

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

**REGULAR BOARD MEETING**

**Monday, March 14, 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**  
**March 14, 2016, 7:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
  - 1. February 8 Regular Board Meeting Minutes (**Appendix A**)
  - 2. Special Board Meeting Minutes (**Appendices B, C, D, E, F, G**)
  - 3. Donations
  - 4. Trip Approvals
- C. Citizen's open forum
- D. Action/Discussion Items
  - 1. Approval of BOE Negotiations (**Appendix H**) & Instructional Program (**Appendix I**) Policies
  - 2. Review BOE Student Policies (**Appendix J**)
  - 3. 2016-17 Calendar Approval (**Appendix K**)
  - 4. Bus Purchase (**Appendix L**)
  - 5. Voice Over Internet Protocol (VOIP) Bids (**Appendix M**)
  - 6. Elementary School Re-Cabling Project Bids (**Appendix N**)
  - 7. Vision, Mission, Goals
- E. Executive Session for Personnel
- F. Personnel
  - 1. Resignation
    - a. Lance Sawyer – HS Math; PLTW Teacher
  - 2. Contracts
    - a. Tamara Cassidy – MS Math; PE; ESOL Teacher (.77 FTE)
- G. Reports
  - 1. Superintendent's Report
    - a. Access Control Project Update
    - b. Elementary School Basketball Goals
    - c. Family Reading Night
  - 2. TEEN Report (**Appendix O**)
  - 3. MCSEC Report (**Appendix P**)
  - 4. Business Manager's Report (**Financials**)
- H. Approval of payment of bills and financial reports
- I. Communications
- J. Adjournment

## Annotated BOE Agenda March 14, 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. Regular Board Meeting Minutes (Appendix A)

Minutes from the February 08 regular BOE meeting are attached.

➤ **Recommended Action:**

Motion to approve the minutes from the February 08 board meeting

2. Special BOE Minutes (Appendix B; Appendix C; Appendix D; Appendix E; Appendix F; Appendix G)

3. Donations

From		Purpose
Brent and Lynette Barkman	\$500	Preschool Supplies
HHS Site Based Council	\$1,185.53	HHS Fundraising Fund
CHS, Inc.	\$500	Farm to School Program
Target	30.52	Take Charge of Education

4. Trips

All non-district trips are billable for driver, vehicle, and fuel costs.

Date: 04/23/16 Saturday

Passengers: 35

Trip Notes: Heritage Tour - Historic church and history sites. Peggy Goertz, Tabor College CMBS, 620-382-4438 (cell) or 947-3121 ext. 1211 (office) requested 2/18 Billable Activity Trip

Special Needs: No

Pickup-Up Location: Hillsboro Tabor College

Spot Time: 12:45 PM

Leaves: 01:00 PM

Return Location: Hillsboro Tabor College

Return Time: 05:00 PM

➤ **Recommended Action:**

Motion to approve non-district trips 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. Action / Discussion Items

- Approval of BOE Negotiations (**Appendix H**) & Instructional Program (**Appendix I**) Policies

  - ***Recommend Action***  
Motion to approve board policies for Negotiations and Instructional Program as presented

- Review BOE Student Policies (**Appendix J**)

  - ***No Action Requested***

- 2016-17 Calendar Approval (**Appendix K**)

  - ***Recommended Action***  
Motion to approve the 2016-17 School Calendar as presented in **Appendix K**.

- Bus Purchase (**Appendix L**)

  - ***Recommended Action***  
Motion to approve the bus bid for \$83,439 from Kansas Truck Equipment for the purchase of a 2017 Model C2 47 Passenger bus equipped with wheel chair lift and two wheel chair compartments.

- Voice Over Internet Protocol (VOIP) Bids (**Appendix M**)

  - ***Recommended Action***  
Motion to approve the acceptance of the bid for on-premises VOIP equipment for \$18,546 from Friesen Technology Services LLC
  - ***Recommended Action***  
Motion for the rejection of all bids for a hosted VOIP solution
  - ***Recommended Action***  
Motion the acceptance of the bid for on-premises VOIP services for \$176.75 per month from Friesen Technology Services LLC.

6. Elementary School Re-Cabling Project Bids (Appendix N)

➤ **Recommended Action**

Motion to accept the bid for Project A – Entire Building Cabling for \$24,564 (\$23,364 + \$1,200) from Vision Communications KS, Inc contingent upon the receipt of E-Rate funding for the proposed recabling project

7. Vision, Mission, Goals

➤ **No Action Requested**

## E. 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.

## F. Personnel

1. Resignations
  - a. Lance Sawyer – HS Math; PLTW Teacher
2. Contracts
  - a. Tamara Cassidy – MS Math; PE; ESOL Teacher (.77 FTE)

## G. Reports

1. Superintendent's Report
  - a. Access Control Project Update
  - b. Elementary School Basketball Goals
  - c. Family Reading Night
2. TEEN Report (**Appendix O**)
3. MCSEC Report (**Appendix P**)
4. Business Manager's Report (**Financials**)

## H. 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

## **I. Communications**

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.

## **J. 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.