

**BOARD OF EDUCATION MEETING U.S.D. # 261**  
**BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND**  
**HAYSVILLE, KANSAS**  
**July 15, 2019 -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. Six Board members were present.

**MEMBERS PRESENT**

Susan Walston – President  
Paige Crum – Vice President  
Glenn Crum  
Tom Gibson  
Dr. Susan Norton  
Jeremy Bennett

**OTHERS PRESENT**

Dr. John Burke, Superintendent of Schools  
Debbie Coleman, Clerk of the Board  
Dr. Clint Schutte, Assistant Supt. of Finance  
Dr. Mike Clagg, Assistant Supt. of Personnel  
Jennifer Reed, Asst. Supt. of Learning Services  
David Herbert, Director of Information Services  
Others

**1.0 REORGANIZATION MEETING OPENING**

**1.1 Call to Order**

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

**1.2 Flag Salute**

**1.3 President's Announcements (No Documentation)**

- The Budget Workshop will be held on August 6, 2019 at 7:00 p.m.
- Ms. Walston asked the Board if they would be interested in inviting the BOE candidates to attend Board meetings. All Board members agreed that this would be a good idea.
- Former longtime Maintenance employee, Mr. Robert Curless, was interviewed by a local TV channel regarding the wheat harvest.
- KASB is offering Leadership Workshops. If any Board members are interested in attending any of the trainings members should contact Debbie Coleman.

**1.4 Superintendent's Announcements (No Documentation)**

- Dr. Burke had the honor of throwing out the first pitch of the Saturday evening Aviator's game.
- The Campus High School FCCLA attended the Knowledge Bowl and took second place.
- The Piranhas Swim Team has been using the Campus Natatorium for practices and meets.

**1.5 New and Good (No Documentation)**

Paige Crum:

- Haysville Swim Team hosted the League Swim Meet and took third place.
- The Campus High School Cheer and Dance teams attended a camp. The Cheer team was honored as Top Team in their division at the camp and the Dance team received first for their Home Routine.

**1.6 Approve / Amend Agenda (No Documentation)**

MOTION to approve the agenda as presented.  
(Walston/P. 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

The Board discussed the election of Board officers.

Dr. Norton asked Susan Walston if she would be willing to continue serving as Board President until she goes off of the Board in January 2020.

Ms. Walston said she would be willing to serve until January.

Ms. Walston asked if there were additional nominations for Board President.

No additional nominations were made.

MOTION to close nominations.

(Walston/Bennett) Motion carried 6-0.

MOTION for Susan Walston to serve as Board of Education President until a successor is elected by the Board in the first meeting of the Board occurring on or after the second Monday in January of 2020.

(Norton/Bennett) Motion carried 6-0.

Dr. Norton asked Paige Crum if she would be willing to continue serving as Board Vice-President until the January 2020 Board meeting.

Ms. Crum said she would be willing to serve until January.

Ms. Walston asked if there were additional nominations for Board Vice-President.

No additional nominations were made.

MOTION to close nominations.

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

MOTION for Paige Crum to serve as Board of Education Vice-President until a successor is elected by the Board in the first meeting of the Board occurring on or after the second Monday in January of 2020.

(Norton/Gibson) Motion carried 6-0.

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

The regular Board of Education meetings for 2019-2020 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 27<sup>th</sup> rather than January 20<sup>th</sup> (Non-Contract Day)
- February 24<sup>th</sup> rather than February 17<sup>th</sup> (President's Day)
- March 23<sup>rd</sup> rather than March 16<sup>th</sup> (Spring Break)
- May 11<sup>th</sup> rather than May 18<sup>th</sup> (HWMS Promotion)

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

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

2.3	Personnel Appointments and Resolutions	
2.3.1	Clerk of the Board	Debra M. Coleman
2.3.2	Deputy Clerk of the Board	Dr. Mike Clagg
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	Prog. Administrator
	b. Parents As Teachers Program	Prog. 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	Asst. Bldng. Principal
	m. Custodian of Tri-City Day School	Bldng. Administrator
2.3.6	Representative for Title Projects	Jennifer Reed
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	Communications Dir.
2.3.10	Kansas Educational Risk Management Insurance Pool Rep.	Dr. Clint Schutte
2.3.11	Food Service/Lunch Agreement Representative	Dir. 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 Prin. / Bldng. Asst. Prin.
	j. Attendance Officer for Haysville West Middle Schl.	Building Principal / Building Asst. Prin.
	k. Attendance Officer for Campus High School	Building Principal / Building Asst. Prin.
	l. Attendance Officer for Haysville High School	Asst. Bldng. Principal
	m. Attendance Officer for Tri-City Day School	Bldng. Administrator
2.3.14	Title VI Coordinator	Asst. Supt. of Personnel
2.3.15	504 Coordinator	Asst. Supt. of Personnel
2.3.16	Coordinator for Homeless Children	Linda Long
2.3.17	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 2019-2020 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 Haysville Sun-Times as the official newspaper publication of the district for the 2019-2020 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.

(Bennett/Norton) Motion carried 6-0.

- 2.3.18 Appointment of Board Member(s) / KASB Governmental Relations Network  
MOTION to appoint Paige Crum as the KASB Governmental Relations Network representative.  
(Bennett/Norton) Motion carried 6-0.
- 2.3.19 Haysville Forward Representative  
MOTION to appoint Dr. Susan Norton as the Haysville Forward representative.  
(P. Crum/Bennett) Motion carried 6-0.

2.3.20 PANDO Initiative Representative  
MOTION for Susan Walston to continue as the PANDO Initiative Representative until January 2020, with Jeremy Bennett taking over the position in January 2020. (Norton/P. Crum) Motion carried 6-0.

3.0 DISTRICT PATRON/PERSONNEL TIME

- 3.1 Hearing of Scheduled District Patrons/District Personnel – 5 min.  
None
- 3.2 Remarks/Comments from District Visitors – 2 min.  
Mistie Dulohery visited with the Board regarding a student issue.

4.0 CONSENT AGENDA

- 4.1 Previous Minutes
- 4.2 Routine Personnel
- 4.3 Gifts and Grants
- 4.4 Annual Paper Bid
- MOTION to approve the consent agenda as presented.  
(P. Crum/Norton) Motion carried 6-0.

5.0 TREASURER’S REPORT / BILLS – PDF

MOTION to approve the Treasurer’s Report/Bills as presented.  
(Norton/Gibson) Motion carried 6-0.

6.0 REPORTS – Focus on Learning

- Bond Project Update – Schutte  
Dr. Clint Schutte presented information to the Board regarding the Bond Project.  
The Learning Center has signage.  
HHS flooring has been repaired.  
Rex Elementary School roof will be done before school starts, however, there will be some trim work needing to be completed after school begins.  
Air conditioners on Rex will be secured to the roof.  
Campus High School will have some re-work on a sewage line.
- Crisis/Safety Report – Clagg and Knudson  
Dr. Mike Clagg presented information to the Board regarding the District’s Crisis/Safety process.

7.0 ACTION ITEMS

- 7.1 Review the ASA Contract  
Dr. Clint Schutte reviewed the ASA Contract with the Board.  
It was the consensus of the Board to continue with the ASA Contract for one more year.  
No Action Taken
- 7.2 2019-2020 Rehired-Retired Teacher Work Agreement  
Dr. Clagg was present to answer questions from the Board regarding the 2019-2020 Rehired-Retired Teacher Work Agreement.  
MOTION to approve the 2019-2020 Rehired-Retired Teacher Work Agreement as presented.  
(P. Crum/Gibson) Motion carried 6-0.

8.0 FIRST READINGS

No First Readings

9.0 DISCUSSION/REPORT ITEMS

9.1 Schools for Fair Funding Report

No new information

9.2 Future Agenda Items

- Policy Review and Approval
- Focus on Learning Report
- All First Readings (if any) moved to Action Items
- Building Reports
- Class Numbers
- Transportation Handbook
- Summer Feeding Program Numbers
- Elementary Level Foreign Language
- Budget Hearing
- Microsoft Licenses
- PANDO Initiative Invoice
- August 6<sup>th</sup> – Review the Budget and set Budget Hearing Meeting  
to be held right before the August 19 regular BOE Meeting
- Bond Project

Dr. Clagg informed the Board that date changes have been made to the KASB workshops, What Every Board Member Should Know About Safe and Secure School. The McPherson date has been moved from July 17<sup>th</sup> to September 10<sup>th</sup> and the Olathe date has moved from August 7<sup>th</sup> to September 12<sup>th</sup>.

9.3 Board Calendar

No Changes

10.0 EXECUTIVE SESSION

EXECUTIVE SESSION – No Executive Session

11.0 ADJOURNMENT

Meeting adjourned at 8:33 p.m.

---

Susan Walston, Board of Education President

---

Debra M. Coleman, Board of Education Clerk