

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

**REGULAR BOARD MEETING**

**Monday, October 11, 2021**  
**7:00 pm**

**USD 410 District Office Conference Room**  
**416 S. Date**  
**Hillsboro, KS 67063**

**Agenda—Regular Board Meeting  
USD 410 District Office Conference Room  
October 11, 2021, 7:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
  - 1. September Regular Board Minutes (Appendix A)
  - 2. Donations
- C. Citizen's Open Forum
- D. Principal Reports
- E. Action and Discussion Items
  - 1. KESA Cycle 2, Year 1 Accreditation Early Release Dates
  - 2. Nursing Services Agreement MCSEC & USD 410 (Appendix B)
  - 3. USD 410 Schools Opening Plan (Appendices C & D)
- F. Executive Session for Personnel
- G. Personnel
  - 1. Resignation
  - 2. Classified Hires
- H. Reports
  - 1. Superintendent
    - a. TEEN Virtual Program Report (Appendix E)
  - 2. TEEN (Appendix F)
  - 3. MCSEC (Appendix G)
  - 4. Business Manager (Financials)
- I. Adjournment

## Annotated BOE Agenda October 11, 2021

### 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 September 13 Regular BOE meeting are included as Appendix A.

➤ ***Recommended Action***

Motion to approve the September 13 regular board meeting minutes

2. Donations

Donor	Gift	Purpose
Hillsboro Arts & Crafts Association	\$500.00	Band & Choir Trip
Herington Municipal Hospital	\$500.00	HMHS Personal Care Supplies and Clothing
Hillsboro Animal Clinic	\$460.50	FFA Program
Patron	\$50.00	HMHS Personal Care Supplies and Clothing
Brock & Sierra Nieman	4 new tubes of diaper cream, box of teething biscuits, 8 boxes of squeezezy fruit purees	Marion County PAT
Goessel Grade School	200 books	Marion County PAT

➤ ***Recommended Action***

Motion to accept donations as listed

➤ ***Recommended Action:***

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 citizen's open forum.

## D. Principal Reports

The principals will be here to report on the beginning of school in each of their buildings. Some of the information might include enrollment figures, new courses, building schedules, and other items of significance. This report from the principals is a report that happens in the months of October, February, and June.

## E. Action & Discussion Items

### 1. KESA Cycle II, Year 1 Accreditation Early Release Dates

We are asking the Board to consider four early student release dates to provide us the time we need to work on our KESA Accreditation. We would release our students at 1:30 PM on these four dates to allow our building administration and faculty to work on our KESA Year 1 Accreditation which is due to KSDE by early May.

#### Early Release Dates

Wednesday, November 17, 2021	@ 1:30 PM
Wednesday, February 2, 2022	@ 1:30 PM
Thursday, March 3, 2022	@ 1:30 PM
Wednesday, April 6, 2022	@ 1:30 PM

These early release dates will allow us time to complete our necessary work for our year 1 KESA accreditation cycle. Our goal is to schedule our KESA OVT meeting for late April, or early May of 2022.

#### ➤ ***Recommended Action***

Motion to approve the following four dates for student early release days from school at 1:30 PM. These early release dates will allow us time to complete our necessary work for our KESA Year 1 Accreditation. We plan to schedule our OVT meeting for late April, or early May of 2022.

Wednesday, November 17, 2021	@ 1:30 PM
Wednesday, February 2, 2022	@ 1:30 PM
Thursday, March 3, 2022	@ 1:30 PM
Wednesday, April 6, 2022	@ 1:30 PM

### 2. Nursing Services Agreement MCSEC & USD 410 (Appendix B)

This agreement sets forth the terms by which Unified School District No. 410 Durham – Hillsboro – Lehigh (“USD 410”) will provide nursing services to students receiving special education services in the Functional and Life Skills Program from the Marion County Special Education Cooperative (“MCSEC”).

#### ➤ ***Recommended Action***

Motion to approve the Nursing Services Agreement between the MCSEC & USD 410.

### 3. USD 410 Schools Opening Plan (Appendices C & D)

Discussion around gating criteria for positive COVID cases in building populations.

## F. Executive Session for Personnel

Motion for the Board to go into executive session to discuss **resignation and classified hires** pursuant to the non-elected Personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at \_\_\_\_\_ in this room. The executive session is required to protect the privacy rights of identifiable individuals.

## G. Personnel

### 1. Resignation

- a. Ann Holt resigned as Preschool Classroom Aide effective on September 17, 2021

- ***Recommended Action***

- Motion to approve Ann Holt's resignation as Preschool Classroom Aide effective on September 17, 2021

### 2. Classified Hires

- a. Larinda Amstutz – HES 3<sup>rd</sup> Grade Class Aide - Pay Rate \$11.35 per hour, for 7 hours per day, for 173 days – effective date Tuesday, September 21, 2021

- ***Recommended Action***

- Motion to approve Larinda Amstutz as HES 3<sup>rd</sup> Grade Class Aide. Pay Rate \$11.35 per hour, for 7 hours per day, for 173 days – effective date Tuesday, September 21, 2021

- b. LeAnn Retherford - HES Preschool Aide - Pay Rate \$11.35 per hour, for 8 hours per day, for 177 days – effective date Monday, October 11, 2021

- ***Recommended Action***

- Motion to approve LeAnn Retherford as HES Preschool Aide. Pay Rate \$11.35 per hour, for 8 hours per day, for 177 days - effective date Monday, October 11, 2021

- c. Brad Dies – Move from HMHS Custodial to District Maintenance – Pay Rate \$ 15.00 per hour, for 8 hours per day – effective date Monday, October 18, 2021.

- ***Recommended Action***

- Motion to approve Brad Dies – Move from HMHS Custodial to District Maintenance. Pay Rate \$ 15.00 per hour, for 8 hours per day, effective date Monday, October 18, 2021.

- d. Austin Welch – HMHS Custodian - Pay Rate \$11.35 per hour, for 8 hours per day, for 253 days – effective date Thursday, October 14, 2021

- ***Recommended Action***

- Motion to approve Austin Welch as HMHS Custodian. Pay Rate \$11.35 per hour, for 8 hours per day, for 253 days – effective date Thursday, October 14, 2021

## H. Reports

1. Superintendent
  - a. TEEN Virtual Program Report (Appendix E)
2. TEEN (Appendix F)
3. MCSEC (Appendix G)
4. Business Manager (Financials)

➤ ***Recommended Action:***

Motion to approve the payment of bills totaling \$\_\_\_\_\_ and the following financial reports.

- USD 410 Activity Account Report
- USD 410 Activity Account Bank Reconciliation
- District Report of Transfers
- District Cash Summary Report
- District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report
- District Expense Budget Report

## I. Adjournment

## **New Executive Session Motions (if needed at any time in the meeting)**

1. Personnel

Motion for the Board to go into executive session to (subject) pursuant to the non-elected Personnel exception under the Kansas Open Meetings Act (KOMA) and to 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 to (subject) pursuant to the exception for employer-employee negotiations under the Kansas Open Meetings Act (KOMA) and to 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 to (subject) pursuant to the exception relating to actions adversely or favorably affecting a student under the Kansas Open Meetings Act (KOMA) and to 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 to (subject) pursuant to the exception for matters which would be deemed privileged in the attorney-client relationship under the Kansas Open Meetings Act (KOMA) and to return to open meeting at \_\_\_\_\_ o'clock in this room. This executive session is required to protect attorney-client privilege and the public interest.

5. Transactions Related to Real Property

Motion that the board go into executive session to (subject) pursuant to the exception for preliminary discussion of the acquisition of real property under the Kansas Open Meetings Act (KOMA) and to return to open meeting at \_\_\_\_\_ o'clock in this room. This executive session is required to protect the district's financial interest and bargaining position.

<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
--------------------------------------------------------------------------------------------------------------

**MINUTES – REGULAR BOARD MEETING**  
**USD 410 District Office Conference Room**  
**September 13, 2021 7:00 p.m.**

**Members Present:**

Mark Rooker  
Kim Klein

Rod Koons  
Joe Sechrist

Jared Jost

**Member Absent:**

Tim Kaufman

Jim Paulus

**Administrators:**

Max Heinrichs

**Others:**

Jerry Hinerman, Clerk

Louis Simmons

**A. Meeting Called to Order**

Board President Rod Koons called the meeting to order at 7:03 p.m.

**B. Exceeding the Revenue Neutral Tax Rate Hearing**

President Mark Rooker declared the Board would enter into the exceeding the revenue neutral tax rate hearing as required by Kansas statutes. The Board invited those wishing to comment concerning exceeding the revenue neutral tax rate to speak.

**C. Fiscal Year 2022 Budget Hearing**

President Mark Rooker declared the Board would enter into the annual budget hearing as required by Kansas statutes. The Board invited those wishing to comment concerning the proposed Fiscal Year 2022 budget to speak

**D. Approval of Regular and Consent Agenda**

Jared Jost moved to approve the regular and consent agendas. Motion seconded by Rod Koons. Carried 5-0.

Items on the consent agenda included the following:

1. Motion to approve the minutes of the August 9, 2021, regular board meeting
2. Motion to approve the following building and district level committees

**Hillsboro Elementary School Site Council**

Evan Yoder  
Dionne Loewen  
Dale Shewey

Brandi Hein  
Bridgette Meliza  
Alyson Voran

Lynette Hiebert  
Debbie Oelke  
Amber Winter

**Hillsboro Elementary School Building Leadership Team**

Evan Yoder  
Collette Haslett  
Ashley Sheridan

Michelle Ediger  
Aimee Hennigh

Autumn Hardey  
Amanda Jaworsky



**Hillsboro Middle/High School Site Council**

Clint Corby	Jana Dalke	Tammy Daniels
Sharon Diener	Brandi Hein	Rachel Hein
Lynette Hiebert	Dionne Loewen	Treana Lucero
Michele Melton	Debbie Oelke	Robin Plenert
Amber Winter		

**Hillsboro Middle/High School Building Leadership Team**

Clint Corby	Jessica Bowman	Tamara Cassidy
Jill Hein	Nathan Hiebert	

**District Site Council**

All members of the Hillsboro Elementary School Site Council and the Hillsboro Middle/High School Site Council

**District Leadership Team**

Max Heinrichs	Evan Yoder	Clint Corby
Autumn Hardey	Jill Hein	Jerry Hinerman
Brad Just	Robert Rempel, Ex Officio Member	
Karen Goossen, Ex Officio Member	Keith Goossen, Ex Officio Member	

**District Gemini Launch Team**

Max Heinrichs	Evan Yoder	Clint Corby
Autumn Hardey	Jill Hein	Jessica Bowman
Tamara Cassidy	Nathan Hiebert	Amanda Jaworsky

**District Technology Committee**

Max Heinrichs	Clint Corby	Robert Rempel
Sandy Arnold	Russell Bennett	Dennis Boldt
Tyler Clements	Heather Corby	Zach Denholm
Connor Hiebert	Elizabeth Hill	Jerry Hinerman
Brad Just	Lena Kleiner	Jim Paulus
Janet Whisenhunt		

**District Professional Development Committee**

Max Heinrichs	Evan Yoder	Clint Corby
Dustin Dalke	Emily Dalke	Michele Melton
Sonya Roberts		

**District Athletic Operations Committee**

Max Heinrichs	Robert Rempel	Jerry Hinerman
---------------	---------------	----------------

3. Motion to approve the High School Baseball Cooperative Agreement with USD 398 Peabody – Burns for the 2021 – 2022 and the 2022 – 2023 school years.
4. Motion to approve the Middle School Wrestling Cooperative Agreement with USD 419 Canton – Galva for the 2021 – 2022 school year.
5. Motion approve to the Yearbook Editor and Assistant Editor Yearbook Elite Weekend trip to Kansas City, Missouri, from September 24, 2021, through September 25, 2021, the FFA National FFA Convention & Expo trip to Indianapolis, Indiana, from October 25, 2021, through October 30, 2021, and the TSA 2022 National TSA Conference trip to Dallas, Texas, from June 26 through 30, 2022,

**E. Citizens' Open Forum**

**F. Action/Discussion Items**

1. Exceeding the Revenue Neutral Tax Rate Resolution  
Jared Jost moved to approve the following resolution to exceed the revenue neutral tax rate.  
Seconded by Rod Koons. Carried 5-0

**RESOLUTION**

*A resolution expressing the property taxation policy of  
USD 410 Durham – Hillsboro - Lehigh with respect to  
Exceeding the Revenue Neutral Tax Rate for financing  
the annual budget for 2021-2022.*

Whereas, 2021 SB 13 and Senate Sub for HB 2104, provides that  
a levy of property taxes to finance the 2021-2022 budget of USD  
410 exceeds the Revenue Neutral Tax Rate to finance the 2021-  
2022 budget of USD 410, be authorized by a resolution.

NOW, THEREFORE, BE IT RESOLVED by USD 410 that the  
2021-2022 budget with a levy of property taxes exceeding the  
Revenue Neutral Tax Rates calculated for 2021-2022, as adjusted  
pursuant to 2021 SB 13 and Senate Sub for HB 2104 is hereby  
adopted for the following funds: General, Supplemental General  
(LOB), and Capital Outlay.

2. Fiscal Year 2022 Budget  
Jared Jost moved to approve the following proposed mill levies for the Fiscal Year 2022  
budget and the Fiscal Year 2022 budget as presented. Motion seconded by Joe Sechrist.  
Carried 5-0.

General Fund Mill Levy	20.000
Supplemental General (LOB) Fund Mill Levy	19.627
Bond and Interest Fund Mill Levy	8.000
Capital Outlay Fund Mill Levy	<u>14.187</u>
Total Mill Levy	61.814

3. USD 410 COVID Voluntary Testing Plan  
Joe Sechrist moved to approve the USD 410 COVID Voluntary Testing Plan to allow testing  
to know, stay and learn, and test to stay, play, and participate. Motion seconded by Jared  
Jost. Carried 5-0.
4. USD 410 Schools Opening Plan  
Rod Koons moved to approve the addition of the USD 410 COVID Voluntary Testing Plan to  
the USD 410 Schools Opening Plan.. Motion seconded by Jared Jost. Carried 6-0.

5. Hillsboro Elementary School Window Project Architect Contract  
Joe Sechrist moved to approve the Hillsboro Elementary School window project architect contract with Schultz Squared Architects for a fixed fee of \$14,250. Motion seconded by Rod Koons. Carried 5-0.
6. Hillsboro Middle/High School Kitchen Remodel Architect Contract  
Jared Jost moved to approve the Hillsboro Middle/High School kitchen remodel architect contract with Schultz Squared Architects for a fixed fee of \$6,775. Motion seconded by Joe Sechrist. Carried 5-0.
7. USD 410 FCC License Lease – T-Mobile Lease Acquisition from Kansas Broadband  
Joe Sechrist moved to approve the Consent/Acknowledgement to Assignment and Assumption, and the First Amendment for USD 410 FCC License Lease with Clearwire. Motion seconded by Kim Klein. Carried 5-0

**G. Executive Session – Personnel**

Mark Rooker moved for the Board to go into executive session at 8:07 p.m. with the Superintendent to discuss resignations and hires pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:15 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 5-0.

**Regular Session**

**H. Personnel**

1. Resignations
  - a. Cassidy Oborny – Hillsboro Elementary School Preschool Aide  
Joe Sechrist moved to approve the resignation of Cassidy Oborny from her position as Hillsboro Elementary School Preschool Aide effective August 10, 2021. Motion seconded by Jared Jost. Carried 5-0.
  - b. Daryl Kliewer – Hillsboro Middle/High School Custodian  
Jared Jost moved to approve the resignation of Daryl Kliewer from his position as Hillsboro Middle/High School Custodian effective as soon as a replacement can be found. Motion seconded by Joe Sechrist. Carried 5-0.
  - c. Malinda Just – Hillsboro Middle School Head Volleyball Coach  
Jared Jost moved to approve the resignation of Malinda Just from her position as Hillsboro Middle School Head Volleyball Coach Effective August 23, 2021. Motion seconded by Rod Koons. Carried 5-0.
  - d. Marilyn Bartel – Hillsboro High School Musical Assistant (0.25 FTE)  
Joe Sechrist moved to approve the resignation of Marilyn Bartel from her position as Hillsboro High School Musical Assistant (0.25 FTE). Motion seconded by Rod Koons. Carried 5-0.
  - e. Tesha Werth – Hillsboro Middle School Assistant Volleyball Coach  
Jared Jost moved to approve the resignation of Tesha Werth from her position as Hillsboro Middle School Assistant Volleyball Coach. Motion seconded by Kim Klein. Carried 5-0.

MINUTES  
Page 5 of 6  
September 13, 2021

- f. Dan Pohlmann – USD 410 Maintenance Worker  
Joe Sechrist moved to approve the resignation of Dan Pohlmann from his position as USD 410 Maintenance Worker Effective September 7, 2021. Motion seconded by Rod Koons. Carried 5-0.
- 2. Certified Staff
  - a. Lena Kleiner – Technology Excellence in Education Network (TEEN) Director  
Joe Sechrist moved to approve the following for TEEN Director Lena Kleiner. Motion seconded by Kim Klein. Carried 5-0.
    - A \$500 salary increase
    - A \$1,200 retention bonus with \$600 to be paid in January 2022 and \$600 to be paid in June 2022
    - A health insurance contribution equivalent to a \$1,400 deductible family coverage health insurance premium through the ESSDACK Health Insurance Group
- 3. Classified Staff
  - a. Katelyn Seaman – Hillsboro Elementary School Preschool Aide  
Jared Jost moved to approve hiring Katelyn Seaman to serve as Hillsboro Elementary School Preschool Aide for \$11.35 per hour for 8 hours per day for 177 days per year effective August 13, 2021. Motion seconded by Rod Koons. Carried 5-0.
  - b. Anthony Epp – Hillsboro Middle/High School Custodian and Bus Shop Attendant  
Joe Sechrist moved to approve hiring Anthony Epp to serve as Hillsboro Middle/High School Custodian and Bus Shop Attendant for \$11.35 per hour for 6 hours per day for 253 days per year effective September 1, 2021. Motion seconded by Jared Jost. Carried 5-0.
- 4. Supplemental Contracts
  - a. Lena Kleiner – Hillsboro High School Assistant Volleyball Coach  
Jared Jost moved to approve the issuance of a supplemental contract to Lena Kleiner to serve as Hillsboro High School Assistant Volleyball Coach. Motion seconded by Lena Kleiner. Carried 5-0.
  - b. Amy Clements – Hillsboro Middle School Assistant Volleyball Coach  
Joe Sechrist moved to approve the issuance of a supplemental contract to Amy Clements to serve as Hillsboro Middle School Assistant Volleyball Coach. Motion seconded by Jared Jost. Carried 5-0.
  - c. Autumn Hardey and Tena Loewen – Hillsboro Middle School Assistant Volleyball Coach (0.66 FTE) and Hillsboro Middle School Volleyball Coach (0.34 FTE)  
Jared Jost moved to approve the issuance of contracts to Autumn Hardey and Tena Loewen to serve as Hillsboro Middle School Assistant Volleyball Coach (0.66 FTE) and Hillsboro Middle School Assistant Volleyball Coach (0.34 FTE) respectively. Motion carried 5-0.
  - d. Olivia Kliewer – Hillsboro High School Musical Assistant (0.50 FTE)  
Joe Sechrist moved to approve the issuance of a contract to Olivia Kliewer to serve as Hillsboro High School Musical Assistant (0.50 FTE). Motion seconded by Rod Koons. Carried 5-0.

- e. Tesha Werth – Hillsboro Middle School Head Volleyball Coach  
Jared Jost moved to approve the issuance of a contract to Tesha Werth to serve as Hillsboro Middle School Head Volleyball Coach. Motion seconded by Rod Koons.  
Carried 5-0.

**I. Reports**

- 1. Superintendent's Report
  - a. Fall Participation Numbers
- 2. TEEN Report
- 3. MCSEC Report
- 4. Business Manager's Report
  - Joe Sechrist moved to approve the payment of bills totaling \$828,595.57 and the following reports. Motion seconded by Rod Koons. Carried 5-0.
    - USD 410 Activity Account Report
    - USD 410 Activity Account Bank Reconciliation
    - District Report of Transfers
    - District Cash Summary Report
    - District Accounts Bank Reconciliation, Bank Account Balance Report, and Securities Report
    - District Revenue Budget Report (June)

**J. Adjournment**

President Mark Rooker declared the meeting adjourned at 8:31 p.m.

Jerry Hinerman, Clerk

**Marion County Special Education Cooperative and Unified School District No. 410**  
**Nursing Services Agreement**  
**2021 – 2022 School Year**

**Purpose:**

This agreement sets forth the terms by which Unified School District No. 410 Durham – Hillsboro – Lehigh (“USD 410”) will provide nursing services to students receiving special education services in the Functional and Life Skills Program from the Marion County Special Education Cooperative (“MCSEC”).

**Terms:**

1. USD 410 agrees to employ and supervise a Registered Nurse or equivalent to meet the health-related needs of students in countywide MCSEC programs housed in USD 410 buildings. These include, but are not limited to, Functional, Life Skills, and WEST Programs.
2. MCSEC agrees to pay USD 410 for wages, health insurance, FICA tax, unemployment tax, and worker’s compensation insurance for approximately 20 hours of nursing services per week for countywide MCSEC programs housed in USD 410 buildings.
3. Additional services may be provided for MCSEC with USD 410 Superintendent approval. However, the nurse provided by USD 410 shall not be required to travel outside USD 410 to provide services.
4. Any nursing services required for summer school programs are not part of this agreement.
5. MCSEC will claim categorical aid for the nursing services as allowed by law.
6. MCSEC will provide required supplies and equipment for the countywide MCSEC programs.
7. USD 410 will bill MCSEC for the cost of nursing services on a monthly basis. MCSEC agrees to pay the cost of nursing services billed.
8. This nursing services agreement shall renew annually unless either the MCSEC or USD 410 governing board provides written notice to the other entity on or before March 31 to alter or terminate this agreement at the close of the current fiscal year.

---

Marion County Special Education Cooperative Chairperson of the Board

---

Date

---

Unified School District No. 410 President of the Board

---

Date

---

Unified School District No. 410 Clerk of the Board

---

Date

# USD 410 Schools Opening Plan

Subject	Guidelines
<b>Masks</b>	<ul style="list-style-type: none"> <li>• Masks are Optional if students and staff choose to wear them.</li> <li>• USD 410 Recommends Masks to be worn inside our buildings</li> <li>• CDC Public Transportation Mandate (SD 1582/84-21-01A, <a href="https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html">https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html</a>) masks on all public transportation which includes <b><u>school buses and all school transportation.</u></b> (we were informed about this mandate on 8/05/2021)</li> </ul>
<b>Physical Distancing</b>	<ul style="list-style-type: none"> <li>• USD 410 will physical distance to a minimum of three feet, and more wherever possible.</li> </ul>
<b>Hygiene Measures</b>	<ul style="list-style-type: none"> <li>• Promote hand washing and hand sanitizing.</li> <li>• Provide student, staff, and administration time to wash and sanitize hands.</li> <li>• Maintain all hand sanitizing stations at key entrances to building and other high traffic locations.</li> <li>• School Nurse will teach and create a video of proper hand washing techniques (or CDC videos).</li> <li>• School Nurse will teach and create a video showing the appropriate techniques for covering a cough and sneeze (or CDC videos).</li> <li>• Sanitizer will be available in each classroom and school administrative offices.</li> <li>• All HVAC units have been equipped with ionizers to help with air quality.</li> </ul>
<b>Sick (not feeling well)</b>	<ul style="list-style-type: none"> <li>• Parents are encouraged to be extra cautious about sending their child to school if the child is not feeling well.</li> <li>• If your child has a fever they will need to stay at home until after 72 hours of being fever free without medication.</li> </ul>
<b>Cleaning &amp; Maintaining Facilities</b>	<ul style="list-style-type: none"> <li>• USD 410 will clean and sanitize our buildings as recommended.</li> <li>• Classroom teachers will also have readily available cleaning supplies in their classrooms to sanitize high use surfaces if needed and at the end of each class period if needed.</li> <li>• We will continue to have hand sanitizer available at each main entrance of our buildings and every classroom.</li> </ul>
<b>Contact Tracing, Isolation &amp; Quarantines</b> (See Marion Co. Health Dept. Protocols)	<ul style="list-style-type: none"> <li>• The USD 410 Nurse and Administration will work with the local health providers, the Marion County Health Department, and the Kansas Department of Health and Environment when needed to protect the safety of our students, teachers, staff, and administration.</li> </ul>
<b>Diagnostic Screening &amp; Testing</b>	<ul style="list-style-type: none"> <li>• USD 410 plans to provide Voluntary COVID 19 Testing, after the Board approved voluntary testing at our September 13, 2021 USD 410 Board Meeting. We are working with the Hillsboro Community Hospital and KDHE to start testing on Monday, September 27, 2021. (BOE Approved September 13, 2021)</li> <li>• USD 410 Schools will work with our students, their parents, their family physician, Hillsboro Community Hospital, Marion County Health Department, or other local testing sites when students need to be screened for COVID-19 symptoms.</li> </ul>

<b>Vaccinations</b>	<ul style="list-style-type: none"> <li>USD 410 students and staff <b><u>will not be required to be vaccinated</u></b> for COVID-19 to attend school.</li> <li>USD 410 will work with the Marion County Health Department to provide vaccinations onsite in future if there is a need, or a request from our families to do so.</li> <li>We will provide information of our local vaccination providers for those who request it.</li> </ul>
<b>Accommodations for Children with Disabilities</b>	<ul style="list-style-type: none"> <li>USD 410 Schools, along with the Marion County Special Education Cooperative Interlocal #617, will continue to make appropriate accommodations for children with disabilities in all aspects including health and safety concerns according to the Individual Education Plan or 504 needs of the student.</li> </ul>
<b>Coordination with State and Local Health Officials</b>	<ul style="list-style-type: none"> <li>USD 410 Schools will continue to coordinate with State and local health officials to keep our students, staff, and community safe.</li> <li>The Superintendent of Schools and school nurse will be in contact with the Marion County Health Department on a weekly, or daily basis if needed.</li> </ul>
<b>Continuity of Services</b>	<ul style="list-style-type: none"> <li>Academic Needs will be met through continued, full-time, in person instruction.</li> <li>Social, emotional, and mental health needs will be met through social, emotional curriculum, counseling and partnerships with Prairie View Mental Health if needed.</li> <li>ALL students will have access to free breakfast and lunch daily as well as school nursing services.</li> </ul>
<b>Learning Opportunities</b>	<ul style="list-style-type: none"> <li>Virtual learning opportunities are available for grades 6-12 through the TEEN Network. Please contact Lena Kleiner TEEN Director.</li> <li>Email: <a href="mailto:lena.kleiner@usd410.net">lena.kleiner@usd410.net</a></li> <li>Phone: (620) 947-3184 (opt# 3)</li> </ul>
<b>Food Service</b>	<ul style="list-style-type: none"> <li>All students will eat at no cost (except a la carte items) per federal guidelines.</li> <li><b><u>Household Income Survey</u></b> will be used in lieu of federal free/reduced lunch form during the 2021-22 school year. This form will also determine enrollment fees if applicable. This funding is essential for us to maintain the level of programming we have in the present and future school years.</li> <li>Students who desire the a la carte items to their lunch will be responsible for the cost of the a la carte items. All purchases must be made through the student's food service account. Please make sure they have funds available in their account.</li> </ul>
<b>Transportation</b>	<ul style="list-style-type: none"> <li>CDC Public Transportation Mandate (SD 1582/84-21-01A, <a href="https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html">https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html</a>) which includes <b><u>school buses and all school transportation.</u></b> (we were informed about this mandate on 8/05/2021)</li> </ul>

Approved; Aug. 9, 2021, Sept. 13, 2021,



## (Draft) USD 410 Gating Discussion

<b>Total Active Cases</b> <b>0%-5.99% of building</b> <b>population</b> <b>HES - 374</b> <b>HMHS - 372</b>	Masks Optional; 3' or more Social Distancing where possible
<b>Total Active Cases</b> <b>6%-9.99% of</b> <b>building population</b> <b>HES - 374</b> <b>HMHS - 372</b>	Masks strongly recommended to all people in the building; 3' or more Social Distancing where possible
<b>Total Active Cases</b> <b>10% or over of</b> <b>building population</b>	Masks will be required in the building until 8 days after the onset of going over 10% of the building population. 3' or more Social Distancing where possible

- Active case - Lab confirmed positive or probable case still in isolation.
- Case counts will be tracked by USD 410 in collaboration with the Marion County Health Department.
- Clusters will be identified by Marion County health officials and we will adhere to their guidance.
- HES Building Population - 374 (as of 10/7/21)
  - Green until - 23 positive cases
  - Gold until - 38 positive cases
  - Maroon until - for 8 days after going over 10% of building positive cases
- HMHS Building Population - 372 (as of 10/7/21)
  - Green until - 23 positive cases
  - Gold until - 38 positive cases
  - Maroon until - for 8 days after going over 10% of building positive cases

**USD 410  
TEEN BOE Report  
Fall 2021**

**TEEN Virtual Academy  
Fall 2021**

**Enrollment (as of 10/7/2021)**

USD 410  
8 (19 and under)  
4 (Adults 20 and over)

TVA Totals  
37 (19 and under)  
14 (Adults 20 and over)

**Estimated Virtual Funding (all 4 TVA Districts)**

*19 and Under Full-Time	\$130,000
*19 and Under Part-Time	9,860
20 and Over	<u>8,000</u>
TOTAL	\$147,860

\*Adjustments may be made for special education minutes

---

**TEEN Online Classes  
Fall 2021**

**USD 410 Enrollments in TEEN Online Classes**

76 enrollments in 15 classes

**Classes with USD 410 Student Enrollments**

Teacher as a Career, Foundations to Early Childhood, Early Childhood Application, Teaching Internship, Principles of Marketing, Business Communications, Anatomy & Physiology, Healthcare Work Experience, Game Design, Business Essentials, Applied Business Development, Introduction to HealthCare, Career Connections, Family Studies, Nutrition & Wellness,

**TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK**  
**September 15, 2021, Regular Board Meeting Minutes**  
**USD 408 Marion - Florence District Office**  
**6:00 p.m.**

**Members Present:**

Mark Rooker, Chairperson  
Eric Carlson

Jan Helmer  
Stacey Parks

**Members Absent:**

Mark Wendt

**Others Present:**

Lena Kleiner, Director  
Dale Jones

Jerry Hinerman, Clerk  
Angela Schwerdtfeger

**1. Call to Order**

Mark Rooker called the meeting to order at 6:01 p.m.

**2. Approval of Agenda**

Jan Helmer moved to approve the agenda. Motion seconded by Eric Carlson. Carried 4-0.

**3. Presentation – TCT Broadband**

**4. Approval of Board Minutes**

Jan Helmer moved to approve the minutes of the August 18, 2021, regular board meeting. Motion seconded by Eric Carlson. Carried 4-0.

**5. Approval of Payment of Bills and Financial Reports**

Jan Helmer moved to approve the payment of bills totaling \$10,156.08 and the September 15, 2021, Income and Expense Reports. Motion seconded by Eric Carlson. Carried 4-0.

**6. Business Items**

- a. TEEN Director Evaluation

**Executive Session – Personnel**

Mark Rooker moved for the Board to go into executive session at 6:42 p.m. to discuss a personnel evaluation pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:47 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jan Helmer. Carried 4-0.

**Regular Session**

**7. Other/Discussions**

- a. Fall Online Class Enrollments
- b. TEEN Virtual Academy Update
- c. TEEN Personnel Directory

**8. Next Meeting**

**September 15, 2021, Regular Board Meeting Minutes**  
**Page 2 of 2**

**9. Adjournment**

Mark Rooker adjourned the meeting at 7:00 p.m.

Jerry Hinerman, Clerk

**Marion County Special Education Cooperative #617  
Board of Directors Regular Meeting  
MINUTES**

**MCSEC Board Room at 6:30 p.m.**

**September 20, 2021**

(These minutes are unofficial until approved by the Board of Directors)



**Members Present:** Duane Kirkpatrick, Jared Jost, Terry Deines, Maynard Knepp

**Members Absent:**

**Others Present:** Kara Spittles, Director; Shayla Hodges, Board Clerk; Jennifer Smith, Business Manager

**I. Call to Order**

Terry Deines called the meeting to order at 6:33 p.m. in the MCSEC Board Room.

**II. Approval of the Agenda**

Jared Jost made a motion to amend the agenda with the removal of Section III, D, Item 1, Dee Siruta, moving Section V, B, FY22 Budget to Section IV, A, and the addition of Section IV, B, Interlocal Agreement, seconded by Duane Kirkpatrick.

Motion carried 4-0.

Jared Jost made a motion to approve the amended agenda, seconded by Duane Kirkpatrick.

Motion carried 4-0.

**III. Consider Consent Agenda**

A. Approve Minutes from the August 16, 2021 Regular Meeting

B. Approve Classified Staff Resignations, Terminations

1. Shelby Bucca, Paraprofessional
2. Nikki Pitts, Paraprofessional

C. Approve Classified Staff Appointments

1. Megan Guerrero, Paraprofessional
2. Emily Schafers, Paraprofessional
3. Lily Harris, Paraprofessional

D. Approve Treasurer's Report, Payment of Bills, Journal Entries

E. Approve Staff Committees

1. PDC Committee: Kristen Lindsay, Stacey Parks, Kim Smith, Kara Spittles, Josh Funk, and Shayla Hodges

2. Illness & Disability Pool Committee: Sandra Ruder, Kara Spittles
3. Autism Team: Teresa Moritz, Robert Haude, Kristy Andres, Stacey Parks, and Anne Janzen
4. Assistive Tech Committee: Teresa Moritz and Stacey Parks

Jared Jost made a motion to approve the consent agenda, seconded by Duane Kirkpatrick.  
Motion carried 4-0.

#### **IV. Discussion/Action**

##### **A. FY22 Budget**

Jared Jost motioned to approve the FY22 Budget, as presented, seconded by Duane Kirkpatrick.

Motion carried 4-0.

##### **B. Interlocal Agreement**

Jared Jost moved to amend the interlocal agreement, as presented, seconded by Terry Deines.

Motion carried 4-0.

##### **C. Executive Session**

###### **1. Personnel**

Terry Deines moved to go into executive session at 7:00 p.m. for matters related to personnel pursuant to the exception for non-elected personnel under KOMA, with Kara Spittles and the board members present, and to return to open session at 7:05 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Duane Kirkpatrick.

Motion carried 4-0.

At 7:05 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 7:06 p.m. for matters related to personnel pursuant to the exception for non-elected personnel under KOMA, with Kara Spittles and the board members present, and to return to open session at 7:08 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Duane Kirkpatrick.

Motion carried 4-0.

At 7:08 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 7:09 p.m. for matters related to personnel pursuant to the exception for non-elected personnel under KOMA, with Kara Spittles and the board members present, and to return to open session at 7:11 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Duane Kirkpatrick.

Motion carried 4-0.

At 7:11 p.m. Terry Deines declared the meeting out of Executive Session.

Jared Jost motioned to approve the employment of Special Education Teacher, Dee Siruta, seconded by Duane Kirkpatrick.

Motion carried 4-0.

## **V. Director/Board Discussion/Comments**

### **A. Update on Significant Disproportionality/OASIS**

Jared Jost moved to go into executive session at 7:15 p.m. for matters related to personnel pursuant to the exception for non-elected personnel under KOMA, with Kara Spittles and the board members present, and to return to open session at 7:20 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Terry Deines.

Motion carried 4-0.

At 7:20 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 7:21 p.m. for matters related to personnel pursuant to the exception for non-elected personnel under KOMA, with Kara Spittles and the board members present, and to return to open session at 7:23 p.m. in this

room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Duane Kirkpatrick.

Motion carried 4-0.

At 7:23 p.m. Terry Deines declared the meeting out of Executive Session.

No action taken.

**B. Staffing Update**

Kara Spittles, Director provided updates of vacancies across the county.

**C. Negotiations/Salary Committee**

Kara Spittles, Director and Jared Jost provided update from the Salary Committee.

**VI. Next Meeting, October 18, 2021 at 6:30 p.m. in the MCSEC Board Room**

**VII. Adjournment**

Terry Deines adjourned the meeting at 7:42 p.m.

---

Terry Deines, President

---

Date

---

Shayla Hodges, Board Clerk

---

Date