

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

**REGULAR BOARD MEETING**

**Monday, September 11, 2017**

**7:00 pm**

**USD 410 District Office Conference Room**

**416 S. Date**

**Hillsboro, KS 67063**

**Agenda—Regular Board Meeting  
USD 410 District Office Conference Room  
September 11, 2017, 7:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
  - 1. Minutes from August regular meeting (Appendix A) and from August special meeting (Appendix B)
  - 2. Donations
  - 3. Building and District Level Committees
  - 4. Disposal of District Property
  - 5. USD 410 Activity Account Addition
  - 6. Out of State Trips
- C. Citizen's Open Forum
- D. Quarterly Principal Reports
- E. Action/Discussion Items
  - 1. PLTW National Summit
  - 2. P1 Investment Grade Audit Discussion
  - 3. District Goal Setting
- F. Executive Session for Personnel
- G. Personnel
  - 1. Resignations
  - 2. Classified Staff
  - 3. Supplemental Contracts
- H. Reports
  - 1. Superintendent (Appendix C)
  - 2. TEEN (Appendix D)
  - 3. MCSEC (Appendix E)
  - 4. Business Manager (Financials)
- I. Communications
- J. Adjournment

## Annotated BOE Agenda September 11, 2017

### 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. August Board Meeting Minutes (Appendix A and B)

Minutes from the August 14, 2017 regular BOE meeting are included as Appendix A. Minutes from August 28, 2017 special board meeting are included as Appendix B.

#### *Recommended Action*

- Motion to approve the August regular and special board meeting minutes.

2. Donations

Rod's Tire & Service	\$200.00	HES Carnival Donation
PAT		
USD 398	AA Batteries (4)	PAT
Andrea Klenda	Little People Classic Shape Blocks (1 set)	PAT
Casey Moore	Craft Supplies	PAT

#### ➤ *Recommended Action*

Motion to accept donations as listed.

3. Building and District Level Committees

#### **HES Building**

##### **Site Council**

Tami Driggers, Erin Beavers, Tracy Hefley, Lynette Hiebert, Staci Silhan  
Brandi Hein, Ben Schmidt

##### **Building Leadership**

Ellynn Wiebe, Maura Wiebe, Gloria Winter, Jeanelle Herrel,  
Michele Berens, Shari Sisk, Evan Yoder

#### **HMHS Building**

##### **MS Site Council**

Sharon Diener, Jan Hanschu, Becky Suderman,  
Michelle Melton, Becky Evans, Jana Dalke, Robin Plenert,  
Clint Corby- Secretary, Treena Lucero

#### **HS Site Council**

Penni Funk- President, Pam Franz- Vice President, Joy Dalke  
Bob Woelk- Secretary, Becky Walsh, Brandi Hein

**Building Leadership** HMHS Faculty

**District Level Teams**

**District Site Council** All Members of HES, MS, and HS Site Councils

**District Leadership** Evan Yoder, Autumn Hardey, Clint Corby, Jill Hein, Jerry Hinerman, Brad Just, Max Heinrichs  
(Ex-official members Robert Rempel  
Keith Goossen, Karen Goossen, and Teresa Bernhardt)

***Recommended Action:***

Motion to approve the building and district level committees as presented.

4. Disposal of District Property

Band Director Bruce Major would like to dispose of old band music that is not complete and we will not plan to use again.

***Recommended Action:***

Motion to approve the disposal of old band music as presented

5. USD 410 Activity Account Addition

MS Site Council Fundraising Clearing Account

***Recommended Action:***

Motion to approve the addition of a MS Site Council Fundraising Clearing Account to the USD 410 Activity Account

6. Out of State Trips

The following organizations have planned for out of state trips during the 2017-18 school year. No funding for these trips is being requested with the exception of the use of a school vehicle. All expenses, including the drivers cost and fuel, if applicable, is the responsibility of the traveling organization.

a. FFA Trip

- Purpose: to attend the National FFA Convention
- Destination: Indianapolis, Indiana
- Dates: October 24 – 28, 2017
- Estimated # of Students: Seven
- Estimated # of Adult Sponsors: 1 or 2

b. TSA Trip

- Purpose: 2017 National TSA Conference
- Destination: Atlanta, Georgia
- Dates: June 22 – 26, 2018
- Estimated # of Students: Up to Seven
- Estimated # of Adult Sponsors: at least 1; more if needed

➤ ***Recommended Action***

Motion to approve the out of state trips for these organizations

***Recommended Action:***

Motion to approve the regular and consent agendas as presented.

## 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 citizen's open forum.

1. In-town bus route (Willow Glen)  
Presenter - Miranda Reed

## D. Quarterly Principal Reports

The principals will be here to report on the beginning of school in each of their buildings. Some of the information might include enrollment figures, new courses, building schedules, and other items of significance. This report from the principals is a report that happens quarterly in the months of September, December, March, and June.

## E. Action / Discussion Items

1. PLTW 2017 National Summit, October 22-25, 2017

I am requesting approval for two teachers to attend the Project Lead the Way (PLTW) 2017 National Summit. The PLTW Summit will feature sessions that will be directly applicable their work on PLTW.

The PLTW Summit includes in-depth training sessions, demonstrations of the latest technologies and resources for our Schools, and hands-on workshops. The PLTW Summit will also provide networking opportunities with many of their peers and others committed to preparing students for the global economy. It's a great opportunity for them to gain first-hand insights on PLTW from breakout sessions, keynotes, vendors and sponsors, and one-on-one meetings with PLTW champions and STEM experts.

I am seeking your support for the registration fee and travel expenses, including hotel accommodations and meals, during their stay in Orlando, Florida for the conference. The detailed cost breakdown is listed in the following paragraph.

Here is an approximate breakdown of the conference costs:

- Airfare \$800 (\$400 per person x 2)
- Ground Transportation: \$200
- Hotel: \$700
- Meals: \$210 (\$15 per meal; 7 meals per person; 2 people)
- Conference Fee: \$1,390 (\$695.00 X 2 people)
- **Estimate Total: \$3,300.00**

Expenses for the PLTW National Summit will be paid out of CTE and District Professional Development funds. We have budgeted an appropriate amount of dollars for this expense.

The PLTW Summit presents an opportunity for our people to enhance their skills in PLTW and STEM instruction while strengthening contacts in their educational areas. Their attendance at this conference will be a professional investment, which will support streamlined practices, real-world solutions, and a network of peers to call upon.

➤ **Recommended Action**

Motion to approve attendance for two teachers to attend the 2017 National PLTW Summit.

2. P1 Investment Grade Audit Discussion
  - **Recommended Action**  
No Action
3. USD 410 2017-18 Goal Setting Meeting  
Set date, time, and place for USD 410 2017-18 Goal Setting Meeting
  - **Recommended Action**  
Date:  
Time:  
Place:

## F. 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.

## G. Personnel

1. Resignations
  - a. Mike Jilka – Assistant Track
  - b. Glen Ratzlaff – HMS Head Girls’ Basketball
  - c. Jeannie Harsin – HMHS Media Center Coordinator
  - **Recommended Action**  
Motion to approve resignations as presented
2. Classified Staff
  - a. Janet Whisenhunt – HMHS Media Center Coordinator
  - **Recommended Action**  
Motion to approve the hiring of Janet Whisenhunt – HMHS Media Center Coordinator at \$12.90 per hour.
3. Supplemental Contracts
  - a. GAP Assistant – Jill Hein
  - b. Assistant Drama HMHS – Tricia Williamson
  - c. Lena Knoll – District Wellness Coordinator
  - d. Jesse Allen – CTE Club Sponsor
  - **Recommended Action**  
Motion to approve supplemental contracts as presented

**H. Reports**

1. Superintendent
  - a. Fall Participation Numbers (Appendix C)
2. TEEN (Appendix D)
3. MCSEC (Appendix E)
4. Business Manager (Financials)

**I. Communications****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. Transactions Related to Real Property

Motion that the board go into executive session for the purpose of discussion related to the transaction 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.



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

**MINUTES – REGULAR BOARD MEETING  
USD 410 District Office Conference Room  
August 14, 2017 7:00 p.m.**

**Members Present:**

<b>Mark Rooker</b>	<b>Jared Jost</b>	<b>Tim Kaufman</b>
<b>Kim Klein (via telephone)</b>	<b>Joe Sechrist</b>	
<b>Rod Koons (arrived at 7:04 p.m.)</b>		

**Member Absent:**

**Jim Paulus**

**Administrators:**

<b>Max Heinrichs</b>	<b>Robert Rempel</b>
----------------------	----------------------

**Others:**

<b>Jerry Hinerman, Clerk</b>	<b>Lee Albrecht</b>	<b>Debbie Dick</b>
<b>Doug Dick</b>	<b>Karen Goossen</b>	<b>Keith Goossen</b>
<b>Lisa Mayfield</b>	<b>Derek Miller</b>	<b>Aleen Ratzlaff</b>
<b>Kaitlyn Alanis</b>		

**A. Meeting Called to Order**

Board President Mark Rooker called the meeting to order at 7:03 p.m.

**B. Approval of Regular and Consent Agenda**

Joe Sechrist moved to approve the regular and consent agendas. Motion seconded by Jared Jost. Carried 5-0.

Items on the consent agenda included the following:

1. Motion to approve the minutes of the July 10, 2017, regular board meeting
2. Motion to approve the minutes of the July 19, 2017, special board meeting
3. Motion to approve the consolidation of the Hillsboro Elementary School Activity Account and the Hillsboro Middle/High School Activity Account into a single USD 410 Activity Account with the following activities, supervisors, and signers:

USD 410 Activity Account Activities

After School Programs-ES	Baseball-HS
Lyceums-ES	Basketball Boys-HS
Student Assistance-ES	Basketball Girls-HS
Consumable Materials Fee Clearing-ES	Cross Country-HMHS
Copy Reimbursements Clearing-ES	Football-HS
Library Fees Clearing-ES	Golf-HS
Meal Payment Clearing-ES	Softball-HS
Other Clearing-ES	Tennis Boys-HS
Preschool Tuition Clearing-ES	Tennis Girls-HS
Field Trip Fee Clearing-ES	Track-HMHS
	Volleyball-HS

# MINUTES

Page 2 of 4

August 14, 2017

Basketball Boys-MS  
Basketball Girls-MS  
Football-MS  
Volleyball-MS  
Archery Club-MS  
Class Projects-MS  
Cooking Club-MS  
Craft Club-MS  
ELP Projects-MS  
Hunter Safety Club-MS  
Renaissance-MS  
Scholars' Bowl-MS  
Science Club-MS  
Student Assistance-MS  
Student Council-MS  
Yearbook-MS  
Activity Fee Clearing-MS  
Coffee Cart Sales Clearing-MS

Class of 2018-HS  
Class of 2019-HS  
Class of 2020-HS  
Class of 2021-HS  
FCCLA-HS  
FFA-HS  
H Club-HS  
Student Council-HS  
TSA-HS

Art Club-HS  
Band Projects-HS  
Band/Choir Trip-HS  
Cheerleading-HS  
Chess Club-HMHS  
Choir Projects-HS  
CTE Projects-HS  
Fine Arts Awards-HS  
Forensics Projects-HS  
GAP Club-HS  
Lyceums-HS  
National Honor Society-HS  
Scholars' Bowl-HS  
Spirit-N-Celebration-HS  
Yearbook-HS  
Athletics Donations Clearing-HS  
Athletics Fees Clearing-HS  
Athletics Gate Clearing-HS  
Band Fees Clearing-HS  
Drama Gate Clearing-HS  
Driver Ed Fee Clearing-HS  
FACS Fee Clearing-HS  
Laptop Insurance Fee Clearing-HMHS  
M & P Fees Clearing-HS  
Meal Payment Clearing-HMHS  
Musical Gate Clearing-HS  
Other Clearing-HMHS  
PE Uniform Sales Clearing-HMHS  
Textbook Fee Clearing-HMHS  
Athletics Officiating Clearing-HMHS  
Change Fund Clearing-HMHS  
Concessions Clearing-HS  
Applied Business Projects-HS  
Arrow Grilling-HS  
Aura Bath Bombs-HS  
BAT Fishing Lures-HS  
C & A Laser Designs-HS  
CJ's Designs-HS  
D & D Engraving-HS  
Triple J Big Heads-HS

## USD 410 Activity Account Supervisors

Evan Yoder

HES School Principal

Clint Corby

HMHS School Principal

# MINUTES

Page 3 of 4

August 14, 2017

## USD 410 Activity Account Signers (Checks Require 2 Live Signatures)

Pam Bartel	HES Administrative Assistant
Jessica Fine	HMHS Administrative Assistant
Pati Funk	HMHS Administrative Assistant
Kathy Klein	HMHS Administrative Assistant
Carla Harmon	Board Treasurer
Jerry Hinerman	Clerk of the Board

### 4. Motion to accept the following donations:

Donation of \$10,618 from St. Stephon's of Kansas Charitable Trust to be used for the Hillsboro High School GAP Program

Donation of \$6,750 from St. Stephon's of Kansas Charitable Trust to be used for the Hillsboro High School CTE Program

Donation of \$100 from the Marion County Fair Association to be used for the Hillsboro Middle/High School Band

## **C. Citizen's Open Forum**

Rod Koons arrived at 7:04 p.m.

## **D. Action/Discussion Items**

1. Presentation of Years of Service Plaques
2. Paid Lunch Equity  
Jared Jost moved to approve the transfer of \$2,490.16 from the Supplemental General Fund to the Food Service Fund due to low paid student meal prices. Motion seconded by Tim Kaufman. Carried 6-0.
3. Eclipse Viewing on August 21, 2017
4. Joel H. Wiens Stadium Report
5. High School Football Internship  
Jared Jost moved to approve Tabor College student Oree Johnson to serve as unpaid high school football intern for the 2017 football season. Motion seconded by Joe Sechrist. Carried 6-0.

## **E. Executive Session – Personnel**

Mark Rooker moved for the Board to go into executive session with the Superintendent at 7:34 p.m. for the purpose of discussing matters related to personnel and for the Board to return to open meeting at 7:40 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 6-0.

## **Regular Session**

## MINUTES

Page 4 of 4

August 14, 2017

### F. Personnel

1. Supplemental Contracts
  - a. Dustin Dalke – District Professional Development Committee Coordinator
  - b. Heather Corby – Hillsboro Elementary School Mentor Teacher  
Joe Sechrist moved to approve the issuance of contracts to Dustin Dalke to serve as District Professional Development Committee Coordinator and to Heather Corby to serve as Hillsboro Elementary School Mentor Teacher. Motion seconded by Rod Koons. Carried 6-0.

### G. Reports

1. Superintendent's Report
  - a. FY 2018 Budget
  - b. Supplemental Openings
  - c. Budget Code 99
  - d. Special Board Meeting (Budget Hearing) – Monday, August 28, 2017, at 7:00 PM
2. TEEN Report
3. MCSEC Report
4. Business Manager's Report

### H. Approval of Payment of Bills and Financial Reports

Joe Sechrist moved to approve the payment of bills totaling \$520,953.00 and the following reports. Motion seconded by Jared Jost. Carried 6-0.

- High School/Middle School Activity Account Report (June)
- High School/Middle School Activity Account Bank Reconciliation (June)
- Elementary School Activity Account Report (June)
- Elementary School Activity Account Bank Reconciliation (June)
- District Cash Summary Report (June)
- District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report (June)
- District Revenue Budget Report (June)
- District Expense Budget Report (June)
- Report of Transfers (June)

### I. Adjournment

President Mark Rooker declared the meeting adjourned at 7:58 p.m.

Jerry Hinerman, Clerk

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

**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**August 28, 2017**                      **7:00 p.m.**

**Members Present:**

<b>Mark Rooker</b>	<b>Rod Koons (arrived at 7:04 p.m.)</b>	<b>Jared Jost</b>
<b>Jim Paulus</b>	<b>Joe Sechrist</b>	

**Members Absent:**

<b>Tim Kaufman</b>	<b>Kim Klein</b>
--------------------	------------------

**Administrator Present:**

**Max Heinrichs**

**Others:**

<b>Jerry Hinerman, Clerk</b>	<b>Karen Goossen</b>	<b>Keith Goossen</b>
<b>Pat Curnow</b>	<b>Jacquelynne Morris</b>	<b>Rusty Roderick</b>
<b>Derek Miller</b>	<b>Joe Reintjes</b>	<b>Aleen Ratzlaff</b>

**A. Meeting Called to Order**

President Mark Rooker called the meeting to order at 7:03 p.m.

**B. Fiscal Year 2018 Budget Hearing**

President Mark Rooker declared the Board would enter into the annual budget hearing as required by Kansas statutes. The Board invited those wishing to comment concerning the proposed Fiscal Year 2018 budget to speak.

**C. Approval of Agenda**

Jared Jost moved to approve the agenda as presented. Motion seconded by Joe Sechrist. Carried 4-0.

Rod Koons arrive at 7:04 p.m.

**D. Action/Discussion Items**

1. Approval of Fiscal Year 2018 Budget  
Joe Sechrist moved to approve the following mill levies for the Fiscal Year 2018 budget and the Fiscal Year 2018 budget as presented and to adopt the following resolution. Motion seconded by Jared Jost. Carried 5-0.

General Fund Mill Levy	20.000
Supplemental General (LOB) Fund Mill Levy	22.461
Bond and Interest Fund Mill Levy	8.000
Capital Outlay Fund Mill Levy	<u>11.329</u>
Total Mill Levy	61.790

**RESOLUTION**

A resolution expressing the property taxation policy of USD 410 Durham – Hillsboro – Lehigh with respect to financing the annual budget for 2017-18

Whereas, K.S.A. 79-2925b, as amended, provides that a levy of property taxes to finance the 2017-18 budget of USD 410 Durham – Hillsboro – Lehigh exceeding the amount levied to finance the 2016-17 budget of USD 410 Durham – Hillsboro – Lehigh, as adjusted to reflect changes in the Consumer Price Index for All Urban Consumers for calendar year 2016, be authorized by a resolution.

NOW, THEREFORE, BE IT RESOLVED by USD 410 Durham – Hillsboro – Lehigh that the 2017-18 budget with a levy of property taxes exceeding the amount levied in 2016-17, as adjusted pursuant to K.S.A. 79-2925b, as amended, is hereby adopted.

**E. P1 Group Presentation**

**F. Adjournment**

Mark Rooker declared the meeting adjourned at 8:18 p.m.

Jerry Hinerman, Clerk

# USD #410

## Athletic Participation

	Middle School			MS Part.	High School					HS Part.
	7th	8th	Total		9th	10th	11th	12th	Total	
Football	12	14	26		11	4	9	11	35	
Volleyball	19	11	30		5	5	2	5	17	
X - Country-Boys	2	2	4		3	1	3	0	7	
X - Country-Girls	1	3	4		3	1	1	0	5	
Tennis-Girls					6	1	2	2	11	
<b>Total</b>	<b>34</b>	<b>30</b>	<b>64</b>	<b>Fall</b> 69.6%	<b>28</b>	<b>12</b>	<b>17</b>	<b>18</b>	<b>75</b>	<b>Fall</b> 48.4%
Basketball-Boys			0						0	
Basketball-Girls			0						0	
Wrestling			0	<b>Winter</b> 0.0%					0	<b>Winter</b> 0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Baseball									0	
Softball									0	
Tennis-Boys									0	
Track-Boys			0						0	
Track-Girls			0						0	
Golf				<b>Spring</b> 0.0%					0	<b>Spring</b> 0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## Activity Participation

	Middle School				High School					
	7th	8th	Total		9th	10th	11th	12th	Total	
Managers-Fall	2	3	5	5.4%	3			1	4	2.6%
Managers-Winter			0	0.0%					0	0.0%
Managers-Spring			0	0.0%					0	0.0%
Vocal-Boys			0	0.0%					0	0.0%
Vocal-Girls			0	0.0%					0	0.0%
Band-Boys			0	0.0%					0	0.0%
Band-Girls			0	0.0%					0	0.0%
SNC									0	0.0%
FCA									0	0.0%
LEOS			0	0.0%					0	0.0%
Forensics									0	0.0%
Cheerleading						4	1	3	8	5.2%
StuCo			0	0.0%					0	0.0%
Scholars Bowl-B			0	0.0%					0	0.0%
Scholars Bowl-G			0	0.0%					0	0.0%
FFA									0	0.0%
TSA									0	0.0%
Chess Guild			0	0.0%					0	0.0%
GAP									0	0.0%
NHS									0	0.0%
H-Club									0	0.0%
Fall Musical									0	0.0%
Spring Drama									0	0.0%
Yearbook			0	0.0%					0	0.0%

### Enrollment

	7th	8th	Total	9th	10th	11th	12th	Total	7-12 Total
Boys	22	23	45	21	11	17	26	75	120
Girls	26	21	47	21	20	18	21	80	127
	<b>48</b>	<b>44</b>	<b>92</b>	<b>42</b>	<b>31</b>	<b>35</b>	<b>47</b>	<b>155</b>	<b>247</b>

### Participation by class

	7th	8th	Total	9th	10th	11th	12th	Total
Fall Part.	36	33	69	31	16	18	22	87
Total students	48	44	92	42	31	35	47	155
% of students	75%	75%	75%	74%	52%	51%	47%	56%

**TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK**  
**August 16, 2017, Regular Board Meeting Minutes**  
**USD 408 Marion – Florence District Office**  
**6:00 p.m.**

**Members Present:**

Mark Rooker, Chairperson

Jan Helmer

Mark Wendt

**Members Absent:**

Jeff Bina

Shayla Clark

**Others Present:**

Lena Kleiner, Director

Jerry Hinerman, Clerk

**1. Call to Order**

Mark Rooker called the meeting to order at 6:03 p.m.

**2. Approval of Agenda**

Mark Wendt moved to approve the agenda. Motion seconded by Jan Helmer. Carried 3-0.

**3. Approval of Board Minutes**

Jan Helmer moved to approve the minutes of the July 19, 2017, regular board meeting. Motion seconded by Mark Wendt. Carried 3-0.

**4. Approval of Payment of Bills and Financial Reports**

Mark Wendt moved to approve the payment of bills totaling \$12,704.49 and the August 16, 2017, Income and Expense Reports. Motion seconded by Jan Helmer. Carried 3-0.

**5. Business Items**

a. TEEN Interlocal Budget

Mark Wendt moved to approve the fiscal year 2018 TEEN interlocal budget as presented. Motion seconded by Jan Helmer. Carried 3-0.

b. Contract for Online Teacher

Jan Helmer moved to approve a contract with Ellen Haslouer to teach the following online courses for \$892 per course per semester and \$17 per student per semester for the 2017 – 2018 school year. Motion seconded by Mark Wendt. Carried 3-0.

Teaching as a Career

Career and Community Connections

Family Studies

Human Growth and Development

c. Current Mission and Vision Review

Mark Wendt moved to maintain the current TEEN mission and vision statements. Motion seconded by Jan Helmer. Carried 3-0.

d. Overview of Interlocal Agreement

**6. Other/Discussion**

a. TEEN By-Laws Review

**7. Next Meeting**



**August 16, 2017, Regular Board Meeting Minutes**  
**Page 2 of 2**

**8. Adjournment**

Mark Rooker adjourned the meeting at 7:05 p.m.

Jerry Hinerman, Clerk

Marion County Special Education Cooperative #617  
Board of Directors Regular Meeting  
MINUTES

August 21, 2017

(These minutes are unofficial until approved by the Board of Directors)

<b>Members Present</b>	<b>Members Absent</b>	<b>Others Present</b>
Terry Deines, Presiding		Dr. David Sheppard, Director
Joe Sechrist	Jim Paulus	Patty Putter, Clerk
Duane Kirkpatrick	Julie Ensminger	Jerry Hinerman

- I. Call to Order  
Terry Deines called the meeting to order at 7:17 p.m. in the MCSEC Conference Room, 1500 E. Lawrence, Marion, KS.
- II. Adoption of Agenda  
Duane Kirkpatrick made a motion to adopt the agenda Joe Sechrist seconded.  
**Carried 3 – 0**
- III. Consider Consent Agenda
  - A. Approve Minutes of the July 17, 2017 Regular Meeting and August 1, 2017 Special Meeting
  - B. Classified Staff Resignations
    1. Danielle Rogers – HES Para
    2. Valerie Duerksen – HMS Para
  - C. Classified Staff Appointments
    1. Stephanie Davis – PES Para
    2. Jessica Wyss – MES Preschool Para
    3. Mark Hodges – MHS Para
    4. Susan Saunders – Gifted Para Hillsboro
    5. Connie Beavers – HES Para
    6. Courtney Hett – PHS Para
    7. Kylie Wolf – PHS Para
    8. Amy Sterk – GMS Para
  - D. Approve Treasurer’s Report, Payment of Bills, Journal Entries - None  
Duane Kirkpatrick made a motion to approve the consent agenda with the absence of a Treasurer’s Report. With the transition to Skyward taking place, there was no Treasurer’s Report this month. Joe Sechrist seconded.  
**Carried 3 - 0**

IV. Discussion/Action

A. 2017-2018 Budget Presentation by Jerry Hinerman

Duane Kirkpatrick made a motion to approve the budget of \$4,854,277.00 plus \$73,300 from the Project SEARCH program for the 2017-2018 school year. Motion seconded by Joe Sechrist.

**Carried 3 - 0**

B. LEA Application 2018 Assurances

Duane Kirkpatrick moved to approve the Assurances for the LEA Application, Joe Sechrist seconded.

**Carried 3 - 0**

V. Board of Director Discussion/Comments

Patty shared some positive feedback and comments received regarding the Para/Teacher Inservice August 9.

VI. Executive Session

A. Personnel

Terry Deines moved to go into executive session at 7:53 p.m. for personnel matters relating to non-elected personnel, with the board members and Dr. David Sheppard present, and to return to open session at 8:08 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Motion seconded by Duane Kirkpatrick.

**Carried 3 – 0**

At 8:08 p.m. Terry Deines declared the meeting out of executive session.

Terry Deines moved to go into executive session at 8:09 p.m. for personnel matters relating to non-elected personnel, with the board members and Dr. David Sheppard present, and to return to open session at 8:19 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Motion seconded by Duane Kirkpatrick.

**Carried 3 – 0**

At 8:19 p.m. Terry Deines declared the meeting out of executive session.

Terry Deines moved to go into executive session at 8:20 p.m. for personnel matters relating to non-elected personnel, with the board members and Dr. David Sheppard present, and to return to open session at 8:25 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Motion seconded by Duane Kirkpatrick.

**Carried 3 – 0**

At 8:25 p.m. Terry Deines declared the meeting out of executive session.

Terry Deines made a motion to hire Keely Persinger as a .6 FTE School Psychologist. Joe Sechrist seconded.

**Carried 3 – 0**

Terry Deines made a motion to hire a .5 FTE, temporary office assistant for the MCSEC Central Office to work from September 2017 to February 2018. Motion seconded by Joe Sechrist.

**Carried 3 - 0**

**B. Negotiations**

Terry Deines moved to go into executive session at 8:30 p.m. for matters relating to employer-employee negotiations, whether or not in consultation with the representative or representatives of the body or agency, with the board members and Dr. David Sheppard present, and to return to open session at 8:35 p.m. in this room. The executive session is required to protect the district's right to the confidentiality of its negotiating position and the public interest. Motion seconded by Duane Kirkpatrick.

**Carried 3 – 0**

At 8:35 p.m. Terry Deines declared the meeting out of executive session.

**VII. Agenda Items for Next Meeting, Monday, September 18, 2017**

**A. State Categorical Aid Audit Report**

**VIII. Adjournment**

Terry adjourned the meeting at 8:37 p.m.