

RILEY COUNTY U.S.D. NO. 378

**BOARD OF EDUCATION AGENDA
REGULAR BOARD MEETING 7:00 P.M.**

**NOVEMBER 14, 2016
AT: RILEY COUNTY HS LIBRARY**

Items suggested for the consent agenda are shaded.

1. Call to order.
2. Pledge of Allegiance.
3. Additions to the agenda.
4. Approval of the agenda.
5. Approval of the minutes of October 10, 2016 regular meeting minutes.
6. Approval of the bills and financial reports.
7. Concerns of Riley County U.S.D. No. 378 patrons.
8. Communications.
9. Administrative Reports.
 - A. Principal Reports. Any building principal present may wish to report.
 - B. Director Reports. Program Directors may wish to report.
 - C. Superintendent Report. The superintendent may provide a report.
10. Board Member Items.
11. Business Items and Reports:
 - (A) Contracts/Approvals/Appointment. Items requiring board action will be shared with the board. (items on consent agenda) Discuss/Action
 - (B) Board of Education Topics. Progress on mission/vision from retreat. Discuss/Action
 - (C) Personnel Items. Any personnel items will be brought before the board at this time. (items on consent agenda) Discuss/Action
12. Adjournment.

CONSENT AGENDA

In order that the board may focus the majority of its time upon those items which deal with the educational endeavors of the school district and/or policy level decisions, but with recognition of its legal requirement to be responsible for those aspects of governance and management required by statute and regulation, the board will consider the approval of a number of routine items listed on the consent agenda with a consolidated motion. Board members have the opportunity to review these items prior to each meeting and specific questions can be answered at that time. Any board member who wishes to discuss one of the items on the consent agenda may request it be scheduled as a discussion item and if approved by the board, will be discussed during its regularly scheduled time on the agenda. The consent agenda for November 14, 2016 and recommended action follows.

Motion to approve the agenda and items listed on the consent agenda as proposed:

- minutes of the October 10, 2016 regular meeting, the November bills and transfers.
- agenda (as presented or as amended at the meeting)
- **personnel items as follows:**
 - ✓ approve a contract for Gracie Pierson, as High School Dance Sponsor for services rendered to begin August 16, 2016.
 - ✓ approve a contract for Sawyer Havenstien, as Middle School Assistant Wrestling Coach for services rendered to begin October 26, 2016.
 - ✓ *Any personnel items which occur after publication of the agenda may be added by letter to the board on November 11, 2016 and included here.*

BOE Report

11.14.16

RCGS

RCGS Site Council

Minutes attached

Early Childhood

Preschool teacher, kindergarten teachers and I have begun the discussion on what early childhood education in USD 378 could be. I will meet with the PLC team on Wednesday, November 2 to continue the discussion and begin an action plan.

Activities

- Riley Fire Department presented Fire Prevention information for our PreK-3 students on October 7th.
- PTO purchased a new air compressor for the grade school.
- Teachers in PLC meetings are discussing ways to conserve funds including facilities, transportation, professional development, activities, staffing, calendar, and purchasing.
- The grade school appreciates the Riley businesses by allowing our PreK-3 students to trick or treat uptown on Halloween.
- Girls' basketball began this month and there are 35 girls participating. Wrestling also began this month and there are 11 boys participating.
- Third grade will march in the Manhattan Veterans' Day Parade.
- RCMS Builders' Club and Leadership Class are sponsoring an all school food drive from October 31st to November 9th. This will assist the Community Food Basket of Northern Riley County.

Professional Development

SWP consultant Volora Hanzlicek presented the annual CPDC training on October 19th.

As per directive of KESA, the district site council met on Thursday, November 3rd at 6:30 am at the high school. In attendance from the grade school site council was Grace Brown, Teresa Grant, Stuart Griffiths, Lance Sharp and Jeni VanSickle.

November Calendar

- 1 – RCMS Band & Chorus Concert, 7:00 pm, RCGS North Gym
- 3 – USD 378 District Site Council Meeting, 6:30 am, RCHS Conference Room
- 8 – RCGS PTO Meeting, 6:30 pm, RCGS Library
- 10 – RCMS Veterans' Community Program, 2:00 pm, RCGS South Gym
- 11 – Veterans' Day, NO SCHOOL, 3rd grade will participate in Manhattan Parade
- 15 – First home middle school girls' basketball game vs. Wabaunsee

Riley County Grade School Site Council

October 5, 2016

RCGS Library

5:45 pm – 6:45 pm

Agenda

1. Call Meeting to Order – Teresa Grant
2. Approve minutes
3. Discussion Topics – Teresa Grant
 - a. Kansas Education Systems Accreditation
 - i. Compare to the old system of QPA
 - ii. Listen to Commissioner Watson's address
 - iii. District Site Councils
 - b. PTO Family Reading Night
 - c. Enrollment Numbers
 - d. State Assessments changes
4. Next Meeting Date – November 2, 2016
 - a. 5:45 p.m.
 - b. RCGS Library
 - c. Topics for discussion
5. Adjourn

Riley County Grade School Site Council
10.5.2016
Meeting start time – 5:45 pm – 6:45 pm

Members Present:

Grace Brown, Gwen Eyestone, Teresa Grant, Cindy Kulp, Kathy Ricketts, Lance Sharp and Jeni VanSickle

Minutes approved

- May 4, 2016 minutes approved

Discussion Topics

- KESA vs QPA
 - Listened to Commissioner Watson's address on KESA
 - District Site Council
 - Meet on November 3, 6:30 am, RCHS Conference Room
- PTO Family Reading Night
 - October 10
 - 6:00 pm – 7:30 pm
 - Jeni VanSickle reporting on progress
- Enrollment numbers from PowerSchool
- State Assessment changes
- Membership
 - Still to fill two positions
- Comments and questions from members
 - How did first day of Kindergarten go?
 - Would we reconsider reincorporating a PTO sponsor Kindergarten Parent Breakfast on first day?
 -

Adjourn 6:45 pm

Board of Education Report- November 2016
Riley County High School
Harold Oliver

1. Student of the Month

- a. Mr. Peters has initiated
- b. Teacher nominate monthly

2. Friday Assemblies

- a. Plan to hold at beginning of day every other Friday
- b. Modeled after grade school "Friday celebration"
- c. Mr. Oliver/Mr. Peters will conduct
- d. Recognize students, SRO, expectations, guest speakers
- e. 15-20 minutes at start of day

3. Honor Roll

Seniors- 34

Juniors – 20

Sophomores-33

Freshman – 24

111- 52%

144 total on both /215 students

Honorable Mention

Seniors - 8

Juniors - 7

Sophomores- 7

Freshman- 11

33 – 67% (total of both)

4. SPED

- a. All seven senior students passed all eight classes with C or above
- b. Teachers are planning a ½ day field trip to celebrate

5. Musical

- a. Friday November 11th 7:00 pm
- b. Saturday November 12th 7:00 pm
- c. Students have been working extremely hard

6. Art Club

- a. Looking into screen printing machine
- b. Goal would be to print t-shirts for clubs, organizations, teams, etc.
- c. Could involve Graphic Design class (CTE course)
- d. Could lead to business plan and a store

7. Mission/Vision Statement (BOE Goal)

- a. Met with faculty during our in-service on October 14th
- b. Formed committee that met on Thursday October 27
- c. Should have something concrete in near future

8. Site Council

- a. Will meet November 3rd to develop district site council team
- b. This will be a joint meeting between grade school and high school

9. Parent Teacher Conferences

- a. Approximately 60 students represented over the two days
- b. 28% of students represented overall

10. Fall Sports Seasons

- a. Cross Country Boys- Regional Champs
- b. Football – Bi- district playoff participant
- c. Volleyball - Sub State runner up
- d. Want to thank coaches, staff, admin, parents for helping run off two KSHSAA events
- e. KSHSAA has been very grateful for Riley County’s willingness to host and the type of hosts we are

11. KSHSAA Classification Study

- a. Have had seven meetings in past year
- b. Will recommend new classification system

<u>Current</u>	<u>Proposed</u>
6A -32 schools	6A- 36 schools
5A – 32	5A- 36
4A – 64	4A- 36
3A- 64	3A- 64
2A- 64	2A- 64
1A- 96	1A- 117

20 less schools in proposed plan for 4A-6A, 20 more schools in proposed plan for 1A

12. Kansas Honors Program

- a. Monday, November 7th
- b. Dinner, Program, and Presentations for all area schools
- c. Sponsored by KU Alumni Association
- d. Students being honored: Sierra Herron, Matt Llewelyn, Max Lowe, Jake Nixon, Rachael Peterson, Stacia Satzler

November Transportation Report

Bus 15's hood has been refurbished after it broke away from the hinges. This bus is one that has a new engine. The three new engines have been working well.

Bus 11 will be going in for its engine during the week of November 7.

There have been no major mechanical failures since Garry resigned. There have been two electrical bus issues, though. I have been able to keep up with the use of extra work time. I have been driving often for the last two weeks due mostly to sick drivers,

The buses are up to date for service. All non-bus vehicles are up to date on servicing, including the maintenance pick-ups.

I conversed with Cliff on the high school snow blower. It was bought before 1992 and needs repair. However, the manufacturer no longer offers parts, except for a few gaskets and a spark plug. It will not be useable this winter.

Riley County Schools USD 378
Board of Education Meeting
November 14, 2016
Superintendent's Report

DATE: 11/4/16

1. **Well fee-** the district is required by the Kansas Department of Agriculture to purchase a meter and place it on the well used to water the grounds at RCHS. The fee is \$400. Annually, we will need to report how many gallons of water are used.
2. **Inclement weather-** as the seasons change, we are preparing for inclement weather situations. It is my understanding that all activities on campus close down when school is cancelled (ie- practice, both schools, RCCC, etc.). It is my plan to continue this practice unless otherwise advised by the board. We will place the schedule change on: district website, KMAN, Angel 95, KCLY radio stations, WIBW & KSNT TV stations, and use our School messenger system.
3. **Wellness Plan update-** the district is scheduled to have an audit on January 24, 2017. In preparation for the audit, I assembled the Wellness team (principals, PE teachers, nurse, parents, students, food service director, and superintendent) on October 26th to review our plan. Basically, we are starting over from the state plan. The team had a very productive meeting. The team is scheduled to meet again on November 16th. We will be ready for the audit.
4. **Audit (fiscal)** - our annual fiscal audit has been taking place over the last couple of months. The auditor will be present at the beginning of the meeting. I have included a copy of the audit with the packet.
5. **Board policy-** Riley County Police Department postponed our meeting to discuss SB 367. Our meeting was moved to November 20th. We should be ready to present to the board in December or January.

During the 2016 Legislative session the body developed a new statute call SB 367. Under this statute school districts must develop a memorandum of understanding (MOU) with relevant stakeholders, including local law enforcement agencies, courts, and the county or district attorney. The MOU is clearly stating guidelines on how and when school based behaviors are referred to law enforcement.

6. **BOE Committee work-** I will need to schedule another meeting with the Facilities Committee to continue our research on the hvac systems and overall maintenance plan. I have asked Thermal Comfort Air, district preventive maintenance vendor, to attend the meeting. I ask those members to bring their calendars to identify a meeting date (Wednesday November 16th or December 7th at 4 pm?).

CONTRACTS/APPROVALS/APPOINTMENTS

Approval and/or updates to a variety of contracts and projects are identified below.

- 1. 2015-16 District Financial Audit-** The 2015-16 financial records were audited by representatives from the Varney & Associates, CPA, LLC. Erik Kientz, CPA, is the representative assigned to our account.

Each board member received a draft copy of the district audit report with this mailing. Enclosed with that mailing was the summary letter to the board. Board members will be given an official copy from the auditor at the board meeting.

Mr. Kientz will be present at the meeting to present the audit and answer any questions the board may have about it. If board members have questions, please feel free to contact the office so that the questions can be forwarded to the auditor prior to the meeting so that he has time to have responses prepared for the meeting.

NOTE: Throughout the year the district will occasionally be asked for a copy of the audit report. If board members do not wish to keep their copy, please leave it on the table after the meeting. This will save the district from having to print extra copies. Thanks.

- 2. District Policies-** Annually, the district receives recommendations from Kansas Association of School Boards (KASB) on policy changes based off legislative action and/or court cases. The last months, the board tabled policy FC (Memorials, Funerals, and Name of District Facilities). The board asked the staff to research if we have any current memorials or facilities named on behalf of Individuals (listed below).

At the September meeting, the board tabled acting on the policy again to buy time to research the naming of buildings and ask our foundation representative to attend the October meeting. Jim Collagen, ASA Strategic Funding, will be in attendance per the board request. We did receive a bill for one half of the foundation work at RCHS from Mr. Collagen for \$1750.

The board will need to decide what the next step in the adoption process should be.

FC Memorials, Funerals, and Naming of District Facilities (See KG)

FC

Requests to use district buildings and/or facilities for displaying permanent memorials, hosting funeral or memorial services, or honoring a person with its name shall be considered in accordance with the following provisions.

Memorials

As places designed primarily to support learning, school sites should not serve as the main venue for permanent memorials for students or staff. Permanent memorials for deceased students or staff shall be limited in form to perpetual awards or scholarships for district students.

Any permanent memorials in existence before the adoption of this policy can only be removed by board action.

Funerals

Use of school facilities for funerals is discouraged. If requests are made to hold funeral or memorial services at district facilities, such requests will only be considered if any services are scheduled after school has dismissed for the day or on weekends.

The superintendent shall handle requests for funeral and memorial services and shall report the disposition of those requests to the board.

Naming of Facilities

The board will consider requests from school and community groups to name an athletic or other school activity facility, building, or a portion thereof for a person provided the proposed name has special significance and/or the person has made an outstanding contribution to the school or the school system

FC Memorials, Funerals, and Naming of District Facilities

FC-2

and has been deceased for at least {10} years. The board shall consider naming requests after they are recommended by the superintendent.

Approved:

KASB Recommendation – 6/13; 6/16

Memorials/Scholarships:

RCHS –

- 1) Tree in front of the building – Randell Duren
- 2) Display sign in front of the ag building by the highway – Renae Schurle
- 3) Used to give scholarship but ended in 2008 – Daniel Will
- 4) Most Inspirational Athlete Award given annually – Natalie Bath
- 5) Plaque on the wall (not sure if a scholarship has been given or not) – Neil Sylvester
- 6) April Larson – scholar

RCGS –

- 1) Tree located in front of the 29 building- Logan Hunter
- 2) Friendship bench (in progress) – Madie Mall
- 3) Nubby Bowers – Guided Reading Library - 2003

3. **Conservation list ideas-** when preparing the budget for the 2016-17 school year, the board discussed ways to conserve within our district. I brought a list of ideas that I developed in another district to begin the conversation. The board charged the leadership team to seek feedback from our staff on ideas that might work for USD 378. Throughout the fall, the staff has been working hard to brain storm ideas. Attached, is a draft list of ideas that could get us started on the process. The board is asked to review the list and be ready to discuss if they can support implementing the suggestions. I recommend the board adopt a list of ideas to be measured throughout the year for effectiveness. Otherwise, the list will carry the support of the board, but will be a ‘working document’ (see attachment Conservation list).

4. **Insurance claim on hail damage within the district-** I received notice on November 5th from the insurance adjuster that they will support the hail claim on several areas within the district. All damage was at RCHS unless otherwise noted. I recommend the board accept the funds from EMC insurance company so the areas may be repaired. I plan to use capital outlay dollars to cover the difference from the deductible and the hail guards (\$1,418). Below, is a list of damaged areas:

- a. 3 twenty ton hvac units (fins were beyond repair) \$65,416.99 *new units will have hail guards on them
- b. Fin damage to 10 other hvac units- \$ 1,402.72
- c. Leonardville Pressbox Roof - \$ 3,842.53
- d. Poly carbonite side lanels on the greenhouse- \$ 3,388.57
- e. Window screen at RCCC- \$ 102.36

f. Siding on the Leonardville bathrooms-	\$ 95.56
f. Less deductible-	\$(5,000.00)
e. Total claim-	\$69,249.13

5. **Grounds equipment purchase-** last month I shared with the board that the grounds team and I were evaluating our needs in area of mowers and snow removal equipment. Our current mowers and snow blowers are wearing out. Our largest capacity snow blower is beyond repair because of lack of availability of parts. We researched several machines that would do both. In the end, Bruna Implement will give us a demo Grasshopper mower and several attachments for the best price:

1. Grasshopper 725 Diesel mower with a 61 inch deck (demo model with 34 hours) for \$14,600 was \$18825=savings of \$4225
 2. Additional set of turf tires \$300 (was \$380 without school discount)
 3. Detacher \$600 (was \$703 without school discount)
 4. Dozer blade \$1950 (was \$2895, but got a demo blade)=savings of \$945
- Total- \$17,450

*This spring we will need to purchase some other attachments to get the most out of this unit (Canopy, bagger, sprayer).f

** I recommend we will use capital outlay funds that will not be used to repair the roof to purchase the tools. We budgeted \$92,000. Our planned repairs are about \$14,900.

RECOMMENDED ACTION:

Motion to approve the following contracts and agreements as follows:

1. *(potential motion)* Motion to approve the 2015-16 audit report as presented.
2. *(potential motion)* Motion to approve policy FC (memorials, funderals, and name of district facilities) and referenced in the official minutes.
3. *(potential motion)* Motion to adopt the conservation list of ideas as presented and referenced as attachment Conservation List in the official minutes.
4. *(potential motion)* Motion to accept the insurance claim of \$69,249.13 on the noted items listed above in section four and referenced in the official minutes.
5. *(potential motion)* Motion to approve the purchase of the Grasshopper mower and attachments as presented from Bruna Implement Company for \$17,450.

USD 378 2016-17 Conservation Ideas

Utilities-

- Work with vendor to ensure hvac units and systems are working as efficiently as possible
- Replace devices that are not energy efficient (ie- drafty windows and doors, etc)
- Lower the thermostats by 2 degrees (76 during contact time) Summer settings
- Increase the thermostats by 6 degrees (82 thirty minutes after contact time & increase 30 minutes before contact time)
- Increase the thermostats by 2 degrees (68 during contact time) Winter settings (normal settings)
- Lower the thermostats by 11 degrees (55 thirty minutes after contact time & increase 2 hours before contact time)
- *If the temperature reaches single digits- move to 3 hours before the AM Tardy bell
- Weekend activities- Summer 79 & Winter 60 degree settings- Begin activity earlier
- Shut lights off once the day is complete in the area (ie- all classroom, library, shops, etc)
- Turn hallway lights down to just emergency lighting 30 minutes after dismissal bell
- Turn hallway lights on when teacher duty day begins
- No space heaters, personal refrigerators, 'odor devices' unless an \$25 equipment fee is paid
- Decrease the amount of time parking lot lights are on (30 minutes after activity)
- Sports Complex lights- stagger the times when the field lights common on (decrease peak)
- Public use- use facilities that allow us to only heat/cool the space in use instead of the wing/area
- Public use-research fees associated with facility usage (ie-cost to 'fire up' a building for events)
- Decrease the 'peaks' in our energy usage (ie-staggered startups, etc)

Transportation-

- Use vans instead of buses when numbers allow (bus routes, sped, activities, organizations, etc)
- Coaches drive buses when possible
- Limitations on trips that require transportation (ie- seek sponsors for events, in district vs out, etc)
- Reduce the number of bus routes if possible
- Place multiple students and adults in seats to decrease total number of vehicles for trips
- Use the minimum number of vehicles needed for trips

Professional Development-

- Out of district trainings will be limited- (main emphasis will be placed on district goals)
- Eliminate the refreshments at Late Starts and Professional Development activities
- Prior approval on all curriculum meetings by Central Office
- No trainers will be hired without prior approval by Central Office
- No substitutes will be hired without prior approval by Central Office
- Vital to student achievement
- County wide purchases where possible
- Use technology to host virtual trainings, IDL, etc. (eliminate travel costs)

Drivers Education-

- Align fees so it can be self sufficient *may be reduced if state aid increases
- Encourage parents to practice at home prior to course time
- Use the state minimum timeframes as parameters for course time

Food Service-

- Research the cost differences between multiple main dishes versa one main dish
- Research offer vs. serve
- Use administrative & classified man power to monitor instead of staff
- Purchase in bulk- increase buying power and decrease deliver fees
- Monitor student counts to ensure extra meals are not produced (ie- field trips ,etc)

Organizations and Activities (band, athletics, vocal, clubs, organizations, etc)-

- Maintain the same number of events as in past (do not add new events)
- Research cost of home vs away activities
- Attempt to break even on each (ie- increase entry fee; medals vs trophies, no awards, etc)
- Evaluate number of events for next year's schedule
- Arrange league meetings on the same day and location or possible IDL setting
- Winter break activities will be scheduled in a window where all can use facilities at a similar time
- Use the minimum number of vehicles for the participating team (ie-combine teams on a bus, etc)
- Support teams may be limited to home events except state play (ie-band, cheerleading, etc)
- Hire C team coaches/sponsors and/or competition coaches at the beginning of the season
- Concession stand sponsoring group will assist in cleaning of concession areas (ie-bleachers, etc)

Staffing-

- No overtime for classified staff unless PRIOR approval by superintendent
- No new hires unless mandated by law or need
- Research the need/statute/mandate to fill jobs after retirements or resignations
- Research licensure of current staff- may need to reconfigure with School Improvement Process (ie- KESA, MTSS, School-wide Title I services, etc.)

Calendar-

- Research alternative schedules (ie- longer school days and shorter year, etc)
- Try to align calendar across the county? (ie- share resources, presenters, etc)
- Usage of 4 days weeks for classified staff on 'non-contact' days (ie-summer break, etc)

Grants & Additional School Programs-

- Find grants that do not require matching funds or extensive labor costs
- No new programs unless the need has been justified prior to implementation
- Research the grant and understand the hidden costs (pros & cons of grant)

Resource purchases (ie-textbooks, workbooks, classroom supplies, etc)-

- Research the need for new adoptions- college & career alignment must be in place as well
- Only purchase necessary resources (ie- increased enrollment, damage by a student, etc)
- Copies vs workbooks vs electronic presentations
- Copies- copy on both sides of the paper

Purchasing

- Purchase in bulk to increase buying power and decrease in shipping/handling fees
- Require vendor to deliver the whole order one time and not in separate shipments
- Decrease the number of vendors used to increase buying power with a larger discount
- Purchase as many supplies as possible out of previous year's budget
- Evaluate need vs want when purchasing (use alternative resources, etc)
- County wide purchasing where possible (ie-Internet/Data, custodial supplies, etc)

Alternative Revenue Sources

- Open enrollment
- End school year early if snow days are not used
- Research grants, donations, etc (ie- PTO pay for field trips, grants, etc)

BOARD OF EDUCATION TOPICS

Overview- this section of the board packet is designed to give the board of education members a place within the meeting to discuss progress made towards their short and long term goals. This month there are two components that make up this one section:

- 1. Board's goal- update on progress made towards developing action steps to complete the goals*
- 2. Out of district student enrollment- the board asked to see a historic overview current enrollment pattern and state funding.*
- 3. Clarity- the board is ask to clarify the objectives/purpose of the committees.*

I. Board Goals-

A. Short Term Goals- below is a short synopsis on the progress made towards meeting the goals of the board this month.

- 1. Assist with the tracking of the impact of core offerings- no progress*
- 2. BOE mission & vision goals-* the two building site councils (BSC) hosted a joint site council meeting to develop a District Site Council (DSC). During the meeting the team discussed the role of the DSC, membership requirements, membership terms, district mission & vision statements, ways to more effectively communicate with parents and patrons. In the end, we gathered enough volunteers to form a DSC. We will keep the board posted on the progress. Board member Thurlow is part of the RCGS building site council. She may wish to report to the board at various times as well.
- 3. Parents as Teachers-* Mrs. Grant and I have visited about some strategies to provide resources to parents of children ages birth to 5 years of age. She is working with the Preschool, Headstart, and Kindergarten teachers to facilitate the process. They plan to have their resources aligned by the end of January 2017.
- 4. Early Intervention-* informal dialogue at the leadership meeting and with school improvement team leaders.
- 5. Begin development of core pathways that prepare & expose students to potential career opportunities-* this topic was emphasized at the District Site Council meeting.
- 6. Improve Safety and Security of buildings-* RCHS administrative team has been working with a vendor to address the panic bars on the exterior doors of the facility. They have also been working with the same vendor on our security options to monitor the areas that are not visible by our camera system.
- 7. Plan for growth in student population-* the team worked to complete the two homework assignments from the board. The information will be presented in the 'out of district' students section below.
- 8. Hire maintenance director-* we continue to monitor the facilities request submitted by the staff. The assistant principals and superintendent are trying to 'batch' similar tasks prior to bringing in a vendor to address the needs. As stated last month, the district does not have the funding to hire a full time maintenance director at this time.
- 9. Mentor teams couple with Individual Plans of Students-* topic has been tabled until the staff defines its criteria for our Individual Plans of Study(IPS).
- 10. Build positive culture (trust with staff)-* the leadership team continues to listen to our staff needs. They have purposeful conversations to gather data to assist in improving instruction. The team has also been working to update policies in a written format to ensure and/or prevent confusion.
- 11. Communication with stakeholders-* reference goal #2.

II. **Out of district data-** the last two months the board began discussing the idea of whether it would benefit the district to open its doors to new out of district students. The dialogue began when the administrative team shared that they have received several request from parents wanting to attend our school system. They had also received some formal written letters from potential parents to revisit the topic. In October, the board asked the administrative to bring enrollment data to the next meeting. The administrative presented this data at the meeting. The board also asked the administrative team to research two topics:

Presentation topics and support data sources:

- A. Research other school district's out of district policies (3 examples have been included in the packet BOE 1, BOE 2, BOE 3, BOE 4 current USD 378 policy).
- B. Research why students that live within our district boundaries do not attend Riley County Schools

A. Out of district policies- in addition to the examples, we have included an updated policy from KASB. Whatever direction the board decides to proceed, I would recommend the board review the updated policy and consider adopting the recommended policy from KASB.

Does the board wish to make changes to the current out of district policy?

Does the board need more information to assist in the dialogue on this topic?

What direction does the board wish to take in regards to the original topic (continue to keep doors closed to new out of district students or open the doors to new out of district students)?

B. Why are in district students not attending Riley County Schools? After researching this topic with a variety of staff members, we have concluded the reasons students fall into this category is as unique as each student. Our data shows that the majority of the reasons was related to additional/different programs offerings that we do not or cannot offer to them and home schooling. The data we received from the state showed that there are 60 home schools within our district boundaries. The state does not release the names of students enrolled in a home school. Therefore, we do not have access to the total number of students. Their ages range from 5-18 years old.

RECOMMENDED ACTION:

1. Board goals- no action at this time.
2. Out of district enrollment- no action at this time.
3. Committee work- no action at this time.