

**BOARD OF EDUCATION MEETING U.S.D. # 261
BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND
HAYSVILLE, KANSAS
July 21, 2014 -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. Five Board members were present.

MEMBERS PRESENT

Susan Walston
Glenn Crum
Greg Fenster
Pat Lemmons
Paige Crum
Misty Harding (arrived at 7:05 p.m.)

OTHERS PRESENT

Dr. John Burke, Superintendent of Schools
Debbie Coleman, Clerk of the Board
Dr. Clint Schutte, Assistant Supt. of Finance
Dr. Michael Clagg, Asst. Supt. of Personnel
Teresa Tosh, Asst. Supt. of Learning Services
David Herbert, Director of Information Services
Becky Cezar, Director of Special Services
Galen Davis, Executive Director of Maintenance
Others

1.0 REORGANIZATION MEETING OPENING

1.1 Call to Order

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

1.2 Flag Salute

1.3 President's Announcements (No Documentation)

1.3.1 Discussion of Placement of Treasurer's Report

This item was tabled until the August BOE meeting.

- Susan and Dr. Burke attended the KASB Legislative Session report in Wichita.
- Susan asked Dr. Burke to talk about the Chamber presentation of a check to the Haysville Education Foundation.

Dr. Burke informed the Board that the Haysville Education Foundation was presented with a \$5,000.00 check from Shelter Insurance for a winning essay written by Susan Armstrong on the attributes of living in Haysville.

Susan thanked Susan Armstrong for writing the essay and Shelter Insurance for the presentation of the check.

- Susan welcomed everyone back from summer break.

1.4 Superintendent's Announcements (No Documentation)

- Refunding of Bonds

Mr. Chuck Bouilly of George K. Baum & CO presented information to the Board regarding the refunding of bonds.

- Dr. Burke attended the City of Haysville's Fourth of July festivities where he was awarded with a plaque for Citizen of the Year.

1.5 New and Good (No Documentation)

- Teresa Tosh informed the Board that the District has acquired approximately \$90,000.00 worth of curriculum materials from a neighboring district at no charge to USD 261.

In order to prevent detaining guest presenters Ms. Walston allowed line items 7.10 Capital Outlay – CHS D-Building Change Order to be presented at this time.

7.10 Capital Outlay – CHS D-Building Change Order

Mr. Ed Fredrick and Mr. Ron Brown of Buckley Roofing and Mr. Pat Fredrick of Tremco presented information to the Board regarding the roof at Campus on building D.

Board member Pat Lemmons asked to go on record stating that he does not like the sag in the roof on building D and would like a second opinion.

**MOTION to approve the change order as presented by Buckley Roofing.
(Lemmons / G. Crum) Motion carried 6-0.**

1.6 Approve / Amend Agenda (No Documentation)

Ms. Walston added Flexible Benefits Plan to the Consent Agenda at 4.8.

7.11 Resolution Providing for the Adoption of an Omnibus and 7.12 Resolution Authorizing the Offering for Sale of General Obligation Refunding Bonds were added to 7.0 ACTION ITEMS.

MOTION to approve the agenda as amended by adding 4.8 Flexible Benefits Plan under 4.0 CONSENT AGENDA, 7.11 Resolution Providing for the Adoption of an Omnibus and 7.12 Resolution Authorizing the Offering for Sale of General Obligation Refunding Bonds added to 7.0 ACTION ITEMS.

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

2.0 BOARD REORGANIZATION - PDF

Standard BOE reorganization as required by Kansas Statutes and BOE Policy - Action Requested

2.1 Election of Board Officers

Ms. Walston opened the floor for nominations for Board president.

Glenn Crum nominated Susan Walston for president.

Ms. Walston asked if there were additional nominations.

Hearing none, a motion was made that nominations cease.

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

Due to no other nominations Susan Walston was elected Board president.

Newly elected Board president Susan Walston opened the floor for nominations for vice-president.

Misty Harding nominated Paige Crum for vice-president.

Susan Walston asked if there were additional nominations.

Hearing none, a motion was made that nominations cease.

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

Due to no other nominations Paige Crum was elected Board vice-president.

7.11 and 7.12 were moved to this time to allow a vote so Mr. Bouly would not have to stay through the Board meeting.

7.11 Resolution Providing for the Adoption of an Omnibus

MOTION to approve the Resolution Providing for the Adoption of an Omnibus.

(Fenster / P. Crum) Motion carried 6-0.

7.12 Resolution Authorizing the Offering for Sale of General Obligation Refunding Bonds

MOTION to approve the Resolution Authorizing the Offering for Sale of General Obligation Refunding Bonds.

(Lemmons / Fenster) Motion carried 6-0.

2.2 Designate Regular Meeting Date, Time, and Place

The regular Board of Education meetings for 2014-2015 will be held on the third Monday of each month at 7:00 p.m. in the Board of Education room of the Administration Building located at 1745 W. Grand, Haysville, Kansas.

Exceptions would be the following designated dates:

- January 26th rather than January 19th (Non-Contract Day)
- February 23rd rather than February 16th (President's Day)
- March 23rd rather than March 16th (Spring Break)
- May 11th rather than May 18th (Promotion)

MOTION to approve the Designated Regular Meeting Date, Time and Place as presented. (Lemmons / P. Crum) Motion carried 6-0.

2.3 Personnel Appointments and Resolutions

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| 2.3.1 | Clerk of the Board | Debra M. Coleman |
| 2.3.2 | Deputy Clerk of the Board | Liz Hames |
| 2.3.3 | Treasurer of the Board | Dr. Clint Schutte |
| 2.3.4 | Assistant Treasurer of the Board | Nadine Foreman |
| 2.3.5 | Custodian of District Office Records | Dr. Clint Schutte |
| a. | Custodian of Early Childhood Program | Program Administrator |
| b. | Parents As Teachers Program | Program Administrator |
| c. | Custodian of Oatville Elementary Office Records | Building Principal |
| d. | Custodian of Rex Elementary Office Records | Building Principal |
| e. | Custodian of Nelson Elementary Office Records | Building Principal |
| f. | Custodian of Freeman Elementary Office Records | Building Principal |
| g. | Custodian of Ruth Clark Elementary Office Records | Building Principal |
| h. | Custodian of Prairie Elementary School Office Records | Building Principal |
| i. | Custodian of Haysville Middle School Office Records | Building Principal |
| j. | Custodian of Haysville West Middle Schl. Office Records | Building Principal |
| k. | Custodian of Campus High School Office Records | Building Principal |
| l. | Custodian of Haysville High School | Assistant Building Principal in Charge of HHS |
| m. | Custodian of Tri-City Day School | Building Administrator |
| 2.3.6 | Representative for Title Projects | Teresa Tosh |
| 2.3.7 | Attorney for the Board of Education | Foulston & Siefkin |
| 2.3.8 | KPERS Designated Agent | Dr. Clint Schutte |
| 2.3.9 | Freedom of Information Officer | Coord. Community Relations |
| 2.3.10 | Food Service/Lunch Agreement Representative | Director of Food Service |
| 2.3.11 | Hearing Officer for Free & Reduced Meal Application Appeals | Dr. Clint Schutte |
| 2.3.12 | Attendance Officer | |
| a. | Early Childhood Program | Becky Cezar |
| b. | Attendance Officer for Parents As Teachers | Becky Cezar |
| c. | Attendance Officer for Oatville Elementary | Building Principal |
| d. | Attendance Officer for Rex Elementary | Building Principal |
| e. | Attendance Officer for Nelson Elementary | Building Principal |
| f. | Attendance Officer for Freeman Elementary | Building Principal |
| g. | Attendance Officer for Ruth Clark Elementary | Building Principal |
| h. | Attendance Officer for Prairie Elementary | Building Principal |
| i. | Attendance Officer for Haysville Middle School | Building Principal / Building Assistant Principals |
| j. | Attendance Officer for Haysville West Middle Schl. | Building Principal / Building Assistant Principals |
| k. | Attendance Officer for Campus High School | Building Principal / Building Assistant Principals |

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| l. Attendance Officer for Haysville High School m. Attendance Officer for Tri-City Day School 2.3.13 Title VI Coordinator 2.3.14 504 Coordinator 2.3.15 Coordinator for Homeless Children 2.3.16 Resolutions | Assistant Building Principal in Charge of HHS Building Administrator Asst. Supt. of Personnel Asst. Supt. of Personnel Linda Long Agenda Topics 2.3.16.1 – 2.3.16.11 |
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RE: Comments and Recommendations of the superintendent.

The superintendent suggests the below resolutions for agenda topics 2.3.16.1 – 2.3.16.11.

2.3.16.1 1116-Hour School Year –

“Be it resolved that the Board of Education of Unified School District 261 does hereby authorize the 1116 hour policy calendar as defined by the Kansas State Department of Education for the 2013-2015 school year.”

2.3.16.2 Surety Bond for District Treasurer and High School and Middle School Principals –

“Be it resolved that the Board of Education of Unified School District 261 does hereby authorize the procurement of surety bonds for the district treasurer and high school and middle school principals.”

2.3.16.3 Official Newspaper –

“Be it resolved that the Board of Education of Unified School District 261 does hereby designate the Wichita Eagle and the Haysville Sun-Times as the official newspaper publications of the district for the 2014-2015 school year.”

2.3.16.4 Participation in Federal Programs –

“Be it resolved that the Board of Education of Unified School District 261 does hereby approve and authorize the district to participate in federal programs to include Title I and II.”

2.3.16.5 Early Payment of Bills –

“Be it resolved that the Board of Education of Unified School District 261 does hereby authorize Dr. John Burke, superintendent of schools, and Dr. Clint Schutte, assistant superintendent of business and finance, to make early payment of bills when such payments result in a reduction in the amount charged to the district for goods or services or penalty or interest.” This resolution is allowed for in Board policy DJEJ.

2.3.16.6 Official Depository of Funds –

Please see the attached resolution example.

2.3.16.7 Rescinding Policy Statement and Adoption of New Board Policies –

(a & b) Please see Exhibit # 2.3.16.7 a & b for supporting information.

2.3.16.8 Waiver of GAAP Resolution –

Please see the attached resolution example.

2.3.16.9 Home Rule Resolution –

Please see the attached resolution example.

2.3.16.10 Authority to Dispose of School Property with Value of Less than \$5,000.00 Resolution -

Please see the attached resolution example.

2.3.16.11 Authority to Re-Fund Bonds if in Best Interest of USD 261 Resolution-

Please see the attached resolution example.

MOTION to approve 2.3.1 through 2.3.16.11 as presented.
 (Harding / P. Crum) Motion carried 5-1. Greg Fenster voted no.

2.3.17 Appointment of Board Member(s) / KASB Governmental Relations Network
 MOTION to appoint Paige Crum as the KASB Governmental Relations Network representative.
 (Harding / Fenster) Motion carried 6-0.

- 2.3.18 Haysville Forward Representative
MOTION to appoint Pat Lemmons with Susan Walston as the alternate representative.
(Harding / Fenster) Motion carried 6-0.
- 2.3.19 CIS Representative
MOTION to appoint Misty Harding as the CIS Representative.
(P. Crum / Lemmons) Motion carried 6-0.
- 3.0 DISTRICT PATRON/PERSONNEL TIME
- 3.1 Hearing of Scheduled District Patrons/District Personnel - None
- 3.2 Remarks/Comments from District Visitors - None
- 4.0 CONSENT AGENDA
- 4.1 Previous Minutes
- 4.2 Routine Personnel - Additional Personnel information was distributed to the Board for approval.
- 4.3 Gifts and Grants
- 4.4 Treasurer's Report / Bills
- 4.5 Schools for Fair Funding Dues
- 4.6 KASB Membership Dues
- 4.7 KASB Legal Assistance Fund
- 4.8 Flexible Benefits Plan**
MOTION to approve the consent agenda as amended by **adding 4.8 Flexible Benefits Plan under 4.0 CONSENT AGENDA.**
(P. Crum / G. Crum) Motion carried 4-2. Pat Lemmons and Greg Fenster voted no.
- 5.0 REPORTS – Focus on Learning
- 5.1 Mitigation Plan Report
Galen Davis presented information regarding the Sedgwick County Emergency Management Mitigation Plan.
This item appears at 7.9 under Action Items.
- 5.2 Fresh Benies Report
Dr. Clint Schutte gave a brief overview of the new benefits program the District will be asking for Board approval on at line item 7.8.
- 5.3 CHS D-Building Roof Report – **This report was given after 1.5 New and Good.**
- 6.0 FIRST READINGS
- 6.1 Policy Review
Guidelines for Animals on District Property
Dr. Burke presented information to the Board regarding Guidelines for Animals on District Property.
This was a first reading with no action requested from the Board.
- 6.2 Truancy Officer – New Position
Dr. Mike Clagg Dr. Clint Schutte presented information to the Board regarding a new Truancy Officer position.
This was a first reading with no action requested from the Board.
- 6.3 Transportation Handbook
There were no changes to the Transportation Handbook.
This was a first reading with no action requested from the Board.
- 6.4 Graphic Design Textbook Request
Teresa Tosh presented information to the Board regarding the Graphic Design Textbook request.
This was a first reading with no action requested from the Board.

Susan Walston called a 5-minute break from 8:55 p.m. – 9:00 p.m.
Six Board members returned to the Board table at 9:00 p.m.

7.0 ACTION ITEMS

7.1 Police Approval

JCABB – Searches of Students

JCABB-R – Searches of Students

JCAC – Interrogation and Investigation

Dr. Burke was present to answer questions from the Board.

MOTION to approve JCABB – Searches of Students, JCABB-R – Searches of Students and JCAC – Interrogation and Investigation as presented.

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

7.2 Strategic Plan

Dr. Burke was present to answer questions from the Board regarding the Strategic Plan.

MOTION to approve the Strategic Plan as presented.

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

7.3 Rehired-Retired Teacher Work Agreement

Dr. Mike Clagg was present to answer questions from the Board regarding the Rehired-Retired Teacher Work Agreement.

MOTION to approve the Rehired-Retired Teacher Work Agreement as presented.

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

7.4 Pre-K ELA Materials

Teresa Tosh was present to answer questions from the Board regarding the Pre-K ELA Materials.

MOTION to approve the Pre-K ELA Materials as presented.

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

7.5 3-Year Old Grade Card

Teresa Tosh was present to answer questions from the Board regarding the 3-Year Old Grade Card.

MOTION to approve the 3-Year Old Grade Card as presented.

(P. Crum / Harding) Motion carried 6-0.

7.6 Kindergarten Grade Card Changes

Teresa Tosh was present to answer questions from the Board regarding the Kindergarten Grade Card Changes.

MOTION to approve the Kindergarten Grade Card Changes as presented.

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

7.7 Capital Outlay Resolution

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

MOTION to approve Capital Outlay Resolution as presented.

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

7.8 FRESH Benies Employee Benefits Program – PDF

Dr. Clint Schutte presented information to the Board regarding the FRESH Benies Employee Benefits Program.

MOTION to approve the FRESH Benies Employee Benefits Program as presented.

(P. Crum / G. Crum) Motion carried 5-1. Greg Fenster voted no.

7.9 Mitigation Plan Resolution

Galen Davis presented information to the Board regarding the Mitigation Plan Resolution.

MOTION to approve the Mitigation Plan Resolution as presented.

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

7.10 Capital Outlay – CHS D-Building Change Order

This item was voted on and approved after 1.4 Superintendent's Announcements.

7.11 Resolution Providing for the Adoption of an Omnibus

This item was voted on and approved after 2.1.

7.12 Resolution Authorizing the Offering for Sale of General Obligation Refunding Bonds

This item was voted on and approved after 2.1.

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
- Food Service Report
- Safe Room at Ruth Clark
- Building Reports
- Class Numbers
- Appoint two Board members to modify the Superintendent's evaluation form
- Personnel Plan
- IB Report
- Budget Hearing on August 4, 2014. Action will be requested to publish the Budget.
- Report from Freeman on Unused Floor Space

8.4 Board Calendar
No changes.

9.0 EXECUTIVE SESSION – No Executive Session

10.0 ADJOURNMENT

Meeting adjourned at 9:15p.m.

Susan Walston, Board of Education President

Debra M. Coleman, Board of Education Clerk