

UNIFIED SCHOOL DISTRICT NO. 410
(Durham-Hillsboro-Lehigh)

REGULAR BOARD MEETING

Monday, January 10, 2011
7:00 pm

Hillsboro High School Technology Center
500 East Grand
Hillsboro, KS 67063

Agenda—Regular Board Meeting
Hillsboro High School Technology Center
January 10, 2011, 7:00 p.m.

- A. Meeting called to order
- B. Approval of regular and consent agenda
 - (December Regular Board Minutes – Appendix A)**
 - (PAT Donations – Appendix B)**
- C. Citizen’s open forum
- D. Learning Showcase
- E. Action/Discussion Items
 - 1. HHS Dress Code Proposal (**Appendix C**)
 - 2. Tax Increment Financing and Hillsboro Business Park (**Appendix D**)
 - 3. Cell Phone Transportation Policy
 - 4. Mennonite Heritage Tour Request
- F. Executive Session for Personnel
- G. Resignations
- H. Contracts
 - 1. Steve Noble – Superintendent
 - 2. Wanda Prichard – PAT Language Interpreter
 - 3. Sean Boller – Music Accompanist
 - 4. Instrumental Music*
- I. Reports
 - 1. Superintendent’s Report
 - a. Board Goals Update
 - i. Virtual Education Committee
 - ii. Progress on Board Goals
 - 2. Board Member Election Information (**Appendix E**)
 - 3. TEEN Report (**Appendix F**)
 - 4. MCSEC Report (**Appendix G**)
 - 5. Business Manager’s Report (**Financials**)
- J. Approval of payment of bills and financial reports
- K. Communications
- L. Adjournment

*As of the release of this agenda, the instrumental music position has yet to be finalized. We may have a recommendation for the board prior to our meeting on the 10th.

Annotated BOE Agenda January 10, 2011

A. Meeting Called to Order

B. Approval of Regular and Consent Agenda

Consent Agenda

The U.S.D. 410 Board of Education uses the consent agenda as a way to operate more efficiently. Items on the consent agenda are routine in nature and generally do not require discussion by the board. Prior to approval of the consent agenda, board members may request that items be removed and placed on the regular agenda.

1. Board Meeting Minutes (Appendix A)

Minutes from the December 13 regular BOE meeting are attached.

Recommended Action:

➤ Motion to approve the minutes from the December 13 board meeting.

2. Donations

- | | |
|---|-------------------------------------|
| ○ From: (Appendix B) | To: PAT |
| ○ From: HES Site Council (\$70.93) | To: HES Teaching Supplies |
| ○ From: Robert and Susan Watson (\$50.00) | To: HES After School Program |
| ○ From: Sunset Equities-Wendy's (\$137.94) | To: HHS Band |
| ○ From: Gary Slater (\$20.00) | To: HES After School Program |
| ○ From: Rebecca Walsh and Gary Evans (\$500.00) | To: HES After School Program |
| ○ From: Ampride (\$25.00) | To: HES Preschool |
| ○ From: Robert and Susan Watson (\$150.00) | To: HES Preschool |
| ○ From: Hillsboro United Methodist Women (\$300.00) | To: HES Preschool |
| ○ From: Sunset Equities-Wendy's (Coupon for Jr. Frosty) | To: HES Preschool |
| ○ From: Sonic (Coupons for free ice cream cones) | To: HES Preschool |
| ○ From: Nancy's (little girl trinkets/bracelets, hair bands) | To: HES Preschool |
| ○ From: Little Pleasures (Magnetic Calendars) | To: HES Preschool |
| ○ From: Vogt's (Chapstick) | To: HES Preschool |
| ○ From: Casey's (Doughnuts) | To: HES Preschool |
| ○ From: State Farm (Coloring Books) | To: HES Preschool |
| ○ From: The Quilt Shop (\$5.00 Coupon) | To: HES Preschool |
| ○ From: True Value (paper sacks) | To: HES Preschool |
| ○ From: Adams, Brown, Beran & Ball (note pads) | To: HES Preschool |
| ○ From: Hillsboro United Methodist Men (\$300) | To: HES Preschool |
| ○ From: Hillsboro Free Press (\$20.00) | To: HES Preschool |
| ○ From: Real Estate Center (\$20.00) | To: HES Preschool |
| ○ From: Fast Realty (\$40.00) | To: HES Preschool |
| ○ From: Quick Flick/Radio Shack (\$15.00) | To: HES Preschool |

Recommended Action:

➤ Motion to accept donations as listed.

➤ ***Recommended Action for Regular and Consent Agenda:***

➤ Motion to approve the regular agenda.

- Motion to approve the consent agenda.

C. Citizen's Open Forum

This is an open forum where patrons have the opportunity to speak and/or present to the board items that are otherwise not on the agenda. It is recommended the board not take any immediate action relating to issues presented in citizens open forum.

D. Learning Showcase

Sandy Arnold will be here to share her vision of the transformation of the Wiebe Media Center.

E. Action / Discussion Items

1. HHS Dress Code Proposal (Appendix C)

Jacob Wiebe, Student Council President, and Mr. Heinrichs will be here to present a proposal for changing the dress code policy at the high school regarding the wearing of shorts. This is a first reading of the change in policy for the board and no action is requested at this time

- *No Action Requested*

2. Tax Increment Financing and Hillsboro Business Park (Appendix D)

Larry Paine, Hillsboro City Administrator, will be here to present information about the Tax Increment Financing (TIF) District and the Hillsboro Business Park (HBP). This issue was also an agenda item at the December board meeting. USD 410 received two written communications in the past couple of months from the City of Hillsboro with information about TIF and HBP which are included as **Appendix D**. It has been suggested the legal description of the TIF did not include the HBP. Having read both documents in **Appendix D**, one of the documents, "RE: City of Hillsboro, Kansas – Notice of Public Hearing," omits the HBP from the legal description. Still, I believe the intent was to include Hillsboro Business Park, and the new Midway Motors facility, in the TIF district established in 2008.

I have spoken with Donna Whiteman, attorney at KASB, who indicated *intent* is considered when determining clarity and accuracy of legal documents. USD 410 did not oppose the TIF when it was initiated in 2008. USD 410 is also participating in the county's neighborhood revitalization program. Questions remain about economic development incentives and their role in Hillsboro's TIF district. Mr. Paine will share insight with us on the latest developments relative to TIF, neighborhood revitalization, and HBP.

- *No Action Requested*

3. Cell Phone Transportation Policy

Last month was your first opportunity to see the proposed policy below. This month I'm requesting action on adding this policy to our transportation handbook for all USD 410 employees.

Using Cell Phones While Transporting Students

"All drivers will refrain from using cell phones or other hand held electronic devices while transporting students. Drivers with students may continue to use two-way radios for communication while driving."

- *Recommended Action:*

Motion to approve the cell phone policy as presented and add it to the USD 410 transportation handbook effective January 11, 2011.

4. Local History Tour Request

The Center for Mennonite Brethren Studies at Tabor College will be conducting a local heritage tour on May 7th, 2011. This tour is a similar tour to the one presented last year which will take participants around to historical sites throughout the area. They are requesting use of a bus and driver from USD 410. They will be charged our normal mileage rate for our bus use and the cost of the driver.

➤ **Recommended Action:**

Motion to approve the use of a bus and driver from USD 410 to transport the group for the Center for Mennonite Brethren Studies historical tour.

F. Executive Session - Personnel

Motion for the Board to go into executive session at _____ for the purpose of discussing matters related to personnel and the Board return to open meeting at _____ in this room. The executive session is required to protect the privacy rights of identifiable individuals.

G. Resignations

There are no resignations at the time of the release of this agenda. Any resignations occurring after the agenda's release will be placed here for the board to consider.

H. Contracts

1. Steve Noble – Superintendent (Action to add a year to the existing two year contract effective July 1, 2011 and expiring June 30, 2013)
2. Wanda Prichard – PAT Language Interpreter
3. Sean Boller – Music Accompanist
4. Instrumental Music effective August, 2011 (If finalized prior to the BOE meeting)

➤ **Recommended Action**

Motion to approve the contracts as presented

I. Reports

1. Superintendents Report
 - a. Board Goals Update
 - i. Virtual Education Committee
 - ii. Progress on Board Goals
 - b. Board Member Election Information (**Appendix E**)
2. TEEN Report (**Appendix F**)
3. MCSEC Report (**Appendix G**)
4. Business Manager's Report (**Financials**)

J. Approval of Payment of Bills and Financial Reports

1. The Board will review financial reports and approve the payment of bills.

➤ ***Recommended Action:***

Motion to approve the payment of bills totaling \$_____ and the following financial reports.

- a. Electronic Funds Transfer Report
- b. High School/Middle School Activity Account Reports
- c. High School/Middle School Activity Account Bank Reconciliations
- d. Elementary School Activity Account Reports
- e. Elementary School Activity Account and Bank Reconciliations
- f. District Cash Summary Report
- g. District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report
- h. District Expense Budget Report
- i. Report of Transfers

K. Communications

To: Cindy Ragland – Bereavement
Lori Soo Hoo – Sympathy
Art Balzer Family – Bereavement
Bernice Mains – Bereavement
Anne Janzen – Bereavement
Kathy Koop – Thinking of You
Pati Funk – Birth of Grandson

L. Adjournment

Executive Session Motions (if needed at any time in the meeting)

1. Personnel

Motion for the Board to go into executive session at _____ for the purpose of discussing matters related to personnel and the Board return to open meeting at _____ in this room. The executive session is required to protect the privacy rights of identifiable individuals.

2. Negotiations

Motion for the Board to go into executive session at _____ for the purpose of discussing matters related to negotiations and the Board return to open meeting at _____ in this room. The executive session is required to protect the board's negotiating interests.

3. Student(s)

Motion for the Board to enter into executive session at _____ for the purpose of discussing matters related to students and the Board return to open meeting at _____ in this room. The executive session is required to protect the privacy rights of identifiable individuals.

4. Attorney/Client

Motion for the board to go into executive session for the purpose of consultation with the district's attorney; and the board return to the open meeting at _____ o'clock in this room. This executive session is required to protect attorney-client privilege and the public interest.

5. Acquisition of Property

Motion that the board go into executive session for the purpose of preliminary discussion related to the acquisition of real property and the Board return to open meeting at _____ p.m. in this room. This executive session is required to protect the district's financial interest and bargaining position.