

UNIFIED SCHOOL DISTRICT NO. 410
Durham-Hillsboro-Lehigh

MINUTES – REGULAR BOARD MEETING
U.S.D. 410 District Office Conference Room
July 11, 2011 7:00 p.m.

Members Present:

Eddie Weber
Deb Geis

Rod Koons
Chad Nowak

Gary Andrews
Mark Rooker

Members Absent:

Joe Sechrist

Administrators:

Steve Noble

Evan Yoder

Others:

Jerry Hinerman, Clerk
Rachel Winter

Teresa Bernhardt
Aleen Ratzlaff

Clint Seibel
Adam Stewart

A. Meeting Called to Order

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

B. Election of Board President and Vice President for 2011 – 2012

Gary Andrews moved to appoint Eddie Weber as President of the U.S.D. 410 Board of Education for the 2011 – 2012 school year. Motion seconded by Rod Koons. Carried 6-0.

Rod Koons moved to appoint Gary Andrews as Vice President of the U.S.D. 410 Board of Education for the 2011 – 2012 school year. Motion seconded by Chad Nowak. Carried 6-0.

C. Approval of Regular and Consent Agenda

Rod Koons moved to approve the regular agenda and consent 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 June 13, 2011, regular board meeting.
2. Motion to accept a donation of \$150.00 to be used toward the Marion County Parents as Teachers Program from a donor choosing to remain anonymous.
3. Motion to approve the application for participation in the National School Lunch, Breakfast, and Child and Adult Care Programs.

4. Motion to adopt the following resolution:

WHEREAS the Board of Education of U.S.D. 410, Hillsboro, Kansas, has determined that the financial statements and financial reports for the year ended June 30, 2012, being prepared in conformity with the requirements of K.S.A. 75-1120 a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of U.S.D. 410 and

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended June 30, 2012.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of U.S.D. 410, Hillsboro, Kansas, in the regular meeting duly assembled this 11th day of July, 2011, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120 a(a) as they apply to the school district for the year ended June 30, 2012.

BE IT FURTHER RESOLVED THAT the Board of Education shall cause the financial statements and financial reports of U.S.D. 410 to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

5. Motion to adopt the following resolution.

Be it resolved that pursuant to K.S.A. 72-8205, the Board of Education of Unified School District No. 410, Marion County Kansas, at its regular meeting held on July 11, 2011, established the following meeting schedule for regular Board of Education meetings to be held during the 2011 – 2012 school year.

<u>Date</u>	<u>Time</u>	<u>Place</u>
Monday, July 11, 2011	7:00 p.m.	USD 410 District Office Conference Room
Monday, August 8, 2011	7:00 p.m.	USD 410 District Office Conference Room
Monday, September 12, 2011	7:00 p.m.	USD 410 District Office Conference Room
Monday, October 10, 2011	7:00 p.m.	USD 410 District Office Conference Room
Monday, November 14, 2011	7:00 p.m.	USD 410 District Office Conference Room
Monday, December 12, 2011	7:00 p.m.	USD 410 District Office Conference Room
Monday, January 9, 2012	7:00 p.m.	USD 410 District Office Conference Room
Monday, February 13, 2012	7:00 p.m.	USD 410 District Office Conference Room
Monday, March 12, 2012	7:00 p.m.	USD 410 District Office Conference Room
Monday, April 9, 2012	7:00 p.m.	USD 410 District Office Conference Room
Monday, May 14, 2012	7:00 p.m.	USD 410 District Office Conference Room
Monday, June 11, 2012	7:00 p.m.	USD 410 District Office Conference Room

6. Motion to adopt a 1,116-hour calendar for the 2011 – 2012 school year.

7. Motion to make the following appointments:
- | | |
|--|----------------|
| a. Board Clerk | Jerry Hinerman |
| b. Deputy Board Clerk | Evan Yoder |
| c. Board Treasurer | Carla Harmon |
| d. Food Service Representative | Amy Plett |
| e. Hearing Officer for Appeals, Lunch Program | Steve Noble |
| f. Title I Coordinator | Evan Yoder |
| g. Federal Programs Coordinator | Evan Yoder |
| h. District KPERS Agent and Administrator | Jerry Hinerman |
| i. Section 504 Compliance Coordinator | Steve Noble |
| j. Americans with Disabilities Act Coordinator | Steve Noble |
| k. Freedom of Information Officer | Steve Noble |
| l. Compliance Coordinator for Title VI, VII and IX | Steve Noble |
| m. Truancy Officers | Max Heinrichs |
| | Greg Brown |
| | Evan Yoder |
| n. Activity Fund Supervisors | Max Heinrichs |
| | Greg Brown |
| | Evan Yoder |
8. Motion to designate Emprise Bank, Hillsboro State Bank, and Central National Bank Marion County as depositories for district funds and to designate these institutions as eligible for investment purposes providing the investments are made in accordance with the laws of the State of Kansas.

Motion to designate Hillsboro State Bank as the depository for operational funds

9. Motion to approve the following list of persons authorized to write checks and conduct other financial functions for the district.

District Checking Accounts – Each checking account requires three signatures. The Board President's signature is digitally produced, while the other two signatures are live. If either the Clerk of the Board or the Board Treasurer is absent, the Central Office Secretary may sign in the place of the absent individual.

Board President	Eddie Weber
Clerk of the Board	Jerry Hinerman
Board Treasurer	Carla Harmon
Central Office Secretary	Amy Plett

Direct Deposit Authorization – The ACH Transmittal Register requires two live signatures. If either the Clerk of the Board or the Board Treasurer is absent, the Central Office Secretary may sign in the place of the absent individual.

Clerk of the Board	Jerry Hinerman
Board Treasurer	Carla Harmon
Central Office Secretary	Amy Plett

Petty Cash Checking Accounts – Each checking account requires two live signatures.

Central Office

Board Treasurer	Carla Harmon
Clerk of the Board	Jerry Hinerman
Central Office Secretary	Amy Plett
Superintendent	Steve Noble

Elementary School

Elementary School Secretary	Pam Bartel
Elementary School Secretary	Sharon Funk
Board Treasurer	Carla Harmon
Clerk of the Board	Jerry Hinerman
Principal	Evan Yoder

High School/Middle School

High School Secretary	Donna Dalke
High School Secretary	Lisa Mayfield
High School Secretary	Carolyn Brazil
Middle School Secretary	Pati Funk
Board Treasurer	Carla Harmon
Clerk of the Board	Jerry Hinerman
High School Principal	Max Heinrichs

Activity Fund Checking Accounts – Each checking account requires two live signatures.

Elementary School

Elementary School Secretary	Pam Bartel
Elementary School Secretary	Sharon Funk
Board Treasurer	Carla Harmon
Clerk of the Board	Jerry Hinerman
Principal	Evan Yoder

High School/Middle School

High School Secretary	Donna Dalke
High School Secretary	Lisa Mayfield
High School Secretary	Carolyn Brazil
Middle School Secretary	Pati Funk
Middle School Principal	Greg Brown
High School Principal	Max Heinrichs
Board Treasurer	Carla Harmon
Clerk of the Board	Jerry Hinerman

District Investments – Each investment requires one signature.

Clerk of the Board	Jerry Hinerman
Board Treasurer	Carla Harmon

10. Motion to approve the following list of U.S.D. 410 personnel to carry district credit cards with the credit limits listed for each card.

Superintendent	Steve Noble	\$2,000 Credit Limit
Elementary School Principal	Evan Yoder	\$2,000 Credit Limit
Middle School Principal	Greg Brown	\$2,000 Credit Limit
High School Principal	Max Heinrichs	\$2,000 Credit Limit
Activities Director	Robert Rempel	\$2,000 Credit Limit
Business Manager	Jerry Hinerman	\$10,000 Credit Limit
Technology Director	Brad Just	\$10,000 Credit Limit
Transportation and Maintenance Supervisor	Keith Goossen	\$2,000 Credit Limit
Parents as Teachers Coordinator	Lori Soo Hoo	\$2,000 Credit Limit

11. Motion to adopt the following Home Rule Resolution:

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 410, Marion County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 410, Marion County, Kansas, that the board shall exercise the power granted by law and by this resolution.

12. Motion to designate the Hillsboro Star-Journal as the official newspaper for U.S.D. 410.
13. Motion to recognize the U.S.D. 410 Education Association as the official bargaining unit for the U.S.D. 410 teaching staff.

D. Citizen's Open Forum

E. Learning Showcase

F. Action/Discussion Items

1. Hillsboro High School Student/Parent/Staff Handbooks
Rod Koons moved to approve the Hillsboro High School handbooks for students, parents, and staff for 2011 – 2012. Motion seconded by Mark Rooker. Carried 6-0.
2. JOBS Grant Award
The Board took no action.
3. Federal Nutrition Guidelines

MINUTES
Page 6 of 8
July 11, 2011

4. Meal Prices for 2011 – 2012
Gary Andrews moved to set 2011 – 2012 meal prices at the following rates. Motion seconded by Rod Koons. Carried 6-0.

Breakfast (Grades K – 12)	\$1.45
Breakfast (Staff and Visitors)	\$1.70
Lunch (Grades K – 5)	\$2.10
Lunch (Grades 6 – 12)	\$2.45
Lunch (Staff)	\$3.20
Lunch (Visitor)	\$3.70
Milk	\$0.35

5. Credit Card Convenience Fee
Chad Nowak moved to approve the acceptance of credit card and debit card payments with no convenience fee to be charged by the district. Motion seconded by Deb Geis. Carried 6-0.

6. Student Fees for 2011 – 2012
Gary Andrews moved to approve the student fees listed below. Motion seconded by Chad Nowak Carried 6-0.

a. Course and Activity Fees

HMS Activity Fee	\$ 20.00 per year
HMS T-Shirt (Optional)	\$ 8.00 per item
HHS Activity Fee	\$ 20.00 per year
HHS PE Shirt (Optional)	\$ 8.00 per item
HHS PE Shorts (Optional)	\$ 11.00 per item
HHS Family and Consumer Science Culinary Arts Fee	\$ 15.00 per class
HHS Family and Consumer Science Nutrition and Wellness Fee	\$ 10.00 per class
HHS Culinary Essentials Fee	\$ 10.00 per class
HHS Tech-Based Living Fee	\$ 15.00 per class
HHS Mass Production 1 Fee	\$ 15.00 per class
HHS Mass Production 2 Fee	\$ 15.00 per class
Drivers' Education Fee (Online Coursework)	\$ 75.00 per class
Drivers' Education Fee (Driving Instruction)	\$150.00 per class
HHS Yearbook (Optional)	\$ 45.00 per yearbook
HHS Art	\$ 15.00 per class
HMS and HHS Band	\$ 15.00 per year

b. Textbook Fees

Kindergarten Textbook Fee	\$ 15.00
Kindergarten Textbook Fee (Reduced Price Meals)	\$ 10.00
Kindergarten Textbook Fee (Free Meals)	\$ 0.00
Grades 1 – 12 Textbook Fee	\$ 25.00
Grades 1 – 12 Textbook Fee (Reduced Price Meals)	\$ 15.00
Grades 1 – 12 Textbook Fee (Free Meals)	\$ 5.00

c. Computer Use Fees

One-to-One Laptop Rental Fee	\$ 25.00
One-to-One Laptop Rental Fee (Reduced Price Meals)	\$ 15.00
One-to-One Laptop Rental Fee (Free Meals)	\$ 5.00
One-to-One Laptop Per Incident Fee Level I (Negligence and/or Intent)	\$ 25.00
One-to-One Laptop Per Incident Fee Level II (Negligence and/or Intent)	\$100.00
One-to-One Laptop Per Incident Fee Level III (Negligence and/or Intent)	Replacement Cost

Note: Level I incidents are repairs that cost under \$50
Level II incidents are repairs that cost \$50 and over
Level III incidents require replacement of the computer

MINUTES
Page 7 of 8
July 11, 2011

7. Election/Appointment of Board Officers for 2011 – 2012.
Rod Koons moved to approve the following appointments. Motion seconded by Chad Nowak. Carried 6-0.

MCSEC Representative	Deb Geis
MCSEC Alternate Representative	Gary Andrews
TEEN Representative	Mark Rooker
TEEN Alternate Representative	Joe Sechrist
Chief Negotiator	Rod Koons
Assistant Negotiator	Gary Andrews
Professional Development Council Representative	Chad Nowak
KASB Governmental Relations Representative	Eddie Weber
USD 410 Technology Committee Representative	Gary Andrews

8. KASB Membership
Mark Rooker moved to approve the district's 2011 – 2012 membership in the Kansas Association of School Boards. Motion seconded by Deb Geis. Carried 6-0.

9. KASB Legal Assistance Fund
Gary Andrews moved to approve the district's 2011 – 2012 participation in the Kansas Association of School Boards' Legal Assistance Fund. Motion seconded by Mark Rooker. Carried 6-0.

10. Non-Contracted Pay Rates
Rod Koons moved to approve the following pay rates for non-contracted classified personnel. Motion seconded by Deb Geis. Carried 6-0.

<u>Position</u>	<u>Hourly Rate</u>
Substitute Aide, At-Risk Programs (HHS/HMS)	\$7.75
Substitute Aide, Title I and Others	7.50
Substitute Cook	7.50
Substitute Cook (Former USD 410 Cook)	8.25
Substitute Secretary	7.50
Substitute Secretary (Former USD 410 Secretary)	8.25
Substitute Custodian	7.50
Substitute Custodian (Former USD 410 Custodian)	8.25
Substitute Bus Driver	8.85
Substitute Bus Driver (Former USD 410 Bus Driver)	9.45
Substitute Paraeducator	7.50
Accompanist	7.80
Activity Trip Bus Driver	11.00
Detention Supervisor (HHS/HMS)	8.50
ELL Tutor	10.90
Suspension Supervisor (HHS In or Out of School)	10.90
Teacher Driving for Activity (Drive Time Only)	11.00
Summer Maintenance (Teacher)	12.35
Summer Student Help	7.70
Summer Technology Assistant (Teacher)	15.00

11. Substitute Teacher Pay Rate
Rod Koons moved to establish the substitute teacher pay rate at \$87.50 per day for the 2011 – 2012 school year. Motion seconded by Gary Andrews. Carried 6-0.
12. Classified Employee Benefit Information
Rod Koons moved to approve the 2011 – 2012 Classified Employee Benefit Information sheet. Motion seconded by Mark Rooker. Carried 6-0.
13. Community Foundation Fund for USD 410

G. Personnel Resignations

1. Becky Lindsay
Rod Koons moved to approve the resignation of Becky Lindsay from her position as Hillsboro High School At-Risk Aide effective at the end of the 2010 – 2011 school. Motion seconded by Mark Rooker. Carried 6-0

H. Personnel Contracts

The Board took no action.

I. Superintendent's Report

1. Get Motivated Seminar
2. Back to School 2011 – 2012
3. 2011 – 2012 Budget Update

J. District Reports

1. TEEN Report
2. MCSEC Report
3. Business Manager's Report

K. Approval of Bills and Financial Reports

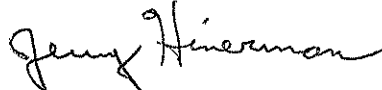
Rod Koons moved to approve the payment of bills totaling \$320,718.86 and the following financial reports. Motion seconded by Gary Andrews. Carried 6-0.

Electronic Funds Transfer Report
High School/Middle School Activity Account Report
High School/Middle School Activity Account Bank Reconciliation
District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report

L. Communications

M. Adjournment

President Eddie Weber declared the meeting adjourned at 10:16 p.m.


Jerry Hinerman, Clerk