

UNIFIED SCHOOL DISTRICT NO. 410

(Durham-Hillsboro-Lehigh)

“Developing super amazing humans for our world”

REGULAR BOARD MEETING

Monday, April 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
April 11, 2016, 7:00 p.m.

- A. Meeting called to order
- B. Approval of regular and consent agenda
 - 1. March Regular Board Minutes (**Appendix A**)
 - 2. Donations
- C. Citizen's open forum
- D. Action/Discussion Items
 - 1. Approval of Board Policy J-Students (**Appendix B**)
 - 2. Review of Board Policy
 - a. K-Public Relations (**Appendix C**)
 - b. L-Relations/Organizations (**Appendix D**)
 - c. M-Relations/Agencies (**Appendix E**)
 - 3. District Goals 2020 (**Appendix F**)
- E. Executive Session for Personnel
- F. Personnel
 - 1. Resignations
 - a. Stuart Holmes – HHS Social Studies
 - b. Rita Loewen – HES Art / K-2 Music
 - 2. Work Agreements
 - 3. Contracts
 - a. Devin Metzinger – HHS Math/PLTW
 - b. Susie Kliewer – PAT Coordinator
 - c. Michelle Melton – 1.0 Certified FTE
 - d. Tamara Cassidy – 1.0 Certified FTE
 - 4. Supplemental Contract
 - a. Devin Metzinger – HHS Head FB Coach
- G. Reports
 - 1. Superintendent's Report
 - a. Access Control Update
 - b. Bus Accident Update
 - c. School Funding Update
 - d. 2016 Graduation Ceremony May 14
 - 2. TEEN Report (**Appendix G**)
 - 3. MCSEC Report (**Appendix H**)
 - 4. Business Manager's Report
- H. Approval of payment of bills and financial reports
- I. Communications
- J. Adjournment

Annotated BOE Agenda April 11, 2016

A. Meeting Called to Order

B. Approval of Regular and 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 March 14 regular BOE meeting are attached.

➤ **Recommended Action:**
Motion to approve the minutes from the March 14 board meeting.

2. Donations

From	Amount / Item	To
	10 board books	PAT
	1 paperback book	PAT
	1 can of infant formula	PAT
	"I Spy" items	PAT
	2 safety games	PAT
	15 jars of baby food	PAT
	2 backpacks	PAT
	1 shape sorter game / shapes	PAT
	Blocks	PAT

➤ **Recommended Action:**
Motion to approve the 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. Action / Discussion Items

1. Approval of Board Policy J-Students (Appendix B)

The board will consider approval of section J in the board policy manual. Section J applies to Students.”

➤ ***Recommended Action***

Motion to approve board policies in section J of the board policy manual that addresses students.

2. Review of Board Policies

The board will review the following policies in the board policy manual:

- a. K-Public Relations (Appendix C)
- b. L-Relations/Organizations (Appendix D)
- c. M-Relations/Agencies (Appendix E)

➤ ***No Action Requested***

3. District Goals 2020 (Appendix F)

The goals through 2020 have gone through a thorough identification and review process. Faculty, staff, administration, and board of education have all been involved. The team from the Center for Innovative School Leadership (CISL), included many parents, students, and patrons in the study of our district last year. All of this input has resulted in this draft of the goals located in **Appendix F**.

➤ ***No Action Requested***

4. PAT Policy Manual Approval (Appendix G)

In February, the board reviewed the updated policy manual for PAT. I am recommending approval of this updated manual.

➤ ***Recommended Action***

Motion to approve the PAT manual as presented

➤ ***Recommended Action***

Motion to approve the disposal of two timpani drums from the HHS/HMS band room

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. Stuart Holmes – HHS Social Studies
 - b. Rita Loewen – HES Art / K-2 Music

➤ **Recommended Action**
Motion to approve resignations as presented
2. Contracts
 - a. Devin Metzinger – HHS Math/PLTW
 - b. Susie Kliewer – PAT Coordinator
 - c. Michelle Melton – 1.0 Certified FTE
 - d. Tamara Cassidy – 1.0 Certified FTE

➤ **Recommended Action**
Motion to approve contracts as presented
3. Supplemental Contract
 - a. Devin Metzinger – HHS Head FB Coach

➤ **Recommended Action**
Motion to approve supplemental contract as presented

G. Reports

1. Superintendent's Report
 - a. Access Control Update
 - b. Bus Accident Update
 - c. School Funding Update
 - d. 2016 Graduation Ceremony May 14
2. TEEN Report (**Appendix G**)
3. MCSEC Report (**Appendix H**)
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

J. 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.

K. 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.