

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

“Developing super amazing humans for our world”

**REGULAR BOARD MEETING**  
Monday, May 09, 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**  
**May 09, 2016, 7:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
  - 1. April 11 Minutes (**Appendix A**)
  - 2. Bus Disposal (**Appendix B**)
  - 3. Activity Account Changes
  - 4. Donations
- C. Citizen's open forum
- D. Service Awards (10 yr. minimum)
  - 1. Lori Soo Hoo – 10 Years
  - 2. Ronda Wiens – 10 Years
  - 3. Stuart Holmes – 13 Years
  - 4. Mike Moran – 23 Years
  - 5. Rita Loewen – 32 Years
- E. Action/Discussion Items
  - 1. National History Day Competition
  - 2. District Goals 2020 (**Appendix C**)
  - 3. Approval of Board Policy
    - a. K-Public Relations (**Appendix D**)
    - b. L-Relations/Organizations (**Appendix E**)
    - c. M-Relations/Agencies (**Appendix F**)
  - 4. Building Handbook Revisions – First Reading
    - a. Elementary (**Appendix G**)
    - b. Middle/High School (**Appendix H**)
  - 5. Technology Plan Update (**Appendix I**)
  - 6. Computer Purchases (**Appendix J**)
  - 7. Prairie View Summer Program (**Appendix K**)
- F. Executive Session – Personnel
- G. Personnel
  - 1. Resignations
    - a. Ronda Wiens – Bus Driver
  - 2. Contracts
    - a. Heather Corby – HES Music & Art; ESOL
  - 3. Supplemental Contracts (**Appendix L**)
- H. Reports
  - 1. Superintendent's Report
    - a. Budget Update for FY '17
  - 2. TEEN Report (**Appendix M**)
  - 3. MCSEC Report (**Appendix N**)
  - 4. Business Manager's Report (**Financials**)
- I. Approval of payment of bills and financial reports
- J. Executive Session – Negotiations
- K. Communications
- L. Adjournment

## Annotated BOE Agenda May 09, 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)

Minutes from the April 11 regular BOE meeting are attached.

➤ **Recommended Action**

Motion to approve the minutes from the April 11 board meeting.

2. Disposal of Property (Appendix B)

2004 Thomas Bus sold to EMC Insurance as a part of the claim following the recent accident. Option 1 was chosen as the best option for USD 410.

➤ **Recommended Action**

Motion to approve the disposal of bus as indicated

3. HMHS Activity Account Changes

- a. CTE Club
- b. Middle School Site Council Fundraiser Clearing

➤ **Recommended Action**

Motion to approve the addition of CTE Club and Middle School Site Council Fundraiser Clearing accounts

4. Donations

<b>From:</b>	<b>Amount:</b>	<b>Purpose:</b>
DonorsChoose.org	\$785.27 Technology Makeover	Special Ed. Classroom at HES
Grace Community Fellowship	\$2,000	HES Classroom Budgets

➤ **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. Service Awards

The board will recognize years of service for our departing employees.

1. Lori Soo Hoo – 10 Years
2. Ronda Wiens – 10 Years
3. Stuart Holmes – 13 Years
4. Mike Moran – 23 Years
5. Rita Loewen – 32 Years

## E. Action / Discussion Items

1. National History Day Competition  
Three students qualified for the National History Day competition in College Park, Maryland June 12-16. The students qualifying are Jenna Hinerman from HHS and Jessica Saunders and Kyla Isaac from HMS. Mrs. Mueller will be attending as their sponsor. Each of the girls are traveling with a parent or family and all costs will be paid through fundraising and parent/family contributions. No district funds will be utilized.  
  
➤ **Recommended Action**  
Motion to approve the out of state trip to the National History Day competition as presented.
2. District Goals 2020 (Appendix C)  
The goals have been revised to include community components as requested by the board of education at the April meeting.  
  
➤ **Recommended Action**  
Motion to approve the district goals as presented
3. Approval of Board Policy (Appendices D, E, F)
  - a. Policies K – Public Relations (**Appendix D**)
  - b. Policies L – Relations/Organizations (**Appendix E**)
  - c. Policies M – Relationa/Agencies (**Appendix F**)  
➤ **Recommended Action**  
Motion to approve board policies K, L, and M as presented
4. Building Handbook Revisions (Appendices G, H)  
The principals will have proposed changes available for you to review at this time. This is a first reading of any proposed changes.
  - a. Elementary (**Appendix G**)
  - b. Middle/High (**Appendix H**)  
➤ **No Action Requested**

5. Technology Plan Update (Appendix I)

Brad will be here to share the updated technology plan for the next three years

➤ *No Action Requested*

6. Computer Purchases (Appendix J)

The middle school students are on schedule for new laptops this summer. We will also purchase mini laptops for the MS/HS paras. All other staff laptops will receive an upgrade to a solid state drive (SSD) and a new battery to prolong life. The elementary school is scheduled to receive 30 new iPads for student use.

➤ *Recommended Action*

Motion to approve the computer purchases shown in **Appendix J**.

7. Prairie View Summer Program (Appendix K)

The annual Prairie View Summer Program agreement is ready for board approval. USD 410 provides the building spaces and Prairie View operates and pays all expenses related to the program.

➤ *Recommended Action*

Motion to approve the Prairie View summer program agreement as presented.

## F. Executive Session – Personnel

## G. Personnel

1. Supplemental Contracts (Appendix L)

➤ *Recommended Action*

Motion to Approve the supplemental contracts and supplemental position cuts included in **Appendix L**

## H. Reports

1. Superintendent's Report
  - a. Teacher Appreciation Week
  - b. End of Year Celebration
  - c. Graduation
2. TEEN Report (**Appendix M**)
3. MCSEC Report (**Appendix N**)
4. Business Manager's Report (**Financials**)
  - a. 2016 Budget Report

## 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. Executive Session – 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. Communications**

Mrs. Janzen student thank you notes for Governor's Award reward day

## **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.