

BOARD OF EDUCATION MEETING U.S.D. # 261
ADMINISTRATION BUILDING, 1745 W. GRAND AVE.
HAYSVILLE, KANSAS
July 18, 2022 – 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. Six members were present.

MEMBERS PRESENT

Tom Gibson – President
Jennifer Bain – Vice President
Kelly Ramseyer
Courtney Williams
Dr. Susan Norton
Jeremy Bennett

OTHERS PRESENT

Jeff Hersh, Superintendent of Schools
Debbie Coleman, Clerk of the Board
Dr. Clint Schutte, Associate Supt. of Business and Finance
Gillian Macias, Assistant Supt. of Personnel
Jennifer Reed, Asst. Supt. of Learning Services
Dr. Angie Karraker, Director of Special Services
Bret Long, Assistant Director of IT
B.J. Knudson, Executive Director of Operations
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 six members present.

1.2 Flag Salute

1.3 President's Announcements (No Documentation)

- **Change in Consent Agenda**
Items that have gone through a First Reading without concerns from Board members, may be placed under the Consent Agenda section and receive Board approval along with other Consent Agenda items. If any Board member has a concern about an item, that item will be pulled from the Consent Agenda and placed under Action Items where the Board can discuss and vote on the item.
- **New Certified Staff Luncheon**
The new certified staff luncheon will be held on Monday, August 1, 2022 at 11:15 a.m., at the Tri City / Haysville High School Commons area.
- **Community Retreat**
The Community Retreat will be held on August 3, 2022, from 8:00 a.m. – 4:30 p.m., at Campus High School.
- **Stuff the bus**
The dates are Friday, August 12 at the , from 10:00 am through 6:00 pm, and Saturday, August 13 at the Sonic drive-in in Haysville.
Supply distribution will be on Monday, August 15 at the Dr. John Burke Learning Center from 5:00 p.m. until 7:00 p.m.

1.4 Superintendent's Announcements (No Documentation)

- **261derful Presentation**
Jennifer Bain was recognized as the July 261derful award recipient. Ms. Bain was recognized at Haysville's Fourth of July celebration as Haysville's Citizen of the Year. Ms. Bain received the Citizen of the Year award for her dedication to Haysville and work on many Haysville committees, as well as, serving on the USD 261 Schools Board of Education.

- The KASB Annual Conference will be held November 11-13 in Wichita. Please let Debbie Coleman know Board members would like to attend.
 - Mr. Hersh met with Haysville Mayor Kessler and discussed the School Based Health Clinic. Ms. Linda Long will go before the Haysville City Council and present information on the Clinic to the Council members.
 - The Community Retreat will be held on August 3rd. Board members please contact Debbie Coleman with diet restrictions and shirt size. There are 24 sessions planned.
 - Mr. Hersh recognized Greg Fenster's and Jennifer Bain's July birthdays.
- 1.5 Campus High School Student Council Report (No Report)
- 1.6 New and Good (No Documentation)
- Dr. Clint Schutte
- Welcome to Asst. Superintendent of Personnel, Gillian Macias to USD 261.
- 1.7 Approve / Amend Agenda (No Documentation)
- MOTION to approve the agenda as presented.
- (Norton/Bain) Motion carried 6-0.

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 2022-2023 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 14th rather than November 21st (Thanksgiving Break)
- December 19th BOE Meeting start time 5:30 p.m. (Due to Holiday Music Programs)
- January 23rd rather than January 16th (Non-Contract Day)
- February 13th rather than February 20th (President's Day)
- March 6th rather than March 20th (Preference is to meet before Spring Break)
- May 22nd rather than May 15th (Promotion/Graduation)
- June 12th rather than June 19th (Juneteenth Day)

MOTION to approve the Designated Regular Meeting Date, Time and Place as presented.

(Ramseyer/Bennett) Motion carried 6-0.

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	Dr. Clint Schutte
2.2.4	Assistant Treasurer of the Board	Nadine Foreman
2.2.5	Custodian of District Office Records	Dr. Clint Schutte
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	Dr. Clint Schutte
2.2.9	Freedom of Information Officer	Communications Dir.
2.2.10	Kansas Educational Risk Management Insurance Pool Rep.	Dr. Clint Schutte
2.2.11	Food Service/Lunch Agreement Representative	Dir. of Food Service
2.2.12	Hearing Officer for Free & Reduced Meal Application Appeals	Dr. Clint Schutte
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
j.	Attendance Officer for Haysville West Middle Schl.	Bldng. Asst. Prin. Building Principal /
k.	Attendance Officer for Campus High School	Building Asst. Prin. Building Principal /
l.	Attendance Officer for Haysville High School	Building Asst. Prin. 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 2022-2023 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 2022-2023 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 Dr. Clint Schutte, 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/Bennett) Motion carried 6-0.
- 2.2.18 Appointment of Board Member(s) / KASB Governmental Relations Network
 MOTION to appoint Jeremy Bennett as the KASB Governmental Relations Network representative and Dr. Susan Norton as co-representative.
 (Bain/Williams) Motion carried 6-0.
- 2.2.19 PANDO Initiative Representative
 MOTION to appoint Courtney Williams as the PANDO Initiative representative and Jennifer Bain as the co-representative.
 (Bain/Norton) Motion carried 6-0.
- 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.
 (Bain/Bennett) Motion carried 6-0.
- 2.2.21 Crisis Team Representative
 MOTION to appoint Tom Gibson as the BOE representative and Dr. Susan Norton as the co-representative for the Crisis Team.
 (Norton/Williams) Motion carried 6-0.
- 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 6-0.
- 2.2.23 Live Streaming Board Meetings
 MOTION to continue live streaming Board meetings.
 (Bain/Bennett) Motion carried 6-0.

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
- 4.3 Gifts and Grants
USD 261 has been awarded a matching Safe & Secure School grant in the amount of \$101,857.00 to be used for security cameras for schools at all levels, a network server to support the cameras dual sided locks and a visitor management system.
- 4.4 Auditor's Understanding of Engagement
- 4.5 Rehired/Retired Teacher Work Agreement – Macias
- 4.6 Policy EE-Food Services Management – Lee
- 4.7 Transportation Driver, Student and Parent Handbooks – Bloomer - PDF
- MOTION to approve the consent agenda as amended with approval date change on 4.7 Transportation Driver, Student and Parent Handbooks.
(Norton/Bennett) Motion carried 6-0.

5.0 TREASURER'S REPORT / BILLS – PDF

MOTION to approve the Treasurer's Report/Bills as presented.
(Norton/Ramseyer) Motion carried 6-0.

6.0 REPORTS – Focus on Learning

- Needs Assessment Report – Schutte and Reed – 5 min.
- DARE – Reed, Knudson, HPD Officers Sexton and Watkins – 5 min.

7.0 ACTION ITEMS

- 7.1 Student Information System Coordinator Job – Macias – PDF
Ms. Macias was present to answer questions from the Board regarding the Student Information System Coordinator Job.
MOTION to approve the Student Information System Coordinator Job as presented.
(Bennett/Norton) Motion carried 6-0.
- 7.2 2022 Campus High School Security Proposal – Schutte – PDF
USD 261 has been awarded a matching Safe & Secure School grant in the amount of \$101,857.00 to be used for increased security at Campus High School.
MOTION to approve acceptable security measures approved in the grant for Campus High School.
(Norton/Ramseyer) Motion carried 6-0.

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
- Budget Workshop – August
- Budget Hearing – August
- Approving Budget – August
- Executive Session for Non-Elected Personnel – Superintendent’s Contract - August
- ASA – Schutte – September
- SITE Council Membership Approval – September
- Summer School Programs – Reports - September

9.2 Board Calendar

No Changes

10.0 EXECUTIVE SESSION – Negotiations

MOTION to take a 5-minute break from 8:00 p.m. – 8:05 p.m., and then go into executive session at 8:05 p.m. for 30-minutes, to return at 8:35 p.m. for the discussion of Negotiations. To discuss employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency.

To protect the district’s right to the confidentiality of its negotiating position and the public interest. (Gibson/Bennett) Motion carried 6-0.

The Board invited Mr. Hersh, Dr. Schutte and Ms. Gillian Macias to join them in Executive Session at 8:05 p.m.

The Board reconvened at 8:35 p.m. with four members present. (Gibson, Bennett, Williams and Norton)

MOTION to extend executive session for 20-minutes to return at 8:55 p.m. (Gibson/Bennett) Motion carried 4-0.

The Board reconvened at 8:55 p.m. with four members present. (Gibson, Bennett, Williams and Norton)

MOTION to extend executive session for 10-minutes to return at 9:05 p.m. (Gibson/Bennett) Motion carried 4-0.

Mr. Hersh, Dr. Schutte Gillian Macias returned to the Board Room at 9:05 p.m.

The Board reconvened at 9:05 p.m. with six members present.

No action taken.

11.0 ADJOURNMENT

Meeting adjourned at 9:05 p.m.

Tom, Board of Education President

Debra M. Coleman, Board of Education Clerk