

UNIFIED SCHOOL DISTRICT NO. 410
Durham-Hillsboro-Lehigh

MINUTES – REGULAR BOARD MEETING
U.S.D. 410 District Office Conference Room
May 9, 2011 7:00 p.m.

Members Present:

Eddie Weber	Gary Andrews	Deb Geis
Dale Klassen	Rod Koons	Mark Rooker
Joe Sechrist (arrived at 7:01 p.m.)		

Administrators Present:

Steve Noble	Evan Yoder	Greg Brown
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Others:

Jerry Hinerman, Clerk	Shirley Baltzer	Charlene Driggers
Keith Goossen	Chad Nowak	Larry Paine
Jim Robb	Aleen Ratzlaff	Adam Stewart

A. Meeting Called to Order

Eddie Weber called the meeting to order at 7:00 p.m.

B. Approval of Regular and Consent Agenda

Mark Rooker to approve the consent agenda and the regular agenda. Motion seconded by Deb Geis. Carried 6-0.

Items on the consent agenda included the following:

1. Motion to approve the minutes of the April 11, 2011, regular board meeting
2. Motion to approve the disposal of the old district office copier to KK Office Solutions
3. Motion to accept the following donations:
A donation of \$15.00 from George Prieb to be used toward Hillsboro Elementary School After-School Activities

A donation of \$20.00 from Bryce and Sara Wichert to be used toward Hillsboro Elementary School After-School Activities

C. Citizen's Open Forum

Joe Sechrist arrived at 7:01 p.m.

D. Learning Showcase

1. Teacher Appreciation Week
2. Recognition of Teacher Retirees

E. Action/Discussion Items

1. Safe Routes to School Phase I Grant
Gary Andrews moved to approve USD 410 participation in Phase I of the Safe Routes to School project planned for Hillsboro. Motion seconded by Joe Sechrist. Carried 7-0.

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Rod Koons moved to add Item I2 Brad Just – Technology Director and Item J1d Special Board Meeting – May 12 to the agenda. Motion seconded by Gary Andrews. Carried 7-0.

2. Elementary School and Middle School Student Handbooks – First Reading
3. Preschool Calendar
The Board took no action.
4. Computer Purchases for 2011 - 2012
The Board took no action.

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5. 2011 – 2012 Budget Cuts
Rod Koons moved to approve the following reductions in expenditures including the May 9, 2011, adjustments. Motion seconded by Gary Andrews. Carried 7-0.

Description	Amount	05/09/11 Adjustments	Revised Amount
Certified Staff Reductions (5.80 FTE)	(247,926.00)		(247,926.00)
Eliminate Payments for Building Improvement Team Members	(11,624.00)		(11,624.00)
Eliminate Payments for Professional Development Team Members	(2,433.00)		(2,433.00)
Reduce Budget for Substitute Teachers	(3,244.00)		(3,244.00)
Reduce Number of Student Contact Days	(25,000.00)		(25,000.00)
Eliminate One Custodial Position	(20,857.00)		(20,857.00)
Eliminate Instrumental Music Aide Position	(3,718.00)		(3,718.00)
Eliminate Budget for Building Secretary Subs	(1,352.00)	676.00	(676.00)
Reduce Budget for Custodial Extra Duty	(559.00)		(559.00)
Reduce Budget for Maintenance Extra Duty	(5,032.00)		(5,032.00)
Reduce Budget for Sub Aides	(1,081.00)		(1,081.00)
Switch Lunchroom Supervision to Classified Position	(1,352.00)		(1,352.00)
Find Alternative Funding for School Nurse	(17,850.00)	7,850.00	(10,000.00)
Find Alternative Funding for Catch-Up Corral	(2,703.00)		(2,703.00)
Reduce Budget for Existing Early Retirement Payments	(18,100.00)		(18,100.00)
Eliminate District Payment for Medical Reimbursement Debit Card	(900.00)		(900.00)
Reduce Middle School At Risk Aide by 0.5 Hour	(1,777.00)		(1,777.00)
Eliminate High School At Risk Sub Aide Budget	(250.00)		(250.00)
Eliminate Middle School At Risk Sub Aide Budget	(500.00)		(500.00)
Increase Budget for Bilingual Aide Salary	2,000.00		2,000.00
Reduce Budget for Driver's Education Salary	(811.00)		(811.00)
Eliminate Budget for Subject Area Committee Substitute Salaries	(1,433.00)		(1,433.00)
Increase Budget for Parents as Teachers Assessment	750.00		750.00
Total Reduced Salary and Employee Benefit Expenses	(365,752.00)	8,526.00	(357,226.00)
Add Budget for Snow Removal	1,000.00		1,000.00
Reduce Budget for Contracted Athletic Facility Maintenance	(1,500.00)		(1,500.00)
Reduce Budget for Purchased Custodial Services	(5,000.00)		(5,000.00)
Reduce Budget for Receipts for Building Use Revenue Account	14,500.00		14,500.00
Eliminate Budget for Storage Facility Rental	(500.00)		(500.00)
Reduce Budget for Pest Control	(1,000.00)		(1,000.00)
Reduce Budget for Property Insurance	(2,000.00)		(2,000.00)
Reduce Budget for Property Taxes	(5,500.00)		(5,500.00)
Eliminate Budget for Transportation Facility Rental	(2,500.00)		(2,500.00)
Eliminate Budget for Administrative Office Facility Rental	(7,000.00)		(7,000.00)
Move Budget for Carpet Replacement to Capital Outlay	(15,000.00)		(15,000.00)
Reduce Budget for Building Repairs by 5%	(1,800.00)		(1,800.00)
Total Reduced Transportation, Maintenance, and Custodial Expenses	(26,300.00)	-	(26,300.00)
Find Alternative Source for Funding Trojan Classic Workers	(1,622.00)		(1,622.00)
Reduce Budget for Student Organization Field Trips (Out of State)	(500.00)		(500.00)
Increase Athletics Subsidy to Include Cheerleading	1,000.00		1,000.00
Eliminate Separate Cheerleading Subsidy	(2,250.00)		(2,250.00)
Eliminate Separate Uniforms Subsidy	(1,000.00)		(1,000.00)
Reduce Budget for Student Insurance	(3,500.00)	550.00	(2,950.00)
Eliminate Separate Budget for Coaching Clinic Registrations and Travel	(675.00)		(675.00)
Eliminate North After-School Activity Route	(4,000.00)		(4,000.00)
Total Reduced Activities Expenses	(12,547.00)	550.00	(11,997.00)
Reduce Budget for Other Instructional Expenses (Gen)	(13,239.00)		(13,239.00)
Reduce Media Center Budgets by the Amount of Book Fair Proceeds	(1,250.00)		(1,250.00)
Increase Budget for Learning Center Enrollment Payments	22,000.00		22,000.00
Reduce Budget for Other Instructional Expenses (LOB)	(4,389.00)		(4,389.00)
Reduce Budget for Vocational Education	(3,122.00)		(3,122.00)
Eliminate Budget for Instructional Software	(5,000.00)		(5,000.00)
Eliminate Greenbush Enrichment Program Payment (Via TEEN)	(3,000.00)		(3,000.00)
Eliminate Greenbush Media Library Subscription (Via TEEN)	(3,200.00)	3,200.00	-
Reduce TEEN Base Assessment (Via TEEN)	(2,500.00)		(2,500.00)
Total Reduced Curriculum Expenses	(13,700.00)	3,200.00	(10,500.00)

Description	Amount	05/09/11 Adjustments	Revised Amount
Reduce Basic Supplies and Paper Budget	(1,000.00)		(1,000.00)
Reduce Color Copying by 33%	(4,000.00)		(4,000.00)
Reduce Budget for Postage and Shipping	(2,000.00)		(2,000.00)
Reduce Budget for Telephone	(1,000.00)		(1,000.00)
Reduce Budget for District Office Equipment	(750.00)		(750.00)
Eliminate Budget for Employee Appreciation	(750.00)		(750.00)
Reduce Budget for Attorney/Legal Fees (Gen)	(2,000.00)		(2,000.00)
Total Reduced District Level Expenses	(11,500.00)	-	(11,500.00)
Increase Budget for Board Training and Registrations	600.00		600.00
Eliminate Budget for Board Meals and Lodging	(400.00)		(400.00)
Eliminate Budget for Board Miscellaneous Expenses	(2,000.00)		(2,000.00)
Total Reduced Board Expenses	(1,800.00)	-	(1,800.00)
Eliminate Budget for ESSDACK Crisis Intervention Membership	(400.00)		(400.00)
Reduce Budget for District Travel (Non-IDP)	(500.00)		(500.00)
Eliminate Budget for Supt. National Conference Registrations	(400.00)		(400.00)
Eliminate Budget for Supt. Mileage	(575.00)		(575.00)
Eliminate Budget for Supt. National Conference Travel	(1,175.00)		(1,175.00)
Eliminate Budget for Supt. Other Expenses	(200.00)		(200.00)
Eliminate Budget for National Teacher Conference	(2,400.00)		(2,400.00)
Reduce Budget for PD 360 Network License	(3,600.00)	3,600.00	-
Total Reduced Adult Learning Expenses	(9,250.00)	3,600.00	(5,650.00)
Reduce Budget for Water	(1,000.00)		(1,000.00)
Reduce Budget for Natural Gas	(20,000.00)		(20,000.00)
Reduce Budget for Electricity	(15,000.00)		(15,000.00)
Total Reduced Utilities Expenses	(36,000.00)	-	(36,000.00)
Reduce Budget for Network Software (Microsoft Licensing Change)	(15,000.00)		(15,000.00)
Reduce Budget for Administrative Software Support	(500.00)		(500.00)
Eliminate Budget for Dark Fiber Lease	(450.00)		(450.00)
Total Reduced Technology Expenses	(15,950.00)	-	(15,950.00)
Eliminate Budget for Driver's Education Miscellaneous Expense	(1,000.00)		(1,000.00)
Eliminate Four Year Old At Risk Equipment Budget	(500.00)	500.00	-
Reduce Building Budgets by 10%	(6,800.00)	6,800.00	-
Eliminate Middle School Agendas Budget	(650.00)	650.00	-
Eliminate Curriculum Development Supplies Budget	(500.00)	500.00	-
Reduce Building At Risk Budgets by 10%	(1,265.00)	1,265.00	-
Eliminate Four Year Old At Risk Miscellaneous Expense Budget	(1,000.00)		(1,000.00)
Eliminate Middle School Counseling Supplies Budget	(70.00)	70.00	-
Eliminate Elementary School Playground Supplies Budget	(110.00)	110.00	-
Eliminate Middle School PE Budget	(300.00)	300.00	-
Eliminate Middle School Technology Budget	(235.00)	235.00	-
Total Reduced Equipment and Supplies Expenses	(12,430.00)	10,430.00	(2,000.00)
Total Cuts	(505,229.00)	26,306.00	(478,923.00)
Reserves	(34,771.00)	13,694.00	(21,077.00)
Total Operational Reductions	(540,000.00)	40,000.00	(500,000.00)

6. High School IDL Studio Equipment
Joe Sechrist moved to approve the installation of new high definition 720 P resolution equipment in the high school IDL studio for \$38,936.54 from SKC Communication Products, Inc. Motion seconded by Mark Rooker. Carried 7-0
7. Kansas Learns Online (KLO) Agreement – First Reading
8. Disposal of Property
The Board took no action.

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F. Executive Session for Personnel

Eddie Weber moved that the Board go into executive session with the Superintendent and Board Member Elect Chad Nowak at 8:33 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 8:50 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Gary Andrews. Carried 7-0.

Regular Session

Eddie Weber moved that the Board go into executive session with the Superintendent and Board Member Elect Chad Nowak at 8:50 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 9:00 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Gary Andrews. Carried 7-0.

Regular Session

Eddie Weber moved that the Board go into executive session with the Superintendent and Board Member Elect Chad Nowak at 9:00 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 9:05 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Gary Andrews. Carried 7-0.

Regular Session

G. Reduction in Force

1. Doug Dick

Rod Koons moved to approve the following resolution of intent to non-renew the teaching contract for Doug Dick due to reduction in force. Motion seconded by Deb Geis. Carried 7-0.

Resolution

WHEREAS, Douglas Dick was initially employed by Unified School District No. 410, Marion County, Kansas, on the 12th day of August, 2005, as a teacher; and

WHEREAS, Douglas Dick, is currently employed as a teacher in this school district; and

WHEREAS, Douglas Dick, is entitled to due process protection in Unified School District No. 410, Marion County, Kansas, pursuant to K.S.A. 72-5436 et seq.; and

WHEREAS, the Board of Education of Unified School District No. 410, Marion County, Kansas, intends that the contract of Douglas Dick should not be renewed for the reasons set forth below and that Douglas Dick should be given written notice on or before May 20, 2011, of the board of education's intent not to renew his contract for the 2011 – 2012 school year;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 410, MARION COUNTY, KANSAS, AS FOLLOWS:

Section 1. That it is hereby declared to be the intent of the Board of Education of Unified School District No. 410, Marion County, Kansas to nonrenew the employment contract of Douglas Dick as a teacher in this school district for the 2011 – 2012 school year;

Section 2. That the clerk of the board of education is hereby authorized and directed to give written notice to Douglas Dick of the board's intent to nonrenew his teaching contract for the 2011 – 2012 school year, the written notice to be delivered to Douglas Dick on or before May 20, 2011.

Section 3. That the notice contain the following reason for the board's intent to nonrenew the contract:

Budget Constraints and Declining Enrollment

Section 4. That the notice also advise Douglas Dick that he is entitled to a hearing before a hearing officer in regard to the board's action, provided he files written notice of a request for such a hearing with the clerk of the board of education within fifteen (15) days from the date of the notice.

2. Michele Melton

Gary Andrews moved to approve the intent to non-renew the teaching contract for Michele Melton due to reduction in force. Motion seconded by Rod Koons. Carried 7-0.

Resolution

WHEREAS, Michele Melton was initially employed by Unified School District No. 410, Marion County, Kansas, on the 13th day of August, 1996, as a teacher; and

WHEREAS, Michele Melton, is currently employed as a teacher in this school district; and

WHEREAS, Michele Melton, is entitled to due process protection in Unified School District No. 410, Marion County, Kansas, pursuant to K.S.A. 72-5436 *et seq.*; and

WHEREAS, the Board of Education of Unified School District No. 410, Marion County, Kansas, intends that the contract of Michele Melton should not be renewed for the reasons set forth below and that Michele Melton should be given written notice on or before May 20, 2011, of the board of education's intent not to renew her contract for the 2011 – 2012 school year;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 410, MARION COUNTY, KANSAS, AS FOLLOWS:

Section 1. That it is hereby declared to be the intent of the Board of Education of Unified School District No. 410, Marion County, Kansas to nonrenew the employment contract of Michele Melton as a teacher in this school district for the 2011 – 2012 school year;

Section 2. That the clerk of the board of education is hereby authorized and directed to give written notice to Michele Melton of the board's intent to nonrenew her teaching contract for the 2011 – 2012 school year, the written notice to be delivered to Michele Melton on or before May 20, 2011.

Section 3. That the notice contain the following reason for the board's intent to nonrenew the contract:

Budget Constraints

Section 4. That the notice also advise Michele Melton that she is entitled to a hearing before a hearing officer in regard to the board's action, provided she files written notice of a request for such a hearing with the clerk of the board of education within fifteen (15) days from the date of the notice.

3. Gita Noble
Mark Rooker moved to approve the intent to non-renew the teaching contract for Gita Noble due to reduction in force. Motion seconded by Rod Koons. Carried 7-0.

Resolution

WHEREAS, Gita Noble is currently employed in Unified School District No. 410, Marion County, Kansas; and

WHEREAS, the Board of Education of said Unified School District No. 410, Marion County, Kansas, finds that the contract of Gita Noble should be nonrenewed, and that Gita Noble should be given written notice on or before May 20, 2011, of the intent of the board of education to nonrenew her contract for the 2011 – 2012 school year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 410, MARION COUNTY, KANSAS, AS FOLLOWS:

It is hereby declared to be the intent of the Board of Education of Unified School District No. 410, Marion County, Kansas that the employment contract of Gita Noble as a teacher be nonrenewed for the 2011 – 2012 school year; and

The clerk of the board of education is directed to give written notice in person or by restricted United States mail to Gita Noble on or before May 20, 2011, of the Board's intent to nonrenew this contract for the 2011 – 2012 school year.

ADOPTED by the Board of Education of Unified School District No. 410, Marion County, Kansas, the 9th day of May, 2011.

H. Resignations

Joe Sechrist moved to approve the resignation of Jason Henry from his position as Technology Director effective May 27, 2011. Motion seconded by Rod Koons. Carried 7-0.

I. Contracts

Rod Koons moved to approve the issuance of a 0.50 FTE K – 5 teaching contract to Doug Dick and to approve the issuance of a contract to Brad Just to serve as Technology Director. Motion seconded by Joe Sechrist. Carried 7-0.

J. Reports

1. Superintendent's Report
 - a. Sextro Scholarships and Hillsboro Community Foundation
 - b. KASB New Board Member Workshop
 - c. End of Year Celebration/District Office Open House
2. TEEN Report
3. MCSEC Report

K. Communications

L. Adjournment

Eddie Weber declared the meeting adjourned at 9:41 p.m.

Jerry Hinerman, Clerk