

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

**REGULAR BOARD MEETING**

**Monday, February 14, 2011**  
**5:00 pm**

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

**Agenda—Regular Board Meeting  
Hillsboro High School Technology Center  
February 14, 2011, 5:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
  - (January Regular Board Minutes – Appendix A)**
  - (PAT Donations – Appendix B)**
- C. Citizen's open forum
- D. Learning Showcase
- E. Action/Discussion Items
  - 1. Dress Code Policy Change **(Appendix C)**
  - 2. Tax Increment Financing and Hillsboro Business Park **(Appendix D)**
  - 3. Vehicle Mileage Report **(Appendix E)**
  - 4. Vehicle Replacement Report **(Appendix F)**
  - 5. USD 410 Budget Committee **(Appendix G)**
  - 6. 2011-12 Building Schedules and Calendar
  - 7. Hillsboro Community Foundation
- F. Executive Session for Personnel
- G. Resignations
- H. Contracts
  - 1. Greg Brown
  - 2. Max Heinrichs
  - 3. Evan Yoder
- I. Reports
  - 1. Superintendent's Report
  - 2. TEEN Report **(Appendix H)**
  - 3. MCSEC Report **(Appendix I)**
  - 4. Business Manager's Report **(Financials)**
- J. Approval of payment of bills and financial reports
- K. Communications
- L. Executive Session for Negotiations
- M. Adjournment

## Annotated BOE Agenda February 14, 2011

### 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 (Appendix A)

Minutes from the January 10 regular BOE meeting are attached.

***Recommended Action:***

- Motion to approve the minutes from the January 10 board meeting.

2. Donations

- **From: (Appendix B)**
- **From: Bob Sextro (\$250.00)**
- **From: Hillsboro State Bank (\$36.00)**

**To: PAT**

**To: HHS Wiebe Media Center**

**To: FFA Dairy Judging Plaques**

***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. Learning Showcase

## **E. Action / Discussion Items**

1. HHS Dress Code Proposal (Appendix C)

Last month, Jake Wiebe presented the student council's proposal to change the dress code policy to allow the wearing of jean shorts all year. This month, I am requesting action from the board on this topic.

➤ **Recommended Action**

Motion to approve the amended dress code policy for HHS as presented.

2. Tax Increment Financing and Hillsboro Business Park (Appendix D)

Larry Paine, Hillsboro City Administrator, will be here to present information about the Tax Increment Financing (TIF) District and the Hillsboro Business Park (HBP). I received the following Interlocal Cooperation Agreement from Mr. Paine with information about TIF and HBP which are included as **Appendix D**. Mr. Paine and the city's bond attorney will share insight with us on the latest developments relative to TIF, neighborhood revitalization, and HBP. Bob Watson from the city council and Roger Fleming from the county commission will also be in attendance.

➤ **No Action Requested**

3. Vehicle Mileage Report (Appendix E)

Keith will be here to update the board on the mileage report of district vehicles.

➤ **No Action Requested**

4. Vehicle Replacement Plan (Appendix F)

Keith has reworked the vehicle replacement plan and will present the plan to you. The plan can be seen in Appendix E. We have essentially extended the life of our bus fleet from 150,000 to 165,000 miles saving the district \$150,000 over the next 5 years.

➤ **Recommended Action**

Motion to approve the vehicle replacement plan as amended.

5. USD 410 Budget Committee (Appendix G)

We have formed the committee who will examine our LOB and General Fund budgets. This group will serve to advise the board on eliminating between \$400,000 and \$500,000 in operating expenses. I am suggesting the board appoint two members to serve on this committee. Here is the timeline for the committee's work and the board's decision on the final cuts:

- March – Budget committee meets for at least two evening sessions to examine the budget expenses and help identify reductions
- April – present budget reductions to the board of education at the April BOE meeting.
- May – Board takes action on budget cuts for 2011-12.

➤ **Recommended Action**

The Board of Education commissions the USD 410 Budget Committee to work as an advisory group to the board of education regarding operational budget reductions for 2011-12. I motion to appoint \_\_\_\_\_ and \_\_\_\_\_ to serve on the USD 410 budget committee representing the interests of the USD 410 BOE.

6. 2011-12 Schedules and Calendar

Mr. Heinrichs and Mr. Brown will be here to share the idea of an 8 period matched schedule for middle and high school staff and students. Presently, the middle school operates on an 8 period day everyday while the high school operates on an 8 period day every other day, or an 8 period block schedule. We are looking at this for several reasons. Going to an 8 period day will allow both the middle and high school schedules to match perfectly. Secondly, we can share staff with maximum efficiency when needs arise to reduce or absorb positions during times of declining enrollment and funding, which is our present situation. Third, having 8 classes repeating every day will allow for the immediacy of re-teaching or reviewing concepts taught the day before rather than every other day. The eight period day also maintains our ability maximize elective choices for our students.

➤ *No Action Requested at this time*

7. Hillsboro Community Foundation

Recently, I attended my first Hillsboro Community Foundation (HCF) board meeting. The community foundation received a matching grant from the Health Foundation of \$300,000. To maximize this grant, HCF has begun a marketing campaign to match this grant with \$300,000 in gifts to the foundation. The board has identified the school district as one of these marketable entities. The HCF would like to ask the board of education to identify a specific district need around which a marketing campaign will commence. While needs are many due to our last several years of budget cuts, I have identified technology, the arts, and early childhood education as three that may merit consideration. I would like discussion from the board on prioritizing a need for the district. The HCF is presenting their most recent “impact grant” recipients on February 18 at our home basketball games vs. Kingman. While time is short, it may be in our best interests to unveil the selected “need” at that time and place.

➤ *Recommended Action*

Motion to join the Hillsboro Community Foundation and recommend their board establish a fund addressing the need of \_\_\_\_\_ which will serve as a focus for contributions to the Hillsboro Community Foundation and USD 410.

## **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. Resignations**

There are no resignations at the time of the release of this agenda. Any resignations occurring after the agenda’s release will be placed here for the board to consider.

## **H. Contracts**

1. Principals – (Action to add a year to the existing two year contract for Greg Brown, Max Heinrichs, and Evan Yoder effective July 1, 2011 and expiring June 30, 2013)

➤ *Recommended Action*

Motion to approve the contracts as presented

**I. Reports**

- 1. Superintendents Report
- 2. TEEN Report (**Appendix H**)
- 3. MCSEC Report (**Appendix I**)
- 4. Business Manager’s Report (**Financials**)

**J. 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

**K. Communications**

<b>To:</b>	Taylor Nikkel	Bereavement
	Debbie Geis	Get Well Soon
	Nathan Hiebert	Congratulations (Birth of new baby)

**L. Executive Session for 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.

**M.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.