

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

REGULAR BOARD MEETING

Monday, December 13, 2010
5:00 pm

Hillsboro High School Technology Center
500 East Grand
Hillsboro, KS 67063

**Agenda—Regular Board Meeting
Hillsboro High School Technology Center
December 13, 2010, 5:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
 - (November Regular Board Minutes – Appendix A)**
 - (December Special Board Minutes – Appendix B)**
 - (PAT Donations – Appendix C)**
- C. Citizen’s open forum
- D. Action/Discussion Items
 - 1. FCCLA Trip to St. Louis **(Handout)**
 - 2. Marion County Neighborhood Revitalization **(Appendix D)**
 - 3. Cell Phone Transportation Policy
 - 4. KASB Delegate Assembly
 - 5. PDC Transcripts Approval **(Appendix E)**
 - 6. Superintendent’s Evaluation
 - 7. Resignations
 - 8. Contracts
 - a. Melanie Dick – PATHS to Adventure
- E. Superintendent’s Report
 - 1. Board Goals Update
 - a. Facebook Page
 - b. Virtual Education
- F. Reports
 - 1. TEEN Report **(Appendix F)**
 - 2. MCSEC Report **(Appendix G)**
 - 3. Business Manager’s Report **(Financials)**
- G. Approval of payment of bills and financial reports
- H. Communications
- I. Executive Session for Personnel
- J. Adjournment

Annotated BOE Agenda December 13, 2010

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. Board Meeting Minutes (Appendices A & B)

Minutes from the November 8 regular BOE meeting and December 6 special BOE meeting are attached.

Recommended Action:

- Motion to approve the minutes from the November 8 regular board meeting and the December 6 special BOE meeting.

2. Donations

- | | |
|--|---|
| ○ From: (Appendix C) | To: PAT |
| ○ From: Rod's Tire (\$36.00) | To: FFA Dairy Judging Plaques |
| ○ From: Lang Diesel (\$50.00) | To: FFA Dairy Judging Plaques |
| ○ From: Golden Heritage Foods (\$50.00) | To: FFA Dairy Judging Plaques |
| ○ From: Kansas Publishing Ventures/Free Press (\$36.00) | To: FFA Dairy Judging Plaques |
| ○ From: Vogt's Hometown Market (\$36.00) | To: FFA Dairy Judging Plaques |
| ○ From: Midway Motors (\$50.00) | To: FFA Dairy Judging Plaques |
| ○ From: Countryside Feeds (\$72.00) | To: FFA Dairy Judging Plaques |
| ○ From: Hillsboro Quick Flick (\$36.00) | To: FFA Dairy Judging Plaques |
| ○ From: Sunset Equities, Inc. / Wendy's (\$118.34) | To: HHS Fine Arts Department |
| ○ From: Hillsboro Eye Care / Paul Unruh (\$20.00) | To: FFA Dairy Judging Plaques |
| ○ From: State Farm Insurance/Becky Walsh (\$36.00) | To: FFA Dairy Judging Plaques |
| ○ From: Paul Pankratz (\$10.00) | To: HHS H-Club Leaf Raking Project |
| ○ From: Ethel Bartel (\$30.00) | To: HHS H-Club Leaf Raking Project |
| ○ From: Ruth Ann Penner (\$15.00) | To: HHS H-Club Leaf Raking Project |
| ○ From: Vogt's Hometown Market (Two Cases Water) | To: HHS H-Club Leaf Raking Project |
| ○ From: Kathryn Heinrichs (\$50.00) | To: HHS H-Club Leaf Raking Project |
| ○ From: Central National Bank (\$36.00) | To: FFA Dairy Judging Plaques |
| ○ From: United Methodist Women (\$100.00) | To: HES After School Program |
| ○ From: Monsanto Fund/Warren and Anita Unruh (\$2,500) | To: FFA |

Recommended Action:

- Motion to accept donations as listed.

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. FCCLA Knowledge Bowl Trip

The HHS FCCLA group again qualified for national "Knowledge Bowl" for 2011. The team qualified at the FCCLA national convention in St. Louis in November and will present their plan for their trip to Anaheim, CA July 10-14, 2011. No funding is being requested but the team is asking permission from the board to attend as a school sponsored group.

➤ ***Recommended Action:***

Motion to approve the HHS FCCLA to compete in the Knowledge Bowl National Competition in Anaheim, CA July 10-14, 2011.

2. Marion County Neighborhood Revitalization (Appendix D)

Presently, USD 410 is participating in the county's neighborhood revitalization program. The present program is a 10 year program. The county commission has voted to reduce the program to a 5-year program beginning January 1, 2011. Since the program is changing, taxing municipalities, of which USD 410 belongs, have a voice of whether or not to continue our participation. Information is included in **Appendix D**. My recommendation is based on our previous involvement in the Marion County Neighborhood Revitalization 10 year program.

➤ ***Recommended Action:***

Motion to approve USD 410's participation in the revised Marion County Neighborhood Revitalization Plan as presented in **Appendix D** to go into effect January 1, 2011.

3. Cell Phone Transportation Policy

I have done some research on implementing a cell phone use policy for all staff members of USD 410 while transporting students. State law prohibits texting while driving. There is no law prohibiting talking on cell phones while driving. KASB also does not currently have any policy to recommend. Yet, several districts across the state have implemented such a policy because of potential distractions while transporting our students. I also would like the board to consider adding the following policy to our transportation handbook. This is a discussion item only and does not need action until January.

"All drivers will refrain from using cell phones or other hand held electronic devices while transporting students. Drivers with students may continue to use two-way radios for communication while driving."

➤ ***No Action Requested***

4. KASB Delegate Assembly

Eddie and I attended the KASB State Delegate Assembly Saturday, December 4 in Wichita. We will report to the board the discussion and presentations surrounding the assembly for the 2011 legislative session. Included in the report will be the recommendations of the funding committee assembled by KASB with state-wide representation.

➤ *No Action Requested*

5. PDC Transcript Approval (Appendix E)

PDC Policy requires board action annually to approve the Official PDC points issued to our licensed staff members. You can see the point accumulations in Appendix E.

6. Superintendent's Evaluation

The board members previously received the evaluation instrument for the superintendent. Results of the evaluation will be discussed in executive session near the end of the meeting.

7. Resignations

None to report

8. Contracts

a. Melanie Dick – PATHS to Adventure

➤ *Recommended Action*

Motion to approve the contract as listed

E. Superintendent's Report

1. Board Goals Update

- a. Facebook Page
- b. Virtual Education

F. District Reports

- 1. TEEN (Minutes – Appendix F)
- 2. MCSEC (Minutes – Appendix G)
- 3. Business Manager (Financials)

G. 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

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.

H. Communications

To: Pam Bartel – Bereavement
Rita Lowen – Birth of Grandchild
Cindy Ragland – Bereavement
Lori Soo Hoo – Sympathy

From: Rita Loewen – Thank you
Pam Bartel – Thank you
Ethel Bartel – Thank you
Paul and Arlene Pankratz – Thank you
Esther Wiebe – Thank you

I. Executive Session - Personnel

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.

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. 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.