REGULAR MEETING USD # 261 - ADMINISTRATION BUILDING BOARD ROOM
1745 W. GRAND AVE., HAYSVILLE, KANSAS – May 9, 2016 – 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)
  - Joint USD 261/City of Haysville Meeting (Action Needed)
- 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
- Bond Project Update – PDF – Schutte
- ASA (Advertising) Contract - Schutte

6.0 ACTION ITEMS
- 6.1 Policy Approval
  JGFB Supervision of Students
- 6.2 Campus High School Staff, Student, Activities and Athletic Handbooks - PDF
- 6.3 Haysville High School Staff and Student Handbooks
- 6.4 Substitute and Education Support Personnel Handbooks
- 6.5 Haysville USD 261 Welfare Benefits Plan – PDF
- 6.6 Permission to Add a High School English Teacher - Schutte

7.0 FIRST READINGS
- 7.1 Policy Review
  JBD – Absences and Excuses
  JCDBB – Weapons
  JCE – Complaints
- 7.2 District Instructional Technology Plan Update – PDF - Cundiff
- 7.3 Equity in School Lunch Prices – Schutte
- 7.4 WONDERS Supplemental Reading Materials – PDF - Tosh
- 7.5 Student Council Representative

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

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

End of Section

BOARD OF EDUCATION MEETING U.S.D. # 261
ADMINISTRATION BUILDING, 1745 W. GRAND AVE.
HAYSVILLE, KANSAS
April 18, 2016 - 7:00 P.M.

Subject to Board Approval

The meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order at the Administration Building, 1745 W. Grand Ave., Haysville, Kansas, at 7:00 p.m., by Board President Susan Walston. Six Board members were present.

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

OTHERS PRESENT
Dr. John Burke, Superintendent of Schools
Debbie Coleman, Clerk of the Board
Dr. Clint Schutte, Asst. Supt. of Business and Finance
Dr. Mike Clagg, Asst. Supt. of Personnel Services
Teresa Tosh, Assist. Supt. of Learning Services
Angie Estell, Director of Special Services
Liz Hames, Community Relations Director
B.J. Knudson, Executive Director of Operations
Mike Mitchener, Nelson Elementary School Principal
Carla Wulf, Ruth Clark Elementary School Principal
Myron Regier, Campus High School Principal
Mark Foster, Haysville High School, Assistant Principal
Ildo Martins, Haysville West Middle School Principal
David Herbert, Information Services Director
Charles Boully of George K. Baum & Company
Randy Coonrod, Coonrod & Associates
Others

1.0 MEETING OPENING

1.1 Call to Order

Board President, Susan Walston, called the meeting to order at 7:00 p.m. with six members present.

1.2 Flag Salute

1.3 President's Announcements

- Star Polisher awards were presented to Josh Godwin, Director of Transportation and Veronica Hilbrink, Para at Haysville Middle School.
- Ms. Walston, Dr. Burke and Teresa Tosh teamed up for the NSBA Convention and gave a presentation on Capturing Kids Hearts to a standing room only group. Paige Crum also attended the NSBA Convention.
- Schedule Joint Meeting(s)
  Susan asked Board members to set date(s) to meet with the Campus Student Council and the City of Haysville.
  The Board suggested to meet with Stu Co at 7:00 a.m. on Thursday, April 28th.
  Ms. Walston asked Debbie Coleman to check with Student Council sponsor Ms. Moree to see if this date will work for them.
  Ms. Walston asked the Board if they would like to have a joint meeting with the Haysville City Mayor and City Council.
  It was determined that the Board would like to set a joint meeting. Ms. Walston asked Dr. Burke to contact Mayor Armstrong and arrange a date and time for the meeting.
- PANDO (formerly Communities In Schools) will be having a couple of fund raisers in the near future. The first is the Star Luncheon on April 28th and the other is a Gala celebrating the 25th Year of Serving Students on June 4th.

- Ms. Walston asked for a motion from the Board to meet at 6:30 p.m. before the May 9th Board Meeting to recognize District retirees.
  MOTION for the Board to meet at 6:30 p.m. before the Regular BOE Meeting on May 9th to recognize District retirees and attend a short reception for the retirees.
  (P. Crum/Gibson) Motion carried 6-0.
- Ms. Walston shared "thank you" notes from Oatville Elementary School students that participated in Odyssey of the Mind.
- Susan attended the Ground Breaking Ceremony for the construction of the Bank at Campus High School.
- Proclamation for Teacher Appreciation Week
  Ms. Susan Walston read and signed a Proclamation for Teacher Appreciation Week. Teacher Appreciation Day will be recognized on May 3rd.

1.4 Superintendent's Announcements

- Dr. Burked thanked the Board for allowing him, Teresa Tosh, Susan Walston and Paige Crum to attend the NSBA Convention. The Capturing Kids Hearts presentation at the Convention was very successful.
- Dr. Burke attended the South Central Legislative Forum last Saturday morning.
- Dr. Burke attended the Goddard School District School Finance Forum last Thursday evening.
- Schools for Fair Funding meeting will be held Friday, April 22nd at 9:00 a.m.

1.5 New and Good

Paige Crum:

- Ms. Crum enjoyed the NSBA Convention and attended several interesting sessions.
- Campus High School hosted the Forensic Tournament last weekend.
- This Thursday, May 21st the Mayor's Youth Council will be hosting a mixer.

Susan Walston:

- Thank you to staff members who have worked so hard on testing and working with our families in need.

1.6 Approve / Amend Agenda

MOTION to amend the Agenda as presented by removing Non-Elected Personnel from Executive Session and adding 7.5 Supervision of Students.
(P. Crum/Gibson) Motion carried 6-0.

2.0 DISTRICT PATRON/PERSONNEL TIME

2.1 Hearing of Scheduled District Patrons/District Personnel – 5 minutes

None

2.2 Remarks/Comments from District Visitors – 2 minutes

Mr. Mark Carter requested to address the Board on a Student issue.
To respect the privacy of student and staff members Ms. Walston asked for a motion to go into Executive Session.
MOTION to go into Executive Session at 7:26 p.m., for 5-mins., for the discussion of Pupil/Personnel issues to return at 7:31 p.m.
(Gibson/P. Crum) Motion carried 6-0.

Dr. Mike Clagg and Mr. Mike Mitchener were invited to join the Board in Executive Session at 7:26 p.m.

Dr. Mike Clagg and Mr. Mike Mitchener returned to the Board Room at 7:31 p.m.

The Board returned to the Board Room at 7:31 p.m. with six members present.

3.0 CONSENT AGENDA

3.1 Previous Minutes

3.2 Routine Personnel – an additional Personnel item was placed on the Board table.

3.3 Gifts and Grants

- Campus High School received a $1,000.00 donation from JM and Sons Construction, LLC for the Technology Club.
- Ruth Clark Elementary School received a check in the amount of $ 84.70 from Sonic.

3.4 Spark and Hope Grant Proposals

3.5 Sanitary Sewer Easement

3.6 Ricoh Contract Renewal

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

4.0 TREASURER'S REPORT / BILLS - PDF

Dr. Schutte presented information to the Board regarding the Treasurer's Report/Bills.
MOTION to approve Treasurer's Report/Bills as presented.
(Lemmons/G. Crum) Motion carried 5-1. Greg Fenster voted no.

***6.8 Sale of Bonds**

Ms. Walston invited Mr. Charles Boully to present the information regarding the sale of bonds to the Board at this time in order to prevent him from having to stay longer into the evening.
Charles Boully of George K. Baum & Company presented information to the Board regarding the Sale of Bonds.
MOTION to accept the low bid of Raymond James & Assoc., INC in the amount of 2.547184% as presented.
(Lemmons/G. Crum) Motion carried 6-0.
MOTION to approve a resolution for the sale of bonds.
(P. Crum/Gibson) Motion carried 6-0.

***6.6 Bond Project Bids for Freeman, Nelson, Oatville, Prairie and Rex Elementary Schools**

Ms. Walston invited Mr. Randy Coonrod, of Coonrod & Associates, and Dr. Clint Schutte to present the information regarding the bond project bids for Freeman, Nelson, Oatville, Prairie and Rex Elementary Schools to the Board at this time in order to prevent Mr. Coonrod from having to stay longer into the evening.
Dr. Clint Schutte and Mr. Randy Coonrod, of Coonrod & Associates, presented information to the Board regarding the Bond Project Bids for Freeman, Nelson, Oatville, Prairie and Rex Elementary Schools.
MOTION to approve the Bond Project Bids for Freeman, Nelson, Oatville, Prairie and Rex Elementary Schools from Three R Mechanical Inc. for mechanical work, Three R Mechanical Inc. for plumbing work and Loper C-I Electrical Inc. for electrical work in the amount of $5,594,805.00 and Alternate # 2 for Rex Elementary School Sink Casework in classrooms in the amount of $57,951.00 as presented.
(Lemmons/G. Crum) Motion carried 5-1. Greg Fenster voted no.

5.0 REPORTS – Focus on Learning

- Bond Project Update
  Dr. Schutte presented an update on the District's bond construction project.
- Construction Concerns Relating to Possible July 1st School Closing
  Dr. Schutte informed the Board of concerns related to the possible July 1st School closing resulting from the Kansas Supreme Court rejecting the State's funding solution.

6.0 ACTION ITEMS

6.1 Elementary Staff and Student Handbook

Mrs. Carla Wulf was present to answer questions from the Board regarding changes to the Elementary Staff and Student Handbook.

MOTION to approve the Elementary Staff and Student Handbook as presented.

(G. Crum/Gibson) Motion carried 6-0.

6.2 Haysville Middle School Staff and Student Handbooks

MOTION to approve the Haysville Middle School Staff and Student Handbooks as presented.

(G. Crum/Gibson) Motion carried 6-0.

6.3 Haysville West Middle School Staff and Student Handbooks

Mr. Ildo Martins was present to answer questions from the Board regarding changes to the Haysville West Middle School Staff and Student Handbooks.

MOTION to approve the Haysville West Middle School Staff and Student Handbooks as presented.

(G. Crum/Gibson) Motion carried 6-0.

6.4 Update Elementary Computer Labs

David Herbert was present to answer questions from the Board regarding updating the Elementary Computer Labs.

MOTION to approve updating the Elementary Computer Labs as presented.

(G. Crum/Lemmons) Motion carried 6-0.

6.5 2016-17 School Calendar

***An updated copy of the 2016-17 School Calendar draft-C was placed at the Board members seats. Correction to the explanation section of the calendar under December was made changing the Winter Break for Students to read "Dec 26 – Jan 3".**

Dr. Burke was present to answer questions from the Board regarding the calendar draft information.

MOTION to approve the updated 2016-17 School Calendar Draft-C with school starting on August 25th, as presented.

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

***6.6 Bond Project Bids for Freeman, Nelson, Oatville, Prairie and Rex Elementary Schools**

This line item was presented just after 4.0 TREASURER'S REPORT.

6.7 Capital Outlay for Vehicles

Dr. Clint Schutte presented information to the Board regarding Capital Outlay for Vehicles.

Bid requests were made for a 2016 Fleet Chevrolet Suburban 2WD, 4 door, 1500 commercial vehicle and a 2016 Microbird G5 21-passenger mini bus.

Bid requests for the suburban were sent to seven different dealerships. Three bid sheets were received.

Bid requests for the mini bus were sent to three dealerships. One bid sheet was received.

MOTION to approve the low bid for a 2016 Fleet Chevrolet Suburban 2WD, 4 door, 1500 commercial vehicle received from Don Hattan in the amount of $40,151.84 and the low bid for a 2016 Microbird G5 21-passenger mini bus from Kansas Truck in the amount of $63,582.00 as presented.

(Lemmons/G. Crum) Motion carried 6-0.

***6.8 Sale of Bonds**

This line item was presented just after 4.0 TREASURER'S REPORT

7.0 FIRST READINGS

7.1 Campus High School Staff, Student, Activities and Athletic Handbooks

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

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

7.2 Haysville High School Staff and Student Handbooks
Mark Foster presented information to the Board regarding Haysville High School Staff and Student Handbooks.
This was a first reading with no action required from the Board.

7.3 Substitute and Education Support Personnel Handbooks
Dr. Mike Clagg presented information to the Board regarding Substitute and Education Support Personnel Handbooks.
This was a first reading with no action required from the Board.

7.4 Haysville USD 261 Welfare Benefits Plan
Dr. Clint Schutte presented information to the Board regarding Haysville USD 261Welfare Benefits Plan (Employee Benefits Plan).
This was a first reading with no action required from the Board.

7.5 Supervision of Students
Dr. Burke presented KASB recommended policy JGFB Supervision of Students.
This was a first reading with no action required from the Board.

8.0 DISCUSSION/REPORT ITEMS

8.1 Schools for Fair Funding Report
The next meeting will be Friday, April 22nd.

8.2 Future Agenda Items

- Policy Review
- Bond Project
- Focus on Learning Report
- All First Readings moved to Action Items
- Building Reports
- Personnel Plan
- Board Calendar
- Bond Sale
- Bids for HMS
- Graduation/Promotion Dates
- Retiree Reception
- ASA (Advertising) Contract
- 2017/18 District School Calendar

9.0 EXECUTIVE SESSION – Negotiations and Student/Personnel issues:
MOTION to go into executive session at 8:55 p.m. for 15-minutes, to return at 9:10 p.m. for discussion of Student/Personnel Issues.
(Walston/Gibson) Motion carried 6-0.

Ms. Walston declared a 5-min. break from 8:50 p.m. to 8:55 p.m. before going into Executive Session. Six Board members returned to the Board Room at 8:55 p.m. from the 5-min. break.

Dr. Clagg and Mr. Mike Mitchener were invited to join the Board in Executive Session at 8:55 p.m.

The Board reconvened at 9:10 p.m. with four Board members present.
(Walston, Lemmons, G. Crum and Gibson)
MOTION to extend Executive Session for 10-minutes to return at 9:20 p.m.
(Walston / P. Crum) Motion carried 4-0.

Dr. Clint Schutte and Dr. Mike Clagg returned to the Board Room at 9:20 p.m.

The Board reconvened at 9:20 p.m. with four Board members present.
(Walston, P. Crum, Lemmons and Gibson)

MOTION to extend Executive Session for 10-minutes to return at 9:30 p.m. for discussion of Negotiations.
(Walston/P. Crum) Motion carried 4-0.

Dr. Schutte was invited to join the Board in Executive Session at 9:20 p.m.

Dr. Schutte returned to the Board Room at 9:30 p.m.

The Board reconvened at 9:30 p.m. with six members present.

Greg Fenster left the Board Room at 9:30 p.m.

MOTION to authorize Haysville USD 261 to pay 921employees a onetime $1,000.00 bonus from the Contingency Reserves Funds. Payment will be included in the employee's regular May payroll.
(Lemmons/Gibson) Motion carried 5-0. Greg Fenster was not present for the vote.

Greg Fenster returned to the Board Room at 9:32 p.m.

10.0 ADJOURNMENT
Meeting adjourned at 9:33 p.m.

_____
Susan Walston, Board of Education President

_____
Debra M. Coleman, Board of Education Clerk

JOINT BOE/STUDENT COUNCIL MEETING U.S.D. # 261
CAMPUS HIGH SCHOOL – Office Conference Room
2100 W. 55TH St. So., Wichita, Kansas
7:00 A.M. – April 28, 2016

Subject to Board Approval

The Joint meeting of the Board of Education of Haysville School District # 261 and the Campus High School Student Council was called to order in the School Office Conference Room at Campus High School, 2100 W. 55th St. So., at 7: 00 a.m., by Board President Susan Walston.

MEMBERS PRESENT
Susan Walston
Tom Gibson
Glenn Crum
Paige Crum

OTHERS PRESENT
Dr. John Burke, Superintendent
Debbie Coleman, Clerk of the Board
Myron Regier, Campus High School Principal

STUDENT COUNCIL MEMBERS PRESENT
Mrs. Moree, Sponsor
Avary Finch, Student Body President
Erica Rodriquez, Executive Vice President
Hanah Denning, Executive Secretary
Abby Acosta, Executive Treasurer
Wrylie Finkle, Assistant Sponsor
TJ Lolling, Freshman Executive Rep.
Logan Combs, Sophomore Executive Rep.
Sarah Roman-Emerson, Junior Executive Tres.

CALL to ORDER
Board President Susan Walston called the meeting to order at 7:00 a.m. with four Board members and seven Student Council members present.

INTRODUCTIONS
Those present introduced themselves and stated their titles.

GOALS and VISIONS
Board President, Susan Walston explained the roles and responsibilities of the Board of Education, shared the Strategic Plan with the students then gave a brief overview of the Bond Project (District construction project). The Board invited Student Council members to attend BOE meetings in order for the Student Council to keep up on issues that goes to the Board possibly give student input.

Student Body President, Avary Finch gave an overview of the work the Student Council has completed and their future plans. The Stompin Grounds Coffee Shop has been completed and opened since last year's joint meeting and the Valley State Bank construction inside the Campus High School Cafeteria is about to begin.

ADJOURNMENT
The meeting was adjourned at 7:52 a.m.

_____
Susan Walston, Board of Education President

_____
Debbie Coleman, Board of Education Clerk

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent of Personnel

DATE: May, 2016

RE: New Classified Personnel

The following certified personnel are presented for your approval.

Name	Position	Location	Total Contract Amount Offered:
Beth Carl	Special Ed Teacher	HMS	$39,817.00
Bethanie Sampson	Special Ed Teacher	HMS	$43,691.00
Natalie Rust	Principal	Oatville	$98,000.00
Burt Helmer	Teacher	HHS	$29,528.50
Maci Grimes	Teacher	Rex	$43,400.00
Cortney Debenham	Teacher	Prairie	$39,817.00
Shaylin King	Teacher	Prairie	$47,653.00

TO: Board of Education

FROM: Dr. Michael Clagg
Assistant Superintendent for Personnel

DATE: May, 2016

RE: Resignation

Please let this statement serve as a recommendation to the Board of Education to accept the resignations of the following Certified Employees:

Michael Hill, Teacher – Haysville High School
Keith Schmanke, Teacher - Ruth Clark Elementary
Bernard Stekoll, Teacher – Freeman Elementary
Jennifer Swenson, Teacher – Campus High School
Lorielle Engels, Teacher – Prairie Elementary
Amanda Brazill, Teacher – Campus High School
Taylor Danielsen, Teacher – Oatville Elementary
Kristen LaPoint, Teacher – Prairie Elementary
Rebecca Stanfield, Teacher – Haysville Middle School
Vanessa Jabara, Teacher – Haysville Middle School
McKenzie Jaradate, Teacher – Haysville West Middle School

Retirement:
Myra Jacobs, Teacher – Nelson Elementary

Nelson Elementary

USD 261 HAYSVILLE SCHOOLS

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

Monday, April 25, 2015

Dr. Burke & U.S.D. 261 Board of Education:

We would respectfully request that we accept a recent gift from Homeland Foods in Haysville. We have been fortunate over the years to have had a partnership with Homeland Foods. Homeland had a program whereby shoppers could designate a school to receive a small percentage of their groceries bill by utilizing their Homeland One Card. We received a check on Thursday, April 21, 2016 to Nelson School for $77.13. The check is number 6110330 and is dated 4-20-16. We will be depositing this in our "Nelson Life Touch Account" number 06-2400-619-33-3095.

For Kids Learning,

Michael Mitchener
Principal
CC: Clint Schutte
Debbie Coleman

Date: 4-27, 2016

To: Board of Education

From: Jerri Clagg, Secretary

RE: Fundraiser

Freeman Elementary received a check from HAC, Inc in the amount of 66.23. We are requesting acceptance of this check.

Thank you,

Jerri Clagg
Principal's Secretary
Freeman Elementary

4.0 TREASURER'S REPORT/BILLS

See Supporting Documentation in PDF

End of Section

5.0 REPORTS – Focus on Learning

No supporting documentation.

End of Section

REPORT

Bond Project Update

See Supporting Documentation in PDF

End of Section

ASA (Advertising) Contract

No supporting documentation.

End of Section

6.0 ACTION ITEMS

No supporting documentation.

End of Section

JGFB **Supervision of Students** (GAO, GBR and JH) **JGFB**

Students shall be supervised by school personnel when they are under the jurisdiction of the school.

Each building principal shall coordinate and assign teachers, aides or paraprofessionals to supervise students engaged in school sponsored activities. All school-sponsored activities shall be supervised by an adult approved by the administration.

Each building principal shall ensure appropriate staff members are available for supervising students at specific times and in designated areas.

Approved:

KASB Recommendation–7/96; 4/07; 12/15; %%%

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6.2 Campus High School Staff, Student, Activities and Athletic Handbooks

See Supporting Documentation in PDF

End of Section

REVISED 3/31/2016

USD 261
HAYSVILLE SCHOOLS

HHS Proposed Handbook Changes for 2016-2017

CHANGES TO THE HANDBOOK

Page 8 of the Handbook

Transition Center (OLD)

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

Transition Center (NEW)

The Transition Center is a school within a school for ninth and tenth-grade students who are severely behind in credit and need a more intensive approach to recovering credit, developing organizational skills, soft skills, setting goals, and presenting information. In this one-room schoolhouse, taught by a team of teachers and a para-educator, students are enrolled in smaller core classes with a hands-on approach to developing and improving reading and writing skills, problem-solving skills, and communication skills. Students may also have the opportunity to utilize Virtual Prescriptive Learning to recover credit. Students are also enrolled in Teen Leadership, a class that helps develop conflict resolution skills, organization, goal-setting, coping mechanisms and communication. Students are gradually moved over to Haysville High School as they make progress in recovering credit and demonstrate readiness through academics, behavior, and attendance.

Page 9 of the Handbook under Entrance Requirements.

4. **Students who are dismissed from HHS and recommended to the programs mentioned above will forfeit admission fees already paid and be required to pay an additional $50.00 to gain entrance to the Charter Program. Subsequent admission fees will be $50.00 per session. (OLD)**

4. **Students who are dismissed from HHS and recommended to the programs mentioned above will forfeit admission fees already paid. Subsequent admission fees will be $55.00 per session. (NEW)**

REVISED 3/31/2016

USD 261
HAYSVILLE SCHOOLS

HHS Proposed Handbook Changes for 2016-2017

Page 9

OLD

3. **The schedule for 2-4 School is the following:**
   Monday-Thursday 2:05-4:00 Fridays/Seminar Days 1:10-3:00

NEW

3. **The schedule for 2-4 School is the following:**
   Monday-Friday 1:15-3:40.

Pages 12-13

Change graduation requirements as such: Delete the requirement of .5 credits of computer applications while increasing the number of required electives from 6.5 to 7.

Page 34

TUITION & FEES (OLD)

Tuition fees are $55 per session. A one-time fee of $20.00 is charged to cover the costs of Student ID & Student Handbook/Planner (Lanyard and Thumb Drive included). Replacement costs are $5.00 for an ID and & $7.50 each for a Handbook or Lanyard/Thumb Drive. Parking permits are $5.00 each.

TUITION & FEES (NEW)

Tuition fees are $220 per year ($55 per session). A one-time fee of $20.00 is charged to cover the costs of Student ID, Student Handbook/Planner (Lanyard and Thumb Drive included). Replacement costs are $5.00 for each item.

TO: Board of Education

FROM: Dr. Michael Clagg, Assistant Superintendent for Personnel

DATE: April, 2016

RE: Updated Handbook for the 2016-2017 school year.

The following addition/changes to the Substitute Handbook are presented for your approval.

Addition:

Confidentiality is an extremely important component of the law. There are many Federal laws and state statutes that protect the privacy of educational records. The main Federal law pertaining to student records is the Family Educational Rights and Privacy Act (FERPA). Information or records falling under this law must remain confidential. Significant penalties can occur from failure to comply with the privacy act. Many school staff fail to realize that even conversations with non-school personnel or school personnel without educational involvement with a specific child can be a violation of this act. Information and records covered under this act may include but are not limited to: · Personal and family data · Evaluation and test data · Psychological, medical, and anecdotal reports · Records of school achievement and progress reports · Disability information · Copies of correspondence concerning student · Records of conferences with students and/or parents · Other personal data discussing specific facts about the students with whom you work is a violation of the students' confidentiality rights.

TO: Board of Education

FROM: Dr. Michael Clagg, Assistant Superintendent for Personnel

DATE: April, 2016

RE: Updated Handbook for the 2016-2017 school year.

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

Page 1:
Removed: First paragraph

I. General Employment Provisions

B., 4. : Addition
For those employees who qualify.
I., 10. : Reword
After five years of continuous service, an employee shall be granted one additional day of vacation per year for each year above five until a total of four weeks (20 work days) of vacation is allowed.

IV. FERPA - Addition

CONFIDENTIALITY - This is an extremely important component of the law. There are many Federal laws and state statutes that protect the privacy of educational records. The main Federal law pertaining to student records is the Family Educational Rights and Privacy Act (FERPA). Information or records falling under this law must remain confidential. Significant penalties can occur from failure to comply with the privacy act. Many school staff fail to realize that even conversations with non-school personnel or school personnel without educational involvement with a specific child can be a violation of this act. Information and records covered under this act may include but are not limited to: · Personal and family data · Evaluation and test data · Psychological, medical, and anecdotal reports · Records of school achievement and progress reports · Disability information · Copies of correspondence concerning student · Records of conferences with students and/or parents · Other personal data discussing specific facts about the students with whom you work is a violation of the students' confidentiality rights.

6.5 Haysville USD 261 Welfare Benefits Plan

See Supporting Documentation in PDF

End of Section

CERTIFICATE OF CORPORATE RESOLUTION

I do hereby certify that I am the Board of Education President of Haysville USD 261, a unified school district duly organized and existing under and by virtue of the laws of the State of Kansas, and, as Board of Education President, I do hereby certify that at a meeting of the Board of Education of Haysville USD 261, duly called, held and convened according to the laws and bylaws of Haysville USD 261, on the ____ day of _____, 20___, a quorum being present and voting thereon, the following resolutions were presented to the Board of Education and approved by it; that the following is a full, true and correct copy of the resolutions as they appear on the records of Haysville USD 261; that they have not been altered, amended or repealed and are now in full force and effect; that I am one of the duly authorized and proper officers of Haysville USD 261 to make certified copies of its records in its behalf.

WHEREAS, the Assistant Superintendent for Business/Finance of Haysville USD 261 has recommended that the **Haysville USD 261 Welfare Benefits Plan** be amended and restated; and

WHEREAS, the Board of Education deems it to be in the best interests of Haysville USD 261 to further approve the same.

NOW THEREFORE, BE IT RESOLVED, that the Assistant Superintendent for Business/Finance be, and hereby is, authorized and directed to execute and deliver the **Haysville USD 261 Welfare Benefits Plan** as amended and restated, which restated plan is to be effective as of October 1, 2015.

IN WITNESS WHEREOF, effective as of the dates indicated above, the undersigned has executed this Resolution to be filed as part of the records of Haysville USD 261.

_____

Susan Walston
Haysville USD 261 Board of Education President

7.0 FIRST READINGS

No supporting documentation.

End of Section

Absences and Excuses JBD

~~When a student is absent from school an attempt shall be made to contact the parent or guardian to determine the reason for the absence. The principal has been designated to determine the acceptability and validity of excuses presented by the parent(s) or the student. Each building principal shall establish specific rules governing absences and excuses that are consistent with board policies. These rules shall be approved annually by the board and shall be included in student and parent handbooks developed by principals, which govern the day-to-day operation of the schools.~~

BOE Approved: July 7, 2003

BOE Reviewed and Approved: April 28, 2014

Cross Reference: AEB, IHEA, JDD and JBE

Weapons JCDBB

A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon at school, on school property or at a school-sponsored event. This shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon.

Weapons and Destructive Devices

As used in this policy, the term "weapon" and/or destructive device means shall include, but shall not be limited to:

~~* Any item being used as a weapon or destructive device;~~

~~* Any facsimile of a weapon;~~

* Any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;

* The frame or receiver of any weapon described in the preceding example;

* Any firearm muffler or firearm silencer;

* Any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine or similar device;

* Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than ½ inch in diameter; any combination of parts either designed or intended for use in

* Converting any device into a destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled;

* Any bludgeon, sand club, metal knuckles or throwing star;

* Any knife, commonly referred to as a switchblade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward, downward or centrifugal thrust or movement.

* Any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun.

Unless otherwise noted all of the following policies were re-adopted July 20, 2015.

Weapons JCDBB - 2

~~Penalties for Possession Possession of a firearm or other weapon shall result in expulsion from school for a period of one calendar year, except the superintendent may recommend this expulsion requirement be modified on a case-by case basis (see JDC). Possession of a facsimile of a weapon may result in suspension or expulsion. Expulsion hearings for possession of a weapon shall be conducted by the superintendent or the superintendent's designee. Students violating this policy shall be reported as having a felony or misdemeanor and also referred to the appropriate law enforcement agency(ies) and if a juvenile to DCF or the Commissioner of Juvenile Justice.~~

BOE Approved: July 7, 2003

Cross Reference: EBC, JDC, JDD, JHCAA and KGD

Complaints JCE

Complaints about Discrimination

The district is committed to maintaining a working and learning environment free from discrimination, insult, intimidation, or harassment due to race, color, religion, sex, age, national origin, or disability.

Any incident of discrimination including acts of harassment shall promptly be reported for investigation and corrective action by the building principal or district compliance coordinator. Any student or employee who engages in discriminatory conduct shall be subject to disciplinary action, up to and including termination from employment or expulsion from school.

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. The superintendent of schools, 1745 W. Grand Ave., Haysville, KS 67060, 316-554-2200 has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990.

Any student who believes that he or she has been discriminated against may file a complaint with the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of discrimination or harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of

the complaint to the building principal. If the building principal is the alleged harasser, the report shall be made to the district compliance coordinator. Any student complaint of discrimination shall be resolved under the district's discrimination complaint procedures. (See KN)

Complaints about School Rules

Any student may file a complaint with the principal concerning a school rule or regulation as it applies to the student. The complaint shall be in writing, filed within 20 days following the application of the rule or regulation, and must specify the basis for the complaint. The principal shall investigate the complaint and inform the student of the resolution within 10 days after the complaint is filed.

BOE Approved: July 7, 2003

Cross Reference: JDDC and KN

JBD **Absences and Excuses** (See AEB, IHEA, JBE and JDD) **JBD**

When a student is absent from school, an attempt shall be made to contact the parent or guardian to determine the reason for the absence. The principal has been designated to determine the acceptability and validity of excuses presented by the parent(s) or the student.

Procedures for notifying parents on the day of a student's absence shall be published in the student handbook.

Excused/Unexcused Absences

The definition of "excused absence" includes the following:

- *Personal illness;*
- *Health-related treatment, examination, or recuperation;*
- *Serious illness or death of a member of the family;*
- *Obligatory religious observances;*
- *Participation in a district-approved or school sponsored activity or course;*
- *Absences prearranged by parents and approved by the principal; and*
- *Students of active duty military personnel may have additional excused absences at the discretion of the principal for visitations relative to leave or deployment.*

All absences which do not fit into one of the above categories would be considered an unexcused absence. A student serving a period of suspension or expulsion from the district shall not be considered inexcusably absent.

Significant Part of a School Day

An absence of two or more hours in any school day shall be considered an absence for a significant part of the school day.

Make-Up Work

It is the student's responsibility to obtain make-up assignments from teachers following an excused or unexcused absence.

Approved:

KASB Recommendation – 7/96; 9/97; 4/07; 12/14; 6/15

JCDBB **Weapons** (See EBC, JDC, JDD, JHCAA and KGD) **JCDBB**

A student shall not knowingly possess, handle, or transmit any object that can reasonably be considered a weapon at school, on school property, or at a school-sponsored event. This shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon.

Weapons and Destructive Devices

As used in this policy, the term "weapon" and/or destructive device shall include, but shall not be limited to:

- any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- the frame or receiver of any weapon described in the preceding example;
- any firearm muffler or firearm silencer;
- Any explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine, or similar device;
- any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant and which has any barrel with a bore of more than 1/2 inch in diameter;
- any combination of parts either designed or intended for use in converting any device into a destructive device described in the two immediately preceding examples and from which a destructive device may be readily assembled;
- any bludgeon, sand club, metal knuckles, or throwing star;
- any knife, commonly referred to as a switchblade, which has a blade that opens automatically by hand pressure applied to a button, spring, or other device in the handle of the knife or any knife having a blade that opens, falls, or is ejected into position by the force of gravity or by an outward, downward, or centrifugal thrust or movement;
- any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun.

Penalties for Weapon Violations

Possession of a firearm or other weapon listed under the "Weapons and Destructive Devices" heading above shall result in expulsion from school for a period of one calendar year, except the superintendent may recommend this expulsion requirement be modified on a case-by-case basis.

Possession of, handling of, and/or transmitting a weapon of a type other than described under the "Weapons and Destructive Devices" heading above, an item being used as a weapon or destructive device, or a facsimile of a weapon may result in disciplinary action up to and including suspension and/or expulsion. Expulsion hearings for weapons violations shall be conducted by the superintendent or the superintendent's designee.

Students violating this policy shall be reported to the appropriate law enforcement agency(ies) and, if a juvenile, to the Secretary for DCF or the Secretary of KDOC as appropriate.

Approved:

KASB Recommendation–9/97; 6/99; 6/00; 6/01; 6/04; 4/07; 10/12; 1/13; 6/15

Complaints About Discrimination

The district is committed to maintaining a working and learning environment free from discrimination, insult, intimidation, or harassment due to race, color, religion, sex, age, national origin, or disability.

Any incident of discrimination including acts of harassment shall promptly be reported for investigation and corrective action by the building principal or district compliance coordinator. Any student or employee who engages in discriminatory conduct shall be subject to disciplinary action, up to and including termination from employment or expulsion from school.

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. The superintendent of schools, 1745 W. Grand Ave., Hayville, KS 67060, 316-554-2200 has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990.

Any student who believes that he or she has been discriminated against may file a complaint with the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of discrimination or harassment from a student shall inform the student of the employee's obligation to report the complaint and

any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the report shall be made to the district compliance coordinator. Any student complaint of discrimination shall be resolved under the district's discrimination complaint procedures in policy KN.

The district prohibits retaliation or discrimination against any person for opposing discrimination, including harassment; for participating in the complaint process; or making a complaint, testifying, assisting, or participating in any investigation, proceeding, or hearing.

Complaints About School Rules

Any student may file a complaint with the principal concerning a school rule or regulation as it applies to the student. The complaint shall be in writing, filed within 20 days following the application of the rule or regulation, and must specify the basis for the complaint. The principal shall investigate the complaint and inform the student of the resolution within 10 days after the complaint is filed.

Approved:

KASB Recommendation – 7/96; 8/98; 4/07; 6/15

7.2 District Instructional Technology Plan Update

See Supporting Documentation in PDF

End of Section

7.3 Equity in School Lunch Prices

See Supporting Documentation in PDF

End of Section

7.4 WONDERS Supplemental Reading Materials

See Supporting Documentation in PDF

End of Section

7.5 Student Council Representative

No supporting documentation.

End of Section

8.0 DISCUSSION/REPORT ITEMS

No supporting documentation.

End of Section

8.1 Schools for Fair Funding Report

End of Section

8.2 Future Agenda Items

End of Section

Haysville Board of Education Calendar

July	**January**
Organizational Meeting	Superintendent Evaluation/Contract
Budget Workshop	Notice Items for Negotiations
	Elect Board Negotiations Team
	Handbooks
August	**February**
Budget Hearing	Report of Admin. Evaluations
Approve Budget	Extension of Admin. Contracts
	Handbooks
	March
September	School Calendar Proposals
Enrollment Numbers	Curriculum Proposals
Summer Program Reports	Handbooks
Building Tours	**April**
	Teacher Non-renewal discussion
October	Capital Outlay Lists
Special Education Plan	Personnel Plan
Building Tours	Star Polisher Awards
Audit Report	Handbooks
	Proclamation for Appreciation
November	**May**
KASB Delegates/Voting	Handbooks
BOE Retreat/Goal Setting/Evaluation	Summer Work Requests
	Graduations/Promotions
	Retiree Reception
December	Review ASA Contract
Schedule Superintendent Evaluation	**June**
	Handbooks
	Set Budget Meeting Date and Time
Yearly Activities:	**On Going:**
Joint BOE/City Meeting (a 5th Monday)	Policy Review (monthly)
Crisis / Safety Report	Advertising Revenue (monthly)
Drug Prevention Report	
Joint BOE/StuCo Meeting	
Audit Report to Board KASB State Convention	
KASB Spring & Fall Regional Mtgs	

9.0 EXECUTIVE SESSION

No supporting documentation.

End of Section

10.0 ADJOURNMENT

No supporting documentation.

End of Section