REGULAR MEETING USD # 261 - ADMINISTRATION BUILDING BOARD ROOM
1745 W. GRAND AVE., HAYSVILLE, KANSAS
April 16, 2018 – 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
  - Proclamation for Teacher Appreciation Day
  - Board Work Session Date
- 1.4 Superintendent's Announcements (No Documentation)
  - KASB Certificate Presentation
- 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
- Representative John Whitmer
- Representative Steve Crum
- Bond Project Update – Schutte

6.0 ACTION ITEMS
- 6.1 Bond Project Change Order (Place Holder for Items)
- 6.2 Elementary School Staff and Student Handbooks
- 6.3 Haysville Middle School Staff and Student Handbooks - PDF
- 6.4 Haysville West Middle School Staff and Student Handbooks
- 6.5 USD 261 District Calendar
- 6.6 Temporary Summer Help for Maintenance and IT Departments - PDF
- 6.7 Request to Seek Bids for Activity Bus – PDF
- 6.8 JBCA - Homeless Students Board Policy - PDF

7.0 FIRST READINGS
- 7.1 Campus High School Staff, Student and Activities Handbooks
- 7.2 Haysville High School Staff and Student Handbooks - PDF
- 7.3 Substitute & Education Support Handbooks
- 7.4 Social Studies Resource Adoption – PDF - Tosh

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

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
March 26, 2018 - 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 Glenn Crum. Six Board members were present.

MEMBERS PRESENT
Glenn Crum, President
Susan Walston
Tom Gibson
Paige Crum
Jeremy Bennett
Greg Fenster

OTHERS PRESENT
Dr. John Burke, Superintendent
Dr. Clint Schutte, Asst. Supt. of Business and Finance
Debbie Coleman, Clerk of the Board
Dr. Mike Clagg, Asst. Supt. of Personnel
Teresa Tosh, Asst. Supt. of Learning Services
Mark Foster, Haysville High School Asst. Principal
Ildo Martins, Haysville West Middle School Principal
Dr. Mike Maurer, Haysville Middle School Principal
Carla Wulf, Ruth Clark Elementary School Principal
Angie Estell, Director of Special Services
David Herbert Director of Information Services
Liz Hames, Community Relations Director
Bob Faires, Alloy Architect Firm
B.J. Knudson, Executive Director Maintenance
Shayla To, Campus Student Council Representative
Beth Schutte, District Nurse
Others

1.0 MEETING OPENING

1.1 Call to Order
Glenn Crum called the meeting to order at 7: 00 p.m. with six members present.

1.2 Flag Salute

1.3 President's Announcements

- The Board will hold a breakfast meeting with the Campus High School Student Council on Thursday, March 29, 2018 at 7:00 a.m. in the main conference room.

1.4 Superintendent's Announcements

- Dr. Burke, Myron Regier and Zach Kleiwer presented Project Based Learning on Steroids at the National ASCD Empower 18 Conference in Boston.

1.5 Campus High School Student Council
Shayla To, Campus High School Student Council Representative, presented information to the Board regarding Student Council.

- Ellie Groh is the new Sophomore Executive Representative
- Community Service Committee will be working on clean up at Campus and working in the gardens in the Historic District.
- GEM 5K will be held April 7th at 9:00 a.m. Benefits from the run will go to Kim Hall.
- Student Unity Week will be the week of April 20th. Activities during the week will help to make students aware that they have a voice and can vote.
- Student Council elections will be held in April.
- The COTY Olympics will be on April 11th.

- Class reports were given.
  Freshmen and Sophomore classes are working on COTY Olympics.
  Junior class is working on the prom. This year's theme will be Walka Wonderland.
  Senior class is working on the Senior Gift and elections.

The Campus High School Student Council will be meeting with the Board of Education Thursday morning at 7:00 a.m.

1.6 New and Good

Teresa Tosh

Teresa announced that five of USD 261schools received calls today from the FLIPPEN Group announcing that the schools won the distinction of being a Capturing Kid's Hearts National Showcase School. The schools receiving the call were HMS, HWMS, Nelson, Oatville, and Rex. More calls will go out tomorrow. Ms. Tosh is very hopeful that Campus, Haysville High School, Freeman, Ruth Clark, Prairie and Tri-City Day School will receive a call Tuesday.

Jeremy Bennett

- Campus High School's Odyssey of the Mind took first place at the State level competition.

Paige Crum

- Today is Glenn Crum's 64th Wedding Anniversary.
- Paige informed Board members about 060 Walks which will be held April 1st – 28th.

1.7 Approve / Amend Agenda

MOTION to approve the Agenda as presented.
(Walston/P. Crum) Motion carried 6-0.

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

3.3 Gifts and Grants - None

MOTION to approve the Consent Agenda as presented.
(Walston/P. Crum) Motion carried 6-0.

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.
(Walston/Gibson) Motion carried 5-1. Greg Fenster voted no.

5.0 REPORTS – Focus on Learning

- Bond Project Update
  Dr. Schutte and Bob Faires of, Alloy Architect Firm presented an update on the District's Bond construction project timeline, Campus High School, Haysville High School/Tri-City Day School, Haysville Middle School, Ruth Clark Elementary School, Rex Elementary School, Nelson Elementary School, Freeman Elementary School, Oatville Elementary School, Prairie Elementary School, HWMS and the Natatorium.

Dr. Schutte informed the Board that there will be adequate funds to move forward with the replacement of the Rex Elementary School roof.

- Post-Secondary Program Report
  Teresa Tosh presented information to the Board regarding the Post-Secondary Program Including Social and Emotional Functions.
- Thermometer Report
  Beth Schutte presented information to the Board regarding KINSA Thermometers. A limited number of thermometers were given free of charge to District families that registered for the program. The KINSA Thermometers have an application parents are able to sign up for if they choose to do so. Ms. Schutte hopes that more schools are selected in the future to participate in the program.

6.0 ACTION ITEMS

6.1 Bond Project Change Order (Place Holder for Items)
None

6.2 Summer School Program
Teresa Tosh was present to answer questions from the Board regarding the Summer School Program. The 5-week program will be a K-2 Summer School early intervention approach concentrating in Math and Reading at a cost of $58,804.00. The program will be held at Nelson Elementary School.
MOTION to approve the K-2 Summer School early intervention approach concentrating in Math and Reading at a cost of $58,804.00 as presented.
(Walston/Gibson) Motion carried 6-0.

6.3 Turf Bid Approval
Dr. Clint Schutte presented bid information to the Board regarding new turf for the football field at Colt Stadium.
Administration is requesting the Board accept the bid for Alternate #1 from ATG Sports for new turf for the football field at Colt Stadium in the amount of $ 426,408.00 as presented.
MOTION to accept the bid for Alternate #1 from ATG Sports for new turf for the football field at Colt Stadium in the amount of $ 426,408.00 as presented.
(Walston/P. Crum) Motion carried 6-0.

7.0 FIRST READINGS

7.1 Elementary School Staff and Student Handbooks.
This was a first reading with no action required from the Board.

7.2 Haysville Middle School Staff and Student Handbooks
This was a first reading with no action required from the Board.

7.3 Haysville West Middle School Staff and Student Handbooks
This was a first reading with no action required from the Board.

7.4 USD 261 District Calendar Proposal(s)
Dr. Burke presented the Board with the proposed 2018-2019 District Calendar draft(s). Draft # 2 was placed at each Board member's seat for review.
This was a first reading with no action required from the Board.

7.5 Temporary Summer Help for the Maintenance Department and IT Department
Dr. Schutte presented information to the Board and requested Board approval to hire six temporary ground crew summer positions for the Maintenance Department and four temporary technology summer crew positions for the IT Department as presented.
This was a first reading with no action required from the Board.

8.0 DISCUSSION/REPORT ITEMS

8.1 Schools for Fair Funding Report
Still waiting for information.

8.2 Future Agenda Items

- Focus on Learning Report
- All First Readings moved to Action Items
- Building Reports
- Class Numbers
- Handbooks
- Capital Outlay
- Star Polisher Awards
- Proclamation for Teacher Appreciation Day
- Board Work Session Date
- Report from Representative Steve Crum
- School Safety Discussion

8.3 Board Calendar
No Changes

9.0 EXECUTIVE SESSION – No Executive Session

10.0 ADJOURNMENT
Meeting adjourned at 8:47 p.m.

_____
Glenn Crum, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

PERSONNEL RESUME

Name Linda Quintero

For Position As Vocal Music Teacher

Building Ruth Clark Elementary School

Education

Undergraduate	Date	Degree	Major
Friends University	2004	BA	Music Education

Teaching Experience	Location	Dates	Years
Elementary Music Teacher	Wichita, KS	2007-2018	11

Salary Offered $47,435 **Degree** BS+12 **Step** 9

PERSONNEL RESUME

Name Jaclyn Ward

For Position As Family and Consumer Science Teacher

Building Campus High School

Education

Undergraduate	Date	Degree	Major
Ft. Hays State University	2011	BS	Elementary Education

Teaching Experience	Location	Dates	Years
7th Grade Teacher	Valley Center, KS	2014-2018	4
5th Grade Teacher	Wichita, KS	2012-2014	2

Salary Offered $43,347 **Degree** BS **Step** 7

PERSONNEL RESUME

Name Elvia Barraza-Martinez

For Position As Physical Therapist

Education

Undergraduate	Date	Degree	Major
Wichita State University	2014	BA	Exercise Science

Graduate	Date	Degree	Major
Wichita State University			

Salary Offered $57,046

PERSONNEL RESUME

Name Sarah Allison

For Position As Special Education Teacher

Building Campus High School

Education

Undergraduate	Date	Degree	Major
Oklahoma Baptist University	2012	BA	English

Graduate	Date	Degree	Major
Arkansas State University	2016	MA	Special Education

Teaching Experience	Location	Dates	Years
Special Education Teacher	Claremore, OK	2014-2018	4

Salary Offered $48,677 **Degree** MS **Step** 5

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Retirement

Please let this statement serve as a recommendation to the Board of Education to accept the retirement of Kelly Owens, Science Teacher at Campus High School, effective May 18, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Retirement

Please let this statement serve as a recommendation to the Board of Education to accept the retirement of Jonathan Melugin, Foreign Language Teacher at Campus High School, effective May 18, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Carrie Thrash, 4th Grade Teacher at Rex Elementary School, effective May 18, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Christina Vavra, Science Teacher at Haysville West Middle School, effective May 18, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Glenda Cowell, Assistant Principal at Campus High School, effective June 15, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Monica Monroe, Physical Education Teacher at Haysville High School/Tri-City Day School, effective May 18, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Jalaynna Beers, 5th Grade Teacher at Oatville Elementary School, effective May 18, 2018.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2018

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Gina Greenway, Reading Teacher at Haysville Middle School, effective May 18, 2018.

CA

USD 261
HAYSVILLE

Carla Wulf
Principal
Ruth Clark Elementary

1900 W. 55th South
Wichita, KS 67217
Office: 316-554-2333
Fax: 316-554-2340

March 26, 2018

To Whom It May Concern:

Ruth Clark Elementary received a fundraiser check from Sonic Drive In. We are requesting acceptance of this check in the amount of 45.90.

Thank you,

Linda Sexton

Secretary, Ruth Clark Elementary

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	-843,212.94	3,052,519.00	-3,467,179.63	-1,257,873.57	-103,051.00	-1,360,924.57	0.00
07	FEDERAL FUNDS	-402,264.97	137,770.00	-81,218.86	-345,713.83	235,247.12	-110,466.71	0.00
08	SUPPLEMENTAL GENERAL	4,704,641.84	124,822.56	-193,130.87	4,636,333.53	19,338.48	4,655,672.01	0.00
11	AT-RISK (4 YEAR OLD)	151,735.63	0.00	-41,061.22	110,674.41	-177.82	110,496.59	0.00
13	AT-RISK (K-12)	237,154.53	860.00	-162,002.23	76,012.30	-6,051.67	69,960.63	0.00
14	BILINGUAL	99,912.78	0.00	-16,374.86	83,537.92	0.00	83,537.92	0.00
16	CAPITAL OUTLAY	1,972,141.14	58,984.63	-132,892.69	1,898,233.08	175,376.72	2,073,609.80	0.00
18	DRIVER TRAINING	312,735.38	15,625.00	-675.19	327,685.19	0.00	327,685.19	0.00
24	FOOD SERVICE	3,108,587.50	270,092.01	-273,387.62	3,105,291.89	-5,142.65	3,100,149.24	0.00
26	PROFESSIONAL DEVELOPMENT	37,211.47	0.00	-6,660.83	30,550.64	-6,540.75	24,009.89	0.00
28	PARENTS AS TEACHERS PROGRAM	75,281.10	31,750.00	-22,888.74	84,142.36	-1,518.39	82,623.97	0.00
30	SPECIAL EDUCATION	434,266.08	996,931.53	-969,074.69	462,122.92	-8,169.09	453,953.83	0.00
31	CONSTRUCTION	662.99	2,000,000.00	-1,669,671.00	330,991.99	-383,047.08	-52,055.09	0.00
34	VOCATIONAL EDUCATION	229,027.75	0.00	-40,169.67	188,858.08	6,122.58	194,980.66	0.00
51	KPERS RETIREMENT CONTRIBUTIO	0.00	0.00	0.00	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	850,053.70	11,816.76	-2,151.48	859,718.98	-9,657.00	850,061.98	0.00
62	BOND & INTEREST #1	4,852,124.46	66,287.29	0.00	4,918,411.75	0.00	4,918,411.75	0.00
70	ECC STATE GRANT	-11,824.19	2,003.00	0.00	-9,821.19	2,479.39	-7,341.80	0.00
95	PAYROLL CLEARING	209,391.88	41,644.83	-9,788.75	241,247.96	0.00	241,247.96	0.00

FUND	DESCRIPTION	BEGINNING	REVENUE	EXPENDITURE	ENDING	ENCUMBRANCES	UNENCUMBERED	OUTSTANDING LIABILITIES
TOTAL		17,073,328.68		-7,088,328.33		-84,791.16		0.00
			6,811,106.61		16,796,106.96		16,711,315.80	

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

9,500.00 Petty Cash
16,805,606.96 Bank
16,805,606.96 General Ledger
-0-

Bank Statement Closing Date: 03/31/2018
Bank Cash Account: PAY (Checking)
Cash Account #: ** A 9010 000 0000 000
Reconciled: YES **Reconciliation Date:** 04/04/2018 **Reconciled By:** Nadine Foreman
Transitional Reconciliation: NO **Initial Reconciliation:** NO

Bank Statement Balance

Ending Balance Shown on this Bank Statement:		17,146,907.09	
Items Not Listed on this Statement			
Checks:	-360,300.13		
Cash Receipts Sources:	0.00		
Journal Entries Sources:	0.00		
Subtotal of Skyward Sources not on Statement:		-360,300.13	
Manual Adjustments:		0.00	
Adjusted Bank Statement Balance:			16,786,606.96

Ending Cash Balance as of 03/31/2018

Beginning Cash Balance:		17,063,811.37	
Items from Skyward Sources			
Accounts Payable Sources:	-4,161,629.48		
Cash Receipts Sources:	6,135,217.24		
Journal Entries Sources:	-3,612.02		
Payroll Sources:	-2,247,180.15		
Subtotal of Skyward Sources:		-277,204.41	
Month End Balance:			16,786,606.96

Variance:	0.00

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

FD T FUNC OBJ BLDG PRG	FD T FUNC OBJ BLDG PRG	2017-18 Revised Budget	March 2017-18 Monthly Activity	2017-18 FY Activity	Encumbered Amount	2017-18 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	300,000.00	0.00	0.00	0.00	300,000.00
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	100,000.00	0.00	0.00	0.00	100,000.00
06 E 5228 928 0000 000	06 E 5228 928 0000 000	100,000.00	0.00	0.00	0.00	100,000.00
06 E 5230 930 0000 000	06 E 5230 930 0000 000	5,238,100.00	680,268.00	2,884,758.00	0.00	2,353,342.00
06 E 5234 934 0000 000	06 E 5234 934 0000 000	100,000.00	0.00	43,354.26	0.00	56,645.74
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	200,000.00	0.00	200,000.00	0.00	0.00
08 E 5213 000 0000 000	08 E 5213 000 0000 000	4,200,000.00	0.00	1,000,000.00	0.00	3,200,000.00
08 E 5214 000 0000 000	08 E 5214 000 0000 000	200,000.00	0.00	0.00	0.00	200,000.00
08 E 5226 000 0000 000	08 E 5226 000 0000 000	0.00	0.00	0.00	0.00	0.00
08 E 5228 000 0000 000	08 E 5228 000 0000 000	100,000.00	0.00	100,000.00	0.00	0.00
08 E 5230 000 0000 000	08 E 5230 000 0000 000	2,700,000.00	0.00	1,000,000.00	0.00	1,700,000.00
08 E 5234 000 0000 000	08 E 5234 000 0000 000	600,000.00	0.00	400,000.00	0.00	200,000.00
08 E 5255 000 0000 000	08 E 5255 000 0000 000	200,000.00	0.00	0.00	0.00	200,000.00
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		15,738,100.00	680,268.00	5,628,112.26	0.00	10,109,987.74

Number of Accounts: 23

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

HAYSVILLE USD #261

CASH BALANCES

March 31, 2018

NEGATIVE UNENCUMBERED CASH BALANCES:

06 GENERAL FUND..... Awaiting State Funds

07 FEDERAL FUNDS..... Awaiting Federal Funds

70 ECC..... Awaiting State Funds

5.0 REPORTS

No supporting documentation.

End of Section

6.0 ACTION ITEMS

No supporting documentation.

End of Section

6.1 Bond Project Change Order

See Supporting Documentation in PDF

End of Section

2018-19
Changes for the Elementary Parent and Student Handbook and Elementary Staff Handbook

The 2017-18 Elementary Staff Handbook and the Elementary Parent and Student Handbook are available online for your review – changes will be made for 2018-19

Changes: In addition to specific changes noted below, various typographical errors and spacing errors have been corrected and fixed as the handbooks are updated.

Elementary Parent and Student Handbook
The handbook is available online and only printed for parents who do not have internet access and those requesting a paper copy.



Front Cover and throughout document
Change dates for 2018-19
Add District Calendar for 2018-19

Changes noted on the following pages:

Page 4 Update Names and Positions – BOE members and Administrative Staff

Page 5 Change dates for enrollment in Kindergarten and 1st grade (state regulations)

Page 23 LUNCH PROGRAM – change dates, possible lunch fee increased pending annual review

Changes in Elementary Staff Handbook

Changed dates to 2018-19 – throughout the document

Page 3 Update video policy, additional criteria:

Video materials must be reviewed by the classroom teacher for a fair and objective presentation of sensitive subjects as the maturity level of its viewers. In this connection, the ratings adopted by the Motion Picture Association of America will be applied.
G Family audience
PG Parental guidance
PG-13 Special parental guidance for children 13 and under
R Children under 17 and under admitted only with parents
1. In grades Pre-School through grade 5, no videos other than G or PG may be shown. PG videos require administrative approval and custodial notification prior to a viewing by students. Students not in possession or presenting a lawful custodial permission form shall be afforded the opportunity to complete an alternative assignment that is fair and equitable to the assignment opted.

6.3 Haysville Middle School Staff and Student Handbooks

See Supporting Documentation in PDF

End of Section

HAYSVILLE WEST MIDDLE SCHOOL
HOME OF THE GORILLAS

ILDO MARTINS – PRINCIPAL NICKI MCMULLIN – ASST. PRINCIPAL TY HAMILTON – ASST. PRINCIPAL/ATHLETIC DIRECTOR

To: BOE
From: HWMS Administration
CC: Dr. Burke

HWMS Staff and Student Handbooks

Updating of dates, names, district policy and general editing will be made to the Staff and Student Handbooks for the 2017-18 school year. A change approval is requested regarding student protest, strike, or demonstration from Suspension to Administrative Discretion relative to consequences.

Ildo S. Martins
Principal

1956 W. GRAND, HAYSVILLE, KS 67060 (316) 554-2370 - OFFICE (316) 554-2377 - FAX

Draft 2

HAYSVILLE USD 261

2018-2019 School Calendar

July 2018				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

August 2018				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

September 2018				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

October 2018				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

November 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

December 2018				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

January 2019				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

February 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

March 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April 2019				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May 2019				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June 2019				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

July 4	Fourth of July Holiday
July 31-Aug 9	New Teacher Orientation
Aug 10	District Inservice
Aug 13	Building Inservice
Aug 14	1/2 Building Inservice-1/2 Work Day
Aug 15	Teachers' Work Day
Aug 16	1st Day of School 1-6, 9
Aug 17	1st Day of School 7-8, 10-12
Aug 20	1st Day of School Kindergarten
Sept 3	Labor Day Holiday
Sept 28	Building Inservice **No School**
Oct 12	End of 1st Nine Weeks
Oct 12	1/2 Work Day-1/2 Collaboration **No School**
Oct 15-19	Parent/Teacher Conferences
Oct 18	Parent/Teacher Conferences **No School**
Oct 19	Conference Release Day **No School**
Nov 12	Veterans Day Observed **No School**
Nov 21-23	Thanksgiving Break
Dec 20	End of 1st Semester
Dec 20	1/2 Collaboration/1/2 Building Inservice **No School**
Dec 20-Jan 2	Winter Break for Students
Dec 21-Jan 1	Winter Break for Staff
Jan 2	Teachers' Work Day **No School**
Jan 11	Building Inservice **No School**
Jan 21	Non-Contract Day **No School**
Feb 11-15	Parent Teacher Conferences
Feb 14	Parent/Teacher Conferences **No School**
Feb 15	Conference Release Day **No School**
Feb 18	Presidents' Day Holiday
March 8	End of 3rd Nine Weeks
March 8	1/2 Work Day -1/2 Collaboration **No School**
March 11-15	Spring Break **No School**
April 19	Non-Contract Day **No School**
April 22	Non-Contract Day **No School**
May 16	Last Day of School Early Release **No Lunch**
May 17	Teachers' Work Day
May 27	Memorial Day Holiday

Graduation / Promotion Dates

May 18-	HHS @ Imm. Baptist, 10:00 am
May 19-	CHS @ Koch Arena, 2:00 pm
May 13-	HWMS @ CHS Main Gym, 7:00 pm
May 14-	HMS @ CHS Main Gym. 7:00 pm

No School for Students indicated by double underline.

9 Weeks Report Period	No. of Days	9 Weeks Report Period	No. of Days
Aug 16-Oct 12	41.50	Jan 3-March 8	43.25
Oct 15-Dec 20	43.75	March 18-May 16	42.00

BOE Mtg

1/2 Building Inservice-1/2 Work Day	Building Inservice	All Offices Closed	Parent-Teacher Conf.
1/2 Work Day-1/2 Collaboration	Teachers' Work Day	District Inservice	New Teacher Orientation

This calendar may be altered at the discretion of the Board of Education and/or the administration.

6.6 Temporary Summer Help for Maintenance and IT Departments

See Supporting Documentation in PDF

End of Section

6.7 Request to Seek Bids for Activity Bus

See Supporting Documentation in PDF

End of Section

6.8 JBCA – Homeless Students

See Supporting Documentation in PDF

End of Section

7.0 FIRST READINGS

No supporting documentation.

End of Section

7.1 Campus High School Staff, Student and Activities Handbooks

See Supporting Documentation in PDF

End of Section

7.2 Haysville High School Staff and Student Handbooks

See Supporting Documentation in PDF

End of Section

TO: Board of Education

FROM: Dr. Michael Clagg, Assistant Superintendent for Personnel

DATE: April, 2018

RE: Updated Educational Support Personnel Handbook for the 2018-2019 school year.

The following changes made to the Educational Support Personnel Handbook are presented for your approval.

Page 5: g. was added to 1.

Page 5: 2., c. wordage was changed to: A pre-employment physical maybe required for the assigned potion. If a physical examination is required instructions will be given.

Page 6: 4., b. Removed the following: Annual/Vacation Leave will start at the end of the new employee orientation period (no leave will be available until the 90 day evaluation is done), for those employees who qualify.

Page 14: e) added: Said employees and their dependents must be covered under USD261 group health care benefits at the time of retirement and meet the following guidelines:

1. Haysville USD 261 Retiree who qualifies for KPERS retirement is eligible to continue their group health care benefits. Retiree must make written application within 30 days of this mailing.

2. KPERS Retiree who has retired from another district and is employed by Haysville USD 261 for at least 1 year is also eligible to continue their group health care benefits. KPERS Retiree must make written application within 30 days of this mailing.

3. Coverage under the employee group health care benefits plan will cease to be made available upon (1) the retired employee attaining age 65, (2) the retired employee failing to make required premium payments on a timely basis, or (3) the retired employee becoming covered under a plan of another employer.

4. Retiree health insurance premiums will be paid by automatic debit to your financial institution.

5. If you return the Retiree Health Insurance Continuation Application within 30 days of mailing, materials will be sent so you can make your health care election and authorization for automatic payment.

6. Current law (COBRA) allows employees to continue group healthcare coverage for 18, 29 or 36 months, dependent upon the reason for loss of eligibility. Discovery Benefits will also notify you automatically with instructions on how to enroll for COBRA coverage if you choose COBRA over the Retiree plan.

Page 17: changed wordage: **2017-2018 Classified/Administrative Employee Sick Leave Bank members will need to donate one day to remain a member of the 2018-2019 sick leave bank. As stated "When the balance of days in the bank drops below 120 in a given year, a new donation of days will be necessary".*

Page 20: 7. added - school related

Page 21: 10. The following change in wordage was made to paragraph 3 and paragraph 5 was deleted : Payment for vacation time will be based on the regular earnings of the employee.

7.4 Social Studies resource Adoption

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

Organizational Meeting

Budget Workshop - Scheduling

August

Budget Hearing

Approve Budget

Budget Workshop

September

Site Council Mmbrshp. Apprvl – Consent Agnd.

School Dude Inspection Report
Review / Means and Methods for Asset Works

October

Audit Report

Enrollment Numbers

National Education Week (Dates)

November

KASB Delegates/Voting

Curriculum Proposals

Star Polisher Awards

December

Schedule Superintendent Evaluation

Yearly Activities:

Joint BOE/City Meeting (a 5th Monday)

Crisis / Safety Report

Emergency Safety Interventions Reports - Personnel

Joint BOE/Stu-Co Meeting

KASB State Convention

KASB Spring & Fall Regional Mtgs.

January

Superintendent Evaluation/Contract

Handbooks

Elect Board Negotiations Team

School Bd. Appreciation Mo.

February

Report of Admin. Evaluations

Extension of Admin. Contracts

Handbooks

Capital Outlay

March

School Calendar Proposals

Handbooks

April

Handbooks

Star Polisher Awards

Proclamation for Teacher Appreciation

May

Handbooks

Graduations/Promotions

Retiree Reception

Review ASA Contract - Reports

June

Handbooks

Set Budget Meeting Date and Time

Approve Updated Wellness Policy

On Going:

Policy Review (monthly)

Advertising Revenue (periodic)

9.0 EXECUTIVE SESSION

No supporting documentation.

End of Section

10.0 ADJOURNMENT

No supporting documentation.

End of Section