REGULAR MEETING USD # 261 - ADMINISTRATION BUILDING BOARD ROOM
1745 W. GRAND AVE., HAYSVILLE, KANSAS – November 18, 2019 – 7:00 P.M.

1.0 MEETING OPENING (No Documentation)
- 1.1 Call to Order (No Documentation)
- 1.2 Flag Salute (No Documentation)
- 1.3 President's Announcements (No Documentation)
  - Star Polisher Awards
  - KASB Delegate/Voting
  - Time change for the December BOE meeting
    5:00 p.m. – 5:30 p.m. – Executive Session for Non-Elected Personnel
    5:30 p.m. Regular BOE Meeting
- 1.4 Superintendent's Announcements (No Documentation)
- 1.5 Campus High School Student Council Report (No Documentation)
- 1.6 New and Good (No Documentation)
- 1.7 Approve / Amend Agenda (No Documentation)

2.0 DISTRICT PATRON/PERSONNEL TIME
- 2.1 Hearing of Scheduled District Patrons/District Personnel – 5 min.
- 2.2 Remarks/Comments from District Visitors – 2 min.

3.0 CONSENT AGENDA
- 3.1 Previous Minutes
- 3.2 Routine Personnel
- 3.3 Gifts and Grants

4.0 TREASURER'S REPORT / BILLS – PDF

5.0 REPORTS – Focus on Learning
- Strategic Planning Goals 2 – 5
- Second Steps - Reed

6.0 ACTION ITEMS
- 6.1 Campus High School Parking Regulations - Morford
- 6.2 Superintendent's Evaluation Process – Norton, Crum, Burke

7.0 FIRST READINGS
- 7.1 Curriculum Proposals – Reed
  - Sports Marketing Track – Business Department
  - Consumer and Personal Finance – FACS Dept.

8.0 DISCUSSION/REPORT ITEMS
- 8.1 Future Agenda Items
- 8.2 Board Calendar
- 8.3 Superintendent's Evaluation

9.0 EXECUTIVE SESSION –
- Personnel matters of nonelected personnel to protect the privacy interests of the individual to be discussed.
- Preliminary discussion relating to the acquisition of real property.

10.0 ADJOURNMENT (No Documentation)

1.0 MEETING OPENING

No supporting documentation.

End of Section

1.1 Call to Order

No supporting documentation.

End of Section

1.2 Flag Salute

No supporting documentation.

End of Section

1.3 President's Announcements

No supporting documentation.

End of Section

1.4 Superintendent's Announcements

No supporting documentation.

End of Section

1.5 Campus High School Student Council Report (Place Holder)

No supporting documentation.

End of Section

1.6 New and Good

No supporting documentation.

End of Section

1.7 Approve / Amend Agenda

No supporting documentation.

End of Section

2.0 DISTRICT PATRON / PERSONNEL TIME

No supporting documentation.

End of Section

2.1 Hearing of Scheduled District Patrons / District Personnel

No supporting documentation.

End of Section

2.2 Remarks / Comments from District Visitors

No supporting documentation.

End of Section

3.0 CONSENT AGENDA

End of Section

BOARD OF EDUCATION MEETING U.S.D. # 261
ADMINISTRATION BUILDING, 1745 W. GRAND AVE.
HAYSVILLE, KANSAS
October 21, 2019 - 7:00 P.M.

Subject to Board Approval

The meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order at the Administration Building, 1745 W. Grand Ave., Haysville, Kansas, at 7:00 p.m., by Board President Susan Walston. Seven Board members were present.

MEMBERS PRESENT
Susan Walston, President
Paige Crum, Vice President
Dr. Susan Norton
Greg Fenster
Tom Gibson
Glenn Crum
Jeremy Bennett

OTHERS PRESENT
Dr. John Burke, Superintendent
Debbie Coleman, Clerk of the Board
Dr. Clint Schutte, Asst. Supt. of Business and Finance
Dr. Mike Clagg, Asst. Supt. of Personnel
Jennifer Reed, Asst. Supt. of Learning Services
David Morford, Campus High School Principal
Dr. Mike Maurer, Haysville Middle School Principal
Carla Wulf, Ruth Clark Elementary Principal
Angie Estell, Director of Special Services
Adia Ludwig, Director of Community Relations
David Herbert, Director of Information Services

Others

1.0 MEETING OPENING

1.1 Call to Order
Susan Walston called the meeting to order at 7: 00 p.m. with seven members present.

1.2 Flag Salute

1.3 President's Announcements

- American Education Week Proclamation - Dates – November 18 – 22, 2019
  Ms. Walston proclaimed November 18th through the 22nd as American Education Week.
- The Governor proclaimed this Wednesday, October 23rd as Kansas School Transportation Day.
- Ruby Payne spoke to certified staff. She was very interesting and gifted her books to the Board.
- Ruth Clark Elementary School held their Disco on the Parking Lot – great time.
- HMS 6th grade students made kindness signs and displayed them throughout town.
- Rex Elementary School decorated the Board Room bulletin board with fun skeletons.
- Board member Jeremey Bennett attended the PANDO meeting.
- Susan Walston, Glenn Crum, Tom Gibson and Paige Crum rode in the Homecoming Parade.

1.4 Superintendent's Announcements

- Representative J.C. Moore toured HWMS.
- B.J. Knudson provided the program at the Haysville Chamber of Commerce.
- There will be a candidate's forum at the Haysville Community Library on Tuesday, October 22, 2019 at 6:30 p.m.
- Dr. Burke attended the Fall Festival Saturday evening. It was a fantastic event!

1.5 Campus High School Student Council Report

Amanda Phanivong the Campus High School 2019-2020 Student Council President and Destyni Lietzke StuCo Vice President presented a brief update on Council events.

- Home Coming candidates and Student Council members volunteered at the Learning Center on September 30th.
- Student Council members volunteered at Haysville Pride's Bierock fundraiser.
- Rhae Nicklaus, Freshman Class Representative, participated in the Smoke Alarm Community Service event.
- Student Council will host two Winter Wishes fundraisers:
  October 28th and 29th Student Council will sell donuts before school and during lunch.
  Student Council will host a volleyball tournament on November 12th.
- Student Council will participate in Trick or Treat on Main Street on October 31st.
- Student Council will be going to Diversicare of Haysville to visit with the residents – this trip is still in the planning stages.

1.6 New and Good

Paige Crum:

- First Impressions
  A team from Arkansas City visited Haysville to look at our town and give us a report on their first impressions. We received outstanding results.
- Fall Festival
  Beautiful weekend and great crowds.
  Haysville Healthy Habits had a human foosball game. It was a great time and had wonderful participation.
- One Stop Resource Shop will be held on October 24th.

Tom Gibson:

- Safe Kids Walk to School
  USD 261 participated in Safe Kids Walk to School on Wednesday, October 2nd.
  Thank you to the kids from the HMS Web Crew who helped with the event.

Dr. Burke:

- USD 261 will be one of the stops on the KASB Meeting all Kids Needs bus tour on December 6th.

Dr. Clagg:

- Oatville Elementary School's 3rd – 5th grade decorated 2X4s for a St. Jude's Home.

Dr. Norton:

- HMS 6th graders made Kindness signs and posted them around town. Great job.

Dr. Burke:

- Gear Up Haysville received the Haysville Partner of the Year Award.

1.7 Approve / Amend Agenda

MOTION to approve the Agenda as amended by adding Enrollment Numbers to 5.0 Reports. (Bennett/P. Crum) Motion carried 7-0.

*Susan Walston asked for the Audit Report to be given at this time.

*Audit Report

Tara Laughlin of Allen Gibbs and Houlik, L.C. CPAs & Advisors presented information to the Board regarding the audit. Audit results for the District were very positive.

2.0 DISTRICT PATRON/PERSONNEL TIME

2.1 Hearing of Scheduled District Patrons/District Personnel – 5 minutes
None

2.2 Remarks/Comments from District Visitors – 2 minutes
None

3.0 CONSENT AGENDA

3.1 Previous Minutes

3.2 Routine Personnel - Additional Personnel items may have been placed at each Board member's place.

3.3 Gifts and Grants

- Freeman Elementary School received a donation of four – wheeled dollies valued at $600.00 from Matt Robertson.
- HWMS received a grant in the amount of $8,244.00 from Cox Communications. The grant was funded through the "Full Steam Ahead" project.
- The HWMS Science Department received a donation from Occidental Chemical Corporation in the amount of $4,600.00.
- Homeless/Support Services has received the following donations:
  First Christian Church - $241.00 for supplies/needs
  Angel Gaynor – school supplies
  Convoy of Hope, Bethel Life – backpacks and school supplies
  Anonymous – school supplies
  Haysville Senior Center – school supplies
  Haysville Family Med Center – school supplies and $5.00 cash for supplies
  LaRue Gorychka - $100.00 check for supplies/needs
  Resurrection Lutheran Church - $500.00 for lice kits and other supplies

MOTION to approve the Consent Agenda as presented.
(Norton/P. Crum) Motion carried 7-0.

4.0 TREASURER'S REPORT / BILLS - PDF

Dr. Schutte presented information to the Board regarding the Treasurer's Report/Bills.
MOTION to approve Treasurer's Report/Bills as presented.
(Norton/Gibson) Motion carried 6-1. Greg Fenster voted no.

5.0 REPORTS – Focus on Learning

*Audit Report – was presented just after 1.7 Approve/Amend Agenda

Bond Project Update

Dr. Schutte presented an update on the District's Bond construction project. Most projects are completed. Work at Campus High School will be done over Thanksgiving Break.
An open house for the HWMS greenhouse is being planned.
An audit report on construction/bond project will be presented at the November BOE meeting.
This line item will be removed from future BOE Agendas.

Strategic Plan Reports

Strategic Plan Goal Area 1 facilitators: Jennifer Reed, Lisa Cundiff, Angie Estell, Krista Pottier, Penny Schuckman and Shenae Stein. Jennifer Reed presented information on Goal area 1: Student Learning and Success.

After School Dismissal and Parking at District Schools
Dr. Clint Schutte presented information to the Board regarding After School Dismissal and Parking at District Schools.

Enrollment Numbers
Dr. Schutte reviewed the Superintendent's Organizational Report (September 20th Report) regarding enrollment numbers submitted to the State.
District head count was 5879.

6.0 ACTION ITEMS

6.1 Campus High School Turning Lane Easement

Dr. Clint Schutte presented information to the Board regarding the temporary construction easement and the permanent easement for right-of-way at Campus High School. Work is to begin in May, 2019 and should be completed by August 1, 2019. All equipment should be off of District property by the start of school.
MOTION to approve the temporary construction easement and the permanent easement for right-of-way at Campus High School as presented.
(P. Crum/Gibson) Motion carried 6-1. Greg Fenster voted no.

7.0 FIRST READINGS

7.1 Campus High School Parking Regulations

Campus administration
Mr. David Morford, Campus High School principal, presented information to the Board regarding the parking regulations in the Student Handbook. It was suggested to change the parking regulations in the Campus High School Student Handbook to read "Students who have not earned at least three credits…" instead of 6 credits.
Board member Susan Walston suggested adding a clause that reads "exceptions may be granted at the discretion of the building principal ". This suggestion will be considered.
This was a first reading with no action requested from the Board.

7.2 Superintendent's Evaluation Process

Information regarding the Superintendent's evaluation process was presented to the Board by committee members Dr. John Burke, Dr. Susan Norton and Paige Crum.
This was a first reading with no action requested from the Board.

8.0 DISCUSSION/REPORT ITEMS

8.1 Schools for Fair Funding

Nothing new. This item will be removed from the agenda and added to the June calendar as an annual report.

8.2 Future Agenda Items

- Policy Review and Approval
- Focus on Learning Report
- All First Readings moved to Action Items
- Building Reports
- Class Numbers
- KASB Delegates/Voting
- Curriculum Proposals Due
- Star Polisher Awards

8.3 Board Calendar
Add Annual Review of Schools for Fair Funding to June.
8.4 State Testing / ACT – (The State BOE has tabled this issue for now)
8.5 Review the evaluation process for the current Superintendent

Dr. Burke would like the Board to meet before the November BOE meeting at Campus, by the Auditorium at 6:00 for a tour of the screen printing area.

9.0 EXECUTIVE SESSION – No Executive Session

10.0 ADJOURNMENT
Meeting adjourned at 9:08 p.m.

_____
Susan Walston, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

3.2 Routine Personnel

No supporting documentation.

End of Section

3.3 Gifts and Grants

No supporting documentation.

End of Section

4.0 TREASURER'S REPORT / BILLS - PDF

No supporting documentation.

End of Section

FUND	DESCRIPTION	BEGINNING	REVENUE	EXPENDITURE	ENDING	ENCUMBRANCES	UNENCUMBERED	OUTSTANDING LIABILITIES
06	GENERAL FUND	806,027.27	3,965,613.64	-4,472,075.95	299,564.96	-145,051.46	154,513.50	0.00
07	FEDERAL FUNDS	-273,170.58	113,095.00	-87,127.91	-247,203.49	-26,224.46	-273,427.95	0.00
08	SUPPLEMENTAL GENERAL	-1,174,955.83	4,347,608.31	-259,083.58	2,913,568.90	-23,027.41	2,890,541.49	0.00
11	AT-RISK (4 YEAR OLD)	-10,123.15	0.00	-34,361.14	-44,484.29	-264.66	-44,748.95	0.00
13	AT-RISK (K-12)	-352,773.83	0.00	-278,815.19	-631,589.02	-705.40	-632,294.42	0.00
14	BILINGUAL	-9,257.97	0.00	-17,790.52	-27,048.49	0.00	-27,048.49	0.00
16	CAPITAL OUTLAY	447,209.40	81,396.16	-177,459.79	351,145.77	-24,850.07	326,295.70	0.00
18	DRIVER TRAINING	255,515.00	0.00	-167.00	255,348.00	0.00	255,348.00	0.00
24	FOOD SERVICE	3,021,858.68	367,744.13	-398,166.27	2,991,436.54	-111,851.75	2,879,584.79	0.00
26	PROFESSIONAL DEVELOPMENT	6,408.77	-3,392.00	-35,145.65	-32,128.88	-10,752.89	-42,881.77	0.00
28	PARENTS AS TEACHERS PROGRAM	81,126.45	0.00	-32,836.05	48,290.40	-1,092.81	47,197.59	0.00
30	SPECIAL EDUCATION	-852,862.74	1,187,548.37	-1,233,362.15	-898,676.52	-7,306.82	-905,983.34	0.00
31	CONSTRUCTION	-1,187,003.95	0.00	-64,277.02	-1,251,280.97	0.00	-1,251,280.97	0.00
34	VOCATIONAL EDUCATION	-35,754.64	0.00	-72,083.09	-107,837.73	-10,448.23	-118,285.96	0.00
51	KPERS RETIREMENT CONTRIBUTIO	0.00	1,392,353.93	-1,392,353.93	0.00	0.00	0.00	0.00
53	CONTINGENCY RESERVE	1,055,702.55	0.00	0.00	1,055,702.55	0.00	1,055,702.55	0.00
55	TEXTBOOK & STUDENT MATERIAL	513,468.22	9,866.01	-59,304.71	464,029.52	-36,200.69	427,828.83	0.00
62	BOND & INTEREST #1	5,988,875.84	4,810,939.58	-5,967,879.39	4,831,936.03	0.00	4,831,936.03	0.00
70	ECC STATE GRANT	-17,614.06	0.00	-7,431.59	-25,045.65	-80.39	-25,126.04	0.00
71	KANSAS PRESCHOOL PILOT GRANT	7,429.00	7,428.00	-14,857.50	-0.50	0.00	-0.50	0.00

FUND	DESCRIPTION	BEGINNING	REVENUE	EXPENDITURE	ENDING	ENCUMBRANCES	UNENCUMBERED	OUTSTANDING LIABILITIES
95	PAYROLL CLEARING	59,101.09	42,860.97	-7,751.44	94,210.62	0.00	94,210.62	0.00
TOTAL		8,329,205.52		-14,612,329.87		-397,857.04		0.00
			16,323,062.10		10,039,937.75		9,642,080.71	

9,500.00 Petty Cash
10,030,437.75 General Ledger Balance
10,030,437.75 Bank Balance
- 0 -

********** End of report **********

Bank Statement Closing Date: 10/31/2019
Bank Cash Account: PAY (Checking)
Cash Account #: ** A 9010 000 0000 000
Reconciled: YES **Reconciliation Date:** 11/06/2019 **Reconciled By:** Nadine Foreman
Transitional Reconciliation: NO **Initial Reconciliation:** NO

Bank Statement Balance			
Ending Balance Shown on this Bank Statement:		10,642,838.14	
Items Not Listed on this Statement			
Checks:	-612,400.39		
Cash Receipts Sources:	0.00		
Journal Entries Sources:	0.00		
Subtotal of Skyward Sources not on Statement:		-612,400.39	
Manual Adjustments:		0.00	
Adjusted Bank Statement Balance:			10,030,437.75
Ending Cash Balance as of 10/31/2019			
Beginning Cash Balance:		8,319,705.52	
Items from Skyward Sources			
Accounts Payable Sources:	-3,438,683.40		
Cash Receipts Sources:	15,236,724.76		
Journal Entries Sources:	-7,364,459.96		
Payroll Sources:	-2,722,849.17		
Subtotal of Skyward Sources:		1,710,732.23	
Month End Balance:			10,030,437.75
Variance:			0.00

********** End of report **********

HAYSVILLE USD #261

CASH BALANCES

October 31, 2019

NEGATIVE UNENCUMBERED CASH BALANCES:

07	FEDERAL FUNDS	Awaiting Federal Funds
11	AT-RISK (4 Yr Olds)	Awaiting State Funds
13	AT-RISK (K-12)	Awaiting State Funds
14	BILINGUAL	Awaiting State Funds
26	PROFESSIONAL DEVELOPMENT	Awaiting State Funds
30	SPECIAL EDUCATION	Awaiting State Funds
31	CONSTRUCTION	Awaiting Transfer of Funds
34	VO-ED	Awaiting State Funds
70	ECC STATE GRANT	Awaiting State Funds
71	KS PRESCOOL PILOT GRANT	Awaiting State Funds

FD	T	FUNC	OBJ	BLDG	PRG	FD	T	FUNC	OBJ	BLDG	PRG	2019-20 Revised Budget	October 2019-20 Monthly Activity	2019-20 FY Activity	Encumbered Amount	2019-20 Available Funds
06	E	5208	931	0000	000	06	E	5208	931	0000	000	0.00	0.00	0.00	0.00	0.00
06	E	5211	911	0000	000	06	E	5211	911	0000	000	200,000.00	0.00	0.00	0.00	200,000.00
06	E	5213	913	0000	000	06	E	5213	913	0000	000	1,700,000.00	0.00	0.00	0.00	1,700,000.00
06	E	5216	918	0000	000	06	E	5216	918	0000	000	0.00	0.00	0.00	0.00	0.00
06	E	5226	926	0000	000	06	E	5226	926	0000	000	0.00	0.00	0.00	0.00	0.00
06	E	5228	928	0000	000	06	E	5228	928	0000	000	150,000.00	0.00	0.00	0.00	150,000.00
06	E	5230	930	0000	000	06	E	5230	930	0000	000	6,244,000.00	1,167,788.00	1,167,788.00	0.00	5,076,212.00
06	E	5234	934	0000	000	06	E	5234	934	0000	000	150,000.00	0.00	0.00	0.00	150,000.00
06	E	5251	951	0000	000	06	E	5251	951	0000	000	0.00	0.00	0.00	0.00	0.00
06	E	5253	953	0000	000	06	E	5253	953	0000	000	0.00	0.00	0.00	0.00	0.00
08	E	5211	000	0000	000	08	E	5211	000	0000	000	400,000.00	0.00	0.00	0.00	400,000.00
08	E	5213	000	0000	000	08	E	5213	000	0000	000	4,716,079.00	0.00	0.00	0.00	4,716,079.00
08	E	5214	000	0000	000	08	E	5214	000	0000	000	250,000.00	0.00	0.00	0.00	250,000.00
08	E	5226	000	0000	000	08	E	5226	000	0000	000	100,000.00	0.00	0.00	0.00	100,000.00
08	E	5228	000	0000	000	08	E	5228	000	0000	000	50,000.00	0.00	0.00	0.00	50,000.00
08	E	5230	000	0000	000	08	E	5230	000	0000	000	4,225,000.00	0.00	0.00	0.00	4,225,000.00
08	E	5234	000	0000	000	08	E	5234	000	0000	000	550,000.00	0.00	0.00	0.00	550,000.00
08	E	5255	000	0000	000	08	E	5255	000	0000	000	0.00	0.00	0.00	0.00	0.00
30	E	5253	953	0000	000	30	E	5253	953	0000	000	0.00	0.00	0.00	0.00	0.00
53	E	5206	910	0000	000	53	E	5206	910	0000	000	0.00	0.00	0.00	0.00	0.00
53	E	5206	930	0000	000	53	E	5206	930	0000	000	0.00	0.00	0.00	0.00	0.00
53	E	5208	931	0000	000	53	E	5208	931	0000	000	0.00	0.00	0.00	0.00	0.00
53	E	5230	930	0000	000	53	E	5230	930	0000	000	0.00	0.00	0.00	0.00	0.00
Grand Expense Totals												18,735,079.00	1,167,788.00	1,167,788.00	0.00	17,567,291.00

Number of Accounts: 23

********** End of report **********

5.0 REPORTS

No supporting documentation.

End of Section

6.0 ACTION ITEMS

No supporting documentation.

End of Section

PARKING REGULATIONS

Driving and parking on school property is a privilege and may be revoked at any time, if abused. Bus transportation is available to all students.

1. All vehicles must be registered in the office for $5.00 and must display parking permit as designated by security.
2. Students who have not earned at least three credits may not purchase a permit and therefore may not park or operate a vehicle on campus and students must have at the minimum a valid "Farm Permit" License or a "Restricted" License in order to obtain a permit.
3. Each vehicle must be registered with the school and be properly insured and tagged at the beginning of each school year or when the permit is acquired.
4. In the event of an emergency, a student may check out from the office a "temporary" parking permit. This permit will be for one day only and must be returned to the office at the end of the day. A temporary parking permit will be available in the office for a $5.00 refundable deposit.
5. Any accident, no matter how minor, must be reported to the office or the security officer.
6. Vandalism or theft must be reported to the office of the security officer.
7. As posted 10 M.P.H. speed limit.
8. Parking lots will be assigned as follows. East Lot: For staff and students.

   South Lot: Reserved for staff and visitor parking only.

   West Lot: For staff and seniors only.

   Reserved Parking: Those stalls marked as "Staff" parking, are intended for staff members only.
9. Students in violation of parking regulations may be ticketed by the security officer ($5 per violation of regulations), referred to the administration for conference, revocation of parking privileges, or disciplinary action.
10. All vehicles on campus are subject to local and state statute and may be cited by the Haysville Police Department.

Superintendent Evaluation Form
(October 21, 2019 Revision)
Haysville USD 261

Haysville USD 261 Mission Statement: The relentless pursuit of excellence.

Board Member: _____ Date: _____

Purpose:

1. Provide an opportunity for the board and superintendent to meet and discuss the superintendent's performance and the district's management.
2. Review, clarify and discuss the immediate and long-term goals for the district and the superintendent.
3. Establish, clarify and discuss the major functions, responsibilities and roles of the superintendent and the board.
4. Facilitate a good working relationship between the board and the superintendent.
5. Encourage and recognize good administrative performance.
6. Improve the superintendent's leadership performance and management of the district by suggesting areas of responsibility and operating techniques that may be strengthened.
7. Set reasonable standards for continued employment of the superintendent.

Procedures:

1. The superintendent shall be evaluated as per state statute; at a minimum.
2. The board president shall provide all board members with the Superintendent Evaluation Form prior to the board meeting in January.
3. The board members shall review the procedures and the document for clarity and understanding.
4. Board members shall have one week to complete the evaluation document and return it to the board president.
5. The board president and vice president shall meet to compile the results from the individual board members.
6. The board president and vice president shall meet with the superintendent prior to the meeting in January to share the compiled evaluation with him/her.
7. The board of education and the superintendent shall meet in executive session at a special meeting held just prior to the meeting in January to discuss the evaluation.
8. The board and the superintendent will cooperatively create job targets for the superintendent for the coming year.

Please circle the appropriate letter using the following scale:
4 – Almost always/Outstanding/Above and beyond job requirements
3 – Frequently/Above average/More than expected
2 – Seldom/Needs improvement/Some weaknesses
1 – Almost never/Definite area of weakness/Needs definite change/Unsatisfactory (Evaluator comment required)

4 3 2 1	1. Keeps the board informed about issues, needs and operations of the district.
4 3 2 1	2. Interprets and implements board policy.
4 3 2 1	3. Supports board policy and actions with the public and staff.
4 3 2 1	4. Clearly and consistently interprets, communicates and directs programs, goals and policies.
4 3 2 1	5. Communicates both verbal and written ideas clearly.
4 3 2 1	6. Promotes collegiality with staff and colleagues.
4 3 2 1	7. Promotes visibility of the schools/district.
4 3 2 1	8. Accepts constructive criticism and is respectful of others.
4 3 2 1	9. Participates in professional development activities.
4 3 2 1	10. Demonstrates high expectations for all.
4 3 2 1	11. Bases decisions on what is best for the district and student success.
4 3 2 1	12. Recognizes and acknowledges excellence.
4 3 2 1	13. Involves staff as appropriate in shared decision making.
4 3 2 1	14. Promotes, encourages and assists all staff members in working toward improvement.
4 3 2 1	15. Maintains high visibility and accessibility.
4 3 2 1	16. Possesses leadership skills to effectively orchestrate the district's programs.
4 3 2 1	17. Promotes and maintains school/district standards.
4 3 2 1	18. Promotes an environment that facilitates improvement.
4 3 2 1	19. Promotes a climate of learning.

Written Comments

Please use the space below for comments you might have as an evaluator.

Areas of Strength:

Areas in Need of Improvement:

_____	_____	_____	_____
Signature of Board President	Date	Signature of Board Vice President	Date

_____	_____
Signature of Superintendent	Date

Job Targets will be mutually agreed upon by the board of education and the superintendent as a focus for the next twelve month period. They will be created at the conclusion of the evaluation conference.

1.

2.

3.

Superintendent Evaluation

Strategic Goal Area #1 - Support staff through the systematic development and implementation of instructional tools, practices, and technologies to ensure student learning and success.

Critical Strategies	Developing*	Accomplished	Distinguished
Critical Strategy - **Curriculum**: Develop and implement a future-focused curriculum for grades PreK-12.			
Critical Strategy - **Instruction**: Design and implement an instructional system to provide engaging instruction utilizing research-based best practices.			
Critical Strategy - **Assessment**: Develop an assessment plan and process for collection and interpretation of data to guide curriculum and instruction.			
Critical Strategy - **Instructional Technology**: Advance student achievement through effective integration of instructional technologies.			
Critical Strategy - **Professional Development**: Improve capacity of staff to implement district initiatives by providing continuous learning and growth opportunities.			
Critical Strategy - **Culture and Climate**: Develop and implement a system of academic, career, and social supports that will positively impact student achievement and district culture and climate.			
Critical Strategy - **Innovation**: Create and promote a variety of innovative programs and practices to meet the needs of students and staff.			

*Requires comment

Superintendent Comments:

Board Member Comments:

Strategic Goal Area #2 - To recruit, develop, and retain a high quality workforce.

Critical Strategies	Developing*	Accomplished	Distinguished

Promote a positive image of the district and community.			
Improve compensation and incentives.			
Build Supportive relationships with building staff.			
Enhance on-boarding and off-boarding.			
Target marketing and recruiting.			

*Requires comment

Superintendent Comments:

Board Member Comments:

Strategic Goal Area #3 - To create and enhance modern, safe learning facilities to achieve excellence.

Critical Strategies	Developing*	Accomplished	Distinguished
Complete a facilities review with a facilities master plan.			
Complete an infrastructure review with an infrastructure master plan.			
Inform, educate, and involve our community to know about the district facilities and infrastructure.			

*Requires comment

Superintendent Comments:

Board Member Comments:

Strategic Goal Area #4 - To strengthen community relationships through intentional partnerships.

Critical Strategies	Developing*	Accomplished	Distinguished
Increase USD261derful awareness.			
Increase internal and external support of the District's success.			
Develop and enhance two-way partnerships with businesses and organizations.			
Develop and enhance two-way partnerships with families/guardians of our students.			
Keep District stakeholders apprised of critical information.			
Partner with City, USD 261 community members and members of the local first responder agencies to strengthen relationships and awareness of District amenities, opportunities and needs.			

*Requires comment

Superintendent Comments:

Board Member Comments:

Strategic Goal Area #5 - To Pursue and develop the financial resources to support the goals of the district.

Critical Strategies	Developing*	Accomplished	Distinguished
Identify growth (population) potential for Haysville USD 261.			
Aggressively market programs & opportunities for Haysville USD 261.			
Lobby and advocate for public education funding.			
Identify financing options.			

*Required comment

Superintendent Comments:

Board Member Comments:

7.0 FIRST READINGS

No supporting documentation.

End of Section

To: USD 261 Board of Education & Dr. John Burke

From: Jimmy McDowell & Zach Kliewer, Business Teachers-Campus High School

Re: USD 261- Campus High School High (Business Department)

Date: 11/13/2019

History/Relevance:

The class and structure comes from KSDE and their course called "Sports & Entertainment Marketing," from their Marketing Pathway. We have a large segment of students who enjoy sports and a large group of students who enjoy business classes and this is a way to give those individuals another class that is inside their interest areas.

What:

Asking for approval to add a class titled "Sports Marketing" to our business curriculum

Why:

- Provide a class to engage students' interests in the world of sports, marketing, and how they work together.

- This class allows our business department to add another pathway and funding from adding another pathway.

- According to KSDE and the Department of Labor; numerous careers related to Sports Marketing is set to increase up to 21% from now until 2024.

Where:

Class will be available to all students at Campus High School.

When:

Once the class is approved, it will be available for the Fall Semester, of the 2020-2021 school year.

How:

Sports Marketing and curriculum is already outlined and aligned to the corresponding KSDE CTE Standards.

Who:

Jimmy McDowell will be the teacher of this class.

How much:

Curriculum for this class is all free.

Thank you,

Jimmy McDowell & Zach Kliewer

Course Title: Sports Marketing
KS Course Code: 12163

Pacing Guide

Campus Business Dept.

Unit	Content Focus	Competencies	Lesson/Activity
Week 1	Intro to Sports Marketing	43210-1 43210-2 43210-3 43210-4	Identifying Real World Brands (Domestic and Internationally) Favorite Athlete Project
Unit 1	Real World Branding	43210-5 43210-6 43210-21	Roles of Agents Branding History Branding Project
Unit 2	Marketing Mix	43210-6 43210-18 43210-15 43210-20 43210-17 43210-23	4 P's of Marketing Identify Sports Team Marketing Mix Energy Bar Project
Unit 3	Endorsements, Sponsorships, and Licensing	43210-25 43210-32 43210-26 43210-33 43210-27 43210-34 43210-28 43210-35 43210-29 43210-36 43210-30 43210-37 43210-31	Endorsements, Sponsorship, and Licensing Compare and Contrast Endorsement Cereal Sponsorship Stadium Project NCAA Licensing Debate
Unit 4	Marketing Research and Marketing Campaign	43210-5 43210-16 43210-19 43210-4 43210-13	Marketing Research Application Marketing Campaign Breakdown-Internet, Print, Video Marketing Campaign Project
Unit 5	Public Relations	43210-7 43210-8 43210-9 43210-11 43210-12 43210-14	Public Relation Nightmares Public Relation Effects Public Relation Damage Control Project
Unit 6	Franchise Simulation	Reviews all	Franchise Simulation
Weeks 16-18	Final (Develop and Create Marketing Plan for New Professional League)	Reviews all	New Professional league Project

To: USD 261 Board of Education & Dr. John Burke

From: Renae Spangler, Department Head, Family & Consumer Sciences, Campus High School

Re: Course Name Change Proposal

Date: November 12, 2019

History/Relevance: Currently, in the curriculum of the Family and Consumer Sciences (FCS) Department at Campus High School, there are two personal finance courses named "Life On Your Own 1", a course designed for 9th and 10th grades and "Life on Your Own 2" is for 11th and 12th graders.

What: The FCS Department proposes to change the name of the current course "Life on Your Own 2" to "Consumer and Personal Finance". The course is designed for Juniors and Seniors.

Why: 1. Changing the name would eliminate confusion related to these courses. Life on Your Own 1 is designed for 9th and 10th graders. Life on Your Own 1 is NOT a prerequisite for Life on Your Own 2. 2. The name is listed as Consumer and Personal Finance with the Kansas Department of Education. With a name change, our name will align with KSDE's name. 3. This is a recommendation of the FCS Advisory Council (as of 9/24/2019).

Where: Campus High School

When: If approved, the name change would apply to this upcoming school year, 2020-2021.

How: The course curriculum would remain the same; the course title would be changed and updated in the Campus High School Curriculum Guide for upcoming enrollment conferences in February of 2020.

Who: Campus High School Students, FCS Department and Counseling Office

How much: There would be no costs related to this proposed change.

Thank you,

Renae Spangler

To: USD 261 Board of Education & Dr. John Burke

From: Renae Spangler, Department Head, Family & Consumer Sciences, Campus High School

Re: Consumer and Personal Finance Course as a High School Graduation Requirement

Date: November 12, 2019

History/Relevance: At the October Department Head Meeting at Campus High School, it was recommended that the Consumer and Personal Finance Course be required for graduation. The recommendation was unanimous (October 1, 2019). This was also discussed by the CHS Family and Consumer Sciences Advisory Council. This council also supports this recommendation. (9/24/2019).

What: We are asking for approval to require the Consumer and Personal Finance Course as a graduation requirement.

Why: We believe that requiring this course will help prepare students for their futures after high school. Having basic personal financial skills is one of the most important things an individual can do to live a healthy, happy and secure life. A person's level of understanding around the fundamentals of budgeting, saving, debt and investing will impact **every** part of their life and can mean the difference between prosperity or poverty. Personal financial illiteracy has a negative impact on life. Today, 44% of Americans don't have enough cash to cover a $400 emergency and 38% of U.S. households have credit card debt. Students today will manage over $1,000,000 in their life time.

The addition of this course will help USD 261 in the achievement of our vision to equip learners with 21st century skills to achieve excellence in a continually changing world.

Where: The course will be available to students at Campus High School

When: This graduation requirement would begin with the Freshman class of 2024-2025.

How: This course will be a semester course and one-half credit. Juniors and Seniors will take the required elective and pass with a 60% or more. The competencies of the course will remain the same as currently being taught in "Life On Your Own 2".

Course topics include:

Needs vs. Wants Decision Making Use of technology to gather information Media Influence/Advertising Influences (social, culture, ethics)	Resources Organizing Tasks and Responsibilities Time Management to Achieve Goals Community Resources for Individuals and Families: Where are they? How to access Impact of future trends on individual decisions
Consumer Rights and Responsibilities Policies and Legislation for Consumer Protection/Consumer Laws Bill of Consumer Rights, Role of Taxation Identify Theft Savings/Investments Predicting future economy Analyzing investment types Role of Insurance Property, Medical, Life, Disability, etc.	Financial Planning: What is it? How to develop a financial plan Spending vs. Saving Financial Institutions: Services Provided, Costs to Consumer, Benefits Credit types Cost and Benefit Analysis SWOT Analysis (strength, weakness, opportunity and threats) Opportunity Costs

Who: All CHS students

How much:

- No additional student resources will need to be purchased. The course curriculum resources are currently online from a variety of excellent financial literacy providers (Take Charge Today, JumpStart, Everfi, etc.).

- An additional FCS teacher would need to be added to teach the required course.

- Teaching this course as part of Family and Consumer Sciences (Career and Technical Education) will increase the current amount USD 261 receives in .5 funding.

Thank you,

Renae Spangler

8.0 DISCUSSION/REPORT ITEMS

No supporting documentation.

End of Section

8.1 Future Agenda Items
No supporting documentation.

End of Section

Haysville BOE Calendar (revised 10/2019)

July		January
Organizational Board Meeting		Superintendent's Evaluation/Contract
Budget Workshop		Handbooks
		Elect Board Negotiations Team
		School Board Appreciation MO.
August		
Budget Hearing		
Approve Budget		February
Budget Workshop		Report of Admin. Evaluations
		Extension of Admin. Contracts
		Handbooks
September		Capital Outlay (1st reading)
Site Council Mmbrshp. Apprvl - Cnsnt Agnda.		HAC Agreement re: Baseball Fields
School Dude Inspection Report		
Review/Means and Methods for Asset Works		March
		School Calendar Proposals
		Handbooks
October		
S066 - Enrollment Numbers		
National Education Week (Dates)		April
Audit Report		Star Polisher Awards
		Proclamation for Teacher Appreciation
		Handbooks
November		
KASB Delegates/voting		
Curriculum Proposals		May
Star Polisher Awards		Handbooks
		Review ASA Contract - Reports
		Graduations/Promotions (Dates)
December		Retiree Reception
Schedule Superintendent's Evaluation		
		June
Yearly Activities		Handbooks
Joint BOE/CITY Meeting (5th Mon.)		Set Budget Meeting Date and Time
Emergency Safety Interventions Report - Personnel		Crisis / Safety Report
Joint BOE/StuCo Meeting		Approve Updated Wellness Policy
KASB State Convention		Microsoft Licenses
KASB Spring/Fall Regional Mtgs.		Schools for Fair Funding Annual Report
		On Going Activities
		Policy Review (Monthly)
		Advertising Revenue (periodic)

Superintendent Evaluation

Strategic Goal Area #1 - Support staff through the systematic development and implementation of instructional tools, practices, and technologies to ensure student learning and success.

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Superintendent Comments:

Board Member Comments:

Strategic Goal Area #2 - To recruit, develop, and retain a high quality workforce.

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Improve compensation and incentives.			
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Target marketing and recruiting.			

*Requires comment

Superintendent Comments:

Board Member Comments:

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Critical Strategies	Developing*	Accomplished	Distinguished
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Complete an infrastructure review with an infrastructure master plan.			
Inform, educate, and involve our community to know about the district facilities and infrastructure.			

*Requires comment

Superintendent Comments:

Board Member Comments:

Strategic Goal Area #4 - To strengthen community relationships through intentional partnerships.

Critical Strategies	Developing*	Accomplished	Distinguished
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Increase internal and external support of the District's success.			
Develop and enhance two-way partnerships with businesses and organizations.			
Develop and enhance two-way partnerships with families/guardians of our students.			
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Partner with City, USD 261 community members and members of the local first responder agencies to strengthen relationships and awareness of District amenities, opportunities and needs.			

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Superintendent Comments:

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Strategic Goal Area #5 - To Pursue and develop the financial resources to support the goals of the district.

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Aggressively market programs & opportunities for Haysville USD 261.			
Lobby and advocate for public education funding.			
Identify financing options.			

*Required comment

Superintendent Comments:

Board Member Comments:

9.0 EXECUTIVE SESSION

No supporting documentation.

End of Section

10.0 ADJOURNMENT

No supporting documentation.

End of Section