REGULAR MEETING USD # 261 - ADMINISTRATION BUILDING BOARD ROOM
1745 W. GRAND AVE., HAYSVILLE, KANSAS – January 23, 2017 – 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)
- 1.4 Superintendent's Announcements (No Documentation)
- 1.5 Campus High School Student Council Report (No Documentation)
- 1.6 New and Good (No Documentation)
- 1.7 Approve / Amend Agenda (No Documentation)

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

3.0 CONSENT AGENDA
- 3.1 Previous Minutes
- 3.2 Routine Personnel
- 3.3 Gifts and Grants
- 3.4 Resolution to Extend Term of Office (Board Member)
- 3.5 Plagen's Carpenter Sports Complex Agreement

4.0 TREASURER'S REPORT / BILLS – PDF

5.0 REPORTS – Focus on Learning
- Bond Project Update – PDF – Schutte
- State Assessment Results – Reed

6.0 ACTION ITEMS
- 6.1 New Course Offering for Campus High School - Fire Science
- 6.2 Bond Project Change Orders (Place Holder for Items Needing Action Taken)
  - Built-Up Bituminous Roofing at HMS - Schutte
- 6.3 Additional Information Technology Staff - PDF
- 6.4 Calendar Change – PDF - Schutte

7.0 FIRST READINGS
- 7.1 Parents As Teachers Staff and Student Handbooks
- 7.2 New Job Descriptions - Clagg
  - Learning Facilitator – Behavior
  - Substitute Teacher

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 and Attorney/Client Privilege

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
December 19, 2016 - 6:00 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 6:00 p.m., by Board President Paige Crum. Five Board members were present.

MEMBERS PRESENT
Paige Crum, President
Susan Walston, Vice President
Pat Lemmons
Tom Gibson
Glenn Crum

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
Dr. Mike Maurer, Haysville Middle School Principal
Natalie Rust, Oatville Ele. School Principal
Myron Regier, Campus High School Principal
Liz Hames, Director of Community Relations
David Herbert, Director of Information Services
Bob Faires, Howard and Helmer Architect Firm
Avary Finch, Campus Student Council President
Beth Zahradnik, Freeman Elementary School Teacher
Walter Zemanick, Campus High School Counselor
Others

1.0 MEETING OPENING

1.1 Call to Order
Paige called the meeting to order at 6: 00 p.m. with five members present.

1.2 Flag Salute

1.3 President's Announcements
- Ms. Crum attended the Campus Theater II Class' Mystery Dinner Theater. It was great fun.
- Paige encouraged Board members to attend the KASB Advocacy Conference coming up in January.

1.4 Superintendent's Announcements
- This past weekend Dr. Burke filled the role as Assistant Campus High School Wrestling Coach at the Bishop Carroll Tournament.

1.5 Campus High School Student Council
Campus High School Student Council President, Avary Finch, informed the Board of upcoming Student Council events.
- Winter Wishes – Granting wishes for community members
- Polar Plunge for Kansas Special Olympics will be on February 4, 2017 at Rigg's Park.
- CHS Student Council will once again apply for the Council of Excellence. The application is due by February 15, 2017. CHS Stu. Co. has won in past years.
- GEM 5K is scheduled for April 1, 2017. Student Council is currently accepting letters of nomination for beneficiaries with a connection to Campus High School.

Paige informed the Board that they needed to schedule a Special BOE meeting to review the Superintendent's evaluations.
Board members will go into Executive Session for the meeting to discuss Non-Elected Personnel. Action May be taken.
MOTION to hold a Special Board Meeting on January 23, 2017 at 6:00 p.m. for Non-Elected Personnel. (Walston/Gibson) Motion carried 5-0.

1.6 New and Good

Glenn Crum:

- Newly elected Kansas Representatives were invited to KASB.

Susan Walston:

- Campus High School Student Council collected clothing and miscellaneous items for Hope that Fits.

1.7 Approve / Amend Agenda

MOTION to approve the Agenda as presented.
(Gibson/G. Crum) 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

Beth Zahradnik, Kindergarten Teacher at Freeman Elementary, thanked the Board and Dr. Burke for the very generous $1,000.00 bonus.

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

- Ruth Clark Elementary School received a check in the amount of $ 47.70 from Sonic.
- Linda Long received a $300.00 donation from Mr. Ron Hutson. The donation will go to support the needs of any homeless or needy Haysville USD 261 family.

MOTION to approve the Consent Agenda as presented with the additional donation for the Homeless program.
(Walston/Lemmons) Motion carried 5-0.

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/Lemmons) Motion carried 5-0.

5.0 REPORTS – Focus on Learning

Natatorium Parking Lot - Schutte

- The District's attorney is attempting to meet with the attorney for the City of Haysville concerning the revised agreement regarding shared ownership of the parking lot for the new HAC and Natatorium.

  MOTION to rescind the previous date set in the Special BOE Meeting on November 28th and change the date from December 14, 2016 to January 23, 2017.
  (Walston/Gibson) Motion failed 3-2. Pat Lemmons and Susan Walston voted no.

- Bond Project Update – Schutte

  Dr. Schutte, Bob Faires of Howard and Helmer 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 – looking at a possible February completion and the Natatorium.

MOTION to extend the deadline of the previous meeting to January 20, 2017 and to ask City Council to report back to the Board by January 20, 2017 as to whether they will allow control of the parking lot in question and ownership or joint ownership by USD 261 if it is legal.
(Lemmons/Gibson) Motion carried 4-1. Susan Walston voted no.

6.0 ACTION ITEMS

6.1 Study Skills Curriculum

Jennifer Reed was present to answer questions from the Board regarding the Study Skills Curriculum.

MOTION to approve the implementation of the Study Skills Curriculum Pre-K – 12th as presented.
(Walston/G. Crum) Motion carried 5-0.

6.2 Bond Project Change Orders (Place Holder)

- HMS Trash Enclosure

Dr. Clint Schutte presented information to the Board regarding the HMS Trash Enclosure. Dr. Schutte has been informed that the concrete where the proposed trash enclosure would be is only 6 inches thick.

MOTION to approve the Change Order for the HMS Trash Enclosure as presented.
(Walston/Lemmons) Motion carried 5-0.

6.3 New Turning Lane Agreement

Dr. Clint Schutte presented information to the Board regarding the New Turning Lane Agreement between USD 261 and the City of Haysville.

MOTION to approve the Turning Lane Agreement between USD 261 and the City of Haysville as presented.
(Lemmons/Gibson) Motion carried 5-0.

6.4 Bus Bids

Dr. Schutte presented information to the Board regarding bid(s) received for two 2018, 72-passenger, Blue Bird All-American, forward engine, transit buses. Dr. Schutte requested Board approval to accept the only bid received from Kansas Truck Equipment in the amount of $107,868.00 ea. for a total cost of $215,736.00 as presented.

MOTION to approve the bid from Kansas Truck Equipment for two 2018, 72-passenger, Blue Bird All-American, forward engine, transit buses in the amount of $107,868.00 ea. for a total cost of $215,736.00 as presented.
(Walston/G. Crum) Motion carried 5-0.

7.1 FIRST READINGS

7.1 New Course Offering for Campus High School – Fire Science

Mr. Bobby White from Hutchinson Community College and Campus Counselor, Walter Zemanick, presented information to the Board regarding the new Fire Science – Fire Fighter - I course.

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

7.2 Additional Information Technology Staff
Dr. Clint Schutte presented information to the Board and requested approval to hire one System Analyst I Information Technology staff position.
This was a first reading with no action required from the Board.

8.0 DISCUSSION/REPORT ITEMS

8.1 Schools for Fair Funding Report
No Report

8.2 Future Agenda Items

- Policy Review and Approval
- Focus on Learning Report
- All First Readings moved to Action Items
- Building Reports
- Class Numbers
- Handbooks
- Negotiations Team – BOE
- School Board Appreciation Month
- Superintendent's Evaluation

8.3 Board Calendar
None

9.0 EXECUTIVE SESSION – Not Needed

10.0 ADJOURNMENT
Meeting adjourned at 7:30 p.m.

_____
Paige Crum, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: January 23, 2017

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignation of Jarrett Schaef, English Teacher at Campus High School, effective May 26, 2017.

CA

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: January 23, 2017

RE: Retirement

Please let this statement serve as a recommendation to the Board of Education to accept the retirement of James Stenholm, Social Studies Teacher at Campus High School, effective May 26, 2017.

CA

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

To: Haysville Board of Education
From: Kelley Keais, Ruth Clark Elementary
Re: Check
Date: January 10, 2017

To Whom It May Concern:

Our school received a fundraiser check from Sonic for the amount of $64.50 on January 10, 2017. We are requesting approval of acceptance of this check.

Thank You,

Kelley Keais
Ruth Clark Elementary
1900W. 55th St. So

Nelson Elementary

USD 261 HAYSVILLE SCHOOLS

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

1-9-2017

To: Dr. Burke & USD 261 BOE

Re: Acceptance of $998.87 for Instruments / Material for Music Classes

From: Michael Mitchener

We would respectfully request that USD 261 BOE accept $998.87 from a Donor's Choice Project for Instruments / Materials for Vocal Music classes at Nelson Elementary. The project was written by Ms. Richert, Vocal Music Teacher.

Sincerely,

Michael D. Mitchener

Nelson El. Principal

CC-Dr. Clint Schutte

Debbie Coleman

Nelson Elementary

USD 261 HAYSVILLE SCHOOLS

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

1-9-2017

To: Dr. Burke & USD 261 BOE

Re: Acceptance of 5 new Chromebooks

From: Michael Mitchener

We would respectfully request that USD 261 BOE accept 5 new Chromebooks from a Donor's Choice Project funded by Google and noted below in this information written by Ms. Matteson, second Grade Teacher at Nelson El..

2nd Graders at Nelson Elementary are celebrating and excited about the new technology in their classroom. Ms. Matteson received 5 new chromebooks after she submitted a Donor's Choose Project for the devices (the project was funded by Google). Students will use the chromebooks on a daily basis in numerous ways. They will begin learning the basics of a chromebook and how to use technology in a responsible manner. Students will also use the chromebooks to create projects, research, and utilize educational websites to reinforce previously learned skills. Ms. Matteson has an ultimate goal of providing every student with their own device and has already started another Donor's Choose Project in order to achieve this goal.

One of her favorite quotes is *"We may not know what the future will look like, but we know who will make it happen." – Unknown*



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

To: Haysville Board of Education
From: Kelley Keais, Ruth Clark Elementary
Re: Check
Date: December 23, 2016

To Whom It May Concern:

Our school received a check from Walmart Community Grant Program for the amount of $2,500.00 on December 23, 2016. We are requesting approval of acceptance of this check.

Thank You,

Kelley Keais
Ruth Clark Elementary
1900W. 55th St. So

January 9, 2017

To: Haysville US #261 BOE

From: Linda Long, Support/Homeless Services Coordinator

Re: Homeless Program Donation

Please accept the donation of $150.00 from Haysville resident Ron Hutson, who resides at 1301 E Southbrooke, Haysville KS 67060. He is very generous to the USD #261 Support/Homeless Services Department, and has pledged to continue doing monthly donations.

I very much appreciate his support. I am purchasing needed items for students at all levels with the donations he provides.

Thank You,

Linda Long, Support/Homeless Services Coordinator

USD 261
HAYSVILLE
SCHOOLS

To advance learning for all through
the relentless pursuit of excellence

Oatville Elementary School

4335 S. Hoover
Wichita, Kansas 67215
316-554-2290
Principal's email: nrust@usd261.com

Natalie Rust
Principal

To: USD 261 Board Members, Dr. Burke, and Clint Schutte

From: Oatville Elementary, Natalie Rust, Principal

Date: 1/6/2017

Please accept the following donations to Oatville Elementary from Blue Cross and Blue Shield for $1000.00. Please accept this donation and place it in the Oatville Blue Cross and Blue Shield Healthy Habits 06-E-2400-619-3600-301

Natalie Rust

Natalie Rust

Principal Oatville Elementary

USD 261
HAYSVILLE SCHOOLS

December 4, 2017

For Board approval:

Garvey Kansas Foundation contribution of **$100** to Freeman Elementary School. We will use it towards the Library purchase of Window based convertible computers for Prek-5.

Sincerely,

Dr. Donna Ferguson

Dr. Donna Ferguson
Freeman Elementary Principal
Haysville USD 261

RESOLUTION TO EXTEND TERM OF OFFICE

RESOLUTION

BE IT RESOLVED THAT, the Board of Education of Unified School District No. 261, Sedgwick County, Kansas hereby extends the term of office for any elected board member whose term would expire at any time in 2017 until the second Monday in January of 2018, when newly elected members of the governing body and other newly elected officials shall take office pursuant to K.S.A. 2015 Supp. 25-21a01.

By:

_____	_____
Board Member	Board Member
_____	_____
Board Member	Board Member
_____	_____
Board Member	Board Member
	_____
	Board Member

CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 261, Sedgwick County, Kansas, on the 23rd day of January, 2017.

_____

Clerk of the Board of Education

HAYSVILLE
KANSAS

CITY OF HAYSVILLE, KANSAS

RECREATION DEPARTMENT – 7106 S BROADWAY/ P.O. BOX 404
HAYSVILLE, KANSAS 67060 – (316) 529-5922 (316) 529-5923 – FAX

AGREEMENT

This Agreement is made and entered into as of this 23rd day of January, *2017*, by and between the **City of Haysville, Kansas (City)**, and the **Unified School District No. 261 ("District")**.

WHEREAS, **City** owns and operates a developing Sports Complex commonly known as Plagens Carpenter Sports Complex (Sports Complex) located at 665 West 63rd Street South, Haysville, KS; and

WHEREAS, **District** desires to obtain the right to use Field One, Two, Three, Five and Six located at Sports Complex for baseball/softball games played by students of Campus High School, and **City** is willing to permit such use upon the terms and conditions provided for herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, **City** and **District** agree as follows:

I. **City** agrees to and does hereby allow **District** use of Field One, Two and Three and necessary appurtenances thereto, for Campus baseball games, tournaments and practices and use of Field Five and Six and necessary appurtenances thereto, for Campus softball practices.

II. Term: **District** and **City** agree that this Agreement shall commence on the date first above written and shall terminate no later than *May 25, 2017*, or on such earlier date as the **District** and **City** may determine by written agreement.

III. **District** agrees to abide by the Plagen's Carpenter Sports Complex Rules and Regulations established by **City**, and to ensure that players, guests, invitees and other persons associated with **District** games and activities conducted at Sports Complex abide by the same:

- A. A preseason meeting will be held between the **District** coaches and **City** to discuss field and equipment usage as well as field maintenance.
- B. **District** shall replace divots and smooth pitching mounds and home plate areas and first base area at the conclusion of each practice and/or game on all fields that were utilized.
- C. **District** shall provide adequate personnel to supervise activities and participants at the Sports Complex.
- D. No vehicles will be allowed to pass through any gate without PRIOR permission.
- E. **District Team** shall pick up trash in and around the sports complex after each home game and dispose in trash receptacles provided at sports complex by City.

F. Campus Booster Club and/or Campus HS Activities Group shall collect and dispose of the concession stand trash and collect and dispose of trash in and around the sports complex after each home game.

G. The use of a barbeque grill will be allowed by the Campus Booster Club and/or Campus HS Activities Group in association with operating the concession stand, but a grease catch must be placed underneath the grill during use and the grease must be disposed of properly after each use. No grease may be disposed of in sinks, and no hot grease may be disposed of in any trash receptacle. The grill may be stored at the concession stand for during the home game season and removed from the premises immediately after the last game of the season.

H. All beverage products sold must be COCA-COLA products.

I. No alcoholic beverages are allowed on **City** property, including parking lots.

J. Deliberately hitting baseballs into the fences is not allowed.

K. Use of the sound system during practices and games is allowed but volume must be kept at a level that will not disturb the surrounding neighborhood.

IV. Any and all **District** games cancelled due to inclement weather or poor field conditions shall be rescheduled through approved by either **City's** Recreation Director or Assistant Recreation Director. The final decision to play after inclement weather will be made by the **City**.

V. All concessions shall be handled by **District** unless other written arrangements are negotiated and agreed to by **City** and **District**, and shall conform to all health code standards and regulations of the City, County, and State.

A. Lessee shall furnish all necessary equipment, supplies and utilities for cooling, refrigeration, cooking or heating purposes.

B. Lessee shall abide by all public health rules and regulations and shall not sell or offer for sale any food or drink for immediate consumption unless said food or drink is wrapped or boxed to prevent contamination by flies, dust, dirt, or other contaminants.

C. All soft drinks shall be dispensed in a paper cup, aluminum can, or in another similar container, but shall not be dispensed in or with a glass bottle.

D. Lessee shall verify that all vendors of food, beverage, and other goods for sale during the contract period herein set forth have obtained and hold current all licenses and permits required by law.

VI. **City** will provide mowing, watering and grading of the Sports Complex fields, and **City** staff will be in charge of field maintenance for all games.

VII. **District** shall furnish a Certificate of Insurance evidencing coverage for any damage caused by **District**, or **District**'s agents, servants, employees, guests, invitees, volunteers and/or individuals participating in the event(s) described herein. Such Certificate of Insurance shall name "City of Haysville, Kansas, and its officers, employees and agents" as additional insured's and shall be in the amount of $500,000.00 combined single limit per occurrence for bodily injury, personal injury, and property damage. Said Certificate shall be submitted to the attention of Janie Cox, Haysville City Clerk, 200 W. Grand, Haysville, Kansas, 67060. Said Certificate shall also contain a clause granting a minimum of ten (10) calendar days prior notice to **City** before any material change or

cancellation of insurance is effective. Failure of **District** to provide **City** an approved Certificate of Insurance prior to use of fields shall cancel and make void this agreement.

VIII. **District** shall reimburse **City** for any cost associated with damage to the Sports Complex fields and/or facility that exceed normal or routine maintenance requirements.

IX. **District** will be issued four sets of keys to the Plagen's Carpenter Sports complex. If keys are not returned or lost, the **District** will be billed for the costs associated with replacing all locks at the sports complex and generating the necessary number of keys for each new lock.

X. **City** will provide trash service and receptacles for the sports complex.

XI. **District** shall be able to solicit to obtain corporate sponsors, and such sponsors may display signage or banners in the complex. The size of the signs shall be limited to 4' x 8' or 3' x 10'. Such signage/banners should not contain inappropriate language or images (alcohol, cigarettes, lewd or suggestive images or statements) or be derogatory in any manner. **District** will be in charge of putting up and taking down the signs/banners. **City** may request any banner to be removed that is deemed by **City** to be inappropriate or offensive to the Community as a whole. Banners can be displayed year round.

XII. District will have use of the LED sign only during games.

XIII. **City** shall remove and abate immediately all nuisances that are potentially of a hazardous character and shall address issues of unsightliness in a timely manner.

XIV. USE OF TOBACCO PRODUCTS IS PROHIBITED at all times in or on all **District** owned or leased personal or real property.

XV. **District** agrees to indemnify and hold harmless **City**, its agents, servants, employees or invitees, from and against any and all claims of every kind or character for injuries and/or damages to persons and/or property arising out of or in connection with the use and occupancy of said Sports Complex, and not caused by **City** negligence. **City** shall give to **District** notice of any claim made or litigation instituted which directly or indirectly contingently or otherwise in any way affects or might affect **District**. **District** shall have the right to compromise and participate in the defense of the same to the extent of their own interests.

XVI. This agreement may be canceled and/or terminated at any time by mutual agreement, or by either party upon giving thirty (30) days prior written notice of the cancellation to the other party.

XVII. This agreement may be modified, changed, or amended only as may be mutually agreed in writing between **City** and **District.**

XVIII. It is understood that this agreement supersedes and cancels any and all prior existing arrangement(s) between the parties hereto and their predecessors concerning the uses provided for herein. If any covenant, condition or provision herein contained is held to

be invalid by any court of competent jurisdiction, the invalidity of any such covenant, condition or provision shall in no way affect any other covenant, condition or provision herein contained; provided, however, that the invalidity of any such convent, condition, or provision does not materially prejudice either **District** or **City** in the respective rights and obligations contained in the valid covenants, conditions, or provisions in this agreement.

XIX. It is understood and agreed that **District** shall not sell, sign or transfer any of its rights or privileges granted hereunder without the prior written consent of **City**.

IN WITNESS WHEREOF, **City** and **District** have executed this Agreement as of the day and year first above written.

GOVERNING BODY OF HAYSVILLE, KANSAS

ATTEST:

_____
BRUCE ARMSTRONG, Mayor

_____
JANIE COX, City Clerk

UNIFIED SCHOOL DISTRICT, NO. 261

_____
Paige Crum, Board President

State of Kansas
Department of Administration
DA-146a (Rev. 06-12)

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the 23 day of January, 20 17.

1. **Terms Herein Controlling Provisions**: It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.

2. **Kansas Law and Venue**: This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.

3. **Termination Due To Lack Of Funding Appropriation**: If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges-hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.

4. **Disclaimer Of Liability**: No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).

5. **Anti-Discrimination Clause**: The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

   Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

   The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total $5,000 or less during the fiscal year of such agency.

6. **Acceptance Of Contract**: This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.

7. **Arbitration, Damages, Warranties**: Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.

8. **Representative's Authority To Contract**: By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.

9. **Responsibility For Taxes**: The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.

10. **Insurance**: The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.

11. **Information**: **No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.**

12. **The Eleventh Amendment**: "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."

13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

4.0 TREASURER'S REPORT / BILLS - PDF

No supporting documentation.

End of Section

HAYSVILLE USD #261

RESOLUTION#: 7

DATED: 1/23/2017

AUTHORIZATION FOR PAYMENT OF CLAIMS AS FOLLOWS:

PAYROLL

DATE	12/12/2016	DIRECT DEPOSIT 3806-4884	Ck#	670-675	2,687,503.01
		WITHHOLDING		61489-61524	1,862,084.77
		WITHHOLDING			
		WITHHOLDING			

ACCOUNTS PAYABLE

DATE	12/16/2016	Manual Cks	61750-61761	142,139.45
	12/20/2016	Manual Cks	61762-61764	63,789.14
	12/20/2016	Manual Cks	61765	7,730.00
	12/23/2016	Manual Cks	61766-61770	154,897.10
	1/3/2017	Manual Cks	61771-61772	770.87
	1/6/2017	Manual Cks	61773-61785	57,904.35
	1/13/2017	Manual Cks	61817-61823	1,806,310.00
	1/23/2017	CKS	61824-62070	153,026.72
		Void Cks		(28,359.50)

TOTAL REGISTER: 6,907,795.91

SUBMITTED BY:

TREASURER

APPROVED BY:

BOARD PRESIDENT

ATTESTED BY:

BOARD CLERK

FUND	DESCRIPTION	BEGINNING	REVENUE	EXPENDITURE	ENDING	ENCUMBRANCES	UNENCUMBERED	OUTSTANDING LIABILITIES
06	GENERAL FUND	167,631.74	3,321,494.13	-3,009,712.60	479,413.27	-154,415.90	324,997.37	0.00
07	FEDERAL FUNDS	-138,614.44	74,850.00	-66,685.52	-130,449.96	-20,112.46	-150,562.42	0.00
08	SUPPLEMENTAL GENERAL	3,262,879.06	57,894.84	-1,269,214.72	2,051,559.18	-104,914.80	1,946,644.38	0.00
11	AT-RISK (4 YEAR OLD)	355,269.20	0.00	-34,180.64	321,088.56	-1,251.82	319,836.74	0.00
13	AT-RISK (K-12)	148,841.87	1,000,000.00	-744,333.65	404,508.22	-664.11	403,844.11	0.00
14	BILINGUAL	204,712.22	0.00	-12,248.56	192,463.66	0.00	192,463.66	0.00
16	CAPITAL OUTLAY	525,278.90	42,858.76	-220,741.21	347,396.45	-282,295.48	65,100.97	0.00
18	DRIVER TRAINING	318,147.28	0.00	0.00	318,147.28	-170.00	317,977.28	0.00
24	FOOD SERVICE	2,800,614.49	309,648.75	-233,299.38	2,876,963.86	-8,881.85	2,868,082.01	0.00
26	PROFESSIONAL DEVELOPMENT	186,382.74	0.00	-6,723.90	179,658.84	-3,857.52	175,801.32	0.00
28	PARENTS AS TEACHERS PROGRAM	16,124.90	60,546.00	-21,066.86	55,604.04	-829.58	54,774.46	0.00
30	SPECIAL EDUCATION	1,360,132.53	1,060,694.28	-859,034.11	1,561,792.70	-5,739.52	1,556,053.18	0.00
31	CONSTRUCTION	1,036,083.01	2,000,000.00	-2,418,964.15	617,118.86	-18,697.55	598,421.31	0.00
34	VOCATIONAL EDUCATION	258,255.24	0.00	-47,931.15	210,324.09	-9,795.71	200,528.38	0.00
51	KPERS RETIREMENT CONTRIBUTIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53	CONTINGENCY RESERVE	1,993,702.55	0.00	-938,000.00	1,055,702.55	0.00	1,055,702.55	0.00
55	TEXTBOOK & STUDENT MATERIAL	775,669.56	7,236.66	-29,259.42	753,646.80	-14,449.59	739,197.21	0.00
56	DISTRICT ACTIVITY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
62	BOND & INTEREST #1	3,845,639.95	81,477.80	0.00	3,927,117.75	0.00	3,927,117.75	0.00
70	ECC STATE GRANT	-13,420.19	3,409.01	-3,463.62	-13,474.80	-1,297.64	-14,772.44	0.00

FUND	DESCRIPTION	BEGINNING	REVENUE	EXPENDITURE	ENDING	ENCUMBRANCES	UNENCUMBERED	OUTSTANDING LIABILITIES
71	ALL DAY KINDERGARDEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
95	PAYROLL CLEARING	101,237.27	35,371.45	-10,891.54	125,717.18	0.00	125,717.18	0.00
TOTAL		17,204,567.88		-9,925,751.03		-627,373.53		0.00
			8,055,481.68		15,334,298.53		14,706,925.00	

9500.00 PETTY CASH
15,324,798.53 BANK BALANCE
15,324,798.53 General Ledger Balance

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

Haysville USD 261, KS
Bank Reconciliation Summary Report

Bank Statement Closing Date: 12/31/2016
Bank Cash Account: PAY (Checking)
Cash Account #: ** A 9010 000 0000 000
Reconciled: YES **Reconciliation Date:** 01/05/2017 **Reconciled By:** Nadine Foreman
Transitional Reconciliation: NO **Initial Reconciliation:** NO

Bank Statement Balance

Ending Balance Shown on this Bank Statement:		15,449,909.90	
Items Not Listed on this Statement			
Checks:	-125,111.37		
Cash Receipts Sources:	0.00		
Journal Entries Sources:	0.00		
Subtotal of Skyward Sources not on Statement:		-125,111.37	
Manual Adjustments:		0.00	
Adjusted Bank Statement Balance:			15,324,798.53

Ending Cash Balance as of 12/31/2016

Beginning Cash Balance:		17,195,067.88	
Items from Skyward Sources			
Accounts Payable Sources:	-5,413,778.49		
Cash Receipts Sources:	6,234,652.54		
Journal Entries Sources:	-3,640.39		
Payroll Sources:	-2,687,503.01		
Subtotal of Skyward Sources:		-1,870,269.35	
Month End Balance:			15,324,798.53

Variance:	0.00

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

HAYSVILLE USD #261

CASH BALANCES

December 31, 2016

NEGATIVE UNENCUMBERED CASH BALANCES:

07 FEDERAL FUNDS..... Awaiting Federal Funds

70 ECC..... Awaiting State Funds

Haysville USD 261, KS
Transfer Report (Date: 12/2016)

FD T FUNC OBJ BLDG PRG	FD T FUNC OBJ BLDG PRG	2016-17 Revised Budget	December 2016-17 Monthly Activity	2016-17 FY Activity	Encumbered Amount	2016-17 Available Funds
06 E 5208 931 0000 000	06 E 5208 931 0000 000	0.00	0.00	0.00	0.00	0.00
06 E 5211 911 0000 000	06 E 5211 911 0000 000	200,000.00	0.00	0.00	0.00	200,000.00
06 E 5213 913 0000 000	06 E 5213 913 0000 000	1,500,000.00	0.00	0.00	0.00	1,500,000.00
06 E 5216 918 0000 000	06 E 5216 918 0000 000	0.00	0.00	0.00	0.00	0.00
06 E 5230 930 0000 000	06 E 5230 930 0000 000	5,026,600.00	1,035,719.00	2,118,188.00	0.00	2,908,412.00
06 E 5234 934 0000 000	06 E 5234 934 0000 000	0.00	0.00	0.00	0.00	0.00
06 E 5251 951 0000 000	06 E 5251 951 0000 000	4,234,703.00	0.00	1,777,903.70	0.00	2,456,799.30
06 E 5253 953 0000 000	06 E 5253 953 0000 000	0.00	0.00	0.00	0.00	0.00
06 - ---- --- ---- ---	06 - ---- --- ---- ---	10,961,303.00	1,035,719.00	3,896,091.70	0.00	7,065,211.30
08 E 5211 000 0000 000	08 E 5211 000 0000 000	200,000.00	0.00	0.00	0.00	200,000.00
08 E 5213 000 0000 000	08 E 5213 000 0000 000	4,100,000.00	1,000,000.00	1,000,000.00	0.00	3,100,000.00
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	0.00	0.00	100,000.00
08 E 5230 000 0000 000	08 E 5230 000 0000 000	2,700,000.00	0.00	0.00	0.00	2,700,000.00
08 E 5234 000 0000 000	08 E 5234 000 0000 000	500,000.00	0.00	0.00	0.00	500,000.00
08 E 5255 000 0000 000	08 E 5255 000 0000 000	200,000.00	0.00	0.00	0.00	200,000.00
08 - ---- --- ---- ---	08 - ---- --- ---- ---	8,000,000.00	1,000,000.00	1,000,000.00	0.00	7,000,000.00
53 E 5206 930 0000 000	53 E 5206 930 0000 000	0.00	938,000.00	938,000.00	0.00	-938,000.00
53 E 5208 931 0000 000	53 E 5208 931 0000 000	0.00	0.00	0.00	0.00	0.00
53 - ---- --- ---- ---	53 - ---- --- ---- ---	0.00	938,000.00	938,000.00	0.00	-938,000.00
Grand Expense Totals		18,961,303.00	2,973,719.00	5,834,091.70	0.00	13,127,211.30

Number of Accounts: 18

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

5.0 REPORTS

No supporting documentation.

End of Section

6.0 ACTION ITEMS

No supporting documentation.

End of Section



Hutchinson Community College
Fire Science

Firefighter I
High School Delivery
SB155 Funded

Course Overview and Requirements

Overview

This document is designed to facilitate a solid partnership between a high school wishing to offer Fire Science classes in their facility and Hutchinson Community College. Firefighter training requires special considerations, much different than any "normal" high school class, that needs to be understood and agreed upon in order to provide a quality experience for all parties.

Senate Bill 155 provides funding to pay the tuition for any Kansas high school student enrolled in eligible courses. It does not cover special course fees, online fees, textbooks, or required individual safety equipment. Hutchinson Community College and the local school district will need to determine how these associated costs will be covered.

Course Names and Enrollment

Kansas Board of Education course numbers for Fire Science courses and the course numbers used by Hutchinson Community College are not the same. The Kansas Board of Education lists two Fire Science courses, Fire Science I (44100) and Fire Science II (44101). These two courses combined contain all of the necessary curriculum for a student to be eligible to test for Firefighter I certification. The equivalent course material is complete at Hutchinson Community College with a group of four classes, totaling 6.5 credit hours. Students must successfully complete all four college courses in order to be eligible to take the certification tests.

Kansas BOE		HCC Fire Science
Fire Science I & Fire Science II	equals	FS110 – Firefighter I & FS150 – Hazardous Materials Ops First Responder & FS151 – Fireground Operations

Students must also have CPR/First Aid training. There are different delivery options available.

Textbooks

The local school district has the option to provide textbooks to their students or have the students purchase their own. Current textbook costs are approximately $225.00 per student.

Protective Equipment

All students are required to have their own protective firefighting hood and gloves. This equipment must meet NFPA 1971 standards for structural firefighting. The local school district has to option to provide these for each student, or have the student purchase their own. Current cost for the protective hood and gloves is approximately $110.00.

Instructor Requirements

Instructors must be experienced firefighters, have received training at or above the Firefighter II level, and the ability to teach. Hutchinson Community College will provide the instructor for all courses, except when a qualified instructor is already employed by the local school district and the district wishes for them to instruct the class. In this case, a financial arrangement will be agreed upon between Hutchinson Community College and the local school district.

Instructors provided by Hutchinson Community College are expected to support high school policies and procedures. Conflicts between high school and college policies will be dealt with as they are identified. It is the goal of Hutchinson Community College to fit in with the host school as well as possible.

Student Requirements

Students enrolled in Fire Science classes should be high school juniors or seniors. Students wishing to obtain their Firefighter I certification must be at least 18 at the time of certification testing. Students who do not meet this age requirement, or who have not gained to necessary skills to be safe in a live fire environment, will not be enrolled in FS151 and will not be eligible for certification testing.

All students attending class will need to have completed an application for admission to Hutchinson Community College and be properly enrolled. No student will be allowed to attend class who does not meet these requirements.

Some of the hands-on activities in these courses are physically demanding, so students need to be capable of completing these tasks. Tasks include bending, stooping, crawling, climbing ladders (over 8 feet), lifting, twisting, pushing, pulling, dragging, operating in dark and/or small spaces, etc. Activities may occasionally include moving objects in excess of 75 pounds. All activities may be performed while wearing 40-60 pounds of protective equipment.

Above all else, students must want to be in these classes! While we will make every effort to make all activities as safe as possible, firefighting is an inherently dangerous profession. A student who is not focused or does not want to participate is a danger to them self and everyone around them.

Time Requirements

The four college courses listed above normally total 120 clock hours to complete in a college setting. History has shown us that we need to allow 150% of this time, or 180 clock hours, to allow for the normal distractions that occur in a high school setting. (Announcements, pep rallies, students called to the office, etc.)

It is preferred that at least two consecutive class periods are set aside in the high school schedule to accommodate the Fire Science courses. Because of the amount of hands-on activities, and the amount of time it take to get equipment out and put it away, a minimum of 90 minutes of uninterrupted class time is required.

Hutchinson Community College will work with the local school district to create a schedule that meets the needs of the students and ensures a great experience for the student. Depending upon the local school district daily schedule, this may include only meeting certain days of the week, or ending a course before the high school year is complete.

Facility Requirements

These courses will require a classroom and both indoor and outdoor areas for hands-on activities, and storage for equipment. Because a normal class period may use at least two of these areas, it is desirable to have all of these areas as close together as possible. Some of our successful offerings have been located in either the science or shop areas of a school.

Classroom - should be of a reasonable size for the number of students, have adequate temperature controls, and have multimedia capabilities.

Indoor Lab Area - should have a clear floor area of at least 20' x 25', to allow for equipment to be laid out and utilized. A tile or concrete floor and a ceiling height of at least 10' is preferred.

Outdoor Lab Area - May be one large area, or a combination of several smaller areas. Areas should be open, free of hazards, and either paved or grass. Grass areas may suffer some wear due to usage. A fire hydrant should be available, and permission granted to flow water from the hydrant. Hydrant area should also allow for the safe deployment of at least 150' hose lines. A structure needs to be available for the use of ladders. It is preferred that this be some sort of outbuilding, due to possible minor damage from the ladders.

Equipment Storage – A secure storage room for equipment will be required, within a reasonable distance of the classroom and indoor lab area. Size requirements will be determined on a case-by-case basis.

Equipment Requirements

Firefighter I requires a large amount of equipment. Equipment may be provided by Hutchinson Community College, the local school district, a cooperating fire department, or some combination of all three. Hutchinson Community College will provide a list of needed equipment to the local school district upon request. All equipment will be clearly marked so as to facilitate proper tracking and accountability.

Coonrod & Associates Construction Co., Inc.
PO Box 12589
Wichita, KS 67277-2589
Ph : 316-942-8430

Change Request

To: Craig Lofton
Howard & Helmer
3500 N. Rock Rd., Bldg. #500
Wichita, KS 67226
Ph: 316-634-1111 Fax: 316-634-1016

Number: 16
Date: 12/29/16
Job: 16-073 Haysville Middle School

Description: Vapor Barrier at Roof

We are pleased to offer the following specifications and pricing to make the following changes:
Per attached quote from Mahaney. This is to add the vapor barrier at the new concrete deck roofs.

Work performed by subcontractors:

Description	Subcontractor			Price
Built-Up Bituminous Roofing	Mahaney Roofing Company, Inc.			$21,500.00
			Subtotal:	$21,500.00
			Subtotal:	**$21,500.00**
	Gen. Req.	$21,500.00	1.88%	$404.20
	CM Fee	$21,904.20	2.70%	$591.41
	Bond	$22,495.61	1.00%	$224.96
			Total:	**$22,720.57**

The schedule is not affected by this change.

If you have any questions, please contact me at 316-942-8430.

Submitted by: Brad Rice
Coonrod & Associates

Approved by: _____
Date: _____

Cc:

MAHANEY
ROOFING COMPANY
Established 1886

2822 N. Mead
Wichita, KS 67219
Ph.316-262-4768
Fax.316-262-4549

PROPOSAL

December 14, 2016

Coonrod & Associates Construction Company
3550 S. Hoover Road
Wichita, KS 67215

RE: Haysville Middle School Additions and Renovations
900 W Grand Avenue
Haysville, KS 67060

Brad,

Mahaney Roofing would like to provide the necessary labor and materials to install a vapor barrier on top of the two concrete deck areas.

Roofing Inclusions:

1. Provide and install two (2) ply's of type IV felt in hot asphalt
2. Provide and install one (1) glazing coat of hot asphalt to be installed over the two ply's

Notes:

1. We cannot install a venting base sheet on a concrete deck.
2. Venting base sheet are only used on a light weight concrete deck and have to be mechanically attached with a base ply fastener.

Add to Base Contract: $ 21,500.00

If you have any questions about this proposal please feel free to give me a call at my office (316) 262-4768. Thank you again for the opportunity to present you this proposal.

Sincerely,

Colin Meredith
Project Manager/Estimator
Mahaney Roofing Company

6.3 Additional Information Technology Staff

See Supporting Documentation in PDF

End of Section

6.4 Calendar Change

See Supporting Documentation in PDF

End of Section

7.0 FIRST READINGS

No supporting documentation.

End of Section

Job Description

Title: Learning Facilitator - Behavior

Reports To: Assistant Superintendent for Learning Services

Evaluation: Teacher evaluation per Negotiated Agreement

Job Summary: Provide classroom support to teachers, paras, and administrators who are working with students with behavioral challenges. Serve as a liaison between outside agencies who provide services to our students with behavioral challenges and the student's school. The Behavior Facilitator should possess the knowledge and skills necessary to assist individuals, groups, and systems through the application of positive behavior supports. The Learning Facilitator for Behavior would help coordinate Functional Behavior Assessments and Behavior Intervention Plans that address inappropriate behaviors and provide a means to help students become more academically successful. Six addendum days shall be added to the contract for duties beyond the base contract.

Qualifications: The successful candidate will possess the following qualities:

- Proven expertise in working with students and educational personnel to improve student behavior
- A Master's Degree in Special Education, Administration or a closely related field
- Extensive training and knowledge in improving student behaviors
- Five or more years of successful teaching experience

Required knowledge, skills and abilities: Knowledge of and successful experience with,

- Students with behavioral challenges
- Individual Educational Plans, Functional Behavior Assessment and Behavior Intervention Plans
- Effective Instruction
- Adult learning theory
- Multiple teaching strategies
- Data analysis
- Local and regional support services available to students, families and schools

Performance Responsibilities: Successfully provide,

- Training and support to administrators, teachers and paras
- Functional behavior assessments, behavior plans and behavior recommendations
- Compliance and training with Kansas ESI statutes
- Behavioral supports to parents and students
- Documented observations
- Follow-up with reflective dialogue and feedback
- Attend and participate in training related to behavioral interventions, behavior intervention plans, functional behavior assessments, effective instructional practices, data analysis and coaching strategies

Physical Requirements/Environmental Conditions: Must be able to,

- Move quickly from one task or location to another
- Maintain control of their behavior and professionalism under stress
- Process highly emotional situations quickly and effectively

2017-2018 Parents As Teachers Staff and Student Handbook.

Changes will be names and dates only.

Emily Goetz
Program Coordinator/Parent Educator
Haysville Parents As Teachers - USD 261
(316) 554-2303 office
(316) 303-4114 cell

USD 261
HAYSVILLE SCHOOLS

1745 W. Grand Ave.
Haysville, Kansas 67060
Office: (316) 554-2200
Fax: (316) 554-2230

TO: Haysville Board of Education

FR: Dr. Clint Schutte, Assistant Superintendent of Business/Finance

DA: January 23, 2017

RE: Additional Learning Facilitator - Behavior

History / Relevance: The workload required to maintain and support students and staff specifically on behavior prevention and mitigation has continued to increase with the increase in the student population. As the district continues to grow the diverse needs of our students have grown with it. We currently have Learning Facilitators that focus on Reading and Math. We would like to have one that can focus specifically on behavior.

What: We are asking for approval to hire one additional Learning Facilitator – Behavior specific.

Why: The increasing workload as the diverse needs of our growing student population increases has identified a need in behavior support.

Where: This Learning Facilitator will be able to assist at all levels and with both regular and special service students.

When: We will open the search for this position now to be ready for the 2017-2018 school year.

How: The Assistant Superintendent for Learning Services will take applications. Upon review of the application and interviews of the candidates an offer will be made to fill the positions.

Who: The additional staff will work under the supervision of Assistant Superintendent for Learning Services.

How Much: The cost for this position will be determined based on placement within the certified salary scale. The funds for this position will come out of a combination of At-Risk Funding and Federal Title Funds.

If you have any questions, please contact me.

Thank you for your consideration.

cls

USD 261 Educational Support Staff Job Description

Substitute Teacher

POSITION TITLE: Substitute Teacher

SUPERVISOR: Principal and Assistant Superintendent for Human Services

PAYMENT RATE: According to Established Substitute Teacher Pay Rate

QUALIFICATIONS: Valid Kansas Teaching License and completion of district substitute teacher training

ESSENTIAL FUNCTIONS: Performs regular teacher duties while the teacher is absent, including but not limited to the following:

- Reports to the principal or school secretary upon arrival (at least 15 minutes and preferably 30 minutes prior to the start of the school day) in order to receive special instructions and prepare materials
- Communicates, collaborates and cooperates with colleagues, supervisors and students
- Maintains the established routines and procedures of the school and classroom to which they have been assigned
- Perform all assigned duties of the regular teacher (including bus duty, lunch duty, etc.)
- Instructing the class in the manner described in the lesson plans (when available)
- Maintain records including grading, recording grades, discipline referrals, absences and tardies
- Follows all district and school policies
- Properly attired
- Maintains strict confidentiality except as required under mandatory reporting laws in Kansas
- Teaches with understanding and respect for the individuality of each student
- Adheres strictly to professional ethics
- Remain free from distractions (such as cell phones and other digital devices) when supervising students
- Prepares a report to the regular teacher in which the activities of the day area summarized.
- Returns all materials and furniture to their proper place
- Supervise paras and any other support personnel assigned for the benefit of students
- Any other duties assigned by the principal or District Level Administrator

PHYSICAL, MENTAL AND EMOTIONAL DEMANDS:

- Must be able to move around the classroom for extended periods of time
- Must be able to work in multiple classroom settings
- Must be able to work both indoors and outdoors
- Must be able to stoop, bend, reach and carry loads of at least 15 pounds
- Must be able to function effectively in a fast paced environment while supervising students

FLSA STATUS: Non-exempt

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