BUDGET HEARING - ADMINISTRATION BUILDING – BOARD ROOM
1745 W. GRAND AVE., HAYSVILLE, KANSAS - August 19, 2019 – 7:00 P.M.

1.0 BUDGET HEARING (No Documentation)
- 1.1 Open Budget Hearing (No Documentation)
- 1.2 Approval of Budget (No Documentation)
- 1.3 Adjourn Budget Hearing (No Documentation)

REGULAR MEETING USD # 261 - ADMINISTRATION BUILDING BOARD ROOM
1745 W. GRAND AVE., HAYSVILLE, KANSAS – August 19, 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)
  - Superintendent's Evaluation Process
- 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.
  HEA - Presentation
- 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
- 3.4 PANDO Initiative

4.0 TREASURER'S REPORT / BILLS – PDF

5.0 REPORTS – Focus on Learning
- Bond Project Update – PDF – Schutte

6.0 ACTION ITEMS

7.0 FIRST READINGS
- 7.1 Transportation Handbook

8.0 DISCUSSION/REPORT ITEMS
- 8.1 Schools for Fair Funding Report
- 8.2 Future Agenda Items
- 8.3 Board Calendar

9.0 EXECUTIVE SESSION – IF Needed

10.0 ADJOURNMENT (No Documentation)

REGULAR BOE MEETING
1.0 MEETING OPENING

No supporting documentation.

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

SPECIAL BOE MEETING - BUDGET WORKSHOP
U.S.D. # 261 BOARD ROOM – CENTRAL OFFICE – 1745 WEST GRAND
HAYSVILLE, KANSAS
August 6, 2019 – 7:00 p.m.

Subject to Board Approval

The Budget Workshop Meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order in the Board Room, 1745 W. Grand, Haysville, Kansas, at 7:00 p.m., by Board President Susan Walston. Five Board members were present.

MEMBERS PRESENT
Susan Walston, President
Jeremy Bennett
Dr. Susan Norton
Glenn Crum
Greg Fenster

OTHERS PRESENT
Dr. John Burke, Superintendent of Schools
Debbie Coleman, BOE Clerk
Dr. Clint Schutte, Assistant Supt. of Finance
Others

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

2.0 BUDGET WORKSHOP
Dr. Clint Schutte presented information to the Board regarding the 2019-2020 budget.
MOTION to approve publishing the 2019-2020 Budget as presented.
(Walston/Bennett) Motion carried 5-0.

3.0 SET BUDGET HEARING
MOTION to set the Budget Hearing for 7:00 p.m. on Monday, August 19, 2019 just prior to the Regular Board of Education Meeting. Action will be taken.
(Walston/Bennett) Motion carried 5-0.

4.0 ADJOURNMENT
Meeting adjourned at 7:40 p.m.

_____
Susan Walston, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

BOARD OF EDUCATION MEETING U.S.D. # 261
BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND
HAYSVILLE, KANSAS
July 15, 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 in the Board Room, 1745 W. Grand, Haysville, Kansas, at 7:00 p.m., by Board President Susan Walston.
Six Board members were present.

MEMBERS PRESENT	OTHERS PRESENT
Susan Walston – President	Dr. John Burke, Superintendent of Schools
Paige Crum – Vice President	Debbie Coleman, Clerk of the Board
Glenn Crum	Dr. Clint Schutte, Assistant Supt. of Finance
Tom Gibson	Dr. Mike Clagg, Assistant Supt. of Personnel
Dr. Susan Norton	Jennifer Reed, Asst. Supt. of Learning Services
Jeremy Bennett	David Herbert, Director of Information Services
	Others

1.0 REORGANIZATION MEETING OPENING

1.1 Call to Order
Susan 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)

- The Budget Workshop will be held on August 6, 2019 at 7:00 p.m.
- Ms. Walston asked the Board if they would be interested in inviting the BOE candidates to attend Board meetings. All Board members agreed that this would be a good idea.
- Former longtime Maintenance employee, Mr. Robert Curless, was interviewed by a local TV channel regarding the wheat harvest.
- KASB is offering Leadership Workshops. If any Board members are interested in attending any of the trainings members should contact Debbie Coleman.

1.4 Superintendent's Announcements (No Documentation)

- Dr. Burke had the honor of throwing out the first pitch of the Saturday evening Aviator's game.
- The Campus High School FCCLA attended the Knowledge Bowl and took second place.
- The Piranhas Swim Team has been using the Campus Natatorium for practices and meets.

1.5 New and Good (No Documentation)
Paige Crum:

- Haysville Swim Team hosted the League Swim Meet and took third place.
- The Campus High School Cheer and Dance teams attended a camp.
  The Cheer team was honored as Top Team in their division at the camp and the Dance team received first for their Home Routine.

1.6 Approve / Amend Agenda (No Documentation)
MOTION to approve the agenda as presented.
(Walston/P. Crum) Motion carried 6-0.

2.0 BOARD REORGANIZATION - PDF

Standard BOE reorganization as required by Kansas Statutes and BOE Policy - Action Requested

2.1 Election of Board Officers

The Board discussed the election of Board officers.

Dr. Norton asked Susan Walston if she would be willing to continue serving as Board President until she goes off of the Board in January 2020.
Ms. Walston said she would be willing to serve until January.

Ms. Walston asked if there were additional nominations for Board President.
No additional nominations were made.
MOTION to close nominations.
(Walston/Bennett) Motion carried 6-0.

MOTION for Susan Walston to serve as Board of Education President until a successor is elected by the Board in the first meeting of the Board occurring on or after the second Monday in January of 2020.
(Norton/Bennett) Motion carried 6-0.

Dr. Norton asked Paige Crum if she would be willing to continue serving as Board Vice-President until the January 2020 Board meeting.
Ms. Crum said she would be willing to serve until January.

Ms. Walston asked if there were additional nominations for Board Vice-President.
No additional nominations were made.
MOTION to close nominations.
(P. Crum/Norton) Motion carried 6-0.

MOTION for Paige Crum to serve as Board of Education Vice-President until a successor is elected by the Board in the first meeting of the Board occurring on or after the second Monday in January of 2020.
(Norton/Gibson) Motion carried 6-0.

2.2 Designate Regular Meeting Date, Time, and Place

The regular Board of Education meetings for 2019-2020 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 would be the following designated dates:

- January 27th rather than January 20th (Non-Contract Day)
- February 24th rather than February 17th (President's Day)
- March 23rd rather than March 16th (Spring Break)
- May 11th rather than May 18th (HWMS Promotion)

MOTION to approve the Designated Regular Meeting Date, Time and Place as presented.
(P. Crum/Norton) Motion carried 6-0.

2.3 Personnel Appointments and Resolutions

2.3.1	Clerk of the Board	Debra M. Coleman
2.3.2	Deputy Clerk of the Board	Dr. Mike Clagg
2.3.3	Treasurer of the Board	Dr. Clint Schutte
2.3.4	Assistant Treasurer of the Board	Nadine Foreman
2.3.5	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
2.3.6	Representative for Title Projects	Jennifer Reed
2.3.7	Attorney for the Board of Education	Foulston & Siefkin
2.3.8	KPERS Designated Agent	Dr. Clint Schutte
2.3.9	Freedom of Information Officer	Communications Dir.
2.3.10	Kansas Educational Risk Management Insurance Pool Rep.	Dr. Clint Schutte
2.3.11	Food Service/Lunch Agreement Representative	Dir. of Food Service
2.3.12	Hearing Officer for Free & Reduced Meal Application Appeals	Dr. Clint Schutte
2.3.13	Attendance Officer	
	a. Early Childhood Program	Angie Estell
	b. Attendance Officer for Parents As Teachers	Angie Estell
	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 Prin. / Bldng. 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	Asst. Bldng. Principal
	m. Attendance Officer for Tri-City Day School	Bldng. Administrator
2.3.14	Title VI Coordinator	Asst. Supt. of Personnel
2.3.15	504 Coordinator	Asst. Supt. of Personnel
2.3.16	Coordinator for Homeless Children	Linda Long
2.3.17	Resolutions	Agenda Topics
2.3.17.1 – 2.3.17.11		

RE: Comments and Recommendations of the superintendent.
The superintendent suggests the below resolutions for agenda topics 2.3.17.1 – 2.3.17.11.

2.3.17.1 **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 2019-2020 school year."

2.3.17.2 **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."

2.3.17.3 **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 2019-2020 school year."

2.3.17.4 **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."

2.3.17.5 **Early Payment of Bills** –
"Be it resolved that the Board of Education of Unified School District 261 does hereby authorize Dr. John Burke, superintendent of schools, and Dr. Clint Schutte, assistant 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.

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

2.3.17.7 **Rescinding Policy Statement and Adoption of New Board Policies** –
(a & b) Please see Exhibit # 2.3.17.7 a & b for supporting information.

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

2.3.17.9 ***Home Rule Resolution*** –
Please see the attached resolution example.

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

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

MOTION to approve 2.3.1 through 2.3.17.11 as presented.
(Bennett/Norton) Motion carried 6-0.

2.3.18 Appointment of Board Member(s) / KASB Governmental Relations Network
MOTION to appoint Paige Crum as the KASB Governmental Relations Network representative.
(Bennett/Norton) Motion carried 6-0.

2.3.19 Haysville Forward Representative
MOTION to appoint Dr. Susan Norton as the Haysville Forward representative.
(P. Crum/Bennett) Motion carried 6-0.

2.3.20 PANDO Initiative Representative
MOTION for Susan Walston to continue as the PANDO Initiative Representative until January 2020, with Jeremy Bennett taking over the position in January 2020. (Norton/P. Crum) 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.
Mistie Dulohery visited with the Board regarding a student issue.

4.0 CONSENT AGENDA

4.1 Previous Minutes
4.2 Routine Personnel
4.3 Gifts and Grants
4.4 Annual Paper Bid

MOTION to approve the consent agenda as presented.
(P. Crum/Norton) Motion carried 6-0.

5.0 TREASURER'S REPORT / BILLS – PDF
MOTION to approve the Treasurer's Report/Bills as presented.
(Norton/Gibson) Motion carried 6-0.

6.0 REPORTS – Focus on Learning

- Bond Project Update – Schutte
  Dr. Clint Schutte presented information to the Board regarding the Bond Project.
  The Learning Center has signage.
  HHS flooring has been repaired.
  Rex Elementary School roof will be done before school starts, however, there will be some trim work needing to be completed after school begins.
  Air conditioners on Rex will be secured to the roof.
  Campus High School will have some re-work on a sewage line.
- Crisis/Safety Report – Clagg and Knudson
  Dr. Mike Clagg presented information to the Board regarding the District's Crisis/Safety process.

7.0 ACTION ITEMS

7.1 Review the ASA Contract
Dr. Clint Schutte reviewed the ASA Contract with the Board.
It was the consensus of the Board to continue with the ASA Contract for one more year.
No Action Taken

7.2 2019-2020 Rehired-Retired Teacher Work Agreement
Dr. Clagg was present to answer questions from the Board regarding the 2019-2020 Rehired-Retired Teacher Work Agreement.
MOTION to approve the 2019-2020 Rehired-Retired Teacher Work Agreement as presented.
(P. Crum/Gibson) Motion carried 6-0.

8.0 FIRST READINGS
No First Readings

9.0 DISCUSSION/REPORT ITEMS

9.1 Schools for Fair Funding Report
No new information

9.2 Future Agenda Items

- Policy Review and Approval
- Focus on Learning Report
- All First Readings (if any) moved to Action Items
- Building Reports
- Class Numbers
- Transportation Handbook
- Summer Feeding Program Numbers
- Elementary Level Foreign Language
- Budget Hearing
- Microsoft Licenses
- PANDO Initiative Invoice
- August 6th – Review the Budget and set Budget Hearing Meeting to be held right before the August 19 regularBOE Meeting
- Bond Project

Dr. Clagg informed the Board that date changes have been made to the KASB workshops, What Every Board Member Should Know About Safe and Secure School. The McPherson date has been moved from July 17th to September 10th and the Olathe date has moved from August 7th to September 12th.

9.3 Board Calendar
No Changes

10.0 EXECUTIVE SESSION
EXECUTIVE SESSION – No Executive Session

11.0 ADJOURNMENT
Meeting adjourned at 8:33 p.m.

_____
Susan Walston, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

PERSONNEL RESUME

Name Dawn Fountain

For Position As Vocal Music Teacher

Building Rex Elementary School

Education

Undergraduate	Date	Degree	Major
Sterling College	1999	BS	Music Education

Graduate	Date	Degree	Major
Newman University	2018	MS	Education

Teaching Experience	Location	Dates	Years
Vocal Music Teacher	Clearwater, KS	2017-2019	2
Vocal Music Teacher	Wichita, KS	2002-2017	15
Vocal Music Teacher	Little River, KS	2001-2002	1
Vocal Music Teacher	Atchison, KS	2000-2001	1

Salary Offered $62,232 **Degree** MS **Level** K

PERSONNEL RESUME

Name Stephanie Owen

For Position As Vocal Music Teacher

Building Freeman Elementary School

Education

Undergraduate	Date	Degree	Major
University of Central Oklahoma	2014	BA	Fine Arts

Graduate	Date	Degree	Major
Wichita State University			

Teaching Experience	Location	Date	Years
Elementary Music	Wichita, KS	2016-2019	3
Elementary Music	Ponca City, OK	2015-2016	1

Salary Offered $44,459 **Degree** BS+12 **Level** D

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: August 19, 2019

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Kendra Gill, Vocal Music Teacher at Rex Elementary School, effective May 17, 2019.

CA

Oatville Elementary School

August 14, 2019

Oatville teacher, Mrs. Easterday, has received funding for a classroom project from DonorsChoose.org in the amount of $717.00.

We are asking for Board approval for the DonorsChoose.org donation.

Thank you.

Nelson Elementary

USD 261 HAYSVILLE SCHOOLS

245 N. Delos
Haysville, KS 67060
Ph-316-554-2273 Fax-316-554-2275
Michael D. Mitchener, Principal

Wednesday, July 31, 2019

To: Dr. Burke & USD 261 BOE

Re: Acceptance of Donors Choose Items

From: Michael Mitchener

We recently had a staff member who was successful in her project being funded by Donors Choose. Mrs. Eason is receiving materials valued at $360.86 for "Building Foundations."

We would respectfully request the Donors Choose items valued as noted above, and listed on the attached page be accepted by the USD 261 BOE.

Sincerely,

Michael D. Mitchener

Nelson El. Principal

CC-Dr. Clint Schutte

Debbie Coleman

Nelson Elementary

USD 261 HAYSVILLE SCHOOLS

245 N. Delos
Haysville, KS 67060
Ph-316-554-2273 Fax-316-554-2275
Michael D. Mitchener, Principal

Monday, July 22, 2019

To: Dr. Burke & USD 261 BOE

Re: Acceptance of Donors Choose Items

From: Michael Mitchener

We recently had a staff member who was successful in her project being funded by Donors Choose. Mrs. Zoglmann is receiving materials valued at $214.17 for "Working Brains in Flexible Spaces." Please see the attached page for an itemization of these materials.

We would respectfully request the Donors Choose items valued as noted above, and listed on the attached page be accepted by the USD 261 BOE.

Sincerely,

Michael D. Mitchener

Nelson El. Principal

CC-Dr. Clint Schutte

Debbie Coleman

pando initiative
CONNECT · ENGAGE · THRIVE

Exhibit A

USD 261 school sites included in the Memorandum of Understanding for 2019 - 2020, for the remuneration of the sum of ***$25,000*** :

Prairie Elementary School , 7101 S Meridian St., Haysville, KS 67060

316-554-2350 Part Time

4.0 TREASURER'S REPORT / BILLS - PDF

No supporting documentation.

End of Section

5.0 REPORTS

No supporting documentation.

End of Section

6.0 ACTION ITEMS

No supporting documentation.

End of Section

7.0 FIRST READINGS

No supporting documentation.

End of Section

7.1 Transportation Handbook

See Supporting Documentation in PDF

End of Section

8.0 DISCUSSION/REPORT ITEMS

No supporting documentation.

End of Section

8.1 Schools for Fair Funding Report

End of Section

8.2 Future Agenda Items

End of Section

Haysville Board of Education Calendar

July	**January**
Organizational Meeting	Superintendent Evaluation/Contract
Budget Workshop - Scheduling	Handbooks
	Elect Board Negotiations Team
	School Bd. Appreciation Mo.
August	**February**
Budget Hearing	Report of Admin. Evaluations
Approve Budget	Extension of Admin. Contracts
Budget Workshop	Handbooks
	Capital Outlay
September	**March**
Site Council Mmbrshp. Apprvl – Consent Agnd.	School Calendar Proposals
School Dude Inspection Report Review / Means and Methods for Asset Works	Handbooks
October	**April**
Audit Report	Handbooks
Enrollment Numbers	Star Polisher Awards
National Education Week (Dates)	Proclamation for Teacher Appreciation
November	**May**
KASB Delegates/Voting	Handbooks
Curriculum Proposals	Graduations/Promotions
Star Polisher Awards	Retiree Reception
	Review ASA Contract - Reports
December	**June**
Schedule Superintendent Evaluation	Handbooks
	Set Budget Meeting Date and Time
	Approve Updated Wellness Policy
Yearly Activities:	
Joint BOE/City Meeting (a 5th Monday)	**On Going:**
Crisis / Safety Report	Policy Review (monthly)
Emergency Safety Interventions Reports - Personnel	Advertising Revenue (periodic)
Joint BOE/Stu-Co Meeting	
KASB State Convention	
KASB Spring & Fall Regional Mtgs.	

9.0 EXECUTIVE SESSION

No supporting documentation.

End of Section

10.0 ADJOURNMENT

No supporting documentation.

End of Section