

REGULAR MEETING USD # 261
ADMINISTRATION BUILDING BOARD ROOM - 1745 W. GRAND AVE., HAYSVILLE, KANSAS
May 13, 2013 – 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)
 - Kristen Swartzendruber Scholarship
 - 1.4 Superintendent's Announcements (No Documentation)
 - 1.5 New and Good (No Documentation)
 - 1.6 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
 - 3.4 Treasurer's Report / Bills – pdf
- 4.0 REPORTS – Focus on Learning
 - Graduation Information
 - Bond Information
- 5.0 FIRST READINGS
 - 5.1 Policy Review
GAAD - Child Abuse
- 6.0 ACTION ITEMS
 - 6.1 Library Software – Tosh - pdf
 - 6.2 Campus High School Staff, Student and Activities Handbooks
 - 6.3 Haysville High School Staff and Student Handbooks
 - 6.4 Authorization to Purchase New Teacher Laptops
 - 6.5 Summer Temporary Tech. Help
 - 6.6 Summer Temporary Maintenance and Transportation Personnel
 - 6.7 Substitute Teacher Handbook - pdf
 - 6.8 Educational Support Handbook – pdf
 - 6.9 Equity and School Lunch Pricing
 - 7.0 Practice Field at Campus High School - pdf
 - 7.1 Request to Let Bids for Ruth Clark Security Entrance Remodel
- 7.0 DISCUSSION/REPORT ITEMS
 - 7.1 Schools for Fair Funding Report
 - 7.2 Future Agenda Items
 - 7.3 Board Calendar
- 8.0 EXECUTIVE SESSION – Negotiations
 - 8.1 Ratification of Agreement
- 9.0 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 New and Good

No supporting documentation.

End of Section

1.6 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
No Supporting Documentation

End of Section

BOARD OF EDUCATION MEETING U.S.D. # 261
ADMINISTRATION BUILDING, 1745 W. GRAND AVE.
HAYSVILLE, KANSAS
April 15, 2013 -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
Glenn Crum, Vice President
Forrest Hummel
Regina Schutt
Pat Lemmons
Emily Davis
Greg Fenster

OTHERS PRESENT

Dr. John Burke, Superintendent of Schools
Clint Schutte, Assistant Superintendent of Finance
Debbie Coleman, Clerk of the Board
Dr. Michael Clagg, Asst. Supt. of Personnel
Teresa Tosh, Assistant Superintendent of Learning Services
Myron Regier, Campus High School Principal
Mark Foster, Haysville High School Assistant Principal
Ildo Martins, HWMS Principal
Dr. Mike Maurer, HMS Principal
Mike Mitchener, Nelson Elementary School Principal
David Herbert, Director of Information Services
Galen Davis, Executive Director of Maintenance
Others

1.0 MEETING OPENING

1.1 Call to Order

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

1.2 Flag Salute

1.3 President's Announcements

- Thank you to staff for all of the work on the Fine Arts Fair held at Campus High School.
- This past week Ms. Walston participated on a panel that presented information to the FCCLA. Future Teachers and answered very well thought out questions by the students.
- Ms. Walston had lunch at Campus last Friday and heard students performing karaoke. During lunch Student Council elections were held. Students presented their ID before voting. Students were also signing up for Community Service work.
- Susan attended a Communities In Schools (CIS) board meeting. State Board member Kathy Bush spoke to CIS members on Assessments and developing Common Core Assessments.
- Parents As Teachers will be having Big Truck Night tomorrow (Tuesday) night.
- Junior Senior Prom is coming up.
- Ms. Walston and Mr. Crum will be meeting with the Negotiations team on April 24th.
- New Board Member training will be in Clearwater on Apr 24th.

1.4 Superintendent's Announcements – no announcements

- Heather Swinger, Art teacher at Campus High School, received the KAKE Golden Apple.
- Dawn Blue, Music teacher at Haysville Middle School, received the VFW Post 6957 Teacher of the Year award for Middle School level and the VFW District 5 Teacher of the Year for Middle Schools.
- Dianne Fenster, Music teacher at Nelson Elementary School, received the VFW Post 6957 Teacher of the Year award for Elementary School level and the VFW District 5 Teacher of the Year for Elementary Schools.
- Bryan Kaplan, Social Studies teacher at Campus High School, received the VFW Post 6957 District 5 Teacher of the Year award for High School level.
- Friends of Education recognized Oatville Elementary School's volunteer Cam Tran and business partners Emily Ames and Brenda Garcia from Emily Dawn Salon.

- Today is Purple Up Day in recognition of military children.
- Odyssey of the Mind teams did well in recent competitions.
- Dual credit courses are offered at WATC due to the District's partnership with them.
- The District Art Fair was held at Campus High School last week.
- Dr. Burke's daughter and CHS graduate, Patricia, has been hired as a teacher in Wichita USD 259.

1.5 New and Good
Susan Walston

- HWMS students have displays in the Library some dioramas of Pompeii - the Coliseum - chariot races.

1.6 Approve / Amend Agenda

MOTION to approve the Agenda as presented with additional Personnel items placed at the Board member's seats.

(Crum / Schutt) Motion carried 7-0.

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

Ms. Walston informed Board members that additional Personnel items were placed at their seats.

3.3 Gifts and Grants

- Ruth Clark Elementary School received a fundraising check from Sonic for \$77.59.

3.4 Treasurer's Report / Bills – PDF

MOTION to approve the Consent Agenda as presented with additional Personnel items.

(Crum / Lemmons) Motion carried 5-2. Emily Davis and Greg Fenster voted no.

4.0 REPORTS – Focus on Learning

- Middle School Math Update

Teresa Tosh and Krista Pottier presented an update on Middle School Math.

- Safety and Security

Galen Davis presented information to the Board regarding short-term Safety and Security for USD 261.

Dr. Burke presented information to the Board regarding long-term Safety and Security for USD 261.

5.0 FIRST READINGS

5.1 Library Software

Teresa Tosh presented information to the Board regarding Library Software.

This was a first reading with no action required from the Board.

5.2 Campus High School Staff, Student and Activities Handbooks

Myron Regier and Glenda Cowell presented information to the Board regarding the Campus High School Staff, Student and Activities Handbooks.

This was a first reading with no action required from the Board.

5.3 Haysville High School

Mark Foster presented information to the Board regarding the Haysville High School Staff and Student Handbooks.

This was a first reading with no action required from the Board.

- 5.4 Permission to Let Bids for New Teacher Laptops
Clint Schutte and David Herbert presented information to the Board requesting permission to Let Bids for New Teacher Laptops.
This was a first reading with no action required from the Board.
- 5.5 Summer Temporary Tech. Help
Clint Schutte and David Herbert presented information to the Board and requested to hire Summer Temporary Tech. Help.
This was a first reading with no action required from the Board.
- 5.6 Summer Temporary Maintenance and Transportation Personnel
Clint Schutte and Galen Davis presented information to the Board and requested Summer Temporary Maintenance and Transportation Personnel.
This was a first reading with no action required from the Board.
- 5.7 Substitute Teacher Handbook
Dr. Mike Clagg presented information to the Board regarding the Substitute Teacher Handbook.
This was a first reading with no action required from the Board.
- 5.8 Educational Support Handbook
Dr. Mike Clagg presented information to the Board regarding the Educational Support Handbook.
This was a first reading with no action required from the Board.

6.0 ACTION ITEMS

- 6.1 Policy Approval
KG & KG-R-Use of District Facilities
MOTION to approve Board Policy KG & KG-R-Use of District Facilities with suggested changes.
(Crum / Davis) Motion carried 7-0.
- 6.2 Elementary School Staff and Student Handbooks
MOTION to approve the 2013 – 2014 Elementary School Staff and Student Handbooks as presented.
(Schutt / Hummel) Motion carried 7-0.
- 6.3 Haysville Middle School Staff and Student Handbooks
Dr. Mike Maurer was present to answer questions from the Board regarding the Haysville Middle School Staff and Student Handbooks.
MOTION to approve the 2013 – 2014 Haysville Middle School Staff and Student Handbooks as presented.
(Hummel / Schutt) Motion carried 7-0.
- 6.4 Haysville West Middle School Staff and Student Handbooks
Mr. Ildo Martins was present to answer questions from the Board regarding the Haysville West Middle School Staff and Student Handbooks as presented.
MOTION to approve the Haysville West Middle School Staff and Student Handbooks as presented.
(Hummel / Lemmons) Motion carried 7-0.
- 6.5 Job Descriptions – Network Analyst II & Systems Analyst I
David Herbert was present to answer questions from the Board regarding Job Descriptions for the Network Analyst II and Systems Analyst I positions.
MOTION to approve the Job Descriptions for the Network Analyst II and Systems Analyst I as presented.
(Lemmons / Hummel) Motion carried 7-0.

6.6 Capital Outlay Bids

Clint Schutte was present to answer questions from the Board regarding Capital Outlay Bids. MOTION to approve the Capital Outlay bids received from Buckley Roofing for partial roof replacement at Oatville Elementary School in the amount of \$75,059.53, and from Wray Roofing for the Campus High School Auditorium Foyer roof replacement in the amount of \$54,531.97.

(Lemmons / Davis) Motion carried 7-0.

MOTION to approve the Capital Outlay bid received from Dynamic Control Systems for replacing the Web Controls on RTU's at Campus High School's main Gym and the Science Building for upgrade in the amount of \$72,937.00.

(Hummel / Lemmons) Motion carried 7-0.

MOTION to approve the Capital Outlay bid received from Three R Mechanical for replacing Aeon RTU's 5 Units on the Campus High School Gym in the amount of \$156,605.00.

(Hummel / Davis) Motion carried 6-1. Pat Lemmons voted no.

6.7 Capital Outlay – High School Practice Field

Clint Schutte and Galen Davis presented information to the Board regarding the Capital Outlay High School Practice Field project.

MOTION to approve letting bids for the Capital Outlay High School Practice Field as presented.

(Hummel / Lemmons) Motion carried 7-0.

7.0 DISCUSSION/REPORT ITEMS

7.1 Schools for Fair Funding Report

The next meeting will be this coming Friday.

7.2 Future Agenda Items

- New Board Policies
- Policy Review and Approval
- Focus on Learning Report
- All First Readings moved to Action Items
- Safe Room at Ruth Clark
- Handbooks
- Child Abuse Policy
- Graduation
- Bond Information

7.3 Board Calendar

No changes

8.0 EXECUTIVE SESSION – No Executive Session

9.0 ADJOURNMENT

Meeting adjourned at 8:55 p.m.

Susan Walston, Board of Education President

Debra M. Coleman, Board of Education Clerk

PERSONNEL RESUME

Name Chelsea Darling
For Position As Kindergarten Teacher
Building Freeman Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Friends University	2013	BS	Elementary Education

Graduate

<u>Student Teacher Experience</u>	<u>Location</u>	<u>Date</u>
5 th Grade	Haysville, KS	2013

Salary Offered \$36,700 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Nicole De Longe
For Position As 2nd Grade Teacher
Building Freeman Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Friends University	2009	BS	Early Childhood Education

Graduate
Emporia State University

<u>Teaching Experience</u>	<u>Location</u>	<u>Dates</u>	<u>Yrs.</u>
5 th Grade Teacher	St. Mary's Derby, KS	2009-2013	4

Salary Offered \$43,164 **Degree** BS+36 **Step** 4

CA

PERSONNEL RESUME

Name Brenna Miller
For Position As .50 Social Worker
Building Oatville Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Wichita State University	2011	BA	Social Work
<u>Graduate</u> Wichita State University	2012	MA	Social Work

<u>Experience</u>	<u>Location</u>	<u>Dates</u>	<u>Yrs.</u>
COMCARE Casemanager	Wichita, KS	2011-2012	1

Salary Offered \$21,095 **Degree** MS **Step** 2

CA

PERSONNEL RESUME

Name Adam Rorabaugh
For Position As School Psychologist

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u>			
Ft. Hays State University	2011	BA	Political Science
<u>Graduate</u>			
Ft. Hays State University	2013	Ed.S.	School Psychology
Ft. Hays State University	2012	MS	School Psychology

<u>Experience</u>	<u>Location</u>	<u>Dates</u>
Practicum Student	Plainville USD 270	2012

Salary Offered \$44,466 **Degree Spec Step 1**

CA

PERSONNEL RESUME

Name Rebecca Griffin
For Position As Kindergarten Teacher
Building Rex Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Friends University	2013	BS	Early Childhood Education

Graduate

<u>Student Teacher Experience</u>	<u>Location</u>	<u>Date</u>
Kindergarten	Haysville, KS	2013

Salary Offered \$36,700 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Alison Gonzalez

For Position As .50 Parents As Teachers

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Southwestern University	2011	BA	Elementary Education

Graduate

<u>Student Teacher Experience</u>	<u>Location</u>	<u>Date</u>
2 nd Grade	Maize, KS	2011

Salary Offered \$18,350 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Darral Garner
For Position As Business Teacher
Building Campus High School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u>			
Ft. Hays State University	2012 (Transition to Teaching)		
Southwestern College	2008	BS	Business Administration

Graduate

<u>Experience</u>	<u>Date</u>
Kansas Air National Guard	2004-2013

Salary Offered \$36,700 **Degree** BS **Step** 1

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Early Retirement

Please let this letter serve as a recommendation to the Board of Education to accept the early retirement request submitted by Melinda Evans, Reading Teacher at Haysville West Middle School, effective at the end of the 2013-2014 school year.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of J.L. Walker, Technology Teacher at Campus High School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Gentry Sauder, English Teacher at Haysville West Middle School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Heather Poland, .30 Title I Teacher at St. Cecilia School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Jennifer Reed, Literacy Resource Specialist at Nelson Elementary School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Cody Flory Robertson, Orchestra Teacher at Haysville West Middle School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Keith Johnson, Math Teacher at Haysville West School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Christine Cox, Math Teacher at Haysville High School, effective May 23, 2013.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 13, 2013

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Mary York, 3rd Grade Teacher at Freeman Elementary School, effective May 23, 2013.

CA

Debbie Coleman

From: Chris Ferris
Sent: Tuesday, April 23, 2013 10:19 AM
To: Debbie Coleman
Subject: OM Donation

Odyssey of the Mind Team at Oatville received a anonyms donation of 1000.00 to go towards their National Trip.

Ruth Clark Elementary

1900 W. 55th St. So.

Wichita, KS 67217

To: Haysville Board of Education

From: Linda Sexton, Ruth Clark Elementary

Re: Check

Date: May 1, 2013

To Whom It May Concern:

Our school received a fundraiser check from Sonic for the amount of \$62.39 on April 30, 2013. We are requesting approval of acceptance of this check.

Thank You,

Linda Sexton

Ruth Clark Elementary

1900 W. 55th St. So.

3.4 TREASURER'S REPORT / BILLS

See Supporting Documentation in PDF

End of Section

Bank Statement Reconciliation Summary

1. Statement Balance	357,016.52
2. - Outstanding Checks	42,778.74
3. + Outstanding Receipts/Adj.	<u>9,500.00</u>
4. Total	323,737.78

5. + Investments	<u>19,046,000.00</u>
6. Book Balance	<u>19,369,737.78</u>

Bank Balance
General Ledger Balance

ALL Data

Cash Summary Report

Arranged by:

Date Range: 04/01/2013 thru 04/30/2013

Fund ID

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
02	GENERAL FUND							
	826,669.77	2,651,721.00	-2,903,389.96	0.00	575,000.81	-212,357.33	1,246.22	363,889.70
03	SUPPLEMENTAL GENERAL							
	6,533,764.14	3,915.00	-735,458.35	0.00	5,802,220.79	-254,225.88	0.00	5,547,994.91
04	CONTINGENCY RESERVE							
	2,972,592.55	0.00	0.00	0.00	2,972,592.55	0.00	0.00	2,972,592.55
11	AT RISK (4 Yr. Old)							
	118,168.47	0.00	-41,552.28	0.00	76,616.19	-6.59	0.00	76,609.60
13	AT RISK (K-12)							
	-118,583.92	600,965.00	-253,292.73	0.00	229,088.35	-10,159.21	0.00	218,929.14
14	BILINGUAL FUND							
	52,046.81	0.00	-19,386.13	0.00	32,660.68	-255.05	0.00	32,405.63
16	CAPITAL OUTLAY							
	2,674,497.18	2,973.35	-84,676.31	0.00	2,592,794.22	-95,099.56	0.00	2,497,694.66
19	DRIVER EDUCATION							
	375,870.49	7,160.00	-111.40	0.00	382,919.09	-750.00	0.00	382,169.09
20	TITLE I - LOW INCOME/01							
	3,495.37	0.00	-44,106.22	0.00	-40,610.85	-28.11	0.00	-40,638.96
23	TITLE II - A TEACHER QUALITY							
	34,117.30	0.00	-240.00	0.00	33,877.30	-34,868.40	0.00	-991.10
24	TITLE II - D ED. TECH							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	TITLE IVA - DRUG FREE SCHOOLS							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	PROFESSIONAL DEVELOPMENT							
	266,909.74	0.00	-4,291.20	0.00	262,618.54	-2,657.01	0.00	259,961.53
29	HOPE GRANT (21st CCLC)							
	32,275.86	-6,732.18	-10,544.97	0.00	14,998.71	-5,320.78	0.00	9,677.93
34	VOCATIONAL EDUCATION							
	370,337.71	0.00	-39,015.72	0.00	331,321.99	-9,442.16	0.00	321,879.83
36	TITLE III							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	EDUCATION FOR HOMELESS							
	-943.87	1,000.00	-929.96	0.00	-873.83	-134.65	0.00	-1,008.48
40	TITLE I - SCHOOL IMPROVEMENT							
	42.93	0.00	0.00	0.00	42.93	-42.93	0.00	0.00
41	TITLE I (CARRYOVER)							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

ALL Data

Cash Summary Report

Arranged by:

Date Range: 04/01/2013 thru 04/30/2013

Fund ID

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
42	21st CENTURY COMMUNITY LEARNIN							
	834.17	2,300.00	-8,041.54	0.00	-4,907.37	-6,309.66	0.00	-11,217.03
43	BOND AND INTEREST							
	2,801,007.74	771,130.00	-1,089,083.97	0.00	2,483,053.77	0.00	0.00	2,483,053.77
45	MENTORING GRANT							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46	TITLE I -- ARRA							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47	ECC STATE GRANT							
	-8,167.84	5,069.18	-4,442.28	0.00	-7,540.94	-1,893.89	0.00	-9,434.83
50	LEARNING BY DESIGN							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51	KPERS SPECIAL RETIREMENT FUND							
	0.00	712,168.05	-712,168.05	0.00	0.00	0.00	0.00	0.00
53	SUMMER SCHOOL							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54	ALL DAY KINDERGARTEN							
	34,792.42	6,225.00	-5,841.67	0.00	35,175.75	0.00	0.00	35,175.75
55	TEXTBK/STUDENT MAT'L REVOLVING							
	639,892.05	6,707.15	-11,522.28	0.00	635,076.92	-27,618.80	0.00	607,458.12
57	PARENT EDUCATION							
	40,105.93	0.00	-17,352.15	0.00	22,753.78	-457.74	0.00	22,296.04
70	SPECIAL EDUCATION							
	784,624.44	851,607.69	-805,036.97	0.00	831,195.16	-24,947.16	0.00	806,248.00
88	CARL PERKINS IMPROV.GRANT							
	5,705.63	1,000.00	-1,805.76	0.00	4,899.87	-8,757.20	0.00	-3,857.33
90	FOOD SERVICE							
	1,758,531.71	339,812.85	-131,367.29	0.00	1,966,977.27	-118,828.40	0.00	1,848,148.87
95	PAYROLL CLEARING ACCT							
	119,936.07	28,963.86	-11,113.83	0.00	137,786.10	0.00	0.00	137,786.10
Report Totals:	20,318,522.85	5,985,985.95	-6,934,771.02	0.00	19,369,737.78	-814,160.51	1,246.22	18,556,823.49

REVENUE REPORTING ACCOUNTS

Description	Published Budget	Receipts YTD	Receipt -April
General Fund Revenue	30,618,029.00	22,311,838.58	22,311,838.58
Supplemental General	10,041,603.00	7,526,581.31	7,526,581.31
Contingency Reserve	0.00	0.00	0.00
Class Reduction	0.00	0.00	0.00
Adult Ed Revenue	0.00	0.00	0.00
At Risk (4 Yr Olds)	400,000.00	2,682.10	2,682.10
At Risk (K-12)	4,025,000.00	8,017.88	8,017.88
Bilingual Fund Revenue	200,000.00	0.00	0.00
Capital Outlay Revenue	770,428.00	619,239.58	619,239.58
Textbook Revenue	0.00	0.00	0.00
Drivers Education	57,500.00	49,115.50	49,115.50
Title I - Low Income	534,818.00	254,818.00	254,818.00
Title I - Migrant	0.00	0.00	0.00
Title V - Innovative	0.00	0.00	0.00
Title IIA - Teacher	118,758.00	68,758.00	68,758.00
Title IID- Ed Tech	0.00	0.00	0.00
Title IV - Drug Free	0.00	0.00	0.00
Professional	53,000.00	0.00	0.00
Hope Grant (21st	80,657.00	155,280.00	155,280.00
Construction Revenue	0.00	0.00	0.00
FEMA Aid Revenue	0.00	0.00	0.00
School Safety Grant	0.00	0.00	0.00
Vocational Education	500,000.00	0.00	0.00
Technology Education	0.00	0.00	0.00
Title III - Consortium	17,391.00	0.00	0.00
Haysville/Pretty Prairie	0.00	0.00	0.00
Community Learning	0.00	0.00	0.00
Education for Homeless	17,581.00	8,581.00	8,581.00
Title IIA - Carryover	0.00	0.00	0.00
Title I - Carryover	80,000.00	80,000.00	80,000.00
Title V - Carryover	121,237.00	67,043.00	67,043.00
Bond and Interest	4,436,799.00	3,837,225.50	3,837,225.50
Juvenile Justice Grant	0.00	0.00	0.00
Mentoring Grant	79,933.86	0.00	0.00
ARRA - Stabilization	0.00	0.00	0.00
ECC State Grant	55,940.00	57,421.17	57,421.17
New Charter School	0.00	0.00	0.00
KPERS Special	3,260,867.00	2,931,335.07	2,931,335.07
Charter School	0.00	0.00	0.00
Summer School	0.00	0.00	0.00
All Day Kindergarten	50,000.00	55,355.00	55,355.00
Textbook/Student	602,650.00	355,923.41	355,923.41
Textbook Rental	0.00	0.00	0.00
Parent Education	211,007.00	94,506.00	94,506.00
Student Transportation	0.00	0.00	0.00
Special Education	8,728,797.00	4,152,722.02	4,152,722.02
Carl Perkins	30,905.00	13,854.00	13,854.00
Student Sales (Lunch)	657,550.00	600,176.37	600,176.37
Student School	40,100.00	29,651.05	29,651.05
Adult & Ala Carte Sales	218,300.00	172,517.90	172,517.90
Misc & Special	0.00	11,383.25	11,383.25

REVENUE REPORTING ACCOUNTS

Description	Published Budget	Receipts YTD	Receipt -April
State Food Assistance	25,400.00	17,894.84	17,894.84
Federal Child Nutrition	1,110,705.00	1,194,763.36	1,194,763.36
Payroll Clearing Acct	0.00	253,998.57	253,998.57
	67,144,955.86	44,930,682.46	44,930,682.46
	67,144,955.86	44,930,682.46	44,930,682.46

HAYSVILLE USD #261

CASH BALANCES

April 30, 2013

NEGATIVE UNENCUMBERED CASH BALANCES:

20	TITLE I-LOW INCOME.....	Awaiting Fed Funds
23	TITLE II- A TEACHER QUALITY.....	Awaiting Fed Funds
39	EDUCATION FOR HOMELESS.....	Awaiting Fed Funds
42	21 st CENTURY COMMUNITY LEARNING.....	Awaiting Fed Funds
47	ECC STATE GRANT.....	Awaiting State Funds
88	CARL PERKINS.....	Awaiting Fed Funds

4.0 REPORTS

No supporting documentation.

End of Section

5.0 FIRST READINGS

No supporting documentation.

End of Section

Board Policy	Administrative Recommendation
GAAD – Child Abuse	No Changes

GAAD – Child Abuse (Also see JCAC and JGEC)

Any district employee who has reason to know or suspect a child has been injured as a result of physical, mental or emotional abuse or neglect or sexual abuse, shall promptly report the matter to the local Kansas Department for Children and Families (DCF) office or to the local law enforcement agency if the DCF office is not open. Employees may file a report of suspected abuse anonymously to either DCF by phoning 1-800-922-5330 or to local law enforcement officials. The Code for Care of Children also provides civil immunity from prosecution if the report is made in good faith.

The employee making the report will not contact the child's family or any other persons to determine the cause of the suspected abuse or neglect.

DCF or Law Enforcement Access to Students on School

Premises

The building principal shall allow a student to be interviewed by DCF or law enforcement representatives on school premises to investigate suspected child abuse and shall act as appropriate to facilitate

the agency's access to the child and to protect the student's interests during the process. State law grants the investigating agency the authority to determine whether a school employee may be present while the interview is being conducted, taking into account the child's best interests. If asked to sit in on the interview by the agency representative conducting it, the building principal or designee thereof shall oblige such request in order to provide comfort to the child throughout the process and to facilitate the investigation.

Cooperation Between School and Agencies

Principals shall work with DCF and law enforcement agencies to develop a plan of cooperation for investigating reports of suspected child abuse or neglect. To the extent that safety is not compromised, law enforcement officers investigating complaints of suspected child abuse or neglect on school property shall not be in uniform.

Reporting Procedure

The employee shall promptly report to the local DCF office or law enforcement if DCF is closed. It is recommended the building administrator also be notified after the report is made.

If the building principal has been notified, the principal shall immediately notify the superintendent that the initial report to DCF has been made. If appropriate, the principal may confer with the school's social worker, guidance counselor or psychologist. At no time shall the

principal or any other staff member prevent or interfere with the making of a suspected child abuse report.

If available, the following information shall be given by the person making the initial report: name, address and age of the student; name and address of the parents or guardians; nature and extent of injuries or description of neglect or abuse; and any other information that might help establish the cause of the child's condition.

Any personal interview or physical inspection of the child by any school employee shall be conducted in an appropriate manner with an adult witness present.

State law provides that anyone making a report in good faith and without malice shall be immune from any civil liability that might otherwise be incurred or imposed.

Approved: KASB Recommendation - 2/98; 4/07; 6/07; 11/10; 8/12; 10/12;
11/12

6.0 ACTION ITEMS

No supporting documentation.

End of Section

6.1 Library Software

See Supporting Documentation in PDF

End of Section

CAMPUS HIGH SCHOOL

Changes to the 2013-14 Faculty Handbook:

PAGE 9

A couple of changes were made to administrative responsibilities:

All administrators will share the responsibilities associated with the following areas:

AdvancEd

Crisis Intervention

Cafeteria Supervision

Evaluations

*Changed from NCA

Myron Regier, Principal

ADA

AdvancEd

Appeals

Building & Grounds

Climate Surveys

Community Relations

Department Chairs

Discipline (seniors)

Educational Field Trips

Enrollment Coordination

Faculty Handbook

General Budget

General Supervision

Site Council

*Changed from NCA

*Changed from Freshman to seniors

Richard Elliott, Assistant Principal & Athletic Director

Athletics

Athletic Budget

Athletic Handbook

Athletic Officials

Athletic Transportation

Booster Club

Facility Usage

Inservice

Key Inventory

KSHSAA Activities

KSHSAA Reports

Locks & Lockers

Lunch Schedule

Parking

Supervision of Coaches

*Added Athletic Officials and Athletic Transportation

*Deleted Discipline (seniors)

Glenda Cowell, Assistant Principal & Activities Director

Activities Budget

Activities & Clubs

Activities Trips & Transp.

Assemblies

Building Calendar

Discipline (juniors)

Inservice

Literacy First

Mentor Program

Seminar Schedule

Staff Development

Testing & Assessment

Supervision

*Added "& Activities Director"

*Changed Discipline from sophomores to juniors

*Deleted Facility Usage, Field Trips, Reading State Assessments, and Social Studies Assessment

*Added Testing & Assessment Supervision

Tracey Repp, Assistant Principal

AVID

Discipline (sophomores)

Technology

Bus Discipline

Inservice

Crisis Coordinator

Student Planner

***Changed Discipline from juniors to sophomores**

***Deleted Athletic Officials, Athletic Transportation, Common Assessment, Event Management, Math Assessment, Science Assessment, and Assistant Athletic & Activities Director (from his title)**

Joe Sailors, Assistant Principal

Attendance (freshman)

IB Program

New Student Orientation

Auditorium Seating

Inservice

PBIS

Discipline (freshman)

Link Crew

Teen Leadership

***Added Discipline (freshman), Attendance (freshman), and Teen Leadership**

***Deleted Scantron Testing**

PAGE 15-16

Will update Semester and Planning Guides according to the 2013-2014 School Calendar

PAGE 21

Updated Progress Report dates according to 2013-2014 School Calendar.
Changed Conferences from "late September" to "October".

PAGE 22

Added Under Computer Use:

The USD 261 Haysville Public School district complies with federal and state Children's Internet Protection Act (CIPA) laws and promotes Internet safety for all students through a curriculum that addresses cyber bullying and appropriate interaction with other individuals on social networking websites and chat rooms. It shall be the responsibility of all members of the USD 261 Haysville Public school staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with the CIPA laws.

PAGE 25

Added Under Computer Use:

Personally owned Internet devices such as, smart phones, laptops, and tablets may be used by staff and students during the school day as approved by administration and in accordance with the Haysville USD 261 Board of Education Internet and Computer Use policies.

Students who do not have access to a personal device to use as part of an instructional program or lesson will not be penalized and alternate modes of participation will be available.

PAGE 27

Updated under Absences:

“in half day to full day increments only.”

PAGE 34-36

Revised according to District Policy Changes:

GAAD Child Abuse (See JCAC)

Any district employee who has reason to know or suspect a child has been injured as a result of physical, mental or emotional abuse or neglect or sexual abuse, shall promptly report the matter to the local ~~Social Rehabilitation Services (SRS) office or to the local law enforcement agency if the SRS office is not open.~~ Kansas Department for Children and Families (DCF) office or to the local law enforcement agency if the DCF office is not open. Employees may file a report of suspected abuse anonymously to either DCF by phoning 1-800-922-5330 or to local law enforcement officials. The Code for Care of Children also provides civil immunity from prosecution if the report is made in good faith.

The employee making the report will not contact the child's family or any other persons to determine the cause of the suspected abuse or neglect.

DCF or Law Enforcement Access to Students on School Premises

The building principal shall allow a student to be interviewed by DCF or law enforcement representatives on school premises to investigate suspected child abuse and shall act as appropriate to facilitate the agency's access to the child and to protect the students' interests during the process. State law grants the investigating agency the authority to determine whether a school employee may be present while the interview is being conducted, taking into account the child's best interests. If asked to sit in on the interview by the agency representative conducting it, the building principal or designee thereof shall oblige such request in order to provide comfort to the child throughout the process and to facilitate the investigation.

Cooperation Between School and Agencies

Principals shall work with DCF and law enforcement agencies to develop a plan of cooperation for investigating report of suspected child abuse or neglect. To the extent that safety is not compromised, law enforcement officers investigating complaints of suspected child abuse or neglect on school property shall not be in uniform.

Reporting Procedure

The employee shall promptly report to the local DCF office or law enforcement if DCF is closed. It is recommended the building administrator also be notified after the report is made.

If the building principal has been notified, the principal shall immediately notify the superintendent that the initial report to DCF has been made. If appropriate, the principal may confer with the school's social worker, guidance counselor, or psychologist. At no time shall the principal or any other staff member prevent or interfere with the making of a suspected child abuse report.

If available, the following information shall be given by the person making the initial report: name, address and age of the student; name and address of the parents or guardians; nature and extent of injuries or description of neglect or abuse; and any other information that might help establish the cause of the child's condition.

Any personal interview or physical inspection of the child by any school employee shall be conducted in an appropriate manner with an adult witness present.

State law provides that anyone making a report in good faith and without malice shall be immune from any civil liability that might otherwise be incurred or imposed.

Approved: KASB Recommendation – 2/98; 4/07; 6/07; 11/10; 8/12; 10/12; 11/12

CAMPUS HIGH SCHOOL

Changes in the 2013-2014 Student Handbook:

PAGE 1

OUR VISION FOR CAMPUS [WHAT CAN WE BE?]

1. Graduation rate of 90% by 2014.
2. Meet Annual Measureable Objectives in reading, writing and math.
3. Average score of 23 on the ACT.
4. Provide a safe, nurturing environment for our students.

Deleted "AYP" and replaced with "Annual Measureable Objectives"

Deleted "Meet standard of excellence in reading and math."

PAGE 4

Added in Credits for Classification: "Beginning with the Class of 2017: Senior (20), Junior (13), and Sophomore (6)."

PAGE 5

Beginning with Class of 2017

- 4 English (1 each 9th-11th/.5 English & .5 Speech for 12th)
- 3 Math (1 Algebra, 1 Geometry, 1 Algebra)
- 3 Science
 - 1 Physical Science (Lab Studies, Chemistry, Physics, Science of Tech);
 - 1 Biology; 1 Science Elective
- 3 Social Science
 - .5 World Studies; 1 World History; 1 US History; .5 Am. Government
- 1 Fine Arts (Forensics, Fine Arts, Art Education, and/or Music Education)
- 1 Physical Education
- 12 Electives
- 27 Total Credits**

PAGE 10

Added to Program of Studies:

3. Haysville Campus High School is an International Baccalaureate World School. Students who complete the International Baccalaureate curriculum have the opportunity to earn an International Baccalaureate Diploma in addition to the Campus High School Diploma.

PAGES 12-14

Updated Club Sponsors

Updated clubs based on Activities Handbook changes

PAGE 15

Updated coaching staff as known at this time

PAGE 16

Deleted Saturday School from all attendance policies

PAGE 18

Added to Computer & Internet Use Policy:

Personally owned Internet devices such as, smart phones, laptops, and tablets may be used by staff and students during the school day as approved by administration and in accordance with the Haysville USD 261 Board of Education Internet and Computer Use policies.

Students who do not have access to a personal device to use as part of an instructional program or lesson will not be penalized and alternate modes of participation will be available.

PAGE 32-37

Deleted Saturday School from all Discipline policies

CHS ACTIVITY HANDBOOK
REVISIONS, April 2013

1. Updated year
2. Updated portions of Quill and Scroll Constitution – Changes noted
3. Updated Articles IV & V of Colts for Christ Constitution – Changes are attached
4. Changed the name of Frantic Follies to Mane Stage Maniacs - Changes noted
5. Added Odyssey of the Mind Constitution - Attached
6. Updated Table of Contents and re-paged the book

Club Constitution

Club name: **Quill & Scroll**

This club's membership is restricted to high school media publication and broadcasting students at a chartered high school. Campus High School received their charter membership March 1, 1968, and students who are currently on staff of the newspaper or, yearbook, ~~Media Now or Creative Writing Club~~ are eligible for nomination into Quill and Scroll if they meet eligibility standards as set by the International Organization.

Article I: Name

Section 1. The name of this organization shall be called the Quill and Scroll club.

Article II: Purpose

Section 1. The purpose of this club is to encourage and recognize individual student achievement in journalism and scholastic publication.

Section 2. To support projects that relate to journalism through business, art and photography, writing, layout design and public relations.

Section 3. To promote and enhance good journalism in the local community.

Article III: Membership

Section 1. According to the constitution of the Quill and Scroll, students must be enrolled or on staff at Campus High School, at the time of their election and meet the following requirements:

- A. ~~They must be of junior or senior classification; second semester sophomores may be initiated during the last grading period of their sophomore year, their membership becoming effective at the beginning of their junior year. The must be of sophomore, junior or senior classification.~~
- B. ~~They must be in the upper third of their class in general scholastic standing, either for the year of their election or for the cumulative total of all high school work. They must have the equivalent of a B grade average, or be in the upper third of their class in general scholastic standing, either for the year of the their election for for the cumulative total of all high school work.~~
- C. They must have done superior work in some phase of journalism or school publications media work. They may be staffers of a magazine, newspaper, yearbook, ~~and news bureau or radio/television station; news organization, online site or radio/television station at the school, or one conducted by an external organization.~~
- D. They must be recommended by the ~~adviser~~ supervisor or by the committee governing ~~publications and productions~~ the media.
- E. They must be approved by the ~~Society's Executive Secretary, Richard P. Johns. Quill and Scroll Executive Director.~~
- F. There are no annual dues. When a candidate is recommended for membership, he/she ~~pays one half of a one-time initiation fee.~~ pays a one-time initiation fee of \$20.00. ~~The club pays the other half of the total fee, which is \$9.00.~~ This fee entitles the member to an official membership pin or charm, a one-year subscription to Quill and Scroll magazine and participation in the yearly activities of the Quill and Scroll Celub.

Article IV: Activities

- Section 1. National writing and photo contest - Quill and Scroll may submit two entries in each of 10 categories: editorial, editorial cartoon, news story, feature story, investigative reporting (individual and team), sports story, advertisement and photography (news-feature and sports). Deadline for entries is early February each year.
- Section 2. Yearbook Excellence Contest - Quill and Scroll may submit two entries in each 12 categories: theme, student life, academics, clubs, sports, people, advertising, sports action photo, academic photo, feature photo, graphics and index. Deadline for entries is November 1 each year. Winners in each category of both contests receive Quill and Scroll's national Award Gold key and are eligible, as Seniors, to apply for one of the \$500 Edward J. Nell Memorial Scholarships in Journalism.
- Section 3. News Media Evaluations - An in-depth critique of school newspapers and yearbook.
- Section 4. The Formal Induction Ceremony - ~~This ceremony is held annually at Wichita Northwest High School where new initiates are recognized, guest speakers present the program and a formal reception is held following the ceremony.~~ Campus may have their own Formal Induction Ceremony where new initiates are recongnized, spreakers present the program and a reception is helad following the ceremony.

Club name: **Colts for Christ Bible Club** (Campus Life)
Open to all students

Article IV: Leadership Team and Elections

- A. Colts for Christ will have a leadership team of four to six students.
- B. The elections will be held in the last 9-weeks of each school year.
 - 1. To vote, a club member must meet the voting membership criteria.
 - 2. Members will be notified a week before elections if they are eligible to vote.
- C. Voting Membership criteria is as follows:
 - 1. Attend one meeting in the past month to hold voting membership status.
 - 2. Payment of dues anytime during the school year.
 - 3. Behave appropriately at meetings and club events.
 - 4. If a member fails to adhere to these guidelines, membership will be revoked without refund of membership dues.
- D. Leadership Team nominations will be made through a nomination process by any voting member.
 - 1. Anyone wishing to be a leadership team member must submit a completed application form.
 - 2. Candidates must sign a commitment form stating that if elected, he/she will abide by the leadership team member responsibilities or be removed from office (Article V).
 - 3. Sponsors may eliminate candidates based on their application and commitment forms.

Article V: Responsibilities of Leadership Team Members

- A. All major decisions will be decided by a vote of the leadership team members present at the team meetings and recommendations of the sponsor.
- B. Members of the leadership team will be expected to perform specific assigned duties:
 - 1. Set the agenda for weekly meetings and lead these meetings.
 - 2. Arrange speakers and activities or club meetings.
 - 3. Plan and implement service projects and fundraisers.
 - 4. Keep minutes of all meetings.
 - 5. Track attendance for all club activities.
 - 6. Record all club transactions.
 - 7. Keep club accounts updated.
 - 8. Publicize activities and meetings to the school using posters and intercom announcements.
 - 9. Maintain contact with the school and community regarding club activities.
 - 10. Send out notes to club members and officers regarding meetings, voting, special activities, etc.
- C. Responsibilities of Team Members
 - 1. Leadership Team members must attend all team meetings. All absences must be excused by a sponsor.
 - 2. Team members must maintain voting membership status.
 - 3. Team members must be positive role models.
- D. Removal of Team Members: Failure to fulfill any of the above Leadership Team responsibilities will result in the process of removal from the team.
 - 1. The team member will be addressed one on one about his/her failure to meet a responsibility.
 - 2. If the team member fails to correct the issue, the matter will be brought to a leadership team meeting.
 - 3. If the team member again fails to correct the issue, the team member will be removed by a majority vote of the team.

Club Constitution

| Club name: ~~Frantie-Follies-Improv-Troupe~~Mane Stage Maniacs

Mission Statement

To involve students in mind expanding comedy and acting games to improve their mental and physical acting ability.

Article I: Purpose or Goals

Give the students a chance to practice Improvisation. Show the student the importance of improv acting. Improve student's ability to think quickly. Be a service to our community and school.

Article II: Membership

| Students must audition before the ~~founders~~leaders of the club before becoming a member. Any member may be dismissed at any time. They may be dismissed for behavior problems or repetitive attendance problems.

Club Constitution

Club Name: Odyssey of the Mind Team

Open to students participating in the Odyssey of the Mind Competitions.

Article I: Purpose and Goals

- A. Odyssey of The Mind Team members will have the opportunity to learn how to think divergently by exploring open-ended problems that appeal to a wide range of interests.
- B. Students develop team-building skills by working in groups of as many as seven students per team.
- C. Students learn to examine problems and to identify the real challenge without limiting the possible solutions and their potential success.
- D. The creative-thinking process is nurtured and developed as a problem-solving tool.

Article II: Sponsor

The club sponsor/coach of the Odyssey of the Mind team must be a CHS faculty member who will help to coordinate club activities with the Activities Director. The sponsor is expected to be a model of leadership, competence, and cooperation.

Article III: Membership

- A. Membership is open to any CHS student.
- B. There is a maximum of 7 and a minimum of 5 students per team for each of the 5 problems issued by Odyssey of the Mind. Should student interest exceed available team positions, an interview and audition will be held to select team members. The audition will consist of spontaneous and short improvisational performances.

Article IV: Removal from Membership:

- A. Members who fail to fulfill team commitments will be asked to meet with a sponsor and placed on a probationary status.
- B. If a student continues failing to fulfill team commitments, they may be removed from team membership.

Article V: Election of Officers

- A. Elections for the new school year will be held once team membership has been determined.
- B. Team members will vote for whichever candidate they feel will most benefit the Odyssey of the Mind Teams.

Article VI: Obligations of the Officers

A. President

- 1. Plans and conducts practice activities.

2. Attends all functions.
3. Confers with sponsor to ensure that all practices and fundraising meet the standards and goals of the CHS Activities program.
4. Works to determine fundraising activities.

B. Vice President

1. Attends all functions.
2. Assumes president position if president is unable to attend a function or a meeting.
3. Works to determine meeting times.
4. Works with president to determine practice and fundraising activities.

C. Secretary

1. Keeps minutes of all meetings.
2. Responsible for distributing and collecting all competition forms.

D. Treasurer

1. Records all club transactions.
2. Keeps club account updated.
3. Sets fundraising goals.
4. Works to distribute and collect fundraising materials.

Article VII: Procedure to determine spending of club money:

Club members must agree upon all expenditures of club funds. The student leadership and the sponsor must complete the club purchase requisition form and submit that form before the use of club money will be approved by CHS administration.

Article VIII: Club Activities

The Odyssey of the Mind team will meet initially several times for team building activities and general information. Fundraising activities will also begin. Teams will be selected and meeting times determined by December 1. Consistent practices will be set and all members will be expected to attend. Practices will increase as needed as the competition draws near. Meetings, practices and fundraising are not optional.

Ninth Grade Center

The Ninth-Grade Center is a school within a school for ninth and tenth-grade students who are severely behind in credit and need a more intensive approach to recovering credit, developing organizational skills, soft skills, setting goals, and presenting information. In this one-room schoolhouse students are enrolled in a smaller but traditional English 9 class with a hands-on approach to developing and improving reading and writing skills. The remainder of their day consists of utilizing Virtual Prescriptive Learning to recover credit. Students are also enrolled in Teen Leadership, a class that helps develop conflict resolution skills, organization, goal-setting, coping mechanisms and communication. Students are gradually moved over to Haysville High School as they make progress in recovering credit and demonstrate readiness through academics, behavior, and attendance.

Acceptable Use Policy

Personally owned Internet devices such as, smart phones, laptops, and tablets may be used by staff and students during the school day as approved by administration and in accordance with the Haysville USD 261 Board of Education Internet and Computer Use policies. Students who do not have access to a personal device to use as part of an instructional program or lesson will not be penalized and alternate modes of participation will be available.

- Remove Saturday School References (Replace with references to detention where appropriate).

Add the following under the headings Use of Personal Radios, Cell Phones, Electronic games, etc. and Bullying/Harassment Sections:

Video and audio recording of staff and students is not permitted unless facilitated by the teacher for the purposes of learning as part of the class curriculum or as part of an event sponsored by the school to record such event. Students are not allowed to record fellow students or staff members on their personal devices without consent. Recording and/or posting of such images or audio to social networking websites, or sharing with outside parties in any way without the expressed written consent of all parties involved will be considered an infraction of the Bullying/Harassment policy and will result in loss of personal device privileges and further disciplinary action up to and including expulsion.



HAYSVILLE

Unified School District 261

Phone: 316-554-2203

Fax: 316-554-2230

1745 West Grand
Haysville Kansas, 67060

David Herbert

Director of Information Services

Email: dherbert@usd261.com

To: Clint Schutte

From: David Herbert

Date: April 3, 2013

RE: Laptop Purchase

Mr. Schutte

Per the district's three year schedule for refreshing teacher laptops it's time, once again, to start this process. The Information Services Department is currently in negotiations with several different laptop vendors. Current plans are to purchase approximately 425 laptops for teacher use, and to cover currently scheduled departmental purchases, capital outlay requests, and spare laptops to provide minimal downtime if a laptop failure occurs.

The current price point is approximately \$475 a unit. Total cost of this purchase, with shipping, is around \$200,000.00. I am requesting that the Board of Education approve a purchase of laptop computers with the amount not to exceed \$200,000.00, the vendor, quantity, and final price to be left up to the school district's administration. As vendors are tooling up for newer, faster products, we are in a holding pattern as we seek the best price and performance value for the school district. As in all purchases this large, all state and local guidelines for bidding will be followed. The current teacher laptops will be refurbished in the fall and returned to each school for academic (student) use. Please feel free to contact me if you have any questions.

David Herbert
Director of Information Services
Haysville Public Schools

DJH



Phone: 316-554-2203
Fax: 316-554-2230
1745 West Grand
Haysville Kansas, 67060

David Herbert
Director of Information Services
Email: dherbert@usd261.com

To: Clint Schutte

From: David Herbert

Date: April 3, 2013

RE: Summer Technology Positions

Mr. Schutte,

I am requesting three positions for summer upgrades, installation and maintenance of technology related systems. The positions will be full time, temporary positions that will start the last week in May and continue through the end of July. This is one additional position from the last two years. Work areas that are scheduled, but not limited to, are:

- Teacher Laptop Cleanup/Possible Replacement
- Campus Security Re-wiring & Camera Installation
- Food Service Upgrade
- Nelson Building Rewire
- Library System Replacement and Upgrade
- Oatville Building Rewire
- Tri-City Networking Update
- On line Enrollment setup

Please feel free to contact me if you have any questions.

David Herbert
Director of Information Services
Haysville Public Schools

A handwritten signature in black ink, appearing to be "DJH" with a large, stylized "D" and a checkmark-like flourish.

April 2, 2013

TO: Clint Schutte; Dr. Burke; Dr. Clagg; Haysville USD 261 Board of Education
FROM: Galen Davis, Executive Director of Operations
REF: Summer Temporary Maintenance and Transportation Personnel

Maintenance Supervisor Freddy Robinson, Transportation Director B.J. Knudson and I would like to request the following summer maintenance and transportation temporary positions for the months of June and July. These positions are needed to provide additional maintenance for our buildings, grounds, and transportation fleet.

Grounds crew – three temporary summer positions to do mowing, trimming, fertilizing, dirt work, and tree trimming for approximately 190 acres. (2009 there were five positions)

Paint crew – four summer temporary positions to paint classrooms, hallways, as well as other interior and exterior areas. (2009 there were six positions; 2012 three positions) We are asking for this increase of one position due to the increasing number of paint requests that we are receiving from the schools.

Bus cleaning crew – two summer temporary positions to clean the exterior and interior of 78 Transportation Department fleet vehicles as well as repair bus seats as needed. (2009 to present there were two positions)

Thank you for considering this request.

Respectfully,

Galen Davis

6.7 Substitute Teacher Handbook

See Supporting Documentation in PDF

End of Section

6.8 Educational Support Handbook

See Supporting Documentation in PDF

End of Section

MEMO

To: Board of Education
Fr: Clint Schutte, Asst. Supt. of Business & Finance
Da: May 13, 2013
Re: Increase in Lunch Prices due to Equity in School Lunch Pricing

In the agenda, along with the memo, you will find information on Equity in School Lunch Pricing. In summary, it states that for the school year 2013-2014, if SFAs average price of paid lunches is \$2.59 or more, it is in compliance. If the price of paid lunches is less than that, then the SFA must increase the price by a maximum of 10 cents or by adding non-Federal funds to the food service account. A la carte may not be used to offset low meal prices.

Currently, our paid lunch prices are \$1.85 for elementary, \$2.05 for middle school, and \$2.20 for high school. That makes our average \$2.02, which makes us non-compliant. In order to meet the mandate, I am recommending that our paid lunch prices be increased by \$.10 at each level to make it \$1.95 for elementary, \$2.15 for middle school, and \$2.30 for high school. That meets the mandate of the Equity in School Lunch Pricing. It also means that increases will have to be made annually until the district meets compliance.

Let it be stressed that we are requesting these increases to meet the mandates of the Equity in School Lunch Pricing.

If you have any questions, we will be glad to answer them. Again, the documentation for these requests is attached to this memo.

Attachments

cls



United States
Department of
Agriculture

Food and
Nutrition
Service

3101 Park
Center Drive
Alexandria, VA
22302-1500

DATE: February 21, 2013

MEMO CODE: SP 25-2013

SUBJECT: Paid Lunch Equity: School Year 2013-2014 Calculations and Tool

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
Child Nutrition Programs
All States

The interim rule entitled, "National School Lunch Program: School Food Service Account Revenue Amendments Related to the Healthy, Hunger-Free Kids Act of 2010" requires school food authorities (SFAs) participating in the National School Lunch Program to ensure sufficient funds are provided to the nonprofit school food service account for lunches served to students not eligible for free or reduced price meals. There are two ways to meet this requirement: either through the prices charged for "paid" lunches or through other non-Federal sources provided to the nonprofit school food service account. This memorandum provides guidance on the calculations SFAs must make in order to ensure they are in compliance with these requirements for School Year (SY) 2013-14. In addition, the SY 2013-14 Paid Lunch Equity (PLE) tool to assist SFAs as they make these required calculations is attached to this memorandum.

SY 2013-2014 Paid Lunch Equity Calculations

On January 2, 2013, FNS issued memo SP 19-2013 to remind SFAs that for SY 2012-2013, SFAs which, on a weighted average, charged less than **\$2.59** for paid lunches in SY 2011-2012 are required to adjust their weighted average lunch price or add non-Federal funds to the non-profit school food service account. The amount of the per meal increase will be calculated using 2 percent plus 2.93 percent, or **4.93** percent.

SFAs are reminded that they must use their unrounded adjusted average paid lunch price requirement from SY 2012-2013 when calculating the weighted average paid lunch price increase for SY 2013-2014. For example if the unrounded SY 2012-2013 requirement was \$2.08 but the SFA opted to round down to \$2.05, the calculation of the SY 2013-2014 is based on the \$2.08 unrounded SY 2012-2013 requirement.

If an SFA raised its weighted average paid lunch price above the required amount in SY 2012-2013, that excess paid lunch price increase may be subtracted from the total SY 2013-2014 paid lunch price increase requirement. SFAs must keep sufficient records to document and carry forward the average price calculations.

Additionally, if an SFA did not raise its weighted average adjusted paid lunch price sufficiently to meet the required amount in SY 2012-2013, the shortfall must be added to the total SY 2013-2014 paid lunch price adjustment requirement.

Use of Non-Federal Sources Calculation

SFAs that choose to contribute non-Federal sources to the nonprofit school food service account in lieu of raising paid lunch prices must calculate the appropriate amount to contribute. To determine the amount of required revenue in lieu of a paid lunch price increase, the SFA determines the total number of paid reimbursable lunches claimed for the previous school year and multiplies by the difference between the SY 2013-2014 weighted average paid lunch price requirement and the SY 2012-2013 weighted average paid lunch price.

Credit for Excess Non-Federal Funds

If an SFA's SY 2012-2013 estimate of the required contribution exceeded the actual level, that excess contribution may be subtracted from the total SY 2013-2014 contribution requirement. Further, if the SY 2012-2013 estimate was less than required, additional funds from non-Federal sources must be added. The PLE tool for determining the amount of non-Federal source contributions will allow for making these calculations using the same rationale as used for paid lunch prices—credit forward any extra funds contributed and account for any shortfalls when determining the amount of non-Federal funds requirement for the next school year.

SY 2013-14 PLE Tool

The first tab of the SY 2013-14 PLE tool includes detailed instructions on how to use the tool and what information is needed to complete the appropriate calculations. It is recommended that each user print and read the instructions before attempting to complete the calculations.

To assist SFAs making these required PLE calculations, the attached SY 2013-14 PLE tool makes the following calculations:

- Weighted average paid lunch price for SY 2012-13
- Required paid lunch price increase for SY 2013-14
- Required non-Federal source contribution required for SY 2013-14

The PLE tool also takes into account adjustments to paid lunch prices made by the SFA in SY 2012-13 to calculate any credit or shortfall the SFA may have accrued for SY 2013-14. For SFAs that opted to contribute non-Federal funds, the PLE tool also calculates credits and shortfalls for the SY 2013-14 required non-Federal source contribution.

The SY 2013-14 PLE tool includes a new feature that makes calculations for SFAs that wish to split the SY 2013-14 requirement by both raising prices and contributing funds from a non-Federal source. This option may be attractive to SFAs that do not want to raise paid lunch prices

the entire amount that they are required. To use the attached SY 2013-14 PLE tool SFAs need the following information:

ALL SFAs need the following data to calculate the Weighted Average Price for SY 2013-14:

- SY 2010-11 Weighted Average Price
- All paid lunch prices for October 2012
- Number of paid lunches served associated with each paid lunch price in October 2012

SFAs that have opted to contribute non-Federal sources also need:

- Total number of paid lunches served in SY 2011-12
- The total dollar amount of SY 2011-12 and SY 2012-13 non-Federal contribution

SFAs that wish to split the SY 2013-14 requirement by both raising paid lunch prices and contributing funds from non-Federal sources, will need all of the above information.

Additionally, the PLE tool includes a report that SFAs can use to track the information they will need to make their SY 2014-15 calculations. SFAs can print the report and keep it in their records.

State agencies are reminded to distribute this memo to program operators immediately. SFAs should contact their State agencies for additional information. State agencies may direct any questions concerning this guidance to the appropriate Food and Nutrition Service Regional Office.

Original Signed

Cynthia Long
Director
Child Nutrition Division

Attachment

7.0 Practice Field at Campus High School

See Supporting Documentation in PDF

End of Section

Clint Schutte

From: Galen Davis
Sent: Tuesday, April 16, 2013 1:42 PM
To: Clint Schutte
Cc: B.J. Knudson; Freddy Robinson; Carla Wulf
Subject: Ruth Clark Elementary School Secure Main Entrance

Clint,

I recommend that we request BOE approval to request bid proposals for the construction of a secure main entrance at Ruth Clark Elementary School. We estimate that this project will cost approximately \$25,000.

Please let me know if you need additional information.

Thank you,

Galen

7.0 DISCUSSION / REPORT ITEMS

No supporting documentation.

End of Section

7.1 Schools for Fair Funding

No supporting documentation.

End of Section

7.2 Future Agenda Items

No supporting documentation.

End of Section

Haysville BOE Calendar		
July		January
Organizational Board Meeting		Superintendent's Evaluation/Contract
Budget Workshop		Notice of Items for Negotiations
		Elect Board Negotiations Team
August		February
Budget Hearing		Report of Admin. Evaluations
Approve Budget		Extension of Admin. Contracts
September		March
Enrollment Numbers		Curriculum Proposals
Summer Program Reports		School Calendar Proposals
Building Tours		
October		April
Special Education Plan		Teacher Non-Renewal Discussion
Building Tours		Capital Outlay Lists
Audit Report		Personnel Plan
November		May
KASB Delegates/voting		Handbooks
BOE Retreat/Goal Setting/Evaluation		Summer Work Requests
		Graduations/Promotions
December		June
Schedule Superintendent's Evaluation		Handbooks
		Set Budget Meeting Date and Time
Yearly Activities		On Going Activities
Joint BOE/CITY Meeting (5th Mon.)		Policy Review (Monthly)
Crisis/Safety Report		
Drug Prevention Report		
Joint BOE/StuCo Meeting		
Audit Report to Board		
KASB State Convention		
KASB Spring/Fall Regional Mtgs.		

8.0 EXECUTIVE SESSION
No Supporting Documentation

End of Section

9.0 ADJOURNMENT

No supporting documentation.

End of Section