

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

REGULAR BOARD MEETING

Monday, June 13, 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
June 13, 2016, 7:00 p.m.

- A. Regular Meeting called to order
- B. Approval of regular and consent agenda
 - 1. May Regular Board Minutes (**Appendix A**)
 - 2. Prairie View Summer Camp Transportation
- C. Citizen's open forum
- D. Action/Discussion Items
 - 1. Building Handbook Approval 2016-17 (**Appendices B, C**)
 - 2. Pre-school Calendar (**Appendix D**)
 - 3. KASB Policy Update
 - 4. Audit Contract
 - 5. Natural Gas Purchasing
- E. Executive Session for Personnel
- F. Executive Session for Negotiations
- G. Personnel
 - 1. Resignations
 - 2. Work Agreements
 - a. Classified Wages
 - b. Nurse Wage Adjustment
 - c. Bonnie Gaeddert – Pre-school Family Advocate
 - d. Lori Soo Hoo – PAT Asst. Coordinator
 - e. Susie Kliewer – PAT Coordinator Wage
 - 3. Supplemental Contracts
 - a. Robert Haude – Head CC Coach
 - b. Dennis Boldt – HS Asst. FB Coach
 - c. Kalee Cross – MS Asst. VB Coach
 - 4. Contracts
 - a. Master Contract 2016-17 (**Appendix E**)
 - b. Administrator Salaries
 - c. Student Services Coordinator – Teacher Salary Schedule Placement Step 5; Column BS+0
- H. Reports
 - 1. Superintendent's Report
 - a. School Funding Update / Potential Shut Down Protocol
 - 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
- J. Communications
- K. Adjournment

Annotated BOE Agenda June 13, 2016

A. Regular 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 May 9 regular BOE meeting are included as **Appendix A**

➤ **Recommended Action:**

Motion to approve the minutes from the May 9 regular board meeting

2. Tabor Camp Summer Transportation

Tabor has requested transportation to and from the swimming pool on days they have this as a summer camp activity. Tabor will reimburse USD 410 for driver and vehicle expenses.

➤ **Recommended Action:**

Motion to approve the transportation request for Tabor Camp

➤ **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. Building Handbook Approval 2016-17 (Appendix B, Appendix C)

Last month, the board had the opportunity to see the handbook changes as a first reading. This month we will seek approval of the building handbooks for students and parents.

➤ **Recommended Action**

Motion to approve the building handbooks as presented

2. Preschool Calendar (**Appendix D**)

➤ **Recommended Action**

Motion to approve the preschool calendar as presented

3. KASB Policy Update (**Appendix E**)

AEB – School Year and Learning Opportunities

DJEF – Requisitions

EBC – Security and Safety

FC – Memorials, Funerals, and Naming of District Facilities

GAAF – Emergency Safety Interventions

GAF – Staff/Student Relations

GAOC – Use of Tobacco Products and Nicotine Delivery Devices (Staff)

GARI – Family and Medical Leave Act Plan

GBRE – Additional Duty

IDEA – Student Privacy Policy

JBE – Truancy

JCDAA – Tobacco Products and Delivery Devices (Students)

JCDBB – Weapons

JDDDB – Reporting to Law Enforcement

JGCD – Health Screenings

KGB – Concealed Observations

These policies are the latest updates from KASB on a variety of topics. This is the first reading of these policies; therefore, no action is requested at this time.

➤ **No Action Requested**

4. Audit Contract

➤ **Recommended Action**

Motion to approve the audit contract with Swindoll Janzen Hawk & Loyd for the annual district financial audit for the years 2016-17 & 2017-18.

5. Natural Gas Purchasing Agreement (**Appendix F, Appendix G**)

➤ **Recommended Action**

Motion to approve the Greenbush Energy Group Participation Agreement & Hedging Authorization as shown in **Appendix F**.

Motion to approve the contract agreement with nTherm, LLC for supply and transportation of natural gas as shown in **Appendix G**.

E. Executive Session for 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. 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.

G. Personnel

1. Resignations
2. Work Agreements
 - a. Classified Wages & Benefits – Increase \$0.40/hr.; Health insurance contribution equivalent to a \$1,300 deductible single coverage health insurance premium
 - b. Nurse Wage Adjustment - \$25.00/hr.
 - c. Pre-school Family Advocate \$11.50/hr.
 - d. Lori Soo Hoo – PAT Assistant Coordinator \$18.09/hr.
 - e. PAT Coordinator - \$18.09/hr.

➤ **Recommended Action**
Motion to approve work agreements as presented
3. Supplemental Contracts
 - a. Robert Haude – Head CC Coach
 - b. Dennis Boldt – HS Asst. FB Coach
 - c. Kalee Cross – MS Asst. VB Coach

➤ **Recommended Action**
Motion to approve supplemental contracts as presented
4. Contracts
 - a. Master Contract 2016-17 (**Appendix H**)
 - b. Administrator Salaries – 2% Salary Increase; Health insurance contribution equivalent to a \$1,300 deductible family coverage health insurance premium
 - c. Student Services Coordinator – Teacher Salary Schedule Placement Step 5; Column BS+0; Health insurance contribution equivalent to a \$1,300 deductible single coverage health insurance premium

➤ **Recommended Action**
Motion to approve Contracts as presented

H. Reports

1. Superintendent's Report
 - a. School Funding Update / Shut Down Protocol
2. TEEN Report (**Appendix J**)
3. MCSEC Report (**Appendix K**)
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. 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.