BOARD OF EDUCATION MEETING U.S.D. # 261
ADMINISTRATION BUILDING, 1745 W. GRAND AVE.
HAYSVILLE, KANSAS
July 17, 2023 – 7:00 P.M.
(A live link to this meeting has been made available on the USD 261 website.)

Subject to Board Approval

The meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order at 7:00 p.m., by Board President Tom Gibson. Five members were present.

MEMBERS PRESENT	OTHERS PRESENT
Tom Gibson – President	Jeff Hersh, Superintendent of Schools
Jeremy Bennett – Vice President	Debbie Coleman, Clerk of the Board
Kelly Ramseyer	Craig Ryan, Assistant Supt. of Business and Finance
Courtney Williams	Gillian Macias, Assistant Supt. of Personnel
Jennifer Bain	Jennifer Reed, Asst. Supt. of Learning Services
	Dr. Angie Karraker, Director of Special Services
	David Herbert, Director of IT
	Adia Ludwig, Community Relations Director
	Others

1.0 REORGANIZATION MEETING OPENING

1.1 Call to Order
Board President Tom Gibson called the meeting to order at 7: 00 p.m. with five members present.

1.2 Flag Salute

1.3 President's Announcements (No Documentation)

- The Community Retreat will be held on Tuesday, August 1, 2023, from 8:00 a.m. – 5:00 p.m., at Campus High School.
- Special BOE Meeting - Budget Workshop – August 21st at 6:30 p.m.
- Special BOE Meeting - Needs Assessment – September 11th at 6:00 p.m.
- Special BOE Meeting - Revenue Neutral Rate – September 18th at 6:30 p.m.
- Special BOE Meeting - Budget Hearing – September 18th at 6:45 p.m.
- KASB State Convention November 10 – 12 in Wichita
- The Board received a thank you card from Carla Wulf

1.4 Superintendent's Announcements (No Documentation)

- Mr. Hersh read a note of appreciation for the actions and help given by Campus High School Cheer/Dance Coaches Pam Burkett, Ronda Robinson, Lori Cline and Ashleigh Chaffee to a competing team in an emergency situation.
- Two Campus High School graduates, Shelly Coleman Martins – WSU Vice President of Strategic Communications and Marketing and Sophie Martins – WSU Student Body Vice President, gave Mr. Hersh a tour of Wichita State University. As a result of the tour Mr. Hersh became aware of several opportunities for our students.
- Mr. Hersh thanked Mr. Steve Williams for his assistance in the Business Department.
- The New Teacher Luncheon will be held on July 26th, from 11:15 a.m. – 12:15 p.m., at the Dr. John Burke Learning Center.
- Update on Retreat
  The Community Retreat will be held on Tuesday, August 1st , from 7:30 a.m. – 4:45 p.m. at Campus High School.

- The Back to School Convocation will be held on Thursday, August 10th from 8:00 – 9:00 a.m., at Bethel Life.

1.5 Campus High School Student Council Report (No Report)

1.6 New and Good (No Documentation)

- Jennifer Reed
  FCCLA Competition Results:
  Brandt Smith - Hospitality, Tourism, and Recreation - Gold - Top 10 Finalists- Level 2
  Trinity Lewis - Culinary Arts - Silver - Level 3
  Aleigha Kyle, Ava Marrs, and Cerina Brandt - Event Management - Silver - Level 2
  Way to go, Campus FCCLA!
- Adia Ludwig
  Stuff the Bus dates are Friday, August 11th at Rex Elementary School, from 10:00 a.m. through 6:00 p.m., and Saturday, August 12th at the Sonic drive-in in Haysville. Supply distribution will be on Monday, August 14th at the Dr. John Burke Learning Center from 5:00 p.m. until 7:00 p.m.

1.7 Approve / Amend Agenda (No Documentation)
MOTION to amend the agenda by removing Audit Report under 6.0 REPORTS. (Gibson/Williams) Motion carried 5-0.

2.0 BOARD REORGANIZATION - PDF
Standard BOE reorganization as required by Kansas Statutes and BOE Policy - Action Requested

2.1 Designate Regular Meeting Date, Time, and Place
The regular Board of Education meetings for 2023-2024 will be held on the third* Monday of each month at 7:00 p.m. in the Board of Education room of the Administration Building located at 1745 W. Grand, Haysville, Kansas.
*Exceptions to include the following designated dates:

- November 13th rather than November 20th (Thanksgiving Break)
- December 11th BOE Meeting start time 5:00 p.m. (Due to Holiday Music Programs)
- January 22nd rather than January 15th (MLK Day Holiday)
- February 26th rather than February 19th (President's Day)
- March 25th rather than March 18th (Need to meet after Spring Break)

MOTION to approve the Designated Regular Meeting Date, Time and Place as presented. (Gibson/Bain) Motion carried 5-0.

2.2 Personnel Appointments and Resolutions

2.2.1	Clerk of the Board	Debra M. Coleman
2.2.2	Deputy Clerk of the Board	Gillian Macias
2.2.3	Treasurer of the Board	Craig Ryan
2.2.4	Assistant Treasurer of the Board	Nadine Foreman
2.2.5	Custodian of District Office Records	Craig Ryan
a.	Custodian of Early Childhood Program	Prog. Administrator
b.	Parents As Teachers Program	Prog. Administrator
c.	Custodian of Oatville Elementary Office Records	Building Principal
d.	Custodian of Rex Elementary Office Records	Building Principal
e.	Custodian of Nelson Elementary Office Records	Building Principal
f.	Custodian of Freeman Elementary Office Records	Building Principal
g.	Custodian of Ruth Clark Elementary Office Records	Building Principal
h.	Custodian of Prairie Elementary School Office Records	Building Principal
i.	Custodian of Haysville Middle School Office Records	Building Principal
j.	Custodian of Haysville West Middle Schl. Office Records	Building Principal
k.	Custodian of Campus High School Office Records	Building Principal
l.	Custodian of Haysville High School	Asst. Bldng. Principal
m.	Custodian of Tri-City Day School	Bldng. Administrator

2.2.6	Representative for Title Projects	Jennifer Reed
2.2.7	Attorney for the Board of Education	John Robb with Somers Robb & Robb
2.2.8	KPERS Designated Agent	Craig Ryan
2.2.9	Freedom of Information Officer	Communications Dir.
2.2.10	Kansas Educational Risk Management Insurance Pool Rep.	Craig Ryan
2.2.11	Food Service/Lunch Agreement Representative	Dir. of Food Service
2.2.12	Hearing Officer for Free & Reduced Meal Application Appeals	Craig Ryan
2.2.13	Attendance Officer	
	a. Early Childhood Program	Dir. of Special Services
	b. Attendance Officer for Parents As Teachers	Dir. of Special Services
	c. Attendance Officer for Oatville Elementary	Building Principal
	d. Attendance Officer for Rex Elementary	Building Principal
	e. Attendance Officer for Nelson Elementary	Building Principal
	f. Attendance Officer for Freeman Elementary	Building Principal
	g. Attendance Officer for Ruth Clark Elementary	Building Principal
	h. Attendance Officer for Prairie Elementary	Building Principal
	i. Attendance Officer for Haysville Middle School	Building Principal Bldg. Asst. Prin.
	j. Attendance Officer for Haysville West Middle Schl.	Building Principal / Building Asst. Prin.
	k. Attendance Officer for Campus High School	Building Principal / Building Asst. Prin.
	l. Attendance Officer for Haysville High School	Building Principal
	m. Attendance Officer for Tri-City Day School	Building Principal
2.2.14	Title VI Coordinator	Asst. Supt. of Personnel
2.2.15	504 Coordinator	Asst. Supt. of Personnel
2.2.16	Coordinator for Homeless Children	Linda Long
2.2.17	Resolutions	Agenda Topics

2.2.17.1 – 2.3.17.11

RE: Comments and Recommendations of the superintendent.

The superintendent suggests the below resolutions for agenda topics 2.2.17.1 – 2.2.17.11.

2.2.17.1 1116 - Hour School Year –

"Be it resolved that the Board of Education of Unified School District 261 does hereby authorize the 1116 hour policy calendar as defined by the Kansas State Department of Education for the 2023-2024 school year."

2.2.17.2 Surety Bond for District Treasurer and High School and Middle School Principals –

"Be it resolved that the Board of Education of Unified School District 261 does hereby authorize the procurement of surety bonds for the district treasurer and high school and middle school principals."

2.2.17.3 Official Newspaper –

"Be it resolved that the Board of Education of Unified School District 261 does hereby designate the Haysville Sun-Times as the official newspaper publication of the district for the 2023-2024 school year."

2.2.17.4 Participation in Federal Programs –

"Be it resolved that the Board of Education of Unified School District 261 does hereby approve and authorize the district to participate in federal programs to include Title I and II."

2.2.17.5 Early Payment of Bills –
"Be it resolved that the Board of Education of Unified School District 261 does hereby authorize Mr. Jeff Hersh, superintendent of schools, and Craig Ryan, associate superintendent of business and finance, to make early payment of bills when such payments result in a reduction in the amount charged to the district for goods or services or penalty or interest." This resolution is allowed for in Board policy DJEJ.

2.2.17.6 Official Depository of Funds –
Please see the attached resolution example.

2.2.17.7 Rescinding Policy Statement and Adoption of New Board Policies –

(a & b) Please see Exhibit # 2.2.17.7 a & b for supporting information.

2.2.17.8 Waiver of GAAP Resolution –
Please see the attached resolution example.

2.2.17.9 Home Rule Resolution –
Please see the attached resolution example.

2.2.17.10 Authority to Dispose of School Property with Value of Less than $5,000.00 Resolution -
Please see the attached resolution example.

2.2.17.11 Authority to Re-Fund Bonds if in Best Interest of USD 261 Resolution-
Please see the attached resolution example.

MOTION to approve items 2.2.1 through 2.2.17.11.
(Bain/Ramseyer) Motion carried 5-0.

2.2.18 Appointment of Board Member(s) / KASB Governmental Relations Network
MOTION to appoint Jeremy Bennett as the KASB Governmental Relations Network representative.
(Bain/Ramseyer) Motion carried 5-0.

2.2.19 PANDO Initiative Representative
MOTION to appoint Kelly Ramseyer as the PANDO Initiative representative and Jennifer Bain as the co-representative.
(Gibson/Williams) Motion carried 5-0.

2.2.20 Site Council BOE Representatives
Freeman Elementary School – Kelly Ramseyer
Nelson Elementary School – Kelly Ramseyer
Oatville Elementary School – Tom Gibson
Prairie Elementary School – Tom Gibson
Rex Elementary School - Jennifer Bain
Ruth Clark Elementary School – Courtney Williams
HMS – Jennifer Bain & Jeremy Bennett
HWMS – Susan Norton
Campus High School – Jeremy Bennett
MOTION to approve Site Council BOE representatives as presented.
(Gibson/Bain) Motion carried 5-0.

2.2.21 Crisis Team Representative
MOTION to appoint Tom Gibson as the BOE representative.
(Bennett/Ramseyer) Motion carried 5-0.

2.2.22 Classified/Administrative Sick Leave Bank Representative
MOTION to appoint Tom Gibson as the Board representative for the Classified/Administrative Sick Leave Bank.
(Bain/Williams) Motion carried 5-0.

2.2.23 District Professional Advisory Committee (DPAC) Representative
MOTION to appoint Kelly Ramseyer as the BOE representative for the District Professional Advisory Committee (DPAC).
(Bain/Bennett) Motion carried 5-0.

3.0 DISTRICT PATRON/PERSONNEL TIME

3.1 Hearing of Scheduled District Patrons/District Personnel – 5 min.
None

3.2 Remarks/Comments from District Visitors – 2 min.
None

4.0 CONSENT AGENDA

4.1 Previous Minutes
4.2 Routine Personnel - PDF
4.3 Gifts and Grants
4.4 Auditor's Understanding of Engagement
4.5 Pando Memorandum of Understanding and Invoice
4.6 Settlement Agreement
4.7 EDLIO Website Contract
4.8 Transportation Switching the Bus Recordings from Tapes to Digital

Ms. Williams left the Board Room at 7:27 p.m.

MOTION to approve the consent agenda as presented.
(Bain/Ramseyer) Motion carried 4-0. Ms. Williams was not present for the vote.

Ms. Williams returned to the Board Room at 7:29 p.m.

5.0 TREASURER'S REPORT / BILLS – PDF

Mr. Craig Ryan presented information to the Board regarding the Treasurer's Report and Bills.
MOTION to approve the Treasurer's Report/Bills as presented.
(Bennett/Williams) Motion carried 5-0.

6.0 REPORTS – Focus on Learning

- Classified Staff Rate of Pay
  Gillian Macias presented information to the Board regarding classified staff rate of pay.
  MOTION to approve the Classified Staff Rate of Pay as presented.
  (Bennett/Bain) Motion carried 5-0.

7.0 ACTION ITEMS

7.1 District Wide Upgrade for 2023-2024
Mr. David Herbert was present to answer questions from the Board.
MOTION to approve the District wide upgrade for 2023-2024 as presented.
(Bain/Ramseyer) Motion carried 5-0.

7.2 Elementary English Language Arts (ELA) Report Card Changes
Ms. Jennifer Reed was present to answer questions from the Board.
MOTION to approve the elementary English Language Arts (ELA) report card changes as presented.
(Bennett/Williams) Motion carried 5-0.

8.0 FIRST READINGS

No First Readings

9.0 DISCUSSION/REPORT ITEMS

9.1 Future Agenda Items

- All First Readings (if any) moved to Action Items
- 261derful Presentation
- Special BOE Meeting - Budget Workshop – August 21st at 6:30 p.m.
- Insurance Update – Final Numbers – August - Ryan - PDF
- Approving Budget – August
- Executive Session for Non-Elected Personnel – Superintendent's Contract – August
- USD 261 Education Foundation Barn Bash Report – Norton – August
- Audit Report - August
- Special BOE Meeting - Needs Assessment – September 11th at 6:00 p.m.
- Special BOE Meeting - Revenue Neutral Rate – September 18th at 6:30 p.m.
- Special BOE Meeting - Budget Hearing – September 18th at 6:45 p.m.
- Summer School Update – Reports – September
- School Based Health Clinic Update – September/October
- ASA – Ryan – November
- K-5 Principals – Impact of New Assistant Principals – December 2023 & May 2024
- SITE Council Membership Approval – January

9.2 Board Calendar

No Changes

Mr. Gibson declared a 5-minute break at 7:55 p.m.
Five Board members returned to the Board Room at 8:00 p.m.

10.0 EXECUTIVE SESSION – Negotiations and Non-Elected Personnel

Negotiations - Matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency.

MOTION to go into executive session at 8:00 p.m. for 20-minutes, to return at 8:20 p.m. for the discussion of Negotiations.
(Gibson/Bain) Motion carried 5-0.

The Board invited Hersh, Macias and Ryan to join them in Executive Session At 8:00 p.m.

The Board reconvened at 8:20 p.m. with four members present.
(Gibson, Williams, Bain and Ramseyer - Mr. Hersh was also present)

MOTION to extend executive session for 15-minutes to return at 8:38 p.m.
(Gibson/Bain) Motion carried 4-0.

The Board reconvened at 8:38 p.m. with four members present.
(Gibson, Bennett, Williams and Bain – Mr. Hersh was also present)

MOTION to extend executive session for 10-minutes to return at 8:48 p.m.
(Gibson/Bain) Motion carried 4-0.

Hersh, Macias, and Ryan returned to the Board Room at 8:48 p.m.

The Board reconvened at 8:48 p.m. with five members present.

No action taken.

EXECUTIVE SESSION
Non-Elected Personnel - To protect the privacy interests of an identifiable individual.

MOTION to go into executive session at 8:50 p.m. for 20-minutes, to return at 9:10 p.m. for the discussion of Non-Elected Personnel.
(Gibson/Bennett) Motion carried 5-0.

The Board invited Mr. Hersh to join them in Executive Session at 9:06 p.m.

The Board reconvened at 9:10 p.m. with five members present.

Mr. Hersh returned to the Board Room at 9:10 p.m.

No action taken.

11.0 ADJOURNMENT
Meeting adjourned at 9:13 p.m.

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Tom Gibson, Board of Education President

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Debra M. Coleman, Board of Education Clerk