

REGULAR MEETING USD # 261
BOARD ROOM – CENTRAL OFFICE 1745 W.GRAND AVE, HAYSVILLE, KANSAS
July 26, 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
- 2.2 Designate Regular Meeting Date, Time, and Place
- 2.3 Personnel Appointments and Resolutions
 - 2.3.1 Clerk of the Board
 - 2.3.2 Deputy Clerk of the Board
 - 2.3.3 Treasurer of the Board
 - 2.3.4 Assistant Treasurer of the Board
 - 2.3.5 Custodian of Office Records
 - a. Early Childhood Program
 - b. Parents As Teachers Program
 - c. Oatville Elementary
 - d. Rex Elementary
 - e. Nelson Elementary
 - f. Freeman Elementary
 - g. Ruth Clark Elementary
 - h. Prairie Elementary
 - i. Haysville Middle School
 - j. Haysville West Middle School
 - k. Campus High School
 - l. Alternative High School
 - m. Tri-City Day School
 - n. Learning By Design Charter School
 - 2.3.6 Representative for Title Projects
 - 2.3.7 Attorney for the Board
 - 2.3.8 KPERS Designated Agent
 - 2.3.9 Freedom of Information Officer
 - 2.3.10 Food Service/Lunch Agreement Representative
 - 2.3.11 Hearing Officer for Free & Reduced Meal Application Appeals
 - 2.3.12 Attendance Officer
 - a. Parents As Teachers Program
 - b. Oatville Elementary
 - c. Rex Elementary
 - d. Nelson Elementary
 - e. Freeman Elementary
 - f. Ruth Clark Elementary
 - g. Prairie Elementary
 - h. Haysville Middle School
 - i. Haysville West Middle School
 - j. Campus High School
 - k. Alternative High School
 - l. Tri-City Day School
 - m. Learning By Design Charter School

- 2.3.13 Title VI Coordinator
- 2.3.14 504 Coordinator
- 2.3.15 Coordinator for Homeless Children
- 2.3.16 Resolutions
 - 2.3.16.1 1116 Hour School Year
 - 2.3.16.2 Surety Bond for District Treasurer, High School and Middle School Principals
 - 2.3.16.3 Official Newspaper
 - 2.3.16.4 Participation in Federal Programs
 - 2.3.16.5 Early Payment of Bills
 - 2.3.16.6 Official Depository of Funds
 - 2.3.16.7 Rescinding Policy Statement and Adoption of New Board Policies
 - 2.3.16.8 Waiver of GAAP Resolution
 - 2.3.16.9 Home Rule Resolution
 - 2.3.16.10 Disposal of School Property valued less than \$5,000.00
 - 2.3.16.11 Re-funding of bonds
 - 2.3.16.12 MOTION to approve items 2.3.1 through 2.3.16.11
- 2.3.17 Appointment of Board Member(s)/KASB Governmental Relations Network
- 2.3.18 Haysville Forward Representative

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
 - 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
- 6.2 Campus High School Trig. Textbook
- 6.3 Substitute Handbook Changes
- 6.4 Educational Support Personnel Handbook Changes
- 6.5 Rehired-Retired Teacher Work Agreement Changes
- 6.6 Sick Leave Bank for Classified and Administrative Personnel – PDF

7.0 ACTION ITEMS

- 7.1 Position Description – Piano Accompanist

8.0 SUPERINTENDENT'S REPORT

9.0 DISCUSSION/REPORT ITEMS

9.1 Future Agenda Items

9.2 Board Task List

10.0 EXECUTIVE SESSION – Non-Elected Personnel

11.0 ADJOURNMENT

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

See Supporting Documentation in PDF

End of Section

3.0 DISTRICT PATRON / PERSONNEL TIME

No supporting documentation.

End of Section

3.1 Hearing of Scheduled District Patrons/District personel

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

**REGULAR BOARD of EDUCATION MEETING – USD 261
BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND
HAYSVILLE, KANSAS
June 21, 2010 – 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 Ave. at 7:00 p.m., by Board President Susan Walston. Six Board members were present.

MEMBERS PRESENT

Susan Walston
Barb Walters
Emily Davis
Forrest Hummel
Regina Schutt
Glenn Crum

OTHERS PRESENT

Dr. John Burke, Superintendent
Dr. Perry McCabe, Assistant Supt. of Finance
Debbie Coleman, Clerk of the Board
Dr. Dan Stiffler, Asst. Supt. of Personnel and Learning Services
Becky Cezar, Director of Special Services
Liz Hames, Community Relations Coordinator
David Herbert, Information Services Director
Teresa Tosh, K-12 Curriculum Director
Lisa Cundiff, Director of Instructional Technology
Myron Regier, Campus High School Principal
Galen Davis, Executive Director of Maintenance
Others

1.0 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...

- All of the District's graduations were great. Thanks to everyone that worked on the graduation plans.
- The July Board meeting will be held on July 26th and will be the organizational meeting.
- Ms. Walston asked the Board to discuss and come up with a meeting date for a Board In-service.
The Board In-service / Workday will be Saturday, September 25th, from 8:30 a.m. – 12:00 noon. The meeting will be held at the Learning Center. The meeting is open to the public.

1.4 New and Good

Dr. Burke...

- 40 administrators and staff members attended Balanced Leadership training.
- Campus student placed third in the Javelin Throw at the State Track meet.

Regina Schutt...

- The A.R. reading program at the Haysville Community Library has been well attended and there has been several USD 261 staff members volunteering with the program.

- 1.5 Approve / Amend Agenda
MOTION to approve the agenda as amended by ***changing 5.2 to read Math Textbook and moving it along with 5.3 Social Studies Textbook Cost Proposal and 5.4 HAC Youth Soccer Fields Agreement under 3.0 CONSENT AGENDA. *Pull check #95903 made out to Schools for Fair Funding.**
(Crum / Schutt) Motion carried 6-0.

2.0 DISTRICT PATRON/PERSONNEL TIME

- 2.1 Hearing of Scheduled District Patrons/District Personnel – 5 min.
None
- 2.2 Remarks/Comments from District Visitors – 2 min.
None

3.0 CONSENT AGENDA

- 3.1 Previous Minutes
- 3.2 Treasurer's Report / Bills - PDF
***Pull check #95903**
- 3.3 Routine Personnel
- 3.4 Gifts and Grants
- 3.5 AGH Understanding of Engagement
- 3.6 Negotiated Fee for Services of Hays Companies
- 3.7 Coaching Supplementals
- *3.8 Math Text Book - PDF**
- *3.9 Social Studies Textbook Cost Proposal - PDF**
- *3.10 HAC Youth Soccer Fields Agreement**
- MOTION to approve the Consent Agenda as amended.
(Crum / Hummel) Motion carried 6-0.

4.0 REPORTS – Focus on Learning

- 4.1 Strategic Plan
Champions of Strategic Plan Goals 1 through 4 presented information to the Board regarding the status of each goal.
- 4.2 Kansas Communities that Care Survey Results
***To save time Dr. Burke will share information on the Kansas Communities that Care Survey Results during the Superintendent's Report.**

5.0 FIRST READINGS

- 5.1 9-12 Language Arts Curriculum Guide
Teresa Tosh presented information to the Board regarding the 9-12 Language Arts Curriculum Guide.
This was a first reading with no action requested from the Board.
- *5.2 Campus High School Math Book – Changed to Math Textbook and moved to 3.8**
- *5.3 Social Studies Textbook Cost Proposal - moved to 3.9**
- *5.4 HAC Youth Soccer Fields Agreement – moved to 3.10**
- 5.5 Position Description – Piano Accompanist
Dr. Dan Stiffler presented information to the Board regarding the Piano Accompanist position.
This was a first reading with no action requested from the Board.

6.0 ACTION ITEMS

6.1 HASBA / Haysville Youth Sports

Pat Lemmons and Jim Glenne of the HASBA / Haysville Youth Sports presented information to the Board regarding USD 261 facilities usage for an alternate Youth Football Program for Haysville school students.

MOTION to approve allowing the Haysville Youth Football League to use USD 261 facilities with the understanding that a contract will be brought back to the Board for approval before fields are occupied. (Hummel / Schutt) Motion carried 6-0.

6.2 District Technology Plan

Lisa Cundiff was present to answer questions from the Board regarding the District Technology Plan.

MOTION to approve the District Technology Plan as presented.

(Hummel / Crum) Motion carried 6-0.

6.3 Purchasing Lap Top Computers for Teachers

David Herbert presented information to the Board regarding the Purchasing of Lap Top Computers for teachers for the 2010-2011 school year.

MOTION to approve purchasing lap top computers for teachers for the 2010 – 2011 school year.

(Crum / Schutt) Motion carried 6-0.

6.4 Classified / Administrator Benefit for 10 / 11

Dr. Burke presented information to the Board regarding Classified / Administrator Benefits for 2010 – 2011.

MOTION to approve the Classified / Administrator benefits for the 2010 – 2011 school year.

(Hummel / Crum) Motion carried 5-1. Emily Davis voting no.

7.0 SUPERINTENDENT'S REPORT

*3.1 Kansas Communities that Care Survey Results

Dr. Burke shared the results of the Kansas Communities that Care Survey that was taken by USD 261 students in grades 6, 8, 10, and 12.

8.0 DISCUSSION/REPORT ITEMS

8.1 Future Agenda Items

- Policy Review / Approval
- Focus on Learning Report
- All First Readings
- School Security Report
- HWMS Pond Security Issues
- Schools for Fair Funding Report
- July Organizational Meeting Information
- Permission to Publish Budget

MOTION to hold a Special Board Meeting on July 26th at 6:00 p.m. for a Budget Workshop. Action may be taken.

(Walters / Schutt) Motion carried 6-0.

- Budget Hearing just before the Regular BOE meeting at 7:00 p.m. Action may be taken.

8.2 Board Task List

No changes.

9.0 EXECUTIVE SESSION – Non-Elected Personnel

MOTION to go into executive session at 8:45 p.m. for 15-minutes, to return at 9:00 p.m. for the discussion of non-elected personnel.

(Walston / Hummel) Motion carried 6-0.

The Board reconvened at 9:00 p.m. with six Board members present.

10.0 ADJOURNMENT

Meeting adjourned at 9:00 p.m.

Debra M. Coleman, Board of Education Clerk

Susan Walston, Board of Education President

ALL Data

Cash Summary ReportArranged by:
Fund ID

Date Range: 06/01/2010 thru 06/30/2010

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
02	GENERAL FUND							
	-308,923.75	7,425,166.11	-6,794,970.28	0.00	321,272.08	-321,272.08	0.00	0.00
03	SUPPLEMENTAL GENERAL							
	736,085.40	2,399,488.47	-2,537,748.21	0.00	597,825.66	-452,732.22	-810.40	144,283.04
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)							
	11,400.69	430,000.00	-43,407.23	0.00	397,993.46	-396.76	0.00	397,596.70
13	AT RISK (K-12)							
	9,933.43	3,102,581.94	-2,060,687.02	0.00	1,051,828.35	-218.69	0.00	1,051,609.66
14	BILINGUAL FUND							
	121.51	170,000.00	-4,968.71	0.00	165,152.80	0.00	0.00	165,152.80
16	CAPITAL OUTLAY							
	1,643,346.37	1,610,167.08	-184,294.80	0.00	3,069,218.65	-148,290.13	0.00	2,920,928.52
19	DRIVER EDUCATION							
	227,655.68	115,202.00	-14,294.65	0.00	328,563.03	0.00	0.00	328,563.03
20	TITLE I - LOW INCOME/01							
	-59,064.36	213,119.00	-75,581.45	0.00	78,473.19	-78,473.19	0.00	0.00
23	TITLE II - A TEACHER QUALITY							
	2,224.46	87,611.00	-19,076.16	0.00	70,759.30	-70,759.30	0.00	0.00
24	TITLE II - D ED. TECH							
	-1,054.28	16,738.00	0.00	0.00	15,683.72	-15,683.72	0.00	0.00
25	TITLE IVA - DRUG FREE SCHOOLS							
	-136.00	5,334.00	0.00	0.00	5,198.00	-5,198.00	0.00	0.00
26	PROFESSIONAL DEVELOPMENT							
	270,701.74	102,137.00	-8,956.27	0.00	363,882.47	0.00	0.00	363,882.47
34	VOCATIONAL EDUCATION							
	10,736.46	550,000.00	-44,564.14	0.00	516,172.32	-5,684.51	0.00	510,487.81
36	TITLE III							
	0.00	17,378.00	-17,378.00	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							
	91.76	1,500.00	-1,591.76	0.00	0.00	0.00	0.00	0.00
40	TITLE I - SCHOOL IMPROVEMENT							
	0.00	200,000.00	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:
Fund ID

Date Range: 06/01/2010 thru 06/30/2010

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
43	BOND AND INTEREST							
	1,974,217.99	638,607.99	0.00	0.00	2,612,825.98	0.00	0.00	2,612,825.98
45	MENTORING GRANT							
	-34,981.60	41,000.00	-5,987.04	0.00	31.36	-23.98	0.00	7.38
46	TITLE I -- ARRA							
	-47,847.07	344,493.00	-51,782.54	0.00	244,863.39	-244,863.39	0.00	0.00
47	ECC STATE GRANT							
	-9,945.65	0.00	-3,986.12	0.00	-13,931.77	-1,165.76	0.00	-15,097.53
50	LEARNING BY DESIGN							
	-15,710.65	172,000.00	-16,129.56	0.00	140,159.79	0.00	0.00	140,159.79
51	KPERS SPECIAL RETIREMENT FUND							
	0.00	1,200,943.86	-1,200,943.86	0.00	0.00	0.00	0.00	0.00
53	SUMMER SCHOOL							
	29,242.47	0.00	0.00	0.00	29,242.47	0.00	0.00	29,242.47
55	TEXTBK/STUDENT MAT'L REVOLVING							
	793,901.65	107,646.54	-10,247.19	0.00	891,301.00	-2,770.65	0.00	888,530.35
57	PARENT EDUCATION							
	-37,940.08	66,122.00	-18,600.60	0.00	9,581.32	-7,250.44	0.00	2,330.88
70	SPECIAL EDUCATION							
	-1,171,888.36	3,946,321.06	-837,873.74	0.00	1,936,558.96	-2,445.67	0.00	1,934,113.29
88	CARL PERKINS IMPROV.GRANT							
	-7,025.53	19,464.00	-6,388.80	0.00	6,049.67	-6,049.67	0.00	0.00
90	FOOD SERVICE							
	1,156,220.70	114,978.08	-223,541.56	0.00	1,047,657.22	-1,877.07	0.00	1,045,780.15
95	PAYROLL CLEARING ACCT							
	115,654.06	22,972.24	-10,211.91	0.00	128,414.39	0.00	0.00	128,414.39
Report Totals:	8,313,609.59	23,120,971.37	-14,193,211.60	0.00	17,241,369.36	-1,565,155.23	-810.40	15,675,403.73

Bank Statement Reconciliation Summary

1. Statement Balance	452,998.07
2. - Outstanding Checks	1,138,047.71
3. + Outstanding Receipts/Adj.	<u>9,500.00</u>
4. Total	-675,549.64

5. + Investments	<u>12,575,000.00</u>
6. Book Balance	11,899,450.36

17,241,369.36 Bank Balance
General Ledger Balance
+ 5,341,919.00

5,341,919.00 DEPOSITS POSTED IN JUNE
on General Ledger. Will hit
the bank in JULY.
- 50.00 Payroll Correction
5,341,919.00

HAYSVILLE USD #261
INTRUST BANK, N.A.
CHECKING ACCOUNT

June 30, 2010

BALANCE PER BANK STATEMENT:	
05/31/10 Statement Balance.....	361,665.52
Deposits.....	3,911,743.05
Withdrawals.....	7,637,169.23
06/30/10 Statement Balance.....	452,998.07
OUTSTANDING CHECKS-INTRUST BANK.....	1,138,047.71
PETTY CASH ACCOUNTS.....	9,500.00
INVESTMENTS	
Regular Repurchase Account.....	12,575,000.00
ADJUSTMENTS	5,341,919.00
GENERAL LEDGER BALANCE 06/30/10.....	17,241,369.36

HAYSVILLE USD #261

CASH BALANCES

June 30, 2010

NEGATIVE UNENCUMBERED CASH BALANCES:

47	ECC STATE GRANT.....	Awaiting State Funds
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ALL Data

Budget Summary of Funds

Arranged by:
Fund ID

Date Range: YTD thru 06/30/2010

Fund	Description	Total Budget	YTD Expenses	YTD Payable/ Encumber	Budget Balance	Unencumbered Budget Balance	Percent Remaining
02	GENERAL FUND	29,909,460.00	29,588,188.43	321,272.08	321,271.57	-0.51	0.00
02	X Prior Year Accounts	0.00	21,665.89	0.00	-21,665.89	-21,665.89	0.00
03	SUPPLEMENTAL	9,298,220.00	8,844,677.38	453,542.62	453,542.62	0.00	0.00
03	X Prior Year Accounts	0.00	20,921.13	0.00	-20,921.13	-20,921.13	0.00
04	CONTINGENCY RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
04	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
11	AT RISK (4 Yr. Old)	477,741.00	405,709.64	396.76	72,031.36	71,634.60	14.99
11	X Prior Year Accounts	0.00	79.12	0.00	-79.12	-79.12	0.00
13	AT RISK (K-12)	4,050,000.00	4,043,090.91	218.69	6,909.09	6,690.40	0.16
13	X Prior Year Accounts	0.00	196.31	0.00	-196.31	-196.31	0.00
14	BILINGUAL FUND	194,750.00	170,235.95	0.00	24,514.05	24,514.05	12.58
14	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
16	CAPITAL OUTLAY	3,198,000.00	1,466,215.18	148,290.13	1,731,784.82	1,583,494.69	49.51
16	X Prior Year Accounts	0.00	343,839.57	0.00	-343,839.57	-343,839.57	0.00
19	DRIVER EDUCATION	182,650.00	123,490.95	0.00	59,159.05	59,159.05	32.38
19	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
20	TITLE I - LOW INCOME/01	548,119.00	387,645.81	78,473.19	160,473.19	82,000.00	14.96
20	X Prior Year Accounts	0.00	422.85	0.00	-422.85	-422.85	0.00
23	TITLE II - A TEACHER	145,111.00	74,351.70	70,759.30	70,759.30	0.00	0.00
23	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
24	TITLE II - D ED. TECH	16,738.00	1,054.28	15,683.72	15,683.72	0.00	0.00
24	X Prior Year Accounts	0.00	5,290.00	0.00	-5,290.00	-5,290.00	0.00
25	TITLE IVA - DRUG FREE	13,834.00	8,636.00	5,198.00	5,198.00	0.00	0.00
25	X Prior Year Accounts	0.00	3,250.00	0.00	-3,250.00	-3,250.00	0.00
26	PROFESSIONAL	175,000.00	59,706.62	0.00	115,293.38	115,293.38	65.88
26	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
34	VOCATIONAL EDUCATION	700,000.00	520,566.80	5,684.51	179,433.20	173,748.69	24.82
34	X Prior Year Accounts	0.00	3,387.30	0.00	-3,387.30	-3,387.30	0.00
36	TITLE III	17,378.00	17,378.00	0.00	0.00	0.00	0.00
36	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
38	EDUCATION FOR	13,870.00	0.00	0.00	13,870.00	13,870.00	100.00
38	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
39	EDUCATION FOR	20,000.00	20,000.00	0.00	0.00	0.00	0.00
39	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
40	TITLE I - SCHOOL	200,000.00	0.00	200,000.00	200,000.00	0.00	0.00
40	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
41	TITLE I (CARRYOVER)	160,000.00	160,000.00	0.00	0.00	0.00	0.00
41	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00

ALL Data

Budget Summary of Funds

Arranged by:
Fund ID

Date Range: YTD thru 06/30/2010

Fund	Description	Total Budget	YTD Expenses	YTD Payable/ Encumber	Budget Balance	Unencumbered Budget Balance	Percent Remaining
43	BOND AND INTEREST	3,902,779.00	4,502,771.29	0.00	-599,992.29	-599,992.29	-15.37
43	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
45	MENTORING GRANT	234,375.00	109,724.16	23.98	124,650.84	124,626.86	53.17
45	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
46	TITLE I -- ARRA	353,193.00	108,329.61	244,863.39	244,863.39	0.00	0.00
46	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
47	ECC STATE GRANT	68,000.00	48,247.31	1,165.76	19,752.69	18,586.93	27.33
47	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
50	LEARNING BY DESIGN	314,327.00	221,759.12	0.00	92,567.88	92,567.88	29.44
50	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
51	KPERS SPECIAL	2,588,775.00	2,306,899.90	0.00	281,875.10	281,875.10	10.88
51	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
53	SUMMER SCHOOL	235,000.00	200,000.00	0.00	35,000.00	35,000.00	14.89
53	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
55	TEXTBK/STUDENT MAT'L	925,285.27	263,814.19	2,770.65	661,471.08	658,700.43	71.18
55	X Prior Year Accounts	0.00	40,389.00	0.00	-40,389.00	-40,389.00	0.00
57	PARENT EDUCATION	207,172.00	199,921.56	7,250.44	7,250.44	0.00	0.00
57	X Prior Year Accounts	0.00	1,696.17	0.00	-1,696.17	-1,696.17	0.00
70	SPECIAL EDUCATION	7,667,750.00	7,923,125.66	2,445.67	-255,375.66	-257,821.33	-3.36
70	X Prior Year Accounts	0.00	1,951.19	0.00	-1,951.19	-1,951.19	0.00
88	CARL PERKINS	36,964.00	30,914.33	6,049.67	6,049.67	0.00	0.00
88	X Prior Year Accounts	0.00	4,162.72	0.00	-4,162.72	-4,162.72	0.00
90	FOOD SERVICE	2,071,000.00	1,767,300.43	1,877.07	303,699.57	301,822.50	14.57
90	X Prior Year Accounts	0.00	65.60	0.00	-65.60	-65.60	0.00
95	PAYROLL CLEARING	0.00	241,753.13	0.00	-241,753.13	-241,753.13	0.00
95	X Prior Year Accounts	0.00	0.00	0.00	0.00	0.00	0.00
Fund Totals:		67,925,491.27	63,815,508.34	1,565,965.63	4,109,982.93	2,544,017.30	3.74
Prior Year Account Totals:		0.00	447,316.85	0.00	-447,316.85	-447,316.85	0.00

REVENUE REPORTING ACCOUNTS

Account	Description	Published Budget	Receipts- Current Month	Receipts YTD
02-0000	General Fund Revenue	28,998,972.00	7,425,166.11	35,971,046.98
03-0000	Supplemental General	9,258,886.00	2,399,488.47	11,682,232.90
04-0000	Contingency Reserve	0.00	0.00	1,627,663.28
07-0000	Class Reduction	0.00	0.00	0.00
10-0000	Adult Ed Revenue	0.00	0.00	0.00
11-0000	At Risk (4 Yr Olds)	821,380.00	430,000.00	825,000.00
13-0000	At Risk (K-12)	4,200,000.00	3,102,581.94	6,504,567.11
14-0000	Bilingual Fund Revenue	150,000.00	170,000.00	331,000.00
16-0000	Capital Outlay Revenue	1,870,883.00	1,610,167.08	4,349,121.01
18-0000	Textbook Revenue	0.00	0.00	0.00
19-0000	Drivers Education	185,000.00	115,202.00	242,029.14
20-0000	Title I - Low Income	548,119.00	213,119.00	466,119.00
21-0000	Title I - Migrant	0.00	0.00	0.00
22-0000	Title V - Innovative	0.00	0.00	0.00
23-0000	Title IIA - Teacher	145,111.00	87,611.00	145,111.00
24-0000	Title IID- Ed Tech	4,839.00	16,738.00	16,738.00
25-0000	Title IV - Drug Free	13,834.00	5,334.00	13,834.00
26-0000	Professional	113,000.00	102,137.00	235,324.00
30-0000	Construction Revenue	0.00	0.00	0.00
31-0000	FEMA Aid Revenue	0.00	0.00	0.00
32-0000	School Safety Grant	0.00	0.00	0.00
34-0000	Vocational Education	500,000.00	550,000.00	1,069,502.00
35-0000	Technology Education	0.00	0.00	0.00
36-0000	Title III - Consortium	17,378.00	17,378.00	17,378.00
37-0000	Haysville/Pretty Prairie	0.00	0.00	0.00
38-0000	Community Learning	0.00	0.00	0.00
39-0000	Education for Homeless	20,000.00	1,500.00	20,000.00
40-0000	Title IIA - Carryover	200,000.00	200,000.00	200,000.00
41-0000	Title I - Carryover	160,000.00	0.00	160,000.00
42-0000	Title V - Carryover	0.00	0.00	0.00
43-0000	Bond and Interest	3,657,084.00	638,607.99	4,914,184.95
44-0000	Juvenile Justice Grant	0.00	0.00	0.00
45-0000	Mentoring Grant	158,300.00	41,000.00	117,725.00
46-0000	ARRA - Stabilization	353,193.00	344,493.00	353,193.00
47-0000	ECC State Grant	68,000.00	0.00	34,315.54
50-0000	New Charter School	138,000.00	172,000.00	371,234.00
51-0000	KPERS Special	2,588,775.00	1,200,943.86	2,306,899.90
52-0000	Charter School	0.00	0.00	0.00
53-0000	Summer School	15,000.00	0.00	0.00
55-0000	Textbook/Student	446,800.00	107,646.54	543,417.35
56-0000	Textbook Rental	0.00	0.00	0.00
57-0000	Parent Education	207,160.00	66,122.00	240,265.00
60-0000	Student Transportation	0.00	0.00	0.00
70-0000	Special Education	7,959,089.00	3,946,321.06	11,767,037.62
88-0000	Carl Perkins	36,964.00	19,464.00	36,964.00
90-1611	Student Sales (Lunch)	681,000.00	-255.45	658,715.46
90-1612	Student School	37,600.00	0.00	39,770.33
90-1620	Adult & Ala Carte Sales	213,300.00	-22.00	200,229.61
90-1990	Misc & Special	0.00	3,431.85	21,165.99
90-3203	State Food Assistance	26,530.00	3,078.02	24,665.27

REVENUE REPORTING ACCOUNTS

Account	Description	Published Budget	Receipts- Current Month	Receipts YTD
90-4550	Federal Child Nutrition	989,821.00	108,745.66	1,209,809.41
95-0000	Payroll Clearing Acct	0.00	22,972.24	282,983.42
		<u>64,784,018.00</u>	<u>23,120,971.37</u>	<u>86,999,242.27</u>

TRANSFERS

Account	Description	Published Budget	Disbursed Account YTD
02 GENERAL FUND			
			02 GENERAL FUND
02-00-5200-940	Transfer To Driver	0.00	0.00 02-00-5200-940
02-00-5200-938	Transfer To Capital	750,000.00	1,205,208.00 02-00-5200-938
02-00-5200-951	Transfer To Technology	0.00	0.00 02-00-5200-951
02-00-5200-949	Transfer To Summer	0.00	0.00 02-00-5200-949
02-00-5200-946	Transfer To Inservice	0.00	100,000.00 02-00-5200-946
02-00-5200-952	Transfer To	0.00	0.00 02-00-5200-952
02-00-5200-950	Transfer To Special	3,734,592.00	4,234,592.00 02-00-5200-950
02-00-5200-954	Transfer To Vocational	0.00	500,000.00 02-00-5200-954
02-00-5200-944	Transfer To Food	0.00	0.00 02-00-5200-944
02-00-5200-936	Transfer To Bilingual	0.00	114,481.35 02-00-5200-936
02-00-5200-948	Transfer To Parent Ed	0.00	0.00 02-00-5200-948
02-00-5200-932	Transfer To Adult Ed	0.00	0.00 02-00-5200-932
02-00-5200-972	Transfer To Contingency	0.00	0.00 02-00-5200-972
02-00-5200-978	Transfer to At Risk	1,865,799.00	2,090,928.16 02-00-5200-978
02-00-5200-976	Transfer to At Risk (4	371,380.00	400,000.00 02-00-5200-976
02-00-5200-974	Transfer to Textbook	0.00	100,000.00 02-00-5200-974
02-00-5200-937	Transfer to Virtual	135,000.00	172,000.00 02-00-5200-937
02 GENERAL FUND		6,856,771.00	8,917,209.51 02 GENERAL FUND
03 SUPPLEMENTAL GENERAL			
			03 SUPPLEMENTAL GENERAL
03-00-5200-946	Transfer To Inservice	100,000.00	0.00 03-00-5200-946
03-00-5200-948	Transfer To Parent Ed	85,000.00	85,000.00 03-00-5200-948
03-00-5200-949	Transfer To Summer	0.00	0.00 03-00-5200-949
03-00-5200-936	Transfer To Bilingual	150,000.00	166,000.00 03-00-5200-936
03-00-5200-940	Transfer To Driver Ed	150,000.00	100,000.00 03-00-5200-940
03-00-5200-943	Transfer To Extra	0.00	0.00 03-00-5200-943
03-00-5200-944	Transfer To Food	0.00	0.00 03-00-5200-944
03-00-5200-950	Transfer To Special Ed	1,800,000.00	2,000,000.00 03-00-5200-950
03-00-5200-951	Transfer To Technology	0.00	0.00 03-00-5200-951
03-00-5200-952	Transfer To Transp	0.00	0.00 03-00-5200-952
03-00-5200-954	Transfer To Vocational	500,000.00	70,000.00 03-00-5200-954
03-00-5200-934	Transfer to Adult Suppl	0.00	0.00 03-00-5200-934
03-00-5200-974	Transfer to Textbook &	0.00	0.00 03-00-5200-974
03-00-5200-976	Transfer to At Risk (4	450,000.00	200,000.00 03-00-5200-976
03-00-5200-978	Transfer to At Risk	3,500,000.00	2,200,000.00 03-00-5200-978
03 SUPPLEMENTAL GENERAL		6,735,000.00	4,821,000.00 03 SUPPLEMENTAL GENERAL
23 TITLE II - A TEACHER			
			23 TITLE II - A TEACHER
23-00-5200-022	Transfer to Title V	0.00	0.00 23-00-5200-022
23 TITLE II - A TEACHER		0.00	0.00 23 TITLE II - A TEACHER
		13,591,771.00	13,738,209.51

4.2 Treasurer's Report / Bills

No supporting documentation. - PDF

End of Section

PERSONNEL RESUME

Name Debra Vance

For Position As Library Media Specialist

Building Freeman Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u>			
Fort Hays State University	1982	BA	English Education
<u>Graduate</u>			
Pittsburg State University	2004	MS	Library Media
Pittsburg State University	1991	MA	English

<u>Professional Experience</u>	<u>Location</u>	<u>Dates</u>	<u>Yrs.</u>
Library Media Specialist	Alma, KS	2007-2009	2
Library Media Specialist	El Dorado, KS	2006-2007	1
English Teacher	Wichita Catholic Diocese	2004-2006	2
English Teacher	Parsons, KS	2001-2003	2
English/Speech Teacher	Wichita Catholic Diocese	2000-2001	1
English Teacher	Oswego, KS	1998-2000	2
English Teacher	Wichita Catholic Diocese	1993	½
English Teacher	Bartlesville, OK	1984-1986	2
English Teacher	Osborne, KS	1983	½

Salary Offered \$51,880 **Degree** MS+36 **Step** 5

CA

PERSONNEL RESUME

Name Jamie Engstrand

For Position As Social Worker

Building Oatville Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
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<u>Undergraduate</u> Northwestern Oklahoma	1999	BS	Social Work
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<u>Graduate</u> Wichita State University	2004	MS	Social Work
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<u>Experience</u>	<u>Location</u>	<u>Dates</u>	<u>Years</u>
Outpatient Therapist	Family Consultation	2004-2010	6

<u>Salary Offered</u>	\$43,559	<u>Degree</u>	MS	<u>Step</u>	3
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CA

PERSONNEL RESUME

Name Amber Dougan
For Position As 5th Grade Teacher
Building Rex Elementary School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Wichita State University	2008	BA	Elementary Education

Graduate

<u>Student Teaching Experience</u>	<u>Location</u>	<u>Dates</u>
5 th Grade Student Teacher	Wichita, KS	2008

Salary Offered \$36,500 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Chantelle Pritchett
For Position As Computer Teacher
Building Haysville Middle School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Kansas State University	2010	BS	Secondary Education

Graduate

<u>Student Teaching Experience</u>	<u>Location</u>	<u>Dates</u>
English/Journalism	Junction City, KS	2010

Salary Offered \$36,500 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Jonathan Dravis
For Position As Social Studies Teacher
Building Haysville West Middle School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> Wichita State University	2010	BA	Secondary Education

Graduate

<u>Student Teaching Experience</u>	<u>Location</u>	<u>Dates</u>
Social Studies	Wichita, KS	2010

Salary Offered \$36,500 **Degree** BS **Step** 1

CA

PERSONNEL RESUME

Name Amy Hammett

For Position As Science Teacher

Building Campus High School

<u>Education</u>	<u>Date</u>	<u>Degree</u>	<u>Major</u>
<u>Undergraduate</u> University of Louisiana	2005	BA	English (Minor Biology)

Graduate
University of Louisiana

<u>Teaching Experience</u>	<u>Location</u>	<u>Dates</u>	<u>Yrs.</u>
9 th Grade Science Teacher	New Iberia, LA	2008-2009	1
8 th Grade Science Teacher	New Iberia, LA	2006-2007	1

Salary Offered \$39,187 **Degree** BS+24 **Step** 2

CA

TO: Board of Education

FROM: Dr. Dan Stiffler,
Assistant Superintendent for Personnel

DATE: July 19, 2010

RE: Supplemental Contracts

The following supplemental contracts for the 2010-2011 school year are recommended for your approval:

CA

To: Dr. Dan Stiffler/Personnel Department
From: Becky Cezar/Director of Student Support Services
Re: Supplemental Contracts
Date: June 9, 2010

The following individuals have supplemental contracts for the 2008/2009 school year;

Jessie Tyson	School Psychologist	22 Days
Judith Picard	School Psychologist	20 Days
Brad Johnson	School Psychologist	22 Days
Cassandra Hulseley	School Psychologist	10 Days
Crystal Winters	School Psychologist	20 Days
Linda Sullivan	School Psychologist	10 Days
Jessica Quinn	School Psychologist	22 Days
Marie Patterson	School Psychologist	10 Days
Sharon Brock	Speech Therapist	5 Days
Kristin Freed	Occupational Therapist	10 Days
Lori Kanaga	Department Chair CHS	5 Days
Karon Waters	Tri-City Teacher	Paid Plan
Josh Kelly	Tri-City	Paid Plan
Michelle Groh	Tri-City	Paid Plan
Pam Kennedy	Tri-City Teacher	Paid Plan

Rick Morrison	E/D Teacher	Paid Plan
BJ Knudson	E/D Teacher	Paid Plan
Ashley Fox	Autism Teacher	Paid Plan
Jennifer Arellano this amount	Clinical MLSW Tri-City	Amount BOE approved I do not have
Laura Vargas	Special Olympics Coach	Last year's stipend
Open	.5 Assistant Sp. Oly. Coach	Last year's stipend
Pat Willig	.5 Assistant Sp. Oly. Coach	Last year's stipend

4.4 Gifts and Grants

No supporting documentation.

End of Section

5.0 REPORTS

No supporting documentation.

End of Section

6.0 FIRST READINGS

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 {shall/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/may} 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.

{Add additional local language here as needed.}

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 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. **{Insert local language here as appropriate.}**

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;
- 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 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

299 Market Street • Saddle Brook, NJ 07663
Phone: 800-822-1080 • Fax: 201-712-0045
www.PeoplesEducation.com

Requested By: Christy Long
School: **Haysville Unif Sch Dist 261**
Address: 1745 W Grand Ave
City/State/ZIP: Haysville, KS 67060
School Phone: (316)554-2200
District: **#N/A**
District Phone: **#N/A**
Date: July 13, 2010
Price Valid Through: September 11, 2010

Jerry Del Gatto, AP Curriculum Specialist
(800) 822-1080 Ext 367
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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

6. **6 Sick Leave Bank for Classified and Administrative Personnel**

See Supporting Documentation in PDF

End of Section

7.0 ACTION ITEMS

No supporting documentation.

End of Section

USD 261 EDUCATIONAL SUPPORT STAFF
POSITION DESCRIPTION

POSITION TITLE: **PIANO ACCOMPANIST**

SUPERVISOR: Instructional Teacher/Building Administrator

PAYMENT RATE: According to Educational Support Staff Salary Schedule

QUALIFICATIONS:

1. Ability to perform advanced piano skills/abilities including sight reading
2. Knowledge of all major/minor keys, chords, arpeggios
3. Some vocal knowledge or training
4. Maintain current TB testing as required by Health Department regulations (after employment offer is made).

ESSENTIAL FUNCTIONS:

1. Perform warm up and vocalizations for all the music classes
2. Maintain flexibility to accompany at performances and rehearsals outside the normal school day.
3. Ability to prepare both accompaniment and choral parts for rehearsals and performances.
4. Ability to follow direction, maintain tempi, and respond to conducting cues to keep the ensemble in sync.
5. Demonstrate dependability, promptness, and regular attendance in order to establish consistent routines, promote teamwork, and guarantee instructional continuity.
6. Communicate effectively and work cooperatively with school district staff and community members to ensure a positive work environment.
7. Maintain a high level of confidentiality regarding student and staff information in order to remain in compliance with legal requirements and to maintain a professional work environment.
8. Perform other duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

PHYSICAL REQUIREMENTS/ENVIRONMENTAL CONDITIONS:

1. Requires prolonged sitting or standing, and use of equipment including repetitive motions and eye fatigue.
2. Must work in crowded environment with various noise levels and numerous interruptions.

TERMS OF EMPLOYMENT:

At will

PERFORMANCE REVIEW:

Performance effectiveness evaluated in accordance with Kansas Statutes and Board of Education Policy.

APPROVED:

8.0 SUPERINTENDENT'S REPORT

No supporting documentation.

End of Section

9.0 DISCUSSION-REPORT ITEMS

No supporting documentation.

End of Section

9.1 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		Dr. Burke	May 22, 2007
Cameras on the Buses	July 2, 2007	Seth Konkol	October 2007	Dr. McCabe	October 15, 2007
Review District Plan for the Future of CIS/USD261	July 16, 2007	Seth Konkol	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