVE REPORTS

Mrs. Bugbee reported that it is homecoming week in the JH/HS. HS basketball plays at Flinthills tomorrow and Thursday and Friday basketball will be at home with Friday being Homecoming. Saturday Oxford will be hosting play in games. Scholars Bowl is at home tonight. There will be an eSports event hosted here on Thursday and possibly traveling to Wellington Thursday. The non-resident policy has been posted. There will be a unique learning opportunity next year with a partnership with the new Oxford Museum. Nextera reached out about possibly sponsoring Summer Camp this year and the board agreed to the sponsorship offer.

Mr. Lanning reported that the December ornament activity was a success and a special thank you to PTO for helping with supplies and Maesey, Drea, and Karla for their help during the activity. Next year will be the gingerbread houses again. Student testing was completed before Christmas break. They are currently in the middle of the new reading pilot and he's seen positive gains with reading test scores. He will go over that data more with teachers on the January 19 PD day. January 27th will be the 3rd and 4th grade music concert and Friday is the Little Cheer clinic.

Mr. Adams reviewed current cash balances and budget numbers. He spoke about several emails he has forwarded to the board members from KARE regarding possible legislative changes. He

and Mrs. Bugbee are attending the in person KASB finance workshop in Topeka in a couple of weeks.

Interlocal 619: Cindi Terry reported that they had a routine meeting that accepted a donation, hired BFR for their 2025-26 fiscal audit, and hired a company to review their finances and banking as a financial double check.

Orion: Derek Totten reported that they had a routine meeting where they reviewed financials and paid the bills.

ACTION ITEMS

Mitch Reeves made a **motion** to approve the additional warrants as presented and Phillip Rush **seconded** the motion. **Motion approved 7-0.**

Nicholas Ruyle made a **motion** to approve resolution #26-11 to Establish Regular Board Meetings as presented. Cindi Terry **seconded** the motion. **Motion approved 7-0.**

Justin Shepherd made a **motion** to approve the 2026 BOE Committee Assignments as discussed; Special Education 619, Cindi Terry, alternate, Mitch Reeves; Orion Education, Derek Totten; Governmental Relations, Nicholas Ruyle; Site Council, Mitch Reeves; Tuition Reimbursement, Justin Shepherd and Phillip Rush; Health Insurance and Benefits, Justin Shepherd and Derek Totten; Negotiations, Deb Daniels and Nicholas Ruyle; Lunch Application Hearing Officer, Phillip Rush; Technology, Deb Daniels, and Wellness Committee, Derek Totten. Cindi Terry **seconded** the motion. **Motion approved 7-0.**

Nicholas Ruyle made a **motion** to approve the December KASB Policy Updates BCBK; BG; IHF; IIBE; IKB; IKCA; IKD; JBCC; JCAC; JDDC; JQI; and KM as presented. Phillip Rush **seconded** the motion. **Motion approved 7-0.**

Cindi Terry exited the meeting at 7:33 pm.

Justin Shepherd made a **motion** to approve the routine personnel as presented: new hires Teresa Commerford, JH/HS Principal 2026-27; Neil Terry, JH/HS Student Support Counselor 2026-27; Roger Terry, Maintenance Director; Jayden Anderson, Elementary PE Teacher 2026-27; Yacinia Gardea, Daycare Employee; retirements and resignations: Lula Ernst retirement Custodian effective February 1, 2026; Rae Guthrie retirement Elementary Secretary effective June 15, 2026; Anita Smith retirement Title I

Teacher end of 2025-26 school year; Kelsey Clemons resignation Elementary Student Support Counselor end of 2025-26 school year; and transfer Ashley Bugbee, JH/HS Principal and Assistant Superintendent effective January 1, 2026. Mitch Reeves **seconded** the motion. **Motion approved 5-1. (Phillip Rush opposed)**

CONSENT AGENDA

Nicholas Ruyle made a **motion** to approve the consent agenda as presented that included January payroll and warrants; December 8, 2025 regular board meeting minutes; high school activities report; budget reports; and daycare report. Mitch Reeves **seconded** the motion. **Motion approved 6-0.**

EXECUTIVE SESSION

Derek Totten made a **motion** to go into executive session to discuss an individual employee's potential contract pursuant to the non-elect personnel exception under KOMA to include Mr. Adams, Mr. Lanning, and Mrs. Bugbee for 15 minutes at 7:56 pm. Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

Cindi Terry rejoined the meeting at 7:39 pm.

The board returned to open session at 7:56 pm.

ADJOURN

Derek Totten adjourned the meeting at 7:56 pm.

Next Meetings: Monday, February 9, 2026 at 6 pm, Regular Board Meeting.

President

Clerk