

UNIFIED SCHOOL DISTRICT NO. 410
Durham-Hillsboro-Lehigh

MINUTES – REGULAR BOARD MEETING
U.S.D. 410 District Office Conference Room
June 9, 2014 **7:00 p.m.**

Members Present:

Eddie Weber

Mark Rooker

Deb Geis

Joe Sechrist

Kim Klein (left at 9:21 p.m.; returned at 9:23 p.m.)

Chad Nowak (left at 9:07 p.m.; returned at 9:09 p.m.)

Rod Koons (arrived at 7:02 p.m.)

Administrators:

Steve Noble

Others:

Jerry Hinerman, Clerk

Bill Sailors

Aleen Ratzlaff

Joel Wright

A. FY 2014 Republished Budget Hearing

U.S.D. 410 Board President Eddie Weber declared at 7:00 p.m. that the Board would enter into a budget hearing as required by Kansas statutes. Those wishing to comment concerning the proposed amended Fiscal Year 2014 budget were invited to speak to the Board.

B. Regular Meeting Called to Order

Eddie Weber called the regular meeting to order at 7:01 p.m.

C. Approval of Regular and Consent Agenda

Mark Rooker moved to approve the regular and consent agendas with the addition of Item F15 VEX Robotics Equipment Purchase. Motion seconded by Deb Geis. Carried 6-0.

Items on the consent agenda included the following:

1. Motion to approve the minutes of the May 12, 2014, regular board meeting

2. Motion to accept the following donations:

Donations of toys, socks, and crayons to be used by the Marion County Parents as Teachers program

Donation of \$150.00 from Bryce and Sara Wichert to be used toward after-school programs

Donation of \$500.00 from the Hillsboro Lions Club to be used toward Kalen Moss' National History Day contest trip

Donation of \$558.00 from the Hillsboro High School Site Council to be used toward the Hillsboro High School Academic Awards Night Pizza

Donation of \$250.00 from an anonymous donor to be used toward Hillsboro High School teacher appreciation

Donation of \$444.50 from Duckwall – Alco

Donation of \$500.00 from Central Kansas Community Foundation to be used toward the Jerry L. Dalke Memorial Youth Award

Donation of \$200.00 from Tabor College to be used toward student teacher supervision honorariums

D. Citizen's Open Forum

Rod Koons arrived at 7:01 p.m.

E. Executive Session for Negotiations

Eddie Weber moved that the Board go into executive session with the Superintendent at 7:03 p.m. for the purpose of discussing matters relating to negotiations and that the Board return to open meeting at 7:10 p.m. in this room. The executive session is required to protect the board's negotiating interests. Motion seconded by Mark Rooker. Carried 7-0.

Regular Session

F. Action/Discussion Items

1. Approval of Fiscal Year 2014 Republished Budget
Chad Nowak moved to approve the republished budget for Fiscal Year 2014 as presented. Motion seconded by Mark Rooker. Carried 7-0.
2. Center for Innovative School Leadership School Efficiency Review
Joe Sechrist moved to approve an effectiveness and efficiency review from the Center for Innovative School Leadership for the fall of 2014. Motion seconded by Deb Geis. Carried 7-0.
3. Supplemental Programs Review
4. 2014 – 2015 Master Contract
Chad Nowak moved to approve the 2014 – 2015 Master Contract as presented. Motion seconded by Joe Sechrist. Carried 7-0.
5. Classified Employee Wages
Mark Rooker moved to approve the following for classified staff. Motion seconded by Joe Sechrist. Carried 7-0.
 - 1.00% wage increases for current employees hired on or before October 1, 2013
 - A health insurance contribution equivalent to a \$1,000 deductible single coverage health insurance premium for eligible employees
6. Administrator Contracts

Eddie Weber moved that the Board go into executive session at 7:49 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 7:55 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Mark Rooker. Carried 7-0.

Regular Session

Eddie Weber moved that the Board go into executive session with the Superintendent at 7:55 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 8:00 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Mark Rooker. Carried 7-0.

Regular Session

Eddie Weber moved that the Board go into executive session with the Superintendent at 8:00 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 8:05 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Mark Rooker. Carried 7-0.

Regular Session

Joe Sechrist moved to approve the following for all administrative staff with the exception of the Superintendent of Schools who will remain at the same salary and benefit levels as the previous year. Motion seconded by Mark Rooker. Carried 7-0.

- \$400 salary increase
- A health insurance contribution equivalent to a \$1,000 deductible family coverage health insurance premium for eligible employees

7. Parents as Teachers Director Contract

Joe Sechrist moved to approve the following for the Parents as Teachers Director. Motion seconded by Chad Nowak. Carried 7-0.

- \$300 salary increase
- A health insurance contribution equivalent to a \$1,000 deductible single coverage health insurance premium

8. 2014 – 2015 Building Handbook Approval

Joe Sechrist moved to approve the building handbooks as presented with corrections to be made as necessary in the personnel listed in the Hillsboro Elementary School handbook and with the addition of the Skylert system as a means of announcing emergency school closings in the Hillsboro High School handbook. Motion seconded by Deb Geis. Carried 5-2.

9. Student Transportation Handbook – First Reading

10. Classified Personnel Information Manual – First Reading

11. 2014 – 2015 Enrollment Fees

Joe Sechrist moved to approve the following student fees. Motion seconded by Rod Koons. Carried 7-0.

a. Course and Activity Fees

HMS Activity Fee	\$ 20.00 per year
HHS Activity Fee	\$ 20.00 per year
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 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 Art	\$ 15.00 per class
Grade 6 – Grade 12 Band Instrument Rental Fee (Flute, Clarinet, Alto Saxophone, Trumpet, and Trombone)	
Full Price Meals	\$ 50.00 per year
Reduced Price Meals	\$ 25.00 per year
Free Meals	\$ 10.00 per year
Grade 6 – Grade 12 Band Instrument Rental Fee (Percussion and Instruments Other Than Flute, Clarinet, Alto Saxophone, Trumpet, and Trombone)	
Full Price Meals	\$ 25.00 per year
Reduced Price Meals	\$ 10.00 per year
Free Meals	\$ 5.00 per year

b. Consumable Materials Fees

Kindergarten	
Full Price Meals	\$ 15.00
Reduced Price Meals	\$ 10.00
Free Meals	\$ 0.00
Grades 1 - 5	
Full Price Meals	\$ 25.00
Reduced Price Meals	\$ 15.00
Free Meals	\$ 5.00

c. One-to-One Laptop Accidental Insurance Fees

Full Price Meals	\$ 40.00
Reduced Price Meals	\$ 20.00
Free Meals	\$ 10.00

d. Preschool Tuition for Peers

Full Price Meals	\$ 150.00 per month
Reduced Price Meals	\$ 75.00 per month
Free Meals	\$ 0.00 per month

12. Appointment of MCSEC Representative

Rod Koons moved to appoint Joe Sechrist as the MCSEC Board Representative and Deb Geis as the Alternate MCSEC Board Representative for 2014 – 2015. Motion seconded by Mark Rooker. Carried 7-0.

13. Marion County Emergency Management Resolution
Deb Geis moved to approve the following Resolution Adopting the South-Central Kansas (Region G) Multi-Hazard, Multi-Jurisdictional Mitigation Plan. Motion seconded by Mark Rooker. Carried 7-0.

**Resolution Adopting the South-Central Kansas (Region G)
Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan**

Whereas, the USD 410 - Hillsboro recognizes the threat that natural hazards pose to people and property within our community; and

Whereas, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

Whereas, the U.S. Congress passed the Disaster Mitigation Act of 2000 ("Disaster Mitigation Act") emphasizing the need for pre-disaster mitigation of potential hazards;

Whereas, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

Whereas, an adopted Multi-Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre and post-disaster mitigation grant programs; and

Whereas, the USD 410 - Hillsboro fully participated in the FEMA prescribed mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

Whereas, the Kansas Division of Emergency Management and FEMA Region VII officials have reviewed the South-Central Kansas (Region G) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan, and approved it contingent upon this official adoption of the participating governing body; and

Whereas, the USD 410 - Hillsboro desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the South-Central Kansas (Region G) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan; and

Whereas, adoption by the governing body for the USD 410 - Hillsboro demonstrates the jurisdictions' commitment to fulfilling the mitigation goals and objectives outlined in this plan, and

Whereas, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

Now, therefore, be it resolved, that the USD 410 - Hillsboro adopts the South-Central Kansas (Region G) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan as an official plan; and

Be it further resolved, the USD 410 - Hillsboro will submit this Adoption Resolution to the Kansas Division of Emergency Management and FEMA Region VII officials to enable the plan's final approval.

14. Waiver of Confidentiality
Joe Sechrist moved to approve the Waiver of Confidentiality Form as presented. Motion seconded by Rod Koons. Carried 7-0
15. VEX Robotics Equipment Purchase
Joe Sechrist moved to approve the purchase of VEX robotics equipment totaling \$30,738.93 from VEX Robotics. Motion seconded by Mark Rooker. Carried 7-0.

Chad Nowak left the meeting at 9:07 p.m.

G. Executive Session for Personnel

Eddie Weber moved that the Board go into executive session with the Superintendent at 9:08 p.m. for the purpose of discussing matters relating to personnel and that the Board return to open meeting at 9:15 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Mark Rooker. Carried 6-0.

Chad Nowak returned to the meeting at 9:09 p.m. and joined the executive session

Regular Session

H. Personnel

1. Resignations
 - a. Bob Woelk – Spring Drama Coordinator/Assistant Coordinator
 - b. Brenda Kimberly – Hillsboro Elementary School Library Aide
 - c. Eileen Butler – Hillsboro Elementary School Library Aide
Rod Koons moved to approve the resignations of Bob Woelk from his position as Spring Drama Coordinator/Assistant Coordinator, Brenda Kimberly from her position as Hillsboro Elementary School Library Aide, and Eileen Butler from her position as Hillsboro Elementary School Library Aide. Motion seconded by Mark Rooker. Carried 7-0.
2. Contracts
 - a. Rita Loewen – Part-Time Teacher and K-2 Vocal Supplemental
Deb Geis moved to approve the issuance of a part-time teaching contract and a K-2 Vocal Supplemental contract to Rita Loewen for a total contract of \$28,000. Motion seconded by Mark Rooker. Carried 7-0.
3. Supplemental Contracts
 - a. Susan Saunders – Hillsboro Middle School Assistant Girls' Volleyball Coach
Rod Koons moved to approve the issuance of a supplemental contract to Susan Saunders to serve as Hillsboro Middle School Assistant Girls' Volleyball Coach. Motion seconded by Joe Sechrist. Carried 7-0.
4. Work Agreements
 - a. Jeannie Harsin – Hillsboro Elementary School Library/Media Coordinator (\$12.00 Per Hour)
 - b. Janet Whisenhunt – Wiebe Media Center Library/Media Coordinator (\$12.00 Per Hour)
 - c. Lisa Mayfield – Hillsboro High School Secretary Wage Adjustment (\$11.35 Per Hour)
 - d. Tricia Williamson – Kitchen Assistant Hours Adjustment (2 Additional Hours Per Day)
 - e. Tammy Ollenburger – Walking School Bus Coordinator
Rod Koons moved to approve the issuance of work agreements to Jeannie Harsin to serve as Hillsboro Elementary School Library/Media Coordinator for \$12.00 per hour and Janet Whisenhunt to serve as Wiebe Media Center Library/Media Coordinator for \$12.00 per hour, to approve an adjustment in Hillsboro High School Secretary Lisa Mayfield's wages to \$11.35 per hour, to approve the addition of two hours per day to Kitchen Assistant Tricia Williamson's schedule, and to approve the issuance of a work agreement to Tammy Ollenburger to serve as Walking School Bus Coordinator. Motion seconded by Mark Rooker. Carried 7-0.

I. Reports

1. Superintendent's Report

Kim Klein left the meeting at 9:21 p.m.

- a. Safe Routes to School Update

Kim Klein returned to the meeting at 9:23 p.m.

- b. July Board Meeting
2. TEEN Report
3. MCSEC Report
4. Business Manager's Report

J. Approval of Payment of Bills and Financial Reports

Mark Rooker moved to approve the payment of bills totaling \$157,387.35 and the following financial reports. Motion seconded by Joe Sechrist. Carried 7-0.

- Electronic Funds Transfer Report
- High School/Middle School Activity Account Report
- High School/Middle School Activity Account Bank Reconciliation
- Elementary School Activity Account Report
- Elementary School Activity Account Bank Reconciliation
- District Cash Summary Report
- District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report
- Report of Transfers

K. Communications

L. Adjournment

President Eddie Weber declared the meeting adjourned at 9:34 p.m.

Jerry Hinerman, Clerk