



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

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Dr. Ron Wimmer
Superintendent

USD 232 BOARD OF EDUCATION REGULAR MEETING AGENDA

Administrative Offices (35200 West 91st Street, De Soto, Kansas)

May 9, 2011

***** Please silence cell phones prior to the beginning of this meeting. *****

6:00 P.M. I. MEETING OPENING.

- A. Call to Order.
- B. Pledge of Allegiance.

II. CONSENT AGENDA.

These items represent matters which the Board may approve without detailed discussion. Any item on the Consent Agenda may be removed for separate discussion as an Action Item upon request by the Superintendent or any board member. The Board has received supporting information on all items prior to action on the Consent Agenda.

- A. Adopt agenda.
- B. Approve minutes of April 11 regular meeting.
- C. Approve payment of bills.
- D. Approve transfer of funds (if appropriate).
- E. Approve personnel recommendations made on May 3, 2011.
- F. Approve personnel recommendations made on May 9, 2011.
- G. Approve De Soto High School 2011-12 Student Handbook.
- H. Approve Mill Creek Middle School 2011-12 Student Handbook.
- I. Approve revision to Mill Valley High School 2011-12 Student Handbook.
- J. Approve revised 2011-12 Fee Schedule.
- K. Declare list of elementary and high school textbooks as surplus.
- L. Declare list of camcorders from the Mill Valley High School Broadcast program as surplus.
- M. Declare accumulated scrap metal as surplus.
- N. Accept \$200.00 donation from The Hallmark Corporate Fund/Volunteer Involvement Pays Program to Lexington Trails Middle School.
- O. Accept \$2,000.00 donation from an anonymous donor to the Mill Valley High School Football Program.
- P. Accept \$1,000.00 donation from a Mize parent to the Mize Elementary Music Program.
- Q. Approve process to dispose of PAT surplus toys and equipment and waiver of Board Policy restricting purchase of items by district employees through sealed bids.
- R. Accept proposal from Cates Service to provide district HVAC service and inspection for the 2011-12 school year.
- S. Approve bid from Country Carpet, including Alternate 1, for replacement of carpet in the Starside Elementary Media Center in the amount of \$21,430.00.
- T. Approve bid from Combes Construction for window and block repair in the Monticello Trails Middle School Science Room in the amount of \$33,000.00.

- U. Approve bid from Dayco Painting, including Alternates 1 & 2, for painting the interior of De Soto High School in the amount of \$74,371.00.
- V. Approve bid from Wenger for purchase and installation of instrument storage units at De Soto High School in the amount of \$23,440.00.
- W. Withdraw previous approval of a bid received for Alternate 1 on the De Soto High School Tennis Court replacement project at the request of Trans Texas Tennis Courts and approve bid for Alternate 1 on the same project from Mann Fence Company in the amount of \$17,624.00.
- X. Approve purchase of a refrigerated truck for warehouse/food service delivery from Midway Ford Truck (Kansas City) in the amount of \$96,577.00.
- Y. Approve the following student nutrition bids for the 2011-12 school year:
 - Robert's Dairy Milk products
 - Sara Lee/Earthgrains Bread products
 - Blue Bell Ice Cream products
 - Pizza Hut Pizza vendor
- Z. Approve the following extended day trips:
 - Lexington Trails Middle School Bands, grades 6-8, perform at Schlitterbahn Water Park's Sound Waves Music Festival, Kansas City, KS, May 14, 2011.
 - Mill Valley High School Track & Field, grades 9-12, State Track Meet, Wichita, KS, May 26-28, 2011.
 - Mill Valley High School Broadcast II, grades 11-12, compete in Kansas State Fair Broadcast Contest, Hutchinson & Wichita, KS, September 14-15, 2011.

III. GOOD NEWS.

- A. Student Recognition.
- B. Staff Member Recognition.
- C. Student Care Fund Presentation.

IV. PATRON INPUT.

V. ACTION ITEMS.

- A. Musical Instrument Additions/Replacements. [Ken Larsen]
- B. Video Surveillance Policy. [Alvie Cater]
- C. Video Surveillance Computer Purchase. [Alvie Cater]

VI. DISCUSSION ITEMS.

- A. Continuous Improvement Topics.

VII. WRITTEN REPORTS.

- A. June 2011 Board Calendar.
- B. New Technology Devices in the Classroom.
- C. Video Surveillance Project Update.
- D. Career & Technical Education Funding Reductions.
- E. English Speakers of Other Languages (ESOL) Teacher Endorsement Grant Opportunity.
- F. Elementary Site Council Reports.
[Belmont Elementary, Clear Creek Elementary, Horizon Elementary, Mize Elementary, Prairie Ridge Elementary, Riverview Elementary, Starside Elementary]

VIII. EXECUTIVE SESSION.

- A. Non-elected Personnel.

IX. ADJOURNMENT.

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USD 232 BOARD OF EDUCATION

OFFICIAL MINUTES --REGULAR MEETING

Administrative Office (35200 West 91st Street, De Soto, KS)

April 11, 2011

The meeting was called to order at 6:00 p.m. by the President, Mr. Tim Blankenship. A quorum of the Board was present. Attendance was as follows:

Board Members Present: Tim Blankenship
Don Clark
Dick Dearwester
Bill Fletcher
Randy Johnson
Jim Thomas
Tammy Thomas

Others Present: Kim Barney, Associate Director of Teaching & Learning
Alvie Cater, Director of Administrative Services & Community Relations
Jessica Dain, Principal, Starside Elementary
Steve Deghand, Director of Activities
Wendy Denham, Board Clerk
Jack Deyoe, Director of Operations
Irvin Greer, Grounds Supervisor
Carrie Handy, Principal, Clear Creek Elementary
Ken Larsen, Director of Budget & Finance
Earl Martin, Director of Teaching & Learning
Jeff Mildner, Director of Technology
Dave Morford, Principal, De Soto High School
Joan Robbins, Director of Special Education
Brian Schwanz, Principal, Monticello Trails Middle School
Doug Sumner, Superintendent-elect/Director of Human Resources
Tobie Waldeck, Principal, Mill Valley High School
Ron Wimmer, Superintendent

Alvie Cater led the Board of Education in reciting the Pledge of Allegiance.

Tim Blankenship noted that item "GG. Approve bid from Contract Paper Group, Inc. for 2,520 cases of copy paper in the amount of \$63,302.40 (\$25.12 per case)" would be added to the Consent Agenda and that item "C. Continuous Improvement Topics" would be added to the Agenda under "VI. DISCUSSION ITEMS". He then asked if board members had any additional agenda changes to make.

Don Clark asked to remove item "G. Approve personnel recommendations made on April 11, 2011" from the Consent Agenda for discussion in Executive Session. He also asked to remove item "Y. Approve bid,

including Alternates 1-3 and additional work above original scope in bid proposal, from Miller Paving for concrete replacement and repair in the amount of \$103,950.00” from the Consent Agenda for discussion.

Bill Fletcher asked to remove item “W. Approve purchase of necessary equipment to complete the video surveillance project from Anixter in an amount not to exceed \$192,396.05” and item “AA. Approve bid, including Alternates 1 & 2, from Trans Texas Tennis Courts for tennis court replacement at De Soto High School in the amount of \$241,733.00” from the Consent Agenda for discussion.

Motion by Randy Johnson and seconded by Dr. Jim Thomas to adopt the Agenda and approve the Consent Agenda as amended.

Carried 7/0.

The following Consent Agenda items were approved:

1. Minutes of March 7 regular meeting.
2. Minutes of March 28 special meeting.
3. Payment of bills and issuance of checks numbered 17664 – 17733, 17738 – 17876 and 17883 – 18077.
4. Transfer of funds as follows:
 - a. \$600,000.00 from General Fund (06) to Special Education Fund (30)
 - b. \$100,000.00 from LOB (08) to At-Risk K-12 Fund (13)
 - c. \$30,000.00 from LOB (08) to Bi-Lingual Fund (14)
5. Personnel recommendations as follows:

Employment - Classified
Lana Jock, Substitute Custodian
Steven Knapp, Substitute Custodian
William MacKinder, Substitute Custodian
William Plummer, Substitute Custodian

Employment – Certified (effective for the 2011-2012 school year)
Mallory Farkas, 7th grade Communication Arts Teacher, MTMS
Megan Hansen, 1st grade Teacher, BE
Shayne Henry, 7th grade Communication Arts Teacher, LTMS
Miranda Young, Science Teacher, DHS

Resignations – Certified (effective at the conclusion of the 2010-2011 contract)
Heide Andre, 6 Art Teacher, BE
Candace Bailey, Band Teacher, MTMS
Laura Moley, Chemistry Teacher, DHS
6. 2011-12 Fee Schedule.
7. Facility Use Fee Schedule for 2011-2012.
8. Revised Non-Resident Student Enrollment Procedure form and Request for Admission of Non-Resident Student form.
9. 2011-12 Student and Parent District Handbook.

10. Revised Board Policies JDDA – Drug Free Schools, GAAE – Bullying by Staff-All Employees, and JDDC – Student Bullying.
11. Mill Valley High School 2011-12 Student Handbook.
12. Lexington Trails Middle School 2011-12 Student Handbook.
13. Monticello Trails Middle School 2011-12 Student Handbook.
14. Eudora-De Soto Technical Education Program (EDTEP) Contract.
15. Eudora-De Soto Technical Education Centers (EDTEC) Memorandum of Understanding for the 2011-2012 Academic Year.
16. Agreement with the City of Lenexa for a School Resource Officer to serve Mill Creek Middle School during the 2011-12 school year.
17. Contract to Relocate Gas Distribution Facilities between Kansas Gas Service Company and USD 232 for a fee in the amount of \$48,292.00.
18. Acceptance of \$500.00 donation from The Clorox Company Foundation to the Mill Valley High School Softball Program.
19. Acceptance of \$230.76 and \$134.61 from The Clorox Company Foundation to the Mill Valley High School General Fund.
20. Acceptance of \$100.00 donation from San and Jennifer Eigsti to the Mill Valley High School Track Team.
21. Bid from O'Donnell-Way Construction for asphalt replacement and repair in the amount of \$57,985.00, plus additional asphalt repair at the district office in the amount of \$2,997.00, for a total of \$60,982.00.
22. Bid, including Alternate 1, from Switzer & Associates Painting for painting the interior of Prairie Ridge Elementary in the amount of \$61,200.00.
23. Bid, including Alternate 1, from Pro Courts for tennis court resurfacing at Mill Valley High School in the amount of \$34,295.00.
24. Bid, including Alternates 1 & 2, from Zimmerman Construction for improvements to De Soto High School Chemistry Labs to bring them up to AP Chemistry classroom standards in the amount of \$89,900.00.
25. Bid from Regents Flooring for gym floor replacement at Clear Creek and Starside elementary schools in the amount of \$62,634.00.
26. The following custodial supply bids for the 2011-2012 school year:
 - Pur-O-Zone.....\$85,116.65
 - Unipack.....\$11,962.00
 - Meyer-Century Labs.....\$1,533.62
 - 4 State.....\$581.97
27. The following extended day trip:
 - Mill Valley Jag Chorale, grades 10-12, Emporia State University Choir Festival, Emporia, KS, October 9, 2011.

28. Bid from Contract Paper Group, Inc. for 2,520 cases of copy paper in the amount of \$63,302.40 (\$25.12 per case).

GOOD NEWS.

Student Recognition. The Board of Education recognized Shelby Hudson, 7th grade student at Monticello Trails Middle School, for her poem “If I Were Mayor...” which was one of five out of 1,200 entries selected to receive recognition in the 2011 League of Kansas Municipalities Essay Contest. Shelby received a certificate of academic achievement.

Staff Member Recognition. The Board of Education recognized Allison Nelson, Reading Specialist at Clear Creek Elementary, and Donna Rhodes, Communication Arts teacher at De Soto High School, for being named the 2011 USD 232 Teachers of the Year. These two teachers will go on to represent the district in the Kansas Teacher of the Year program. They were each presented with an inspiration award.

The Board also recognized Brian Schwanz, Principal of Monticello Trails Middle School, for having recently received the Commander’s Award for Public Service from the U.S. Department of the Army. This is the fourth highest award the Army can bestow on a civilian. Mr. Schwanz was presented with an inspiration award.

PATRON INPUT. Mr. Blankenship asked if there were any requests to speak to the board. Wendy Denham, Clerk, stated none were received.

ACTION ITEMS.

Approve purchase of necessary equipment to complete the video surveillance project from Anixter in an amount not to exceed \$192,396.05.

At the request of Bill Fletcher, Barney Carroll, Consultant, provided a status report on the video surveillance project. He answered questions from board members pertaining to operation of the camera systems, installation timeline, budget, technical issues and placement of cameras.

Motion by Randy Johnson and seconded by Dick Dearwester to approve purchase of necessary equipment to complete the video surveillance project from Anixter in an amount not to exceed \$192,396.05.

Carried 6/1. Bill Fletcher dissented.

Approve bid, including Alternates 1 – 3 and additional work above original scope in bid proposal, from Miller Paving for concrete replacement and repair in the amount of \$103,950.00.

Don Clark noted that the bid recommended for approval was significantly lower than those offered by other contractors and asked if administration knew the quality would be as expected. Deb Atwell, Facilities Department Administrative Assistant, noted that Irvin Greer, Grounds Supervisor, followed up and received assurance from Miller Paving that their bid was accurate. She also noted that the district received references for Miller Paving from other local governmental agencies that were positive.

Motion by Mr. D on Clark and seconded by Mr. Bill Fletcher to approve bid, including Alternates 1 – 3 and additional work above original scope in bid proposal, from Miller Paving for concrete replacement and repair in the amount of \$103,950.00.

Carried 7/0.

Approve bid, including Alternates 1 & 2, from Trans Texas Tennis Courts for tennis court replacement at De Soto High School in the amount of \$241,733.00.

Bill Fletcher asked if Manning Construction has looked this project over to evaluate the ground for stability. Steve Deghand, Director of Activities, noted that he and Irvin Greer, Grounds Supervisor, looked at other districts (in Topeka and Lawrence) that have a similar system in place and found them to be acceptable. Dr. Sumner noted that the district will ask Manning Construction to review the project.

Motion by Mr. Bill Fletcher and seconded by Dr. Jim Thomas Approve bid, including Alternates 1 & 2, from Trans Texas Tennis Courts for tennis court replacement at De Soto High School in the amount of \$241,733.00, with Manning Construction to review the project.

Carried 7/0.

Board Policy – Disposal of Surplus Property. Dr. Wimmer briefly informed the board that this policy has been updated to include reference to procedures and guidelines for the disposal of property that is declared as surplus.

Motion by Mr. Randy Johnson and seconded by Mrs. Tammy Thomas to approve revision to board policy DFM – Equipment and Supplies.

Carried 7/0.

Summer Food Service Program. Dr. Jessica Dain, Principal of Starside Elementary, provided background information on this federally funded program that is administered in Kansas through the State Department of Education. She noted that it provides free nutritious meals (breakfast and lunch) for children 18 and under and low cost meals to adults during the months school is not in operation. Mrs. Dain pointed out that Starside is eligible to participate in the program because more than 50% of children in the school qualify for free or reduced price school meals, but it is available for all USD 232 families and there is no requirement to fill out eligibility paperwork. She highlighted program benefits and the process the district will have to follow to implement the program. Board members briefly discussed this program.

Motion by Dr. Jim Thomas and seconded by Mr. Dick Dearwester to approve implementation of a Summer Food Service Program at Starside Elementary as presented.

Carried 7/0.

DISCUSSION ITEMS.

School Finance & Cost Reduction for USD 232. Dr. Wimmer commended the board for taking a proactive approach in managing the budget by implementing reductions over the course of the last two years. He noted that USD 232 is in a sound financial position for next year and does not have to look at making significant reductions like those neighboring districts are forced to make. However; he pointed out that the current financial picture is only temporary and more reductions will need to be made in the future as funding levels continue to decline. Ken Larsen, Director of Budget & Finance, presented board members with a budget summary for fiscal year 2011 and projections for fiscal years 2012, 2013 and 2014; taking into account growth in student population of 2% and continued reduced funding for public education. He stressed that the district must begin the new school year examining all expenses and efficiencies to prepare for future reductions. Dr. Wimmer noted that the intent of this report was to provide a forecast and create

the mindset that the board has some time to prepare. He concluded by letting board members know that with good planning, input from stakeholders, and community awareness, the district can overcome these financial challenges and remain in sound financial health.

High School Graduation. Dr. Sumner noted that a number of students at Mill Valley High School inquired about the possibility of having an outdoor graduation. He pointed out that Tobie Waldeck, Principal at Mill Valley, members of the school Site Council, parents and students have been involved in discussions about moving the ceremony outdoors. Mr. Waldeck shared information with the board on steps taken to make sure that details in conducting an outdoor graduation are taken into consideration, proper communication about the event takes place, and arrangements are made for holding the ceremony indoors in the event of inclement weather. Board members discussed additional costs to arrange for an outdoors ceremony and set up an alternate site indoors, timing for the decision to move the ceremony indoors if weather is bad, and accommodations for handicap or elderly folks. In conclusion, Mr. Waldeck noted that he will hold a series of planning meetings with students and staff to prepare for the change.

Dave Morford, Principal of De Soto High School, noted that he had discussed an outdoors graduation ceremony with his Site Council and Student Council and found that they would like to continue to hold their ceremony indoors at this time.

Board members gave their blessing to Mill Valley to proceed with plans to conduct an outdoor graduation.

Continuous Improvement Topics. Board members requested more information on the following topics:

- Cost analysis for converting high school football fields to turf.
- Investigate use of natural gas powered buses.
- Revising the numerical grading scale used at the elementary level. *(Dr. Sumner noted that this was going to be one of the first things Dr. Jessica Dain will be looking into in her new role with Teaching & Learning.)*
- Creation of a document that would help high school students and parents identify credits earned in various curricular areas and what credits are needed to meet graduation requirements.
- Notification that the City of De Soto has sold property across from Lexington Trails Middle School for construction of a new Dollar General Store.
- Investigate potential benefits of shortening the school year to save money.

Tim Blankenship asked for an update on the application to FEMA for creation of a storm shelter at De Soto High School. Dr. Sumner noted that a packet of information has been sent to FEMA for consideration and there was one question regarding attendance detail that the FEMA consultant was asking for which is being addressed.

WRITTEN REPORTS. The following written reports were included in the board packet for this meeting: 1. May 2011 Board Calendar, 2. Partnership opportunity between Starside Elementary and JCPRD, 3. College and Career Readiness, 4. 2010-11 Parents as Teachers Annual Report, 5. Secondary Site Council Reports, 6. Update on Baseball Field Improvements at Mill Valley, 7. Draft Video Surveillance Policy, and 8. Video Surveillance Project Update.

EXECUTIVE SESSION.

Motion by Dr. Jim Thomas and seconded by Mr. Tim Blankenship to break at 7:34 p.m. and then go into executive session at 7:40 p.m. for a period of eight minutes with Dr. Ron Wimmer, Dr. Doug Sumner and Barney Carroll to discuss matters relating to district security to ensure the security of the school, school buildings or facilities and/or the information system of the school are not jeopardized and return to open session at 7:48 p.m. at this location.

Carried 7/0.

The board returned to open session at 7:49 p.m. and Mr. Blankenship called the meeting back to order.

Non-Elected Personnel & Negotiations.

Motion by Mr. Tim Blankenship and seconded by Mrs. Tammy Thomas to go into executive session at 7:51 p.m. for a period of twenty minutes with Dr. Ron Wimmer and Dr. Doug Sumner to discuss non-elected personnel in order to protect the privacy interests of an identifiable individual and to discuss employer-employee negotiations to protect the district's right to the confidentiality of its negotiating position and the public interest and return to open session at 8:11 p.m. at this location.

Carried 7/0.

The Board returned to open session at 8:11 p.m. and Tim Blankenship called the meeting back to order.

Motion by Mr. Tim Blankenship and seconded by Dr. Jim Thomas to go into executive session at 8:12 p.m. for a period of ten minutes with Dr. Ron Wimmer and Dr. Doug Sumner to discuss non-elected personnel in order to protect the privacy interests of an identifiable individual and return to open session at 8:22 p.m. at this location.

Carried 7/0.

The Board returned to open session at 8:22 p.m. and Tim Blankenship called the meeting back to order.

Motion by Mr. Tim Blankenship and seconded by Mr. Bill Fletcher to go into executive session at 8:22 p.m. for a period of fifteen minutes with Dr. Ron Wimmer and Dr. Doug Sumner to discuss non-elected personnel in order to protect the privacy interests of an identifiable individual and return to open session at 8:37 p.m. at this location.

Carried 6/0. (Randy Johnson remained in the conference room and did not participate in the vote.)

Dr. Wimmer returned to open session at 8:32 p.m.

The Board returned to open session at 8:40 p.m. and Tim Blankenship called the meeting back to order.

Motion by Mr. Tim Blankenship and seconded by Dr. Jim Thomas to go into executive session at 8:41 p.m. for a period of ten minutes with Dr. Ron Wimmer and Dr. Doug Sumner to discuss non-elected personnel in order to protect the privacy interests of an identifiable individual and return to open session at 8:51 p.m. at this location.

Carried 7/0.

Dr. Wimmer did not participate in this executive session.

The Board returned to open session at 8:54 p.m. and Tim Blankenship called the meeting back to order.

Motion by Mr. Tim Blankenship and seconded by Mr. Don Clark to approve personnel recommendations as made in executive session.

Carried 7/0.

The following additional personnel recommendations were approved:

Resignations – Classified

Heather Bray, Paraprofessional, MVHS
Ryan Johnson, Paraprofessional, DHS
Ryan Murray, Paraprofessional, DHS

Resignations – Certified (*effective at the conclusion of the 2010-2011 contract*)

Justin Bunch, 5th grade Teacher, PRE
Meghan Brown, Technology Teacher, HE
Cathy Cook, Kindergarten Teacher, HE
Andrea Miller, 7th grade Math Teacher, LTMS
Keith Stanton, Special Education Teacher, MVHS

Certified Transfers/Position Change (*effective for the 2011-2012 school year*)

Tyler Euthon – Transferring from Learning Coach, MVHS, to Science Teacher, DHS
Anna Sahadeo – Transferring from Learning Coach, CCE & ME, to 5th grade Teacher, CCE

Employment – Certified Administration (*effective for the 2011-2012 school year*)

Larry Breedlove, Principal, MCMS

Resignation – Certified Administration (*effective at the conclusion of the 2010-2011 contract*)

Mark Dodge, Principal, RE

Tim Blankenship adjourned the meeting at 8:55 p.m.

Date Approved

Clerk, Board of Education

President, Board of Education



Unified School District 232

Mr. Ken Larsen

De Soto – Shawnee – Lenexa – Olathe
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Director of Budget & Finance

Date: May 6, 2011
To: USD 232 Board of Education
From: Ken Larsen, Director of Budget & Finance/Treasurer
Re: Treasurer's Report for BOE Meeting May 9, 2011

Approve checks 18078-18468 with the following exceptions:

Payroll vendor checks:

18078-18082 1st April P/R, period 3-16 / 3-31-11, pay date 04-15-11

18273-18280 2nd April P/R, period 4-1 / 4-15-11, pay date 04-29-11

Motion to approve following transfers:

\$ 200,000.00	From lob (08) to Sped (Fund 30)
\$ 5,000.00	From LOB (08) to At Risk 4 Yr Olds (Fund 11)
\$ 10,000.00	From LOB (08) to PAT (Fund 28)
\$ 215,000.00	Total Transfers

CHECK JOURNAL - 04/15/11

Check Number	Check Date	Payee	Reason	Amount
18083	4/15/2011	ACP Direct	ETC Money Headphones for the computer lab.	65.60
18084	4/15/2011	American Fidelity Assurance	Monies due back to American Fidelity for accidental refund they paid to us.	480.00
18085	4/15/2011	AT&T	Internet Lines-Apr 11	2,150.00
18086	4/15/2011	B & H Photo Video Pro Audio	A-V video camera order	770.96
18087	4/15/2011	Baudville	Certificate Paper for Community Relations	33.45
18088	4/15/2011	Blue Bell Creameries, L P	Ice cream / frozen snacks for student lunch program	1,384.74
18089	4/15/2011	Bonner Springs High School	Boys Golf @ Bonner JV	66.00
18090	4/15/2011	Bracker's Good Earth Clays	Kiln, Kiln Furniture, and Vent System	10,252.00
18091	4/15/2011	C & C Produce Co., Inc.	Produce for student lunch program	7,041.12
18092	4/15/2011	Chic-A-Dees Trophies	Recognition of employees with 20 Years of Service	191.00
18093	4/15/2011	City Of Shawnee	MV SRO Officer - 3rd Qtr	12,002.00
18094	4/15/2011	Coca-Cola Refreshments USA, In	Bottled drinks for ala carte student lunch program	4,435.55
18095	4/15/2011	Deffenbaugh Disposal Srv	W/S/T	4,478.46
18096	4/15/2011	Dell Marketing L.P.	Dell Winter order	326.54
18097	4/15/2011	Developmental Studies Center	Summer School Materials - Elementary - Teachers	2,485.20
18098	4/15/2011	Dick Blick Company	General Supplies for Drafting/Architecture Classes	229.78
18099	4/15/2011	Educators Outlet Inc.	Math supplies (state assessed standards)	383.54
18100	4/15/2011	ETA/Cuisenaire	Teaching Supplies	24.95
18101	4/15/2011	Fizika Group, LLC	Winning With Wellness Mini-Grant Recipient	1,424.30
18102	4/15/2011	Fleet Services	Fuel Charges - Mar 2011	3,342.80
18103	4/15/2011	Follett Library Resources	Follett Winter Fiction order	44.55
			February Follett Order	1,047.62
			2011 Spring Library Media Book Order	419.72
18104	4/15/2011	Francis Sporting Goods, Inc.	King 4x Goalie Glove	75.32
18105	4/15/2011	General Parts LLC	Kitchen Equipment Repair	104.16
18106	4/15/2011	Hal Bowman, Inc	Conference Registration	845.00
			Riverview's 4th Grade teacher Tammy Whitlow will be attending the event: "Teach Like A Rockstar" on April 1,2011 at the Embassy Suites Hotel in KC. KTOY has a \$300 budget for this event. KTOY will pay \$138 of the sub cost and \$162 of the (\$169) registration fee. The remaining \$7 of registration fee will come from Riverview's budget line 26 E 2000 890 0000 047	
18107	4/15/2011	Immaculata High School	Boys Golf @ Immaculata	55.00
18108	4/15/2011	J.W. Pepper & Son, Inc.	Purchasing music for the Spring Concert. I will pick up the music at in town store.	39.99

CHECK JOURNAL - 04/15/11

Check Number	Check Date	Payee	Reason	Amount
			Music	612.68
18109	4/15/2011	Johnson Co Sheriff's Office	Softball & Baseball Games Security - DH	250.00
18110	4/15/2011	Johnson County Treasurer	2nd Half Special Assessments	71,285.08
18111	4/15/2011	John Deere Landscapes / Lesco	Grounds Supplies	251.14
18112	4/15/2011	Kansas Gas Service	Contract to relocate gas line for MVHS Parking Addition Approved by BOE at 4/11/11 Meeting.	48,292.00
18113	4/15/2011	Kansas Gas Service	Heat	1,339.84
18114	4/15/2011	KATE	2011 KATE CONFERENCE FOR DONNA RHODES	90.00
18115	4/15/2011	Klemp Electric Machinery	Fan motor for heater in Grounds Shop	130.86
18116	4/15/2011	KS Staff Development Council	Leggett Leadership Conference Registration	190.00
18117	4/15/2011	Laser Cycle/Ink Cycle	Spring ink cartridge order	89.97
18118	4/15/2011	Lucky Garden Chinese Buffet Restaurant	Entree items for ala carte student lunch program	140.00
18119	4/15/2011	McKee Foods Corporation	Snack items for ala carte student lunch program	134.88
18120	4/15/2011	Mill Valley High School	Office supplies	40.00
18121	4/15/2011	Mindware	order for 2nd grade TEAM	265.40
18122	4/15/2011	Kathy Casteel	Lunch money refund for Trinity Higginbotham (LTMS)	24.00
18123	4/15/2011	Tiffany Alvaro	Lunch money refund for Gavin Gibbs (ME)	25.55
18124	4/15/2011	Morgan Hunter Companies	Sub Teacher Pay	20,240.00
18125	4/15/2011	National Science Teachers Assn	6th grade science	91.55
18126	4/15/2011	Nextel Communications	Cell Phones/AP	367.10
18127	4/15/2011	Nimco, Inc.	2011-12 COUNSELING SUPPLIES	280.95
18128	4/15/2011	Office Depot	Classroom Supplies	35.28
			Supplies for technology classroom	57.20
			Yearly Supplies	518.31
			calligraphy	60.40
			Classroom Materials	435.47
			Office supplies	97.20
			order for Discovery Room	56.45
			SDHC Memory Card	41.61
			STUCO SUPPLIES	121.88
			Supplies	30.24
			Storage containers- summer school materials	165.45
			Office supplies	117.48
			SCHOOL SUPPLIES	40.01
			Office supplies for school kitchens (SY 2011-2012)	76.94
18129	4/15/2011	Oriental Trading Co., Inc.	COUNSELING SUPPLIES 2011-12	45.93

CHECK JOURNAL - 04/15/11

Check Number	Check Date	Payee	Reason	Amount
			STUCO 7th/8th grade dance	169.78
			Winning With Wellness Mini-Grant recipient	85.91
18130	4/15/2011	Pacific Northwest Publishing, Inc	Book for Sped - Dumolien	55.00
18131	4/15/2011	PCI Educational Publishing	Teaching Supplies	75.84
			books for DS Science class	172.10
18132	4/15/2011	Pearson Education	BASC-2 protocols	251.86
18133	4/15/2011	Perma-Bound	order for Library	1,282.24
18134	4/15/2011	Perry-Lecompton High	Boys Golf @ Perry-Lecompton	100.00
18135	4/15/2011	Prairie Highlands Golf Course	Boys golf @ Jaguar Invitational	300.00
18136	4/15/2011	Prestwick House, Inc.	Classroom Curriculum Materials	55.90
18137	4/15/2011	Pro-Ed	Program materials	2,817.10
18138	4/15/2011	Project Lead The Way, Inc.	Repair of RoboPro TX Interface for POE class.	306.26
18139	4/15/2011	Quill Corporation	Expo Cleaner cloths for STate assessment	36.42
18140	4/15/2011	Rainbow Book Company	2010-2011 Rainbow Book Company Order	313.00
18141	4/15/2011	Really Good Stuff, Inc.	Classroom budget of \$200	199.52
18142	4/15/2011	Reeves-Wiedeman Company	Maint Supplies (PO 140)	294.00
18143	4/15/2011	Ricoh Americas Corporation	Meter read for Ricoh copiers - MCMS, HE, CLC, DSC	2,201.35
18144	4/15/2011	Savage Communications, Inc.	Labor and parts for moves, adds and changes district-wide	34.00
18145	4/15/2011	Scholastic Inc.	Classroom Budget	51.05
18146	4/15/2011	Scholastic Book Fairs	KTOY for Julie Woerdehoff	139.72
18147	4/15/2011	Scholastic, Inc.	3rd GRADE - Moroney, Hansen and Congleton	111.99
18148, 18149,		School Specialty Inc	supplies	155.05
18150, 18151			Social Studies-DalBello	43.40
			Classroom supplies	206.09
			order for Library	302.42
			2011-12 6th grade Kris Langton	97.05
			school supplies	39.05
			P.E. Supplies	13.37
			Therapy materials	80.85
			Joel Appelbee's supplies	39.61
			Winning With Wellness Mini-Grant Recipient	496.05
			classroom supplies	38.48
			supply order (\$40)	38.55
			teacher/team supply order for school year 2011-2012	196.49
			Supplies	39.90
			081990 Dry erase markers	39.87

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Check Number	Check Date	Payee	Reason	Amount
			Supplies needed for Fall '11-'12	38.89
			Supplies	196.03
			Spring Order 2011	139.97
			Spring 2011 Order	99.35
			5th grade budget	180.02
			Explorers Team Supplies	194.33
			supplies for next year	37.62
			Reilly Classroom Budget	32.38
			Yearly Supplies	150.11
			grade level 11-12	149.94
			Strickland's School Supply Order 2011-2012	40.02
			School supplies	7.02
			Team Supplies 2011	194.24
			Counselor school supplies	49.23
			P.E. Supplies	54.36
			supplies	144.37
			Classroom Supplies for next year	40.31
			Heather Sickel	126.03
			order for Linda Biehl	87.59
			Office Supplies	38.12
			Classroom supplies	40.11
			order for Koca	42.47
			Team supplies	930.91
			Supplies	40.03
			School Supplies	39.98
			classroom supplies	41.17
			Classroom Supplies	54.45
			2011 Teachers Supplies	39.66
			Contender Team Supplies for 2011-2012 School Year	199.00
			construction paper	40.62
			pencil sharpeners laura morford	21.08
			Office supplies for school kitchens (SY 2011-2012) - addition	4.39
			Sedgwick's 2011-2012 School Supply Order	39.41
			Classroom Budget	57.43
			General Classroom Supplies (\$40.00)	39.98
			School supplies	39.77

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Check Number	Check Date	Payee	Reason	Amount
			Riss \$40.00 supplies	40.48
			Supplies	39.67
			Supplies	39.86
			supplies for 2011-2012	39.82
			Chavez 2011 Supply Order	42.37
			Classroom suplies	39.96
			Classroom Supplies	39.38
			Supplies to start 2011-2012 SY - 6 NORTH	195.16
18152	4/15/2011	Security Bank of Kansas City	April 2011 Lease Payment for Ricoh Copiers at HE & MCMS	3,250.00
18153	4/15/2011	Siegel Display Products	Desktop organizer	106.90
18154	4/15/2011	Southpaw Enterprises, Inc.	Safety Rotational Device for Therpy Swings	70.68
18155	4/15/2011	Spring Hill High School	Boys Golf @ Spring Hill	150.00
18156	4/15/2011	Summit Learning	Geometry Supplies	52.50
			6th grade math	48.70
18157	4/15/2011	Team Connection	Girls' Tennis Uniforms for MVHS	591.00
18158	4/15/2011	The Earthgrains Company	Bread products for student lunch program	3,015.84
18159	4/15/2011	The Sherwin-Williams Co.	Maint Supplies (PO 127)	39.96
18160	4/15/2011	The Supply Closet	classroom dice set from Supply Closet for Rule	45.98
18161	4/15/2011	Tierney Stationery Company	D1720 Toner Cartridge for Dell printer	84.99
18162	4/15/2011	Tiger Direct	11 JWin Portable CD Player w/AM/FM Radio - Black Refer to qu # 523856	19.59
18163	4/15/2011	Touchtone Communications	Long Distance	262.18
18164	4/15/2011	Trane U.S. Inc.	Connecters	189.84
18165	4/15/2011	Tresko	Ice machine filters for district	1,110.24
18166	4/15/2011	U.S. Foodservice, Inc	USF delivery 04/07/2011	15,602.91
18167	4/15/2011	Univ. Of Oregon	Dibels Testing -elementary	1,740.00
18168	4/15/2011	USD232 Adminstrative Offices	Reimburse Petty Cash	1,450.26
18169	4/15/2011	Valley Offset Printing, Inc.	65% printing for March Green Pride	260.65
18170	4/15/2011	Western Extralite Company	Maintenance Supplies	255.00

243,613.78

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Check Number	Check Date	Payee	Reason	Amount
18171	4/22/2011	ADT Security Services Inc.	Security Services	55.00
18172	4/22/2011	Alexander Open Systems, Inc.	Technical support	568.75
18173, 18174, 18175, 18176	4/22/2011	Amazon.Com Corporate Credit	Classroom Supplies	59.00
			dictionaries for MCMS	193.32
			Misc lab items for 8th Grade Science	359.27
			Teacher of the Year classroom grant order	242.49
			Daily Five and Cafe Book	125.57
			Resource books	165.67
			Social Studies Books	5.99
			Resource books for MTMS Social Work office	196.33
			order for LTMS/Patsy Lucas	7.48
			KTOY Visit Gift Books	24.23
			Social Studies Books	4.88
			Athletics supplies	503.22
			Book for Dumolien	67.99
			batteries for stopwatches	2.37
			Bose Sound Dock for PE	247.77
			Isokentic Ball for office	21.20
			books for Linda Biehl	52.43
			Books for Andrea Crisp	193.32
			Cameras for Kaminski, book for Brock, cd for Couch, Book pocke for Leuszler,	4.72
			Winning With Wellness Mini-Grant recipient	310.38
			books for Dana Spoor	41.27
			College Now Funds	51.52
			Basketball Team Supplies	70.47
			Resource books	28.81
			amazon order for Heather Sickel	29.98
			walkie talkies for Discovery Room	103.17
			DVD'S AND BOOK ORDER	147.87
			Motivational posters for our gifted teacher Val Mattie	42.82
			camera and mp3 for publications	203.14
			EC curriculum materials	166.68
			Teaching materials - Gifted	36.95
			Teaching Learning book	41.33
18177	4/22/2011	Asgard Energy, LLC	March 2011 use bill	5,928.59

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Check Number	Check Date	Payee	Reason	Amount
18178	4/22/2011	Atmos Energy	Heat	1,716.10
18179	4/22/2011	AT&T Internet Services	Internet Services 04/05/11-05/04/11	3,578.00
18180	4/22/2011	Baldwin High School	Meet fee	120.00
18181	4/22/2011	BCBS of Kansas City	Refund check to BCBS - paid us in error/should have paid directly to Julie Johnson, our Health Enhancement Coord.	1,260.00
18182	4/22/2011	BMI Educational Services	ETC Funds Purchase -- Replacement of a novel set paperback	98.29
18183	4/22/2011	BP	District Fuel Charges 03/18/11 - 04/17/11	441.81
18184	4/22/2011	C & C Produce Co., Inc.	Produce purchased for student lunch program	6,066.75
18185	4/22/2011	Calloway House, Inc.	Kris Langton 2011-2012	67.94
18186	4/22/2011	CarterEnergy Corporation	#2 Clear Blend with sum/ 5500 gallons - 8800 Penner	20,712.55
18187	4/22/2011	Cates Service Company	Service Contract for March & April monthly billing of HVAC	11,248.00
18188	4/22/2011	Charles D Jones & Co, Inc.	2 Valve Motors for hot water baseboard heaters @ MV	422.01
18189	4/22/2011	Coca-Cola Refreshments USA, In	Bottled drinks for secondary ala carte student lunch program	4,106.30
18190	4/22/2011	Cosentino Enterprise, Inc.	Hospitality Room for Career Day	49.87
18191	4/22/2011	Creative Therapy Store WPS	Counseling items	217.03
18192	4/22/2011	Crystal Productions	Art supplies for the 10-11 school year	172.48
18193	4/22/2011	CSI Insurance Agency, Inc.	AT Equipment insurance	285.00
18194	4/22/2011	Deffenbaugh Disposal Srv	Trash Disposal Service	256.25
			Recycle Bin	25.00
18195	4/22/2011	De Soto Feed & Garden, LLC	Custodial Supplies (PO 105)	55.50
18196	4/22/2011	De Soto High School	REIMB FOR STATE MUSIC FESTIVAL	725.00
18197	4/22/2011	Educators Outlet Inc.	One set of Hot Dots Math Standards Review Cards Set for fifth grade (105924) Talking Hot Dots Power Pen (105746) Quantity=30	294.69
18198	4/22/2011	Electronic Contracting Co.	Amplifier - part and installation	2,025.64
18199	4/22/2011	Electronix Express	Supplies for digital electronics class.	111.80
18200	4/22/2011	Eudora High School	Eudora Track meet fee	110.00
18201	4/22/2011	Fastenal Company	Maint. Supplies	395.22
18202	4/22/2011	Lucia Blanca Miller	Interpreting services	99.00
18203	4/22/2011	Flinn Scientific Inc.	7th grade Science	366.26
18204	4/22/2011	Follett Library Resources	Book Order: List #7846814.	548.54
			15 Books. Follett List # 7848591	227.19
18205	4/22/2011	Follett Software Company	TitlePeek licenses	2,256.00
18206	4/22/2011	Francis Sporting Goods, Inc.	polo shirts, embroidery, practice shirts, t-shirts, screen print, admin shirts, shooting shirt	752.98
18207	4/22/2011	French Gerleman	Motion Sensors & relays for room lightening in district	543.22
18208	4/22/2011	Gardner Golf Club	Shawnee Mission West Golf Tourney	60.00

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Check Number	Check Date	Payee	Reason	Amount
18209	4/22/2011	General Parts LLC	Kitchen Equipment Repair	196.00
18210	4/22/2011	Grainger	Storage containers	785.78
18211	4/22/2011	Great Plains Locating Service	Regular Locates	288.00
18212	4/22/2011	Handwriting Without Tears	materials for Extended Day Kdg at Starside	165.00
18213	4/22/2011	Hasty Awards	Boys Golf Medals for Jag Invite	66.50
18214	4/22/2011	Hayden High School	Boys Golf @ Hayden Invite	60.00
18215	4/22/2011	Heritage Golf Course	Boys Golf @ Aquinas	75.00
18216	4/22/2011	Houghton Mifflin Company	workbooks	139.10
18217	4/22/2011	Human Kinetics, Inc	PE Equipment	53.62
18218	4/22/2011	Interstate Elec. Supply, Inc.	Supplies	159.30
18219	4/22/2011	J.W. Pepper & Son, Inc.	Music for KSHSAA Festivals - please take from DHS Band's District Account	293.88
			Music for Moriarity	134.47
18220	4/22/2011	Jane's Frames	Senior class composite framing	110.00
18221	4/22/2011	John Deere Landscapes / Lesco	Grounds Supplies	649.24
			Dimension 15-0-5 Crabgrass Control Fertilizer	3,555.20
18222	4/22/2011	Kansas Sales Tax	Kansas Sales Tax	2,627.54
18223	4/22/2011	Kennyco Industries, Inc.	Service Call for fire alarm @ CC	718.00
18224	4/22/2011	KU Midwest Occupational Health	Post-offer strength and agility testing	200.00
18225	4/22/2011	Lakeshore Learning Materials	Classroom Supplies	149.31
			classroom supplies	63.14
18226	4/22/2011	Lansing High School	Lansing Entry fee	70.00
18227	4/22/2011	Laser Cycle/Ink Cycle	Toner cartridges	149.98
18228	4/22/2011	Laurie Winter	Reading counsultant	3,662.50
18229	4/22/2011	Lucky Garden Chinese Buffet Re	Entree items for secondary ala carte lunch program	180.00
18230	4/22/2011	McConnell Machinery Co., Inc.	Grounds Supplies	9.24
18231	4/22/2011	McKee Foods Corporation	Snack items for secondary ala carte student lunch program	793.20
18232	4/22/2011	Mill Valley High School	DHS Track Meet Fee	100.00
			JV Track Meet Fee	100.00
18233	4/22/2011	Angie Freeman	Lunch money refund for Derrick Freeman (DHS)	28.20
18234	4/22/2011	Shelia McCalmon	Lunch money refund for Kylee McCalmon (MVHS)	144.35
18235, 18236	4/22/2011	Morgan Hunter Companies	Payment for Subtitute Teachers	17,439.75
18237, 18238		Office Depot	Please use College Now funds for this order.	81.71
			Office Depot(R) Brand Top-Loading Sheet Protectors, Standard Weight, Clear, Box Of 100 Item # 498811	3.48
			SUPPLIES	154.07

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Check Number	Check Date	Payee	Reason	Amount
			misc. supplies for DHS	65.18
			enrollment supplies	61.01
			Reading Room Supplies	97.07
			supplies for Community Relations	18.08
			magazine racks	175.58
			Office supplies & EC Preschool enrollment supplies	484.48
			prong fasteners, file folders, name tags	26.08
			Office supplies	69.85
			Pens & Paperclips	15.32
18239	4/22/2011	Office Machine Mart	black printer cartridges for laptop cart printers	155.32
18240	4/22/2011	Olathe T-Shirt & Trophy Inc.	medals for graduation	52.50
18241	4/22/2011	Omega Door and Hardware	2 Doors for DHS to make the wall between the Home Improvement Lab and the Drafting Lab a one hour rated wall as per the fire marshals inspection.	918.00
18242	4/22/2011	Online Math League	Online Math League Registration 2011-2012	314.00
18243	4/22/2011	PCI Educational Publishing	Access House	353.73
18244	4/22/2011	Pearson Education	PLS-4 Spanish protocols	65.95
18245	4/22/2011	PhysiCal Enterprises	USD 232 Wellness Grant	222.00
18246	4/22/2011	C.A.T. Restaurants, LLC - Pizza	Pizza for secondary ala carte student lunch program	2,200.20
18247	4/22/2011	Plumbing By Fisher, Inc.	Install new mixing valve @ MCMS	730.00
18248	4/22/2011	Predator Termite & Pest	Extermination Services	728.00
18249	4/22/2011	Pur-0-Zone, Inc	1 cs Dry Air Deodorizer @ \$65.00 cs 4 Doodlebug holder @ \$20.00 each 4 cs Mop Head-blend mops & no band tail @ \$116.80 cs Misc Fuel Surcharge	261.80
18250	4/22/2011	Really Good Stuff, Inc.	misc. supplies for Riverview	110.11
			4th Grade Materials	99.53
18251	4/22/2011	Reeves-Wiedeman Company	Maint Supplies (PO 140)	145.49
18252	4/22/2011	All American Sports Corp.	Reconditioning Helmets for MVHS	3,692.31
			reconditioning helmets at DHS	2,819.55
18253, 18254		School Specialty Inc	1st Grade ETC order: for clay animals	43.96
			Kelli's supplies	99.58
			School supplies	77.43
			Spring order for upcoming 2011-2012 school year.	79.58
			Supplies	40.76
			KELLY BURGESS 2011-12 SUPPLIES	97.14
			misc. supplies for Riverview	196.93

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Check Number	Check Date	Payee	Reason	Amount
			Teacher supplies	292.57
			School Supplies 2010-2011 from SPED	112.95
			Instructional supplies- school specialty from SPED budget	124.30
			Classroom supplies	32.42
			Supply order	40.00
			School Supplies	40.48
			Supplies for 2011-2012	43.20
			Paper	126.26
			DR supplies	63.11
			1st Grade Materials	49.32
			Reading Specialist supplies	69.99
			Timers for SPED classrooms & Magnetic tape	22.95
			Construction Paper	63.00
			Robertson Classroom Supplies	105.57
			paper for enrollment	78.99
			Teacher supply order - Meeks	39.23
			Flag Football Belts for PE	142.50
			4th Grade Materials	226.55
			Teacher supplies	261.53
			2nd grade supplies	69.85
18255	4/22/2011	Shawnee Copy Center, Inc.	Trailblazers Homework Forms	70.87
18256	4/22/2011	Show Tech Services	Service Call for DHS Theater Spot Lights, Diagnostic, and installing refurbished processor dimmer rack.	1,600.00
18257	4/22/2011	SKC Communication Products, L	Eno mini slates	786.00
18258	4/22/2011	Smallwood Lock Supply	Lock body for receiving door @ RE	252.00
			Lock body for bathroom doors in new addition @ DHS	467.50
			Maint. Supplies	160.75
18259	4/22/2011	Social Studies School Serv	7th Grade SS	91.78
18260	4/22/2011	Super Duper Publications	EC SLP supplies	20.75
18261	4/22/2011	Teacher Direct	Mulder Classroom Supplies	199.70
			Vaughan KTOY Grant Teaching Materials 2	175.72
18262	4/22/2011	Ted Systems, LLC	Service Call for fire Alarm Repair @ MVHS	385.50
18263	4/22/2011	The Kansas City Star	Legal Ad for DHS Interior Paint Project	117.80
18264	4/22/2011	Tomahawk Hills Golf Course	Boys Golf: practice fee	175.00
18265	4/22/2011	U.S. Foodservice, Inc	4 cs Bleach @ \$11.80 cs	47.20
			USF delivery for 04/14/2011	17,526.52

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Check Number	Check Date	Payee	Reason	Amount
18266	4/22/2011	Unisource Document Products	March 2011 District Copy Machine Meter Counts	12,700.59
18267	4/22/2011	United Office Products, Inc.	Supplies	25.97
18268	4/22/2011	Washburn University	Pre-AP English workshop for Prewitt, Hughes, Heavey , Sedgwi	2,300.00
18269	4/22/2011	West Music Company	Instruments	115.55
18270	4/22/2011	Western Extralite Company	Maintenance Supplies	255.00
18271	4/22/2011	WKRP Management, LLC	Pizza for ala carte student lunch program	1,262.22
18272	4/22/2011	Youthlight, Inc.	2011-2012 counseling supplies	128.31
				158,513.48

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Check Number	Check Date	Payee	Reason	Amount
18281	4/28/2011	Anixter Inc.	Camera's monitors, recorders and mounts for Video Surveillance Project for Elementary Buildings Approved by BOE 2/14/11	16,900.00
18282	4/28/2011	ASCD	Professional Development materials	439.58
18283	4/28/2011	AT&T	Telephone	4,020.38
18284	4/28/2011	Baldwin High School	Entry fee	50.00
18285	4/28/2011	Barnes & Noble	Birthday Books, listed printed and given to Tammi Jones	262.85
18286	4/28/2011	Batteries Plus - #260	Rechargeable battery for the Flip Video	25.75
18287	4/28/2011	Sport Supply Group, Inc.	Soccer Nets	327.58
			Softball bases, & String Line	435.18
18288	4/28/2011	Calloway House, Inc.	light filters	39.94
			8th grade 2011-12	263.91
18289	4/28/2011	Card Services	Misc Expenses - 04/14/11	4,017.62
18290	4/28/2011	CarterEnergy Corporation	6500 gal #2 Clear/Summer - 8020 Monticello Ter (estimate of cost)	27,092.44
18291	4/28/2011	CDW Government	SMART UPS	484.99
			DVR Drives	1,533.41
18292	4/28/2011	Cengage Learning Inc.	High School - Teacher material	83.86
18293	4/28/2011	CMI Education	PD Audio CD for Motor group	146.94
18294	4/28/2011	Cosentino Enterprise, Inc.	Grocery supplies for MCMS - Connections room	26.02
18295	4/28/2011	Cypress Ridge Golf Management	Golf Entry	60.00
18296	4/28/2011	Dell Marketing L.P.	APOS Warranties	7,020.00
18297	4/28/2011	De Soto Flowers & Gifts	Sympathy plants	115.00
18298	4/28/2011	Dick Blick Company	Art room materials. ETC order to be reiumbursed by PTA.	101.43
18299	4/28/2011	Ecolab	EcoLab 4/14/2011	2,205.29
18300	4/28/2011	Electronix Express	Supplies for digital electronics class.	291.95
18301	4/28/2011	Flinn Scientific Inc.	Teaching materials - AP Chemistry	167.09
18302	4/28/2011	Follett Library Resources	Book Order: 38 Books. List #7846814.	43.69
			Follett Order of 59 books	598.74
18303	4/28/2011	Francisco Martin Del Campo	Interpreting services	112.50
18304	4/28/2011	Frey Scientific Co.	6th Science	14.96
18305	4/28/2011	Friendship House	Band Awards	39.85
18306	4/28/2011	Handwriting Without Tears	Handwriting w/o Tears supplies - EC	869.22
18307	4/28/2011	Harcourt Outlines	Student Agendas - Elementary Buildings	4,453.05
18308	4/28/2011	Hobart Service	Kitchen Equipment Repair	1,187.05
18309	4/28/2011	Horst, Terrill & Karst Architects	Architectural and Engineering Fees for DHS Chem Lab Based c estimated hourly rate HTK \$9960.00 Smith and Boucher \$3200.00	5,593.00

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Check Number	Check Date	Payee	Reason	Amount
18310	4/28/2011	Immaculata High School	golf entry	55.00
18311	4/28/2011	Interstate Elec. Supply, Inc.	Supplies	135.00
18312	4/28/2011	Jerry's Sport Shop, Inc.	Sideline Chairs and Caddy and Rubber Flooring for MVHS Aux Per Quote	4,037.50
18313	4/28/2011	Johnson Co Sheriff's Office	Security - 4/11 BOE Mtg	87.50
			Baseball Game Security - DH	312.50
18314	4/28/2011	John Deere Landscapes / Lesco	Turface Allsport Bulk Infield surfacing for both sides	5,330.94
			Grounds Supplies	383.31
18315	4/28/2011	Kansas City Freightliner Sales, I	Brake Line Repair	1,800.00
			Brake Line Repair on Freightliner-Balance from PO #855	1,486.91
18316	4/28/2011	Kansas City Transportation Gro	Transportation	780.00
18317	4/28/2011	Kansas Gas Service	Heat	447.99
18318	4/28/2011	Kansas State Historical Socie	7TH GRADE SOCIAL STUDIES PURCHASE	58.90
18319	4/28/2011	Key Refrigeration Supply L.L.C.	2 Evaporated fan motors for walk in freezers district wide	161.00
18320	4/28/2011	Kid Sounds	Game Plan for kindergarten	97.50
18321	4/28/2011	KSDE	2011 Kansas Common Core Standards Summer Academy	120.00
18322	4/28/2011	KU Midwest Occupational Healt	Post-offer strength and agility testing	40.00
18323	4/28/2011	Louisburg High School	golf entry	50.00
18324	4/28/2011	Mayer-Johnson, Inc.	Boardmaker V.6 Plus software	319.20
18325	4/28/2011	McConnell & Associates Corp.	Crum Rubber & Tacker for DHS Track Repair	250.00
18326	4/28/2011	Meyer Music	BAND 2011-12	431.59
18327	4/28/2011	Kori Jenkins	Lunch money refund for Joe Jenkins (CCE)	10.05
18328	4/28/2011	Becky Grego	Lunch money refund for Alexis Grego (RE)	28.10
18329	4/28/2011	Morgan Hunter Companies	Sub Teacher Pay	21,947.75
18330	4/28/2011	NCS Pearson, Inc.	AIMSweb Manager Online Training - Jennifer Bogart	299.00
			AIMSweb Manager Online Training - Karen Morgan	299.00
18331	4/28/2011	Northwest Evaluation Assoc.	MAP Testing 2011-12 School Year	55,825.00
18332	4/28/2011	Oak Country Golf Club	golf	60.00
18333	4/28/2011	Office Depot	publications	39.96
18334	4/28/2011	Online Math League	Online Math League	314.00
18335	4/28/2011	Online Math League	Registration for 2011-2012	314.00
18336	4/28/2011	Osawatomie High School	golf entry	80.00
18337	4/28/2011	Pearson Education	Teaching Materials - AP Chemistry	32.93
18338	4/28/2011	Performance Glass, Inc.	Replace broken mirror panel in weight room @ MV	250.00
18339	4/28/2011	Plumbmaster, Inc.	Mixing Valve pump for MCMS hot water issue	1,119.64
			Repair kits for faucets in custodial sinks at PR	295.59

CHECK JOURNAL - 04/28/11

Check Number	Check Date	Payee	Reason	Amount
18340	4/28/2011	Predator Termite & Pest	Termite & Pest Control	1,576.00
18341	4/28/2011	Pur-0-Zone, Inc	1-12 lb Container Host Dry Extraction carpet cleaning system @ \$30.00 cont. 1-30 lb Container Host Dry Extraction carpet cleaning system @ \$70.00 cont. Mini Scrubber	103.50 1,953.50
18342	4/28/2011	Qwizdom, Inc.	Qwizdom units for ME and MTMS	6,800.00
18343	4/28/2011	Reeves-Wiedeman Company	Maint Supplies (PO 140)	78.00
18344	4/28/2011	Renaissance Learning	AR Renewal - Middle Schools	8,040.35
18345	4/28/2011	Ricoh Americas Corporation	Meter read for Ricoh Copiers (HE, CLC, MCMS)	177.64
18346	4/28/2011	Sam's Club Direct #3939	Snacks for grant	383.21
18347	4/28/2011	Sam's Club Direct #5458	Supplies for center based programs Binders Team Incentives for behavior plan (7th/Navigators)	245.86 11.68 81.09
18348	4/28/2011	Scholastic, Inc.	Summer School Materials - Math & Reading - Elementary	4,696.86
18349	4/28/2011	School Specialty Inc	Teacher supplies Supplies for 11-12 using 6 North Team \$ Office supplies for school kitchens (SY 2011-2012) Classroom supplies Team Budget 2010-2011 rulers using 6North budget \$ misc. supplies for LTMS Sped - Dumolien Teacher supplies Supplies Wendy Weeks 4th grade supply order Computers 2011-12 Sped Supplies Erin Tyson 2011-12 2011-12 supplies	355.46 710.23 168.57 199.77 276.10 51.74 40.77 109.45 401.38 39.91 99.38 169.13 175.76 2,148.97
18350	4/28/2011	Shred-It	shredding Shredding services at Admin. office Shredding	20.00 21.00 16.00
18351	4/28/2011	SKC Communication Products, L	Eno Mini Slates	786.00
18352	4/28/2011	Smallwood Lock Supply	Maint. Supplies	33.20
18353	4/28/2011	Spring Hill High School	golf entry	150.00
18354	4/28/2011	Stephan's Service	Vehicle Maintenance Service	56.58
18355	4/28/2011	Archipelago Learning	Annual Renewals for district	11,320.12

CHECK JOURNAL - 04/28/11

Check Number	Check Date	Payee	Reason	Amount
18356	4/28/2011	The Master Teacher, Inc.	Recognition Awards for Years of Service & Retirement	895.25
18357	4/28/2011	The Supply Closet	Misc. items	30.25
18358	4/28/2011	U.S. Foodservice, Inc	USF delivery for 4/21/11	13,053.94
18359	4/28/2011	United Office Products, Inc.	Chairs for MVHS Drafting Room Approved by K.Larsen 2/2/11	2,632.00
18360	4/28/2011	USI, Inc.	Laminate rolls	487.19
18361	4/28/2011	US Toy Co/Const. Playthings	vocal music	11.93
18362	4/28/2011	Western Extralite Company	Maintenance Supplies	444.92
				235,375.82

VISA - 04/14/11

Transaction Date	Transaction Detail	Amount	Total
03/23/11	SHAWNEE COPY CENTER, I SHAWNEE KS	20.16	
03/29/11	HOLIDAY INN EXPRESS AND S PITTSBURG KS	80.08	
03/30/11	PITTSBRG ST UNV CSHR PITTSBURG K CREDIT	-195.00	
	Douglas Sumner		-\$94.76
03/30/11	HYATT HOTELS WICHITA WICHITA KS CREDIT	-7.41	
	Joan Robbins		-\$7.41
03/31/11	WAL-MART #0382 OTTAWA KS	34.48	
04/08/11	WM SUPERCENTER OTTAWA KS	83.22	
	Belinda De Schrijver		\$117.70
03/22/11	GEOTRUST * MA	116.00	
	Debbie Atwell		\$116.00
03/21/11	WESTLAKE HARDWARE LENEXA KS	20.44	
03/21/11	LIGHT BULBS ETC LOCAL LENEXA KS	50.34	
04/08/11	GULLEYS CARPETS DE SOTO KS	10.00	
	Kent Rigdon		\$80.78
04/06/11	TRACTOR SUPPLY #1411 LAWRENCE KS	59.99	
	Irvin Greer		\$59.99
04/01/11	HOLIDAY INN EXPRESS JUNCTION CITY KS - Holly Schreiber	158.00	
04/03/11	EMBASSY SUITES DWNTWN SAN DIEGO CA - Amy McClure	806.08	
	Dena Wilkerson		\$964.08
04/05/11	WAL-MART #2855 SHAWNEE KS	16.88	
	Jack Deyoe		\$16.88
04/08/11	USPS 19836215332280885 SHAWNEE KS	105.60	
	Sherri Poorman		\$105.60
03/20/11	WM SUPERCENTER BONNER SPRING KS	31.92	
04/13/11	WAL-MART #0486 BONNER SPRIN KS	161.63	
	Stacy Panagakis		\$193.55
03/17/11	WALMART.COM WALMART.COM AR	260.23	
03/21/11	PENWA NJ	108.00	
03/25/11	USPS 19836215332280885 SHAWNEE KS	4.40	
	Tammi Jones		\$372.63
03/21/11	SURVEYMONKEY.COM CA	23.99	
04/11/11	CUSTOM WRISTBANDS TX	414.99	
	Lori Koch		\$438.98
03/22/11	PRESIDENTS SERVICE AWARDS GA	186.45	
03/23/11	GHANN'S CRICKET FARM I AUGUSTA GA	16.64	
03/29/11	MANTONCORK NY	64.55	
04/06/11	NEOPOST USA MILFORD CT	85.00	
	Debra Johnson		\$352.64
03/28/11	LIFES GREAT MOMENTS LLC SD	153.23	
04/07/11	THE HOME DEPOT 2213 SHAWNEE KS	15.96	
04/12/11	USPS 19836215332280885 SHAWNEE KS	88.36	
	Wendy Cline		\$257.55
03/28/11	WM SUPERCENTER OLATHE KS	76.37	
04/06/11	WM SUPERCENTER OLATHE KS	6.10	
04/10/11	WAL-MART #0577 OLATHE KS	12.12	
	Melissa Miller		\$94.59
03/29/11	SURVEYMONKEY.COM CA	23.99	
03/31/11	USPS 19836215332280885 SHAWNEE KS	72.00	
	Amy Hileman		\$95.99
04/08/11	SURVEYMONKEY.COM CA	23.99	
	Melanie Blackmore		\$23.99
03/30/11	WM SUPERCENTER SHAWNEE KS	43.11	
04/08/11	USPS 19836215332280885 SHAWNEE KS	401.00	
	Amy K Turner		444.11
04/11/11	MISSOURI SEWING MACHINE LENEXA KS	48.00	
	Mary Caroline Crady		48.00

VISA - 04/14/11

Transaction Date	Transaction Detail	Amount	Total
04/13/11	PITNEYBOWES-POSTAGE CT	200.00	
	Connie Groothuis		200.00
03/29/11	WAL-MART #2855 SHAWNEE KS	101.46	
	Molly Romer		101.46
03/28/11	WAL-MART #4475 OLATHE (W) KS	156.60	
04/08/11	TARGET 00020438 OVERLAND PARK KS	65.83	
	Janet Hopkins		\$222.43
03/25/11	PITNEYBOWES-POSTAGE CT	100.00	
	J Michele Altis		\$100.00
			\$4,304.78

CHECK JOURNAL - 05/06/11

Check Number	Check Date	Payee	Reason	Amount
18363	5/6/2011	ABDO Publishing Company	Spring Collection -- ABDO proposal through Robin Lathrum, Representative. This is Part 2 of a two-part proposal.	819.59
18364	5/6/2011	Belinda De Schrijver	Access House meals	224.25
18365	5/6/2011	Adam Boston	Athletic event security service	225.00
18366	5/6/2011	Advance Education	Accreditation Fees for 2011-2012 School Year	7,500.00
18367	5/6/2011	Alliance Fire Protection, LLC	Quote for fire sprinklers to add to LT & SE in accordance with state, local and NFPA codes	6,320.00
18368	5/6/2011	Anixter Inc.	Video Surveillance Project Approved by BOE 4/11/2011 Not to exceed \$192,396.05	74,789.71
			Camera's monitors, recorders and mounts for Video Surveillanc	699.95
			Project for Elementary Buildings Approved by BOE 2/14/11	
18369	5/6/2011	Antonia Hauck	Interpreter services for student @ KSD attending a Vo-Tech clas	1,957.00
18370	5/6/2011	ATHCO, L.L.C.	Score board Repair @ DH	397.00
			Playground parts	351.00
18371	5/6/2011	Barney J. Carroll	Video Surveillance Project	7,000.00
18372	5/6/2011	Basehor-Linwood High School	KVL League Track Meet entry fee	100.00
18373	5/6/2011	Best Books, Inc.	Spring Collection -- Best Books Proposal	463.87
18374	5/6/2011	Blake Larsen	Athletic event security service	100.00
18375	5/6/2011	Bracker's Good Earth Clays	Switches for kiln @ LTMS	100.45
18376	5/6/2011	C & C Produce Co., Inc.	Produce for student lunch program	4,936.25
18377	5/6/2011	CarterEnergy Corporation	Fuel for Generator for Technology Ctr	1,412.22
18378	5/6/2011	Cartridge King Of Kansas	toner cartridges library	274.89
18379, 18380	5/6/2011	Century Fire Sprinklers, Inc.	Quarterly Fire Sprinkler Test required by State Fire Marshal's Office	1,050.00
18381	5/6/2011	Chic-A-Dees Trophies	Inspiration Awards	910.00
18382	5/6/2011	City Of De Soto	W/S/T	4,766.30
18383	5/6/2011	Coca-Cola Refreshments USA, In	Beverages for student ala carte lunch program	3,380.90
18384	5/6/2011	Combes Construction LLC	Construction Manager for DHS Addition Phase 1 Approved by B 3/10 PO # 106	117,711.70
18385	5/6/2011	Cosentino Enterprise, Inc.	Grocery supplies for MCMS - Connections room	98.49
18386	5/6/2011	Crystal Productions	order for Jill Hanson	104.70
18387	5/6/2011	Dan Tennis	Athletic security service	50.00
18388	5/6/2011	De Soto Auto Parts	Vehicle Maintenance Repair	409.71
18389	5/6/2011	Demco, Inc.	2011-Processing materials	218.64
18390	5/6/2011	Depco, LLC	Autodesk Design Academy software 1 year subscription renewal	1,600.00
18391	5/6/2011	De Soto High School	REIMBURSE ATHLETICS FOR THE BAND CHARTER BUS T	855.00

CHECK JOURNAL - 05/06/11

Check Number	Check Date	Payee	Reason	Amount
			BY JACK DEYOE.	
			reimburse Madrigals for State Women's Choir	270.00
			REIMBURSEMENT FOR STATE MEETS	4,589.88
18392	5/6/2011	Dick Blick Art Materials	Art	478.74
18393	5/6/2011	Dusty Wilson	Athletic security service	262.50
18394	5/6/2011	Electronix Express	Digital Electronics Supplies - Account managed by Arlan Vomhc	45.56
18395	5/6/2011	Follett Library Resources	Follet book order	1,536.42
			Book replacement for water damaged items on 1/13/11. See Ken Larson for account	134.50
			2011 Spring Library Media Book Order	164.76
			Follett2011-Newbery Caldecott books	241.78
18396	5/6/2011	Foster Bros Wood Prod., Inc.	2 loads mulch for district beds	1,526.00
18397	5/6/2011	Grainger	Maint. Supplies	138.38
18398	5/6/2011	Horst, Terrill & Karst Architects	Architectural Service for De Soto Phase II 3/4/11 - 3/31/11	7,237.50
18399	5/6/2011	Industrial Arts Supply Co.	Technology supplies	226.79
18400	5/6/2011	Interstate Elec. Supply, Inc.	Supplies	15.10
18401	5/6/2011	John Deere Landscapes / Lesco	Grounds Supplies	1,102.39
18402	5/6/2011	John M Midiros Jr	Athletic security service	312.50
18403	5/6/2011	Jones School Supply Company	Award order for our PE teacher	105.92
18404	5/6/2011	Kansas City Transportation Group	Transportation provided	585.00
18405	5/6/2011	Kansas Gas Service	Heat	192.08
18406	5/6/2011	Kansas Land Management, LLC	District mowing Contract for 2011-12 Approved by BOE meetin 3/7/2011	12,500.00
18407	5/6/2011	Kansas One-Call System, Inc.	Regular Locate Fee	34.80
18408, 18409	5/6/2011	KC Linen Supply	Uniform cleaning/April 11	2,360.96
18410	5/6/2011	Key Refrigeration Supply L.L.C.	Kitchen Equipment Repair	90.40
18411	5/6/2011	Kid Sounds	Game Plan - Kindergarten curriculum	97.50
18412	5/6/2011	Lakeshore Learning Materials	order for Kris Leonard	57.44
18413	5/6/2011	Lansing High School	Freshman Boys BB tournament fee	100.00
18414	5/6/2011	Lowe's	Shelving for DHS Addition	46.40
			Grounds Supplies	597.10
			Shelving for DHS Addition	453.12
			Wood materials & hardware for handicap student @ ME	99.90
			Duct for Kiln @ MV	147.35
			Non-shrink grout for fireproofing @ LT	74.08
18415	5/6/2011	Lucky Garden Chinese Buffet Re	Entrees for student ala carte lunch program	240.00

CHECK JOURNAL - 05/06/11

Check Number	Check Date	Payee	Reason	Amount
18416	5/6/2011	Houghton Mifflin Company	AP Chemistry Adoption - High Schools	8,415.00
18417	5/6/2011	McKee Foods Corporation	Snacks for student ala carte lunch program	864.72
			Snack items for secondary ala carte student lunch program	293.40
18418	5/6/2011	Meyer Laboratory, Inc.	Custodial Supplies for 2011-12 Approved by BOE 4/11/11	359.96
18419	5/6/2011	Michael Krauze	Athletic event security service	175.00
18420	5/6/2011	Midwest Digital Systems, LLC	District Video Surveillance Project Base Bid of Not to Exceed amount \$81,577.00 less Savage installation fee of \$73,631.00. Alternate #1 Not to Exceed amount of \$44,042.00 less Savage installaion fee of \$66,385.00. Approved by BOE at 9/13/10 meeting.	19,274.00
18421	5/6/2011	Mill Valley High School	Reimburse petty cash	758.75
18422	5/6/2011	Morgan Hunter Companies	Sub Teacher Pay	15,358.25
18423	5/6/2011	Music In Motion	Music Supplies	129.62
18424	5/6/2011	My Learning Plan, Inc.	MLP Annual Renewal	7,890.00
18425	5/6/2011	Nasco	graph paper	39.27
			order for Lea Hammond	274.15
18426	5/6/2011	Nikki Lea Wolf	Professional Development	500.00
			Professional Development - District	1,000.00
18427	5/6/2011	Northrock Suites	Hotel Rooms for State Solo and Ensemble	1,213.70
18428	5/6/2011	O'Donnell-Way Construction Con	MVHS Parking Lot Expansion Approved by BOE 12/13/10	143,061.55
18429	5/6/2011	Office Depot	2 HP laser Jet Print Cartridge 15A	101.92
			publications/office	80.27
			SUPPLIES	38.24
			supplies	288.91
			Supplies	200.33
			Office supplies	52.82
			Envelopes for Enrollment packets	34.69
			7th grade science	74.10
			Envelopes for school enrollment packets	57.38
			Play supplies	57.97
			Office Supplies	179.94
18430	5/6/2011	Overland Park Golf Course	Boys Golf @ Blue Valley North	75.00
18431	5/6/2011	Pearson Education	Human Anatomy/Physiology- High Schools	8,071.07
18432	5/6/2011	Perma-Bound	Spring Order	1,791.04
18433	5/6/2011	Perry-Lecompton High	Boys Varsity Golf Entry Fee	100.00
18434	5/6/2011	Pioneer Manufacturing Company	Field paint District	6,660.50

CHECK JOURNAL - 05/06/11

Check Number	Check Date	Payee	Reason	Amount
18435	5/6/2011	Plumbmaster, Inc.	Blue Seal Additive to go in waterless urinals for district	1,056.65
18436	5/6/2011	Quill Corporation	Office Supplies	51.17
18437	5/6/2011	Really Good Stuff, Inc.	order for Kris Leonard	35.71
18438	5/6/2011	Houghton Mifflin Company	MTSS materials - District	858.00
18439	5/6/2011	Rochester 100 Inc	Monday Folders	603.75
18440, 18441	5/6/2011	Savage Communications, Inc.	Labor and parts for moves, adds and changes district-wide	34.00
			District Video Surveillance Projcet Base Bid of Not to Exceed	7,906.92
			\$36,273.57 for installation for DHS, MVHS, All exterior cameras	
			13 other buildings. Alternate #1 of Not to Exceed \$39,710.93 for	
			installation of cameras in 10 buildings. Approved by BOE at	
			9/13/10 meeting in Midwest Digitals Bid	
18442	5/6/2011	Scholastic Inc.	order for Kris Leonard	20.25
18443	5/6/2011	Schlotzsky's	Sandwiches for student ala carte lunch program	1,014.00
18444	5/6/2011	School Nurse Supply, Inc.	Nursing Supplies	3,317.46
18445, 18446	5/6/2011	School Specialty Inc	school supplies	150.67
18447			order for Shryock	28.61
			8th Grade and Schenk supplies	475.23
			order for Kris Leonard	61.61
			rug for ART room	383.64
			Congleton & 3rd TEAM	258.72
			School Supplies	141.45
			Supplies	344.26
			Classroom supplies for 2011-2012	389.70
			Kristen Crosbie 2011 supplies	40.33
			ROBERTS - STUCO BUDGET 2010-2011	117.42
			Grade Level Supplies	16.29
			markers and crayons	54.19
			art supplies	52.79
			order for Shawn McWhirt	103.33
			Next years supplies (2011-2012)	199.80
			Holloway's classroom buget	42.16
			TEAM order for KDG	77.16
			Order for Dana Spoor	14.07
			Supplies - 4th grade	52.48
			supply order	86.73
			2011/2012 school supplies	1,282.80

CHECK JOURNAL - 05/06/11

Check Number	Check Date	Payee	Reason	Amount
			ROBERTS - BUILDING BUDGET 2010-2011	961.27
			Starside personal budget order- misc. supplies	584.34
			Art supplies	178.85
			classroom supplies for Fall 2011	39.42
			Rivera Sped Supplies	96.51
			6th Grade school supplies	272.42
			7th grade supplies	341.05
			Physical Education	219.85
			grade level budget of \$60 each -\$180 total	48.38
			2nd grade	50.64
			next year supply budget	44.58
			Library Materials	107.89
			Office Supplies	98.02
			grade level budget	144.23
18448	5/6/2011	Shawnee Copy Center, Inc.	Photograph Print of DHS Symphonic Band (24 x 36); for framing	111.72
			Cume Folders	447.78
18449	5/6/2011	Shiffler Equipment Sales, Inc.	Latches , locks, & fasteners for bathrooms in the district	146.53
18450	5/6/2011	Sign Professionals, Inc.	Removable Static cling Sign "No Smoking-AED-Vieded Soev." fo	940.00
			all district bldgs.	
18451	5/6/2011	Spring Hill High School	VOLLEYBALL FEES	100.00
18452	5/6/2011	Suburban Lawn & Garden	Landscape Plants for DHS Phase I	1,752.82
18453	5/6/2011	Summit Learning	3rd grade TEAM order	37.95
18454	5/6/2011	Synergy Service, Inc.	Kindness is Contagious Buttons for Vicki Holman	140.40
18455	5/6/2011	Teacher's Discovery	supplementary readers for all levels of Spanish classes	1,367.52
18456	5/6/2011	The Guidance Group, Inc.	Resources for Social Workers	111.98
18457	5/6/2011	The Sherwin-Williams Co.	Maint Supplies (PO 127)	12.18
18458	5/6/2011	The Supply Closet	order for Supply Closet	130.23
			grant order using grant money	240.40
18459	5/6/2011	U.S. Foodservice, Inc	USF delivery for 4/28/2011	18,425.59
18460	5/6/2011	UNUM Life Insurance Company	STD May 2011 Payment to UNUM	963.56
18461	5/6/2011	Sport Supply Group, Inc.	Physical Education	205.97
18462	5/6/2011	US Postal Service	Postage for postage meter	855.00
18463	5/6/2011	Validity Screening Solutions	Employee Background Checks	423.00
18464	5/6/2011	Valley Offset Printing, Inc.	65% printing for April Green Pride	267.80
18465	5/6/2011	Van Wall Equipment	Parts for John Deere Tractor	272.50
18466	5/6/2011	Water District No 1 Of Jo Co	W/S/T	2,711.41

CHECK JOURNAL - 05/06/11

Check Number	Check Date	Payee	Reason	Amount
18467	5/6/2011	Water District No 1 Of Jo Co	W/S/T	599.59
18468	5/6/2011	Westar Energy	Electricity	93,381.91
				638,467.66

Dear Wildcat:

Welcome to De Soto High School where everyone takes pride in being a Wildcat! We hope that the 2011-2012 school year is your best yet! One of the easiest ways to insure a great year is to get involved. DHS offers over 50 clubs, teams and organizations, each led by a dynamic faculty of teachers, coaches and sponsors. This is your school and your education! Make the best of it by taking advantage of everything DHS has to offer!

It is important that all understand the importance of organization and accountability. Please read through your student handbook and make good use of it as it is provided for your benefit.

We challenge each and every one of you to become involved at DHS! Become an active participant in the classroom, on a team, in the stands, and in activities.

Good luck this year at DHS. Attach yourselves to our 5 core values of Integrity, Inquiry, Communication, Perseverance, and Reflection. With some hard work and respect of your peers, your parents, your teachers and most important respect of yourself, this will be the best year of your life!

Remember Everyone a Wildcat!

Mr. David Morford, Principal

Mr. Chuck Mahon, Associate Principal

ADMINISTRATIVE STAFF

Principal	Mr. Dave Morford
Associate Principal.....	Mr. Chuck Mahon
Athletic Director.....	Mr. Steve Deghand
Counselors	Cindy Crabtree
.....	Chad Brecheisen
Lead Secretary.....	Tari Thompson
Resource Officer	Mark Leiker
Social Worker.....	Joe Kordalski
Bookkeeper	Connie Groothuis
Registrar.....	Tandee Bader
School Nurse.....	Tara Harmon-Moore

ACT TESTING DATES

Register by:.....	For Test on:
August 5, 2011	September 10, 2011
September 16, 2011.....	October 23, 2011
March 2, 2011	April 7, 2012

PSAT TESTING DATE

Wednesday October 12, 2011

KANSAS STATE ASSESSMENTS

February – May, 2012

CIVILITY POLICY

"The De Soto Unified School District #232 believes interactions among individuals should be of a positive and productive nature. In accordance with this belief, it is the policy of the De Soto School District to treat everyone – fellow employees, students, parents, patrons, visitors, anyone having business with the district – with fairness and respect. The district also expects that anyone having interaction(s) with employees of the district will treat them with professionalism, courtesy, dignity, and respect."

SCHOOLS FORMS

All forms mentioned in this handbook are available from the school office or the District's website.

DISCLAIMER

Rules published in this agenda are representative of the rules published in the Board of Education Policies and the District Student and Parent Handbook. Not all rules of behavior can be written and inserted in an agenda or handbook. However, we expect students to follow all rules and reasonable requests from authority and avoid violating the rights of others. Parents and students are encouraged to read relevant Board Policies and the full Student and Parent Handbook available on the district web-site.

All rules are subject to such changes as may be needed to insure continued compliance with federal, state or local regulations and are subject to such review and alteration as become necessary for the routine operations of the school.

FURTHER INFORMATION

Students and parents are encouraged to review all USD 232 Board Policies available on the district website.

REPORTS TO LOCAL SRS

Any district employee who has reason to know or suspect a child has been injured as a result of physical, mental or emotional abuse or neglect or sexual abuse, shall promptly report the matter to the local Social Rehabilitation Services (SRS) office or to the local law enforcement agency if the SRS office is not open.

The employee making the report will *not* contact the child's family or any other persons to determine the cause of the suspected abuse or neglect.

NOTICE OF NONDISCRIMINATION

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. Lachelle Sigg, 35200 W. 91st., De Soto, KS, (913) 667-6200 has been designated to coordinate compliance with nondiscrimination requirements contained in *Title VI of the Civil Rights Act of 1964*, *Title IX of the Education Amendments of 1972*, *Section 504 of the Rehabilitation Act of 1973*, and *The Americans with Disabilities Act of 1990*.

Any student who believes that he or she has been discriminated against may file a complaint with the building principal, another administrator, the guidance counselor, or another certified staff member. *See your building administrator for information regarding the Grievance Procedure.

AVAILABILITY OF ASBESTOS PLAN

Contact the USD 232 Facilities Department at 913-667-6220.

HOTLINES

Mental Health Association of the Heartland (Resources) 281-2221

Suicide Prevention National # 1-800-SUICIDE

School Violence 1-877-626-8203

Temporary Lodging for Children 764-2887

Johnson County Mental Health Center

(Counseling) 831-2550

BUILDING HOURS

The building will be open for student use at 7:30 a.m. Halls will be cleared at 7:50 a.m. and all students will be in class or a scheduled activity at this time. For safety and security purposes, students are not to be in the building after 3:05 p.m. unless they are engaged in a supervised activity.

SCHOOL CLOSINGS

In case of severe weather, snow, ice, etc., the official announcement for school closings will be made

over local radio and television stations. Listen to those stations or reference the district website at <http://www.usd232.org>. Parents may also sign up online for free text messages or e-mail alerts by going to www.usd232.org. Please do not call the school or homes of teachers, administrators, etc.

SCHOOL VISITORS

Patrons and parents are encouraged to visit the district facilities. All visits shall be scheduled with the building principal. To ensure safety and security, all visitors must enter through the main entrance and check in at the office to receive a Visitor's Pass and/or guide before proceeding to contact any other person in the building or on the grounds. Students may not bring student visitors from other schools unless it is a part of an authorized school activity or event.

Those who have no legitimate cause to visit or are creating a nuisance will be asked to leave the building.

CHANGE OF ADDRESS/PHONE NUMBER

Please notify the school secretary within seven days if any of the following change:

- numbers for home or parents' work;
- mailing or street address; or
- emergency contacts.

PART-TIME STUDENTS

Students are expected to be enrolled full-time in De Soto High School. Exceptions are made through application to the guidance or school office.

TEXTBOOKS

All basic hardbound texts are loaned to students for their use during the school year. Students may be asked to purchase supplemental texts such as paperbacks or workbooks. The student purchases all other supplies.

Students who pay the book rental fee are furnished the use of:

- appropriate books from the current textbook list. (Some books are furnished as individual copies and others as room copies.)
- Workbooks authorized by the board of education.
- Periodicals that are authorized on a classroom basis.

School owned textbooks and supplementary books lost, destroyed or extensively damaged shall be paid for by the student at the current replacement cost.

ACADEMICS

YOUR HIGH SCHOOL RECORD

The record that you compile while a student remains with you for the rest of your life. Habits developed during high school frequently indicate your behavior after you are out of school. Employers frequently wish to know at least three types of information about the former students:

1. Did the student graduate?
2. How was the student's attendance?
3. What disciplinary problems did the student experience in school?

We invite you to take advantage of compiling the best record that you can while in school. It is a permanent record and it is important.

VOCATIONAL-TECHNOLOGY CLASSES- VO-TECH

A qualified USD 232 student must have completed at least ten (10) credits and/or attained junior/senior status (state guidelines), or be at least sixteen (16) years of age (federal guidelines). In

addition to at least one (1) of the criteria, this program should be deemed the most appropriate educational alternative for the student as collectively determined by student, parent, counselors and building administrators.

USD 232 provides bus transportation to and from the vocational technical educational programs. Students are encouraged to take advantage of this service. Students who do not take advantage of provided transportation must have administrative approval for any other mode of transportation.

GRADUATION REQUIREMENTS

Twenty-five units are required, as follows:

English	4.0
Communications	0.5
Social Studies	3.5
Laboratory Science	3.0
Physical Education	1.0
Health	0.5
Mathematics	4.0
Fine Arts	1.0
Technical Education	2.0
Electives	5.5

INCOMPLETES

Students who have not fulfilled responsibilities in a class by the end of a marking period due to extenuating circumstances may receive an "Incomplete". The student is responsible for making arrangements with their teachers and the administration to complete any missed work. Barring extenuating circumstances, students will have a maximum of 10 consecutive school days to complete any missing work. If these arrangements are not made, a permanent grade of "F" may result.

GRADE POINT AVERAGES

To encourage and reward students who complete more rigorous courses, USD 232 will award an additional grade point earned for Advanced Placement or College Now courses completed on De Soto school campuses. The formula for USD 232 Weighted Grade Points Per Course = Standard grade points + 1 point, for grades A, B or C. Weighted Grade credit is awarded only for course completion.

Students transferring into USD 232 will receive weighted grade credit only for courses designated as weighted courses by USD 232.

The weighted grading system will be used to determine De Soto student honors and distinctions, including class rank. Universities will be informed of the dual grading system when they receive the student's USD 232 transcript.

HONOR ROLL

An honor roll will be posted after the end of first quarter, first semester, third quarter and second semester. To be on the honor roll, a student must have at least a 3.00 average on a 4.00 scale, have no grade below a B and have their incomplete grades made up by the time the honor roll is compiled. The reporting system used at De Soto High School is:

A = Excellent	B = Above Average
C = Average	D = Passing
F = Failing	P = Pass
INC = Incomplete	NC = No Credit

WDP = Withdraw Passing

WDF = Withdraw Failing

NATIONAL HONOR SOCIETY (NHS)

The National Honor Society exists to encourage an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and to encourage the development of character in students. Students (sophomores, juniors and seniors) must have at least a 3.4 grade point average to be eligible to apply to NHS.

Applicants must receive approval from 3 of 5 members of the selection committee. This approval is based on the overall depth of each applicants transcript, service, leadership and service.

COLLEGE CREDIT

With parental and prior administrative approval, junior and senior students who are on schedule to graduate with their class or students with Individualized Education Plans may enroll in college courses and receive credit toward high school graduation. Such courses will not replace courses offered or required by the school, and permission must be secured from the school. Students interested in enrolling in college courses should contact a school counselor.

Qualified Admission for Board of Regents * Must meet one of the following

- Kansas Board of Regents of Curriculum Completer
- ACT score of 21 or higher
- Top 1/3 of graduating class

Kansas Honor Scholar

- Must complete Qualified Admission Curriculum and 2 years of one foreign language

ACADEMIC LETTERS

Letters will be given for achievement in academic classes to students who achieve a grade point average of 3.7 or better in their past two consecutive semesters. The academic letter is not based upon an overall grade point average.

DHS - SEMINAR

MISSION

Seminar will serve a number of purposes for the students and the faculty of De Soto High School. Students will enhance their learning time by making up work, tutoring, and enhancing high cognitive class work. Seminar, too, will be used for activities that normally disrupt class time. Teachers and students should view seminar period as an opportunity to further enhance classroom instruction and learning.

PROCEDURES:

Students on the Extended Learning Time (ELT) list will report to that seminar on designated days.

Behavior expectations of students are the same as in any regular classroom.

Students must follow individual seminar instructor's rules.

Students must make good use of their seminar time.

Students must bring with them all materials to be used during seminar time

- ◆ Seminar time is not to be used for socializing, sleeping or playing games (including computer and/or calculator games).
- ◆ A stamped agenda must be obtained prior to seminar if a student needs to see a teacher, counselor or administrator. The stamped agenda IS the only accepted seminar pass.
- ◆ A pre-approved pass must be obtained prior to seminar for the use of labs (writing, computer, media center, science, physical education, etc.).
- ◆ Students will not leave seminar until the bell rings.
- ◆ Misuse of hall privileges or misbehavior within the seminar class or in the hallway will result in

suspension of those privileges for the following seminar.

- ◆ Overall regulation of seminar will be controlled by the individual seminar teacher.
- ◆ All Monday Seminar's will be closed to travel unless opened by administration
- ◆ Students on an ELT or detention list are NOT eligible for early release.
- ◆ Travel to and from seminar will cease at 2:50.
- ◆ The date and destination may be filled out by the student or teacher, but each time and signature slot must be filled out by the sending and receiving teachers in ink.
- ◆ A student on the detention list may not travel during seminar period.

If any receiving teacher or hall monitor has a problem with a student, they will notify the office and seminar teacher.

GRADES

All students will receive a grade for seminar. The grade will not impact the student's GPA. This grade will encourage the effective use of seminar time and will also serve as an indicator of overall student academic achievement, or lack thereof, for parents and relevant support personnel. Each seminar teacher will be able to make comments on the student's grade card for communication with the parent. The grade will be based on the following criteria:

- ◆ Following the seminar teacher's established rules
- ◆ Bringing all materials needed to seminar
- ◆ Following hall pass rules
- ◆ Using time productively

Each student will receive a daily grade documented by the seminar teacher. The following is the grading system that will be used:

- ◆ 10 - indicates that the four criteria have been met
- ◆ 5 - indicates that the student has caused minor classroom disruptions based on the four criteria
- ◆ 0 - indicates that the student has caused major classroom disruptions based on the four criteria.

Excused absences are not to be figured in the student's grade, but unexcused absences are to be assigned a zero for that day. Students will receive a ¼ credit per year for seminar.

ACTIVITIES FOR SEMINAR

During seminar students are to focus on academics. Students will have the opportunity to obtain make-up work, missed assignments, make-up tests, work in the library, obtain help from individual teachers, study, and attend labs (computer, writing, science, music, physical education and any other labs deemed essential). Seminar is a proper time for assemblies, club meetings, other special presentations. It will also be used for pictures, fire/tornado drills, voting, and other events that interrupt class time. Counseling activities such as enrollment activities, standardized tests, career presentations, college/military recruiting, appointments, etc., will be held during seminar whenever possible. Students will not use the phone during seminar unless for a legitimate educational purpose approved by the student's seminar teacher.

ACTIVITY GROUPS

Activity groups will meet during seminar period. All activity meetings must be scheduled with the Activity Director on the school calendar. Students will use their regular seminar pass as his/her pass to attend clubs. Club rosters will be distributed to all seminar teachers so that each student's membership can be verified. Clubs meeting meet for more than 20 minutes will keep those students for the entire seminar period. All students will report back to his/her seminar if the meeting is less than 20 minutes. The sponsors will be responsible for sending their regular seminar students, with his/her seminar pass, to another seminar when they are conducting an activity meeting. Please send the same students to the same seminar each time your club meets. This will

allow the receiving teacher to get to know these seminar students better. Activity groups are limited to 2 meetings per year during seminar.

MEDIA CENTER PROCEDURES

All seminar teachers may send students to the library using the seminar pass only if the student has a color-coded, pre-approved library pass. This pre-approved pass can be obtained from the librarian or a library aide any time prior to the start of seminar. If the student has academic work to complete, a brief statement of the purpose for the visit to the library should be stated on the seminar pass.

The media center may be used for:

- ◆ Researching specific class assignments.
- ◆ Checking out a book assigned by a teacher.
- ◆ Use of reference materials.
- ◆ Making up assignments that entail use of library materials.
- ◆ Special help from the librarian on a specific project.
- ◆ Viewing media for a specific assignment.
- ◆ Pleasure reading: a pre-approved pass must be obtained to browse for books or reading current magazines, newspapers, etc. (Students are limited to 1 pre-approved pass per week for pleasure reading.)

Schedule Changes

All students have the opportunity to select their own courses, and as much as possible these requests have been honored. Should a student and parent/guardian decide to request a change, **this form must be submitted with a parent/guardian signature.** A student must have a legitimate reason for making a change after the school year begins. **Please note that it is very rare that class preference changes are made** (changing your mind about courses selected). School Counselors and Administration reserve the right to deny or approve any schedule change request. Changing a student's schedule to accommodate a specific teacher is not permitted.

Schedule changes will be made for the following reasons:

- A. If you have an incomplete schedule.
- B. An error has been made on your schedule.
- C. A change is needed to meet a graduation requirement or college admission requirements.

SCHEDULE CHANGES / WITHDRAWALS

Students will be permitted to change classes ONLY during the first THREE DAYS of the 1st Semester. All 2nd Semester schedules will be distributed the first calendar week of December. After students receive their 2nd semester schedules they will be allowed to discuss possible schedule changes by appointments made with the counseling department.

All changes must be made prior to leaving for Christmas break.

After that time, changes in schedules will only be considered with administrative approval. Students still choosing to withdraw with administrative approval will receive either:

- WNC= Withdrawal No Credit (on recommendation from the teacher or administration and the withdrawal occurs before mid-term grades); or
- WDF= Withdrawal Fail (if withdrawal occurs after mid-term grade with a failing grade average).
- WDP=Withdrawal Passing (if withdrawal occurs after mid-term grade with a passing grade average).

Requests can be submitted to the Counseling Office before 7:50 a.m. The last day to request a change is **Monday, January 9, 2012.**

WITHDRAWALS AND TRANSFERS

A withdrawal form must be obtained from the registrar's office and signed by each of the student's teachers for the withdrawal to be considered official. All books must be returned and the student's locker emptied.

REPORTS OF STUDENT PROGRESS

Reports of student progress are issued approximately every four weeks. By requesting a password, parents with Internet access will be able to view detailed grade performance information at anytime through Skyward Family Access. Grades are available as soon as they are entered.

MEDIA CENTER

The media center is open Monday – Friday, 7:30a.m. to 4:00p.m. on days school is in session. A pass is required to be in the media center during school hours. No food or drink is allowed in the Media Center.

1. Check Out Policy – Fiction and non-fiction are checked out for two weeks. Reference books are checked out over night only. Periodicals are checked out for one week. Fines are 5 cents per day, per item, up to \$1.00 for each checkout period. Materials can be renewed up to 3 times, unless requested by another student.
2. Computer Use – The use of computers must be in support of education and research and be consistent with the educational objectives of the De Soto School District. Inappropriate use of the computers is considered a violation of your Accepted Use Policy (AUP) and computer privileges will be lost.
3. Internet Use – Students will not be allowed to access e-mail accounts without permission from a teacher, counselor or an administrator. Students are not allowed to access chat rooms or bulletin boards, or play games.
4. Printing – Before printing, please make sure you are hooked up to the correct media center printer. Please print only one time! If your document does not print, tell media center personnel. All printing must be in support of education and research. Printing for personal use will cost ten cents per page.

CARE TEAM

De Soto High School has an active CARE Team to help students. The CARE team helps students obtain the resources they will need to finish their education. Students may refer themselves or a friend for assistance through the counseling office. Students may also be referred by a teacher or a parent.

ACADEMIC MISCONDUCT

De Soto, USD 232, recognizes, by policy, four avenues of academic misconduct

1. Cheating – using unauthorized notes, study aids or information on an examination; altering a graded work after it has been returned, then submitting the work for re-grading; allowing another person to do one's work and submitting that work under one's own name; submitting identical or similar paper for credit in more than one course without prior permission from the course instructors.
2. Plagiarism – submitting material that in part or whole is not entirely one's own work without attributing those same portions to their correct sources.
 - Direct copying from books, Internet, etc. (unless in the form of attributed quotations),
 - Direct copying from other student's work without formally quoting and acknowledging, the original author.

- Paraphrasing material from books without stating that these are the ideas of other authors.
3. **Obtaining an unfair advantage** – (a) stealing, reproducing, circulating or otherwise gaining access to examination materials prior to the time authorized by the instructor; (b) stealing, destroying, defacing or concealing library materials with the purpose of depriving others of their use; (c) unauthorized collaborating on an academic assignment; (d) retaining, possessing, using or circulating previously given examination materials, where those materials clearly indicate that they are to be returned to the instructor at the conclusion of the examination; (e) intentionally obstructing or interfering with another student's academic work; or (f) otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other student's academic work.
 4. **Aiding and abetting academic Dishonesty** – (a) providing material, information or other assistance to another person with knowledge that such aid could be used in any of the violations stated above; or (b) providing false information in connection with any inquiry regarding academic integrity.

A student who engages in any form of academic misconduct will forfeit credit for the work in question and also be subject to additional disciplinary measures. Such measures may include, but are not limited to: in-school or out-of-school suspension and/or loss of participation in extracurricular activities.

STUDENTS NOT RECEIVING A PASSING GRADE

Ninth - twelfth graders who fail a core class (i.e. English 9) will be enrolled in the next core class (English 10). However, the student is responsible for recovering the credit through summer school (if offered) or night school. Information on summer school and night school is available from the counseling office.

ATTENDANCE

PHILOSOPHY

Regular attendance is an important part of education. Only by attending classes can a student receive the full benefit of instruction. Class participation is one of the areas of student performance used to determine grades. Students are expected to attend all classes every day. Families are urged to schedule vacations and appointments for students when school is not in session.

The primary responsibility for good attendance rests with the student and parent. School officials determine what constitutes an excusable absence. A call from parents does not guarantee the student will be excused.

KANSAS COMPULSORY ATTENDANCE STATUTES

Regular attendance is required of all pupils enrolled in elementary and secondary school under Kansas compulsory attendance statutes (KSA 72-1113). It is a parental responsibility under Kansas statutes (KSA 72-1113) to require the regular school attendance "of any child who has reached the age of seven (7) years and is under the age of eighteen (18) years," unless the child is exempted by statute.

ABSENCE REPORTING

Please call (913) 667-6259 as soon as you can between 7:30 a.m. and 2:30 p.m. on the day of the absence. Please give the following information:

1. Your name, relationship
2. Student's name, grade
3. Date & hours missed
4. Reason for absence

DISTRICT POLICY FOR EXCUSED ABSENCES

The State of Kansas delegates to the Board of Education the responsibility of determining reasons for excusable absences. The following are reasons for excusable absence:

1. Personal illness. A physician's note will be required for chronic absenteeism.
2. Serious illness or death of a member of the family or close friend.
3. Obligatory religious observance of the student's own faith.
4. Participation in a school approved activity.
5. Physician or dentist appointments that can be verified by appointment card.
6. Court appearance that can be verified through court services' officer.
7. Verifiable, emergency situations requiring immediate action. Limit of five.
8. An absence which has been requested in writing and approved in advance by the building administrator.

Parents will be notified after five and again after ten absences making them aware of their student's attendance record. A student who is absent from class or school without an excusable reason, as outlined above, will be considered unexcused. An unexcused absence for one or more classes will receive disciplinary consequences and credit may not be given.

MAKE-UP WORK

Students whose absences are excused are given an opportunity to make up missed work. However, no amount of make-up activity can completely duplicate the classroom participation missed during an absence. The importance of daily participation will vary according to the nature of the class. Individual teachers will enforce standards in their subject areas.

After any excused absence, it is the student's responsibility to make the initial contact with his/her teacher(s) to determine make-up assignments and schedule times for taking any tests missed. Students who do not contact the teacher will not be allowed to make-up work for a grade. Students absent one week or less will be allowed double the amount of time they are absent in which to make up missed work. It is reasonable to allow two consecutive days for every day of excused absence to make up work. For absences longer than one week, the time allowed will be one week plus the number of days absent. Students are expected to fulfill long-term assignments as originally scheduled.

Students whose absences extend longer than two weeks may qualify for off-campus educational instruction to enable the student to continue course work at home. Arrangements for homebound instruction for extended illness / injury will be considered on an individual basis.

Assignments may be requested, for absences of two days or longer, by contacting the office.

DISTRICT POLICY FOR UNEXCUSED ABSENCES

An unexcused absence is one that has been classified as such by the school administration. An absence will be classified unexcused if it does not fit one of the board of education's eight stated reasons for excusable absence or if the school attendance procedure is not followed by the student and the parent/guardian.

A student is inexcusably absent if (a) such absence is not excusable under the rules of the board of education, (b) he/she leaves school during school hours without permission, (c) he/she does not attend class, (d) he/she does not attend a required conference or detention period, or (e) he/she fails to comply with school attendance procedures.

Some examples of unexcused absences may include oversleeping, missing your ride to school, car trouble, shopping, paying fines, errands and studying. Unexcused absences of three days in succession, five days per semester or seven days per year shall result in a truancy report being filed with the appropriate authorities.

IMPORTANT

All absences that have not been excused by 2:30 p.m. on the day of the absence will be listed as unexcused the following day. It is the responsibility of the student and parent or guardian to have an unexcused absence cleared with the attendance office within 24 hours or the absence will remain unexcused permanently. Students that are 30 or more minutes late to

class will be listed as absent unexcused.

STUDENTS ARRIVING LATE OR LEAVING EARLY

Students that arrive to school after the appointed time for the first class to begin (7:50 a.m.) are tardy. Interpretation of student tardiness shall be made by the teacher responsible for the class and by the school administration. Any student arriving to school after the starting time *must* report to the office to obtain a tardy slip before going to the classroom. Failure to sign-in will result in an unexcused absence.

Appointments should be scheduled outside the school day. Students needing to leave school for an excusable reason must furnish the office with advanced parental verification for office approval. Students must come to the office and "sign-out". Students returning to school must "sign-in" and provide a verification note to the office. Any student who leaves campus without receiving approval and signing out will be considered unexcused. Students 30 or more minutes late are considered absent and are subject to administrative consequences.

Students are not allowed to check out for lunch.

SEMESTER TARDY POLICY

A tardy is defined as any student being late to the classroom without an approved pass or excuse. The following progression of consequences will be observed:

1st tardy	15 minute detention
2nd tardy	30 minute detention
3rd tardy	45 minute detention
4th tardy	60 minute detention
5th tardy	Friday School & parent contact
6th tardy	additional administrative action
7th tardy	additional administrative action
8th tardy	additional administrative action
9th tardy	additional administrative action

Failure to serve detentions will result in a day of ISS as assigned by administration.

HALLWAY PASS POLICY

Students are required to obtain a hallway pass from their teacher prior to leaving the classroom.

Student in grades 9-12 are issued school agendas which they are expected to keep with them at all times. The agenda will be used as a hallway pass. If an agenda is not available, the teacher will provide a pass for the student.

If the student does not have his or her pass with them, they may be restricted from leaving class for any reason other than an emergency.

Permission to leave may be refused by the instructor, especially if the student has been out of previous classrooms.

Students are NOT to be at the telephones, pop or candy machines during classroom hours.

LOST STUDENT HANDBOOK

Students may purchase a replacement agenda in the event their original is lost. Cost \$5.00

BEHAVIOR

All students are expected to conduct themselves in a manner conducive to learning and appropriate for high school age students while in school and at all school-sponsored activities. These behaviors include attending classes, working on all tasks assigned by teachers and complying with all reasonable requests made by school staff members. For those students who decide to interfere with or disrupt the educational process, appropriate corrective measures will be taken.

ANTI-BULLYING INITIATIVE

The board of education prohibits bullying in any form on school property, in a school vehicle or at a school-sponsored activity or event.

Bullying is any intentional gesture or any intentional written, verbal or physical act or threat that is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student or staff member. A reasonable person, under the circumstances, would know or should know the behavior in question would have the effect of creating actual physical or mental harm to a person or their property or creating a reasonable fear of such harm.

In other words, Bullying is any repeated action, done on purpose, which results in physical or emotional harm to another person.

QUESTIONING AND SEARCHING STUDENTS & THEIR PROPERTY

Principals (and designees) are authorized to search students and student property and to conduct investigations and question students if there is reasonable suspicion that district policies, rules or directives are being violated. Strip searches, exclusive of shoes and outerwear, shall not be conducted by school authorities. All searches by the principals shall be carried out in the presence of another adult witness.

If there is reason to believe a violation of a criminal law has been committed, the principal shall notify the appropriate law enforcement agency and may request further investigation of the alleged violation.

See Board Policy JCAC for a complete explanation of interrogations and investigations.

LOCKERS

The school is not responsible for the loss of personal property. Students should not carry large amounts of money or expensive personal property to school. If it is necessary to do so, please check the money or item in the office. Do not leave clothing, books or other property in the hall, restrooms, or classrooms. It is the student's responsibility to make sure that lockers and personal property are secured. Students are responsible for maintaining their lockers. Lockers should be kept clean. Students may lose locker privileges for an indefinite period if they tamper with the locking mechanism or abuse or misuse the school property. The lockers remain the property of De Soto High School and are subject to inspection by authorized personnel. Periodic clean-outs will be mandatory. Hall/locker checks will be made at random by school administration and the SRO.

****Students are NOT allowed to use or share lockers that have not been assigned to them by administration.****

STUDENT MANAGEMENT PROGRAM - 15 POINT PLAN

Each point will accumulate toward a total of 15 points per school year. At 15 points, a hearing may be recommended for long term suspension or expulsion. Zero is the base of the point system and there is no banking of points. Once a student reaches 8 points, a report may be sent to the building CARE Team as part of the MTSS plan. After a student has accumulated 8 points, a parent contact will be made. Once a student reaches 10 points, they will be deemed a student "not in good standing" which will result in a loss of privileges. Students at their request will be given the opportunity to earn back points upon the completion of the 8 point conference. Attendance and tardy points will not be factored in the determination of a long-term suspension hearing, but will be counted towards the "loss of privileges" and "not in good standing" status outlined in the handbook unless deemed necessary by administration. Any illegal activities may warrant SRO/police involvement. The administrator has the authority to set the level and consequences for any specific violation. See Appendix A

ACTS OF BEHAVIOR CONSIDERED UNACCEPTABLE

Acts of behavior which interfere with the safe and orderly operation of a good learning environment or which are antagonistic to the welfare of staff or other students will be considered unacceptable. Examples, without limitation, of those specific acts of misbehavior by students in respect to school activities or at any school activity which are deemed to be grounds for disciplinary action, including suspension or expulsion, are:

1. Breaking of school or classroom rules
2. Extortion
3. Failure to comply with reasonable request
4. Fighting
5. Intimidation/harassment, threats by word or deed
6. Obscenity/profanity
7. Open defiance/insubordination
8. Possession, consumption, sale or being under the influence of illicit drugs, controlled substances, manufactured non-medical or non-prescribed mood altering substances or alcoholic beverages.
9. Possession or use of weapons (including fireworks).
10. Possession, use, consumption or sale of narcotics or drugs
11. Smoking, chewing or possession of any tobacco product is prohibited (KS. Statute \$50 fine for those under 18). Visible smoke is prima facie evidence that a student is smoking.
12. Stealing
13. Excessive tardies
14. Threats (by word or deed)
15. Excessive absences/truancy
16. Unruly conduct that disrupts the school, including unauthorized demonstrations or walkouts
17. Vandalism
18. Disrespect to staff members or school employees
19. Inappropriate conduct at activities
20. Promotion of gang-related affiliations or activities including graffiti, gang signs, or gang clothing
21. Inappropriate computer/technology equipment use
22. Public displays of affection (PDA) Violation.
23. Other matters covered by KSA 72-8901

DISCIPLINARY PROBATION STATUS

Any school imposed discipline (loss of privilege, suspension or expulsion), may be deferred by the principal and/or district hearing officer. The student involved may be placed on probation for a set period of time. The disciplinary action will remain deferred so long as the student meets the conditions of the probation. If a student is placed on probation, written notification shall be sent to the student's parent or guardian containing the terms and conditions of the probation.

The student shall sign a statement that: the terms and conditions have been explained, the student understands the conditions, the student agrees to abide by the conditions and failure to abide by the conditions may be reason to reinstate the original punishment.

Any probation arrangements resulting from violations of the weapons policy shall be handled by the superintendent. See "Weapons"

ACCEPTABLE USE OF TECHNOLOGY

Students will access technology, computers, information networks, and the Internet to achieve the learning outcomes of the district's academic programs. It is the student's responsibility to access files that are consistent with the learning outcomes/objectives of these academic programs. Use of USD 232 technology, computer resources and the Internet constitutes the student's agreement to these terms. Any violation of these terms and conditions may cause the student's access privileges to be revoked and will result in disciplinary action taken by USD 232 including possible legal action.

PUBLIC DISPLAY OF AFFECTION (PDA)

Students must maintain high levels of conduct at all times while at school or school-sponsored activities. While positive relationships with other students are encouraged, displaying affection towards another student must follow specific guidelines. Couples may not exceed holding hands while inside the school building or on school grounds. Examples of non-acceptable behavior include kissing, embracing, or any other behavior that may draw attention.

SEXUAL AND/OR RACIAL HARASSMENT (BOARD POLICY JGEC & JGECA)

The board of education is committed to providing a positive and productive learning and working environment, free from discrimination, including harassment, on the basis of sex, race, color or national origin. Harassment shall not be tolerated in the school district. Harassment of employees or students of the district by board members, administrators, licensed and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited. See Student and Parent Handbook Appendix or board policy manual for full copies of the policies.

All complaints of harassment will be thoroughly investigated and resolved in a prompt and equitable manner. Violations of these policies will be treated as serious disciplinary infractions. All school complaints should be reported to a counselor or administrator. All complaints of harassment will be confidential, and only those persons necessary for the investigation and resolution of the complaint will be given information about it.

ELECTRONIC DEVICES

Students may possess a cell phone or any other electronic device while on school property or while attending a school-sponsored activity, but are prohibited from using electronic devices during the school day as defined by the building administration. Violations of this policy will be handled by appropriate school personnel and may include losing the privilege of bringing a cell phone or other electronic device to school. The school district will not be responsible for lost, damaged, or stolen electronic devices.

Because of their disruptive nature, cell phones, and all other communication or transceiving devices are not to be on or used during school hours. In addition, headphones and all personal entertainment devices are prohibited during school hours. Violations of this policy will be dealt with as follows: First Violation – device will be confiscated, the student's name will be recorded and the device will be returned to the student at the end of the school day. Second Violation – device will be given to administration and returned following a parent contact. Upon any additional violations, the device will be confiscated and dealt with according to the student management program.

Due to the potential for invasions of privacy and instances of cheating, the use of any audio/video equipment will not be allowed during school hours or at any time in the bathrooms or locker rooms. Violations of this policy will be dealt with by the administration and, possibly, the legal system.

DISTRICT USE OF VIDEO CAMERAS

Video cameras may be used to record and monitor the conduct of students riding in district vehicles to help ensure orderly and safe operation.

Video cameras may also be used to record and monitor student behavior in or around any district facility.

WEAPONS

Students and staff have the right to work and study in a safe environment free of fear from violence. Students will not knowingly possess, handle, transport, display, offer to sell, barter, or exchange, or threaten to use any object at school, on school property or at a school-sponsored event that can reasonably be considered a weapon by administration or staff. This includes any item being used as a weapon or destructive device, or any facsimile of a weapon. Knives and chains will be considered weapons and will be confiscated.

In the event a student of the district or a visitor is found to be in violation of this guideline, the school

administration shall notify the appropriate law enforcement agency.

A student who brings a weapon of any kind to school may be suspended or expelled for extended periods (up to 186 days) in accordance with the board of education policies and laws of the state of Kansas.

DETENTION

Detentions may be assigned before or after school by the classroom teacher or the administrative team. If work or extracurricular activities interfere with detentions, it is the responsibility of the student to serve the detention and make arrangements with employers, coaches or sponsors. Failure to serve detentions will result in further disciplinary actions.

FRIDAY NIGHT SCHOOL

High Schools will conduct a Friday Night School as one optional disciplinary consequence. Students must arrive by 3:00 P.M. with enough school related work to engage in until 6:00 P.M. Failure to successfully complete the assigned Friday Night school will result in further consequences.

Students are responsible for making their own transportation arrangements.

SUSPENSION

It becomes necessary from time to time to take more serious action in attempting to maintain a positive educational climate at De Soto High School. Students are reminded of the very serious nature of both in-school (ISS) and out-of-school (OSS) suspensions. If previous measures have not corrected behavior problems, suspension procedures in accordance with KS 72-8902 will apply. In cases of short-term OSS (no more than five days) the student may make application to the building principal for making up major exams or projects that substantially affect his/her grade. Long-term suspensions (suspensions exceeding five days) are of a most serious nature. These suspensions will necessitate a hearing. Recent changes in legislation makes it possible for schools to long-term suspend/ expel students for more than the end of the current semester if violent or illegal acts necessitate the suspension. Districts may share that information with other districts and those students suspended may not be able to attend in another district during the term of the consequence. Students who have been given an OSS consequence may not attend any school sanctioned event, home or away, including neutral locations. Failure to comply with this statute will result in further disciplinary action and may include trespassing notification to local police authorities.

STUDENT DRESS AND PERSONAL APPEARANCE

The general atmosphere of a school must be conducive to learning. If a student's appearance attracts undue attention to the extent that it may become a disruptive factor in the educational process, they will be sent to the office. An administrator or designee will ask the student to make the necessary changes or will be given a shirt to wear. In the event that the change does not take place in the time allowed, the administrator will prescribe the disciplinary action. Dress code violations will be handled according to the student management program.

Additionally, a student's clothing or appearance which is vulgar, indecent, obscene or insulting, or which promotes or encourages behavior such as smoking, drinking, drug use, physical or sexual violence or the use of illegal substances, or which promotes illegal activities is prohibited.

Outdoor clothing, such as headgear, sunglasses, gloves, coats, etc. is to be removed upon entering the building and stored in the locker or other designated area provided by the school.

The following list is representative of inappropriate and distasteful attire that will not be permitted at school or school sponsored activities.

- Shirts that expose the midriff on either males or females.
- Clothing with excessive holes that end up being suggestive or distasteful in nature.
- Clothing which exposes undergarment (underwear) on either males or females.
- Short shorts or short skirts.
- Excessively baggy pants, trousers or shorts worn below the waistline.

- Attire of any sort that promotes, suggests or glamorizes gang affiliation.
- Spaghetti straps (less than one-inch width straps), halter-tops, low-cut tops or muscle shirts (shirts with long armholes).
- Roller skate tennis shoes are not allowed on school premises.

This list is not meant to be an exhaustive. The administration reserves the right to make judgments on attire and will request students who violate this code to make necessary changes or leave the school premises.

EXTRA-CURRICULAR ACTIVITIES

MISSION

The mission of the De Soto USD #232 Athletics and Activities is to deliver the best possible co-curricular experiences that help students to develop character, enhance citizenship, and learn critical life skills.

PURPOSE

USD #232 believes students act responsibly when given fair rules. These rules reinforce the fact that academic success is the primary goal. School activities and athletics are an important part of a student's success. However, participation is a privilege that must be earned and maintained. The following behavioral expectations have been established to help each student understand the importance of attendance and proper behavior to ensure their academic success and so they represent the district with dignity and respect.

De Soto USD 232 complies with all Kansas State High School Activities Association (KSHSAA) rules.

The following rules are considered the minimum required. Coaches and/or sponsors maintain the right to impose additional requirements. These requirements will be discussed in the "pre-season" meeting for the activity.

ATTENDANCE EXPECTATIONS

Good attendance is the key factor in academic success. Students participating in athletics and activities are required to attend at least a half-day of classes (defined as two full blocks excluding seminar period) to participate in practices, competition and performances. If an emergency arises and a student must be absent for any part of the day, the coach and the administration must be contacted and give approval for participation. It is the responsibility of the student to see their teacher before they miss class due to an activity or event. All work shall be made up at the convenience of the teacher.

Behavioral Expectations for Participation in Extra-Curricular Activities

Each student who participates in co-curricular and extra-curricular activities is a representative of the school district and is expected to conduct themselves in a lawful and a propriated manner at all times. Each student is expected to demonstrate leadership and discipline in the classroom, on the playing field and in a performance. Students that receive disciplinary actions from school or law enforcement officials are required to notify their coach and/or sponsor within 24 hours of the incident. Students are expected to take responsibility for his/her actions and comply with consequences in a cooperative manner. These expectations apply to activities not only on school property, but also to travel on district transportation, off site school sponsored activities, off site school conduct that causes or results in disruptive behavior on school property, and violent acts off site that pose a threat to the safety of students or staff, or disrupt the learning environment.

Drugs, Alcohol , & Tobacco

During any activity season (Fall, Winter, or Spring), regardless of the quantity, a student shall not: unlawfully manufacture, sell, distribute, dispense, possess, use or be under the influence of illicit drugs, controlled substances, manufactured non-medical or non-prescribed mood altering substances, or alcoholic beverages at school or on school district property, or at any school activity.

Interpretations:

1. The rule applies to the entire activity season. Any activity that spans the course of the year will be subject to the season in which the violation occurs (Fall, Winter, or Spring).
- *2. It is a violation for a student to be in possession of a controlled substance even if specifically prescribed for the student's own use by his/her doctor. Prescription medication may only be in the possession of and administered to the student by the sponsor or designated school employee or designated health professional.

*Special medical circumstances will be evaluated on an individual basis and brought to the attention of the coach, director or sponsor.

Governed Activities

All student activities that are governed under the jurisdiction of Kansas State High School Activities Association and those that represent USD 232 at any site or location are included in the policy. Activities and organizations not included in the above definition may operate under the Code of Conduct guidelines at the sponsor's discretion.

Penalties for Violations

Penalties will accumulate during any activity season from August through July and will affect all activities in which the offending student is participating at the time. Penalties incurred near the end of a season may be enforced at the beginning of the next season of participation. Penalties may include but not be limited to:

***First Violation**

At minimum, the student shall forfeit eligibility for the next two (2) consecutive inter-scholastic event dates or two (2) weeks of a competition season (beginning with the first competition date) in which the student is a participant, whichever includes the greater number of contests. Students are not allowed to suit up on the date(s) of their activity suspension. However, at the discretion of the Building Administrative Team, disciplined students may attend games but may not suit up. No exception is permitted for a student who becomes a participant in a treatment program.

***Second Violation**

At minimum, the student shall forfeit eligibility for the remainder of the current activity season or remain ineligible for any governed activity for the next six (6) week period, whichever is greater, excluding buffer week, KSHSAA non-practice dates, holidays and spring break.

Third Violation/Serious Violation

As determined by the Building Administrative Team, a student may become ineligible for multiple seasons of activities not to exceed a period of one year from the date of the last violation.

*Seriousness of the violation may warrant movement to higher levels of consequence.

Zero Tolerance Drug Free Schools Policy - JDDA

Maintaining drug-free schools is important in establishing an appropriate learning environment for the district's students. The unlawful possession (including being under the influence), use, sale or

distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity is prohibited.

As a condition of continued enrollment in the district, students shall abide by the *terms of this policy*.

Students shall not unlawfully manufacture, sell, distribute, dispense, possess, use or be under the influence of illicit drugs, controlled substances, manufactured non-medical or non-prescribed mood altering substances, or alcoholic beverages at school or on school district property, or at any school activity. Any student violating the terms of this policy will be reported to the appropriate law enforcement officials, and will be subject to all disciplinary actions approved by the board. Any student violating the terms of this policy will be reported to the appropriate law enforcement officials, and will be subject to the following sanctions:

First Offense

A first time violator shall be subject to one or more of the following sanctions: A punishment up to and including long-term suspension. Additional consequences as defined by the co-curricular/extra-curricular participation guidelines.

Second Offense

A second time violator shall be subject to the following sanctions:

- A punishment up to and including long-term suspension.
- Additional consequences as defined by the co-curricular/extra-curricular participation guidelines.
- A student placed on long-term suspension under this policy may be readmitted on a probationary status if the student agrees to complete a drug and alcohol rehabilitation program.

Third and Subsequent Offenses

A student, who violates the terms of this policy for the third time, and any subsequent violations, shall be subject to the following sanctions:

- A punishment up to and including expulsion from school.
- Additional consequences as defined by the co-curricular/extra-curricular participation guidelines.

Students who are suspended or expelled under the terms of this policy shall be afforded the due process rights contained in board policies and Kansas statutes, K.S.A. 72-8901, et seq. Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline.

All district employees shall report immediately to the school principal any observed use, sale, transfer or possession of any drug, medication, other chemical substance, or the paraphernalia associated with administering drugs. The principal, with the possible assistance of the School Nurse and/or

School Resource Officer, will conduct an investigation of the facts surrounding these reported observations, possibly including a review of the student's health record, and shall contact parents or legal guardians when necessary.

Any district employee who observes a student exhibiting an apparent health disturbance shall refer this student to the school nurse for further observation. If after this observation, the nurse has reasonable grounds to believe that the student's behavior or health disturbance may be related to the use of a restricted substance, the nurse shall alert the school principal who will then immediately contact the student's parents or legal guardians and urge that a physician be consulted.

A list of available drug and alcohol counseling and rehabilitation programs along with names and addresses of contact persons for each program is available in the appendix. If a student agrees to enter and complete a drug education or rehabilitation program, the cost of such program will be borne by the student and his or her parents. Parents or students should contact the directors of the programs to determine the cost and length of the program. (See Appendix for actions to be taken)

The administration may reduce suspension periods, if the student and parents provide proof of entry into approved intervention programs and subsequent successful completion of the full program course as outlined in the *Probationary Document*.

Students in violation of the Zero Tolerance Drug & Alcohol Policy will be deemed a student not in good standing. Seniors found to be in violation of this policy may be excluded from graduation exercises if it is determined by the Building Administrative Team that the student's presence at graduation exercises would be a disruptive/poor influence or a threat to the orderliness of the graduation ceremony. Seniors excluded from graduation exercises will receive their diplomas by mail at a later date, provided they have met graduation requirements.

Tobacco Use by Students - JCDA

Students are prohibited from possessing and/or using tobacco products on school property. "School property" includes all buildings, athletic fields and facilities, and parking lots. Possession of tobacco products in purses or lockers is prohibited under this policy. Students who are observed sitting in a car and using tobacco products after arriving or before leaving the campus or at any period of the school day shall be deemed to be in violation of this policy. Violators will be suspended for a period not to exceed 5 days.

ACADEMIC EXPECTATIONS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES:

Starting with the incoming Freshman in August, 2009 and extending to all current 10th-12th graders in January, 2010, USD 232 requires that all students must pass six (6) core subjects (based upon a cumulative weekly basis) in the previous semester to be eligible for participation in activities and athletics.

In addition to these requirements, USD 232 requires students to have a "C" average in all current classes with no F's in order to compete or perform. Students' grades will be checked every two weeks by the athletic director. If a student does not meet academic guidelines, the athletic director will give the student a one (1) week warning of pending academic probation. If the student fails to improve grades to meet the academic standards within one (1) week of the warning, the student will be put on academic probation. During academic probation the student will not be allowed to compete, but will be required to attend practices/rehearsals.

At the end of the week the student's probationary status will be reviewed and the student will either be taken off probation or remain on probation for another week. If after two weeks the student shows

no signs of improvement, the coach/sponsor, student and administrator will decide the next step. A student may be released from a team, group or club if adequate effort is not seen in deficit academic areas.

SPORTS OFFERED

Fall: Football, Boys' Soccer, Cross-Country, Girls' Tennis, Volleyball, and Girls' Golf

Winter: Boys' Basketball, Girls' Basketball and Wrestling

Spring: Softball, Girls' Soccer, Track, Baseball, Boys' Tennis and Golf

PHYSICAL EXAMINATION AND PARENTAL ACKNOWLEDGEMENT RULE

No student is eligible to represent his or her high school in interscholastic athletics until a physical is on file with the principal. The physical must consist of a signed statement by a practicing physician certifying that the student has passed an adequate physical examination and is physically fit to participate in interscholastic athletics. A parent or legal guardian must also sign this statement. The physical examination and KSHSAA form must be on file prior to the first practice.

ACTIVITY TICKET

The student activity ticket (ID card) allows students to go to all home athletic events except seasonal playoff games.

FIELD TRIPS

From time to time field trips will be planned to carry out curricular or extra-curricular activities.

When students are on field or activity trips they are not considered absent from school, however, students are responsible for any missed work. Students who have excessive absences during a semester may not be allowed to go on field trips. Sponsors should give advance notification to teachers, administration and the attendance secretary of all students attending any field trip.

ASSEMBLIES AND PEP RALLIES

Assemblies will be scheduled as warranted. Daily schedules will be altered depending upon the time needed for the assembly. Students are expected to be courteous, treated others with dignity and respect and follow all codes of conduct during pep rallies and assemblies.

STUDENT LEADERSHIP & ELECTIONS

Student council officers, class officers and class representatives are elected during the 4th quarter of the current school year for the next academic year. Incoming freshmen will be elected to the class leadership positions within the first two weeks of the school year. Elections are by secret ballot no sooner than one week after nomination. All candidates must prepare and present a speech to run for their desired position. Those who are elected to a leadership position are expected to attend student council meetings and plan and participate in the functions of the council as well as remain in good standing as a student at DeSoto High School.

EXTRA-CURRICULAR FUNDRAISING

All organizations wishing to conduct projects for the purpose of raising funds must have approval from the Board of Education. Applications should be submitted by the organization sponsor, and approved by the principal no later than November 1st.

SCHOOL DANCES

School dances may be held from time to time. The following rules will apply to all school dances:

1. Only students of DHS and their guests may attend.
2. Guests will only be admitted with a guest permit. Permits will be issued and approved by the administration. Guests must present photo identification for admittance.
3. Guests are subject to the same regulations as DHS students.

4. Recently graduated student under the age of 21 and students enrolled in a high school will be allowed to attend as guests.
5. Students in the 8th grade or below will not be admitted.
6. The sponsors will set the guidelines for admission after the scheduled starting time.
7. Students may leave the dance at any time, but they will not be readmitted.
8. Alcohol, tobacco, or drugs will not be tolerated. If it is the opinion of a sponsor that any student is under the influence of any substance, admittance will be denied and efforts will be made to notify their parents/guardians.
9. Students or their guests who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave, and parents may be contacted.
10. School dances are a school sponsored activity and the same student expectations apply to student behavior. Any action that is unacceptable in regards to the PDA policy during the school day applies to dances as well. A student exhibiting crude or sexually inappropriate behavior at a dance, as observed by administration or chaperones will be asked to cease the activity or they will be asked to leave the dance.

DHS Dance Policy- Appendix "B"

QUEEN & KING SELECTION POLICIES

The following requirements apply to all students prior to nomination for any Court, Homecoming or King/Queen Ceremonies:

- Must meet Academic Eligibility Standard (see page 5)
- No In/Out-of-School suspensions in the school-year in which the ceremony occurs
- Not considered truant in any class in the school year in which the ceremony occurs

The student council has developed rules for the selection of:

Homecoming Queen & King:

1. Only seniors are eligible to be voted Queen & King.
2. Three queen and king candidates will be nominated by the student body.
3. A female and male attendant will also be nominated from grades 9, 10 and 11. Attendants will be nominated by members of their own graduating class. Attendants will form the "Court" for the coronation ceremony.
4. To be eligible, a candidate must agree to attend the entire Homecoming Dance and represent the school properly.

The queen and king will be chosen from the nominees by secret vote of the student body during Homecoming week. Crowning will be held at the fall sports event deemed to have the largest attendance.

King & Queen of Winter Sports:

1. Any senior girl who has not previously been an attendant, candidate or Queen is eligible for Queen of Winter Sports.
2. Any senior boy who has not previously been an attendant, candidate or King is eligible for King of Winter Sports.
3. Three candidates for king, queen, and escorts will be nominated by the student body.
4. The student body will vote on the king & queen candidates during the week of the ceremony.
5. In order to be eligible, candidates must agree to attend the entire Winter Sports Dance and represent the school properly.

Prom King and Queen:

Candidates will be nominated by the Senior Class from lists of senior boys and senior girls meeting the following criteria:

1. The candidates have not been an attendant, queen or king for a similar candidacy during the school year
2. Candidates must have met their financial obligations by February 1.
3. The candidates will be voted on by De Soto High School students attending prom.
4. The king and queen will be crowned at the prom.
5. In order to be eligible, candidates must be in attendance throughout the entire prom dance.

STUDENT - NOT-IN-GOOD-STANDING

A student is deemed not in good standing when they have accrued 10 discipline points or as determined by the principal or principal's designee. This will result in a "loss of privileges" for a period of time specified by the principal or principal's designee.

Once a student reaches 10 points in the Student Management Program, he/she will be subject to a reduction of school privileges including, but not limited to, school dances, attendance at school activities, field trips, etc. It should be noted that a student may also lose privileges due to an accumulation of points rendered for attendance based referrals, as well as for failure to provide funds for unpaid fees from the previous school year(s).

Students who fail to make appropriate arrangements for fee payments may be placed on the loss of privileges list. Any student that reaches 10 points will be deemed "Not In Good Standing" and will be ineligible to participate and represent the district in extra-curricular activities. The terms and privileges will be addressed by the administration in the parent contact indicated in the Student Management System. The student will be responsible for contacting the administrator to re-evaluate his/her point management and good standing status.

A student who is assigned in-school suspension is not in good standing and is thereby prohibited from representing his or her school in any school activity during the period of suspension.

VISITATIONS TO INSTITUTES OF HIGHER LEARNING

It is often advantageous for seniors to visit institutes of higher learning in accordance with their post high school plans. Seniors may be excused for visiting institutions of higher learning providing the following four requirements are met:

1. The student must be in good academic standing.
2. The student must have a solid attendance record.
3. All work must be made up before going on a school visitation.
4. Parental permission is given for the visitation.

Once the above requirements have been met, the student must discuss his/her plans with one of the counselors. The counselor will tell the student whom he/she should contact to make arrangements for the visitation. The student is encouraged to make all of the necessary appointments. However, the counselor can make appointments for the student when appropriate. Parents are encouraged to contact the counselor to discuss their student's visitation.

UNAUTHORIZED SCHOOL ACTIVITIES

Students participating in any unauthorized and unscheduled school group activity shall be subject to suspension, expulsion, or such other disciplinary action as may be prescribed by the administration and the Board of Education. Students taking part in unauthorized group leave (skip day) may be required to attend additional day(s) after the end of the regular school term. "Senior Skip Day" is considered an unauthorized activity and participants are subject to disciplinary action.

ILLNESS OR INJURY DURING SCHOOL

A student who is too ill to remain in class is to report to the nurse's office. If necessary, school personnel will call the parents/guardians. School personnel, including the nurse, are not authorized to prescribe medicine, perform treatments or make a diagnosis. We only practice first aid. Students who are ill or injured are not to be taken or sent home until parents or other designated

responsible people have been contacted.

FIRST AID (BOARD POLICY JGFG)

If a student has an accident which requires medical treatment, no action shall be taken by an employee except the following

- send for medical help;
- make the student as comfortable as possible while waiting for competent medical assistance to arrive; and
- notify the principal.

If an employee present is qualified to administer first aid, aid may be given. Qualified employees, for this purpose are those employees who have successfully completed an approved Red Cross first aid program.

HIGH SCHOOL MEDICATION POLICY

The supervision of medications shall be in strict compliance with board policies and guidelines. For any medication, prescription or over-the-counter, to be self-administered or administered by school personnel, the parent must give consent and must agree to release the school district and personnel from liability. The consent and release from liability must be in writing on the proper District Medication Form.

Students in grades 9 through 12 may carry and take their own prescription medication unless the prescribing health professional specifically orders the medication to be administered through the health room. Medication is to be carried in prescription bottles with the name of the medication and directions attached. Controlled drugs, such as Ritalin and narcotic pain medications, must be kept in a locked area of the office or health room and administered by the nurse or the designee. Students with chronic conditions should have a record of medications on file in the health room.

Any changes in type of drugs, dosage and/or time of administration should be accompanied by new physician and parent permission signatures and a newly labeled pharmacy container.

Common over-the-counter medication for minor discomforts (Tylenol, Midol, Advil) may be carried by the students in grades 9 through 12 with parental permission. The student should carry what is needed for that day and it should be carried in the original container that is clearly marked. A limited amount of Acetaminophen and Ibuprofen is stocked in the health room for student use with parental written permission.

The building administrator may choose to discontinue the administration of medication provided s/he has first notified the parents or medical person in advance of the reasons for and date of the discontinuance.

In the administration of medication, the school employee shall not be deemed to have assumed to himself any other legal responsibility other than acting as a duly authorized employee of the school district.

ACCIDENTS, INJURIES AND INSURANCE

Students are sometimes injured at school or school sponsored activities. The school does not maintain an insurance policy on students for such accidents. Student insurance is available for a nominal cost through companies working with the school district. Applications are available from the building office or district web site. Parents are provided this information at enrollment and are requested to purchase or waive the insurance.

FIRE AND SEVERE WEATHER DRILLS

Fire drills are required by law at regular intervals and are an important safety precaution. The first fire drill will be announced. After the first drill, no announcements will be made. When the fire alarm or other signal is given, it is imperative that everyone promptly vacates the building by the prescribed route which is posted in each room. A fire drill plan is posted in each room and students should be aware of the route to be taken for any given hour of the day. Students are to remain outside the building until a signal is given to return inside. Each teacher will be responsible for assisting any

student with a disability in their charge to the nearest accessible exit or safe refuge area. Each building administrator will be responsible for assisting any visitor with a disability to the nearest accessible exit or safe refuge area.

Three severe weather drills will be conducted during the school year. During a tornado drill or tornado warning, all students are taken to designated areas until an "all clear" is sounded. Students should know where they are assigned to go during a storm warning drill.

After the "all clear", students may only be released to their parents or to an authorized adult. If the severe weather warning extends beyond the school day, children will remain at school until the "all clear" sounds or are picked up by their parent(s)/ guardian(s) or authorized adult.

GUIDANCE AND COUNSELING

USD 232 maintains a guidance counseling program for the benefit of students. There are several reasons why students may wish to confer with the guidance counselor:

1. To have someone listen to and work with personal problems.
2. Gain information concerning vocations and careers.
3. To receive help with class scheduling.
4. To plan for future class enrollments.
5. To gather information concerning colleges, trade schools, military service, scholarships and other information about post high school training.
6. To receive interpretation of test results.

TELEPHONE CALLS

Telephone calls may be made to the school office (913) 667-6250 between the hours of 7:30 a.m. and 4:00 p.m. The office is not open on Saturdays, Sundays or holidays.

Students may make necessary calls home from the office with permission. Students are not to make or receive calls on personal cell phones during school hours (See electronic devices). Parents are requested to NOT call their students cell phone during school hours. If it is important, please call the office and ask that a message be delivered. Tardies resulting from the use of the telephone between classes will be unexcused. No passes will be given to the office for telephone use.

FEES

A student material fee will be assessed each year. For students in grades 6 – 12, this fee includes the cost of one school planner. Additional fees are charged in classes where materials are used and retained by the student.

STUDENT RECORDS

Under the provisions of the Family Educational Rights and Privacy Act (FERPA) parents of students and eligible students (those who are 18 or older) are afforded various rights with regard to the educational records which are kept and maintained by the school. Please refer to the Student and Parent Handbook for an explanation of these rights.

DIRECTORY INFORMATION

Please refer to the Student and Parent Handbook for the list USD 232 has designated as directory information which may be disclosed for any purpose without your consent.

PERMISSION TO PUBLISH/RELEASE STUDENT INFORMATION

Student photographs, names, and/or student work may be used in the building/district publications, local media, and/or other publications deemed appropriate by the building/district. The information will be used for program descriptions and/or student participation.

You have a right to deny the release of / or designation of any / all of the above student work and directory information by completing the Student Media and Directory Information Permission Form. The form must be returned to your student's school by September 7th, 2009 or within two (2) weeks of enrollment. If this form is not filed indicating your denial for releasing information, USD

232 assumes there is no objection and any or all student information deemed public, schoolwork, activities, pictures and directory information listed above may be released to the media.

WEB PAGE GUIDELINES

We will provide a release form for parents (or students over 18) to sign regarding publishing their picture, name, work, or performance on the district/school web pages.

PARKING

Parking on campus is a privilege extended to the students of De Soto High School. For the purposes of organization and security, the administration of De Soto High School has developed a list of guidelines and consequences for violation of parking privileges on the campus. All students must register any car they drive and park at DHS with the Attendance Secretary or SRO. PRIOR to parking the vehicle on school property students must visibly display their parking permit on the rear window. The parking lot is the property of USD 232 and as such, cars parked in it are subject to search and inspection by authorized personnel and / or school officials. Students may receive a school-issued parking ticket for failure to comply with parking lot regulations.

1st time parking violation - \$5 Fee

2nd time parking violation - \$10 Fee

Each subsequent parking infraction increases in \$5 increments.

Enforcement of parking infractions is the responsibility of the administration. Several key rules govern parking on campus. Among these are:

1. Do not park in teacher's parking area.
2. NO parking in designated handicap or visitor parking spaces
3. Park within the marked lines
4. Loitering in the parking lot is NOT allowed; once on campus, proceed into the building
5. Follow posted speed limits -15 MPH
6. Students are not allowed to go to their cars during the school day without permission from an administrator or the SRO.
7. No through traffic before and after school between high school and middle school parking lots.

DRIVING VIOLATIONS

Students driving on campus will display prudent and cautious driving behavior at all times. Reckless driving and speeding will be dealt with severely. The administration and local law enforcement will determine punishment for this type of driving. The administration may suspend parking and driving privileges any time for any reason.

SCHOOL BUS DISCIPLINE

At the first indication of a persistent behavior problem on the part of a bus rider, the driver must arrange for a personal and private conference with the individual. A written record of the conference and any action taken shall be made and the building administrator shall receive a copy. The student must sign this conference slip or a notation must be made that the student refused to sign. The building administrator shall notify the parents of possible consequences. In the event the behavior problem is still not corrected, a green slip will be issued, the bus driver shall contact the parent personally and the student shall be suspended from bus service for three days. If the student continues to be disruptive, the school will have no choice but to protect the rights of other riders through long-term suspension of bus service. A second green slip is required plus notification to the parent.

Parents may request a hearing in the case of long-term suspension. The hearing committee shall consist of a representative of the board and an administrator.

If a green slip is given in the morning, the student's suspension will begin the following day. Activity or behavior by a student riding the bus, which threatens the safety of other bus riders or is in open defiance of a request by the driver, shall result in immediate suspension of bus service pending a parent conference.

Students riding the bus home are to load the bus at the designated time and location. They are not allowed to walk to LTMS.

FOOD AND DRINK

Provisions are made for students to purchase soft drinks and candy during appropriate times. No liquids or containers are to be brought into the building. No food and drink is to be consumed in classrooms. Students are not to be at the pop or candy machines during classroom hours.

STUDENT NUTRITION

STUDENT NUTRITION

Lunch is served daily in the cafeteria or students may bring their lunch. The school lunch costs \$1.95 each. Milk is \$.40 each. A second student lunch is \$3.05. An adult lunch is \$3.05. Due to various food allergies and restricted diets, parents may only bring food in for their student which is not to be shared with other students. Students may not leave campus during their lunch period.

CAFETERIA/COMMONS

The cafeteria/commons, besides being a lunchroom is a good place for developing appropriate interpersonal relationships. Each student is expected to practice the general rules of good manners that one should find in the home. Some simple rules of courteous behavior that will make the lunch period pleasant and relaxed are:

1. Observing good dining room standards at the table.
2. Leaving the table and the surrounding area clean and orderly.
3. Replacing chairs and putting trash in the proper containers.
4. Not leaving the commons while eating or carrying food.
5. Only seniors are allowed to eat lunch in the outdoor dining area.

All students will report to the commons during their assigned lunch period unless the lunchroom supervisor or their classroom teacher grants them permission to be in other areas of the building. Violators are subject to penalties appropriate for skipping classes.

HAVE A GREAT YEAR!

Acknowledgment of Receipt of Handbook

By receipt of the handbook, the student acknowledges the following.

This handbook contains the yearly required notification on the following issues:

- Technology Access and Authorized Use Policy (AUP)
- Nondiscrimination
- Family Educational Right to Privacy Act
- Directory Information
- Drug Free Schools and Communities Policy
- Inoculations/ Immunizations
- Availability of Asbestos Plan

As a condition of enrollment, the student is required to abide by all regulations contained in this handbook as well as other policies and procedures established by the board of education.

If the student chooses not to abide by the regulations contained in this handbook, any other policy and procedures established by the school or board of education, or any reasonable request by school authorities, disciplinary action may be imposed, up to and including expulsion from school.

DE SOTO USD 232

ANTI-BULLYING STATEMENT

De Soto USD 232 is a place where the business of education can be conducted in a welcoming environment free of intimidation, violence, and fear. This setting provides an educational climate that fosters a spirit of acceptance and care of every child. It is a place where behavioral expectations are clearly communicated, consistently enforced, and fairly applied.

STUDENT ANTI-BULLYING PLEDGE

We, the students of De Soto USD 232, agree to join together to stamp out bullying at our school. We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion, and nationality.

Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as "kids being kids," "just teasing" or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, we the students agree to:

- Value student differences and treat others with respect.
- Not become involved in bullying incidents or be a bully.
- Be aware of the school's policies and support system with regard to bullying.
- Report honestly and immediately all incidents of bullying to a faculty member.
- Be alert in places around the school where there is less adult supervision, such as bathrooms, corridors, and stairwells.
- Support students who have been or are subjected to bullying.
- Talk to teachers and parents about concerns and issues regarding bullying.
- Work with other students and faculty, to help the school deal with bullying effectively.
- Encourage teachers to discuss bullying issues in the classroom.
- Provide a good role model for younger students and support them if bullying occurs.
- Participate fully and contribute to assemblies dealing with bullying.

I acknowledge that whether I am being a bully or see someone being bullied, if I don't report or stop the bullying, I am just as guilty.

Signed by: _____

Print name: _____

Date: _____

2011-2012 Student Handbook



8001 MIZE ROAD
LENEXA, KS 66227
PHONE (913) 667-3512
FAX (913) 422-9229
www.usd232.org/mcms

LARRY BREEDLOVE-PRINCIPAL
JOSH KINDLER-ASSOCIATE PRINCIPAL
POLLY VADER-COUNSELOR

OFFICE HOURS- 7:30AM-4:00PM
SCHOOL HOURS- 7:55AM-3:00PM

This agenda belongs to:

Name _____

Address _____

City/State _____ Zip Code _____

Phone _____

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MCMS STAFF 2011-2012

Administrative Team

Principal: Mr. Larry Breedlove
Associate Principal: Mr. Josh Kindler

Support Staff

Counselor: Mrs. Polly Vader
Social Worker: Ms. Carrie Hale
Psychologist: Ms. Rebecca Presley
Media Specialist: Mrs. Dena Novak
ESL Teacher: Mrs. Debbie Taylor
Speech Therapist: Ms. Kristen Swartz
Resource Teachers: Mrs. Beck Jones
Mrs. Rebecca Elliot
Connections Teacher: Mrs. Erin Tyson

Sixth Grade

Gold Team

Social Studies/LINC: Mr. Mark Gastelum
Comm. Arts/LINC: Ms. Kris Langton
Science /LINC: Ms. Kelly Burgess
Math/LINC: Mrs. Amber Boyington

Black Team

Social Studies/LINC: Mr. Drew Walters
Comm. Arts/LINC: Mrs. Megan Roberts
Science /LINC: Miss Angela Steele
Math/LINC: Mrs. Cathy Hubler

Seventh Grade

Gold Team

Social Studies/LINC: Mr. Ryan Robie
Comm. Arts/LINC: Miss Stacia Wagner
Science /LINC: Mrs. Andrea Hight
Math/LINC: Mrs. Jill Church

Black Team

Social Studies/LINC: Mrs. Laura Morford
Comm. Arts/LINC: Mrs. Melissa Dewitt
Science /LINC: Mrs. Brandi Roberts
Math/LINC: Mrs. Dotti Burns

Eighth Grade

Gold Team

Social Studies/LINC: Mr. Lynn Hoffman
Comm. Arts/LINC: Mrs. Jennifer Henderson
Science /LINC: Mr. Bob Gadwood
Math/LINC: Mrs. Kristen Banuelos

Black Team

Social Studies/LINC: Mr. Travis Webb
Comm. Arts/LINC: Mrs. Lisa Thompson
Science /LINC: Ms. Laura Decedue
Math/LINC: Mrs. Lisa Mead

Exploratory Teachers

Art: Ms. Ashleigh Garcia
Band: Mr. Bob Ball
FACS: Mrs. Melissa Miller
Foreign Language: Mrs. Anna Jackson

Girls Physical Education/ Health:

Mrs. Jenny Barnhart

Boys Physical Education/Health:

Mr. Larry Benson

Technology:

Mrs. Melissa Eker

Computers/Publication:

Miss Julie Burik

Vocal Music:

Mrs. Mindy Fry

Engineering Application:

Mr. Mike Theleman

Support Personnel

Secretaries:

Ms. Wendy Cline
Mrs. Tammy Higgins
Mrs. Shelly Arbaugh
Ms. Shannon Eugster
Mrs. Penny Burford

Nurse:

Ms. Shannon Eugster

Library Aide:

Mrs. Penny Burford

Paraprofessionals:

Ms. Terry Smith
Mrs. Jill Huber
Mrs. Michelle Hess
Mrs. Kelly Hall
Ms. Belinda Benson

Head Custodian:

Mr. Larry Coffman

Cafeteria Manager:

Mrs. Addie Rhodes

MISSION STATEMENT

ENTER TO LEARN;
GO FORTH TO SERVE

The MCMS team believes...

Our fundamental purpose is achieved by having a dedicated, collaborative staff and community that supports student learning.

MCMS Staff will do this by:

- Advocating for our students
- Being positive role models for students
- Having a willingness to accept change
- Providing meaningful and relevant instruction
- Embracing personal and professional growth
- Practicing best practices in instruction, curriculum and assessment
- Understanding middle school students
- Relating to students and staff with integrity (trust, honesty, value-oriented)

WELCOME!

Welcome to Mill Creek Middle School for the 2011-2012 school year! We hope you will take full advantage of the many opportunities available at MCMS. It is important to remember each student has the right to learn and the responsibility to follow all school rules and expectations. Take pride in yourself, our school, and our community! This planner, if used properly, will help you be more organized and successful. Again, we are glad you are with us. Have a fantastic year!

PHILOSOPHY

The middle school program is designed to meet the individual needs of young adolescents. Student centered programs and activities meet the special

needs of these students and provide a bridge from elementary school to high school.

The middle school instructional program is distinctively different from the elementary or high school. This program offers a strong basic education and opportunities for students to explore various subjects to help determine areas of interest for future study. Teachers, counselors, and administrators strive to balance academic goals with student needs. Students will have a middle school schedule that includes different teachers and rooms for each subject. These teachers meet as a team to monitor each student's academic, social, emotional, and physical progress.

The middle school provides many exploratory activities to meet the individual needs of the young adolescent. All students will have access to a large variety of activities.

In the middle school, it is essential that each student better understand himself/herself. Students must learn to accept individual differences and to respect each other. To this end, the middle school offers positive learning experiences and effective guidance for the academic, social, emotional, and physical development of each student

In the middle school, parents, teachers, counselors, and administrators share the responsibility of making sure students receive the best possible education. The mutual goal is to help all students develop a positive self-concept and to provide all students with a good foundation of basic skills and an interest in subjects to study in high school and beyond.

PARENT COMMUNICATION

Lines of communication must remain open to achieve the goals of the partnership. The school has a responsibility to communicate concerns with parents and parents have a responsibility to communicate concerns with the school. Parents are encouraged to first visit directly with those closest to the situation. If a solution fails to emerge, resolution may be found with the school counselor or administration. To aid with communication, the following are provided.

Newsletter

A newsletter will be posted on the school website every Friday or last day of the school week. Our primary parent communication tool is the MCMS website. Parents can find a monthly event calendar, lunch menu, notice of important events, and other class and school information.

Skyward Family Access

Families will have Skyward Family Access available online to allow parents and guardians to see current grades, discipline, and other pertinent information. For more information contact the MCMS office.

Voicemail & E-mail

Messages may be left for teachers using voicemail or e-mail. Please allow teachers 48 hours to respond. Staff voicemail boxes and e-mail addresses are found on the school website and in the first school newsletter. If an emergency presents itself, please communicate directly with the appropriate staff member by calling (913) 667-3512 or visiting the school.

Website

District: www.usd232.org

PERMISSION FOR PUBLICATIONS

Upon enrollment, parents of all middle school-age students must give written notice, via the district's Student Media and Directory Information Permission Form, to their school's principal to exclude their child from the release of student information, schoolwork, activities, pictures and directory information. This may include still images, video images, audio interviews, class or team pictures, copies of papers and projects, listing in extra-curricular activity, school programs, and inclusion in school, district newsletter. This form will also serve as a release from publication of still images and/or video images used by local media.

USD 232 middle schools post a school/activity web page on the district website. We would like to include certain schoolwork, activities, and pictures. These might be still images, motion pictures, sound clips, class or team pictures, or copies of papers and projects. We want you as parents/guardians to be comfortable with the inclusion of your student, and their material, on these pages. If at any time the web page includes material, from your student, that you wish to have removed, you can contact the school administrator.

Student Records

Under the provisions of the Family Educational Rights and Privacy Act (FERPA) parents of students and eligible students (those who are 18 or older) are afforded various rights with regard to educational records which are kept and maintained by the school. In accordance with FERPA, you are required to be notified of those rights which include:

- The right to review and inspect your educational records except those which are specifically exempted.
- The right to prevent disclosure of personally identifiable information contained in your educational records to other persons with certain limited exceptions. Disclosure of information from your educational records to other persons will occur only if: we have your prior written consent for disclosure; the information is considered directory information and you have not objected to the release of such information (see —Directory Information); and disclosure without consent is permitted by law.

- The right to request your educational records be amended if you believe the records are misleading, inaccurate, or otherwise in violation of your rights. This right includes the right to request a hearing at which you may present evidence to show why the record should be changed if your request for an amendment to your records is denied in the first instance.
- The right to file a complaint with the Family Policy and Regulations Office at the U.S. Department of Education if you believe USD 232 has failed to comply with FERPA's requirements. The address of this office is 400 Maryland Ave. SW, MES, Room 4074, Washington, D.C. 20202.
- The right to obtain a copy of USD 232 policies for complying with FERPA. A copy may be obtained from the Office of the Superintendent, 35200 W. 91st, De Soto, KS 66018.

Directory Information

For purposes of FERPA, USD 232 has designated certain information contained in educational records as directory information which may be disclosed for any purpose without your consent.

You have a right to deny the release of / or designation of any / all of the above student work and directory information by completing the **Student Media and Directory Information Permission Form**. The form **must** be returned to your student's school within two (2) weeks of enrollment. If this form is not filed indicating your denial for releasing information, USD 232 assumes there is no objection and any or all student information deemed public, schoolwork, activities and pictures listed above may be released to the media, published by the district or posted on the district's website.

STUDENT SERVICES

Student Intervention Team

The purpose of the Student Intervention Team is to offer assistance to students, parents, and school staff when there is a community, family, school, or individual/peer concern. Parents, staff members, and/or students can make referrals to the Student Intervention Team through the guidance counseling office.

Guidance Services

Guidance services include assistance with home, school and/or social concerns; class scheduling and educational planning; the interpretation of test scores; occupational and career information; and opportunities for discussion pertaining to questions a student may have. Students wanting to see their guidance counselor should make an appointment between class periods.

HEALTH SERVICES

The health office is maintained for the care of students who are injured or become ill at school. The nurse is on duty at MCMS daily.

When it is necessary to send a student home, a parent must be contacted before the student can be released. **Students are not to call a parent from a classroom phone or use a cell phone if they are not feeling well.** A phone is available in the health room for this purpose. If parents cannot be reached, the emergency number listed on the child's enrollment form will be called.

Communicable Diseases

Any student noted by a physician or the school nurse as having a communicable disease may be required to withdraw from school for the duration of the illness. The student will be readmitted to regular classes upon termination of the illness, as authorized by the student's physician or as authorized by a health assessment team.

The school reserves the right to require a written statement from the student's physician indicating that the student is free from all symptoms of the disease.

Immunizations

Kansas Law requires that any student entering school for the first time in this state must present certification from a licensed physician that he/she has had immunization against polio, smallpox, diphtheria, whooping cough, tetanus, and measles, or indicate legal exemption.

Students who are not immunized against a particular disease(s) may be excluded from school during any outbreak.

Medication Policy

The following guidelines are required in order for over-the-counter or prescription medication to be dispensed by school personnel.

1. The parent/guardian **must** give their consent in writing (on the proper District Medication Form) for any medication to be dispensed by school personnel or self-administered by student such as Tylenol, Advil, and sinus medication.
2. Prescription medication requires a written order by the physician and must be given to the school with specific directions in regards to the medication, dosage, and time it should be dispensed.
3. All medication must be in its original container and be kept in the health room unless a physician has written an order stating otherwise (i.e. inhalers for asthma).
4. The student must also demonstrate (to the school nurse) the skill level necessary to use the medication and any device that is necessary to administer the medication as prescribed.

Non-participation for Medical Reasons

Medical conditions that prevent student participation in class (usually physical education classes) will be addressed with the following guidelines: Parents should send a note with the student to the school health office with the reason for being excused. A call

or note from your doctor's office is necessary to be excused for more than 2 days. Limitations will be defined by the injury or illness. If you believe the situation is severe, your son/daughter should be seen by your doctor and obtain a written excuse. All physicians' notes should include a description of the injury or illness and the amount of time a student should be excused from activity.

ATTENDANCE

Students are expected to attend school and to be present and punctual for all classes each day that school is in session. Regular attendance is basic to the educational process. Students are required to be in attendance each school day from 7:55 a.m. - 3:00 p.m.

Excused Absence

The only acceptable reasons for absences are: illness, appointments, court appearance, family emergencies (funerals, critical illness), religious holidays, and school sponsored events.

Unexcused Absence

Under rules of the Board of Education, a student's absence is unexcused: if under suspension (out-of-school), if he/she leaves school without permission, if he/she does not attend a class, does not attend a required conference or detention period or fails to comply with building attendance procedures. In addition, MCMS requires that all absences that have not been excused within three (3) school days will be permanently coded as "unexcused." If a student is more than 30 minutes late to a class it will be counted as a skip and unexcused absence. If a student has multiple unexcused absences, a truancy report may be filed with the district attorney.

Students will ask teachers for the assignments missed during the unexcused absence so they may make up missed work, and in so doing, maintain continuity of learning by obtaining the knowledge necessary for further study.

Report an Absence

A 24-hour voicemail phone line (**422-9698**) is available to report an absence. If you need to speak with someone in person, our office opens at 7:30 a.m. We ask that you call on the day of the absence or before if possible. Please include the following information:

- Leave your name, relationship
- Student's name, grade
- Date & hours missed
- Reason for absence

Arriving and Leaving School

At the beginning of the day all students should enter at the front doors. When students arrive at school, they need to report to the commons.

Requesting Early Dismissal

A note or call is requested for any early dismissal from school for appointments. Students must report to the Main Office to be signed out by a parent/guardian before leaving the building. If a parent is sending another adult or older sibling to pick up a student, the parent must notify the office that this person has permission to pick up the student.

Students are not to leave school property until dismissal time, or until checking out in the office.

Attendance Notes

- a) If a student is more than thirty minutes late to a class, it will be counted as an absence.
- b) Nine hourly absences, excused or unexcused, from a combination of one or more classes, will be coded as a full day absence. Example: A student is absent in first hour three times, second hour two times, and seventh hour 4 times, then one full day absence will be recorded.
- c) For EACH absence after the tenth absence, the attendance secretaries are required to ask for a detailed doctor's note stating the student will be unable to function at school.
- e) The decision to code an absence as excused or unexcused is determined by the MCMS administration.

Make-Up Work

If a student has been absent for an excused reason, the student will have an opportunity to make-up missed work.

Reminders:

1. It is the student's responsibility to contact the teacher(s) involved to determine make-up assignments and establish mutually agreeable times for daily work and test make-up.
2. The teachers will grant the number of days missed plus two (2) days for each day absent to complete missed work.
3. If the student will be absent beyond three weeks, please contact the counselor or nurse; a referral will be submitted for homebound instruction.
4. Parents are encouraged to call the school office (during the morning) and request assignments if the student will be absent two (2) or more days. This will enable students to keep up with class work when they are absent.
5. Students may contact the counselor for assistance prioritizing, organizing, and managing time.
6. Daily Agenda information for each core team is located on the MCMS website.

Truancy

Under the laws of the State of Kansas, all students between the ages of seven and eighteen years (twenty-one for special education students) must be in regular and continuous attendance at school unless lawfully excused there from. The law in Kansas (K.S.A. 72-1113) states that students are truant when they are inexcusably absent for three (3)

consecutive school days, five (5) or more school days in one semester, or seven (7) days in a school year.

Tardies

The purpose of the MCMS Tardy Policy is to maximize classroom attendance, academic excellence, and student accountability; and to minimize classroom disruptions. Students arriving after 7:55 a.m. must report to the office to sign-in and receive a pass before reporting to class. If buses are late students will be excused without reporting to the office. Students who walk to school or rely on other transportation will not be excused unless a parent/guardian calls to explain the extraordinary circumstance of the late arrival. **Students are not excused for "oversleeping" or "running late"**. Passes are not issued by the office for tardies between classes. Teachers keep a record of tardies and assess consequences for this behavior. Four unexcused tardies during a quarter to any one class will result in a disciplinary referral to the office. Four minutes are allowed between each class period. It is expected that all students will report to class on time. Parents will be notified of excessive tardiness.

GRADES & PROGRESS REPORTS

Students will receive letter grades in all subjects with the exception of Mustang Extended Learning Time, which is Pass/Fail. Midway through each grading period, a progress report will be issued to all students. If students are receiving a D or F grade in any course Early Warning Progress Reports will be sent home twice a quarter. The purpose of these reports is to keep parents informed about their student's academic progress. A signature sheet for progress reports and grade cards should be signed by parents and returned to the school. Academic eligibility for 7th and 8th grade students is determined by final grades in the previous semester. For example, the 2nd semester grades in 6th grade will determine eligibility for 7th grade fall sports.

Honor Roll

An honor roll will be published after each academic quarter. Two categories of distinction exist: Principal's Honor Roll and Black and Gold Honor Roll. Students must have earned all A's to be on the Principal's Honor Roll. Students on the Black and Gold Honor Roll must have earned all A's and B's

Grading Scale

97.55-100 = A+
92.55-97.54 = A
89.55-92.54 = A-
86.55-89.54 = B+
82.55-86.54 = B
79.55-82.54 = B-
76.55-79.54 = C+
72.55-76.54 = C
69.55-72.54 = C-
66.55-69.54 = D+
62.55-66.54 = D

59.55-62.54 = D-
0-59.54 = F

Extended Learning Opportunities

The board may require extended learning opportunities for students not meeting minimum academic requirements as defined by the board. Students may be assigned to extended academic sessions including, but not limited to:

- before- or after-school;
- Friday school; or
- summer sessions.

Truancy laws, suspension and expulsion policies and laws, and all appropriate portions of the student behavior code shall apply during extended academic sessions.

Homework

All students are expected to complete and turn-in **ALL** assignments on time. Homework is an integral part of the learning process. It is a way for teachers to check for understanding and prepare students for examinations and assessments.

Late Work & Academic Learning Lab

We believe that successfully meeting deadlines is a useful habit for our students. It is expected that all assigned work will be turned in to the appropriate teacher on time.

MCMS has the option for students to stay to complete missing work on Thursdays from 3-4PM.

Advancement by Proficiency Examination (Testing Out)

Students in 6th-8th grade will be allowed to advance levels of courses in the core areas only. (No credit awarded; acceleration to the next course only.) For a complete list of course options and details on critical deadlines/requirements, please contact your building counselor.

ACADEMIC MISCONDUCT

De Soto, USD 232, recognizes, by policy, four avenues of academic misconduct: Cheating, Plagiarism, Obtaining an unfair advantage, and Aiding and abetting academic dishonesty. The descriptions below offer examples of unacceptable behavior and should not be considered complete or exhaustive. Questions regarding the intent of this policy should be directed to classroom teachers and or building administrators.

1. **Cheating**: using unauthorized notes, study aids, or information on an examination; altering a graded work after it has been returned, then submitting the work for regrading; allowing another person to do one's work and submitting that work under one's own name.
2. **Plagiarism**: submitting material that in part or whole is not entirely one's own work without acknowledging whose created the work.
3. **Obtaining an Unfair Advantage**: (a) stealing,

reproducing, circulating or otherwise gaining access to examination materials prior to the time authorized by the instructor; (b) stealing, destroying, defacing or concealing library materials thus depriving others of their use; (c) unauthorized collaborating on an academic assignment (d) retaining, possessing, using or circulating previously given examination materials, where those materials clearly indicate that they are to be returned to the instructor at the conclusion of the examination; (e) intentionally obstructing or interfering with another student's academic work, or (f) otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other students' academic work.

4. **Aiding and Abetting Academic Dishonesty:** (a) providing material, information, or other assistance to another person with knowledge that such aid could be used in any of the violations stated above, or (b) providing false information in connection with any inquiry regarding academic integrity.

Consequences for Academic Misconduct

A student who engages in any form of academic misconduct will be subject to additional disciplinary measures. Such measures may include, but are not limited to: forfeit credit of the assignment, attend academic learning lab, after school detention, in-school or out of school suspension, and/or loss of participation in extra-curricular activities.

USD #232 PROPERTY

Students are not allowed to visit other USD #232 campuses without permission from a staff member. If a student is behaving inappropriately on any campus in the district, consequences may be assigned and the incident reported to local law enforcement agencies.

Textbooks

Textbooks for all classes are issued in return for a rental charge for the full school year. Students are responsible for all books assigned to them. Loss or damage of a book (including any writing) will result in a fine of up to the cost of replacement of the book.

Lockers

Each student is assigned a locker for books and other school-related items. Each locker should only be used by the person to whom it is assigned. Lockers may not be changed without permission of the office. Locker combinations should not be revealed to anyone! Students are responsible for keeping their lockers in a neat and clean condition. Lockers are not to be marked or defaced in any way with stickers, decorations, pinups, etc., on either the interior or exterior of the locker. Lockers remain the property of the school and are subject to periodic inspection by the administration.

Backpacks may be brought to school, but due to space and safety concerns, it is encouraged they are

not be taken to classrooms.

Technology Access and Usage Policy

Throughout the academic year students will access technology, computers, information networks, and the Internet. Such access is provided to achieve the learning outcomes associated with various academic programs. It is the student's responsibility to only access files and —sites that are consistent with, and appropriate for, these learning outcomes and course objectives. The De Soto School District makes no warranties (of any kind), whether expressed or implied, for the technology, computer and computer network services it provides. The District, or its employees, will not be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, misdirected deliveries, or service interruptions.

Student Laptop Procedures - Students:

1. Students are responsible for the computer they are using. If any unusual events happen (drop, liquid on keyboards, keys falling off, etc) or if the computer is damaged in any way, the student must take it to the teacher immediately. Students are expected to take great care of the laptops.
2. Students will carry the laptops with both hands.
3. Students will place the laptop flat on the desk. The laptop should not have any paper or books under it.
4. The laptop must be turned completely turned off, returned to the assigned storage slot, plugged in, and problems reported at the end of each period.
5. Laptops are for instructional purposes only. Students are not to use the laptops for games, e-mail, instant messaging, or other non-educational purposes. Students may not download any programs to the computer.
6. Student computer use will conform to the AUP.
7. Violation of any of these rules will result in loss of computer privileges, detention, ISS or OSS.

Internet Usage

Students will not be allowed to access e-mail accounts without permission from a teacher, counselor or an administrator. Students should not access any kind of chat room or bulletin board at any time. Students who fail to use building/district technology in an appropriate fashion (solely for approved curricular pursuits) will be subject to disciplinary action and may have technology privileges revoked and be responsible for necessary repairs/ replacement.

STUDENT BEHAVIOR EXPECTATIONS

Students are expected to respect themselves, others, and property while at (or representing) MCMS.

Students are to refrain from unacceptable behaviors at school, at school sponsored activities, on school grounds, and on school buses. Students who behave in a manner that has a negative effect on school environment, events or related activities, will face disciplinary action. Disciplinary consequences include, but are not limited to: student conference, loss of privileges, lunch detention, before or after-school detention, in-school suspension, Friday school, out-of-school suspension, suspension from clubs or athletic teams, and/or expulsion. (Students on suspension may not participate in school activities.) In addition, schools are required by law to report all illegal activity to law enforcement.

Unacceptable Acts of Behavior

Acts of behavior which interfere with the maintenance of a good learning environment or which are antagonistic to the welfare of other pupils or staff members will be considered unacceptable.

Examples, without limitation, are:

1. Breaking of school or classroom rules
2. Battery
3. Physically aggressive (pushing, punching, striking, slapping, kicking, etc.)
4. Extortion
5. Failure to comply with reasonable requests (willful disobedience)
6. Fighting
7. Intimidation/harassment (racial, sexual or other discriminatory slurs)
8. Making threatening statements
9. Obscene, Vulgar, Abusive, Inflammatory or disrespectful language and gestures
10. Verbally abusive toward staff members
11. Open defiance/insubordination – refusal to comply with request
12. Students shall not unlawfully manufacture, sell, distribute, dispense, possess or use illicit drugs, controlled substances, manufactured non-medical or non-prescribed mood altering substances, alcoholic beverages or paraphernalia.
13. Possession or use of weapons including fireworks on school property
14. Smoking, chewing, or possession of any tobacco product is prohibited (Lenexa City Ordinance - \$25 fine for those under 18 with mandatory court appearance with parent/guardian, plus court costs)
15. Stealing
16. Possession of a stolen item
17. Disruption of the educational process
18. Excessive tardies
19. Threats (by word or deed)
20. Excessive absences/truancy
21. Unruly conduct that disrupts the school, including unauthorized demonstrations or walkouts
22. Vandalism and/or damage to property (including district technology)

23. Failure to serve suspension or detention
24. Misbehaving in the cafeteria
25. Truancy
26. Skipping class/school
27. Violating the Acceptable Use Policy – District Technology
28. Not complying with Dress Code
29. PDA - Public Display of Affection
30. Bullying - USD 232 prohibits bullying in any form on school property, in a school vehicle or at a school-sponsored activity or event. Bullying is any **intentional gesture** or any **intentional written, verbal, cyber (phone or computer), or physical act or threat** that is **sufficiently severe, persistent or pervasive** that it creates an intimidating, threatening or abusive educational environment for a student or staff member. A reasonable person, under the circumstances, would know or should know the behavior in question would have the effect of creating actual physical or mental harm to a person or their property or creating a reasonable fear of such harm.

In other words, Bullying is any repeated action, done on purpose, which results in physical or emotional harm to another person.

Suspension: The student will not be allowed to participate or attend any extra-curricular activities during the suspension. This includes a ban on group practice, school parties/dances, ballgames, pep club meetings/events, STUCO meetings /events, and all other performances.

Zero Tolerance Drug Free Schools Policy – JDDA

Maintaining drug-free schools is important in establishing an appropriate learning environment for the district's students. The unlawful possession (including being under the influence), use, sale, or distribution of illicit drugs and alcohol by students on school premises or as part of any school activity is prohibited.

As a condition of continued enrollment in the district, students shall abide by the *terms of this policy*.

Students shall not unlawfully manufacture, sell distribute, dispense, possess, use, or be under the influence illicit drugs, controlled substances, manufactured non-medical, or non-prescribed mood altering substances, or alcoholic beverages at school or on school district property or at any school activity. Any student violating the terms of this policy will be reported to the appropriate law enforcement officials, and will be subject to all disciplinary actions approved by the board.

Any student violating the terms of this policy will be reported to the appropriate law enforcement officials, and will be subject to the following sanctions:

First Offense

A first time violator shall be subject to one or more of

the following sanctions:

- A punishment up to and including long-term suspension.
- Additional consequences as defined by the co-curricular/extra curricular participation guidelines

Second Offense

A second time violator shall be subject to the following sanctions:

- A punishment up to and including long-term suspension.
- Additional consequences as defined by the co-curricular/extra curricular participation guidelines
- A student placed on long-term suspension under this policy may be readmitted on a probationary status if the student agrees to complete a drug and alcohol rehabilitation program.

Third and Subsequent Offenses

A student who violates the terms for the third time, and any subsequent violations, shall be subject to the following sanctions:

- A punishment up to and including expulsion from school.
- Additional consequences as defined by the co-curricular/extra curricular participation guidelines

Students who are suspended or expelled under the terms of this policy shall be afforded the due process rights contained in board policies and Kansas statutes, K.S.A. 72-8901, et seq. Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline.

All district employees shall report immediately to the school principal any observed use, sale, transfer or possession of any drug, medication, other chemical substance, or the paraphernalia associated with administering drugs. The principal, with the possible assistance of the School Nurse and/or School Resource Officer, will conduct an investigation of the facts surrounding these reported observations, possibly including a review of the student's health record, and shall contact parents or legal guardians when necessary.

Any district employee who observes a student exhibiting an apparent health disturbance shall refer this student to the school nurse for further observation. If after this observation, the nurse has reasonable grounds to believe that the student's behavior or health disturbance may be related to the use of a restricted substance, the nurse shall alert the school principal who will then immediately contact the student's parents or legal guardians and urge that a physician be consulted.

A list of available drug and alcohol counseling and rehabilitation programs along with names and addresses of contact persons for each program is available in the appendix. If a student agrees to enter and complete a drug education or rehabilitation program, the cost of such program will be borne by the student and his or her parents. Parents or students should contact the directors of the programs to determine the cost and length of the program. (See Appendix for actions to be taken)

The administration may reduce suspension periods, if the student and parents provide proof of entry into approved intervention programs and subsequent successful completion of the full program course as outlined in the *Probationary Document*.

Tobacco Uses by Students – JCDA

Students are prohibited from possessing and/or using tobacco products on school property. —School property" includes all buildings, athletic fields and facilities, and parking lots. Possession of tobacco products in purses or lockers is prohibited under this policy. Students who are observed sitting in a car and using tobacco products after arriving or before leaving the campus or at any period of the school day shall be deemed to be in violation of this policy. Violators will be suspended for a period not to exceed 5 days.

Zero Violence Policy

Mill Creek Middle School along with the other area schools and law enforcement units of Johnson County comprise the Johnson County Coalition for Safe Schools. The coalition and USD 232 have adopted what is known as a —Zero Violence Policy. All persons must learn that physical violence should not be an option to solve conflicts in any facet of life. The coalition and MCMS urge students to learn the difference between self-defense and retaliation, and that all students learn the art of mediation -- when to ask for it, and where to receive it. **Students who choose to use physical violence (at Mill Creek Middle School, on any USD 232 grounds, at school activities home or away, or off school grounds as a means of continuing a confrontation from school) are subject to all of the following consequences:**

1. Any student who engages in physical violence, or intentionally injures another person will be suspended out-of-school and will be excluded from attending or participating in any school activity during the term of the suspension.
2. A report of the incident will be made to the Johnson County District Attorney's Office by the School Resource Officer or another member of the Sheriff's Department. The student may be removed from school district property by law enforcement officials pending charges.
3. Students who repeat violent or threatening behavior may be suspended long-term and may be subject to legal action.

Reports to Local SRS

Any district employee who has reason to know or suspect a child has been injured as a result of physical, mental or emotional abuse or neglect or sexual abuse, shall promptly report the matter to the local Social Rehabilitation Services (SRS) office or to the local law enforcement agency if the SRS office is not open.

The employee making the report will not contact the child's family or any other persons to determine the cause of the suspected abuse or neglect.

Probation

Any punishment, suspension or expulsion, may be deferred by the principal and/or district hearing officer. The student involved may be placed on probation for a set period of time. The punishment, suspension or expulsion, shall remain deferred so long as the student meets the conditions of the probation. If a student is placed on probation, written notification shall be sent to the student's parent or guardian. Any decisions on probation for students found to be in violation shall be handled by the superintendent.

STUDENT APPEARANCE AND DRESS CODE

Appropriate student dress is expected. Dress should be clean, neat, reflect good taste, be considered safe, should not be disruptive or possibly hazardous during school activities (i.e. in technology, laboratories, athletics, art, and physical education class), and should fully cover the students' torso, shoulder tops, and legs to mid-thigh. **Specifically, pants and shorts which sit below the waist (sagging or bikini cut), shorts with less than a 6 inch inseam, skirts which don't cover mid-thigh, excessively tight clothing, spaghetti-strap tops, halter tops, midriff tops, house shoes, and slippers should not be worn at school.** Clothes or objects with references to inappropriate subjects such as alcohol, drugs, sexual innuendo, profanity, lewd language, graphics and/or **gang affiliated material** should not be worn or brought to school. Heavy coats, head coverings (hats, scarves, gloves, bandana, sweatshirt hoods), heavy chains, and sunglasses may be worn to school, but must be taken off and left in the locker upon entering the building.

The administration will make the final judgment on the appropriateness of clothing and/or appearance, and reserves the right to prohibit students from wearing any articles of clothing or other items which may result in the disruption of or interference with the school environment.

In the event the administration determines a student's dress is inappropriate for school in accordance with this policy, the administration will require the student to become compliant with the school dress code. Repeatedly failing to adhere to the dress code will

result in disciplinary action.

ITEMS NOT APPROPRIATE FOR SCHOOL

Items that have no relation to the school program or class activities should not be brought to school. Such items will be confiscated by school staff and placed in the custody of a building administrator.

The following items are considered unacceptable at school but are not limited to: tobacco products, matches, lighters, drugs, alcohol, knives, chains, sharp objects, water pistols, darts, laser pointers, recording or listening devices, shocking devices, any form of ammunition, and/or any item that endangers the safety and welfare of others (or is disruptive to the educational environment).

We discourage the following items from being brought to school as they can be disruptive: CDs, radios, headphones, cameras, cell phones, camera phones, I-Pods/MP3 Players. If a music player is brought to school, it must be turned off and left in the locker during the school day. The school day is defined as 7:55 am—3:00 pm.

If a cell phone is brought to school, it must be turned off and left in the student locker upon entering the school and remain off during the day.

Violations of this policy will be dealt with as follows:

First violation – device will be confiscated, the student's name will be recorded and the device must be picked up by a parent.

Second violation and beyond – device will be confiscated, a parent must pick up the device and consequences may be assigned.

Due to the potential for invasions of privacy and instances of cheating, the use of any audio/video equipment will not be allowed during school hours or at any time in the bathrooms or locker rooms. Violations of this policy will be dealt with by the administration and, possibly, the legal system.

The district is not responsible for lost or stolen personal property.

Candy, Gum & Pop

Gum will not be allowed in PE, Band, and Music. In all classes, the decision to allow gum will be left to the teacher and team. It must be noted that gum chewing will be considered a privilege. If gum and/or wrappers are not disposed of properly, the privilege will be removed. During the regular school day liquid beverages (excluding water), food, and candy will not be allowed in the halls, auditorium, or gym.

Open food, candy, and pop containers are not allowed in the halls or lockers. At times staff members may allow students to have snack food or drink as an

incentive or reward. These must be consumed in the classroom where given or left behind.

Water Bottles

We want students to stay healthy and hydrated. Towards this goal, students are allowed to carry clear (non colored) plastic water bottles with a lid. The bottles may contain ONLY water. Failure to abide by these rules may result in suspension of this privilege.

QUESTIONING & SEARCHING STUDENTS & STUDENT PROPERTY

Principals are authorized to search students and student property and to conduct investigations and question students if there is reasonable suspicion that district policies, rules or directives are being violated. Strip searches, exclusive of shoes and outerwear, shall **not** be conducted by school authorities. All searches by the principal shall be carried out in the presence of another adult witness.

TRANSPORTATION

Riding the school bus is a privilege. The bus driver is in charge of students, has authority to issue misconduct notices, and will report any infractions to a school administrator for action. Improper conduct may result in riding privilege being denied. Students who pay to ride the bus and are removed from the bus for inappropriate conduct will not receive refunds. Bus students are to go immediately to the buses as soon as they are dismissed from school in the afternoon. Questions regarding transportation need to be directed to First Student at 422-8501.

CAFETERIA

Lunch

The De Soto School District provides a quality lunch program at a competitive price that is readily available to all students in each building or students may bring their lunch. Breakfast is available at Starside Elementary and at Lexington Trails Middle School. Each student may establish an account to purchase a meal, extra milk or juice with the meal; milk or juice for the lunch they bring from home. School lunch prices are posted on the district web site.

All secondary schools offer a large selection of a la carte items which can be purchased separate from the student meal. It is important that you and your student discuss available options and set limits that meet your family goals and the nutritional needs of your student. Additional information is available at www.usd232.org.

- Monthly menus
- Free and Reduced meal application
- Cafeteria contacts
- Product listings of items containing peanut, dairy, or soy ingredients
- Complete nutritional information for all menued items
- Links to other Web sites that offer nutrition education resources

Due to various food allergies and restricted diets, parents may only bring food in for their student which is not to be shared with other students. Students may not leave campus during their lunch period.

Please contact the school nurse if the student has a medical necessity for a restricted diet.

Student Nutrition Charging Policy (School Lunch) ***Elementary*** students may charge up to three meals (3 at any one time). After three charges a student will be offered crackers, cheese and white milk at no charge. Reminder notices are sent home to parents of elementary students.

Secondary students may charge up to three meals (3 at any one time). After three charges students will be offered crackers, cheese and white milk at no charge. Charging of ala carte items is not permitted. Parents may view the status of their child's account on Skyward Family Access.

Cafeteria Guidelines

No glass containers are allowed in the cafeteria. The lunch period is closed. All students must eat in the cafeteria unless they are excluded for disciplinary reasons. Appropriate behavior and manners are expected at all times. No food or drink may be taken from the cafeteria except with administrative approval.

Only water bottles are allowed to be taken from the cafeteria. Students are expected to abide by rules posted in cafeteria.

SCHEDULE CHANGES

Students are assigned to classes of their choice unless class conflicts or class size prevent it. Changes made after classes have been organized are problematic. Class changes will be allowed only if the move will mutually benefit the student and school. Change requests need to be submitted to the counselor and approved by the parent or guardian.

WITHDRAWAL FROM SCHOOL

Whenever possible, parents should contact the school office at least a day in advance of their student's withdrawal from Mill Creek. This will help make the process go smoothly and quickly. All textbooks and library books must be returned, lockers cleared, and all charges and fines must be paid.

SAFETY DRILLS

Fire and tornado drills are required by law and are held at irregular intervals throughout the school year. Everyone must follow directions as quickly, quietly, and orderly as possible. Emergency information is posted in each classroom. Teachers will provide students with specific instructions and directions. In addition, the school will conduct intruder, shelter-in-place, and/or other safety drills as deemed appropriate. MCMS will cooperate with local

authorities to provide for the safety of our students.

SCHOOL CANCELLATIONS DUE TO INCLEMENT WEATHER

If the cancellation is before the start of the school day, notice of the cancellation will be issued to local radio and TV stations. Announcements will be made as De Soto USD #232. The Mill Creek website and voicemail system will be updated as soon as information is released.

There is always the possibility of an unscheduled early dismissal. School busses will run their normal routes at the early dismissal time. Parents that have special instructions regarding their children in case of early dismissal should inform the office at enrollment.

VISITORS

All visitors, parents, or volunteers must check-in at the office immediately and receive a visitor's badge. This badge indicates that they are authorized to be in the building. Visitors who want to observe classrooms need to make a request to do so twenty-four hours in advance. This will ensure appropriate arrangements have been made for them. Students may not bring visitors. Students from other schools will not be given permission to visit our school unless it part of an authorized school activity or event. In addition, guests **ARE NOT** permitted to attend school dances.

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities (activities outside of regular classes) are meant to be enjoyable, fun, and of the student's choice. These activities are set up to build citizenship, sportsmanship, competitiveness, and responsibility. Students must follow school policies and stay in good academic standing in order to participate. Students must be present a minimum of four class periods on the day of an activity to be eligible to participate. Students staying for an extra curricular activity must be under the supervision of a sponsor and can not leave the building (under any circumstances) without permission from the sponsor or an administrator. If a student leaves the building without permission they will not be allowed to re-enter the building to attend the activity without a parent and may face suspension from attending future activities..

Athletic Physical Examination and Parental Consent Rule

Mill Creek is a member of the Kaw Valley League and KSHSAA and conforms to all rules of that League and organization. Seventh and eighth grade students are eligible to compete in inter-school sports as long as they meet the standards of good sportsmanship, citizenship, have a satisfactory grade average and meet the requirements of the Kansas State High School Activities Association.

In order to participate in a Kansas State High School Activities Association (KSHAA) activity, no student is eligible to represent his or her school in

interscholastic athletics until a physical is on file with the principal. The physical must consist of a signed statement by a practicing physician certifying that the student has passed an adequate physical examination and is physically fit to participate in interscholastic athletics. The student and parent must also sign and submit the **Acknowledgement of Warning** statement.

The physical examination, medical authorization form and **Acknowledgement of Warning** form must be on file prior to the first practice.

Accident insurance is available as provided by enrollment with Student Assurance Services, Inc. The insurance information is available online at www.sas-mn.com/k12.html. All students participating in Interscholastic (7th -12th) athletics, dance, cheer, and other KSHSAA activities are required to pay a fee for Catastrophic Insurance at enrollment or prior to the first day of practice.

Please note that the Catastrophic Insurance has a substantial deductible that is the responsibility of the parent's private insurance. Please check your private insurance protection to ensure you have adequate coverage.

Sports included are cheerleading, cross country, football, volleyball, basketball, wrestling, and track. The activities of Student Council, Spirit Club and drama do not require a physical on file.

Athletic Team Cut Policy

A few years ago, De Soto USD #232 reorganized a District Athletics/Activities committee to research the impact/affect of our districts' rapid growth on extra curricular programs. This committee included parents, students, coaches, building administrators and district level administrators. The committee elected to extend the district's "cut policy" from high school to middle school. Several factors lead to this decision: providing coaches/sponsors with a manageable number of student's, maintaining safety (related to instruction, competition and supervision), limitation of actual "playing time", limitation of facility space and practice time, and limited resources. Ultimately the decision to cut, or not cut, is determined on an individual team basis. At MCMS, we will have cuts in volleyball, boys basketball and girls basketball. We will not cut in football, cheerleading, cross-country, wrestling and track.

When it is necessary to limit the number of students on a squad, coaches are charged with the responsibility of developing an objective system for evaluating skill and ability. Once the evaluation period has concluded, coaches assess the data they have collected and make cuts based on the issues mentioned above.

USD 232 Middle School Policy - Academic Expectations for Extra Curricular Participation

The mission of USD 232 recognizes both academic and athletic activities have always been and remain to be education-based. Students representing Monticello Trails, Lexington Trails and Mill Creek Middle Schools understand their education will always come first. Students must recognize it is their responsibility to meet and exceed minimum academic requirements to represent the school.

The Kansas State High School Activities Association (KSHSAA) requires that all students must pass five core subjects in the previous semester to be eligible for participation in activities both athletic and non-athletic. In addition to the KSHSAA rule, students at USD 232 schools must meet an increased Academic Eligibility Standard.

In order to compete or perform, a student must have a passing grade in all classes with no more than two D's in all classes. Students' grades will be checked on a weekly basis by their teachers, coaches, or administration.

When a student does not meet this requirement they are put on a one calendar week notice by the administration or head coach. If, after the week has passed, the student is still not meeting the requirements set forth by USD 232, the student is then identified eligible to practice but ineligible to compete in any extra-curricular activity until that grade or grades have been raised to meet the eligibility standard requirements. The ineligible student can attend home events with the team in street attire, but student can't ride the bus with the team to away games. If, after the week has passed, the student is meeting the requirements they will be eligible to practice and compete in their respective activity.

If the administrator becomes aware of an academic issue through an established procedure to check student grades on a weekly basis, a student may be released from a team, group or club if adequate effort is not seen in deficit academic areas over a sustained period.

Extra curricular activities would be defined as those activities practiced and performed outside the regular class time.

Behavioral Expectations for Participation in Extra Curricular Activities

Each student who participates in co-curricular and extra-curricular activities is a representative of the school district and is expected to conduct themselves in a lawful and appropriate manner at all times. Each student is expected to demonstrate leadership and discipline in the classroom, on the playing field and in a performance. Students that receive disciplinary actions from school or law enforcement officials are

required to notify their coach and/or sponsor within 24 hours of the incident. Students are respected to take responsibility for his/her actions and comply with consequences in a cooperative manner. These expectations apply to activities not only on school property, but also to travel on district transportation, off site school sponsored activities, off site school conduct that causes or results in disruptive behavior on school property, and violent acts off site that pose a threat to the safety of students or staff, or disrupt the learning environment.

Drug, Alcohol, and Tobacco

During any activity season (Fall, Winter, or Spring), regardless of the quality, a student shall not: unlawfully manufacture, sell, distribute, dispense, possess, use, or be under the influence of illicit drugs, controlled substances, manufactured non-medical or non-prescribed mood altering substances, or alcoholic beverages at school or on school district property, or at any school activity.

Interpretations:

1. The rule applies to the entire activity season. Any activity that spans the course of the year will be subject to the season in which the violation occurs (Fall, Winter, or Spring).
2. *It is a violation for a student to be in possession of a controlled substance even if specifically prescribed for the student's own use by his/her doctor. Prescription medications may only be in the possession of and administered to the student by the sponsor or designated school employee or designated health professional.

*Special medical circumstances will be evaluated on an individual basis and brought to the attention of the coach, director, or sponsor.

Governed Activities

All student activities that are governed under the jurisdiction of Kansas State High School Activities Association and those that represent USD 232 at any site or location are included in the policy. Activities and organizations not included in the above definition may be operated under the Code of Conduct guidelines at the sponsor's discretion.

Penalties and Violations

Penalties will accumulate during any activity season from August through July and will affect all activities in which the offending student is participating at the time. Penalties incurred near the end of a season may be enforced at the beginning of the next season of participation. **Penalties may include but not be limited to:**

***First Violation**

At minimum the student shall forfeit eligibility for the next two (2) consecutive inter-scholastic event dates

or two (2) weeks of a competition season (beginning with the first competition date) in which the student is a participant, whichever includes the greater number of contests. Students are not allowed to suit up on the date(s) of their activity suspension. However, at the discretion of the Building Administrative Team, disciplined students may attend games but may not suit up. No exception is permitted for a student who becomes a participant in a treatment program.

***Second Violation**

At minimum, the students shall forfeit eligibility for the remainder of the current activity season or remain ineligible for any governed activity for the next six (6) week period, whichever is greater, excluding buffer week, KSHSAA non-practice dates, holidays, and spring break.

Third Violation/Serious Violation

As determined by the Building Administrative Team, a student may become ineligible for multiple seasons of activities not to exceed a period of one (1) year from the date of the last violation.

*Seriousness of the violation may warrant movement to higher levels of consequence.

Activity Health and Accident Insurance

Students are sometimes injured at school or at school sponsored activities. **The school does not maintain an insurance policy on students for such accidents.**

Accident insurance is available as provided by enrollment with Student Assurance Services, Inc. This insurance provides coverage for students while the insured is on school premises, during school hours, while the insured is traveling directly to and from school, or on any school sponsored activity.

Applications are available from the building office or district web site. Parents are provided this information at enrollment and are requested to purchase or waive the insurance. The insurance information is available online at www.sas-mn.com/k12.html.

After School/Event Code of Conduct

Students at Mill Creek Middle School are encouraged to attend all after school athletic events to show support for the school and peers. Attending after school events is a positive and effective way for students to become involved in their school.

MCMS students are expected to:

MCMS students who plan to stay for a game must report to the cafeteria at 3:00 on game days. Students may use the time after school as a study hall, to quietly talk, or play a game/cards. Mandatory quiet time may be assigned at the discretion of the supervisor. Students must ask the supervisor's permission in order to leave the cafeteria for any reason. Any student who chooses to leave after school can only attend the game with supervision of a parent/legal guardian. Students who stay after school

are expected to follow the *MCMS After School Athletic Events Code of Conduct* and abide by the following guidelines:

Stay in the building or at the football game during the entire course of the game. Any student who leaves the building or football field during the game will be required to leave school grounds and will not be allowed to return.

Be sitting in the bleachers in the student section while the game is in play. Students will be given the opportunity at all game breaks, such as quarter break, match breaks, and half-time to get concessions and use the restroom. If a student misbehaves, engages in unsafe behavior, or displays poor sportsmanship, the student may be given an assigned seat, asked to leave, or have additional school consequences.

Make arrangements for post-game transportation before arriving at school. Students should be picked up from football games at 5:30 and volleyball and basketball games at 6:00. Students should not expect to use the school phone to call for a ride home. Students who consistently fail to make previous arrangements may be required to bring a note in order to stay or not be allowed to stay for future games.

NOTICE OF NONDISCRIMINATION

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. Dr. Mark Schmidt, 35200 W. 91st., De Soto, KS, (913) 667-6200 has been designated to coordinate compliance with nondiscrimination requirements contained in *Title VI of the Civil Rights Act of 1964*, *Title IX of the Education Amendments of 1972*, *Section 504 of the Rehabilitation Act of 1973*, and *The Americans with Disabilities Act of 1990*. Any student who believes that he or she has been discriminated against may file a complaint with the building principal, another administrator, the guidance counselor, or another certified staff member.

*See your building administrator for information regarding the Grievance Procedure.

CIVILITY POLICY

"The Unified School District No. 232 believes interactions among individuals should be of a positive and productive nature. In accordance with this belief, it is the policy of the School District to treat everyone -- fellow employees, students, parents, patrons, visitors, anyone having business with the district -- with fairness and respect. The district also expects that anyone having interaction(s) with employees of the district will treat them with professionalism, courtesy, dignity, and respect."



Date: April 25, 2011
To: USD 232 Board of Education
From: Wendy Denham, Board Clerk
Re: Change in 2011-12 Mill Valley Student Handbook

You approved the 2011-12 Mill Valley Student Handbook with the April 11th Consent Agenda items. After approval, it was discovered that there was an omission. The section titled "ATTENDANCE" beginning on page 10, paragraph titled "SEMESTER TARDY POLICY" on page 11 reads as follows:

1 st tardy	30 minute detention
2 nd tardy	60 minute detention
3 rd tardy	Friday School
4 or more tardies	Administrative Action

This section should have read as follows:

1st tardy	30 minute detention
2nd tardy	45 minute detention
3rd tardy	60 minute detention
4th tardy	Friday School
5 or more tardies	Administrative Action

As you can see, this is a more graduated penalty system for tardiness. At this time we ask that you approve the revision to the 2011-12 Mill Valley Student Handbook as indicated above.

Thank you!



Unified School District 232

35200 West 91st Street
De Soto, Kansas 66018
Phone: 913/667-6200
FAX: 913/667-6202
e-mail: emartin@usd232.org

De Soto – Shawnee – Lenexa – Olathe
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Earl Martin
Director of Teaching & Learning

Date: May 9, 2011
To: Board of Education USD #232
Dr. Ron Wimmer, Superintendent USD #232
Dr. Doug Sumner, Superintendent Elect USD #232
From: Earl Martin, Director of Teaching & Learning
Re: Revisions to Fee Schedule 2011-2012

Purpose: The Fee Schedule for 2011-2012 was approved at the April 11, 2011 Board of Education meeting. However, three changes need to be made to the Fee Schedule.

Recommended Changes:

- The Project Lead The Way (PLTW) course fee was listed as a “semester” fee. This is a year-long course and the fee should be listed as a “year” fee.
- The Residential Carpentry course fee was also listed as a “semester” fee. It should also be listed as a “year” fee.
- Under High School Optional Fees, the Advanced Placement Testing Fee (\$86) should be eliminated as this fee does not need to be collected by the high schools. The fee goes directly to the AP organization if a student chooses to take the AP exam.

Action Requested: Approve the revised Fee Schedule for 2011-2012 with recommended changes.

2011-12 Fee Schedule

1. DISTRICT REQUIRED FEES Activity Participation Fee - New for 2010-11

Textbooks & Learning Resources Fee	Activity Participation Fee for Extra-Curricular Activities (grades 6-12)**		
Kindergarten	\$35	High School	\$50
Grades 1-5	\$60	8th	\$30
Grades 6-12	\$70	7th	\$25
		6th	\$10

** If a student does not participate in any extra-curricular activities, then the activity participation fee may be refunded at the end of the school year. See school for details.

2. SCHOOL MEAL PRICES

LUNCH			
Elementary	\$1.90	Kindergarten Milk (Clear Creek only)	\$50/yr.
Secondary	\$2.00		
Student's second lunch	\$3.10	BREAKFAST (Starside, Lexington Trails)	
Adult	\$3.10	Student Breakfast	\$1.20
Reduced (set by USDA)	\$0.40	Reduced Breakfast (set by USDA)	\$0.30
Milk	\$0.40	Adult Breakfast	\$1.75

3. COURSE FEES

<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">HIGH SCHOOL</td> </tr> <tr><td>Art (per semester)</td><td style="text-align: right;">\$20</td></tr> <tr><td>Band</td><td style="text-align: right;">\$20</td></tr> <tr><td>Broadcast (Intro, I, II)</td><td style="text-align: right;">\$20</td></tr> <tr><td>CPR Certification (Freshmen only)</td><td style="text-align: right;">\$20</td></tr> <tr><td>Digital Photography</td><td style="text-align: right;">\$20</td></tr> <tr><td>Drafting</td><td style="text-align: right;">\$10</td></tr> <tr><td>Driver's Education</td><td style="text-align: right;">\$200</td></tr> <tr><td>Nutrition & Wellness (per semester)</td><td style="text-align: right;">\$20</td></tr> <tr><td>Health Screening (Sophomores only)</td><td style="text-align: right;">\$11</td></tr> <tr><td>Lifetime Fitness (+ cost of outside activities)</td><td style="text-align: right;">\$10</td></tr> <tr><td>Project Lead the Way Courses(year)</td><td style="text-align: right;">\$20</td></tr> <tr><td>Residential Carpentry (year)</td><td style="text-align: right;">\$40</td></tr> <tr><td>Science Lab</td><td style="text-align: right;">\$10</td></tr> <tr><td>Video Production (I, II)</td><td style="text-align: right;">\$20</td></tr> </table>	HIGH SCHOOL		Art (per semester)	\$20	Band	\$20	Broadcast (Intro, I, II)	\$20	CPR Certification (Freshmen only)	\$20	Digital Photography	\$20	Drafting	\$10	Driver's Education	\$200	Nutrition & Wellness (per semester)	\$20	Health Screening (Sophomores only)	\$11	Lifetime Fitness (+ cost of outside activities)	\$10	Project Lead the Way Courses(year)	\$20	Residential Carpentry (year)	\$40	Science Lab	\$10	Video Production (I, II)	\$20	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">MIDDLE SCHOOL</td> </tr> <tr><td>Art</td><td style="text-align: right;">\$10</td></tr> <tr><td>Band</td><td style="text-align: right;">\$15</td></tr> <tr><td>Engineering Applications</td><td style="text-align: right;">\$10</td></tr> <tr><td>Family & Consumer Sciences</td><td style="text-align: right;">\$10</td></tr> <tr><td>Industrial Technology</td><td></td></tr> <tr><td style="padding-left: 20px;">Grade 6</td><td style="text-align: right;">\$5</td></tr> <tr><td style="padding-left: 20px;">Grades 7-8 (pay for items used)</td><td style="text-align: right;">*</td></tr> <tr><td>Science Lab</td><td style="text-align: right;">\$10</td></tr> </table>	MIDDLE SCHOOL		Art	\$10	Band	\$15	Engineering Applications	\$10	Family & Consumer Sciences	\$10	Industrial Technology		Grade 6	\$5	Grades 7-8 (pay for items used)	*	Science Lab	\$10
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4. OPTIONAL FEES

ELEMENTARY	
Choir Participation: Grades 4-5 (per semester)	\$10

MIDDLE SCHOOL	
Activity Pass (athletics & activities)	\$10
Catastrophic Insurance for Athletics/Cheer <i>(required if student participates in related activities)</i>	\$6

HIGH SCHOOL	
Activity Pass (athletics & activities)	\$20
Catastrophic Insurance for Athletics/Cheer <i>(required if student participates in related activities)</i>	\$6
College Now <i>(cost per credit hour is approximate)</i> <i>Payable to Johnson County Community College</i>	\$63
Quick Step -- Enrollment & Payment at JCCC <i>(cost per credit hour is approximate)</i>	\$63

SUMMER SCHOOL	
Elementary	\$100
Middle School	\$100
High School (per credit)	\$200

TRANSPORTATION by First Student, Inc.

Bus Transportation is an Optional Service

Grades K-12 (per student, per yr.) \$300
(Maximum of \$600 per family)

FareRide payments to be made to First Student, Inc.

The fee is for students living 2.5 miles or less from their attendance center. The fee is required to ride.

Transportation fee is waived for students living *more* than 2.5 miles from their attendance center.

For more information on bus service please contact First Student at 913-422-8501.





Unified School District 232

35200 West 91st Street
De Soto, Kansas 66018
Phone: 913/667-6200
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e-mail: emarting@usd232.org

De Soto – Shawnee – Lenexa – Olathe
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Earl Martin
Director of Learning Services

Date: May 9, 2011
To: USD 232 Board of Education
From: Earl Martin, Director of Learning Services
Re: Elementary & High School Textbooks.

Per Education Statute 72-8212 we are requesting approval for the disposal of the materials listed. We would like to have these materials considered surplus. We have submitted materials out for bid to various textbook vendors. Follett Education has agreed to a bid of \$3200.00. This includes pickup of all materials at building locations. They will recycle those titles no longer deemed to have a value.

Description	Quantity	Reason
Saxon Math K	114	New Math Adoption
Saxon Math 1	143	New Math Adoption
Saxon Math 2	266	New Math Adoption
Saxon Math 3	142	New Math Adoption
Saxon Math 5/4	717	New Math Adoption
Saxon Math 6/5	658	New Math Adoption
Saxon Math 7/6	205	New Math Adoption
Human Anatomy	143	Defective Book
Biology	100	Surplus
Physical Science With Earth	40	Surplus
Chemistry/Chang/8 th edition	24	No longer used

Thank you,

Earl Martin
Director of Teaching and Learning



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

35200 West 91st Street
De Soto, Kansas 66018
Phone: 913/583-667-6200
FAX: 913/667-6202
e-mail: cfouraker@usd232.org

Cindy Fouraker
Coordinator of Grants and Programs

Date: May 9, 2011

To: Board of Education

From: Cindy Fouraker, Coordinator of Grants & High School Programs and Earl Martin, Director of Teaching & Learning

Re: Approval to dispose of camcorders from MVHS Broadcast program. We will work with the technology department to recycle if appropriate.

Equipment for disposal :

Per Education Statute 72-8212 we are requesting approval for the disposal of the equipment listed below. These camcorders no longer function and the cost to repair is greater than the replacement cost. The camcorder technician charges \$200 just to evaluate the damage and in some cases the equipment can't be repaired. Original cost for the camcorders ranged from \$150 to \$400 per item, and all of these camcorders were purchased prior to 2004.

MVHS –MVTV Program - Damaged Equipment

<u>Equipment</u>	<u>Serial Number</u>	<u>Defect</u>
Canon Elura 70a (Camcorder)	262910321943	board short & tape malfunction
Canon Elura 70a (Camcorder)	262920421252	board short & zoom broken
Canon Elura 70a (Camcorder)	262910321975	board short & capture failure
Panasonic PV-GS180 (Camcorder)	D6HY53421 R	main board shorted (left in pieces from attempted repair)
Panasonic PV-GS180 (Camcorder)	D6HY54279 R	main board shorted
JVC GR-D350U (Camcorder)	170L3522	power failure, won't capture, blue picture
JVC GR-D350U (Camcorder)	170L3595	power failure, no audio
JVC GR-D350U (Camcorder)	can't read serial #	board short, no audio

Request For Disposal Of Property



Scrap Metal

Our supply of scrap metal has accumulated to the point that it can be sent to salvage. We would like to have this material declared surplus. We will then have a salvage company deposit a dumpster so we can put the material in the dumpster. Our estimated value would be close to \$2000.00. The salvage company will then send a check, after sorting and weighing, to the district for amount of the material. We have a mixture of copper, stainless steel and iron in our pile. They will do the sorting.



Unified School District 232

Lexington Trails Middle School
8800 Penner Avenue
De Soto, Kansas 66018-0509
Phone: (913)667-6260
Fax: (913)667-6261
Information Line: (913)667-6269

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Stephen M. Ludwig, Principal
sludwig@usd232.org

April 11, 2011

TO: USD 232 Board of Education
FM: Steve Ludwig
RE: School Contribution

I seek the approval of our Board of Education to accept the contribution from The Hallmark Corporate Fund, through the Volunteer Involvement Pays (VIP) program in the amount of \$200.00 to the Lexington Trails Middle School General Fund.

Respectfully,

Stephen M. Ludwig
Principal



Lexington Trails' Mission is to provide all students with diverse and developmentally appropriate opportunities and to encourage their emotional, intellectual, physical, and social growth during the transition from elementary to high school.



D E S O T O

UNIFIED SCHOOL DISTRICT 232

35200 W. 91st ST.
De Soto, Kansas 66018
Phone: 913-667-6220
FAX: 913-667-6221
E-mail: sdegband@usd232.org

Steve Deghand
Activities Director

May 3, 2011

To: USD #232 Board of Education
From: Steve Deghand
RE: School Contribution

I seek the approval of our Board of Education to accept a contribution from an anonymous donor in the amount of \$2000.00 to the Mill Valley Football Program. The amount will be deposited into our building account for football.

Respectfully,

Steve Deghand



De Soto Unified School District 232
Mize Elementary School
7301 Mize Road
Shawnee, Kansas 6622

Phone: (913) 441-0880
Fax: (913) 441-9452
Web: www.usd232.org/me

Mrs. Lori Bradley
Principal

May 3, 2011

TO: USD 232 Board of Education
FM: Lori Bradley
RE: Contribution to Mize Music Program

I seek the approval of our Board of Education to accept a contribution from a Mize parent in the amount of \$1,000.00 to the Mize Music Program. The amount will be deposited into our building music teacher's account.

Sincerely,

Mrs. Lori Bradley

TO: Board of Education

From: Jamie Fink

RE: Disposal of Surplus Items

Date: 4/28/11

Report: Parents as Teachers Surplus Items

The Board of Education previously approved on November 8, 2010 the following toys and equipment as surplus property. Disposal of the toys and equipment will be by the following process. Items for sale will be placed in groups according to what we think their value is. (i.e. \$1, \$5, \$10, etc.)

Notice of the sale would be emailed to families in our PAT program, families in USD #232 preschool, flyers posted in area businesses and the sale would be advertised in local newspapers. Signs would also be posted announcing the sale.

I would like to request an exemption from the following:

1. Board members, district officials, employees, and their families are prohibited from purchasing items offered for sale by the school district unless such individuals participate as the successful bidder in sealed bid process or public auction conducted by a 3rd party not associated with the school district.

Please note, USD #232 employees will not be given a priority or preferential process such that others would not have the same opportunity. Be assured that nothing would be sold until the day of the sale to anyone (employee or otherwise).

Date of the sale is tentatively set for June 16, 2011 from 8:00am-2:00pm at CLC. PAT staff and advisory board members will be assisting in the sale. Proceeds from the sale would be turned in to Ken Larsen asap after the sale ended on Thursday, June 16, 2011 to be placed in the Parents as Teachers fund.

Items not sold will be donated to an agency, yet to be determined.

PAT Surplus Items approximate value

<u>Category of Toys/Equipment</u>	<u>Value</u>
Pretend Play Toys	\$175
Children's Furniture	\$175
Riding Toys	\$150
Climbing Toys/Mats/Foam Climbing Equipment	\$500
Misc. Small toys	\$200
Misc. Office Equipment/Storage Equipment	\$100
Total Value (approx.)	\$1300



Unified School District 232



De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: April 5, 2011
To: Board of Education, USD 232
From: Ron Wimmer, Superintendent
David King, Maintenance Supervisor
Re: District HVAC Service and Inspections Contract
Funding Source: Capital Outlay

Request for Proposals were received on April 27, 2011, for the District HVAC Service and Inspection Contract. Proposals were sent out to four contractors and a legal ad posted in the KC Star. Two contractors were in attendance for the mandatory pre-bid meeting with two submitting proposals. The pricing of each proposal were as follows:

Contractor	Total Cost For First Year Contract	Total Monthly Fee All Buildings	Hourly Rate for Work Outside of Proposal	Truck Charge for Work Outside of Proposal
ACS	\$197,000.00	\$3,760.00	\$75.00	\$35.00
Cates Service	\$108,000.00	\$9,000.00	\$72.00	\$20.00

The agreement of this proposal would begin on July 1, 2011, and be in effect through July 1, 2012, with the option to extend the agreement for two consecutive years. The extension would provide a 4% per-year increase for the following two years. Cates Service indicated the Smardt chillers and Gunter air cooled condensers have not proved to be reliable for the installed applications for which estimated service requirements cannot be reliably established. As such, service requirement would be charged on an hourly basis as submitted in the proposal (\$72 per hour).

The difference in cost between ACS and Cates Service would require 1,236 hours of service to match the higher proposal. With an extended warranty on the Smardt chillers and Gunter Air Cooled Condensers for an additional year, staff projects the additional hourly needs would not reach levels to offset the cost difference in the proposals.

Cates Service provides current support to the district and has satisfied all of the specifications and requirements of the District for the last three years. Cates Service has submitted the lowest yearly cost of **\$108,000.00** for the Districts HVAC Service Contract. Staff seeks approval for Cates Service as specified in the RFP.



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: May 2, 2011
To: Board of Education, USD 232
From: Ron Wimmer, Superintendent
Deb Atwell, Facilities Department
Re: Starside Media Center Carpet Replacement
Funding Source: Capital Outlay

Bids were received on April 28, 2011, for the Starside Media Center Carpet Replacement Project. Bid specifications were sent out to five qualified contractors and a legal ad posted in the KC Star. Three contractors attended a mandatory pre-bid meeting with those three submitting bids. The bids results are as follows:

Contractor	Base Bid	Alternate #1
Artistic Flooring	\$19,900.00	\$6,200.00
Country Carpet	\$15,600.00	\$5,830.00
Regents Flooring	\$19,068.00	\$7,845.00

The base bid for this project includes removal and replacing all carpet in the media center. Alternate #1 consists of removing and replacing carpet in the three offices and a computer classroom immediately connected to the media center. These areas have not had new carpet installed since the buildings opening in 1998. Accepting the base bid and alternate #1 would give this project a more complete finish.

The estimated budget approved by the Board of Education for this capital outlay project was \$40,000.00. The lowest responsible bidder was **Country Carpet** with a base bid amount of \$15,600.00 and Alternate #1 in the amount of \$5,830.00 for a project total of **\$21,430.00**. Recently, Country Carpet adequately completed the Monticello Trails and De Soto High School carpet replacement projects for the District. The staff seeks approval to proceed with the Starside Elementary Media Center Carpet Replacement Project.



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: April 5, 2011
To: Board of Education, USD 232
From: Ron Wimmer, Superintendent
David King, Maintenance Supervisor
Re: Monticello Trials Science Room Window and Block Repair
Funding Source: Capital Outlay

Request for Bids were received on April 29, 2011, for the Monticello Trials Science Room Window and Block Repair Project. This project will consist of removing six science room green house windows, adding flashing between each masonry wall and resetting each window. It also includes repair to the blocks that have been damaged from water infiltration and additional joint sealant repair to damaged brick on the exterior gym wall.

Request for Bids were sent to four contractors and a legal ad posted in the KC Star. Three contractors were in attendance for the mandatory pre-bid meeting with two submitting proposals. The pricing of each proposal were as follows:

Contractor	Base Bid
Combes Construction	\$33,000.00
KES Construction	\$40,543.00

The estimated budget approved by the Board of Education for this project was \$90,000.00. The lowest responsible bidder was **Combes Construction** for a project total of **\$33,000.00**. Combes Construction has completed numerous jobs for the district with the most recent being De Soto High School Addition Phase I. Staff seeks approval to proceed with the with the Monticello Trials Science Room Window and Block Repair Project.



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: April 29, 2011
To: Board of Education, USD 232
From: Ron Wimmer, Superintendent
Deb Atwell, Facilities Department
Re: De Soto High School Interior Paint Project
Funding Source: Bond Funds

Bids were received on April 27, 2011, for the De Soto High School Interior Paint Project. Bid specifications were sent out to four contractors that are qualified contractors and a legal ad posted in the KC Star. Five contractors were in attendance for the mandatory pre-bid meeting with all five submitting bids. The bids results are as follows:

Contractor	Base Bid	Alternate #1 Theatre	Alternate #2 Upper Gym
Advance Protective Coating	\$118,483.00	\$8,835.00	\$18,004.00
Childress Painting	\$74,433.00	\$6,240.00	\$6,845.00
Dayco Painting	\$65,980.00	\$3,900.00	\$4,491.00
Mill Valley Construction	\$79,485.00	\$4,000.00	\$11,000.00
Switzer & Associates Painting	\$75,983.00	\$3,000.00	\$7,200.00

Dayco Painting was the low bidder meeting all of the requirements of the bid proposal. Dayco has completed several jobs for the District in the past several years they were the original painting contractor when De Soto High School was built. They also have the manpower to complete a job of this size in the limited amount of time that is allotted.

The estimated budget approved by the Board of Education for this bond funded project was \$158,625.00. This project includes painting all classrooms, hallways, restrooms, media center, lower half of gym and commons area. The condition of these areas justifies the need to move forward with the interior paint project. After discussions with HTK Architect it was determined that Phase II would not in any way affect these areas. It does exclude the main office which received paint last year and the new classrooms added during Phase I Addition.

This request for bid included two alternates. Alternate #1 consists of painting the theatre walls and soffit above the stage. Alternate #2 consists of painting the gym walls above the stripes. Neither one of the areas have been painted since the building opened in 1995. The lowest responsible bidder was **Dayco Painting** in the amount of \$65,980.00, Alternate #1 in the amount of \$3,900.00 and Alternate #2 in the amount of \$4,491.00 for a project total of **\$74,371.00**. Staff seeks approval to move forward with Dayco Painting as specified in the bid documents.



Unified School District 232



De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: May 3, 2011
To: Board of Education
From: Ron Wimmer, Superintendent
Deb Atwell, Facilities
Re: Band Storage De Soto High School
Funding Source: Bond Funds

The music storage cabinetry in the band hallway between the main hallway and the new addition needs replacement. The cabinets are original from the opening of the building in 1995 and are broken beyond repair. Many of the doors have no way to be secured for security of the instruments and the tops are loose and create safety issues.

With approval of interior painting, this would be the optimal time to replace the cabinetry to coordinate painting of the area. The matter was discussed earlier with replacement of cabinets in the band room; however, the uncertainty of the scope of Phase II work in this area delayed the matter until this time. With no construction work planned in the designated area it would be appropriate to proceed with replacement of the cabinets.

Wenger was the low bidder for the band room cabinets previously approved by the Board. By extending the previous bid to match band room cabinets, Wenger has submitted an extension of the bid pricing with a quote of \$23,440.00 for this project. If the project is approved, the district will follow the normal bid process for this project.



Unified School District 232



De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: May 02, 2011
To: Board of Education, USD 232
From: Irvin Greer, Grounds Supervisor
Re: De Soto High School Tennis Court Replacement Project
Funding Source: Bond Funds

At the April 11, 2011, board meeting the Board of Education approved the De Soto High School Tennis Court Replacement Project. The board approved the Base Bid of \$212,685.00, Alternate #1 to replace the exterior fence post for \$27,838.00, and Alternate #2 replacing 6' foot wind screen at \$1,420.00 for a total project of \$241,733.00 from Trans Texas Tennis Courts. I have received a request from Trans Texas Tennis Courts to withdraw Alternate #1. Mann Fence Company has completed several projects for the district and their work has met all expectations. They've given us a quote in the amount of \$17,624.00, which is under the \$20,000.00 threshold requiring board approval. The project involves removing and replacing the exterior fence posts due to the poles being lifted out of the ground and others leaning. I am requesting that the board withdraw Alternate #1 from Trans Texas Tennis in the amount of \$27,628.00 and approve the fence proposal from Mann Fence Company in the amount of \$17,624.00.



Unified School District 232



De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Ron Wimmer, Ed.D.
Superintendent of Schools

Date: May 4, 2011
To: Board of Education, USD 232
From: Ron Wimmer, Ken Larsen and Jack Deyoe
RE: Warehouse/Food Services Truck Bid

On April 20 qualified vendors capable of providing the required equipment received Request for Bid for a new medium duty diesel truck with refrigerated 24-foot box to be used for the distribution of the district's food, custodial, office and furniture supplies. The following vendors responded:

Vendor	Make	Bid Price
Diamond International of Kansas City:	International	\$103,470.02
MHC Kenworth (Olathe):	Kenworth	\$111,421.11
Westfall GMC Truck (Kansas City):	Freightliner	\$97,664.00
Midway Ford Truck (Kansas City):	Ford	\$96,577.00
MidWest Truck Sales of Olathe:	Fuso (Mitsubishi)	\$102,156.00
MidWest Truck Sales of Olathe:	Hino (Toyota)	\$100,625.00

Based on continuous maintenance and repair of the current 2000 model truck, the district solicited bids for a replacement unit more appropriate for existing needs. The current truck has served the district daily since 2000 and before Riverview, Prairie Ridge, Horizon, Mill Creek, and Belmont opened. In 2000, the district had 3277 students compared to nearly 7,000 today. This vehicle is the district's only refrigerated unit capable of delivering produce and frozen food. The 11-year-old truck odometer logs nearly 120,000 miles and repair bills during the last three (3) years have totaled \$17,796.

The new truck will provide increased hauling capacity, and reduced maintenance cost. The current truck was not offered as trade in the proposal request as it offers great value to the district as a back-up and little value as a trade-in. The "outright" purchase (without trade-in) provides a greater discount without the trade. If there is a preference to reduce the district's fleet by one truck, it would serve the district to consider selling the 1997 one-ton Ford truck which is not refrigerated and can be used only for small cargo loads.

As this is a significant purchase for the district, Dr. Wimmer and Ken Larsen were involved in this matter and authorized solicitation of bids for consideration by the Board of Education.

MEMO

TO: USD 232 Board of Education
FROM: Julie McGrath, RD
Director of Student Nutrition
SUBJECT: 2011-2012 School Year Food Vendor Bid Recommendations
DATE: 5/4/2011

The Student Nutrition department has requested, received and analyzed bids on the following food categories for the 2011-2012 school year. I am submitting the following recommendations for the board to approve:

Bread Products

Bid requests were submitted to and received from Wonderbread/IBC and Sara Lee/Earthgrains. Although Wonderbread/IBC appears to have a lower price for hamburger buns – which is our largest quantity of purchase – they do not produce a 1.8 - 2 oz bun that would satisfy the grain requirements for our menu-based planning. In addition, Sara Lee has developed a 53% Whole Grain product that meets the new federal Child Nutrition guidelines as a whole-grain rich product. Although this is not required until the 2012-2013 school year, we are planning to implement this guideline in our 2011-2012 school year lunch menus. Based on this information and the prices listed below, I am recommending that we continue our partnership with Sara Lee/Earthgrains and award the 2011-2012 contract to their firm. These bids are for fixed pricing.

Item <i>(prices are per serving unit)</i>	10-11 CONTRACT	11-12 BIDS RECEIVED	
	Sara Lee	Sara Lee	Wonder
Hamburger buns, whole grain	\$0.105	\$0.15	\$0.1375 ¹
Hot dog buns, whole grain	0.105	0.12	0.1375
Sandwich Bread, whole grain, per oz	0.048	0.055	0.052
Hoagie Roll <i>(secondary only)</i>	0.18	0.26	0.185 ²
Texas Toast, per oz <i>(secondary only)</i>	0.035	0.046	0.048

¹ Wonderbread 100% whole wheat hamburger buns are only 1.5 oz in size which does not equal 2 grains when using menu-based planning (our current method). Sara Lee buns are 2.0 oz in size and are 53% whole grain (meets the whole-grain rich requirement).

² Sara Lee hoagie rolls are 53% whole grain (meets the whole-grain rich requirement). Wonderbread does not produce a whole grain product and their bid is based on white bread.

Milk / Dairy Products

Bid requests were submitted to Anderson-Erickson Dairy, Roberts Dairy and Belfonte Dairy. Bids were received by Anderson-Erickson Dairy and Roberts Dairy. Based on the prices listed below, I am recommending that we continue our partnership with Roberts Dairy and award the 2011-2012 contract to their firm. These bids are for fixed pricing.

Item	10-11 CONTRACT	11-12 BIDS RECEIVED	
	Roberts	Roberts	A-E
Milk, ½ pint, 1% white	\$0.205	\$0.2417	\$0.265
Milk, ½ pint, skim white	0.205	0.2387	0.253
Milk, ½ pint, chocolate or strawberry	0.205	0.2587	0.275
Cottage cheese, 5 lb, 2% fat	7.80	8.30	8.30
Sour cream, 5 lb	5.80	6.60	6.60
Yogurt, 6oz, flavored, 1% fat (no artificial sweeteners)	0.45	0.47	0.47

Ice Cream Products

Bid requests were submitted to Blue Bell, Anderson-Erickson Dairy, Roberts Dairy, Belfonte Dairy and Kansas City Ice Cream Company. We received bids from Blue Bell and Roberts Dairy. We currently use a frozen juice bar from Blue Bell on our elementary and secondary menus that meets a ¼ cup fruit requirement and is well received by the students. Roberts Dairy does not offer a comparable product. Based on this information and the prices listed below, I am recommending that we continue our partnership with Blue Bell and award the 2011-2012 contract to their firm. Please note that we will not stock any products that exceed 200 calories per unit based on our district wellness policy. These bids are for fixed pricing.

Item (prices are per serving unit)	10-11 CONTRACT	11-12 BIDS RECEIVED	
	Blue Bell	Blue Bell	Roberts
Frozen juice bars (¼ cup fruit juice)	\$0.215	\$0.215	n/a
Ice cream sandwiches	0.270	0.283	0.177
Novelty ice cream (ex: nutty cone)	0.270	0.308	0.479
Snickers ice cream bar	0.663	0.675	n/a

Pizza Vendor (DHS / MVHS only)

Bid requests were submitted to Pizza Hut, Dominos, Papa John's, Casey's, Sutera's, Pizza West, Old Shawnee Pizza and Gambinos. Pizza Hut was the only vendor to return a bid. The pricing stayed consistent over the contract we currently hold for them for the 2010-2011 school year. Their service has been superb and the product has been well received at both facilities. Therefore, we intend to continue our partnership with their firm for the 2011-2012 school year.

Sandwich Vendor (DHS / MVHS only)

Bid requests were submitted to Subway, Mr. Goodcents, Schlotzsky's, Quiznos, Planet Sub, Jimmy John's, Twisted, Casey's and Jason's Deli. We received bids from Mr. Goodcents, Schlotzsky's, Quiznos and Planet Sub. We will be holding a taste test for the top three bids at Mill Valley High School on Wednesday, May 11 with a selected group of underclassmen. We will use the bid pricing and student feedback to determine a vendor for the 2011-2012 school year. This is the same method we have been using over the past several years and it has worked well.

Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then print.

Building: Lexington Trails Middle School Grade(s): 6-8 Class/Group: LTMS Bands

District Sponsors on the trip: Rob Foster, Kim Thelen

Purpose of Trip: _____ Does this trip involve more than one day? Yes No

We will be performing at Schlitterbahn Water Park's Sound Waves Music Festival

Destination: KC Schlitterbahn Waterpark Destination City, State: KC, KS

First day of trip: Sat./May 14 Departure time: 7:00am Depart from: LTMS

Last day of trip: Sat./ May 14. Return time: 430pm Return to: LTMS

Mode of transportation/travel: 3 buses

Will there be an overnight stay? Yes No If yes, where will students be staying? _____

*Indicate "Estimate" if actual not established at date of request.

*Cost for travel: _____

*Cost for food/other: _____

*Cost for hotel: _____

*Cost per student: \$15.00

Amount paid by building funds: _____

*Amount paid by students: \$15.00

Other Pertinent Information:

This is a voluntary performance. None of the students are required

Attach flyer or other information as provided to students and parents.

Parent Permission Slips on file for all students: Yes No Number of students attending: 110

Complete list of students attending on file with school including names, contact information, and emergency contact information? Yes No

Number of staff sponsors attending: 2 Number of supervising parents attending: 20

Attach a daily schedule of activities if trip extends beyond one day.

Sponsor Signature:  Date: 4-27-11

Principal/Supervisor Signature:  Date: 4-26-11

This form must be received in the Superintendent's office by the first Tuesday of the month for consideration at the next meeting of the Board of Education.

Board of Education: Approved Denied Date: _____

Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then print.

Building: Mill Valley High School Grade(s): 9-12 Class/Group: Track and Field

District Sponsors on the trip: Chris Dunback and Mark Peck

Purpose of Trip: _____ Does this trip involve more than one day? Yes No

State Track and Field

Destination: Wichita State University Destination City, State: Wichita, Kansas

First day of trip: 5-26-11 Departure time: 11:00 am Depart from: MVHS

Last day of trip: 5-28-11 Return time: 11:30 pm Return to: MVHS

Mode of transportation/travel: Vans + possibly a bus (depending on number of students)

Will there be an overnight stay? Yes No If yes, where will students be staying? Wichita Airport Hilton

*Indicate "Estimate" if actual not established at date of request.

*Cost for travel: Estimate- Gas \$250

*Cost for food/other: Estimate \$1480

*Cost for hotel: Estimate- \$4000

*Cost per student: Estimate- \$180

Amount paid by building funds: All

*Amount paid by students: Meals over \$5

Other Pertinent Information:

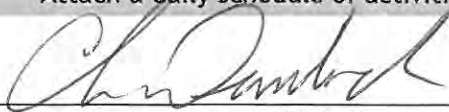
Attach flyer or other information as provided to students and parents.

Parent Permission Slips on file for all students: Yes No Number of students attending: Estimate 30

Complete list of students attending on file with school including names, contact information, and emergency contact information? Yes No

Number of staff sponsors attending: 7 Number of supervising parents attending: _____

Attach a daily schedule of activities if trip extends beyond one day.

Sponsor Signature:  Date: 4-6-11

Principal/Supervisor Signature:  Date: 4-6-2011

This form must be received in the Superintendent's office by the first Tuesday of the month for consideration at the next meeting of the Board of Education.

Board of Education: Approved Denied Date: _____



Unified School District 232

De Soto - Shawnee - Lenexa - Olathe
www.usd232.org

Request for Board Approval of Extended Day Trip

Save this document to your computer, complete the form, save again, then print.

Building: Mill Valley High School Grade(s): 11-12 Class/Group: Broadcast II

District Sponsors on the trip: Cindy Swartz

Purpose of Trip: _____ Does this trip involve more than one day? Yes No

Students will compete at the Kansas State Fair Broadcast Contest to keep their 1st place title.

Destination: Kansas State Fair Destination City, State: Hutchinson, KS & Wichita, KS

First day of trip: Wednesday, September 14, 2011 Departure time: 2pm Depart from: MVHS

Last day of trip: Thursday, September 15, 2011 Return time: 7pm Return to: MVHS

Mode of transportation/travel: School Van

Will there be an overnight stay? Yes No If yes, where will students be staying? Northrock Suites (Wichita Inn)

*Indicate "Estimate" if actual not established at date of request.

*Cost for travel: _____

*Cost for food/other: Sub = 138.00

*Cost for hotel: \$223.18

*Cost per student: Food expenses

Amount paid by building funds: ~~\$223.18~~ \$361.18

*Amount paid by students: Food Expenses

Other Pertinent Information:

Taking Broadcast Equipment. Using In-House fund raising account.

No District Funds Will be Used

Attach flyer or other information as provided to students and parents.

Parent Permission Slips on file for all students: Yes No Number of students attending: 6

Complete list of students attending on file with school including names, contact information, and emergency contact information? Yes No

Number of staff sponsors attending: 1 Number of supervising parents attending: 0

Attach a daily schedule of activities if trip extends beyond one day.

Sponsor Signature: Cindy Swartz Date: 4-12-11

Principal/Supervisor Signature: [Signature] Date: 4-12-11

This form must be received in the Superintendent's office by the first Tuesday of the month for consideration at the next meeting of the Board of Education.

Board of Education: Approved Denied Date: _____



Kansas Journalism Teacher:

The Kansas State Fair has an exciting program to offer to your students next fall. From Monday, September 12 through Friday, September 16, the KSF will conduct a print competition as part of the Kansas' Largest Classroom program. In 2010, 18 schools participated in the print and video competitions.

The first-place award is a Grand Champion Rosette and \$100; the second-place award is a Reserve Grand Champion Rosette and \$50.

The competition is open to any high school journalism staff in the state of Kansas. A total of 10 schools will participate, two each day. Each school will produce a four-page 8.5 x 11 inch newsletter covering one day at the Kansas State Fair. **Specific guidelines are enclosed.** Each school may bring five students to participate in the competition.

On-line registration is open now and will be available until April 30. We encourage you to register this spring so that you are prepared when planning your beginning of school activities for next fall.

Go to the link below to register for a spot as well as to view last year's winners. Last year, the print division filled in the first 3 days that registration was opened, so don't delay.

<http://www.kansasstatefair.com/pagedescription.php?id=1268&pages=sf>

Because the Scholastic Press Corps offices can only accommodate two print and two video teams each day, you will need to indicate three preferences of days to compete. Slots will be filled in the order that registrations are received. The first ten schools to register for the print competition will be notified and receive additional information. All other registrations will receive notification that they are on a list of alternates. If any cancellations take place before the 2011 KSF, schools on the alternates list will be contacted based on the order in which registrations were received. Each year one or two schools were moved from the alternates list to the participants list in late August, so please don't hesitate to register.

Because the Scholastic Press Corps Competition is part of the Kansas' Largest Classroom program, the only cost to compete is a \$2 gate ticket for each student. As part of the KLC special ticket pricing, for each four students, one adult ticket is provided, so the teacher will be admitted free.

For only \$10 your journalism students can be part of this amazing educational experience. The KSF is aware of additional educational budget cuts and urges you to contact your Booster Club if your district is unable to provide funding for transportation or a substitute for the day. This is a small price to pay for such an educational opportunity, and we urge you to take advantage of it.

Because we do not have a mailing list for video instructors like we do for print (through KSPA), we ask that you pass the enclosed letter and guidelines to any video or broadcast instructor at your school.

If you have further questions, please contact Janet Hallford, SPC supervisor, at jhallford@cox.net or at 620-662-1137.

2011 Kansas State Fair ~ Kansas' Largest Classroom Video Competition General Information

- The school must produce a 4 min. video focusing on one day at the Kansas State Fair.
- The school can choose to produce a promotional video for the KSF or to create an extended news broadcast about that day at the fair.
- All interviews, filming and editing must take place at the KSF the day of competition.
- Each school will be assigned two specific agriculture-related stories which must be included in the video. One of the stories will be 90 seconds in length and the other will be 60 seconds in length. These assignments will be provided prior to the day of competition, but remember, actual interviews, filming and editing must take place the day of the competition.
- The rest of the video content is up to the school as long as it focuses on the activities of that day at the Kansas State Fair.
- The Kansas State Fair logo must appear at least once during the video. The logo will be provided.
- Each school is limited to 5 student participants.
- A teacher must be available in the Scholastic Press Rooms and is allowed to accompany the students while they pursue their stories, but the teacher is not to actively participate in the competition (guidelines will be provided before the actual competition).
- A professional videographer will be available to mentor the students.
- The school will need to bring video cameras, laptop computers and other equipment as needed.
- The Scholastic Press Room will have tables, power cords, etc. and should be used for staff meetings and for editing and producing the video.
- While the school will have until 6 p.m. that day to submit the finished product on CD or DVD, it can submit the video any time prior to that.
- At the conclusion of the 2011 Kansas State Fair, the videos will be judged. Awards will be presented at a special ceremony which will be held after the fair (TBA).
- The first 10 schools to register for the video competition will participate. Others will be placed on an alternates list and will be contacted if any cancellations take place.



Contact Information:
Janet Hallford
Kansas State Fair ~ Kansas' Largest Classroom
jhallford@cox.net 620.662.1137



Unified School District 232

De Soto – Shawnee – Lenexa – Olathe

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Mr. Ken Larsen

Director of Finance

Date: May 2, 2011
To: USD 232 Board of Education
From: Ken Larsen, Director of Finance/Treasurer
Re: Musical Instrument Additions/Replacements Report

During the review of proposed Capital Outlay expenditures by the Capital Outlay Committee earlier this year, the need for extensive additions/replacements to the District's musical instrument inventory was brought forth as a critical need. The committee removed this item from the list being considered at that time and asked for a sub-committee consisting of the District's Band/Music Teachers to review these needs District wide and present a District wide plan for the needed additions/replacements. The sub-committee has completed their task and presented the plan to Administration for final recommendation to the Board.

The attached list represents a sizeable investment, however, we have not provided additional instruments needed for the growth of increased participants in the program or for future program growth and have not provided proper maintenance such as we do for other programs.

Up to this point the Band and Music Departments have used the following methods to keep up with the growth in the programs:

1. Using older instruments on a regular basis, average instrument purchase date is 1989, making the average instrument age 22 years old.
2. Multiple students sharing the same instrument. Consequences of sharing instruments are:
 - a. Not a best practice – sharing instruments is much like sharing textbooks. One might have the instrument when the other needs it. Instrument not always available when needed for practice, etc.
 - b. Reduces life of the instrument – double the use, double the wear and tear. Every instrument being shared has been in for at least one repair this year and some have been in multiple times for repair this year.
 - c. Proper instrument care – it is difficult, if not impossible, to hold a student responsible for proper instrument care when sharing. This results in higher repair/maintenance cost.
 - d. Higher maintenance costs – double use of an instrument generally results in double the maintenance costs.

Growth of participants in the high schools Band program over the past 10 years is as follows: FY 2001-02, 51 participants at DHS, 50 participants at MVHS for a total of 101 participants; FY 2010-11, 125 participants at DHS, 135 participants at MVHS for a total of 260 participants, an increase of 159 participants or 157%. We have only purchased 16 new instruments during this period. Also, an increase of 25 participants is expected for the FY 11-12.

Please be assured this list represents only what the Band and Music Departments feel they need to maintain the high integrity of the program and their constant goal of providing students the best overall education possible. The majority of these instruments would be for the high schools with some being for Lexington Trails and Monticello Trails Middle Schools. Mill Creek Middle School was supplied with adequate instruments when it opened four years ago. The overall plan is to generally place newly purchased instruments in the high schools and move instruments down to middle schools from high schools and down from middle schools to elementary schools.

The instruments on this list are expected to handle the program growth over the next 5 years and it is expected most of these instruments would be in service, with proper maintenance, for a period of 15 years or longer.

Funding for these purchases from the District's Capital Outlay Fund would be as follows: \$386,000 for instruments needed for 2011-12 school year, approximately \$193,000 from the current 2010-11 fiscal year budget and the balance of approximately \$193,000 from the 2011-12 fiscal year budget. \$121,000 for instruments needed for 2012-13 school year from the 2012-13 fiscal year budget.

Administration will work with the band/music departments to develop an acceptable annual maintenance program for those instruments requiring such maintenance.

We recommended the Board approve an amount not to exceed \$386,000 for the purchase of band/music instruments for the 2011-12 school year.

Current District Band Needs for 2011-2012 school year

Model	Priority	Instrument	Brand	Qty	Price per	Total
YPC-62	1	Piccolo	Yamaha	4	\$ 1,480	\$ 5,920
Model 200	1	Flute	Gemeinhardt	2	\$ 850	\$ 1,700
Model 300	1	Oboe - HS	Fox	4	\$ 5,200	\$ 20,800
Model 330	1	Oboe - MS	Fox	3	\$ 2,800	\$ 8,400
Model 200	1	Clarinet - MS	LeBlanc	5	\$ 775	\$ 3,875
Model 1430P	1	Bass Clarinet	Selmer	7	\$ 1,400	\$ 9,800
Model IV	1	Bassoon - HS	Fox	4	\$ 4,800	\$ 19,200
Model 51	1	Bassoon - MS	Fox	3	\$ 3,800	\$ 11,400
YTS-62	1	Tenor Sax	Yamaha	8	\$ 2,200	\$ 17,600
YBS-52	1	Bari Sax	Yamaha	5	\$ 3,800	\$ 19,000
SS-901	1	Soprano Sax	Yanogasawa	2	\$ 2,390	\$ 4,780
604-W	1	Cornet	King	8	\$ 200	\$ 1,600
8D	1	French Horn	Conn	10	\$ 3,000	\$ 30,000
JP	1	Eb Alto Horn	John Packer	4	\$ 500	\$ 2,000
JP	1	Tenor Horn	John Packer	2	\$ 500	\$ 1,000
Model 1121	1	Mellow Phones	King	4	\$ 1,200	\$ 4,800
FH-600	1	Flugelhorn	Bach	2	\$ 850	\$ 1,700
Model 200	1	Trombone	Bach	3	\$ 1,200	\$ 3,600
Model 50-B	1	Bass Trombone	Bach	2	\$ 2,250	\$ 4,500
YEP-642	1	Euphonium	Yamaha	2	\$ 4,400	\$ 8,800
YEP-321	1	Euphonium	Yamaha	10	\$ 1,500	\$ 15,000
YBH-301M	1	Marching Baritone - HS	Yamaha	6	\$ 1,500	\$ 9,000
YBB-105WC	1	Tuba - MS	Yamaha	3	\$ 1,900	\$ 5,700
M 1865U	1	Tuba - HS	Miraphone	2	\$ 8,500	\$ 17,000
20-K	1	Sousaphones - HS	Conn	4	\$ 5,300	\$ 21,200
36-K	1	Sousaphones - MS	Conn	4	\$ 3,300	\$ 13,200
M-8055	1	Vibraphone - Marching Frame	Musser	1	\$ 4,300	\$ 4,300
YMRD-2400C	1	Marimba-Multi Frame Tube	Yamaha	2	\$ 5,000	\$ 10,000
MSPVJ30	1	Marimba 3 Octave	Adams	1	\$ 1,500	\$ 1,500
YXRD-335C	1	Xylophone Multi Frame Tube	Yamaha	1	\$ 3,000	\$ 3,000
M665B	1	Symphonic Chimes	Musser	1	\$ 3,900	\$ 3,900
Model 470250	1	Timpani	Adams	2	\$ 9,000	\$ 18,000
CB-636B CS7	1	Concert Bass Drum and Stand	Yamaha	1	\$ 1,270	\$ 1,270
SYP-1465468	1	Concert Snare Drum	Pearl	1	\$ 450	\$ 450
CTS-02348	1	Concert Toms Set of 4 with Stands	Yamaha	1	\$ 850	\$ 850
MA8F57JF	1	Drum Set w/stands	Yamaha	2	\$ 3,400	\$ 6,800
K0909	1	Hi Hit Cymbal w/stand	Zildjian	2	\$ 550	\$ 1,100
K0854	1	Ride Cymbal 20" w/stand	Zildjian	2	\$ 335	\$ 670
K0913	1	Crash Cymbal 16" Med Thin	Zildjian	2	\$ 240	\$ 480
K0915	1	Crash Cymbal 18" Med Thin	Zildjian	2	\$ 285	\$ 570
MS9214V	1	Marching Snares/Cases/Carriers	Yamaha	6	\$ 950	\$ 5,700
MS9214V	1	Bass Drum 16" Cases/Carriers	Yamaha	1	\$ 825	\$ 825
MS9241V	1	Bass Drum 18" Cases/Carriers	Yamaha	1	\$ 860	\$ 860
MS9241V	1	Bass Drum 20" Cases/Carriers	Yamaha	1	\$ 885	\$ 885
MS9241V	1	Bass Drum 22" Cases/Carriers	Yamaha	1	\$ 935	\$ 935
MS9241V	1	Bass Drum 24" Cases/Carriers	Yamaha	1	\$ 970	\$ 970
MS9241V	1	Bass Drum 26" Cases/Carriers	Yamaha	1	\$ 1,010	\$ 1,010
MB582687	1	Tenor Drum Set of 4 Cases/Carriers	Yamaha	2	\$ 1,600	\$ 3,200
MS9214V	2	Marching Snares/Cases/Carriers-MS	Yamaha	6	\$ 950	\$ 5,700
MS9214V	2	Bass Drum 16" Cases/Carriers -MS	Yamaha	1	\$ 825	\$ 825
MS9241V	2	Bass Drum 18" Cases/Carriers -MS	Yamaha	1	\$ 860	\$ 860
MS9241V	2	Bass Drum 20" Cases/Carriers -MS	Yamaha	1	\$ 885	\$ 885
MS9241V	2	Bass Drum 22" Cases/Carriers -MS	Yamaha	1	\$ 935	\$ 935

MS9241V	2	Bass Drum 24" Cases/Carriers - MS	Yamaha	1	\$ 970	\$ 970
MS9241V	2	Bass Drum 26" Cases/Carriers -MS	Yamaha	1	\$ 1,010	\$ 1,010
MB582687	2	Tenor Drum Set of 4 Cases/Carriers-MS	Yamaha	2	\$ 1,600	\$ 3,200
MB5214	1	Marching Drum Equipment - MS SD	Yamaha	6	\$ 100	\$ 600
MB5215	1	Marching Drum Equipment - MS BD	Yamaha	6	\$ 100	\$ 600
MB5216	1	Marching Drum Equipment - MS TD	Yamaha	2	\$ 100	\$ 200
RM-SHSA	1	Stadium Hardware - SD	Yamaha	5	\$ 175	\$ 875
RM-SHBA	1	Stadium Hardware - BD	Yamaha	5	\$ 199	\$ 995
RM-SHQA	1	Stadium Hardware - TD	Yamaha	3	\$ 185	\$ 555
15-1201	1	Field PA w/Head Set Mic	Mega Vox	2	\$ 1,495	\$ 2,990
15-12011	1	Field PA Tri-Pod Stand	Mega Vox	2	\$ 150	\$ 300
RS-1	1	Acoustic Piano	Kwai	2	\$ 18,000	\$ 36,000
TOTAL FOR 11-12 =						\$ 386,350

Projected District Band Needs for 2013 thru 2017

Year	Model	Priority	Instrument	Brand	Qty	Price per	Total
2013	Model IV	1	Bassoon	Fox	1	\$ 4,800	\$ 4,800
2013	YBS-52	1	Baritone Sax	Yamaha	3	\$ 3,800	\$ 11,400
2013	1430P	1	Bass Clarinet	Selmer	3	\$ 1,400	\$ 4,200
2013	Model 1121	1	Mellophone	King	2	\$ 1,200	\$ 2,400
2013	YEP-642	1	Euphonium	Yamaha	1	\$ 4,400	\$ 4,400
2013	YBH-301M	1	Marching Baritone	Yamaha	3	\$ 1,500	\$ 4,500
2013	M1865U	1	Tuba	Miraphone	4	\$ 8,500	\$ 34,000
2013	20-K	1	Sousaphone	Conn	4	\$ 5,300	\$ 21,200
2013	MS9214V	1	Marching Sanres/Cases/Carriers	Yamaha	3	\$ 950	\$ 2,850
2013	MS9241V	1	Bass Drum 16" Case/Carrier	Yamaha	1	\$ 825	\$ 825
2013	MS9241V	1	Bass Drum 18" Case/Carrier	Yamaha	1	\$ 860	\$ 860
2013	MS9241V	1	Bass Drum 20" Case/Carrier	Yamaha	1	\$ 885	\$ 885
2013	MS9241V	1	Bass Drum 22" Case/Carrier	Yamaha	1	\$ 935	\$ 935
2013	MS9241V	1	Bass Drum 24" Case/Carrier	Yamaha	1	\$ 970	\$ 970
2013	MS9241V	1	Bass Drum 26" Case/Carrier	Yamaha	1	\$ 1,010	\$ 1,010
2013	MB582687	1	Tenor Drum Sete of 4 Cases/Carriers	Yamaha	1	\$ 1,600	\$ 1,600
2013	MS9214V	1	Marching Sanres/Cases/Carriers	Yamaha	3	\$ 950	\$ 2,850
2013	MS9241V	1	Bass Drum 16" Case/Carrier	Yamaha	1	\$ 825	\$ 825
2013	MS9241V	1	Bass Drum 18" Case/Carrier	Yamaha	1	\$ 860	\$ 860
2013	MS9241V	1	Bass Drum 20" Case/Carrier	Yamaha	1	\$ 885	\$ 885
2013	MS9241V	1	Bass Drum 22" Case/Carrier	Yamaha	1	\$ 935	\$ 935
2013	MS9241V	1	Bass Drum 24" Case/Carrier	Yamaha	1	\$ 970	\$ 970
2013	MS9241V	1	Bass Drum 26" Case/Carrier	Yamaha	1	\$ 1,010	\$ 1,010
2013	MB582687	1	Tenor Drum Sete of 4 Cases/Carriers	Yamaha	1	\$ 1,600	\$ 1,600
2013	M7646	2	Orchestral Bells Modular Tube Frame	Musser	1	\$ 2,000	\$ 2,000
2013	YMRD-2400C	2	Marimba w/Modular Tube Frame	Yamaha	1	\$ 5,000	\$ 5,000
2013		1	Percussion Accessory Kit - see attachment		4	\$ 1,000	\$ 4,000
2013	A0483	1	Marching Cr Cym 18" w/pads/straps	Zildjian	4	\$ 500	\$ 2,000
2013	A0761	1	Concert Cr Cym Classic Orch 18"	Zildjian	1	\$ 580	\$ 580
2013	A0769	1	Concert Cr Cym Classic Orch 20"	Zildjian	1	\$ 650	\$ 650
2013		2	Overhaul Acoustic Piano/Tune/	Schmitt Piano		Call for Bid	
SUB TOTAL FOR FY 12-13 =							\$ 121,000
2017	Model 555	1	English Horn	Fox	1	\$ 5,000	\$ 5,000
2017	Model IV	1	Bassoon	Fox	1	\$5,000	\$4,800
2017	Model 308	1	Piccolo - Marching	Armstrong	8	\$ 1,000	\$ 8,000
2017	1430P	1	Bass Clarinet	Selmer	2	\$ 1,400	\$ 2,800
2017	YTS-62	1	Tenor Sax	Yamaha	2	\$ 2,200	\$ 4,400
2017	Model 300	1	Oboe - HS	Fox	2	\$ 5,200	\$ 10,400
2017	8D	1	French Horn	Conn	4	\$ 3,000	\$ 12,000
2017	YEP-642	1	Euphonium	Yamaha	4	\$ 4,400	\$ 17,600
2017	YBH-301M	1	Marching Baritone	Yamaha	2	\$ 1,500	\$ 3,000
2017	20-K	1	Sousaphone	Conn	5	\$ 5,300	\$ 26,500
2017	M7646	2	Orchestral Bells Modular Tube Frame	Musser	1	\$ 200	\$ 200
2017	M1865U	2	Tuba	Miraphone	5	\$ 8,500	\$ 42,500
SUB TOTAL FOR FY 16-17 =							\$ 137,200
TOTAL FY 12-13 thru FY 16-17 =							\$ 258,200

Proposed Video Surveillance Policy

May 9, 2011 Board of Education Meeting

For your approval

Members of the Board:

A district committee helped us draft a policy governing the new video surveillance system currently being installed across the district. The committee included our School Resource Officers and representatives of principals and teachers.

The following draft was presented as a written report for your consideration in April. It has been reviewed and modified by the district's legal counsel. We did add one sentence to section number two regarding the length of time the district will maintain general video files.

We will ask you to approve the policy at the Board of Education meeting on May 9.

Current Policy: Section EBC Security and Safety

Security devices may be installed at District attendance centers. Other measures may be taken to prevent intrusions or disturbances from occurring in school buildings or trespassing on school grounds. The District will cooperate with law enforcement in security matters and shall, as required by law, report felonies and misdemeanors committed at school, on school property or at school-sponsored activities.

NEW Policy to be added to Section EBC

VIDEO SURVEILLANCE CAMERAS

The District may use video surveillance cameras to monitor the activity of any individual or vehicle in District facilities or on District property. Video cameras may also be used to monitor students and employees riding in District-owned or District-contracted vehicles. Individuals should not rely on cameras for their personal safety or safety of personal property.

Video surveillance is intended to deter criminal and other inappropriate activity and violations of school District policies, rules and regulations. Video surveillance may be used to assist law enforcement and school administration with the investigation of a crime or violations of School District policies, rules, and regulations.

Guidelines for Video Surveillance Cameras

1. The District will notify parents, students and employees that District-owned surveillance cameras monitor school properties, as well as curricular and extracurricular activities. Appropriate signage indicating the presence of surveillance cameras will be visible at all properties equipped with a surveillance camera system.
2. The District will manage the operation, maintenance, and security of the surveillance camera system. Viewing of digitally recorded images from this system will be limited to school administrators or their designees, police officers and school resource officers. Recorded video files from the surveillance system will be maintained for 14 days.
3. Requests by any persons, other than noted above, to review digitally recorded images from the surveillance camera system shall be subject to guidelines set forth in the Federal Education Records and Privacy Act (FERPA) and the Kansas Open Records Act (KORA), and must be approved by the superintendent or his/her designee. If such images include a person or persons employed by the District, the Director of Human Resources will be consulted.
4. When student misconduct is revealed in a video or audio file and reported to the superintendent or his/her designee, the student (including the parent or legal guardian of the student) may request an opportunity to review the video or audio file. A request must be made in writing within three (3) business days of being notified of the alleged misconduct and submitted to the superintendent or his/her designee.
5. When misconduct of a District employee or contractor is revealed in a video or audio file and reported to the superintendent or his/her designee, the employee or contractor may request an opportunity to review the video or audio file. A request must be made in writing within three (3) business days of being notified of the alleged misconduct and submitted to the superintendent or his/her designee, so long as the video or audio file does not also contain education records or personally identifiable information (other than directory information) of a student, as those terms are used and defined in FERPA. Subject to the requirements of FERPA, the video or audio

file will only be made available to the employee or contractor upon written consent of the student(s) and his or her parents or as otherwise required by law.

6. Surveillance camera systems will not be installed in any areas where there is a reasonable expectation of privacy, i.e. bathrooms or locker rooms. Camera systems should not be placed in instructional areas without the knowledge of the assigned teacher and the building administrator. Video surveillance will not be used to evaluate instructional performance of employees.

7. Staff and students are prohibited from tampering with the surveillance camera systems. The monitoring rooms in each building should be secure and access limited to administrators in the absence of a School Resource officer.

-END Draft Policy-

Respectfully submitted,

Alvie Cater
Director of Administrative Services & Community Relations

Computer Purchase for Video Surveillance System

For the May 9, 2011, Board of Education meeting

Prepared by Alvie Cater

Members of the Board:

Summary

We will ask the board to approve the purchase of 12 computers and associated monitors related to the operation of the video surveillance system.

Background

In April, the Board of Education approved a purchase from Anixter, Inc. for the last phase of camera equipment for the video surveillance system. This approval did not include the necessary computers capable of running the Panasonic viewing software.

The consultant for this project, Barney Carroll, and our technology team met with representatives from Panasonic and determined we would need computers that meet the required minimum specifications in order to allow our schools the full capability to use and access the video surveillance system. Our technology team reviewed those minimum specifications and determined the district does not have any computers that meet those requirements.

It is our recommendation to approve the computer purchase from Dell in an amount *not to exceed* \$19,409.64. The quotation is included with this summary and provides an education discount with pricing below the state contract for public agencies.

Finally, we have prepared a written update (included in the board packet) on the video surveillance project to bring you up to speed since our last Board of Education meeting in April.

Quotation included

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QUOTATION

QUOTE #: 583175995

Customer #: 1818719

Contract #: 45ABZ

Customer Agreement #: 45ABZ MHEC

Quote Date: 5/2/11

Date: 5/2/11 4:41:16 PM

Customer Name: UNIFIED SCHL DIST 232

TOTAL QUOTE AMOUNT:	\$19,409.64		
Product Subtotal:	\$19,409.64		
Tax:	\$0.00		
Shipping & Handling:	\$0.00		
Shipping Method:	Ground	Total Number of System Groups:	1

GROUP: 1	QUANTITY: 12	SYSTEM PRICE: \$1,237.57	GROUP TOTAL: \$14,850.84
Base Unit:	OptiPlex 990 Desktop (225-0435)		
Processor:	Core i7-2600, 3.4GHz, 8M, VT-x, 95W, Optiplex 990 (317-6591)		
Memory:	4GB,Non-ECC,1333MHz DDR3,2X2GB,Dell OptiPlex 990 (317-6987)		
Keyboard:	Dell USB Entry Keyboard, No Hot Keys, English, OptiPlex (331-2024)		
Monitor:	No Monitor Selected, OptiPlex (320-3704)		
Video Card:	512MB AMD RADEON HD 6350 Graphics Dual DVI and TV Out, LP,OptiPlex (320-1875)		
Hard Drive:	500GB SATA 6.0Gb/s and 16MB Data Burst Cache,Dell OptiPlex (342-2286)		
Operating System:	Windows 7 Home Premium, No Media, 32-bit, Optiplex, English (421-1468)		
Operating System:	Windows 7 Label, Optiplex, Fixed Precision, Vostro Desktop (330-6228)		
Mouse:	Dell USB Laser 6-Button Mouse Dell OptiPlex,Precision and Latitude (330-1170)		
TBU:	Intel vPro Technology Enabled, Dell OptiPlex 990 (331-1134)		
CD-ROM or DVD-ROM Drive:	16X DVD+/-RW SATA,Data Only,Dell OptiPlex 990 Desktop or Minitower,Black (318-0546)		
CD-ROM or DVD-ROM Drive:	Roxio Creator Starter,Media, Dell OptiPlex, Latitude and Precision Workstation (421-4540)		
CD-ROM or DVD-ROM Drive:	Cyberlink Power DVD 9.5.1,Media, Dell OptiPlex, Latitude and Precision Workstation (421-5095)		
Sound Card:	Heat Sink, Performance, Dell OptiPlex 990 Desktop (331-1151)		
Speakers:	No Speaker, OptiPlex (313-4825)		
Cable:	OptiPlex 990 Desktop Standard Power Supply (342-2463)		
Cable:	Dell Data Protection Access,OptiPlex (421-5078)		
Cable:	Enable Low Power Mode for EUP Compliance,Dell OptiPlex (330-7422)		
Cable:	Regulatory label, Mexico, for OptiPlex 990 Desktop (331-2482)		
Documentation Diskette:	Documentation,English,Dell OptiPlex (331-2030)		
Documentation Diskette:	Power Cord,125V,2M,C13,Dell OptiPlex (330-1711)		
Bundled Software:	No Productivity Software,Dell OptiPlex,Precision and Latitude (421-3872)		
Controller Option:	No RAID, Dell OptiPlex (341-8036)		
Factory Installed Software:	Dell Energy Smart Power Management Settings Enabled Optiplex (330-4817)		
Feature	No Resource DVD for Dell Optiplex, Latitude, Precision (313-3673)		
Service:	Dell Limited Hardware Warranty Plus Service Extended Year(s) (935-2098)		
Service:	Dell Limited Hardware Warranty Plus Service Initial Year (929-6267)		
Service:	ProSupport: Next Business Day Limited Onsite Service After Remote Diagnosis 4 Year Extended (927-0224)		
Service:	ProSupport: Next Business Day Limited Onsite Service After Remote Diagnosis Initial Year (951-4690)		
Service:	Thank you choosing Dell ProSupport. For tech support, visit http://support.dell.com/ProSupport or call 1-866-5 (989-3449)		
Service:	ProSupport : 7x24 Technical Support , 4 Year Extended (980-7464)		

Service:	ProSupport : 7x24 Technical Support , Initial (984-6640)
Misc:	CFI,ORDRDY,BOXLBL,LARGE Factory Install (365-0538)
Misc:	CFI,Integration Fee,Order Ready,Prowc (365-0531)
Misc:	Chassis Intrusion Switch,Dell OptiPlex Ultra Small Form Factor (317-2828)
Misc:	No Quick Reference Guide,Dell OptiPlex (310-9444)
Misc:	Shipping Material for System,Desktop,Dell OptiPlex 990 (331-1269)
	Core i7 vPro Sticker (331-1563)

SOFTWARE & ACCESSORIES

Product	Quantity	Unit Price	Total
Dell Professional P2211H,Widescreen,21.5in VIS,HAS,VGA,DVI,Opti/FPWS,Customer Install (320-9509)	24	\$189.95	\$4,558.80
3YR Limited Warranty Monitor, Advanced Exchange (986-4872)	24	\$0.00	\$0.00

Number of S & A Items: 2

S&A Total Amount:

\$4,558.80

SALES REP:	Anant Bhakta	PHONE:	1-800-981-3355
Email Address:	Anant_Bhakta@Dell.com	Phone Ext:	5139068

Please review this quote carefully. If complete and accurate, you may place your order online at www.dell.com/qto (use quote number above). POs and payments should be made to *Dell Marketing L.P.*

If you do not have a separate agreement with Dell that applies to your order, please refer to www.dell.com/terms as follows:

If purchasing for your internal use, your order will be subject to *Dell's Terms and Conditions of Sale-Direct* including Dell's U.S. Return Policy, at www.dell.com/returnpolicy#total. If purchasing for resale, your order will be subject to *Dell's Terms and Condition of Sale for Persons or Entities Purchasing to Resell*, and other terms of Dell's PartnerDirect program at www.dell.com/partner. If your order includes services, visit www.dell.com/servicecontracts for service descriptions and terms.

Quote information is valid for U.S. customers and U.S. addresses only, and is subject to change. Sales tax on products shipped is based on "Ship To" address, and for downloads is based on "Bill To" address. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, with seller listed as *Dell Marketing L.P.*, to Dell's Tax Department at 800-433-9023. Please include your Customer Number.

For certain products shipped to end-users in California, a [State Environmental Fee](#) will be applied. For Asset Recovery/Recycling Services, visit www.dell.com/assetrecovery.



JUNE 2011 BOE CALENDAR



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2  Don's Birthday!	3  Ron's Birthday!	4
5	6	7	8 11:30a Shawnee Chamber Luncheon at Town Hall Board Packet Mailing	9 11:00a De Soto Chamber Luncheon at USD 232 Ad. Ofc.	10	11
12	13 6p BOE meeting	14	15 11:30a Lenexa Chamber Luncheon at O.P. Conv. Ctr.	16	17	18  Wendy's Birthday!
19 HAPPY FATHER'S DAY!	20	21	22	23	24	25
26  Doug's Birthday!	27	28	29	30	A look into the future... July Organizational Meeting - Date TBD	

New Technology Devices in the Classroom

For the May 9, 2011, Board of Education meeting

Prepared by Alvie Cater and Jeff Mildner

Members of the Board:

We are writing to share with you the steps we are taking to address requests for new technology devices to be used in our classrooms. This is an exciting prospect for the school district as we explore new opportunities to help make learning meaningful and fun for our students.

More than a month ago, we began investigating the use of wireless devices in the classroom, like the Kindle, Nook, iPad and iTouch. We believe these types of devices can provide positive benefits for teaching and learning and require us to answer critical questions as we move forward.

We are communicating with other school districts regarding the deployment of similar devices and have narrowed the questions to three categories. Each category must be addressed before making a significant investment in new technology.

1. What is the specific curricular rationale for the technology to benefit instruction and student learning?
2. How will licensing and copyright issues be addressed for educational content?
 - Some applications are for individual use only and not available for general classroom use.
3. How will the district support these new devices across the system?
 - Connecting to the district's internal computer network
 - Wired and wireless connectivity
 - Internet Content Filtering (required by federal law)
 - Internet Content Filtering if the device is taken offsite (required by federal law)

A memo was written and distributed to our administrators, under the leadership of Dr. Wimmer and Dr. Sumner, addressing Electronic Media for Administrative and Instructional Purposes. A copy of that memo is included with this summary.

Memo "Electronic Media for Administrative and Instructional Purposes" included

MEMO

April 21, 2011

To: Directors & Principals (May be shared with others)

From: District Administrative Team

RE: Electronic Media for Administrative and Instructional Purposes

While excited about the use of technological based tools, critical questions arise about acquisition, use, and policies related to how personal tools can be used in classroom and schools. Examples of important educational uses can be found with many products including iPad, iTouch, iPhone, Kindle, Nook, and Android devices just to name a few. The majority of products require individual "apps" or applications downloaded at a small cost or free. In most situations, the application represents a transaction agreement between the individual user and the provider.

Expanding use of the technology based tools for group instruction raises many questions. While we have explored what other districts are doing, questions remain about license requirements, copyright laws, and group usage of material designed for individual uses.

A cursory review of uses provides evidence of classroom or group applications where each student has his/her individual device. For example, a small district in Oregon has issued iPods and iPads to each third grade student. A school district in New York issued iPads to 50 students as a pilot project with plans to extend to additional students next year. Many districts provide examples of individual teacher using iPads; however, the uses are "individual" and not for group instruction through sharing a device.

Based on our review to date, the district cannot support the purchase of hardware designed for individual users or the purchase of personal software (apps) for classroom, group, or individual student use as an instructional or administrative tool. The only exception to this restriction will apply to assistive technology approved for use with special need situations where such device has been approved through the IEP process and designated for an individual student.

We ask the cooperation of all to restrain from district purchases until such time as questions related to licenses, copyrights, and legal matters can be resolved. At a future time, the district will develop such policies and procedures to ensure students have supportable opportunities to use the latest technology for learning.

Please direct specific questions or issues related to this topic to an appropriate district member as you feel best represents your need (Teaching and Learning, Special Services, Technology, Purchasing, Administrative).

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Project Update: Video Surveillance

For the May 9, 2011, Board of Education meeting

Submitted by Alvie Cater

Members of the Board:

This update is to keep you informed of the progress we are making on the video surveillance project since the last Board of Education meeting on April 11.

Status

The project is now in the last phase of installation with work taking place at the district's warehouse (Countryside), district service center, administration building, and three remaining elementary schools. As of May 9, all cameras across the system will be installed.

We met with the consultant for this project, Barney Carroll, on May 2 and determined that 75-percent of the digital video recorders for the system are connected and operational. We expect all remaining recorders will be connected and operational before the end of the month.

Also this month, crews will install two additional exterior cameras at Mill Valley High School. One camera will be directed at the new parking lot currently under construction (north side) and the other will be placed in the area of the main entrance (east side) to expand the field of vision. These cameras were part of a previous purchase and will be installed at no additional cost to the district.

System Configuration

On Thursday, May 12, a systems engineer from Panasonic will be onsite guiding the configuration of the Internet Protocol (IP) Matrix software. This is the main piece of the overall video system we reported to you on April 11. Members of our technology team will be working with the Panasonic engineer to install and roll out the video viewer to our authorized users at each school.

Training

Once the configuration is complete and computers are ready at each school, our consultant will schedule training sessions for our principals, associate principals, and School Resource Officers on the use of the video viewer. We will also provide documentation and user guides for our personnel.

Project Completion

We expect the video surveillance system to be self-contained with interaction taking place at the school level. If at such time we have technical issues, the district will contact the installer and Panasonic directly for troubleshooting, maintenance and support.

Employee Feedback

As our employees and School Resource Officers interface with the video surveillance system, we will ask for their feedback to ensure the system functions at the highest standards. This will be an on-going process.

Signs

We are in the process of installing signs across the district notifying the public that a video surveillance system is in use.

Camera Angles/Adjustments

The consultant for this project is meeting with each principal and School Resource Officers to ensure all cameras operate with optimum views and will make adjustments as necessary.

###



Unified School District 232

35200 West 91st Street
De Soto, Kansas 66018
Phone: 913/583-667-6200
FAX: 913/667-6202

De Soto – Shawnee – Lenexa – Olathe
www.usd232.org

Date: May 9, 2011
To: Board of Education
From: Cindy Fouraker, Coordinator of Grants & High School Programs, Earl Martin, Director of Teaching & Learning
Re: Career and Technical Education funding reductions

Purpose

The purpose of this report is to inform the Board of Education about possible reductions in funding for Career and Technical Education.

Funding reductions:

- Recent federal legislation reduced Carl Perkins funding in the amount of 140 million dollars. Those reductions in Kansas were absorbed by KSDE for the 2010-2011 year.
 - The Carl D. Perkins Career and Technical Education Improvement Act of 2006 was designed to improve and expand services for students enrolled in career and technical education programs. *The Act defines career and technical education programs as organized educational activities that offer a sequence of progressive courses composed of both academic and technical content.* These courses are intended to prepare students for further education and careers in current or emerging employment sectors of high-skill, high-wage or high-demand occupations. The courses include competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills of students.
- Current forecasts indicate federal legislation will likely make more reductions for 2011-2012. Specific dollar amounts will be determined when KSDE receives them from the federal government. This information is scheduled to be released prior to June 30th.
- There are several bills floating through state legislative committees that make recommendations to cut the .5 weighted funding for Career and Technical Education (CTE) courses.

Current funding allocations:

- USD 232 Carl Perkins funds are allocated to the Greenbush consortium. District allocations of funds are pooled by member districts (currently 57) and then dispersed by number of programs/pathways for each school. Professional development dollars are allocated at \$1,500 per school. This year we received

\$16,000 for approved equipment purchases and were reimbursed \$2,200.75 for professional development and substitute costs.

- Currently the .5 weighted funding for CTE courses in USD 232 generated \$459,841.60 and these funds were all allocated to teacher salaries.

Funding reduction implications:

- While no decisions have been communicated yet, we are hopeful USD 232 will not see a significant reduction in Carl Perkins Funds since resources are pooled and redistributed based on number of pathways. Currently each high school has 8 – 10 pathways.
- Loss of .5 weighted funding generated will have a direct impact on USD 232 by reducing funding in the general fund by \$459,842.00. Currently all .5 weighted funding generated is expended on CTE teacher salaries.

Planning for reductions:

While funding decisions have not been finalized, we recognize the potential loss of funding exists and could have implications for the future of Career and Technical Education in USD 232. As a result, and in an effort to best prepare for any possible outcome we have discussed the following measures:

- An appropriate reduction in the number of pathway programs offered at each high school. (currently DHS has 8 pathways and MVHS had 9 pathways)
- Delay expansion of course offerings in the existing pathways until funding becomes available.
- Increase fees for courses with consumables and software requirements.
- Consider program consolidation with no program replication between the two high schools.
- Prioritize use of revenue from student enrollment fees to fund CTE programs.

Starside Elementary
35400 W. 91st Street
De Soto, KS 66018
Phone: (913) 667-6270
Fax: (913) 667-6271
E-mail: jdain@usd232.org

Dr. Jessica Dain
Principal

Purpose

To share information with Board of Education members related to a grant partnership opportunity with the University of Kansas and Kansas State University. These opportunities specifically target English Speakers of Other Languages (ESOL) Teacher Endorsements and ultimately have the potential to benefit all teachers in USD 232.

ESOL Endorsements allow teachers to be considered Highly Qualified to work with students who are learning English as a Second Language. This year the district received approximately \$187,762.00 of federal funds generated by our commitment to having ESOL Endorsed teachers working with ELL Students. Participation in these grants would not only provide our teachers the opportunity to earn their ESOL Endorsements, but would also allow our teachers to gain cutting-edge instruction that can be utilized in all classrooms in the school district.

Background

During the last twelve years, USD 232 has had several opportunities to participate in grant programs in which different universities have provided grant money for USD 232 teachers to earn their ESOL teaching endorsement on their licensure. A typical cost per teacher to earn this endorsement is \$7,000. Currently we are in the final year of an exclusive grant partnership called Project Estrellas with Emporia State University. At the conclusion of this current grant program, should we not participate in additional ESOL grant opportunities, USD 232 teachers would have to pay their own tuition costs to earn this important endorsement. Under the current economic climate, we fear many teachers (understandably) will choose not to do so.

Recently, we were contacted with an invitation to apply for ESOL grant tuition programs with both KU and KSU. Neither of these programs require us to commit exclusively to their programs, which means we could provide more teachers the opportunity to attain their ESOL Endorsements. As a first step toward exploring these opportunities, we will provide both institutions with a formal letter of support. These letters do not commit us to either program, but rather are intended to “officially” communicate our initial interest in being considered for these funds. Again, as neither program is exclusive, we would have the opportunity to increase opportunities for our teachers to enroll in either program. Unlike other grants that carry significant sustainability costs, when this funding is depleted, the grants simply expire.

The data below defines our current percentages of ESOL students and teachers with ESOL Endorsements in USD 232 at the present time.

Total Count of Teachers	542
Total Staff with ESOL Endorsement	48
Percent of Staff with ESOL Endorsement	11.29%

- All Starside Elementary Classroom Teachers either have their ESOL Endorsement or are completing their Endorsements at the present time.

Total Count of District Students	6756
Total Count of ESOL Students	258
Percent of ESOL Students	3.82%

In the last five years, (2006 to 2011) our ESOL student numbers (Pre-Kindergarten through 12th Grade) have increased by approximately 40%

2006	185 ESOL Students
2011	258 ESOL Students

Clearly, we have benefited from partnerships of this kind and these two programs have the potential to greatly expand the level of services we provide our ESOL students and families. Teachers are afforded the opportunity to earn an additional teaching endorsement for their licensure at no expense to the teacher and/or district. Our ESOL students benefit from having teachers trained in specialized instruction to meet their instructional needs.

We anticipate receiving feedback from both Kansas University and Kansas State University in late spring or early summer and will provide a Board update regarding our acceptance to either or both programs. If grant funding is awarded, USD 232 teachers will work through the application process with Debbie Taylor, District ESOL Coordinator.

Summary of Belmont Site Council for the 2010-2011 school year

November 22, 2010

-Members Present: Pam Hargrove, Jennifer Mead, Kim Lewis, Jessica Thurlow, Megan Marquis, and Imy Smith

-Members Absent- Beth Kowynia and Megan Lozano

This month Pam explained the mission of a Site Council as defined by the state of Kansas. She discussed the process the Belmont staff went through to establish the school's mission statement.

The Site Council was introduced to the school improvement plan. Pam also presented introductory information about the 7 standards of the AdvanceED process.

The Site Council discussed the different types of testing that the students take place in grades 3-5. The collaboration that teachers take part in to discuss student improvement was also talked about.

Election of officers for the year- Jennifer Mead will be secretary. The election of a chairman would be revisited during the December meeting.

An outline for topics for future meetings was created:

Dec-Mission, AdvanceEd, Guidelines, and Officer Review

January-Create Survey

Feb-School Improvement Plan

March- Review Parent Surveys

April-State Testing Data

December 13, 2010

Members Present: Pam Hargrove, Jennifer Mead, Kim Lewis, Jessica Thurlow, Beth Kowynia, Megan Lozano

Members Absent- Megan Marquis and Imy Smith

December Agenda- Officer Review, Mission Statement, and AdvanceEd

Election of officers for the year was revisited- Megan Marquis will co-chair with Beth Kowynia.

Pam and Jennifer explained the process of creating our mission statement. They explained the meaning behind the wording of the mission. Pam explained that the Belmont Staff are investigating different types of questioning. The staff is working to get students to apply their knowledge across subject areas.

A power point presentation about AdvancED was shared with Site Council members. Site Council members discussed the Stakeholder component during the meeting.

January 24, 2011

Members Present: Pam Hargrove, Jennifer Mead, Kim Lewis, Megan Marquis, Megan Lozano

Members Absent- Imy Smith, Jessica Thurlow, Beth Kowynia

January Agenda- School Survey

Site Council discussed using the Seven Standards from AdvanceED to form the questions for the survey. The length of the survey was discussed and limiting the survey to about 20 questions was the consensus. A rough draft was created by the Site Council members. The Site Council decided to review the survey and made modifications prior to the next meeting.

February 28, 2011

Members Present: Pam Hargrove, Jennifer Mead, Megan Marquis, Megan Lozano, Imy Smith, Jessica Thurlow, Beth Kowynia

Members Absent- Kim Lewis

February Agenda- School Survey

The Site Council discussed the adjustments to the parent survey that members had made. The Site council created a document that will be put on the school website beginning in April. Information about the standards was included for parents so they understood why the different questions were asked.

March

No meeting held

April 25, 2011,

All Members Present: Pam Hargrove, Jennifer Mead, Kim Lewis, Megan Marquis, Megan Lozano, Imy Smith, Jessica Thurlow, Beth Kowynia

April Agenda- School Survey

Site Council members reviewed the survey results that we have received to date. They tallied the results so they can be shared with the school community. The parent comments were very helpful and Mrs. Hargrove is going to call back all parents who requested to be contacted.

Pam shared information about where education is moving. She told the Site Council members about the Common Core Standards (www.commoncore.org). The staff members have split into groups that follow the common core standards and are working on the key components. The groups the teachers have divided into are: problem formulation, research, interpretation, communication, and precision and accuracy.

May 9, 2011

Site Council will review any other surveys that are returned within the next couple of weeks. They will also review the online surveys that have been completed. We will also review the preliminary data from the Kansas State Assessments for the school.

2010-11 Summary of Clear Creek Elementary Site Council

Site Council Members Include: Carrie Handy, Melanie Blackmore, Sabrina Casper, Elizabeth Loosbrock, Gretchen Stove, Rachele Zade, Tami Sigley, Chad Moreland, Lance Dixon, Katie Middaugh & Angie Johnston

09-16-2010 Meeting Minutes and Notes

ATTENDEES: Kim Schmit, Gretchen Stove, Sabrina Casper, Angie Johnston, Melanie Blackmore, Carrie Handy, Elizabeth Loosbrock, Rachele Zade, Tammy Sigley, Chad Moreland and Katie Middaugh.

PARENT AND STUDENT SURVEY:

Based on the comments and suggestions in the Parent and Student Surveys in the Spring of 2010, areas of improvement were addressed in the following areas:

NEWSLETTER:

Our goal is increased communication. We are doing our best to get the newsletter out every Friday, but some weeks it is not possible to send out to parents until Monday. The specials team has been writing an insert for the newsletter of the skills, etc that children are learning in all of the special classes. We are looking to do a "spotlight" on different staff members in the building.

PARENT INFORMATION NIGHTS:

Carrie Handy spoke briefly on all parent info nights. She will also be present and speak briefly at all assemblies and evening music programs. If she is not available, Anna Sahadeo/Janice Wilcox will fill in.

HOMEWORK POLICY:

We discussed that it should be consistent by grade level--still a work in progress to implement guidelines.

LUNCHROOM expectations:

Consistent behavior expectations, quiet expectations. We agree that lunch is a social opportunity but expectations are required. We only have 4 lunch periods for the 2010-2011 school year. Starting at 11:00am and the last lunch period starts at 12:45pm. Supervision can be improved with less lunch periods.

CARLOOP:

Designated positions for each para have been put into place. Our Eagle Eye Helpers (5th graders) wear orange safety vests and assist in the morning and afternoon carloop. We also have 2 Eagle Eye Helpers at 12:30pm to assist PM kindergarten students enter the building safely. The district has also implemented a "Cell Phone Free zone" in the carloop.

NCA:

Spring visit for accreditation. We are evaluated on 7 different strategies. Steering teams are devised of the majority of our staff members. The site visit will take place on April 14, 2011. In addition to the NCA visit we are also evaluated on our AYP (Adequate Yearly Progress). The students have to meet these goals every year and the standards are increased each year as well. They are tested on Math, Reading, Science, etc.

One of the NCA steering committees is **Vision and Mission.**

We have revised our Mission to read: *"To unite school, family and community by inspiring, challenging and empowering each of us to grow as life-long learners and responsible citizens."*

Our Vision is: *Learning to Soar ~ Soaring to Learn.*

WATCHDOGS:

We have implemented a Google WatchDog online Calendar that "DOGS" can view open and available dates. Email reminders are sent to dogs as a reminder 3 days and 1 day prior to the day they will be at CCE. When the dads initially sign up they will get an email as an "appt" they can add to their own calendars. The daily schedules have been revised to make the Watchdogs more visible in and around the building. We have received very positive feedback from the Dads who have already spent a day with us.

Carrie Handy shared some positive feedback she has received from parents:

- Parents have noticed the positive changes in the carloop, It is running more smoothly.
- Cafeteria is a more positive environment.

10-12-2010 Meeting Notes

Attendees: Carrie Handy, Melanie Blackmore, Beth Loosbrock, Kim Schmidt, Gretchen Stove, Sabrina Casper, Chad Moreland, Rachele Zade, Katie Middaugh and Tammy Sigley

Lunchroom: More work in progress and meetings with the lunchroom staff (paras and aides) Open "Mic" during 5th grade lunch as a reward. Well received last year, would like to see it brought back this year.

Community Service: Clubs to help clean up around the grounds, possible Earth Day theme.

Willow: Our Social Dog - Used in many situations such as calming techniques. She has been well received. Support and accommodations have been made for one student with allergies. Willow is also used for positive rewards for students.

Suggestions for beautification of grounds and building:

- Basketball nets – need to replace
- New flag in gym – completed
- Weeds in parking lot. Brenda Whitener to follow up
- Mowers need to be cautious during dismissal if they are mowing while students are on school grounds.
- New trash can in front – done ☺
- Cameras will be installed on the exterior first to improve safety. Items that have been found on our grounds: sharp knife, lighters, icky stuff, chalk graphiti. Interior cameras were approved to be installed later this school year.

11-11-2010 Meeting Notes

Attendees: Gretchen Stove, Katie Middaugh, Elizabeth Loosbrock, Melanie Blackmore, Tammy Sigley, Rachele Zade, Carrie Handy and Lance Dixon & Dr. Doug Sumner

We had a special guest join us this evening; Superintendent Elect, Dr. Doug Sumner, talked about his visions and goals for our school district. Other topics included technology integration, grants, future growth in the district, and bullying.

01-20-2011 Meeting Notes

Attendees: Melanie Blackmore, Angie Johnston, Katie Middaugh, Tammy Sigley, Gretchen Stove, Rachele Zade, Carrie Handy, Beth Loosbrock, Sabrina Casper and Chad Moreland

Items of discussion

Bond Projects. MVHS expansion, Belmont Elementary completion, DHS addition will be broken down into 3 key phases.

1. 2 additions and 8 classroom additions – completed
2. Gym renovation
3. 14 more classrooms and kitchen renovation.

Building safety topics, including drill information was discussed thoroughly.

NCA-QAR Site Visit will be April 14, 2011

5 visitors from the committee will be here all day to observe and meet with the steering committees. Site Council members are invited to be on the Parent Committee.

Upcoming Events:

State Testing will be the 1st and 2nd week of March for our 3rd – 5th grade students. There are 3 days of testing in math and reading; 4th grade students take Science assessments too. Scores are sent home in 4th quarter.

AYP (Adequate Yearly Progress)

The percentage of students that needs to be proficient is raised every year. We have met our goal every year.

Parent and Student Survey

We have made changes to the survey to be posted on Survey Monkey. Updated and changed wording.

04-07-2011 Meeting Notes

Attendees: Carrie Handy, Lance Dixon, Angie Johnston, Gretchen Stove, Rachele Zade and Melanie Blackmore

NCA Accreditation Visit is scheduled for next Thursday, April 14th. Parent Council will take place 10:30 – 11:15pm.

A review of the days' visit will be made available to our patrons and stakeholders in a newsletter in May.

Lastly, we reviewed Site Council Survey results and determined strengths and stretches.

Our final Meeting date is May 19, 2011 at 6pm; the meeting will include 2010-2011 members as well as 2011-2012 members.

Horizon Elementary Site Council 2010-11

Summary of Meeting Minutes

Site Council Members: Julie Broadbent, Will Stelle, Brian Zitlow, Leigh Ann James, Darla Haines-Mills, Tony Sellen, Jennifer Rens, April Regnier, Lisa Orender, Kim Gracy

The following is a summary account of the minutes for the Site Council of Horizon Elementary:

September 30, 2010 Minutes:

- Team norms were reviewed and approved.
- Site Council members reviewed and discussed the 2009-10 Parent Survey results.
- The council discussed topics of focus for the 2010-11 school year.

November 18, 2010 Minutes:

- The council began to revise the Parent Survey for the 2010-11 school year.

January 27, 2010 Minutes:

- The council continued to revise the Parent Survey.
- The council discussed & planned a future building tour.

February 17, 2011 Minutes

- The council toured the building and submitted specific feedback in regards to cleanliness and security.

March 31, 2011 Minutes:

- The council completed survey revisions and a launch date was set.

April 28, 2011 Minutes:

- Survey results were shared and discussed. (Please see attached results.)
- 2011-12 initiatives were discussed.

Parent Survey 2010-11 [Edit](#)

Default Report [+ Add Report](#)

Response Summary

Total Started Survey: 163
Total Completed Survey: 163 (100%)

PAGE: 2

1. I am aware of the school's vision, mission and values.

[Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	31.3%	51
Agree	55.8%	91
Neutral	8.6%	14
Disagree	2.5%	4
Strongly Disagree	0.6%	1
Not Sure	1.2%	2
answered question		163
skipped question		0

2. My awareness of where to find policies and procedures that govern the school.

[Create Chart](#) [Download](#)

	Response Percent	Response Count
Excellent	28.8%	47
Very Good	34.4%	56
Good	21.5%	35
Fair	11.0%	18
Poor	1.8%	3
Not Sure	2.5%	4
answered question		163
skipped question		0

3. My awareness of opportunities for adult participation in the school (WatchDOGS, PTA, classroom volunteer, etc.)

[Create Chart](#) [Download](#)

	Response Percent	Response Count
Excellent	49.7%	81
Very Good	36.2%	59
Good	10.4%	17
answered question		163
skipped question		0

3. My awareness of opportunities for adult participation in the school (WatchDOGS, PTA, classroom volunteer, etc.)		
	Create Chart	Download
Fair	1.2%	2
Poor	2.5%	4
Not Sure	0.0%	0
answered question		163
skipped question		0

4. I am willing to support more fundraisers to assist the PTA in providing additional support to the school.		
	Create Chart	Download
	Response Percent	Response Count
Strongly Agree	11.8%	19
Agree	32.3%	52
Neutral	29.2%	47
Disagree	18.6%	30
Strongly Disagree	5.0%	8
Not Sure	3.1%	5
answered question		161
skipped question		2

5. I would attend general PTA meetings if held regularly throughout the year.		
	Create Chart	Download
	Response Percent	Response Count
Strongly Agree	4.9%	8
Agree	22.7%	37
Neutral	43.6%	71
Disagree	22.7%	37
Strongly Disagree	1.8%	3
Not Sure	4.3%	7
answered question		163
skipped question		0

6. The school climate is conducive to student learning.		
	Create Chart	Download
	Response Percent	Response Count
Strongly Agree	61.3%	100
Agree	32.5%	53
Neutral	3.1%	5
answered question		163
skipped question		0

6. The school climate is conducive to student learning. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Disagree	1.8%	3
Strongly Disagree	0.6%	1
Not Sure	0.6%	1
answered question		163
skipped question		0

7. The overall use of technology is furthering my child's education. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	48.5%	79
Agree	45.4%	74
Neutral	4.3%	7
Disagree	0.0%	0
Strongly Disagree	0.6%	1
Not Sure	1.2%	2
answered question		163
skipped question		0

8. The cleanliness and condition of the school building and grounds. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Excellent	72.0%	116
Very Good	24.2%	39
Good	3.7%	6
Fair	0.0%	0
Poor	0.0%	0
Not Sure	0.0%	0
answered question		161
skipped question		2

9. My satisfaction with the structure of parent/teacher conferences that are teacher-led. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Excellent	50.6%	81
Very Good	34.4%	55
Good	9.4%	15
Fair	3.1%	5
answered question		160
skipped question		3

9. My satisfaction with the structure of parent/teacher conferences that are teacher-led. [Create Chart](#) [Download](#)

Poor	1.9%	3
Not Sure	0.6%	1
answered question		160
skipped question		3

10. My satisfaction with the structure of parent/teacher conferences that are student-led. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Excellent	38.0%	62
Very Good	27.6%	45
Good	17.2%	28
Fair	4.9%	8
Poor	4.9%	8
Not Sure	1.2%	2
Not Applicable	6.1%	10
answered question		163
skipped question		0

11. Information I receive communicates how my student is performing in school. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	33.3%	54
Agree	52.5%	85
Neutral	8.6%	14
Disagree	3.7%	6
Strongly Disagree	1.9%	3
Not Sure	0.0%	0
answered question		162
skipped question		1

12. My student is being taught at his/her current level of learning. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	39.8%	64
Agree	52.2%	84
Neutral	5.0%	8
answered question		161
skipped question		2

12. My student is being taught at his/her current level of learning. [Create Chart](#) [Download](#)

Disagree	0.6%	1
Strongly Disagree	1.9%	3
Not Sure	0.6%	1
answered question		161
skipped question		2

13. My student would be comfortable reporting a bullying situation to a teacher or administrator. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	26.4%	43
Agree	45.4%	74
Neutral	11.7%	19
Disagree	8.6%	14
Strongly Disagree	1.8%	3
Not Sure	6.1%	10
answered question		163
skipped question		0

14. Bullying is not tolerated at school. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	54.0%	88
Agree	31.3%	51
Neutral	9.8%	16
Disagree	1.8%	3
Strongly Disagree	0.6%	1
Not Sure	2.5%	4
answered question		163
skipped question		0

15. My student is safe while at school. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Yes	99.4%	159
No	0.6%	1
answered question		160
skipped question		3

16. I am aware that budgetary issues at the state level impact the resources available to my school. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	48.1%	78
Agree	46.3%	75
Neutral	4.9%	8
Disagree	0.0%	0
Strongly Disagree	0.6%	1
Not Sure	0.0%	0
	answered question	162
	skipped question	1

17. I am satisfied with the school's efforts to communicate with me (newsletters, emails, text alerts, website, etc.) [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	64.4%	105
Agree	32.5%	53
Neutral	0.6%	1
Disagree	1.8%	3
Strongly Disagree	0.6%	1
Not Sure	0.0%	0
	answered question	163
	skipped question	0

18. I am comfortable communicating with my student's teacher. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	74.7%	121
Agree	21.6%	35
Neutral	0.6%	1
Disagree	3.1%	5
Strongly Disagree	0.0%	0
Not Sure	0.0%	0
	answered question	162
	skipped question	1

19. I know who to contact if I have a question or concern. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	66.9%	109
Agree	30.7%	50
Neutral	1.8%	3
Disagree	0.6%	1
Strongly Disagree	0.0%	0
Not Sure	0.0%	0
answered question		163
skipped question		0

20. I am listened to when I contact the school with a question. [Create Chart](#) [Download](#)

	Response Percent	Response Count
Strongly Agree	55.2%	90
Agree	36.2%	59
Neutral	6.7%	11
Disagree	1.2%	2
Strongly Disagree	0.0%	0
Not Sure	0.6%	1
answered question		163
skipped question		0

21. Your satisfaction in the school's effectiveness for teaching: Reading [Create Chart](#) [Download](#)

	Response Percent	Response Count
Excellent	45.7%	74
Very Good	37.0%	60
Good	14.2%	23
Fair	1.9%	3
Poor	0.6%	1
Not Sure	0.6%	1
answered question		162
skipped question		1

22. Your satisfaction in the school's effectiveness for teaching: Math [Create Chart](#) [Download](#)

	Response Percent	Response Count
answered question		162
skipped question		1

22. Your satisfaction in the school's effectiveness for teaching: Math	Create Chart	Download
Excellent	44.4%	72
Very Good	36.4%	59
Good	15.4%	25
Fair	2.5%	4
Poor	1.2%	2
Not Sure	0.0%	0
	answered question	162
	skipped question	1

23. Your satisfaction in the school's effectiveness for teaching: Writing	Create Chart	Download
	Response Percent	Response Count
Excellent	33.3%	54
Very Good	38.9%	63
Good	21.0%	34
Fair	4.3%	7
Poor	2.5%	4
Not Sure	0.0%	0
	answered question	162
	skipped question	1

24. Your satisfaction in the school's effectiveness for teaching: Social Studies	Create Chart	Download
	Response Percent	Response Count
Excellent	29.6%	48
Very Good	42.6%	69
Good	14.2%	23
Fair	6.8%	11
Poor	1.2%	2
Not Sure	5.6%	9
	answered question	162
	skipped question	1

25. Your satisfaction in the school's effectiveness for teaching: Science	Create Chart	Download
	Response Percent	Response Count
Excellent	28.8%	47
	answered question	163
	skipped question	0

25. Your satisfaction in the school's effectiveness for teaching: Science	Create Chart	Download
Very Good	40.5%	66
Good	17.2%	28
Fair	4.9%	8
Poor	3.1%	5
Not Sure	5.5%	9
	answered question	163
	skipped question	0

26. Your satisfaction in the school's effectiveness for teaching: Specials (i.e. PE, music, computers, library, art)	Create Chart	Download
	Response Percent	Response Count
Excellent	44.8%	73
Very Good	42.3%	69
Good	9.8%	16
Fair	2.5%	4
Poor	0.0%	0
Not Sure	0.6%	1
	answered question	163
	skipped question	0

27. I feel confident that my student's teacher makes adjustments to further his/her educational success.	Create Chart	Download
	Response Percent	Response Count
Strongly Agree	50.3%	82
Agree	41.1%	67
Neutral	2.5%	4
Disagree	1.2%	2
Strongly Disagree	1.8%	3
Not Sure	3.1%	5
	answered question	163
	skipped question	0

Summary of Mize Site Council for the 2010-11 School Year

November 30, 2010

Members present: Jay Patterson, Debbie Meehan, Jessica Stephan-LeBar, Tammy Endres, Cary Smith, Lori Bradley

Site Council Guidelines were reviewed.

Meeting dates and times (4:30) were set:

November 30, 2010

January 11, 2011

February 8, 2011

March 8, 2011

April 12, 2011

May 10, 2011

Topics for future meeting were brainstormed:

Parent survey

Review results from last year's accreditation visit

Mize SIP

Curriculum

Wellness and the wellness policy

Math focus at Mize

State assessment results

Officers were elected:

Cary Smith—Presiden

Jessica Stephan LeBar--Secretary

January 11, 2011

Meeting cancelled due to snow day.

February 8, 2011

Members Present: Jessica Stephan-LeBar, Cary Smith, Lori Bradley

We discussed the draft of our building survey and revised several questions. We briefly discussed the results from previous years and discussed how the information is used by the Site Council. Response rates have varied in the past. Overall satisfaction has been very high. We discussed the best way to solicit responses. The surveys are typically provided to parents at Parent Teacher Conferences. Surveys will also be made available at the entrance of the school during conferences. An electronic version will be posted on the Mize website by Mrs. Bradley.

Mize state assessment trend data for the last 5 years was reviewed.

The site council will review the results at the next meeting.

March 8, 2011

Members Present: Tammy Endres, Jessica Stephan-LeBar, Cary Smith, Lori Bradley

We reviewed our building survey results. Responses were very positive. The highest and lowest areas of satisfaction were identified and discussed. Ideas were discussed for improvement in the lowest areas. A graph of the overall results will be shared in our parent newsletter, The Hawk Eye View.

State assessment preliminary results for reading were reviewed.

April 12, 2011

Members Present: Jay Patterson, Cary Smith, Lori Bradley

Guest: Mimi Leuszler, 5th grade teacher at Mize

Mimi shared a Prezi presentation with the site council that outlined the progress of our building tech cadre, the goals of the cadre, and plans for reaching those goals. Jay shared information about business partners and fund raising that could be helpful to the tech cadre and to meeting the technology goals at Mize.

The site council reviewed our state assessment results. All grade levels met AYP in both reading and math. All grade levels showed great growth compared to previous scores. Our teachers are very proud of the math scores. There has been a strong focus on improving math instruction this year. The Kansas Standard of Excellence was met in both reading and math. The state science assessment will be given to 4th graders in April. Science is not a part of AYP, but our goal is to make the Standard of Excellence.

May 10, 2011

Mize Site Council will meet to review the district wellness policy and wellness at Mize—nutrition and movement.

June 1, 2011

Mize Site Council will meet on Wednesday, June 1, 2011. We will plan for next year.



D E S O T O

UNIFIED SCHOOL DISTRICT 232

22405 Clear Creek Parkway
Shawnee, KS 66226
FAX: 913 / 667-1800
FAX: 913 / 667-3612

Prairie Ridge Elementary
Michelle Hite
Principal

May 1, 2011

TO: USD 232 Board of Education

RE: Prairie Ridge Site Council Summary, 2010-2011

September 23, 2010

- Michelle welcomed Site Council members
- Michelle reviewed the purpose of Site Council
- Group established norms and brainstormed topics of interest for the year
- Education: Reading classifications (Emergent, Beginning, Transitional, Self-Extending), verbiage, Power Point

In attendance: Michelle Hite, Brandi Leggett, Monika Davis, Jeff White, Michael McGarry, Mindy Schwartzkopf, Nancy Platt, GERALYN KRIST, Kirsten Weltmer, Brett Pickett

November 4, 2010

- Building Budget Discussion: line items, reductions, additional revenue (PTA, donations from Garmin, Target, Wells Fargo)
- USD232 Bond Projects Power Point
- Education: *Math in Focus* pilot materials reviewed by teachers using program (Susan Robertson, Jennifer Vaughan, Cristi Smith, Brandi Leggett)

- Comments, discussion, and feedback with staff
- Time for Council members to peruse materials

In attendance: Michelle Hite, Brandi Leggett, Monika Davis, Jeff White, Michael McGarry, Mindy Schwartzkopf, Shannon Doser, GERALYN KRIST, Kirsten Weltmer

December 9, 2010

- Education: Cougar Time Tier Interventions, frequently-asked questions answered by staff (in written response format) including:

- grade-level uses
- re-teaching
- on-grade-level usage
- extensions

In attendance: Michelle Hite, Brandi Leggett, Monika Davis, Michael McGarry, Mindy Schwartzkopf, Kirsten Weltmer, Brett Pickett

January 20, 2011

- NCA continuous improvement process as it related to the school improvement plan regarding reading and math

- Reviewed current interventions, strategies, and persons responsible

- shared reading
- guided reading
- math vocabulary
- Saxon program usage as primary resource

Paw Prints Today... Tracks Tomorrow

Achieve excellence . Build character . Challenge minds

-Discussion led by Brandi Leggett and Monika Davis with questions and answers about fluidity of the process
-Potential educational topics for next school year generated based on feedback from general parent stakeholders

- Upcoming math adoption program
- Anti-bullying
- Cyber-safety
- Diversity Form

In attendance: Michelle Hite, Brandi Leggett, Monika Davis, Michael McGarry, Mindy Schwartzkopf, Nancy Platt, Kirsten Weltmer

March 23, 2011

-Positive Behavior Supports (PBS) system for 2011-2012

- Presentation by Andrea Mantel (5th grade teacher and committee member) on the behavior and character development component being added to PRE for '11-'12 school year, Power Point presentation, discussion about changing negative language, meeting expectations, natural consequences for behaviors
- Council was very supportive of new behavior system and philosophy involved

-Upcoming parent survey: review of previous year's surveys, suggestions for improvements and revisions for new survey, Council added section to determine "perceptions" vs. realities, looking for consistency in responses through survey, made recommendations for deletion and addition of survey questions

In attendance: Michelle Hite, Brandi Leggett, Monika Davis, Brett Pickett, Michael McGarry, GERALYN KRIST, Jeff White

April 27, 2011

-Parent Survey Review of Data, discussion of five focus questions

- What feedback do you notice in grade level data?
- What trends do you see throughout the building?
- Based on the data, what specific information can we use for continuous improvement next year?
- What can we celebrate? In what areas are we doing well?
- How will this information drive change in our school improvement plan for '11-'12?

-Appreciation for serving as a Council member from PRE staff. All Council members must leave their positions at the end of this year, as it is fulfillment of their terms.

In attendance: Michelle Hite, Brandi Leggett, Monika Davis, Jeff White, Michael McGarry, Mindy Schwartzkopf, Shannon Doser, GERALYN KRIST, Kirsten Weltmer

Respectfully Submitted,

Michelle Hite
Principal



D E S O T O

UNIFIED SCHOOL DISTRICT 232

Riverview Elementary
21550 W. 47th St.
Shawnee, KS 66226
Phone: 913.441.0808

Mark Dodge

Date: April 4, 2011

To: USD 232 Board of Education Members
Dr. Wimmer, Superintendent
Dr. Sumner, Superintendent-Elect

From: Riverview Elementary Site Council

Bridget Brown, Parent, Business
LeAnn Drumm, Parent
Kelli Fleming, Parent
Susan Little, Teacher, Parent
Mitch Reece, Parent, Clergy

Mark Dodge, Principal
Paula Eggers, Parent
Paul Hurley, Parent, Business
Dan Mills, Parent

The 2010-2011 Riverview Site Council had a good year. In November we met and reviewed the purpose of the Site Council and made introductions for our new members. We discussed the role and responsibilities of the council and what we wanted to accomplish for the year. We reviewed the previous year's parent survey and briefly touched on a variety of topics related to student learning. Additionally, we set a schedule of meeting topics for the year.

In December, we met and discussed the reduction of crossing guards at various Shawnee intersections. As a group, we generated a letter to the City Council of Shawnee to express our concerns regarding the reductions and the impact it would have on Riverview Elementary students. While we understood that many school communities were impacted, we felt compelled to share our thoughts.

In February, the Site Council met to discuss and update our annual survey for parents. The survey was prepared for distribution at Parent-Teacher Conferences. The Site Council reviewed the survey results in March. We had 150 of our approximately 400 families return surveys. As in prior years, the responses to our survey indicated that parent satisfaction continues to be very high. Parents were provided the opportunity to comment on their child's education, the school, and/or the school district.

General themes of the parent survey comments

Parents want:

- Parent Information Night to be conducted earlier in the year.
- More flexibility regarding student interaction during lunch periods.

- A change in the current grade card format for elementary students.

Parents are:

- Pleased with the quality of education students are receiving.
- Happy with the friendly atmosphere established by staff, parents, and students.

We would like to thank Dr. Wimmer, Dr. Sumner, and our School Board for your efforts to support our schools as we strive toward excellence in education. Your dedication to continuous improvement has been an inspiration for all of us.

Respectfully,

The Riverview Site Council

Mark Dodge

Keei Fleming

Mitt Rice

Sumu Little

Bridget B.

Paul Egger

Gann Summ

Paul T. Hulley

Starside Elementary Site Council

Summary of Meeting Minutes

2010-2011 School Year

The following is a summary account of the minutes for the Site Council of Starside Elementary.

October 12, 2010-- After sharing the District AYP results, the group talked in-depth about our upcoming struggle for financial sustainability for the 21st Century Grant programming. Jodie Hitchcock made some great suggestions like looking into the YMCA and the Boys and Girls Club in Lawrence. The team discussed fundraisers like Target, and also wants to find out more specifics on corporate sponsorship. Jessica Dain is organizing a meeting with Ken Larsen, Alvie Cater, Earl Martin, and Cindy Fouraker to suggest going out into the community and sharing our situation. She will also ask Alvie about updating the De Soto Chamber of Commerce. To increase community awareness, we will be inviting Board Members, Parents, and Community Members to visit our programming the week of November 15th. Lastly, Jessica Dain shared the updates on the BOE accepting the Capital Improvement Team's recommendation to use the \$9 million of the \$75,000,000 Bond to begin Phase II of DHS.

November 9, 2010 -- Paula Henderson shared about her trip to San Francisco for SE to accept our Promising Practices in Education Award. We were one of 96 international schools to receive this honor. Our 21st Century grant attendance continues to grow. Our two largest groups are Spanish Club with over 40 members and Earth Keepers with over 40 members. Jessica Dain shared the new additions of our Sparkle/Test Prep Progress Reports for parents and also the fact that we are starting a monthly newsletter for parents updating them with the different activities and updates from the 21st Century Grant.

Jessica Dain shared about the planning meeting Starside had with the finance director, communications director, teaching and learning director, and grant coordinator to start talking about a plan for sustainability. We learned that the district receives rental payment from JCPRD for their before and after school program. An idea came to us about waiving those rental fees and asking JCPRD to hire and pay our teachers to continue the programming...but it would be under the supervision of JCPRD. We have asked Alvie Cater to help us contact the De Soto Chamber of Commerce to speak about the program and issue of future funding.

Several parents volunteered to come and talk to the Chamber of Commerce or the BOE to share their support of the program and how it assists SE.

Paula Henderson and Jessica Dain will be attending a state meeting in Wichita, Kansas, on December 3rd to learn more about sustainability of the program when the grant is over.

	Number of Staff	Hours paid	Total program hours	Cost per hour	Total cost
Sparkle	10	70.5	705	\$17.50	\$12,337.50
Test Prep	8	31.5	252	\$17.50	\$4,410.00
Running Club	2	21	42	\$17.50	\$735.00
Spanish	1	23	25	\$17.50	\$437.50
Lego	1	14	14	\$17.50	\$245.00
Chess	1	23	23	\$17.50	\$402.50
Choir	1	district	40	\$0.00	\$0.00
Earth Keepers	1	coordinator	19	\$0.00	\$0.00
Total			1,061		\$18,567.50
Budget			1,009		\$ 17,664.00
Difference			52		-\$904.00

January 18, 2011-- Bond Presentation--Jessica Dain shared the PowerPoint that the district has created to update the patrons on the situation with the Bond. There were few questions about the bond issue, but several members asked about items for Capital Improvements if there is indeed money that may be left over after the completion of DHS and Phase II. The Starside Site Council was interested in improvements at SE including replacing the carpet and finishing the parking lot that we lost due to the classroom additions.

21st Century Grant—Jessica Dain and Paula Henderson shared about our potential partnership with JCPRD. On Friday, January 14, Jessica Dain, Paula Henderson, Earl Martin, Jack Deyoe and Cindy Foraker met with JCPRD. SE wondered if a rental waiver could be offered to JCPRD and then with that savings, JCPRD could pay staff members to continue to provide our Sparkle component (academic

support) free of charge to students. It was shared that both SE and JCPRD are interested in continuing the enrichment courses, but parents may have to pay for that. With their licensure, JCPRD may qualify to receive funding from SRS because of the number of our free and reduced students that may attend the program. Site Council is very dedicated to continue the academic support and also talked about the importance of providing the after school transportation.

February 8, 2011-- The group was pleased with the format of the 2009.2010 survey. We found two questions in which we would like to tweak the wording. The group also decided to add a question in which parents would ask the students for student feedback in hopes of sparking a parent/child conversation at home. We also took some time to read through the results of the survey. Overall, parents seem very pleased with their experience at Starside. The few parent concerns were from parents who students miss core time due to additional reading interventions.

Jessica Dain shared that the meeting went well with JCPRD to suggest a partnership in which JCPRD takes over our academic Sparkle program after school because we will lose the 21st Century grant in another year. The director was excited to take this to her board. We are waiting to hear back from JCPRD.

Paula Henderson shared that we have added Homework Help to our Sparkle program and it is offered after school 3 days a week. We are using the community service group from DHS to staff this. When there are not kids in Homework Help, the DHS students help support Sparkle. The SE teachers have really appreciated this extra help!

Jessica Dain shared with the group our new PBIS Matrix that was created and written by both faculty members and students. We also shared our new awards for the cleanest bathroom and classroom.

April 19, 2011-- Jessica Dain shared the updates on state assessments. In reading, we made AYP in all subgroups and attained the Standard of Excellence in 3rd grade, 4th grade, 5th grade and as a building. Our math scores for all subgroups are in the 90% or higher range! This means we have made AYP in all group groups. We believe we have made the Standard of Excellence in 3rd grade, 4th grade, 5th grade and as a building. The most exciting news is that 100% of our 3rd graders passed their assessments! The Site Council Survey has been sent home to families. We also use this same format for our Title One Survey that we are mandated to

send. We sent the form home as hard copies in both English and Spanish, and it will send out this week in the weekly newsletter as a hyperlink.

Site Council's main focus right now is acting as the Governing Board for our 21st Century Grant. We are currently looking for ways to sustain programming as we are in year four of the five-year grant. Jessica is working with JCPRD right now to see if they would be interested in a rental waiver (worth about \$12,495.00) in exchange for paying our current Sparkle teachers (\$12,337.50). Starside and Site Council feel strongly about keeping the academic program free of charge to our students who need academic support. We know that a large piece of our current academic success comes from our intentional and strategic approach to Sparkle. Jessica is waiting to hear from JCPRD to see if they would accept this offer.

Jessica shared that the Summer Food Program was accepted and passed by the Board of Education! Jodi Hitchcock from the De Soto Multi-Service Center gave some good suggestions about people in the community who would be interested in volunteering.

Jessica shared with the council the idea that some of the teachers had asked if it would be possible to add a recess after lunch and then only have one additional recess during the day. We currently have two recesses a day that cannot back up to lunch and so we lose instructional time because of all the transitions we have to make back and forth. Unfortunately we cannot have a recess right next to lunch because of the number of minutes in our instructional day. We have learned that KCK is working around this issue with a program called Fitness for Life. This is a PE Curriculum Based program that can take the place of recess and counts as instructional minutes in the day. If we tried this program, we believe we could put the program right after lunch and still be following state mandates. The parents were very supportive of this idea and also liked the nutrition curriculum that is a part of this program. The teachers will be talking about the program in more depth at PLC's on Thursday. Teaching and Learning has allowed us to pilot the program if it meets all of the mandates of KSDE.

Lastly, Jessica shared the improvements to the building including a new gym floor, new carpet in the library, and the security cameras that are currently being installed.