

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

REGULAR BOARD MEETING
Monday, December 8, 2014
7:00 pm

HHS Auditorium / USD 410 District Office Conference Room
416 S. Date
Hillsboro, KS 67063

Agenda—Regular Board Meeting
HHS Auditorium / USD 410 District Office Conference Room
December 8, 2014, 7:00 p.m.

- A. Meeting called to order
- B. Approval of regular and consent agenda
 - 1. November Regular Board Meeting Minutes (**Appendix A**)
 - 2. November Special Board Meeting Minutes (**Appendix B**)
- C. Citizen's open forum
- D. Learning Showcase
- E. MCSEC Annual Report
- F. Quarterly Principal Reports
- G. Action/Discussion Items
 - 1. Disposal of Vehicles
- H. Executive Session for Personnel
- I. Personnel
 - 1. Resignations
 - 2. Work Agreements
 - 3. Supplemental Contracts
 - a. Glenn Ratzlaff – HHS Asst. Boys BB Coach
 - b. Alex Bumgarner – HHS Asst. Boys BB Coach
 - c. Gretchen Regier – Drama Asst.
- J. Reports
 - 1. Superintendent's Report
 - a. Facilities Tour Report
 - b. District Phone System
 - 2. TEEN (**Appendix C**)
 - 3. MCSEC (**Appendix D**)
 - 4. Business Manager (**Financials**)
- K. Communications
- L. Adjournment

Annotated BOE Agenda December 8, 2014

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 & B)

Minutes from the November 10 regular BOE meeting are included as **Appendix A**.

Minutes from the November 11 Special BOE Meeting are included as **Appendix B**.

➤ **Recommended Action**

Motion to approve the November regular board meeting minutes

Motion to approve the November special board meeting minutes

2. Donations

From:	Amount / Item	To:
Kriby Fadenrecht	\$ 50.00	HHS Leaf Raking Project
Martin Rhodes	\$ 25.00	HHS Leaf Raking Project
Barkman Honey, LLC	\$ 350.00	HES Playground
Bob Sextro	Blank Computer CD's	USD 410 District Office
Litton Family	50 Children's Books	PAT
Sears Family	1 Package Swimmer Diapers	PAT
Anonymous PAT Family	Envelops	PAT

➤ **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

D. Learning Showcase

Jakob Hanschu, Student Council President, will present at the board meeting on Dec. 8th. He will present a short video about the community service day. He also will discuss the student council's goal to have a student activity each month throughout the school year.

E. MCSEC Annual Report

Dr. David Sheppard, MCSEC Executive Director, will be here to present the annual MCSEC report to the USD 410 BOE.

F. Quarterly Principal Reports

G. Action/Discussion Items

1. Disposal of Vehicles
 - a. Bus # 25 – 1995 Ford; 47 passenger bus; 166,920 miles; will trade for purchase of a new 47 passenger bluebird (pending board approval in January)
 - b. Bus #36 – 2006 Ford; 20 passenger mini-bus; 101,813 miles; out of service; dispose with sealed bid
 - c. Cargo Van #5 – 184,224 miles; out of service; dispose with sealed bid
 - d. PAT Car #28 – Wrecked in deer/vehicle collision in September; total loss; insurance paid the district \$2,276 and arranged for disposal

- **Recommended Action**
Motion to approve disposal of vehicles as presented

H. Executive Session for Personnel

Motion for the Board to go into executive session at _____ for the purpose of discussing matters related to non-elected 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.

1. Superintendent Evaluation
2. Other non-elected personnel discussions

I. Personnel

1. Supplemental Contracts
 - a. Glenn Ratzlaff – HHS Asst. Boys BB Coach
 - b. Alex Bumgarner – HHS Asst. Boys BB Coach
 - c. Gretchen Regier – Drama Asst.

- **Recommended Action**
Motion to approve the supplemental contracts as presented

J. Reports

1. Superintendent
 - a. Facilities Tour Report
 - b. District Phone System
2. TEEN (**Appendix C**)
3. MCSEC (**Appendix D**)
4. Business Manager (**Financials**)

K. Communications

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. Transactions Related to Real Property

Motion that the board go into executive session for the purpose of discussion related to the transaction 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.

**UNIFIED SCHOOL DISTRICT NO. 410
Durham-Hillsboro-Lehigh**

**MINUTES – REGULAR BOARD MEETING
U.S.D. 410 District Office Conference Room
November 10, 2014 7:00 p.m.**

Members Present:

**Eddie Weber
Kim Klein**

**Mark Rooker
Rod Koons**

**Deb Geis
Joe Sechrist**

Members Absent:

Chad Nowak

Administrators:

Steve Noble

Evan Yoder

Others:

**Jerry Hinerman, Clerk
Mitch Frantz
Treena Lucero
Stuart Holmes**

**Allison Weber
Rachel Hein
Nicole Suderman
David Colburn**

**Erin Beavers
Malinda Just
Andrea Fish
Aleen Ratzlaff**

A. Meeting Called to Order

President Eddie Weber called the meeting to order at 7:00 p.m.

B. Approval of Regular and Consent Agenda

Joe Sechrist moved to approve the regular and consent agendas. Motion seconded by Mark Rooker. Carried 6-0.

Items on the consent agenda included the following:

1. Motion to approve the minutes of the October 13, 2014, regular board meeting
2. Motion to accept the following donations:
Donation of yarn, music CDs, and a jacket to be used by the Marion County Parents as Teachers Program

Donation of \$625 from The Little Nut Hut to be used for the Hillsboro High School softball team

Donation of \$10 from Shelley Plett to be used toward the Hillsboro Elementary School playground project
3. Motion to approve of the disposal of records as provided by state law

C. Citizen's Open Forum

D. Families and Communities Together (FACT) Annual Report

E. Action/Discussion Items

1. Community Service Project
2. Hillsboro Elementary School Playground Project
Joe Sechrist moved to approve Athco as the builder for the Hillsboro Elementary School Playground Project. Motion seconded by Deb Geis. Carried 6-0

Joe Sechrist moved to approve a total budget of \$185,000 for the Hillsboro Elementary School Playground Project. Motion seconded by Mark Rooker. Carried 6-0.

Joe Sechrist moved to approve \$55,000 of Capital Outlay money for the Hillsboro Elementary School Playground Project in Fiscal Year 2015. Motion seconded by Mark Rooker. Carried 6-0.
3. Bus Driver Performance Evaluation
Joe Sechrist moved to approve the Bus Driver Performance Evaluation instrument as presented. Motion seconded by Rod Koons. Carried 6-0.
4. Fuel Contracting
Joe Sechrist moved to approve a contract to purchase 8,500 gallons of diesel fuel for \$2.526 per gallon from Cooperative Grain and Supply and to approve a contract to purchase 2,500 gallons of gasoline for \$2.889 per gallon from Cooperative Grain and Supply. Motion seconded by Deb Geis. Carried 6-0.
5. KASB Legislative Committee Report
6. Kansas Association of School Boards (KASB) Convention Delegate Certification
Joe Sechrist moved to appoint Chad Nowak as the USD 410 representative and Joe Sechrist as the USD 410 alternate representative at the Kansas Association of School Boards Convention Delegate Assembly on Sunday, December 7, 2014, at 8:30 a.m. in Overland Park, Kansas. Motion seconded by Deb Geis. Carried 6-0.

Eddie Weber declared a five minute recess at 8:06 p.m.

Eddie Weber called the meeting back to order at 8:11 p.m.

F. Executive Session for Personnel

The Board took no action to go into executive session.

G. Personnel

1. Resignations
 - a. Ronda Wiens – Hillsboro Middle and High School Custodian
 - b. Lance Sawyer – Assistant High School Boys' Basketball Coach
Rod Koons moved to approve the resignations of Ronda Wiens from her position as Hillsboro Middle and High School Custodian and Lance Sawyer from his position as Assistant High School Boys' Basketball Coach. Motion seconded by Joe Sechrist. Carried 6-0.
2. Work Agreements
 - a. Sara Bennett – Hillsboro Middle and High School Custodian
Rod Koons moved to approve the hiring of Sara Bennett to work as Hillsboro Middle and High School Custodian. Motion seconded by Mark Rooker. Carried 6-0.

3. Supplemental Contracts
 - a. Lance Sawyer – Assistant Middle School Boys’ Basketball Coach
 - b. Nick Talbott – Assistant High School Wrestling Coach and Head Middle School Wrestling Coach

Joe Sechrist moved to approve the issuance of supplemental contracts to Lance Sawyer to serve as Assistant Middle School Boys’ Basketball Coach and to Nick Talbott to serve as Assistant High School Wrestling Coach and Head Middle School Wrestling Coach. Motion seconded by Mark Rooker. Carried 6-0.

H. Reports

1. Superintendent
 - a. State of the District Report
 - b. Board Retreat
 - c. Board Elections
2. TEEN
3. MCSEC
4. Business Manager

Joe Sechrist moved to approve the payment of bills totaling \$498,290.23 and the following financial reports. Motion seconded by Deb Geis. Carried 6-0.

 - Electronic Funds Transfer Report
 - Elementary School Activity Account Report
 - Elementary School Activity Account Bank Reconciliation
 - High School/Middle School Activity Account Report
 - High School/Middle School Activity Account Bank Reconciliation
 - District Cash Summary Report
 - District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report
 - District Expense Budget Report
 - Report of Transfers

I. Communications

J. Adjournment

President Eddie Weber declared the meeting adjourned at 8:45 p.m.

Jerry Hinerman, Clerk

**UNIFIED SCHOOL DISTRICT NO. 410
Durham-Hillsboro-Lehigh**

MINUTES – SPECIAL BOARD MEETING

**Hillsboro Elementary School, Hillsboro Middle School,
Hillsboro High School, and U.S.D. 410 District Office Conference Room
November 11, 2014 5:00 p.m.**

Members Present:

Eddie Weber	Mark Rooker	Deb Geis
Joe Sechrist	Kim Klein (arrived at 5:05 p.m.)	
Rod Koons (arrived at 6:30 p.m.)		

Member Absent:

Chad Nowak

Administrators Present:

Steve Noble	Evan Yoder	Greg Brown
Max Heinrichs		

Others:

Jerry Hinerman, Clerk	Keith Goossen	Brad Just
Stuart Holmes		

A. Meeting Called to Order

Eddie Weber called the meeting to order at 5:04 p.m. at the Hillsboro Elementary School North Playground.

B. Discussion Items

1. Facilities Tour
The Board toured Hillsboro Elementary School

Eddie Weber declared a five-minute recess from 5:25 p.m. until 5:30 p.m. and stated the meeting would resume in the Hillsboro Middle School Lobby.

Eddie Weber called the meeting back to order at 5:25 p.m. in the Hillsboro Middle School Lobby.

The Board toured Hillsboro Middle School and Hillsboro High School

Eddie Weber declared a five-minute recess from 6:10 p.m. until 6:15 p.m. and stated the meeting would resume in the U.S.D. 410 District Office Conference Room

Eddie Weber called the meeting back to order at 6:15 p.m. in the U.S.D. 410 District Office Conference Room

Rod Koons arrived at 6:30 p.m.

2. Technology Discussion
3. Budget Review
4. Board Goals and Accomplishments Review
5. Center for Innovative School Leadership School Effectiveness and Efficiency Review

C. Adjournment

Eddie Weber declared the meeting adjourned at 8:52 p.m.

TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK
November 19, 2014, Regular Board Meeting Minutes
U.S.D. 408 Marion – Florence District Office
6:00 p.m.

Members Present:

Mark Rooker, Chairperson
Shayla Clark

Jan Helmer

Jeff Bina

Members Absent:

Anna Gustafson

Others Present:

Lena Kleiner, Director

Jerry Hinerman, Clerk

1. Call to Order

Mark Rooker called the meeting to order at 6:04 p.m.

2. Approval of Agenda

Mark Rooker moved to approve the agenda. Motion seconded by Jan Helmer. Carried 4-0.

3. Approval of Minutes

Jan Helmer moved to approve the minutes of the October 15, 2014, regular board meeting. Motion seconded by Shayla Clark. Carried 4-0.

4. Approval of Payment of Bills and Financial Reports

Shayla Clark moved to approve the payment of bills totaling \$8,555.37 and the November 19, 2014, Income and Expenses reports. Motion seconded by Mark Rooker. Carried 4-0.

5. Business Items

a. TEEN Director Evaluation

Mark Rooker moved that the Board go into executive session at 6:10 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 6:15 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jeff Bina. Carried 4-0.

Regular Session

6. Other/Discussions

- a. Bandwidth Discussions
- b. Internet Provider Exploration
- c. Fiber Relocation Update
- d. Edgenuity Update
- e. Director Activities/Other

7. Next Meeting

8. Adjournment

Mark Rooker declared the meeting adjourned at 6:53 p.m.

Marion County Special Education Cooperative #617
Board of Directors Regular Meeting
MINUTES
November 17, 2014

(Meeting convenes at 7:00 p.m. in the MCSEC Conference room, 1500 E Lawrence, Marion, KS)

Members Present	Members Absent	Others Present
Anthony Zappone, Presiding Joe Sechrist Terry Deines Duane Kirkpatrick Kelly Booton		Dr. David Sheppard, Director Patty Putter, Clerk Stuart Holmes, HHS Teacher

- I. Call to Order
Anthony Zappone called the meeting to order at 7:05 p.m. in the MCSEC Conference Room at 1500 E. Lawrence, Marion, KS.

- II. Adoption of Agenda
Terry Deines moved to adopt the agenda, Duane Kirkpatrick seconded.

Carried 4 – 0

- III. Consider Consent Agenda
 - A. Approve Minutes of October 20, 2014 Regular Meeting

 - B. Classified Staff Resignations, Terminations
 - 1. Brady Hudson – Resignation – Para at MHS
 - 2. Ann Holt – Termination

 - C. Classified Staff Appointments
 - 1. Kaycee Robinson, Para at PBJH
 - 2. Kayla Ratzlaff, Para at PES
 - 3. Karen Benda, Temporary at Central office (.5)

 - D. Treasurer’s Report and Payment of Bills/Approve Journal Entries – Payroll in the amount of \$246,140.96, checks associated with payroll in the amount of \$138,383.37, other payables in the amount of \$22,721.93.
Duane Kirkpatrick moved to approve the consent agenda. Motion seconded by Kelly Booton.

Carried 4 – 0

- IV. Discussion/Action Items
 - A. Appoint Negotiators for Current Year Negotiated Agreement Items with MCSEC
Terry Deines moved to appoint Anthony Zappone as negotiator for the current year.
Motion seconded by Duane Kirkpatrick.

- B. Determine Need for December Meeting
- C. Director/ Board Discussion/Comments
 - 1. Rooftop heating unit needed replaced on OASIS side - \$6,270.00
 - 2. Bob Gillett hired to do exterior repairs - \$2,780.00
 - 3. Staff evaluations
 - 4. Tri-State Law Conference in Omaha

At 7:29 Joe Sechrist entered the meeting.

V. Executive Session

A. Personnel

Anthony Zappone moved to go into executive session at 7:33 p.m. for personnel matters relating to non-elected personnel, with the board members and Dr. David Sheppard present, and to return to open session at 7:43 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Motion seconded by Kelly Booton.

Carried 5 – 0

At 7:43 p.m. Anthony Zappone declared the meeting out of executive session.

Anthony Zappone moved to go into executive session at 7:44 p.m. for personnel matters relating to non-elected personnel, with the board members and Dr. David Sheppard present, and to return to open session at 7:49 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Motion seconded by Kelly Booton.

Carried 5 – 0

At 7:49 p.m. Anthony Zappone declared the meeting out of executive session.

VI. Agenda Items for Next Meeting December 15, 2014

- A. Update on ACA ESSDACK Para Health Insurance for Oct.1, 2015

VII. Adjournment

Anthony Zappone adjourned the meeting at 7:53 p.m.