

BUDGET HEARING
ADMINISTRATION BUILDING – BOARD ROOM, 1745 W. GRAND AVE., HAYSVILLE, KANSAS
August 16, 2010 – 7:00 P.M.

- 1.0 BUDGET HEARING
 - 1.1 Open Budget Hearing
 - 1.2 Approval of Budget
 - 1.3 Adjourn Budget Hearing

REGULAR MEETING USD # 261
ADMINISTRATION BUILDING – BOARD ROOM, 1745 W. GRAND AVE., HAYSVILLE,
KANSAS
August 16, 2010 – 7:00 P.M.

- 1.0 MEETING OPENING
 - 1.1 Call to Order
 - 1.2 Flag Salute
 - 1.3 President’s Announcements
 - 1.4 New and Good
 - 1.5 Approve / Amend Agenda
- 2.0 BOARD REORGANIZATION - PDF
Standard BOE reorganization as required by Kansas Statutes and BOE Policy - Action Requested
 - 2.1 Election of Board Officers
 - 2.1.1 President
 - 2.1.2 Vice-President
 - 2.1.3 Haysville Forward
 - 2.1.4 CIS
- 3.0 DISTRICT PATRON/PERSONNEL TIME
 - 3.1 Hearing of Scheduled District Patrons/District Personnel
 - 3.2 Remarks/Comments from District Visitors
- 4.0 CONSENT AGENDA
 - 4.1 Previous Minutes
 - 4.2 Treasurer’s Report / Bills – PDF
 - 4.3 Routine Personnel
 - 4.4 Gifts and Grants
- 5.0 REPORTS – Focus on Learning
- 6.0 FIRST READINGS
 - 6.1 Policy Review
 - IC – Educational Program
 - ICAA – Teaching Methods
 - ID – Instructional Program
 - IDA – Educational Program
 - JRC – Disposition of Records
 - 6.2 Pre-K – 12 Science Curriculum Guides – PDF

7.0 ACTION ITEMS

7.1 Policy Review Approval

BDA – Developing and Adopting Policy

ED – Student Transportation Management

EDAA – School Vehicles (District Owned Buses)

EDDA – Special Use of School Buses

GAF – Staff-Student Relations

GARID – Military Leave

7.2 Campus High School Trig. Textbook

7.3 Pre-K - 12 Language Arts Curriculum - PDF

7.4 Substitute Handbook Changes

7.5 Educational Support Personnel Handbook Changes

7.6 Rehired-Retired Teacher Work Agreement Changes

7.7 Sick Leave Bank for Classified and Administrative Personnel – PDF

7.8 HWMS Pond Fencing

7.9 Haysville Middle School Carpet Bids

8.0 SUPERINTENDENT’S REPORT

9.0 DISCUSSION/REPORT ITEMS

9.1 Schools for Fair Funding

9.2 Future Agenda Items

9.3 Board Task List

10.0 EXECUTIVE SESSION – if needed

11.0 ADJOURNMENT

1.0 BUDGET HEARING

No supporting documentation.

End of Section

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 New and Good

No supporting documentation.

End of Section

1.5 Approve / Amend Agenda

No supporting documentation.

End of Section

2.0 BOARD REORGANIZATION

No Supporting Documentation

End of Section

- 2.1 Election of Board Officers
 - 2.1.1 President
 - 2.1.2 Vice-President
 - 2.1.3 Haysville Forward
 - 2.1.4 CIS

No supporting documentation.

3.0 DISTRICT PATRON / PERSONNEL TIME

No supporting documentation.

End of Section

3.1 Hearing of Scheduled District Patrons / District Personnel

No supporting documentation.

End of Section

3.2 Remarks / Comments from District Visitors

No supporting documentation.

End of Section

4.0 CONSENT AGENDA

No supporting documentation.

End of Section

BUDGET REVIEW U.S.D. # 261
BOARD ROOM – CENTRAL OFFICE – 1745 WEST GRAND
HAYSVILLE, KANSAS
July 26, 2010 – 6:00 p.m.

Subject to Board Approval

The budget review meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order in the Conference Room, 1745 W. Grand, Haysville, Kansas, at 6:00 p.m., by Board President Susan Walston. Five Board members were present.

MEMBERS PRESENT

Susan Walston
Barb Walters
Glenn Crum
Emily Davis
Greg Fenster (arrived at 6:21 p.m.)
Regina Schutt

OTHERS PRESENT

Dr. John Burke, Superintendent of Schools
Dr. Perry McCabe, Assistant Supt. of Finance
Debbie Coleman, BOE Clerk
Dr. Dan Stiffler, Asst. Supt. of Personnel/Lrng. Svcs.
Others

1.0 MEETING OPENING

1.1 Call to Order

Susan called the meeting to order at 6:00 p.m. with five members present.

2.0 BUDGET REVIEW

Dr. Perry McCabe presented information to the Board regarding the 2010-2011 budget.

3.0 ADJOURNMENT

Meeting adjourned at 6:57 p.m.

Debra M. Coleman, Board of Education Clerk

Susan Walston, Board of Education President

BOARD REORGANIZATION MEETING U.S.D. # 261
BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND
HAYSVILLE, KANSAS
July 26, 2010 -7:00 P.M.

Subject to Board Approval

The reorganization 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

Glenn Crum
Susan Walston
Greg Fenster
Emily Davis
Barb Walters
Regina Schutt

OTHERS PRESENT

Dr. John Burke, Superintendent of Schools
Dr. Perry McCabe, Assistant Supt. of Finance
Debbie Coleman, Clerk of the Board
Dr. Dan Stiffler, Asst. Supt. of Personnel and Quality Assurance
Liz Hames, Coordinator of Community Relations
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

Susan informed the Board that Emily Davis had requested to have a report on Schools for Fair Funding at each Board meeting. Ms. Walston asked for comments from the Board.

After Board discussion it was the consensus of the Board to include this topic under 8.0 DISCUSSION/REPORT ITEMS, at 8.1.

Dr. Perry McCabe gave a short report on Schools for Fair Funding.

1.4 New and Good

Susan Walston:

- The Welcome Back Breakfast will be August 16th, from 7:30 a.m. - 9:00 a.m., at Intrust Bank.

Dr. Burke:

- Campus High sophomore Emry Woelk has been selected to attend the Hugh O'Brian Youth World Conference.

Susan Walston:

- USD 261 gave a presentation about the school district at the Chamber of Commerce meeting. Many positive remarks were heard after the presentation.

Glenn Crum:

- The restrooms at Campus look nice.

1.5 Approve / Amend Agenda

MOTION to approve the agenda as presented.

(Crum / Schutt) 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.

Emily Davis nominated Barb Walters for president.

Barb Walters nominated Greg Fenster for 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.
(Crum / Schutt) Motion carried 6-0.
Barb Walters received 1 vote.
Greg Fenster received 2 votes.
Susan Walston received 3 votes.

No one received 4 votes, so a second vote was held.
Barb Walters withdrew from nominations.
Greg Fenster received 3 votes.
Susan Walston received 3 votes.

MOTION to table election of officers until the arrival of Forrest Hummel.
(Fenster / Walters) Motion carried 6-0.

2.2 Designate Regular Meeting Date, Time, and Place

The regular Board of Education meetings for 2010-2011 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 24th rather than January 17th (Martin Luther King Day)
- February 28th rather than February 21st (President's Day)
- March 28th rather than March 21st (Spring Break)

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

2.3 Personnel Appointments and Resolutions

2.3.16.12 MOTION to approve 2.3.1 through 2.3.16.11 as presented.
(Crum / Walters) Motion carried 6-0.

2.3.17 Appointment of board member (s) / KASB Governmental Relations Network
MOTION to appoint Barb Walters as representative to the KASB Governmental Relations Network.
(Crum / Fenster) Motion carried 6-0.

2.3.18 Haysville Forward Representative

This appointment was tabled until a president and vice president have been elected.

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 Treasurer's Report / Bills

4.3 Routine Personnel

4.4 Gifts and Grants

MOTION to approve the consent agenda as presented.

(Walters / Schutt) Motion carried 6-0.

5.0 REPORTS – Focus on Learning

6.0 FIRST READINGS

6.1 Policy Review

BDA – Developing and Adopting Policy
ED – Student Transportation Management
EDAA – School Vehicles (District Owned Buses)
EDDA – Special Use of School Buses
GAF – Staff-Student Relations
GARID – Military Leave

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

6.2 Campus High School Trig. Textbook

Dr. Burke presented information to the Board regarding the Campus High School Textbook. This was a first reading with no action requested from the Board.

6.3 Substitute Handbook Changes

Dr. Dan Stiffler presented information to the Board regarding changes made to the Substitute Handbook.

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

6.4 Educational Support Personnel Handbook Changes

Dr. Dan Stiffler was present to answer questions from the Board regarding changes made to the Educational Support Personnel Handbook.

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

6.5 Rehired-Retired Teacher Work Agreement Changes

Dr. Dan Stiffler was present to answer questions from the Board regarding changes made to the Rehired-Retired Teacher Work Agreement.

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

6.6 Sick Leave Bank for Classified and Administrative Personnel - PDF

Dr. Perry McCabe presented information to the Board regarding the Sick Leave Bank for Classified and Administrative Personnel.

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

7.0 ACTION ITEMS

7.1 Position Description – Piano Accompanist

Dr. Dan Stiffler was present to answer questions from the Board.

MOTION to approve the Position Description for the Piano Accompanist as presented.

(Walters / Crum) Motion carried 6-0.

MOTION to amend the agenda and add 7.2 Publicize the Budget.

(Fenster / Crum) Motion carried 6-0.

7.2 Publicize the Budget.

Dr. Perry McCabe requested permission from the Board to publicize the budget as presented.

(Crum / Fenster) Motion carried 6-0.

8.0 SUPERINTENDENT'S REPORT

Dr. Burke:

- Dr. Burke's Back to School presentation will be on August 13th in the Campus auditorium. Due to limited seating two sessions will be presented. The first session will be from 8:00 a.m. – 10:00 a.m. and will be for secondary staff. The second session will be from 10:00 a.m. – 12:00, this session will be for elementary staff. Alternate sessions will be with Dr. Perry McCabe who will be presenting insurance and benefits information. The insurance and benefits meeting will be in the Campus cafeteria. Both meetings are mandatory.

9.0 DISCUSSION/REPORT ITEMS

9.1 Future Agenda Items

- Policy Review and Approval
- Budget Hearing
- Campus High School Trig. Textbook
- Substitute Handbook Changes
- Educational Support Personnel Handbook Changes
- Rehired-Retired Teacher Work Agreement Changes
- Sick Leave Bank for Classified and Administrative Personnel
- Pre-K – 12 Science Curriculum Guides
- Pre-K - 12 Language Arts Curriculum
- Schools for Fair Funding
- October Recycling Projects Report
- Fence at HWMS
- Special Meeting for Budget Workshop
- Worker's Comp. bid report
- Class size and district boundaries
- Improving communication process with district patrons

9.2 Board Task List

Board members were asked to look over the Board Task List and notify Debbie Coleman of any items that need to be moved to the Archive List or changed.

10.0 EXECUTIVE SESSION – Non-Elected Personnel

MOTION to go into executive session at 8:05 p.m. for 20-minutes, to return at 8:25p.m. for the discussion of non-elected personnel.
(Walston / Crum) Motion carried 6-0.

Dr. Perry McCabe and Dr. Dan Stiffler were invited to join the Board in Executive Session at 8:05 p.m.
Dr. Perry McCabe and Dr. Dan Stiffler returned to the Board Room at 8:25 p.m.

The Board reconvened at 8:25p.m. with six members present.
MOTION to approve Vicki J. Barton's request to waive the late resignation fee.
(Crum / Schutt) Motion carried 6-0.

Election of Officers will take place during the August 16th BOE meeting.

11.0 ADJOURNMENT

Meeting adjourned at 8:27 p.m.

Debra M. Coleman, Board of Education Clerk

Susan Walston, Board of Education President

ALL Data

Cash Summary Report

Arranged by:

Date Range: 07/01/2010 thru 07/31/2010

Fund ID

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
02	GENERAL FUND							
	321,272.08	1,000,000.00	-399,841.49	0.00	921,430.59	-419,563.71	0.00	501,866.88
03	SUPPLEMENTAL GENERAL							
	597,825.66	0.00	-81,440.61	0.00	516,385.05	-541,998.23	0.00	-25,613.18
04	CONTINGENCY RESERVE							
	3,026,592.55	0.00	0.00	0.00	3,026,592.55	0.00	0.00	3,026,592.55
11	AT RISK (4 Yr. Old)							
	397,993.46	0.00	-245.88	0.00	397,747.58	-1,277.10	0.00	396,470.48
13	AT RISK (K-12)							
	1,051,828.35	3,285.00	-77,894.48	0.00	977,218.87	-218.69	0.00	977,000.18
14	BILINGUAL FUND							
	165,152.80	0.00	0.00	0.00	165,152.80	-165.00	0.00	164,987.80
16	CAPITAL OUTLAY							
	3,069,218.65	1,056.37	-165,605.05	0.00	2,904,669.97	-660,349.22	0.00	2,244,320.75
19	DRIVER EDUCATION							
	328,563.03	1,955.00	-18,426.47	0.00	312,091.56	0.00	0.00	312,091.56
20	TITLE I - LOW INCOME/01							
	78,473.19	0.00	-7.00	0.00	78,466.19	-78,466.19	0.00	0.00
23	TITLE II - A TEACHER QUALITY							
	70,759.30	0.00	0.00	0.00	70,759.30	-70,759.30	0.00	0.00
24	TITLE II - D ED. TECH							
	15,683.72	0.00	0.00	0.00	15,683.72	-15,683.72	0.00	0.00
25	TITLE IVA - DRUG FREE SCHOOLS							
	5,198.00	0.00	-8,454.79	0.00	-3,256.79	-5,198.00	0.00	-8,454.79
26	PROFESSIONAL DEVELOPMENT							
	363,882.47	645.00	-5,655.50	0.00	358,871.97	0.00	0.00	358,871.97
34	VOCATIONAL EDUCATION							
	516,172.32	0.00	-4,850.00	0.00	511,322.32	-834.51	0.00	510,487.81
36	TITLE III							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	EDUCATION FOR HOMELESS - ARRA							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	EDUCATION FOR HOMELESS							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	TITLE I - SCHOOL IMPROVEMENT							
	200,000.00	0.00	0.00	0.00	200,000.00	-200,000.00	0.00	0.00
41	TITLE I (CARRYOVER 2008-2009)							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

ALL Data

Cash Summary Report

Arranged by:

Date Range: 07/01/2010 thru 07/31/2010

Fund ID

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
42	21st CENTURY COMMUNITY LEARNIN							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	BOND AND INTEREST							
	2,612,825.98	0.00	0.00	0.00	2,612,825.98	0.00	0.00	2,612,825.98
45	MENTORING GRANT							
	31.36	0.00	-2,632.16	0.00	-2,600.80	-62.48	0.00	-2,663.28
46	TITLE I -- ARRA							
	244,863.39	0.00	0.00	0.00	244,863.39	-244,863.39	0.00	0.00
47	ECC STATE GRANT							
	-13,931.77	9,945.65	0.00	0.00	-3,986.12	-1,165.76	0.00	-5,151.88
50	LEARNING BY DESIGN							
	140,159.79	195.00	-6,015.95	0.00	134,338.84	-1,987.50	0.00	132,351.34
51	KPERS SPECIAL RETIREMENT FUND							
	0.00	932,500.46	-932,500.46	0.00	0.00	0.00	0.00	0.00
53	SUMMER SCHOOL							
	29,242.47	0.00	-1,862.45	0.00	27,380.02	0.00	0.00	27,380.02
55	TEXTBK/STUDENT MAT'L REVOLVING							
	891,301.00	127,219.86	-4,268.70	0.00	1,014,252.16	-584,129.77	0.00	430,122.39
57	PARENT EDUCATION							
	9,581.32	0.00	-561.49	0.00	9,019.83	-7,025.44	0.00	1,994.39
70	SPECIAL EDUCATION							
	1,936,558.96	676.12	-80,867.98	0.00	1,856,367.10	-25,643.15	0.00	1,830,723.95
88	CARL PERKINS IMPROV.GRANT							
	6,049.67	0.00	-861.56	0.00	5,188.11	-5,238.11	0.00	-50.00
90	FOOD SERVICE							
	1,047,657.22	14,593.58	-19,536.38	0.00	1,042,714.42	-12,744.46	0.00	1,029,969.96
95	PAYROLL CLEARING ACCT							
	128,414.39	9,666.59	-74,578.88	0.00	63,502.10	0.00	-74,664.57	-11,162.47
Report Totals:	17,241,369.36	2,101,738.63	-1,886,107.28	0.00	17,457,000.71	-2,877,373.73	-74,664.57	14,504,962.41

Bank Statement Reconciliation Summary

1. Statement Balance	358,826.51
2. - Outstanding Checks	454,630.80
3. + Outstanding Receipts/Adj.	<u>9,500.00</u>
4. Total	-86,304.29

5. + Investments	<u>17,539,000.00</u>
6. Book Balance	17,452,695.71

Bank Balance
17,457,000.71 *General Ledger Balance*
+ 4,305.00. MELVISA DIDN'T HIT BANK TILL AUG

HAYSVILLE USD #261

INTRUST BANK, N.A.

CHECKING ACCOUNT

July 31, 2010

BALANCE PER BANK STATEMENT:	
06/30/10 Statement Balance.....	452,998.07
Deposits.....	8,643,304.36
Withdrawals.....	3,774,382.43
07/31/10 Statement Balance.....	358,826.51
OUTSTANDING CHECKS-INTRUST BANK.....	454,630.80
PETTY CASH ACCOUNTS.....	9,500.00
INVESTMENTS	
Regular Repurchase Account.....	17,539,000.00
ADJUSTMENTS	4,305.00
GENERAL LEDGER BALANCE 07/31/10.....	17,452,695.71

HAYSVILLE USD #261

CASH BALANCES

July 31, 2010

NEGATIVE UNENCUMBERED CASH BALANCES:

03	SUPPLEMENTAL GENERAL.....	Awaiting State Funds
25	TITLE IVA-DRUG FREE SCHOOLS.....	Awaiting Fed Funds
45	MENTORING GRANT.....	Awaiting Fed Funds
47	ECC STATE GRANT.....	Awaiting State Funds
88	CARL PERKINS.....	Awaiting Fed Funds

4.2 Treasurer's Report / Bills - PDF

See Supporting Documentation in PDF

End of Section

PERSONNEL RESUME

Name Heather Poland
For Position As .3 Title I Teacher
Building St. Cecilia School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Southwestern College	2009	BA	Elementary Education

Graduate

<u>Student Teaching Experience</u>	<u>Location</u>	<u>Dates</u>
1st Grade	Wichita, KS	2009

Salary Offered \$10,950 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Joann Crouse-Burns

For Position As Gifted Teacher

Building Campus High School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> University of Kansas	1990	BS	Elementary Education
<u>Graduate</u> Friends University	2009	MA	Curriculum & Instruction

<u>Professional Experience</u>	<u>Location</u>	<u>Dates</u>	<u>Yrs.</u>
Gifted Teacher	Butler County Coop	2008-2010	2
Elementary Teacher	Rose Hill, KS	1999-2008	9
2 nd Grade Teacher	Crescent City, CA	1997-1998	1
Kdg. Teacher	Rose Hill, KS	1990-1996	6

Salary Offered \$58,270 **Degree** MS+48 **Step** 7

CA

NELSON ELEMENTARY

245 N. Delos
Haysville, KS 67060-1313
Ph-316-554-2273 Fax-316-554-2275
Michael D. Mitchener Principal

Monday, August 2, 2010

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

We would respectfully request that we accept a recent gift from KOHL'S. KOHL'S has a program where they donate five people for a day and \$500.00 to special school programs and events. Nelson had a special school wide "Activity Day" event back in May of last year. KOHL'S volunteers came out to help with this. We recently received a check dated 06-24-2010 for the amount of \$500.00. The check is number 2849418. We will be depositing this in our "Nelson Life Touch Account" number 02-03-2401-619 via Ce Ce Haywood.

For Kids Learning,



Michael Mitchener

Principal

CC: Dr. Perry McCabe
Debbie Coleman
Ce Ce Haywood

P.O. BOX 359
MILWAUKEE, WI 53201

ACCOUNTS PAYABLE
CHECK REMITTANCE

NELSON ELEMENTARY
245 N DELOS
HAYSVILLE, KS 67060

DEPT NUMBER	P.O. NUMBER	DOCUMENT NUMBER	DOCUMENT DATE	REASON DESCRIPTION	GROSS AMOUNT	DISCOUNT	FREIGHT	NET AMOUNT
		ATEAM-47359	06-10-2010		50000			50000

VENDOR NAME
NELSON ELEMENTARY

VENDOR NUMBER
001085333

CHECK NUMBER
0002849418

CHECK DATE
06-24-2010

AMOUNT PAID
*****500.00

FACE OF THIS CHECK HAS A COLORED BACKGROUND, AND A MICROPRINTED BORDER. LOCK IS HEAT SENSITIVE, PAPER IS CHEMICALLY SENSITIVE. BACK HAS A TRUE WATERMARK.

P.O. BOX 359
MILWAUKEE, WI 53201

JPMORGAN CHASE/BANK
WEST BEND, WI 53095

79-272
759

KOHL'S

2849418

CHECK NUMBER: 0002849418
DATE: 06-24-2010
VENDOR NUMBER: 001085333

PAY TO THE ORDER OF:

<p>NELSON ELEMENTARY 245 N DELOS HAYSVILLE, KS 67060</p>

PAY THIS AMOUNT
*****500.00** USD



VOID AFTER 90 DAYS

Devin Marshall
AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

2849418 075902722 30000169

**Child Nutrition & Wellness
Kansas State Department of Education
2011 PROGRAM AGREEMENT ADDENDUM
Fresh Fruit & Vegetable Program**

Instructions:

1. Two copies of this Agreement Addendum must be completed, signed and submitted to Child Nutrition & Wellness, Kansas State Department of Education (KSDE) by August 15, 2010. Original signatures are required. A signature stamp is acceptable only if it is registered with the Kansas Secretary of State.
2. When this agreement addendum is approved, a copy will be returned for the Sponsor's files.

D0261 Haysville

This agreement is entered into by the Child Nutrition & Wellness Section of the Kansas State Department of Education (hereinafter referred to as "KSDE") and the Sponsoring Food Authority named above (hereinafter referred to as "Sponsor") in order to implement the United States Department of Agriculture's Fresh Fruit and Vegetable Program (hereinafter referred to as "FFVP") for the period from August 1, 2010 through June 30, 2011. KSDE and the Sponsor mutually agree as follows.

The undersigned has the authority to enter this Agreement to participate in the FFVP as authorized by the Consolidated Appropriations Act of 2008 (Public Law 110-161) and Section 120 of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265).

KSDE and the Sponsor mutually agree that this Agreement is non-transferable and that neither KSDE nor the Sponsor has an obligation to renew this agreement.

KSDE and the Sponsor also agree that the Sponsor will:

1. Use FFVP funds only for the purposes authorized by Section 120 of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265).
2. Abide by all of the requirements for administering the FFVP as stated in Section 120 of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265).
3. Provide funds to the following school(s) under its jurisdiction for the service of approved fresh fruits and vegetables in accordance with local, State, and Federal regulations and requirement:

Prairie Elementary

4. The school(s) identified in the above paragraph will implement the program in accordance with the plan outlined in the signed *School Application for the Fresh Fruit and Vegetable Program*.

Signatures on Behalf of Sponsor

Type Name and Title of Board President

Board President

Date

Dr. Marcy Aycock Principal

Type Name and Title of Authorized Representative

Dr. Marcy Aycock 8-3-10

Authorized Representative Date


Signatures on Behalf of KSDE

Commissioner of Education

Date

Director, Child Nutrition & Wellness

Date

To: Perry McCabe
From: Dr. Marcy Aycock 
Date: August 3, 2010
RE: KSDE/USDA & KPIRC Grants

KSDE/USDA Fresh Fruit & Vegetable Program Grant = \$25,575
Kansas Parent Information Resource Center Grant = \$2000

I am excited to announce that Prairie Elementary School has been awarded two grants for the 2010-11 school year!

For a second year, Prairie has been selected to participate in the KSDE/USDA Fresh Fruit and Vegetable Program and will receive a \$25,575 grant to provide a weekly snack of fresh fruits and vegetables to all students. Communities in Schools will assist with the management of this grant. Grade level teams will plan activities around the snack distributions focusing on an Reading or Math standard as well as a different health/wellness tip each week. The classes will complete the activity and discuss the tip while enjoying the fresh fruits or vegetables. In addition to sharing a healthy snack, the students will benefit from healthy conversation and discussion. Parents will benefit from their children's increased willingness to try new foods and enjoyment of fruits/vegetables as a healthy snack alternative.

For the third year, Prairie has been selected as a recipient of a \$2000 grant from KPIRC. It will provide funding for two school-wide events, and a grade-level specific event for PreK/K – 5th grades (6 events). The goal of each event will be to engage the school community while building a collaborative learning environment for all stakeholders, while continuing to promote a stronger sense of “family” throughout our school. The two school-wide events will have a specific theme with learning activities planned to coordinate with the theme. A meal will be served each evening; staff members will prepare the meals. The grade-level specific events will be held at strategic times throughout the year, and targeted towards increasing student achievement and providing resources for the specific, academic-focused needs of each grade level. A snack will be provided, planned and prepared by the grade-level teachers to coordinate with the plans for the evening. The grade-level specific events will provide materials and resources for increasing academic achievement, a “make/take” time, a time to focus on AR, and read together as a family.

We are very excited about the grants and the opportunities for our students, and ask the BOE to accept this gift for our school.

5.0 REPORTS

No supporting documentation.

End of Section

6.0 FIRST READINGS

No supporting documentation.

End of Section

8-16-10 BOE Policies

Board Policy	Administrative Recommendation
IC Educational Program	No Changes
ICAA Teaching Methods	No Changes
ID Instructional Program	No Changes
IDA Educational Program	No Changes
JRC Disposition of Records	No Changes

IC Educational Program (See ID, IDAA, IDAB, IDAC and IJ) IC

The educational *academic* program shall assist students to grow intellectually, to master the curriculum objectives, and to prepare for further education or training. Specifics of the educational program will be clearly described and kept available for public inspection. *The board shall consider the district's basic educational program each year. And, when approved, the program shall constitute the district's basic curriculum.*

Curriculum Handbooks

Curriculum handbooks shall contain an outline of each basic course and the learning objectives to be mastered. Each handbook, when approved by the board, shall become by reference a part of these policies *and rules by reference.*

Educational Goals and Objectives

District educational goals and curriculum objectives *for the basic educational program* shall be on file in the district office, and available for inspection upon request. (See CN)

Additional Educational Programs

Additional educational programs shall be in one of the following categories:

Special Programs (IDAA), Support Programs (IDAB) and Exceptional Programs (IDAC).

Approved: KASB Recommendation – 6/04; 04/07; 6/10

ICAA Teaching Methods (GRBC, ICA, IDAE, II, and IJ) ICAA

Use of current research findings to improve instruction is required as a part of the district's school improvement efforts. The teaching staff is required to keep abreast of current research-based teaching methods. *Staff development programs will be designed to help teachers learn research-based instructional skills and to apply them in daily instruction.*

Approved: KASB Recommendation – 6/04; 4/07; 6/10

ID Instructional Program (See BBG, CJ, CL, IC and IJ) ID

All certified staff shall cooperatively develop an integrated, comprehensive, performance-oriented preK-12 Instructional Program, which will be composed of the specific courses and programs offered that allow students to meet the goals and objectives set forth in the educational program. It is to include The district instructional program is to include district instructional goals and learning objectives and be based on valid educational research and current State Board of Education approval requirements. After board of education approval, district instructional goals and learning objectives shall be used by the staff as the basis for developing and implementing specific curricula. The superintendent shall develop a schedule for periodic curriculum reviews.

Modification

Additions, deletions or alterations to the Instructional Program shall be approved by the board.

Personnel

Outside resources and district personnel may be used in curriculum development.

Financial Resources

The board encourages the superintendent to secure federal, state and private grants, or other alternative funding sources for use in curriculum development. The certified staff is encouraged to use available commercial, public domain and community resources to assist in developing the instructional program and extending it beyond the traditional classroom setting.

Evaluation (See IJ)

Approved: KASB Recommendation – 6/04; 4/07; 6/10

~~IDA Educational Program (See ID, IDAA, IDAB, IDAC and IJ) IDA~~

~~The academic program shall assist students to grow intellectually, to master the curriculum objectives, and to prepare for further education or training. The board shall consider the district's basic educational program each year. And, when approved, the program shall constitute the district's basic curriculum.~~

~~Curriculum Handbooks~~

~~Curriculum handbooks shall contain an outline of each basic course and the learning objectives to be mastered. Each handbook, when approved by the board, shall become a part of these policies and rules by reference.~~

~~Educational Goals and Objectives~~

~~District educational goals and curriculum objectives for the basic educational program shall be on file in the district office, and available for inspection upon request.~~

~~Other Educational Programs~~

~~Other educational programs provided by the district shall be in one of the following categories:~~

~~Special Programs, Support Programs and Exceptional Programs.~~

Approved: ~~6/04; 4/07~~

JRC Disposition of Records JRC

(See BCBK, CN, CNA, ECA, IDAE, JGGA, JR et seq. and KBA)

All student records will be maintained and screened periodically.

Administrative records shall be permanent records and maintained by the school for an indefinite period of time. When the student graduates, supplementary records shall be destroyed or shall be transferred to the administrative records if they have permanent usefulness. Tentative records shall be destroyed when the use for which they were collected is ended. However, tentative records may be placed in the supplementary classification if the continuing usefulness of the information is demonstrated and its validity verified.

The official custodian shall review a student's records when the student moves from elementary to a middle school or junior high, from a middle school or junior high to high school and upon high school graduation. During each review obsolete or unnecessary information shall be removed and destroyed.

Following a reasonable amount of time after a student has graduated or ceases to attend school in the district, the records of the student that are determined to be appropriate for retention may be placed on microfilm *retained in a format designated by the {administration/board.}*

Approved: KASB Recommendation-7/96; 4/07; 6/10

6.2 Pre-K – 12 Science Curriculum Guides

See Supporting Documentation in PDF

End of Section

7.0 ACTION ITEMS

No supporting documentation.

End of Section

Board Policies
7-26-10

BDA Developing and Adopting Policy (See CM, CMA, GAA and JA) **BDA**

The board shall adopt all new policies and delete or modify existing policies. Board policies, rules and regulations may be amended at any board meeting by a majority vote of the board. All handbooks shall be approved by the board and adopted, by reference, as a part of these policies and rules.

Drafting Policy

The superintendent shall draft all recommended policy changes, including new policy recommendations. The superintendent may involve appropriate staff members, patrons or students when revising or drafting new policy.

Attorney Involvement

Board policies and rules **may** be submitted to the legal counsel to determine their legality before they are submitted to the board.

Policy Dissemination

Changes in board policy shall be disseminated as appropriate. The superintendent shall develop a procedure to ensure appropriate dissemination and the destruction or removal of obsolete policies. One hard copy policy book shall be kept in the central business office. If appropriate, the superintendent may also designate additional staff members who shall be furnished a policy book. Current board-approved policies **shall** be posted on the district website, or other website designated by the board. Board members, district staff, patrons and others will be encouraged to use the web site to access current board policy.

Historical Policy Files

The clerk shall keep an historical set of board policies which will reflect all revisions, amendments or other actions pertaining to every policy.

Public Input on Policy

Individuals or groups may submit proposed changes in board policy.

Approved: KASB Recommendation 1/01; 4/07; 6/10

ED Student Transportation Management (See EDDA and JGG)

ED

Use of buses by the district shall conform to current state law. At times it may be expedient to pay mileage to parents who transport their child to a specified point to meet the bus, or to provide private transportation in lieu of providing bus service. Mileage payments to parents may be made only with board approval.

Except as may be permitted elsewhere in policy, district buses shall not be available for use by outside groups.

Approved: KASB Recommendation-7/96; 4/07; 6/10

EDAA School Vehicles (District-Owned Buses)
(See ED, JBCA, and JGG)

EDAA

School buses and other school vehicles will not be loaned, leased or subcontracted to any person, groups of persons or organizations except as allowed by law subject to board/**superintendent** approval.

Liability

All school vehicles will be adequately insured.

Safety

Every school vehicle driver shall have authority and responsibility for the passengers riding in school vehicles.

Students or other persons riding school buses who violate district bus passenger rules will be reported to the proper administrative official. Violations of these rules may result in disciplinary action by school officials.

Speed Limits

The board may set speed limits for district buses, which may be lower than state-allowed maximum speed limits.

Safety Inspection

The superintendent shall be responsible for bus and other transportation inspections.

Defects found in school vehicles shall be repaired as soon as possible. The director of transportation shall be responsible for keeping school vehicles in good operating condition.

Scheduling and Routing

Scheduling and routing shall be the responsibility of the superintendent.

Bus and transportation schedules and routing maps will be updated annually prior to the opening of school.

Records

Every bus or other driver of school vehicles will keep accurate records pertaining to each assigned vehicle. The types of records shall be developed by the superintendent.

Any record developed by the district for the purpose of monitoring vehicle use will include but will not be limited to the following information: miles driven each trip, gas and oil usage, purpose of the trip, destination, time of departure and time of return. Such records will be signed by each driver at the conclusion of each trip and submitted to the person responsible for collection of these records. An annual summary report will be used in the compilation of the district's budget. A copy of the annual report may be given to the board on or before the regular board meeting in June or upon request.

Licensing of Drivers

It shall be the responsibility of all school bus drivers to register with the superintendent annually the validity of license certification by the Kansas Department of Revenue. If a school bus driver's license is suspended or revoked at any time, the suspension or revocation shall be reported to the superintendent and the employee shall immediately cease driving a school bus.

School bus drivers shall receive a copy of this policy annually on registering their driving certification with the superintendent.

Housing of School Vehicles

All school vehicles shall be housed in areas designated by the superintendent. Buses may be housed in the district's central storage area or assigned to a designated driver who may then house the bus as directed.

If district cars or vans are assigned to designated employees, the employee shall be responsible for the proper care, maintenance and housing of the vehicle either at a district-owned site or at the employee's residence.

Approved: KASB Recommendation – 7/03; 4/07; 6/10

The board may allow for special uses of district buses using guidelines established in this policy. Transportation fees may be charged to offset totally or in part the cost of approved special trips. Revenues received by the board under the provisions of this policy shall not be considered a reduction of operating expenses of the school district. Groups allowed use of buses under this policy are responsible for the care and cleaning of the buses, and for the supervision of passengers. The types of groups allowed, and the restrictions placed on the activities these groups may sponsor while using district transportation, shall be approved by the board and filed with the clerk. Groups allowed use of district buses may not travel outside Kansas.

Special uses will not be approved without insurance coverage.

The board may allow the following special uses for district owned buses:

- Parents and/or other adults when traveling to or from school-related functions or activities;
- Students traveling to or from functions or activities sponsored by organizations, the membership of which is principally composed of children of school age;
- Persons engaged in field trips related to an adult education program maintained by the district;
- Governing bodies of townships, city or county who transport individuals, groups or organizations;
- Nonpublic school students when traveling to or from interschool or intraschool functions or activities;
- Community college students enrolled in the community college to or from attendance at class at the community college or to and from functions or activities of the community college.

- A four-year college or university, area vocational school, or area vocational-technical school for transportation of students to or from attendance at class at the four-year college or university, area vocational school or area vocational-technical school, or for transportation of students, alumni and other members of the public to or from functions or activities of these organizations **and other uses as approved by the superintendent;**
- Public recreation commissions, if travel is to or from an activity related to the operation of the commission;
- Another school district if there is a cooperative and shared-cost arrangement with that district.

Approved: KASB Recommendation—7/96; 9/97; 4/07

GAF Staff-Student Relations
(See GAAC, GAACA JGEC, JGECA and KN)

GAF

Staff members shall maintain professional relationships with students, which are conducive to an effective educational environment. Staff members shall not submit students to sexual harassment or racial harassment. Staff members shall not have any interaction of a sexual nature with any student at any time regardless of the student's age or status or consent.

Approved: KASB Recommendation – 2/98; 7/03; 4/07; 6/07

Employees are entitled to military leave under the Uniformed Services Employment and Reemployment Act of 1994. The Act applies to military service that began on or after December 12, 1994 or military service that began before December 12, 1994 if the employee was a reservist or National Guard member who provided notice to the employer before leaving work.

Reemployment rights extend to persons who have been absent from work because of “service in the uniformed services.” The uniformed services consist of the following military branches:

Army, Navy, Marine Corps, Air Force or Coast Guard.
Army Reserve, Navy Reserve, Marine Corps Reserve, Air Force Reserve or Coast Guard Reserve.
Army National Guard or Air National Guard.
Commissioned corps of the Public Health Service.
Any other category of persons designated by the President in time of war or emergency.

“Service” in the uniformed services means duty on a voluntary or involuntary basis in a uniformed service, including:

Active duty.
Active duty for training.
Initial active duty for training.
Inactive duty training.
Full-time National Guard duty.
Absence from work for an examination to determine a person’s fitness for any of the above types of duty.

The employee may be absent for up to five (5) years for military duty and retain reemployment rights. There are, however, exceptions which can exceed the five (5) year limit. Reemployment protection does not depend on the timing, frequency, duration or nature of an individual’s service. The

law enhances protections for disabled veterans including a requirement to provide reasonable accommodations and up to two (2) years to return to work if convalescing from injuries received during service or training.

The returning employee is entitled to be reemployed in the job that they would have attained had they not been absent for military service, with the same seniority, status and pay, as well as other rights and benefits determined by ~~seniority~~ LAW. If necessary, the employer must provide training or retraining that enables the employee to refresh or upgrade their skills so they can qualify for reemployment. While the individual is performing military service, he or she is deemed to be on a furlough or leave of absence and is entitled to the non-seniority rights accorded other individuals on non-military leaves of absence. Individuals performing military duty of more than 30 days may elect to continue employer sponsored health care for up to 18 months at a cost of up to 102 percent of the full premium. For military service of less than 31 days, health care coverage is provided as if the individual had never left. All pensions which are a reward for length of service are protected.

Individuals must provide advance written or verbal notice to their employers for all military duty. Notice may be provided by the employee or by the branch of the military in which the individual will be serving.

Notice is not required if military necessity prevents the giving of notice; or, if the giving of notice is otherwise impossible or unreasonable.

Accrued vacation or annual leave may be used (but is not required) while performing military duty. The individual's timeframe for returning to work is based upon the time spent on military duty.

TIME SPENT ON MILITARY DUTY	RETURN TO WORK OR APPLICATION FOR REEMPLOYMENT
Less than 31 days:	Must return at the beginning of the next regularly scheduled work period on the first full day after release from service, taking into account safe travel home plus an eight (8) hour rest period.
More than 30 but less than 181 days:	Must submit an application for reemployment within 14 days of release from service.
More than 180 days:	Must submit an application for reemployment within 90 days of release from service.

The individual's separation from service must be under honorable conditions in order for the person to be entitled to reemployment rights. Documentation showing eligibility for reemployment can be required. The employer has the right to request that an individual who is absent for a period of service of 31 days or more provide documentation showing:

- the application for reemployment is timely;
- the five-year service limitation has not been exceeded; and
- separation from service was under honorable conditions.

If documentation is not readily available or does not exist, the individual must be reemployed. However, if after reemploying the individual, documentation becomes available that shows one or more reemployment requirements were not met, the employer may terminate the individual, effective immediately. The termination does not operate retroactively.

Questions should be directed to Veterans' Employment and Training Service, U.S. Department of Labor.

Kansas law also requires reemployment if an individual is called to active duty by the state.

Approved: KASB Recommendation 9/97; 4/07; 6/08; 6/09; 6/10

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jdelgatto@peoplesed.com

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ge

7.3 Pre-K – 12 Language Arts Curriculum

See Supporting Documentation in PDF

End of Section

TO: Board of Education

FROM: Dr. Dan Stiffler
Assistant Superintendent for Personnel

DATE: July 26, 2010

RE: Substitute Handbook

The following changes are presented for your approval.

*The dates for the Substitute Orientation are August 11 (8:00-12:00 and 1:00-5:00), October 21(8-12 and 1:00 – 5:00), and January 12 (8:00-12:00)

*Correcting the phone number for the Learning Center

*Adding – Cell phone use is not permitted during classroom time which includes when you are outside monitoring students at any time.

A copy of the pay schedule, a bloodborne pathogens document, and a racial/sexual harassment document will be included.

CA

TO: Board of Education
FROM: Dr. Dan Stiffler, Assistant Superintendent for Personnel
DATE: July 26, 2010
RE: Updated Handbook

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

Under **Timekeeping and Payroll Procedures**, added Automated Timekeeping System to the title and the explanation that “an automated timekeeping system will be implemented during the 2010-2011 school year.”

Under **Overtime**, added “all overtime will be paid or converted to compensatory time.”

Under **Paid Holidays**, added Non-contract days ----- 2 days

Classified Employee Sick Leave Bank: Change wording in Educational Support Personnel Handbook: II. BENEFITS, I. Accumulated Sick Leave, Sick Leave Bank. Paragraph 1: Asterisk after first sentence. Strike paragraph (8) entirely. After paragraph (7) add the following wording:

**2009-2010 Classified/Administrative Employee Sick Leave Bank members who did not collect any days from the sick leave bank during the 2009-2010 school year will automatically become members of the 2010-2011 Sick Leave Bank without the donation of a day to the sick leave bank for 2010-2011.*

2009-2010 Classified/Administrative Employee Sick Leave Bank members who have received one or more days from the 2009-2010 Sick Leave Bank must donate one day to the 2010-2011 Sick Leave Bank to continue their membership in the Sick Leave Bank.

Employees who were not members of the 2009-2010 Classified/Administrative Employee Sick Leave Bank must donate a day to become members of the 2010-2011 Sick Leave Bank.

CA

TO: Board of Education
FROM: Dr. Dan Stiffler, Assistant Superintendent for Personnel
DATE: July 26, 2010
RE: Updated Rehired-Retired Teacher Work Agreement

The following changes to the Rehired-Retired Teacher Work Agreement

Under **Article III: Professional Year** added *For the 2010-2011 school year, the length of the contract shall be reduced by 2 days due to current budgetary constraints.*

Under **Article VIII: Personal Leave** paragraph 5: Sick Leave Bank added asterisk after first sentence in (a). Added the following wording after (g).

**2009-2010 Sick Leave Bank members who did not collect any days from the sick leave bank during the 2009-2010 school year will automatically become members of the 2010-2011 Sick Leave Bank without the donation of a day to the sick leave bank for 2010-2011.*

2009-2010 Sick Leave Bank members who have received one or more days from the 2009-2010 Sick Leave Bank must donate one day to the 2010-2011 Sick Leave Bank to continue their membership in the Sick Leave Bank.

Employees who were not members of the 2009-2010 Sick Leave Bank must donate a day to become members of the 2010-2011 Sick Leave Bank.

CA

7.7 Sick Leave Bank for Classified and Administrative Personnel

See Supporting Documentation in PDF

End of Section

Perry McCabe

From: Davis, Galen [gdavis@usd261.com]
Sent: Thursday, July 22, 2010 3:21 PM
To: Perry McCabe
Subject: HWMS Pond Fencing
Attachments: HWMS Pond Fencing (786 bytes)

Good morning Perry

We have quotes from American Fence and J and J Fence for 1800' of fencing around the HWMS pond. They are:

1800', 9 gauge chain link, 6' high with one gate American Fence \$20,916 J and J Fence \$25,129

Going with a lighter weight 11 gauge chain link. American Fence submitted a quote of \$17,681.

Please let me know if there is any other information that we can provide to you.

Galen

Galen Davis
Executive Director of Operations
Haysville Public Schools USD 261
Service Center
1745 W. Grand
Haysville, Ks. 67060
316-554-2210

Perry McCabe

From: Davis, Galen [gdavis@usd261.com]
Sent: Thursday, July 22, 2010 2:47 PM
To: Perry McCabe; Freddy Robinson; Maurer Mike
Subject: Haysville Middle School Carpet Bids

Good afternoon Perry

The carpeting in certain hallways and classrooms of Haysville Middle School have become loose, badly wrinkled and worn. We recommend and request replacement of the carpet in these areas. On July 14, 2010 we sent out bid specifications on the two proposed carpet replacement projects at Haysville Middle School. The bid requests were sent to four area carpet companies. Bids were due today, July 22 at 11 am. Bids were opened at 11am at the Service Center.

They are:

Designated hallways carpet replacement:

Carpet One \$40,149.46

Harry St. Carpet \$38,530.27

Star Flooring \$36,457.40 Recommended low bid Bell Carpet No Bid

Designated classrooms carpet replacement:

Carpet One \$44,419.20

Harry St. Carpet \$40,533.41

Star Flooring \$32,364.07 Recommended low bid Bell Carpet No Bid

I recommend the low bid from Star Flooring for both projects.

Thank you for considering these requests.

Galen

Galen Davis

Executive Director of Operations

Haysville Public Schools USD 261

Service Center

1745 W. Grand

Haysville, Ks. 67060

316-554-2210

8.0 SUPERINTENDENT'S REPORT

No supporting documentation.

End of Section

9.0 DISCUSSION-REPORT ITEMS

No supporting documentation.

End of Section

9.1 Schools for Fair Funding

No supporting documentation.

End of Section

9.2 Future Agenda Items

No supporting documentation.

End of Section

Task	Date of BOE Meeting Requested	Request Made By	Deadline	Administration/ Board Point of Contact	Last Date of Task Completion
Negotiations standard for IBB – Student Achievement		Susan Walston – Chief Negotiator Glenn Crum - Alternate	Annually		
Computer Lab Available for Parents	August 18, 2008			David Herbert/Principals	
Superintendent’s Evaluation Process			Annually	Dr. Burke/Board President	March, 2008
Board Policy Review			On-going	Dr. Burke/Board President	
District/City Meeting			On-going	Dr. Burke	February 2, 2009
Report on the Status of New Classes/Initiatives			On-going	Dr. Dan Stiffler	
Class Size Policy		Glenn Crum	On-going	Dr. Burke	
City/USD261 Intramurals	September 8, 2008	Glenn Crum		Dr. Burke	
Drug Prevention Plan Report	May 18, 2009	Susan Walston	Each 9-week grading period	Dr. Burke	
Girl’s Softball Field	May 18, 2009	Greg Fenster	On-going Until Acceptable	Galen Davis	
Improve Question and Answer process w/patrons for more interaction	November 9, 2009	Board	On-going		
Educate patrons on issues via media or public meetings	November 9, 2009	Board	On-going		
Updates regarding Schools for Fair Funding Activity	March 22, 2010	Emily Davis	On-going	Dr. Burke	

Archive Task List	Date of BOE Meeting Requested	Request Made By	Deadline	Administration/Board Point of Contact	Date of Task Completion
Board Task List	10/2/06	Seth	12/18/06	Dr. Burke	11/21/06
SROs Report	Discussed 1/10/05	Jeff Wilson		Regier/Foster/Maurer	1/10/05
Board Retreat	4/23/07	Greg Fenster	July 30, 2007	Board President	July 30, 2007
KOLBE Index Results			July 30, 2007	Diane Gross	July 30, 2007
Board Self-Evaluation	4/23/07	Greg Fenster		Board President	July 30, 2007
Board Goals	4/23/07	Greg Fenster		Board President	July 30, 2007
High School Math Grading Report	May 22, 2007	Mike Alexander	May 2008		
High School Math Grading Report Results		Susan Walston	May 22, 2007	Dr. Burke	May 22, 2007
Cameras on the Buses	July 2, 2007	Seth Konkell	October 2007	Dr. McCabe	October 15, 2007
Review District Plan for the Future of CIS/USD261	July 16, 2007	Seth Konkell	First of November 2007	Dr. Burke / Diane Gross	November 5, 2007
Recommendation from Administration Regarding CIS	July 16, 2007	Board	End of February 2008	Dr. Burke / Diane Gross	February 19, 2008
All Day Kindergarten	May 7, 2007	Mike Alexander	August 2008	Dr. Burke	June 16, 2008
BOE Officer Qualifications	July 2, 2007		June 2008	Dr. Burke / Board Members	June 16, 2008
Board Leadership Qualities, Responsibilities, and Expectations	April 21, 2008	Dr. Burke		Dr. Burke	
Crisis Plan Review	August 20, 2007 August 18, 2008		October 20, 2008		Sept. 8, 2008

Archive Task List	Date of BOE Meeting Requested	Request Made By	Deadline	Administration/Board Point of Contact	Date of Task Completion
High School Math Grading Report Results		Glenn Crum	June - Annually	Dr. Burke	June 16, 2008
Maize High School Drug Testing	April 14, 2008 August 18, 2008		December 1, 2008		
Board Retreat – Team Building and Goal Setting - after the first of the year	October 20, 2008	Susan Walston	January 2009		November 9, 2009
Drug Policy	November 17, 2008	Phil Harris	December 2008	Dr. Burke	

10.0 EXECUTIVE SESSION

No supporting documentation.

End of Section

11.0 ADJOURNMENT

No supporting documentation.

End of Section