

**BOARD OF EDUCATION MEETING U.S.D. # 261**  
**BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND**  
**HAYSVILLE, KANSAS**  
**November 21, 2011 -7:00 P.M.**

Subject to Board Approval

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

**MEMBERS PRESENT**

Susan Walston, President  
Glenn Crum, Vice President  
Forrest Hummel  
Emily Davis  
Barb Walters  
Regina Schutt  
Greg Fenster

**OTHERS PRESENT**

Dr. John Burke, Superintendent of Schools  
Clint Schutte, Assistant to the Asst. Supt. of Business and Finance  
Debbie Coleman, Clerk of the Board  
Dr. Michael Clagg, Asst. Supt. of Personnel  
Teresa Tosh, Assistant Superintendent of Learning Services  
Becky Cezar, Director of Special Services  
Liz Hames, Coordinator of Community Relations  
Ildo Martins, H.W.M.S. Principal  
Glenda Cowell, Campus High School Assistant Principal  
David Herbert, Director of Information Services  
Carla Wulf, Ruth Clark Elementary School Principal  
Others

**1.0 MEETING OPENING**

**1.1 Call to Order**

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

**1.2 Flag Salute**

**1.3 President's Announcements**

- **KASB Voting Delegates:**  
Ms. Walston asked for a motion to appoint a Board delegate for the State KASB Convention.  
MOTION to appoint Susan Walston as delegate for the 2011 KASB State Convention. (Crum / Schutte) Motion carried 6-1. Emily Davis voted no.
- Susan discussed the KASB president candidates and resolutions to be voted on at the KASB Convention in December.
- **Christmas Food Trays:**  
Susan asked the Board if they would like to once again send food trays to the District buildings in December.  
MOTION to send the food trays to the District buildings in December. (Crum / Walters) Motion carried 7-0.
- **December 2011 BOE Meeting Time Change:**  
Susan suggested the Board change the start time of the December BOE meeting to 5:30 p.m. in order for staff and Board members to participate in Christmas programs. (Walston / Hummel) Motion carried 7-0.
- Ms. Walston reminded Board members of the CIS reception on Monday, November 28<sup>th</sup> and asked if any of the Board members planned to attend the reception.
- Ms. Walston thanked Student Council for hosting the BOE/Student Council meeting.
- Susan congratulated the participants and winners of the District Spelling Bee.

- 1.4 Superintendent's Announcements
- The Fun Team has declared Tuesday, November 22, 2011 as Hat Day.
  - A "Tip of the Hat" form is available for staff to send a note of appreciation to co-workers and other District staff.
- 1.5 New and Good
- Dr. Burke:
- The St. Petersburg Quartet performed at Haysville West Middle School last week.
  - Cross Country runner, Bryant Keirns took 3<sup>rd</sup> place at State.
  - Anne Frank and Me was performed at Campus High Theater.
- 1.6 Approve / Amend Agenda
- MOTION to approve the agenda as presented.  
(Walters / Hummel) Motion carried 7-0.

2.0 DISTRICT PATRON/PERSONNEL TIME

- 2.1 Hearing of Scheduled District Patrons/District Personnel – 5 minutes
- Campus High School Robotics Team
- Mr. J.L. Walker, Mark Davis, and Ben Nye from the Campus High School Robotics Team gave a short report to the Board on their project.
- 2.2 Remarks/Comments from District Visitors – 2 minutes
- None

3.0 CONSENT AGENDA

- 3.1 Previous Minutes
- 3.2 Routine Personnel
- 3.3 Gifts and Grants
- MOTION to approve the Consent Agenda as presented including an additional Personnel item.  
(Crum / Schutte) Motion carried 6-1. Emily Davis voted no.

4.0 TREASURER'S REPORT / BILLS

Clint Schutte presented information to the Board regarding the Treasurer's Report and Bills.  
Glenn Crum reviewed the report and discussed the bills.  
MOTION to approve the Treasurer's report and bills as presented amended by  
(Crum / Hummel) Motion carried 5-2. Emily Davis and Greg Fenster voted no.

5.0 REPORTS – Focus on Learning

- 5.1 Gifted Program
- Becky Cezar, Caylene Crouse-Burns, Sally Holiday, Angie Estell, and Karla Jeardoe presented information to the Board on the District Gifted program.
- 5.2 HMS Leadership Program
- Ms. Dawn Blue, Christian Sprayberry, Boo Dryden, Chris Reese, Marangelie Santiago, and Callie Simpson presented information to the Board regarding the Haysville Middle School Teen Leadership Program.
- \*7.4 QZAB Bond Approval (moved up in order for Mr. McGuire to return to Kansas City)**  
**Clint Schutte presented information to the Board regarding the QZAB Bond Approval.**  
**MOTION to approve the QZAB Bond Approval as presented.**  
**(Crum / Hummel) Motion carried 5-2. Emily Davis and Greg Fenster voted no.**

5.3 AYP Reports – Oatville, Prairie, and Ruth Clark Elementary Schools

Ms. Pat Yorgensen began the report with a short overview of AYP.

Mr. Dent principal at Oatville Elementary School and teachers Angie Barid and Connie August presented information to the Board regarding Oatville's AYP progress.

Mr. Engelking, principal at Prairie Elementary School and teachers Michele Rice, Noel Adamson, and counselor Lisa McKeown presented information to the Board regarding Prairie's AYP progress.

Mrs. Wulf principal at Ruth Clark Elementary School and teacher Windy Wellner presented information to the Board regarding Ruth Clark's AYP progress.

6.0 FIRST READINGS

6.1 Policy Review

IFCB – Field Trips

IFCB-R – Field Trips

IHA – Grading Systems

IHB – Homework

IHC – Class Rankings

IHD – Honor Rolls

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

6.2 Signage – Prairie Elementary, Ruth Clark Elementary, Haysville West Middle School and Campus High School

Clint Schutte presented information to the Board regarding signage for Prairie Elementary, Ruth Clark Elementary, Haysville West Middle School and Campus High School. Bids and specs will be presented at the December BOE meeting.

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

7.0 ACTION ITEMS

7.1 \*IF - Textbooks, Instructional Materials and Media Centers

\*IF-R - Textbooks, Instructional Materials and Media Centers

\*IFAB – Supplementary Materials Selection and Adoption

\*IFB – Instructional Services

\*IFBC – Instructional Materials Centers

\*These policies were carried over from the October 17, 2011 BOE meeting and will be held until the December BOE meeting.

IFBDA-Professional Libraries

IFBH-Outside Speakers

IFBH-R-Outside Speakers

IFC-Community Resources

IFC-R-Community Resources

MOTION to approve IFBDA-Professional Libraries, IFBH-Outside Speakers,

IFBH-R-Outside Speakers with the following change...

Outside speakers should be selected so that various points of view are presented.

Speakers shall be informed of this policy and its rules when they are invited to make a presentation.

Language cannot be used that calls for students to be disruptive.

The teacher/sponsor or any member of the school administration may interrupt or suspend any proceedings if the speaker is not abiding by these regulations.

With prior (~~board~~ – remove) superintendent approval an honorarium may be paid to outside speakers. BOE Approved: July 7, 2003

IFC-Community Resources and IFC-R-Community Resources as presented with change to IFBH-R. (Hummel / Crum) Motion carried 5-2. Emily Davis and Greg Fenster voted no.

Susan Walston asked for discussion on BK-Board Self-Evaluation policy.

### **BK Board Self-Evaluation**

The board shall conduct an annual self-evaluation. Each board member shall use a self-evaluation instrument to appraise individual performance or the performance of the board as a whole. Results of these evaluations shall be discussed at least annually, and revised standards and priorities shall be developed to guide the board's development in the coming year. The board considers the following conditions crucial to self-evaluation:

1. Board members should be involved in developing the standards and process to be used. The standards may include, but not be limited to:

- \_educational leadership;
- \_policy development;
- \_board member development and performance;
- ~~\_relationships with the superintendent and other staff members;~~ (Remove this line)
- \_communications with the public;
- \_fiscal management;
- \_board meeting organization and committee performance;
- \_relations with cooperating agencies and other governmental organizations.

2. Evaluation shall be at a scheduled time and place with all {at least **6 change to 4**} board members present.

3. The evaluation shall be a composite of the individual board members' opinion.

4. The evaluation shall discuss strengths as well as areas needing improvement.

The evaluation results shall be discussed in detail, and the board shall formulate a series of objectives for the coming year. These objectives shall be stated in the form of behavioral change or productivity gains.

BOE Approved: July 7, 2003; BOE Reviewed and Approved: January 7, 2008

MOTION to approve Board policy BK-Board Self-Evaluation with changes.

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

#### 7.2 Bus Bid Approval

Clint Schutte presented information to the Board regarding bus bids for two 2013 Blue Bird Forward Engine School Bus Body/Chassis.

MOTION to approve the low bid from Kansas Truck Equipment Company for two buses in the amount of \$98,934.00 each with an option of a 3-year lease purchase at the time of purchase.

(Hummel / Crum) Motion carried 7-0.

#### 7.3 Learning Facilitator Job Description

Dr. Michael Clagg was present to answer questions from the Board regarding the job description for the Learning Facilitator.

MOTION to approve the Learning Facilitator job description as presented.

(Crum / Schutte) Motion carried 7-0.

#### **\*7.4 QZAB Bond Approval this item was presented after 5.2 HMS Leadership in order for Mr. McGuire to return to Kansas City.**

### 8.0 DISCUSSION/REPORT ITEMS

#### 8.1 Schools for Fair Funding Report

No Report

Dr. Burke has given Schools for Fair Funding staff the Board member's e-addresses for updates.

## 8.2 Future Agenda Items

- Policy Review and Approval
- Focus on Learning Report
- All First Readings moved to Action Items
- Food Service – When this discussion takes place the Board would like to have a Special Meeting
- Capital Outlay Items/Bids
- Curriculum Proposals
- Negotiations
- Side Walks
- Superintendent’s Evaluation – January meeting
- BOE Self Evaluation – February 27, 2012, 5:30 p.m. (Get a staff person to facilitate meeting)

## 8.3 Board Calendar

No changes

## 10.0 EXECUTIVE SESSION – Negotiations

MOTION to go into executive session at 9:22 p.m. for 10-minutes, to return at 9:32 p.m. for discussion of Negotiations.

(Walston / Crum) Motion carried 7-0.

Clint Schutte and Dr. Michael Clagg were invited to join the Board in Executive Session at 9:22 p.m.

Clint Schutte and Dr. Michael Clagg returned to the Board room at 9:28 p.m.

The Board reconvened at 9:32 p.m. with seven Board members present.

MOTION to approve the salary increases for classified personnel as presented.

(Hummel / Crum) Motion carried 7-0.

MOTION to approve the salary increases for administrative personnel as presented.

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

Greg Fenster left the Board room at 9:32 p.m.

MOTION to approve the negotiated agreement as changed.

(Crum / Schutte) Motion carried 6-0. Greg Fenster was not present for the vote.

Greg Fenster returned to the Board room at 9:33 p.m.

## 11.0 ADJOURNMENT

Meeting adjourned at 9:34p.m.

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Susan Walston, Board of Education President

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Debra M. Coleman, Board of Education Clerk