

**BOARD OF EDUCATION MEETING U.S.D. # 261  
BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND  
HAYSVILLE, KANSAS  
July 20, 2015 -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  
Tom Gibson  
Paige Crum

**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  
Angie Estell, Director of Special Services  
Liz Hames, Community Relations Coordinator  
Others

Debbie Coleman issued the Oath of Office to elected Board of Education members.

**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)**

- Ms. Walston welcomed newly elected Board member Tom Gibson to the Board and welcomed staff back for the 2015-16 school year.
- Susan reminded Board members of the New Teacher Luncheon being held on August 3<sup>rd</sup> , at noon in the Freeman Cafeteria and the Welcome Back Breakfast on August 10<sup>th</sup> , at 7:30 a.m., at the Intrust Bank in Haysville.
- Ms. Walston thanked staff for arranging the New Board Member Training. Those participating in the training for Tom Gibson were Ms. Walston, Dr. Burke, Ms. Coleman, Ms. Hames, Dr. Schutte, Dr. Clagg, Ms. Tosh, Ms. Cundiff, Mr. Knudson, Mr. Robinson, Mr. Godwin, Ms. Schuckman and Ms. Estell.
- Ms. Walston gave a couple of reminders to Board members:
  - Board members should notify the Board President, Clerk, or Superintendent if they are unable to attend a Board meeting.
  - If a Board member plans to attend a workshop or conference please visit with the Superintendent or President and notify the Clerk.
- Susan informed Tom Gibson that he could go to Haysville West Middle School and have an ID made.
- Ms. Walston asked Board members to bring their calendars to the August meeting and be ready to schedule the September Board Retreat.
- Ms. Walston had the opportunity to attend the KSDE Budget Workshop with Dr. Burke and Dr. Schutte. It was very informative with several rules changing, but Dr. Burke and Dr. Schutte were already aware of the changes and have made those adjustments in our District for next year.

- 1.4 Superintendent's Announcements (No Documentation)
- Dr. Burke spoke to Mayor Armstrong about a potential joint City/District meeting on the 5<sup>th</sup> Monday of August – August 31<sup>st</sup>. Dr. Burke asked the Board to be thinking about this.
  - The first day of pre-service for new teachers will be at 8 a.m. on Tuesday, July 21, 2015. This is being held at the Learning Center and Board members are invited to attend.
- 1.5 New and Good (No Documentation)  
Ms. Walston: The new coffee shop at Campus has been painted and is coming along nicely.
- 1.6 Approve / Amend Agenda (No Documentation)  
MOTION to approve the agenda as presented.  
(P. Crum/G. Crum) Motion carried 5-0.

## 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. There were no additional nominations.

Board vote: Ms. Walston received a 5-0 vote.

Ms. Walston was elected Board president.

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

Glenn Crum nominated Paige Crum for vice-president.

Ms. Walston asked if there were additional nominations. There were no additional nominations.

Board vote: Ms. Crum received a 5-0 vote.

Paige Crum was elected Board vice-president.

**\*8.3 Sale of Bonds was moved to this time to allow a vote so Mr. Bouly would not have to stay through the Board meeting.**

**Mr. Chuck Bouly presented information to the Board regarding the sale of \$30 million worth of Construction Bonds.**

**MOTION to approve the sale of \$30 million worth of Construction Bonds as presented.**

**(G. Crum/P. Crum) Motion carried 5-0.**

**\* 6.0 REPORTS – ASA Advertising - This presentation was moved to this time to prevent Mr. Jim Collogan and Mr. Ed MacMillan from having to stay through the Board meeting. Mr. Richard Elliott and Mr. Kevin McMullin were also present for the information and contributed to the presentation.**

### 2.2 Designate Regular Meeting Date, Time, and Place

The regular Board of Education meetings for 2015-2016 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 25<sup>th</sup> rather than January 18<sup>th</sup> (Non-Contract Day)
- February 22<sup>nd</sup> rather than February 15<sup>th</sup> (President's Day)
- March 21<sup>st</sup> rather than March 14<sup>th</sup> (Spring Break)
- May 9<sup>th</sup> rather than May 16<sup>th</sup> (Promotion)

MOTION to approve the Designated Regular Meeting Date, Time and Place as presented.

(P. Crum/Gibson) Motion carried 5-0.

2.3	Personnel Appointments and Resolutions	
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	Kansas Educational Risk Management Insurance Pool Rep.	Dr. Clint Schutte
2.3.11	Food Service/Lunch Agreement Representative	Director of Food Service
2.3.12	Hearing Officer for Free & Reduced Meal Application Appeals	Dr. Clint Schutte
2.3.13	Attendance Officer	
	a. Early Childhood Program	Angie Estell
	b. Attendance Officer for Parents As Teachers	Angie Estell
	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
	l. Attendance Officer for Haysville High School	Assistant Building Principal in Charge of HHS
	m. Attendance Officer for Tri-City Day School	Building Administrator
2.3.13	Title VI Coordinator	Asst. Supt. of Personnel
2.3.14	504 Coordinator	Asst. Supt. of Personnel
2.3.15	Coordinator for Homeless Children	Linda Long
2.3.16	Resolutions	Agenda Topics 2.3.17.1 – 2.3.17.11

RE: Comments and Recommendations of the superintendent.  
The superintendent suggests the below resolutions for agenda topics 2.3.17.1 – 2.3.17.11.

- 2.3.17.1**      **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 2015-2016 school year.”
- 2.3.17.2**      **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.”
- 2.3.17.3**      **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 2015-2016 school year.”
- 2.3.17.4**      **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.”
- 2.3.17.5**      **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.
- 2.3.17.6**      **Official Depository of Funds** –  
 Please see the attached resolution example.
- 2.3.17.7**      **Rescinding Policy Statement and Adoption of New Board Policies** –  
 (a & b) Please see Exhibit # 2.3.17.7 a & b for supporting information.
- 2.3.17.8**      **Waiver of GAAP Resolution** –  
 Please see the attached resolution example.
- 2.3.17.9**      **Home Rule Resolution** –  
 Please see the attached resolution example.
- 2.3.17.10**     **Authority to Dispose of School Property with Value of Less than \$5,000.00 Resolution** -  
 Please see the attached resolution example.
- 2.3.17.11**     **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 2.3.17.11 as presented.  
 (G. Crum/Gibson) Motion carried 5-0.

- 2.3.18**      Appointment of Board Member(s) / KASB Governmental Relations Network  
 MOTION to appoint Paige Crum as the KASB Governmental Relations Network representative.  
 (G. Crum/Gibson) Motion carried 5-0.
- 2.3.19**      Haysville Forward Representative  
 MOTION to appoint Susan Walston as the Haysville Forward representative and Paige Crum as the alternate.  
 (Fenster/Gibson) Motion carried 5-0.
- 2.3.20**      CIS Representative  
 MOTION to appoint Susan Walston as the CIS Representative.  
 (P. Crum/Gibson) Motion carried 5-0.

### 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 KASB Membership Dues
- 4.5 KASB Legal Assistance Fund

MOTION to approve the consent agenda as presented.

(G. Crum/P. Crum) Motion carried 4-1. Tom Gibson voted no.

### 5.0 TREASURER'S REPORT / BILLS – PDF

MOTION to approve the Treasurer's Report/Bills as presented.

(G. Crum/P. Crum) Motion carried 4-1. Greg Fenster voted no.

### 6.0 REPORTS – Focus on Learning

- **\*ASA Advertising – PDF - This item was presented after 2.1 Election of Board Officers and 8.3 Sale of Bonds.**
- Bond Project Update – Schutte  
Dr. Clint Schutte presented information to the Board regarding the Bond Project.

### 7.0 FIRST READINGS

- 7.1 Rehired-Retired Teacher Work Agreement – Clagg

Dr. Clagg presented information to the Board regarding the changes to the Rehired-Retired Teacher Work agreement.

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

### 8.0 ACTION ITEMS

- 8.1 Kansas Educational Risk Management Insurance Pool Representative – Schutte

Dr. Schutte presented information to the Board regarding the Kansas Educational Risk Management Insurance Pool Representative. Dr. Schutte asked that the Board appoint him as the representative.

MOTION to appoint Dr. Clint Schutte as the Kansas Educational Risk Management Insurance Pool Representative as presented.

(G. Crum/Gibson) Motion carried 5-0.

- 8.2 Engineering Soil Testing Agreements - PDF

Dr. Clint Schutte presented information to the Board on the Engineering Soil Testing Agreements.

MOTION to approve the Survey & Civil Engineering, Soils Testing, Landscape Design and Kitchen Consultation Agreements as presented.

(G. Crum/Gibson) Motion carried 4-1. Greg Fenster voted no.

#### **\*8.3 Sale of Bonds**

**This item was presented, voted on and approved just after line item 2.1.**

- 8.4 Permission to Seek Bids – Driver's Education Vehicle

Dr. Schutte presented information to the Board and requested permission to seek bids for a replacement vehicle.

MOTION to approve seeking bids for a replacement Driver's Education vehicle as presented.

(G. Crum/P. Crum) Motion carried 5-0.

- 8.5 Budget Workshop – Schutte  
Dr. Schutte asked the Board to set a date for a Budget Workshop.  
MOTION to hold a Budget Workshop on Monday, August 3, 2015, at 6:00 p.m. in the Administration Building located at 1745 W. Grand Ave.  
(Walston/P. Crum) Motion carried 5-0.
- 8.6 Construction Manager at Risk Agreement – PDF – Schutte  
Dr. Schutte presented information to the Board regarding the agreement for the Construction Manager at Risk.  
MOTION to approve the Construction Manager at Risk Agreement as presented.  
(Gibson/G. Crum) Motion carried 5-0.

9.0 DISCUSSION/REPORT ITEMS

- 9.1 Schools for Fair Funding Report  
Dr. Mike Clagg attended a meeting on Schools for Fair Funding on July 10<sup>th</sup>. At the meeting a three judge panel accepted all but the remedy. KSDE is now part of the suite.
- 9.2 Future Agenda Items
- Policy Review and Approval
  - Focus on Learning Report
  - All First Readings moved to Action Items
  - Food Service Report – Report on Summer Feeding Program
  - Class Numbers
  - Budget Hearing and Approval of Budget
  - Joint City/District Meeting regarding the Building Project
  - ASA Advertising – More Information
  - Agreement between the City and District
  - Driver’s Education Vehicle Bid Approval
- 9.4 Board Calendar  
The Board Calendar will be changed to reflect the changes by the legislature.

10.0 EXECUTIVE SESSION – No Executive Session

11.0 ADJOURNMENT

Meeting adjourned at 8:49 p.m.

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Susan Walston, Board of Education President

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Debra M. Coleman, Board of Education Clerk