

**BOARD OF EDUCATION MEETING U.S.D. # 261**  
**BOARD ROOM - CENTRAL OFFICE - 1745 WEST GRAND**  
**HAYSVILLE, KANSAS**  
**July 17, 2017 -7:00 P.M.**

Subject to Board Approval

The meeting of the Board of Education of Haysville School District # 261, Haysville, Kansas was called to order in the Board Room, 1745 W. Grand, Haysville, Kansas, at 7:00 p.m., by Board President Paige Crum. Seven Board members were present.

**MEMBERS PRESENT**

Paige Crum - President  
Susan Walston – Vice President  
Greg Fenster  
Tom Gibson  
Pat Lemmons  
Glenn Crum  
Forrest Hummel

**OTHERS PRESENT**

Dr. John Burke, Superintendent of Schools  
Debbie Coleman, Clerk of the Board  
Dr. Clint Schutte, Assistant Supt. of Finance  
Dr. Michael Clagg, Asst. Supt. of Personnel  
Teresa Tosh, Asst. Supt. of Learning Services  
Angie Estell, Director of Special Services  
David Herbert, Director of Information Services  
Liz Hames, Communications Director  
Bob Faires, Howard and Helmer Architect Firm  
Others

**1.0 REORGANIZATION MEETING OPENING**

**1.1 Call to Order**

Paige called the meeting to order at 7: 00 p.m. with seven members present.

**1.2 Flag Salute**

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

- Please turn in the Statements of Substantial Interest to Debbie when completed.
- Congratulations to the FCCLA group who won the National Championship.
- Information on Board community involvement has been gathered and may be used to create Board member bios.
- Candidate Forum Thursday, 7/20 @ 6:30pm at the Library.
- Congratulations to Angie Estell who has been named Kansas Special Education Administrator of the Year.
- Congratulations to the Transportation Department for receiving a perfect score on your transportation safety review!

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

- Dr. Burke informed Board members of the Haysville Chamber luncheon to be held this Thursday, July 20<sup>th</sup>. The lunch will be held at the Police Courtroom. Doors open at 11:30 a.m. Speakers will be State representatives, Steve Crum and John Whitmer.

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

Susan Walston

- KASB will hold a Community Conversation on August 8<sup>th</sup>, and will have a meeting in Haysville USD 261 on January 27<sup>th</sup>.

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

MOTION to approve the agenda as presented.  
(Walston/Lemmons) Motion carried 7-0.

2.0 BOARD REORGANIZATION - PDF

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

2.1 Election of Board Officers

ELECTION OF BOARD OFFICERS

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

Forrest Hummel nominated Pat Lemmons for president.

Ms. Crum asked if there were additional nominations.

No additional nominations.

Motion to close nominations.

(P. Crum/Lemmons) Motion carried 7-0.

There were no additional nominations therefore, Pat Lemmons was elected Board president.

Newly elected Board president Pat Lemmons opened the floor for nominations for vice-president.

Forrest Hummel nominated Glenn Crum for vice-president.

Mr. Lemmons asked if there were additional nominations.

Hearing none, a motion was made that nominations cease.

(Hummel/P. Crum) Motion carried 7-0.

There were no additional nominations therefore, Glenn Crum was elected Board vice-president.

2.2 Designate Regular Meeting Date, Time, and Place

The regular Board of Education meetings for 2017-2018 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 22<sup>nd</sup> rather than January 15<sup>th</sup> (Non-Contract Day)
- February 26<sup>th</sup> rather than February 20<sup>th</sup> (President's Day)
- March 26<sup>th</sup> rather than March 19<sup>th</sup> (Spring Break)

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

(Hummel/Walston) Motion carried 7-0.

2.3 Personnel Appointments and Resolutions

2.3.1	Clerk of the Board	Debra M. Coleman
2.3.2	Deputy Clerk of the Board	Dr. Mike Clagg
2.3.3	Treasurer of the Board	Dr. Clint Schutte
2.3.4	Assistant Treasurer of the Board	Nadine Foreman
2.3.5	Custodian of District Office Records	Dr. Clint Schutte
a.	Custodian of Early Childhood Program	Prog. Administrator
b.	Parents As Teachers Program	Prog. Administrator
c.	Custodian of Oatville Elementary Office Records	Building Principal
d.	Custodian of Rex Elementary Office Records	Building Principal
e.	Custodian of Nelson Elementary Office Records	Building Principal
f.	Custodian of Freeman Elementary Office Records	Building Principal
g.	Custodian of Ruth Clark Elementary Office Records	Building Principal
h.	Custodian of Prairie Elementary School Office Records	Building Principal
i.	Custodian of Haysville Middle School Office Records	Building Principal
j.	Custodian of Haysville West Middle Schl. Office Records	Building Principal
k.	Custodian of Campus High School Office Records	Building Principal
l.	Custodian of Haysville High School	Asst. Bldng. Principal
m.	Custodian of Tri-City Day School	Bldng. Administrator
2.3.6	Representative for Title Projects	Teresa Tosh
2.3.7	Attorney for the Board of Education	Foulston & Siefkin
2.3.8	KPERS Designated Agent	Dr. Clint Schutte
2.3.9	Freedom of Information Officer	Communications Dir.
2.3.10	Kansas Educational Risk Management Insurance Pool Rep.	Dr. Clint Schutte

2.3.11	Food Service/Lunch Agreement Representative	Dir. of Food Service
2.3.12	Hearing Officer for Free & Reduced Meal Application Appeals	Dr. Clint Schutte
2.3.13	Attendance Officer	
a.	Early Childhood Program	Angie Estell
b.	Attendance Officer for Parents As Teachers	Angie Estell
c.	Attendance Officer for Oatville Elementary	Building Principal
d.	Attendance Officer for Rex Elementary	Building Principal
e.	Attendance Officer for Nelson Elementary	Building Principal
f.	Attendance Officer for Freeman Elementary	Building Principal
g.	Attendance Officer for Ruth Clark Elementary	Building Principal
h.	Attendance Officer for Prairie Elementary	Building Principal
i.	Attendance Officer for Haysville Middle School	Building Prin. / Bldng. Asst. Prin.
j.	Attendance Officer for Haysville West Middle Schl.	Building Principal / Building Asst. Prin.
k.	Attendance Officer for Campus High School	Building Principal / Building Asst. Prin.
l.	Attendance Officer for Haysville High School	Asst. Bldng. Principal
m.	Attendance Officer for Tri-City Day School	Bldng. Administrator
2.3.14	Title VI Coordinator	Asst. Supt. of Personnel
2.3.15	504 Coordinator	Asst. Supt. of Personnel
2.3.16	Coordinator for Homeless Children	Linda Long
2.3.17	Resolutions	Agenda Topics
2.3.17.1 – 2.3.17.11		

RE: Comments and Recommendations of the superintendent.

The superintendent suggests the below resolutions for agenda topics 2.3.17.1 – 2.3.17.11.

**2.3.17.1 1116-Hour School Year –**

“Be it resolved that the Board of Education of Unified School District 261 does hereby authorize the 1116 hour policy calendar as defined by the Kansas State Department of Education for the 2017-2018 school year.”

**2.3.17.2 Surety Bond for District Treasurer and High School and Middle School Principals –**

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

**2.3.17.3 Official Newspaper –**

“Be it resolved that the Board of Education of Unified School District 261 does hereby designate the Wichita Eagle and the Haysville Sun-Times as the official newspaper publications of the district for the 2017-2018 school year.”

**2.3.17.4 Participation in Federal Programs –**

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

**2.3.17.5 Early Payment of Bills –**

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

**2.3.17.6 Official Depository of Funds –**

Please see the attached resolution example.

- 2.3.17.7      Rescinding Policy Statement and Adoption of New Board Policies –**  
**(a & b)**      Please see Exhibit # 2.3.17.7 a & b for supporting information.
- 2.3.17.8      Waiver of GAAP Resolution –**  
Please see the attached resolution example.
- 2.3.17.9      Home Rule Resolution –**  
Please see the attached resolution example.
- 2.3.17.10     Authority to Dispose of School Property with Value of Less than \$5,000.00**  
**Resolution -**  
Please see the attached resolution example.
- 2.3.17.11     Authority to Re-Fund Bonds if in Best Interest of USD 261 Resolution-**  
Please see the attached resolution example.

MOTION to approve 2.3.1 through 2.3.17.11 as presented.

(G. Crum/Walston) Motion carried 7-0.

- 2.3.18      Appointment of Board Member(s) / KASB Governmental Relations Network  
MOTION to appoint Susan Walston as the KASB Governmental Relations  
Network representative.  
(Hummel/ )  
Motion retracted.  
MOTION to appoint Paige Crum as the KASB Governmental Relations Network  
representative.  
(Hummel/Walston) Motion carried 7-0.
- 2.3.19      Haysville Forward Representative  
MOTION to appoint Paige Crum as the Haysville Forward representative.  
(Hummel/G. Crum) Motion carried 7-0.
- 2.3.20      PANDO Initiative Representative  
MOTION to appoint Susan Walston as the PANDO Initiative Representative.  
(Hummel/P. Crum) Motion carried 7-0.

### 3.0 DISTRICT PATRON/PERSONNEL TIME

- 3.1 Hearing of Scheduled District Patrons/District Personnel - None  
3.2 Remarks/Comments from District Visitors - None

### 4.0 CONSENT AGENDA

- 4.1 Previous Minutes  
4.2 Routine Personnel  
4.3 Gifts and Grants  
4.4 District Paper Purchase

MOTION to approve the consent agenda as presented.

(Walston/P. Crum) Motion carried 7-0.

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

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

(Walston/G. Crum) Motion carried 6-1. Greg Fenster voted no.

### 6.0 REPORTS – Focus on Learning

- Bond Project Update – Schutte  
Dr. Clint Schutte presented information to the Board regarding the Bond Project.  
Dr. Schutte gave a short update to the Board on the Transportation Building, HMS, CHS,  
HHS/Tri-City, Prairie, Ruth Clark, Rex, Freeman and Haysville West Middle School.

- Kansas Report Card – Tosh  
Teresa Tosh presented information to the Board regarding the Kansas Report Card.

## 7.0 ACTION ITEMS

- 7.1 Bond Project Change Order (Place Holder for Items Needing Action Taken) - PDF  
No change orders were presented.
- 7.2 Tri-City Day School Playground Equipment Bid Approval  
Dr. Schutte presented information to the Board regarding Tri-City Day School playground equipment bid.  
MOTION to approve the Tri-City Day School playground equipment bid from School Specialties in the amount of \$35,811.00 as presented.  
(Walston/Hummel) Motion Carried 4-3. Lemmons, Gibson and Fenster voted no.
- 7.3 2<sup>nd</sup> Grade Updated Grade Card  
Ms. Tosh was present to answer questions from the Board regarding the 2<sup>nd</sup> Grade Updated Grade Card.  
MOTION to approve the 2<sup>nd</sup> Grade Updated Grade Card as presented.  
(P. Crum/Gibson) Motion carried 7-0.
- 7.4 3<sup>rd</sup> Grade Proposed Grade Card  
Ms. Tosh was present to answer questions from the Board regarding the 3<sup>rd</sup> Grade Proposed Grade Card.  
MOTION to approve the 3<sup>rd</sup> Grade Proposed Grade Card as presented.  
(Hummel/Gibson) Motion carried 7-0.
- 7.5 Campus Athletic Handbook Revision – Godwin  
Information was presented to the Board regarding the Campus Athletic Handbook Revision.  
MOTION to approve the Campus Athletic Handbook Revision as presented.  
(G. Crum/Gibson) Motion carried 7-0.

## 8.0 FIRST READINGS

- 8.1 Policy Review  
No Policy Review

## 9.0 DISCUSSION/REPORT ITEMS

- 9.1 Schools for Fair Funding Report  
Dr. Mike Clagg presented information to the Board regarding the Schools for Fair Funding Report. Oral arguments will be presented on Tuesday, July 18<sup>th</sup>. Currently the State of Kansas is \$600 million short of the requested \$893 requested by the Kansas Board of Education.
- 9.2 Future Agenda Items
- Policy Review and Approval
  - Focus on Learning Report
  - All First Readings moved to Action Items
  - Building Reports
  - Class Numbers
  - Reports on student follow up after graduation
  - District tours for community members
  - Facility upkeep schedule
  - Plan for securing vacated Tri-City Day School building
  - Summer Feeding Program Numbers
  - Budget Hearing
- 9.3 Board Calendar  
No Changes

- 10.0 EXECUTIVE SESSION – For Non-Elected Personnel / To Discuss Late Resignations  
MOTION to go into executive session at 9:00 p.m. for 5-minutes, to return at 9:05 p.m. for the discussion of Non-Elected Personnel – concerning requests for waiver of late resignation penalties. (Lemmons/Walston) Motion carried 7-0.

The Board asked Dr. Clagg to join them in executive session.

Dr. Clagg joined the Board at 9:00 p.m.

Dr. Clagg returned to the Board room at 9:05 p.m.

The Board reconvened at 9:05 p.m. with seven members present.

MOTION to approve the Administration’s recommendation to waive the \$1000.00 penalty request from Karen Slous and deny the \$1000.00 penalty request waiver from Jennifer Campbell. (Walston/G. Crum) Motion carried 4-3. Fenster, Hummel and Gibson voted no.

- 11.0 ADJOURNMENT

Meeting adjourned at 9:07 p.m.

---

Pat Lemmons, Board of Education President

---

Debra M. Coleman, Board of Education Clerk