

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

REGULAR BOARD MEETING

Monday, January 11, 2016
7:00 pm

USD 410 District Office Conference Room
416 S. Date Street
Hillsboro, KS 67063

Agenda—Regular Board Meeting
USD 410 District Office Conference Room
January 11, 2016, 7:00 p.m.

- A. Meeting called to order
- B. Approval of regular and consent agenda
 - 1. December Board Minutes (**Appendix A**)
 - 2. December Special Board Minutes (**Appendix B**)
- C. Citizens Open Forum
- D. Stadium Operations Committee Report
- E. Action/Discussion Items
 - 1. Access Control Project (**Appendix C**)
 - 2. Board Policy Approval (**Appendix D**)
 - 3. Board Policy Review (**Appendix E**)
 - 4. Superintendent Search Timeline and Schedule
 - 5. Spring/Summer Projects
- F. Executive Session for Personnel
- G. Personnel
 - 1. Supplemental Contract
 - a. Leah Rose – Spring Drama Assistant
- H. Reports
 - 1. Superintendent's Report
 - a. Board Member Appreciation Month
 - b. K12 Education Committee Report
 - c. KASB Education Advocacy Conference
 - d. Strategic Planning
 - e. Hillsboro Chamber Dinner – January 25
 - 1. TEEN Report (**Appendix F**)
 - 2. MCSEC Report (**Appendix G**)
 - 3. Business Manager's Report (**Financials**)
- I. Approval of payment of bills and financial reports
- J. Communications
- K. Executive Session for Negotiations
- L. Adjournment

Annotated BOE Agenda January 11, 2016

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)

The minutes from the December 14 regular BOE meeting are shown in Appendix A.

➤ **Recommended Action:**

Motion to approve the minutes from the December 14 board meeting

2. Special Board Meeting Minutes (Appendix B)

➤ **Recommended Action:**

Motion to approve the minutes from the December 17 special board meeting

3. Donations

From:	Gift / Amount	Purpose:
Hillsboro Community Foundation	\$ 2,000.00	Dental Program
Hillsboro Community Foundation	\$ 2,000.00	HMS Girls Lockers Purchase
Hillsboro Community Foundation	\$ 2,000.00	HMS Basketball Goals
Hillsboro Middle School Site Based Council	\$12,762.00	HMS Girls Lockers Purchase
Alpha Omega Chapter of Delta Kappa Gamma	\$ 20.00	Donation to HES Library
Robert and Susan Watson	\$ 250.00	HES After School Program
City of Hillsboro	\$ 250.00	Jazz Band Christmas Party Entertainment
Books Are Fun	Children's Book	PAT
Brandi Hein	Books	PAT
Burke Family	2 Bikes	PAT
Schlesener Family	Cloth Blocks	PAT
Austin Jost	Diapers	PAT
Unknown	Pacifiers / Bottle	PAT
Unknown	Cereal	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

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. Stadium Operations Committee Report

Mr. Hinerman and Mr. Rempel serve on the joint stadium operations committee for Joel H. Wiens Stadium. This is an annual report this committee will provide the board. Information will be shared on the past, present, and future projects and operational considerations.

E. Action / Discussion Items

1. Building Access Control Project (Appendix C)

Access control to Hillsboro Elementary and Hillsboro Middle/High School are a concern for administration, faculty, and staff. Building safety and security is a concern for all of us, including our parents and patrons. Over the past many years, outside door keys have been issued that have not been returned. We presently do not have a good inventory of who has keys to our buildings. Additionally, student safety and security are concerns because of the increasing school related crises events occurring throughout the country. Because of this, we have studied the need to have better access control to our buildings.

During their time with us last year, the Center for Innovative School Leadership (CISL) team recommended we address the lack of access control and work to further mitigate a school crises situation by implementing a new access control system that is able to be centralized and easily adaptable to present and future needs. After two years of study, we have secured the specifications necessary to send this project out to bid. I anticipate three companies, perhaps more, to bid on this project. The scope of the project that will go out for bid and contained in Appendix C will be discussed with the board. At the February regular board meeting, the board will review the sealed bids and determine whether to proceed with this project.

➤ *No Action Requested*

2. KASB Policy Approval – Sections E & F (Appendix D)

This is the second reading of sections E and F in the KASB policy manual up for adoption by the USD 410 Board of Education. Sections E and F refer to business management and facility expansion program respectively.

➤ *Recommended Action*

Motion to approve board policies contained in sections E & F of the board policy manual as presented in Appendix G.

3. KASB Policy Review – Section G (Appendix E)

The board will review board policies contained in section G of the board policy manual. This section addresses personnel. These policies are arranged in the following manner:

- GA policies apply to all employees
- GB policies apply to teachers and other licensed staff covered by the negotiated agreement / master contract
- GC policies apply to classified/non-licensed staff

This is the first reading of these policies and no action is requested at this time.

➤ *No Action Requested*

4. Superintendent Search Timeline and Schedule

KASB has provided the board with a timeline for recruitment, interviewing, and hiring of the next superintendent of schools. Part of this process requires a day where KASB will be on site to interview various groups of people in the effort to compile the characteristics this districts wants in their next superintendent. This agenda item is to allow the board time to discuss the groups they want involved and the itinerary for the day KASB will be in our schools.

➤ *No Action Requested*

5. Spring / Summer Projects – As we transition to a new superintendent, there are a few projects the superintendent has identified for completion this spring and summer to ease the transition. These will be discussed with the board during this item.

➤ *No Action Requested*

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. Personnel

1. Supplemental Contract
 - a. Leah Rose – Spring Drama Assistant (She already occupies the director position and plans to do both)

➤ *Recommended Action*

Motion to approve the supplemental contract as presented

H. Reports

1. Superintendent's Report
 - a. Board Member Appreciation Month
 - b. K12 Education Committee Report
 - c. KASB Education Advocacy Conference
 - d. Strategic Planning – Start with Why
 - e. Hillsboro Chamber Dinner – January 25
2. TEEN Report (**Appendix F**)
3. MCSEC Report (**Appendix G**)
4. Business Manager's Report (**Financials**)

I. 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

J. Communications

K. Executive Session for 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.

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.