REGULAR MEETING USD # 261
LEARNING CENTER, 150 STEWART, HAYSVILLE, KANSAS
May 14, 2012 – 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

4.0 TREASURER'S REPORT / BILLS – PDF

5.0 REPORTS – Focus on Learning
- 5.1 Staff / Student Social Media Guidelines – Follow Up
- 5.2 HOPE Program-Penny Schuckman - PDF
- 5.3 BYOD (Bring Your Own Device) – Cundiff/Herbert

6.0 FIRST READINGS
- 6.1 Equity in School Lunch Prices
- 6.2 PDC Handbook-Penny Schuckman – PDF
- 6.3 Acquiring Desktop Computers and Networking Equipment
- 6.4 Educational Support Personnel Handbook

7.0 ACTION ITEMS
- 7.1 Policy Approval
  - IKE - Assemblies
  - IKE-R – Assemblies
  - IKI - Lesson Plans
  - ING - Animals and Plants in the School
- 7.2 2012-2013 School Calendar – PDF
- 7.3 Campus High School Handbooks - PDF
- 7.4 Alternative High School Handbooks
- 7.5 Summer Technology Temporary Maintenance and Support Personnel Request
- 7.6 Proposal for Increased FTE

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 – Negotiations & Non-Elected Personnel

10.0 ADJOURNMENT (No Documentation)

1.0 MEETING OPENING

No supporting documentation.

End of Section

1.1 Call to Order

No Supporting Documentation

End of Section

1.2 Flag Salute

No Supporting Documentation

End of Section

1.3 President's Announcements

No supporting documentation.

End of Section

1.4 Superintendent's Announcements

No supporting documentation.

End of Section

1.5 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
BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND
HAYSVILLE, KANSAS
April 16, 2012 -7:00 P.M.

Subject to Board Approval

The meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order in the Board Room, 1745 W. Grand, Haysville, Kansas, at 7:08 p.m., by Board President Susan Walston.
Four Board members were present and one member via phone.

MEMBERS PRESENT
Susan Walston, President
Glenn Crum, Vice President
Barb Walters
Regina Schutt – via phone
Greg Fenster – arrived at 7:08 p.m.

OTHERS PRESENT
Dr. John Burke, Superintendent of Schools
Clint Schutte, Assistant to the Asst. Supt. of Business and 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
Ildo Martins, H.W.M.S. Principal
Clint Shipley, H.M.S. Assistant Principal
Mark Foster, Alternative High School Assistant Principal
Carla Wulf, Ruth Clark Elementary School Principal
Liz Hames, Community Relations Coordinator
Lisa Cundiff, Director of Instructional Technology
David Herbert, Director of Information Services
Others

1.0 MEETING OPENING

1.1 Call to Order
Susan called the meeting to order at 7:08 p.m. with 4 members present and 1 member present via speaker phone.

1.2 Flag Salute

1.3 President's Announcements

- Star Polisher Awards
  Recipients of the Star Polisher Awards were Sue Mieske, Food Service Manager at Prairie Elementary School and Gary Channell, Math teacher at Haysville Alternative High School.
- Thank you to the students and staff for the District Art Show
- CIS Reality U @ Campus High School will be April 17 & 18
- The Junior / Senior Prom will be April 28th
- CIS Star Luncheon for Prairie and Rex Elementary students will be April 24th

1.4 Superintendent's Announcements
The Chick-Fi-A Leadercast will be May 4th, from 8:00 a.m. – 3:30 p.m.

1.5 New and Good
Dr. Burke offered BOE members the opportunity to secure a ticket to the Chick-Fil-A Leadercast on May 4th at the Learning Center.

1.6 Approve / Amend Agenda
MOTION to approve the agenda as amended by adding **6.5 Proposal for Increased FTE*** and 7.2 2012-2013 School Calendar* was tabled until the May BOE meeting.
(Crum / Walters) Motion carried 5-0.

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 information was distributed to the Board for approval.

3.3 Gifts and Grants
Gifts and /or Grants were received from the Peach Valley Square Dancers and Sonic Drive In.

3.4 Qualified Zone Academy Bond
MOTION to approve the Consent Agenda as presented with additional Personnel information.
(Crum / Walters) Motion carried 5-0.

4.0 TREASURER'S REPORT / BILLS

Clint Schutte presented information to the Board regarding the Treasurer's Report and Bills.
Glenn Crum reviewed the report and discussed the bills.
MOTION to approve the Treasurer's report and bills as presented.
(Crum / Walters) Motion carried 5-0.

Clint Schutte reviewed the budget process regarding General funds.

7:23 p.m. speaker phone contact with Regina Schutt was lost.

5.0 REPORTS – Focus on Learning

- Teacher / Student Social Media Guidelines - **This item was tabled until the May BOE meeting.**
- KLN Update – Guiding Coalition - PDF
  Teresa Tosh presented an update regarding the KLN Guiding Coalition to the Board.

6.0 FIRST READINGS

6.1 Policy Review
IKE - Assemblies
IKE-R – Assemblies
IKI - Lesson Plans
ING - Animals and Plants in the School
This was a first reading with no action requested from the Board.

6.2 Campus High School Handbooks – PDF
Myron Regier, Glenda Cowell and Richard Elliott presented Staff, Student, Athletic, and Activities handbook changes to the Board.
This was a first reading with no action requested from the Board.

6.3 Alternative High School Handbooks
Mark Foster presented information to the Board regarding the Alternative High School Staff and Student handbooks. The main issue was changing the name from Haysville Alternative High School to Haysville High School.
This was a first reading with no action requested from the Board.

6.4 Summer Technology Temporary Maintenance and Support Personnel Request
David Herbert presented information to the Board regarding Summer Technology Temporary Maintenance and Support Personnel Requests.
This was a first reading with no action requested from the Board.

***6.5 Proposal for Increased FTE (This item was added to the agenda)**
Dr. Mike Clagg presented information to the Board regarding a Proposal for Increased FTE.
This was a first reading with no action requested from the Board. (These are not new positions, but positions that were left unfilled.)

7.0 ACTION ITEMS

7.1 Policy Approval

IKB – Controversial Issues
IKCA – Human Sexuality and AIDS
IKD – Religion in Curricular or School Sponsored Activities
IKD-R - Religion in Curricular or School Sponsored Activities
IKDA – Religious Objections to Activities
IKDA-R - Religious Objections to Activities
MOTION to approve IKB-Controversial Issues, IKCA – Human Sexuality and AIDS, IKD – Religion in Curricular or School Sponsored Activities, IKD-R - Religion in Curricular or School Sponsored Activities, IKDA – Religious Objections to Activities, IKDA-R - Religious Objections to Activities as presented.
(Crum / Walters) Motion carried 4-0.

***7.2 2012-2013 School Calendar**

This item was tabled until the May.

7.3 Elementary Handbooks

Carla Wulf was present to answer questions from the Board regarding changes and additions to the Elementary Handbooks.
MOTION to approve the Elementary Handbooks as presented.
(Walters / Crum) Motion carried 4-0.

7.4 HMS Handbooks

Mr. Clint Shipley was present to answer questions from the Board regarding changes and additions to the Haysville Middle School Handbooks.
MOTION to approve the Haysville Middle School Handbooks as presented.
(Crum / Walters) Motion carried 4-0.

7.5 HWMS Handbooks

Mr. Ildo Martins was present to answer questions from the Board regarding changes and additions to the Haysville West Middle School Handbooks.
MOTION to approve the Haysville West Middle School Handbooks as presented.
(Crum / Walters) Motion carried 4-0.

7.6 Summer Temporary Maintenance and Transportation Personnel Request

Clint Schutte was present to answer questions from the Board regarding the Summer Temporary Maintenance and Transportation Personnel requests.
MOTION to approve the Summer Temporary Maintenance and Transportation Personnel Requests as presented.
(Crum / Walters) Motion carried 4-0.

7.7 Capital Outlay Bid for Roofing at Haysville Middle School

Clint Schutte presented information to the Board regarding the Capital Outlay Bids for Roofing at Haysville Middle School. The recommendation was to approve the low bid from Wray Roofing in the amount of $99,970.00 for the roofing project at Haysville Middle School.
MOTION to approve the low bid from Wray Roofing in the amount of $99,970.00 as presented.
(Crum / Walters) Motion carried 4-0.

8.0 DISCUSSION/REPORT ITEMS

8.1 Schools for Fair Funding Report

Prior commitments will prevent administration from attending the next Schools for Fair Funding meeting.
Board members receive the latest information from Schools for Fair Funding via email.

8.2 Future Agenda Items

- Policy Review and Approval
- Focus on Learning Report
- All First Readings moved to Action Items
- Food Service – When this discussion takes place the Board would like to have a Special Meeting
- Curriculum Proposals
- 2012-2013 School Calendar
- Teacher / Student Social Media Guidelines
- Safe Room at Ruth Clark

A Special BOE meeting in May might be needed for negotiations.

8.3 Board Calendar
No changes

9.0 EXECUTIVE SESSION – No Executive Session

10.0 ADJOURNMENT
Meeting adjourned at 7:53 p.m.

_____
Susan Walston, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Early Retirement

Please let this letter serve as a recommendation to the Board of Education to accept the early retirement request submitted by Roxanne Brotsky, Parents As Teachers Coordinator, effective at the end of the 2012-2013 school year.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Asst. Supt. for Personnel

DATE: May 14, 2012

RE: Retirement

Please let this statement serve as a recommendation to the Board of Education to accept the retirement of Michael Stoppel, Business Teacher at Campus High School, effective May 23, 2012.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Early Retirement

Please let this letter serve as a recommendation to the Board of Education to accept the early retirement request submitted by Janelle Moore, Instructional Coach, effective at the end of the 2012-2013 school year.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Asst. Supt. for Personnel

DATE: May 14, 2012

RE: Retirement

Please let this statement serve as a recommendation to the Board of Education to accept the retirement of William Wycoff, 4th Grade Teacher at Nelson Elementary School, effective May 23, 2012.

CA

PERSONNEL RESUME

Name Amy Regier

For Position As Math Teacher

Building Haysville West Middle School

Education	Date	Degree	Major
Undergraduate			
Kansas State University	2011	BS	Elementary Education
Graduate			

Student Teaching Experience	Location	Dates
4th Grade Student Teacher	Manhattan, KS	2011

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

CA

PERSONNEL RESUME

Name Sarah Watts

For Position As 4th Grade Teacher

Building Rex Elementary School

Education	Date	Degree	Major
Undergraduate			
Emporia State University	2009	BS	Elementary Education
Graduate			
Baker University			

Teaching Experience	Location	Dates	Years
1st Grade Teacher	Augusta, KS	2009-2012	3

Salary Offered $41,743 **Degree** BS+36 **Step** 3

CA

PERSONNEL RESUME

Name Keely Hazelton

For Position As 3rd Grade Teacher

Building Prairie Elementary School

Education	Date	Degree	Major
Undergraduate			
Wichita State University	2012	BA	Elementary Education
Graduate			

Student Teaching Experience	Location	Dates
4th Grade Student Teacher	Wichita, KS	2012

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

CA

PERSONNEL RESUME

Name Carrie Thrash

For Position As 3rd Grade Teacher

Building Rex Elementary School

Education	Date	Degree	Major
Undergraduate			
Wichita State University	2000	BA	Education
Graduate			

Teaching Experience	Location	Dates	Years
1st Grade/Title 1 Teacher	Haysville, KS	2001-06	5
4th Grade Teacher	Wichita, KS	2000-01	1

Salary Offered $39,282 **Degree** BS **Step** 4

CA

PERSONNEL RESUME

Name Charles Price

For Position As Auto Technology Teacher

Building Campus High School

Education	Date	Degree	Major
Undergraduate			
Pittsburg State University	1990	BS	Automotive Technology
Graduate			
Pittsburg State University	2011	MS	Career & Technical Education

Teaching Experience	Location	Dates	Years
H.S. Auto Teacher	Wichita, KS	2007-2010	3

Salary Offered $43,797 **Degree** MS **Step** 3

CA

PERSONNEL RESUME

Name Heather Seachris

For Position As Art Teacher

Building Haysville West Middle School

Education	Date	Degree	Major
Undergraduate			
University of Central Oklahoma	2006	BA	Fine Arts
Graduate			

Teaching Experience	Location	Dates	Years
Elementary Art Teacher	Oklahoma City, OK	2007-2012	6

Salary Offered $38,421 **Degree** BS **Step** 3

CA

PERSONNEL RESUME

Name Angie Garner

For Position As School Psychologist

Building Campus High School

Education	Date	Degree	Major
Undergraduate			
Fort Hays State University	2010	BS	Psychology
Graduate			
Fort Hays State University	2011	MS	Psychology
Fort Hays State University	2012	Spec	Educational Specialist

Experience	Location	Dates
School Psychologist Practicum	Brown County	2011

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

CA

PERSONNEL RESUME

Name Victoria Scheuermann

For Position As 5th Grade Teacher

Building Ruth Clark Elementary School

Education	Date	Degree	Major
Undergraduate			
Emporia State University	2012	BS	Elementary Education
Graduate			

Student Teaching Experience	Location	Dates
4th/5th Grade Student Teacher	El Dorado, KS	2012

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

CA

PERSONNEL RESUME

Name Teresa Cobble

For Position As Science Teacher

Building Haysville Middle School

Education	Date	Degree	Major
Undergraduate			
Wichita State University	2008	BA	History
Graduate			
Fort Hays State University	2011	MS	Education

Teaching Experience	Location	Dates	Years
6th Grade Science Teacher	Wichita, KS	2008-2012	4

Salary Offered $43,797 **Degree** MS **Step** 3

CA

PERSONNEL RESUME

Name Joseph Maghe

For Position As 2nd Grade Teacher

Building Ruth Clark Elementary School

Education	Date	Degree	Major
Undergraduate			
Pittsburg State University	2011	BS	Elementary Education
Graduate			

Student Teaching Experience	Location	Dates
2nd Grade Teacher	Haysville, KS	2011

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

CA

PERSONNEL RESUME

Name Ashley Branine

For Position As 4th Grade Teacher

Building Nelson Elementary School

Education	Date	Degree	Major
Undergraduate			
Emporia State University	2012	BS	Elementary Education
Graduate			

Student Teaching Experience	Location	Dates
5th Grade Teacher	El Dorado, KS	2011

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

CA

PERSONNEL RESUME

Name Kendra Gill

For Position As Vocal Music Teacher

Building Rex Elementary School

Education	Date	Degree	Major
Undergraduate			
Friends University	2010	BA	Music Education
Graduate			

Student Teaching Experience	Location	Dates
Vocal Music Teacher	Wichita, KS	2010

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

CA

PERSONNEL RESUME

Name Christina Clemencich

For Position As Special Education Teacher

Building Ruth Clark Elementary School

Education	Date	Degree	Major
Undergraduate			
Oklahoma State University	2011	BS	Elementary Education
Graduate			

Student Teaching Experience	Location	Dates
4th Grade Student Teacher	Stillwater, OK	2011

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

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Katie Smithhisler, Science teacher at Campus High School, effective May 23, 2012.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Judith Picard, School Psychologist, effective May 23, 2012.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Jacob Kelly, Special Education teacher at Tri-City Day School, effective May 23, 2012.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Cassandra Hulsey, .50 School Psychologist, effective May 23, 2012.

CA

Ruth Clark Elementary
1900 W. 55th St. So.
Wichita, KS 67217

To: Haysville Board of Education
From: Linda Sexton, Ruth Clark Elementary secretary
Re: Sonic Check
Date: May 1, 2012

To Whom It May Concern:

Our school received a fundraiser check from Haysville Sonic Drive-In, in the amount of $94.42. We are requesting approval of acceptance of this check.

Thank you,

Linda Sexton
Ruth Clark Elementary
1900 W. 55th St. So.
Wichita, KS 67217

4.0 TREASURER'S REPORT / BILLS

See Supporting Documentation in PDF

End of Section

5.0 REPORTS

No supporting documentation.

End of Section

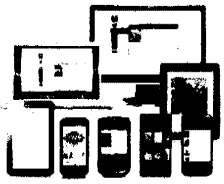
Teacher / Student Social Media Guidelines – Follow Up

The Haysville USD 261 board of education encourages positive, appropriate staff-student relations and communications. Staff-student relations and communications via digital means shall be positive and appropriate.

5.2 HOPE Program

See Supporting Documentation in PDF

End of Section



To: USD 261 BOE and Administration
From: Lisa Cundiff & David Herbert
Date: May 2, 2012
Re: BYOD Technology Integration Report

To successfully integrate technology and instruction at a level that increases achievement, students and staff must have access to technology wherever and whenever learning is taking place. Web-based learning resources are readily available for research, collaboration, note-taking, and problem-solving, but without devices to access these tools, students and teachers are unable to take advantage of their power to impact learning. Over the past several years in USD 261, technology access for staff and students has steadily increased. With the growing number of more affordable tablet devices on the market today, we are exploring alternate strategies for reaching our technology integration goals.

The purpose of this report is to update the USD 261 BOE and administration on the progress of the One-to-One (1:1) initiative for Haysville Public Schools and present how a Bring-Your-Own-Device (BYOD) program might work in our district if implemented.

1:1 Meetings, Discussions, & Research Activities:

- Many discussions between Information Services and Learning Services personnel have taken place, and both departments have been researching 1:1 programs and devices.
- District Learning Services, Business, and Information Services administrators met with Dr. Burke to discuss options for increasing student access to technology. Several different device options and implementation possibilities were presented and discussed. The possibility of a BYOD program was introduced.
- Secondary administrators began attending the 1:1 meetings and joined the BYOD discussion.
- Several secondary school administrators and district administrators attended free 1:1 seminars offered in the area. BYOD programs are gaining popularity and have been implemented or are being considered by school districts in Kansas and across the country.
- A draft of an informational brochure (included with this memo) has been created to answer some basic questions about a BYOD program.
- Options beyond a BYOD for increasing 'at school' access to technology at all levels for students continue to be researched and developed.
- Collaboration with other districts working to address student technology access and use is ongoing while possible USD 261 Acceptable Use Policy (AUP) revisions and other 1:1 planning continues.
- USD 261 student and teacher technology surveys were conducted to gather data on topics related to computer access and use. Responses from 532 middle and high school students and 331 teachers provided the following data:
    - Nearly 90% of secondary students surveyed reported having Internet access at home. (According to the US Dept. of Commerce, in 2010, the national average for households with school-aged children having Internet access at home was about 80%)
    - 60-73% of secondary students surveyed currently use a mobile device (laptop, smartphone, tablet, etc.) to complete school work.
    - 83% of teachers responded that their students apply digital tools to gather, evaluate, and use information. (This is a National Educational Technology Standard for students.)
    - 57% of teachers indicated that their students use digital media and environments to communicate and work collaboratively to support individual learning and contribute to the learning of others. (This is a National Educational Technology Standard for students.)

The Benefits of BYOD?

1. *Technology can help change the way instruction takes place.*
2. *Students have access to their technology, no matter where they are.*
3. *Reduced learning curve since students are familiar with their technology.*
4. *Provides guidance and mentorship for responsible use of technology.*

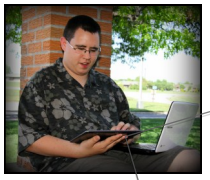


Why Change?

In 2010 the U.S. Department of Education introduced the National Education Technology Plan.

The Plan calls for *"applying the advanced technologies used in our daily personal and professional lives to our entire education system to improve student learning and accelerate and scale up the adoption of effective practices."*

Guidelines for BYOD devices



Use of personal devices during the school day is at the discretion of teachers and staff. Students must use devices as directed by their teacher.

- The primary purpose for the use of personal devices at school is educational. Use for personal reasons is secondary.
- The use of a personal device is not to be a distraction in any way to teachers or students. Devices must not disrupt class in any way.
- The use of personal devices falls under Haysville Public Schools' *Acceptable Use Policy*, found in the student handbook
- Students are encouraged to follow school policy when using devices outside of their classroom.

Consequences for Inappropriate Use

1. Disciplinary Referral resulting in ISS or OSS
2. Student may be asked to surrender device
3. Repeat offenders will face escalating consequences
4. Student may forfeit BYOD privilege

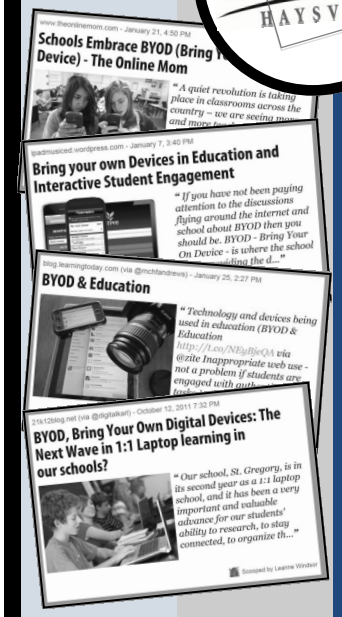
Haysville USD 261
1745 W. Grand
Haysville, KS 67060
Phone: 316-554-2200

Haysville Public Schools 2012 Initiative

Bring Your Own Device

BYOD Information for Haysville Public Schools

USD 261 HAYSVILLE



DRAFT

What is BYOD?

"**B**ring **Y**our **O**wn **D**evice" (BYOD) is simply a program where staff and students can bring their own personal computing devices on campus and connect them to the school's wireless network to access the Internet.

Our students are living in a world where they have immediate access to information anytime and anywhere. Many students have personally owned devices in their pockets that can be used to allow them to learn in their own style and at their own pace. With digital learning, every student can access high quality and rigorous instruction in every subject, which, maximizes their opportunity for success in school and beyond. A decade ago this was just a dream. Today, it can be a reality. Online collaboration, access to resources, and effective use of the Internet are increasingly becoming essentials that students need to meet the challenges of today's classroom and tomorrow's workplace. Mobile devices give students opportunities to choose when, how, and where they want to learn. They can assume the responsibility for directing their learning while guided by their classroom teacher.

A decade ago this was just a dream. Today, it can be a reality.

What is a BYO Device?

Students can bring the following devices for use in the classroom:

- *laptop computers*
- *netbook computers*
- *tablets*
- *eReaders*
- *MP3 players*
- *cell phones*



FAQ Overview

For Students:

I don't have my own electronic communication device to bring to school. Will I be penalized or miss out on instruction?

No, it is not mandatory for students to bring a device. Keep in mind that learning can be enhanced greatly for the entire class even if only a handful of students have a device!

I am bringing a device to school for instructional purposes. Will I have access to things they normally do with district equipment?

Yes, BYOD will start out by supplementing the school district's ongoing and current technologies.

I have my device with me in class. How do I get on the Internet?

The school district's wireless network will be open for BYO Devices to connect to the Internet. Students connecting to the school's wireless network must have a signed Acceptable Use Policy on file in the office. Students electing to use a cellular 3G or 4G data connection will be responsible for any cost to their data plan.

Are students and teachers still bound to district technology ethics policies and guidelines if they bring devices in to use at school?

Yes. The same policies and guidelines apply to personal computing devices as to district-purchased computers and devices.

What software will need to be purchased for BYOD?

No software needs to be purchased. Students will be accessing district web-based applications.

For Parents:

Who pays for the technology brought to school?

These devices are owned by and remain the property of the student/family.

Who is responsible for any repairs or updating to personal computing devices?

Students and/or their families are responsible for their personal computing devices at all times. Haysville Public Schools does not have the technology support staff to repair or update personal computing devices.

Who is responsible for damage, loss, or theft of devices your child brings to school?

Families must stress the responsibilities their children have when bringing their own computing devices to school. Any devices students bring to school are their sole responsibility. Haysville Public Schools takes no responsibility to search for lost or stolen devices, nor is there any assumption of financial responsibility by the district for damaged, lost or stolen personal computing devices.

Will the family need to have Internet access at home?

No, however, it would be helpful, to have some form of Internet access (wired or wireless) in order for a student to make full use of school resources from home, as well the multitude of resources available on the World Wide Web. But, it is not required in order for a student to use a personal computing device at school.

For Complete and Updated BYOD FAQ's visit:

www.usd261.com/byod/

DRAFT

6.0 FIRST READINGS

No supporting documentation.

End of Section

MEMO

To: Board of Education

Fr: Clint Schutte, Asst. Supt. of Business/Finance

Da: May 2, 2012

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 2012-2013, if SFAs average price of paid lunches is $2.51 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 of 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 $1.80 for elementary, $2.00 for middle school, and $2.15 for high school. That makes our average $1.98, which makes us non-compliant. In order to meet the mandate, I am recommending that our paid lunch prices be increased by $.05 at each level to make it $1.85 for elementary, $2.05 for middle school, and $2.20 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

United States Department of Agriculture

Food and Nutrition Service

3101 Park Center Drive
Alexandria, VA
22302-1500

DATE: March 19, 2012

MEMO CODE: SP 22-2012

SUBJECT: Paid Lunch Equity: School Year 2012-2013 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) 2012-13. In addition, the SY 2012-13 Paid Lunch Equity (PLE) tool to assist SFAs as they make these required calculations is attached to this memorandum.

SY 2012-2013 Paid Lunch Equity Calculations

On February 15, 2012, FNS issued memo SP 15-2012 to remind SFAs that for SY 2012-2013, SFAs which, on a weighted average, charged less than **$2.51** 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 2.18 percent, or **4.18** percent.

Because SFAs may round the adjusted average price for paid lunches down to the nearest 5 cents, some SFAs were not required to raise the price of paid lunches in SY 2011-2012. These SFAs are reminded that they must use their unrounded adjusted average paid lunch price requirement from SY 2011-2012 when calculating the weighted average paid lunch price increase for SY 2012-2013. For example if the unrounded SY2011-2012 requirement was $2.08 but the SFA opted to round down to $2.05, the calculation of the SY2012-2013 is based on the $2.08 unrounded SY2011-2012 requirement.

If an SFA raised its weighted average paid lunch price above the required amount in SY 2011-2012, that excess paid lunch price increase may be subtracted from the total SY 2012-2013 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 2011-2012, the shortfall must be added to the total SY 2012-2013 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 2012-2013 weighted average paid lunch price requirement and the SY 2011-2012 weighted average paid lunch price.

Sources of Non-Federal Funds

Except as permitted, in SY 2012-2013 and beyond, SFAs may only use non-Federal sources that are provided to directly support paid lunches. For example, the following may be used to meet the PLE requirement:

- per-lunch reimbursements for paid lunches provided by States, counties, school districts and others;
- funds provided by organizations, such as school-related or community groups, to support paid lunches;
- any portion of State revenue matching funds that exceeds the minimum requirement established in 7 CFR 210.17 and that is provided specifically for paid lunches; or
- any proportion attributable to paid lunches from direct payments made from school district funds to support the lunch service; e.g., a pro-rata share of general funds.

Limited Extension to Include Additional Non-Federal Sources for SY 2012-2013

In recognition that the interim rule was published after many SFAs had made pricing decisions for SY 2011–2012, those SFAs that can demonstrate that they raised their prices ***and*** met the non-Federal cash contribution allowance for School Year 2011–2012, may count any non-Federal cash contribution, except for in-kind contributions and revenues from nonprogram foods, toward their SY 2012–2013 revenue calculations.

In order to do this, SFAs must contact their State agency to determine if they qualify and must provide documentation that they raised their weighted average paid lunch price for SY 2011-2012 to the level required for the PLE requirement. The State agency, in consultation with their regional office if needed, may then allow these SFAs to use the additional non-Federal sources in place for SY 2011-2012 discussed in question and answer 5 in SP 39-2011 (Revised).

Credit for Excess Non-Federal Funds

If an SFA's SY 2011-2012 estimate of the required contribution exceeded the actual level, that excess contribution may be subtracted from the total SY 2012-2013 contribution requirement. Further, if the SY 2011-2012 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 2012-13 PLE Tool

To assist SFAs making these required PLE calculations, the attached SY 2012-13 PLE tool makes the following calculations:

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

The PLE tool also takes into account adjustments to paid lunch prices made by the SFA in SY 2011-12 to calculate any credit or shortfall the SFA may have accrued for SY 2012-13. For SFAs that opted to contribute non-Federal funds, the PLE tool also calculates credits and shortfalls for the SY 2012-13 required non-Federal source contribution.

To use the attached SY 2012-13 PLE tool SFAs need the following information:

ALL SFAs need the following data to calculate the Weighted Average Price for SY 2012-13:

- SY 2010-11 Weighted Average Price
- All paid lunch prices for October 2011
- Number of paid lunches served associated with each paid lunch price in October 2011

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

- Total number of paid lunches served in SY 2010-11
- The total dollar amount of SY 2011-12 non-Federal contribution

The PLE tool includes detailed user instructions. Additionally, the PLE tool includes a report that SFAs can use to track the information they will need to make their SY 2013-14 calculations. SFAs can print the report and keep it in their records.

State agencies should direct any questions concerning this guidance to the appropriate FNS Regional Office. Regional Offices with questions should contact the Child Nutrition Division.

Original Signed

Cynthia Long
Director
Child Nutrition Division

Attachment

1. What is the "Equity in School Lunch Pricing" Provision?

- Effective July 1, 2011, section 205 of the Healthy, Hunger-Free Kids Act of 2010 requires school food authorities (SFAs) participating in the National School Lunch Program to provide the same level of support for lunches served to students who are not eligible for free or reduced price lunches (i.e., paid lunches) as they are for lunches served to students eligible for free lunches. The Act directs SFAs to:

    1. Compare the average price charged for lunches served to students not eligible for free or reduced price lunches (i.e., students receiving "paid lunches") to the difference between the higher Federal reimbursement provided for free lunches and the lower Federal reimbursement provided for paid lunches.

    2. If the average paid lunch price is *less than* the difference, an SFA must either gradually adjust average prices or provide non-Federal funding to cover the difference.

2. Why is this provision important?

- Historically, there have been three main sources of funds provided to nonprofit school food service accounts: Federal reimbursements, paid meal revenues, and State and local funding. The Federal reimbursement for paid meals was designed to be minimal in relation to these other sources and has always been substantially less than the reimbursement for free and reduced price meals.

- Research indicates that average prices charged for paid lunches in some SFAs are less than the cost of producing those lunches.

- Pricing paid lunches below the cost of production effectively increases Federal subsidies for higher income children because Federal funds intended for free and reduced price lunches are being used to help fill in the gap between what a paid lunch costs and what the school receives for it. Children across all income levels are negatively affected by limiting the funds available to provide nutritious meals.

- This provision will help ensure that schools have funding available to support serving nutritious meals to all students.

6.2 PDC Handbook

See Supporting Documentation in PDF

End of Section

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 30th, 2012

RE: Acquiring Desktop Computers and Networking Equipment

Mr. Schutte,

Continuing the process of updating computers along with the technology infrastructure that accompanies the computers, I am requesting that a bid be sent out for desktop computers, and the purchasing of wireless networking access points with a controller. The wireless access points and controller can be purchased on a state technology contract (Southeast Kansas ESC 010-C) and does not need to be bid. The areas considered for updating are as follows:

Upgrade all access points at CHS	97
Upgrade all access points at HWMS	47
Upgrade all access points at HMS	66
Add district wide access point controller	1
Freeman Computer Lab – desktop computers	30
Nelson Computer Lab – desktop computers	30
Ruth Clark Computer Lab – desktop computers	30
Rex Computer Lab – desktop computers	30
Oatville Computer Lab – desktop computers	30
Prairie Computer Lab – desktop computers	30

The total number of computers would be approximately 180 at a target cost of around $81,000.00 ($450.00 unit price) and replacement of monitors as needed. Target costs for the access points are $163,170.00 ($710.00 unit price) and $73,563.57 for the controller and licensing. All bids would include a 30 day purchasing window to allow this cost to be spread over two fiscal years. Purchasing any of the above items is contingent on available funds. Please contact me if you have any questions.

David Herbert
Director of Information Services
Haysville Public Schools

TO: Board of Education

FROM: Dr. Michael Clagg, Assistant Superintendent for Personnel

DATE: May 14, 2012

RE: Updated Handbook

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

Under **Educational Support Personnel Handbook:** Statement was added:
"Haysville Unified School District 261 does not discriminate on the basis of race, color, national origin, sex, disability, military status or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Michael Clagg, Assistant Superintendent for Human Resources, 1745 West Grand, Haysville, Kansas 67060 Office Phone: (316) 554-2206, Email: mclagg@usd261.com"

Under **Application for Employment and Interview:** Words removed:
2., second paragraph "The applicant will receive salary and benefit information".

Under **New Employee Orientation Period:** Changed wording in Education Support Personnel Handbook:
a. A 90 day orientation period for new employees has been established to allow the employee time to demonstrate ability to fill the position before being placed on regular status.

b. When the new employee orientation period is ended, a 90 day evaluation will be conducted. The immediate supervisor will recommend continued employment as a regular status employee or will terminate employment. Regular status is not a contract or guarantee of permanent employment. Annual/Vacation Leave will start at the end of the new employee orientation period (no leave will be available until evaluation has been completed).

**2011-2012*
a. A 90 calendar day new employee orientation period for new employees has been established to allow the employee time to demonstrate ability to fill the position before being placed on regular status.

b. When the new employee orientation period is ended, with the recommendation of the immediate supervisor, the employee will be placed on regular status. Regular status is not a contract or guarantee of permanent employment. Annual/Vacation Leave will start at the end of the new employee orientation period.

Under **Evaluations:** Words removed:
Third paragraph "at the time" and fourth paragraph "prior".

Under **Transfers:** Words removed:
c. "in all buildings and".

Under **Leaves and Absences:** Changed words:
2., b. changed "Division" to "Office".

Under **Accumulated Annual Leave:** Second sentence practically changed:
3., All benefit employees, shall be credited with twelve (12) days annual leave at the beginning of each school year and shall have added to the sick leave amount any accumulated,

**2011-2012*
All full-time employees, seven (7) hours or more per day shall be credited with twelve (12) days annual leave at the beginning of each school year and shall have added to that annual sick leave amount any accumulated,

Under **Paid Holidays:** Changed words:
d. changed "Between Mid March & Mid Apr." to "Spring Break".

Under **Workers Compensation:** Health care providers have changed.

Mid-America Orthopedics
Derby Office: 1824 James St. Derby, 67037
316-978-9000

Mid-America Orthopedics
East Office: 1923 N. Webb Road, Wichita, 67206
316-262-4886

Mid-America Orthopedics
El Dorado Office: 700 W. Central, Suite 101, El Dorado, 67042
316-321-2663

Mid-America Orthopedics
West Office: 12112 West Kellogg, Wichita, 67235
316-440-1100

Via Christi St. Francis Emergency Center
929 N. St. Francis

Via Christi St. Joseph Emergency Center
3600 E. Harry

*2011-2012

Via Christi Occupational and Environmental Medicine
2535 E. Lincoln (George Washington Blvd. and Lincoln)
687-9794
8:00 A.M. to 5:00 P.M. Monday through Friday

Via Christi Occupational and Immediate Care
2778 N. Webb Rd.
685-1382
8:00 A.M. to 5:00 P.M. Monday through Friday

Via Christi Occupational and Immediate Care
501 N. Maize Rd.
721-5000

8:00 A.M. to 5:00 P.M. Monday through Friday

Via Christi Riverside Emergency Center
2622 W. Central

Via Christi St. Francis Emergency Center
929 N. St. Francis

Via Christi St. Joseph Emergency Center
3600 E. Harry

Under **Grievance Procedure:** Words removed:
B., 2. "and Learning Services"

Under **Board Policies:** Words removed:
First paragraph "and Learning Services".

Under **Board Polices, Computer Use:** The following paragraph was added.
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 is 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.

7.0 ACTION ITEMS

No supporting documentation.

End of Section

April 2012 BOE Policies

Board Policies	Administrative Recommendation
IKE Assemblies	No Changes
IKE-R Assemblies	No Changes
IKI Lesson Plans	No Changes
ING Animals and Plants in the School	No Changes

IKE Assemblies IKE
Each building principal may schedule assemblies as needed.
BOE Approved: July 7, 2003; BOE Reviewed and Approved: April 18, 2011

IKE-R Assemblies IKE-R
Each building principal shall develop a behavior code for students attending school assemblies.
BOE Approved: July 7, 2003; BOE Reviewed and Approved: April 18, 2011

IKI Lesson Plans IKI
Each teacher shall develop, maintain and follow lesson plans, which conform to the approved curriculum, the district's educational goals and the expected student learning outcomes. Principals shall establish methods to regularly review teacher lesson plans.
BOE Approved: July 7, 2003; BOE Reviewed and Approved: April 18, 2011

ING Animals and Plants in the School ING
With the prior approval of the principal, animals or plants may be brought to school for instructional purposes.
If someone is injured by an animal or comes into contact with a toxic plant, the incident shall be immediately reported to the administration by the supervising teacher. The principal shall notify the appropriate persons.
BOE Approved: July 7, 2003; BOE Reviewed and Approved: April 18, 2011

7.2 2012 – 2013 School Calendar

See Supporting Documentation in PDF

End of Section

7.3 Campus High School Handbooks

See Supporting Documentation in PDF

End of Section

HAHS Proposed Handbook Changes/Additions 2012-2013

We want to change the name and all references to our school/program from Haysville Alternative High School to Haysville High School.

(We have discussed the above change as a staff and all staff members are in favor of this change in order to give our students equal opportunities for employment (including the military), and post-secondary opportunities.)

NOTICE OF NON-DISCRIMINATION

Haysville Unified School District 261 does not discriminate on the basis of race, color, national origin, sex, disability, military status or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Michael Clagg, Assistant Superintendent for Human Resources, 1745 West Grand, Haysville, Kansas 67060 Office Phone: (316) 554-2206, Email: mclagg@usd261.com

ATTENTION: Students who do not receive credit for the majority of the classes in which they are enrolled (3 out of 4, or 2 out of 3) during the current nine-week session will be dismissed, referred to the P.A.S.S. Correspondence Program for the next nine-week session, and will be required to complete 10 hours of community service before returning. Students in the VPL Lab are expected to earn one-half credit per block per term.

***PM bus riders will be assigned to Directed Study and will stay until boarding the bus at 2:35 in VPL or Charter. Bus riders assigned to DS for academic reasons will stay for seminar each week.**

Cell Phone: Cell phones are not to be used during class time, assemblies, or detention/Saturday School. Students violating this policy will have their cell phones confiscated and must have a parent retrieve the phone. Repeated offenses will result in increasing consequences. Students using phones to harass or bully other students will be disciplined accordingly (cyber bullying may result in a police report). Failure to surrender a cell phone will result in loss of all phone privileges, 25 points, 3-day suspension and a behavior contract.

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 is 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.

HAYSVILLE
UNIFIED SCHOOL DISTRICT 261
The excitement in education

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, 2012

RE: Summer Technology Positions

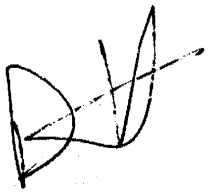
Clint,

I am requesting two positions for summer upgrades, installation and maintenance of technology related systems. The positions will be full time, temporary positions that will start the first week in June and last through the end of July. This is the same number of positions requested the last two years. Work areas that are scheduled, but not limited to, are:

Rex C and D wing re-wiring
Food Service Upgrade
Nelson Building Rewire
Library System maintenance
Campus wireless upgrade
Elementary Lab upgrades
Removal/Setup of computers in E building at Campus for new carpet
Tower maintenance
On-line Enrollment setup

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

David Herbert
Director of Information Services
Haysville Public Schools



To: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: April 16, 2012

RE: Proposed Additional 2.5 FTE

The following increases in total F.T.E. are recommended for the reasons indicated.

.5 Art Teacher - This will allow us to discontinue sixth period pay for a net savings to the district.

1.0 F.T.E. Family & Consumer Science Teacher – This would allow each middle school to have a full-time teacher in their school thereby increasing enrollment opportunities for students. It would also allow us to move some courses from the high school to the middle schools. The increase in F.T.E. could be off-set by increased enrollment.

1.0 F.T.E. 5th Grade at Ruth Clark Elementary School – This position has gone unfilled for the last few years because student enrollment numbers did not justify filling it. Projections for next year indicate we will need another section of fifth grade. The increase in F.T.E. could be off-set by increased enrollment.

One Middle School Math Position for Haysville West Middle School:

Recently we were evaluating student math numbers at each of the middle schools and discovered that Haysville West Middle School has one less math teacher than Haysville Middle School. In addition, the current enrollment at Haysville West is 670 students and the enrollment at Haysville Middle is 540 students. The addition of this staff member would allow for smaller class sizes and a better schedule for teachers at West Middle School.

8.0 DISCUSSION / REPORT ITEMS

No supporting documentation.

End of Section

8.1 Schools for Fair Funding

No supporting documentation.

End of Section

8.2 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		School Calendar Proposals
September		March
Enrollment Numbers		Curriculum Proposals
October		April
		Teacher Non-Renewal Discussion
		Capital Outlay Lists
		Personnel Plan
		Star Polisher Awards
November		May
KASB Delegates/voting		Handbooks
		Summer Work Requests
		Graduations/Promotions
December		June
Schedule Superintendent's Evaluation		Handbooks
G.F. Requested to review Bd. Plcy IF in 2012		
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		

9.0 EXECUTIVE SESSION

No Supporting Documentation

End of Section

10.0 ADJOURNMENT

No supporting documentation.

End of Section