

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

**REGULAR BOARD MEETING**

**Monday, February 14, 2022**  
**7:00 pm**

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

**Agenda—Regular Board Meeting**  
**USD 410 District Office Conference Room via Zoom**  
**February 14, 2022, 7:00 p.m.**

- A. Meeting called to order
- B. Approval of regular and consent agenda
  - 1. Approval of January 10, 2022 BOE Regular Meeting Minutes (Appendix A)
  - 2. Approval of January 2022 BOE Special Board Meetings Minutes Appendices (B, C, D, E, F, G, and H)
  - 3. District Vehicle and Bus Mileage Report (Appendix I)
  - 4. Donations
- C. Action/Discussion Items
  - 1. Building Principal Reports
  - 2. USD 410 2022-23 Calendar (Appendix J)
  - 3. Vehicle Replacement Plan Update
  - 4. New Bus Purchase (Appendix K)
  - 5. Technology Purchases - Student Chromebooks (Appendix L)
  - 6. Audit Engagement Letter (Appendix M)
- D. Executive Session for Personnel
- E. Personnel
  - 1. Administrator Contracts
  - 2. Supplemental Contracts
- F. Reports
  - 1. Superintendent's Report
    - a. Stadium Operations Committee Report
    - b. Asset Services
    - c. Bike Across Kansas
  - 2. TEEN Report (Appendix N)
  - 3. MCSEC Report (Appendix O)
  - 4. Business Manager's Report (Financials)
- G. Adjournment

## Annotated BOE Agenda February 14, 2022

### 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. Approval of January 10, 2022 BOE Regular 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, 2022 board meeting.

2. Approval of January 2022 BOE Special Board Meetings Minutes as listed below  
Minutes from the January 19 Special Board meeting (Appendix B)  
Minutes from the January 24 Special Board meeting (Appendix C)  
Minutes from the January 25 Special Board meeting (Appendix D)  
Minutes from the January 26 Special Board meeting (Appendix E)  
Minutes from the January 27 Special Board meeting (Appendix F)  
Minutes from the January 28 Special Board meeting (Appendix G)  
Minutes from the January 31 Special Board meeting (Appendix H)

➤ ***Recommended Action:***

Motion to approve the minutes from the January 19, 24, 25, 26, 27, 28, and 31, 2022 Special Board meetings.

3. District Vehicle and Bus Mileage Report (Appendix I)

➤ ***Recommended Action:***

Motion to approve the vehicle and bus mileage report as presented in Appendix I

#### 4. Donations

<b>From</b>	<b>Donation</b>	<b>Purpose</b>
Hillsboro High Athletic Booster Club	\$2,000.00	Uniforms
Hillsboro High Athletic Booster Club	\$478.53	VB and Tennis Hospitality Rooms
The Building Center	\$200.00 in lumber	HMHS Spring Drama Set
Hillsboro High Athletic Booster Club	\$180.00	State CC and VB Meals
Nate Duell	\$83.57 in lumber	HMHS Spring Drama Set
Families and Communities Together	\$50.00	Preschool Supplies
Box Tops for Education	\$25.70	HES Site Council Projects

➤ ***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. Action / Discussion Items**

#### 1. USD 410 Building Principal Reports

➤ ***No Action***

#### 2. 2022-23 Calendar (Appendix J)

The USD 410 2022-23 calendar is in Appendix J

➤ ***Recommended Action:***

Motion to approve the USD 410 2022-23 District Calendar as presented in Appendix J

#### 3. Vehicle Replacement Plan Update

For the 2022-23 school year, we are planning to purchase the following vehicles.

65 Passenger Bus

10 Passenger Van

District Office Vehicle

➤ ***No Action***

#### 4. New Bus Purchase (Appendix K)

2023 new - Conventional Model 65 passenger Blue Bird with air conditioning: Price: \$113,101

➤ ***Recommended Action***

Motion to approve the purchase of the 2023 New Conventional Model 65 passenger Blue Bird Bus with air conditioning for the price of \$113,101 from Kansas Truck and Equipment Company, Inc.

5. Technology Purchases

HES Student Chromebooks - Twotrees Technologies, LLC (Appendix L)

**Lenovo 300e Chromebook (2nd Gen) AST 82CE 82CE001LUS / 160 / \$278.00 ea./ total \$44,480.00**

Flip design - A4 9120C / 1.6 GHz - Chrome OS - Radeon R4 - 4 GB RAM - 32 GB eMMC - 11.6" IPS  
touchscreen 1366 x 768 (HD) - Wi-Fi 5 - black - kbd: US

**Google Chrome OS Management Console**

**160 / \$32.00 ea. / total \$5,120.00**

License – academic CROS-SW-DISEDU-NEW

**Total Cost \$49,600.00**

➤ ***Recommended Action:***

Motion to approve the purchase of 160 Lenovo 300e Chromebooks and 160 Google Chrome OS Management Console license from Twotrees Technologies, LLC. for a total cost of \$49,600.00

6. Audit Engagement Letter (Appendix M)

➤ ***Recommended Action:***

Motion to approve the Audit Engagement Letter with the Loyd Group, LLC.

## **D. Executive Session - Personnel**

Motion for the Board to go into executive session to **discuss administrative contracts, and supplemental contract** 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.

## **E. Personnel**

1. Contracts

a. Administrator Contract Extensions

- HMHS Assistant Principal / Activities' Director – extend 2 yr. contract (June 30, 2024)
- Technology Director – extend 1 yr. contract (June 30, 2023)
- Business Manager – extend 1 yr. contract (June 30, 2023)
- TEEN Director – extend 2 yr. contract (June 30, 2024)

➤ ***Recommended Action***

Motion to approve the administrator contract extensions as presented

2. Supplemental Contract

a. Assistant HMHS Track Coach – Kolby Bunch-Dennis

➤ ***Recommended Action***

Motion to approve Kolby Bunch Dennis as Assistant HMHS Track Coach

b. Assistant HMHS Track Coach – Owen Wegner

➤ ***Recommended Action***

Motion to approve Owen Wegner as Assistant HMHS Track Coach

## F. Reports

1. Superintendent's Report
  - a. Stadium Operations Committee Report
  - b. Asset Services
  - c. BAK (June 15, 2022)
2. TEEN Report (Appendix N)
3. MCSEC Report (Appendix O)
4. Business Manager's Report (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

## G. 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.

# UNIFIED SCHOOL DISTRICT NO. 410

## Durham-Hillsboro-Lehigh

### MINUTES – REGULAR BOARD MEETING

USD 410 District Office Conference Room  
January 10, 2022 7:00 p.m.

**Members Present:**

Jessey Hiebert  
Rod Koons  
Scott Winter

Jared Jost  
Jim Paulus (via phone)

Tim Kaufman  
Sara Wichert

**Administrators:**  
Max Heinrichs

**Others:**

Jerry Hinerman, Clerk

Malinda Just

**A. Meeting Called to Order**

Clerk of the Board Jerry Hinerman called the meeting to order at 7:00 p.m.

**B. Oath of Office**

**C. Election of Board President and Vice President for 2022**

Rod Koons moved to appoint Jared Jost as President of the USD 410 Board of Education for the 2022 calendar year. Motion seconded by Jessey Hiebert. Motion carried 7-0.

Jessey Hiebert moved to appoint Rod Koons as Vice President of the USD 410 Board of Education for the 2022 calendar year. Motion seconded by Tim Kaufman. Motion carried 7-0.

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

Rod Koons moved to approve the regular and consent agendas with the addition of Item E3 COVID Building Report and Item E4 Bus Rental. Motion seconded by Tim Kaufman. Carried 7-0.

Items on the consent agenda included the following:

1. Motion to approve the minutes of the December 13, 2021, regular board meeting
2. Motion to approve the minutes of the January 3, 2022, special board meeting
3. First viewing of the 2022 – 2023 school year draft USD 410 calendar
4. Motion to approve the following USD 410 Policy updates:

DJE	Purchasing
GAAD	Child Abuse
IF	Textbooks, Instructional Materials, and Media Center Form
IIA	Performance-Based Credits
JBCB	Foster Care Students
JCDB	Dress Code
KGA	Use of District Personal Property and Equipment
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5. Motion to approve the following donations:  
Donation of \$10,000 from Central Kansas Community Foundation for the USD 410 Children's Dental Program

Donation of \$1,250 from Land O' Lakes, Inc. for Hillsboro Elementary School West Playground Maintenance

Donation of \$1,000 from Blue Cross Blue Shield of Kansas for Hillsboro Middle/High School physical education supplies

Donation of \$500 from First Baptist Church – King's Daughters for preschool supplies

Donation of \$263.40 from LifeTouch National School Studios for Hillsboro Elementary School Site Council projects

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

1. Appointment of Board Officers for 2022  
Tim Kaufman moved to approve the following appointments for 2022. Motion seconded by Rod Koons. Carried 7-0.

MCSEC Representative	Jared Jost
MCSEC Alternate Representative	Sara Wichert
TEEN Representative	Jessey Hiebert
TEEN Alternate Representative	Tim Kaufman
Chief Negotiator	Rod Koons
Assistant Negotiator	Jim Paulus
Professional Development Council Representative	Sara Wichert
KASB Governmental Relations Representative	Jared Jost
USD 410 Technology Committee Representative	Scott Winter

2. Authorized Signatures  
Rod Koons moved to approve the following list of persons authorized to sign checks from district checking accounts. Motion seconded by Jessey Hiebert. Carried 7-0

**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 HMHS Administrative Assistant may sign in the place of the absent individual.

Board President	Jarod Jost
Clerk of the Board	Jerry Hinerman
Board Treasurer	Carla Harmon
District Office Administrative Assistant	Pati Funk

3. COVID Building Report  
The Board took no action.
4. Bus Rental  
Rod Koons moved to approve the rental of a bus to the Hillsboro Mennonite Brethren Church on February 12, 2022, with the costs of the bus and driver covered by Hillsboro Mennonite Brethren Church. Motion seconded by Tim Kaufman. Carried 7-0.

**F. Executive Session – Personnel**

Jared Jost moved for the Board to go into executive session at 7:53 p.m. with the Superintendent to discuss wage changes pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to 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 Rod Koons. Carried 7-0.

**Regular Session**

**G. Personnel**

1. Wage Changes
    - a. Jordan Riggs – Hillsboro Elementary School Custodian and District Substitute Bus Driver
    - b. Austin Welch – Hillsboro Middle/High School Custodian and District Substitute Bus Driver
- Tim Kaufman moved to approve a \$1.00 per hour raise for Jordan Riggs and Austin Welch effective January 17, 2022. Motion seconded by Scott Winter. Carried 7-0.

**H. Reports**

1. Superintendent's Report
  - a. Board Appreciation Month
2. TEEN Report
3. MCSEC Report
4. Business Manager's Report

Tim Kaufman moved to approve the payment of bills totaling \$409,772.83 and the following reports. Motion seconded by Sara Wichert. Carried 7-0.

  - 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 Expense Budget Report
5. Superintendent Search

**I. Executive Session – Personnel**

Jared Jost moved for the Board to go into executive session at 8:32 p.m. with the Clerk of the Board to discuss specific non-elected personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:45 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:45 p.m. with the Clerk of the Board to discuss specific non-elected personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 9:00 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 9:00 p.m. with the Clerk of the Board to discuss specific non-elected personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 9:10 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 9:10 p.m. with the Clerk of the Board to discuss specific non-elected personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 9:20 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

**J. Adjournment**

President Jared Jost declared the meeting adjourned at 9:21 p.m.

Jerry Hinerman, Clerk

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

**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 19, 2022** **4:30 p.m.**

**Members Present:**

Jared Jost  
Jim Paulus  
Rod Koons (arrived at 4:46 p.m.)

Jessey Hiebert  
Sara Wichert

Tim Kaufman  
Scott Winter

**Administrators:**  
**Max Heinrichs**

**Others:**

**Jerry Hinerman, Clerk**

**Gary Sechrist**

**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 4:35 p.m.

**B. Approval of Agenda**

Jim Paulus moved to approve the agenda. Motion seconded by Tim Kaufman. Carried 6-0.

**C. Board Member Training**

Rod Koons arrived at 4:46 p.m.

**D Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 6:26 p.m. with Gary Sechrist to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:11 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:11 p.m. with Gary Sechrist and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:41 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

Clerk of the Board Jerry Hinerman left the executive session at the Board's request at 7:11 p.m.

Clerk of the Board Jerry Hinerman joined the executive session at the Board's request at 7:15 p.m.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:41 p.m. with Gary Sechrist and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to 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 Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:00 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:20 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

**E. Adjournment**

Jared Jost declared the meeting adjourned at 8:20 p.m.

Jerry Hinerman, Clerk

<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
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**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 24, 2022** **6:00 p.m.**

**Members Present:**

Jared Jost  
Jim Paulus  
Rod Koons (arrived at 6:07 p.m.)

Jessey Hiebert  
Sara Wichert

Tim Kaufman  
Scott Winter

**Administrators:**

None

**Others:**

Jerry Hinerman, Clerk

Craig Idacavage

Erin Idacavage

**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 6:00 p.m.

**B. Approval of Agenda**

Tim Kaufman moved to approve the agenda. Motion seconded by Scott Winter. Carried 6-0.

**C. Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 6:00 p.m. with Craig Idacavage, Erin Idacavage, and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:45 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Sara Wichert. Carried 6-0.

Rod Koons arrived at 6:07 p.m. and joined the executive session

**Regular Session**

Jared Jost moved for the Board to go into executive session at 6:51 p.m. with Craig Idacavage to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:51 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:51 p.m. with Craig Idacavage to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:56 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

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January 24, 2022

Jared Jost moved for the Board to go into executive session at 7:56 p.m. with Craig Idacavage to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:01 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

**D. Adjournment**

Jared Jost declared the meeting adjourned at 8:03 p.m.

Jerry Hinerman, Clerk

<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
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**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 25, 2022** **6:00 p.m.**

**Members Present:**

Jared Jost  
Tim Kaufman  
Scott Winter

Rod Koons  
Jim Paulus

Jessey Hiebert  
Sara Wichert

**Administrators:**

None

**Others:**

Jerry Hinerman, Clerk

Joel Applegate

**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 6:06 p.m.

**B. Approval of Agenda**

Tim Kaufman moved to approve the agenda. Motion seconded by Jessey Hiebert. Carried 7-0.

**C. Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 6:06 p.m. with Joel Applegate and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:40 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jim Paulus. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 6:46 p.m. with Joel Applegate to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:46 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Sara Wichert. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:46 p.m. with Joel Applegate to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:56 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Sara Wichert. Carried 7-0.

**Regular Session**



Jared Jost moved for the Board to go into executive session at 7:56 p.m. with Joel Applegate to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:06 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Sara Wichert. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:06 p.m. with Joel Applegate to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:11 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Sara Wichert. Carried 7-0.

**Regular Session**

**D. Adjournment**

Jared Jost declared the meeting adjourned at 8:11 p.m.

Jerry Hinerman, Clerk

<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
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**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 26, 2022** **6:00 p.m.**

**Members Present:**

Jared Jost	Jessey Hiebert	Tim Kaufman
Sara Wichert	Scott Winter	
Jim Paulus (arrived at 6:05 p.m.)	Rod Koons (arrived at 6:10 p.m.)	

**Administrators:**

None

**Others:**

Jerry Hinerman, Clerk	Clint Corby
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**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 6:01 p.m.

**B. Approval of Agenda**

Tim Kaufman moved to approve the agenda. Motion seconded by Sara Wichert. Carried 5-0.

**C. Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 6:01 p.m. with Clint Corby and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:30 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jessey Hiebert. Carried 5-0.

Jim Paulus arrived at 6:05 p.m. and joined the executive session

Rod Koons arrived at 6:10 p.m. and joined the executive session

**Regular Session**

Jared Jost moved for the Board to go into executive session at 6:37 p.m. with Clint Corby to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:38 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:38 p.m. with Clint Corby to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:48 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:48 p.m. with Clint Corby to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:58 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

**D. Adjournment**

Jared Jost declared the meeting adjourned at 7:58 p.m.

Jerry Hinerman, Clerk

<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
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**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 27, 2022** **6:00 p.m.**

**Members Present:**

Jared Jost

Jim Paulus

Rod Koons (arrived at 6:07 p.m.)

Jessey Hiebert

Sara Wichert

Tim Kaufman

Scott Winter

**Administrators:**

None

**Others:**

Jerry Hinerman, Clerk

Shane Clark

Erica Clark

**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 6:00 p.m.

**B. Approval of Agenda**

Tim Kaufman moved to approve the agenda. Motion seconded by Scott Winter. Carried 6-0.

**C. Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 6:01 p.m. with Shane Clark, Erica Clark, and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:30 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jessey Hiebert. Carried 6-0.

Rod Koons arrived at 6:07 p.m. and joined the executive session

**Regular Session**

Jared Jost moved for the Board to go into executive session at 6:30 p.m. with Shane Clark, Erica Clark, and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:35 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jessey Hiebert. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 6:41 p.m. with Shane Clark to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:41 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:41 p.m. with Shane Clark to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:51 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:51 p.m. with Shane Clark to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:01 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:01 p.m. with Shane Clark to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:06 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:09 p.m. to discuss specific personnel related to the superintendent search 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 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:15 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:20 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:20 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:25 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

**D. Adjournment**

Jared Jost declared the meeting adjourned at 8:25 p.m.

Jerry Hinerman, Clerk

<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
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**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 28, 2022** **6:00 p.m.**

**Members Present:**

Jared Jost

Jim Paulus

Rod Koons (arrived at 6:09 p.m.)

Jessey Hiebert

Sara Wichert

Tim Kaufman

Scott Winter

**Administrators:**

None

**Others:**

Jerry Hinerman, Clerk

Terrell Davis

**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 6:01 p.m.

**B. Approval of Agenda**

Tim Kaufman moved to approve the agenda. Motion seconded by Sarah Wichert. Carried 6-0.

**C. Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 6:02 p.m. with Terrell Davis and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 6:30 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jessey Hiebert. Carried 6-0.

Rod Koons arrived at 6:09 p.m. and joined the executive session

**Regular Session**

Jared Jost moved for the Board to go into executive session at 6:35 p.m. with Terrell Davis to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:35 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:35 p.m. with Terrell Davis to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 7:45 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:45 p.m. with Terrell Davis to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to 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 Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 7:55 p.m. with Terrell Davis to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to 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 Tim Kaufman. Carried 7-0.

**Regular Session**

Jared Jost declared a fifteen-minute recess at 8:05 p.m.

Jared Jost called the meeting back to order at 8:20 p.m.

Jared Jost moved for the Board to go into executive session at 8:20 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 8:50 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 8:50 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 9:20 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 9:20 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 9:50 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 9:50 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 10:20 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 10:20 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 10:30 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 10:30 p.m. to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 10:40 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 10:40 p.m. with Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 10:55 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 10:55 p.m. with Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 11:00 p.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Rod Koons. Carried 7-0.

**Regular Session**

**D. Adjournment**

Jared Jost declared the meeting adjourned at 11:00 p.m.

Jerry Hinerman, Clerk



<p style="text-align: center;"><b>UNIFIED SCHOOL DISTRICT NO. 410</b> <b>Durham-Hillsboro-Lehigh</b></p>
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**MINUTES – SPECIAL BOARD MEETING**  
**USD 410 District Office Conference Room**  
**January 31, 2022** **11:00 a.m.**

**Members Present:**

Jared Jost  
Tim Kaufman  
Scott Winter

Rod Koons  
Jim Paulus

Jessey Hiebert  
Sara Wichert

**Administrators:**

None

**Others:**

Jerry Hinerman, Clerk  
Madeline Reida

Clint Corby

Malinda Just

**A. Meeting Called to Order**

President Jared Jost called the meeting to order at 11:00 a.m.

**B. Approval of Agenda**

Tim Kaufman moved to approve the agenda. Motion seconded by Jessey Hiebert. Carried 7-0.

**C. Executive Session for Non-Elected Personnel**

Jared Jost moved for the Board to go into executive session at 11:00 a.m. with Clint Corby and Clerk of the Board Jerry Hinerman to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 11:30 a.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jessey Hiebert. Carried 7-0.

Clint Corby and Clerk of the Board Jerry Hinerman left the executive session at the Board's request at 11:00 a.m.

Clerk of the Board Jerry Hinerman joined the executive session at the Board's request at 11:05 a.m.

Clerk of the Board Jerry Hinerman left the executive session at the Board's request at 11:15 a.m.

Clint Corby joined left the executive session at the Board's request at 11:15 a.m.

**Regular Session**

Jared Jost moved for the Board to go into executive session at 11:30 a.m. with Clint Corby to discuss specific personnel related to the superintendent search pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA) and to return to open meeting at 11:40 a.m. in this room. The executive session is required to protect the privacy rights of identifiable individuals. Motion seconded by Jessey Hiebert. Carried 7-0.

**D. Approval of Resignation**

Rod Koons moved to approve the resignation of Clint Corby from his position as Hillsboro Middle/High School Principal effective at the end of his 2021 – 2022 contract. Motion seconded by Jim Paulus. Carried 7-0.

**E. Approval of Contract for Superintendent of Schools**

Sara Wichert moved to approve the issuance of a contract to Clint Corby to serve as Unified School District No. 410 Superintendent beginning on July 1, 2022, and continuing through June 30, 2024, for an annual salary of \$120,000. Motion seconded by Jessey Hiebert. Carried 7-0.

**F. Adjournment**

Jared Jost declared the meeting adjourned at 11:41 p.m.

Jerry Hinerman, Clerk

2021-2022

Updated 2/10/2022

Type of Vehicle	Body Manufacturer	Chassis Manufacturer	Year of the Manufacturer	VIN Number	Bus #	Purpose	Year/Make/Engine	Mileage (7/1/21)	Mileage (12/31/21)	Mileage (7/1/22)	Total Miles 2021-2022	Driver
Bus Type: D					78 Passenger Buses:						change formula EOY	
New 07/15/1999 - (\$62749)	Thomas	Thomas	2000	1T88T4B26Y1083468	9	Activity	2000 Thomas (Diesel)	144,944	145,083		139	Doug D, Harold L
Bus Type: C					72 Passenger Buses:							
New 01/8/2020 - (\$117,597)	Bluebird	Bluebird	2021	1BABLCSA5M371417	56	Activity	2021 Bluebird (Diesel)	8,333	10,097		1,764	Doug D, Doug S, Harold L
Bus Type: C					65 Passenger Buses:							
New 11/28/2007 - (\$73,159)	IC	IC	2009	4DRBUSKNX9B681153	8	Spare	2009 IC (Diesel)	113,582	113,592		10	Tammy W.
New 04/03/2014 - (\$87,762)	Bluebird	Bluebird	2015	1BAKFCPA3FF305807	15	Spare	2015 Bluebird Diesel)	65,129	67,216		2,087	Tammy W, Russell B
New 10/31/2020 (\$107,325)	Bluebird	Bluebird	2022	1BAKFCSA3NF379797	52	Lehigh Route	2022 Bluebird (Diesel)	5,413	9,614		4,201	Tammy W, Russell B
Bus Type: BS					53 Passenger Coach Bus:							
New 12/15/2016 - (\$53,900)	Bluebird	Bluebird	2004	1BAGRB2A14W100224	54	Activity	2004 Bluebird M4RE (Diesel)	131,871	133,728		1,857	Doug D, Harold L., Doug S
Bus Type: C					47 Passenger Buses:							
New 01/09/2019 - (\$89,559)	Bluebird	Bluebird	2020	1BAKBSCA7LF360128	55	East Route	2020 Bluebird (Diesel)	19,551	23,853		4,302	Steve Glahn, Doug
New 12/15/2017 - (\$87,099)	Bluebird	Bluebird	2019	1BAKBSCSH8KF348517	19	North Route	2019 Bluebird (Diesel)	38,657	46,600		7,943	Connie Gauthier
New 05/10/2007 - (\$64,492)	Thomas	Thomas	2008	4UZABPDC88CZ11145	7	South Route	2008 Thomas (Diesel)	120,240	123,945		3,705	Daryl Kliewer, Doug S, Tammy W
New 05/31/2016 - (\$83,439)	Bluebird	Bluebird	2017	1BAKBCPH1HF332080	46	Spare Route / Activity	2017 Bluebird (Diesel)	46,470	47,216		746	Charlene P
New 05/10/2007 - (\$64,492)	Thomas	Thomas	2008	4UZABPDCX8CZ11146	17	Durham Route	2008 Thomas (Diesel)	102,317	106,653		4,336	Robert H
New 11/28/2007 - (\$70,431)	IC	IC	2009	4DRBUSKLX9B681149	18	Spare / Spare	2009 IC (Diesel)	86,844	87,519		675	Doug D, Doug S, Harold L
Sold 06/22/2021 - (\$4,000)	Bluebird	Bluebird	2005	1BAKBCKA25F222533	34	Sold	2005 Bluebird (Diesel)	157,292	157,292		-	Sold
New 04/30/2005 - (\$55,838)	Bluebird	Bluebird	2006	1BAKBCKA76F230435	35	Spare	2006 Bluebird (Diesel)	138,777	139,660		883	Spare
New 04/01/2004 - (\$54,427)	Bluebird	Bluebird	2005	1BAKBCKA45F222534	44 Sell 2022	Spare	2005 Bluebird (Diesel)	153,087	153,425		338	Spare
Bus Type: A					20 Passenger Buses:							
Sold 06/08/2020 - (\$925)	Thomas	GMC	2000	1GDHG31F5Y1103709	21	Sold	2000 Chev. (Diesel)	138,321	138,321		-	Sold
New 06/13/2006 - (\$45,979)	Bluebird	Bluebird	2007	1FDXE45P86DA44371	26	PreK Route	2007 Bluebird (Diesel)	138,947	139,918		971	Tammy W
Sold 06/08/2020 - (\$800)	Bluebird	Bluebird	2007	1FDXE45P66DA44370	36	Sold	2007 Bluebird (Diesel)	146,335	146,335		-	Sold
								Total Bus Miles			33,957	
								Vans/Suburbans/Excursions				
New 12/04/2018 - (\$27,993)	Ford	Transit Van	2019	1FMZK1ZM1KKA25926	05	Activity / Staff	2019 Ford Transit Van	17,759	20,635		2,876	Staff
New 03/26/2018 - (\$27,741)	Ford	Transit Van	2018	1FMZK1ZM1JKA68936	018	Activity / Staff	2018 Ford Transit Van	33,937	38,462		4,525	Staff
New 12/19/2019 - (\$34,365)	Ford	Transit Van	2020	1FMZK1Y87LKA02060	012	Activity / Staff	2020 Ford Transit Van	20,655	24,731		4,076	Staff
New 09/16/2020 - (\$31,298)	Ford	Transit Van	2020	1FMZK1Y84LKB21751	022	Activity / Staff	2020 Ford Transit Van	3,511	8,825		5,314	Staff
New 12/15/2021 - (\$33,100)	Ford	Transit Van	2021	1FMZK1Y81MKB01443	023	Activity	2021 Ford Transit Van	-	177		177	Staff
New 07/20/2011 - (\$29,665)	Chevrolet	Suburban	2011	1GNSC5E04BR360626	1	Admin / Staff	2011 Chev Suburban	117,081	121,856		4,775	Robert Rempel /Staff
Sold 06/22/2021 - (\$5,000)	Ford	Excursion	2002	1FMNU40L92EB97165	2	Sold	2002 Ford Excursion	191,555	191,555		-	sold
New 09/16/2013 - (\$36,798)	Chevrolet	Suburban	2014	1GNSC5E03ER124604	14	Admin	2014 Chev Suburban	79,646	83,970		4,324	Admin
New 02/16/2006 - (\$19,444)	Ford	Econoline Van	2006	1FMRE11W76DA04559	16	Activity / Cargo	2006 Ford Van	41,241	41,466		225	Coaches / Maintenance
								Total Van Miles			26,292	
								Total Student Transportation Miles			60,249	
								Pickups/Vans				
New 03/31/2005 - (\$15,190)	GMC	Pickup	2004	1GTEC14V14Z140438	24	Maintenance	2004 GMC Pick-up	51,063	51,417		354	Keith G / Brad D
New 05/13/2013 - (\$12,845.00)	Dodge	Pickup	2008	1D7HA16N48J180524	28	Maintenance	2008 Dodge Ram Truck	68,490	69,516		1,026	Keith G / Brad D
								School Owned Cars:				
New 07/31/2013 - (\$22,438)	Dodge	Grand Caravan	2013	2C4RDGBG0DR814661	013	Oasis	2013 Dodge Mini Van	104,453	115,448		10,995	Jeff Jensen
New 06/14/2016 - (12,803.00)	Ford	Focus	2014	1FADP3K20EL443998	04	MCSEC	2014 Ford Focus	52,408	53,639		1,231	Staff
New 12/23/2003 - (\$15,311)	Ford	Windstar LX	2003	2FMZA51463BB17244	03 Sell 2022	Driver Ed / Spec Ed	2003 Ford Mini Van	120,548	121,978		1,430	Jeff Haslett, students / Marilyn B.
New 12/09/2013 - (\$9,850.00)	Chrysler	Town & Country	2006	2A4GP54L16R860087	026	Service Vehicle, mechanic	2006 Dodge Mini Van	99,922	101,303		1,381	Tammy W
New 12/22/2008 - (\$20265)	Dodge	Grand Caravan	2008	1D8HN44H08B193991	038	PAT	2008 Dodge Mini Van	132,744	134,758		2,014	Becky S./ Patricia T/Brandi H.
New12/22/2008 - (\$20,265)	Dodge	Grand Caravan	2008	1D8HN44H28B193992	048	PAT	2008 Dodge Mini Van	154,647	157,370		2,723	Becky S./ Patricia T/Brandi H.
New 04/24/2007 - (\$15,848)	Dodge	Grand	2006	1D4GP24R36B678501	06	PAT /Family adv / PreK route	2006 Dodge Mini Van	116,407	118,125		1,718	Jane B /Becky / Patricia /Brandi
								Total Non-Student Miles			22,872	
								Total Miles All Vehicles			83,121	

#	Purpose	% of Purpose	% of Under 65 / Over 65 Yrs of Age	Female	Male	Regular Route Female	Regular Route Male	Regular	Spec. Ed. Route Female	Spec. Ed. Route Male	Spec. Ed	Activity Route Female	Activity Route Male	Activity	Staff	Female Driver's (65) Regular	Male Driver's (65)Regular	Female Driver's (65) Special Ed	Male Driver's (65) Special Ed	Female Driver's (65) Activity	Male Driver's (65) Activity
#9	Activity	100%	50%/50%	0%	100%								150	150							75
#56	Activity	100%	20%/30%/50%	0%	100%								5,096	5,096							2293
#8	Spare	100%		100%	0%		8,459	8,459													
#15	Spare	100%		50%	50%	2,427	3,640	6,067													
#52	Lehigh Route	100%	50% / 50%	50%	50%								4,248	4,248							2336
#54	Activity	100%	50%/50%	0%	100%								3913	3,913							1,957
#55	East Route	100%		0%	100%		7,506	7,506													
#19	North Route	100%	100%	100%		7,943		7,943								15,750					
#7	South Route	100%		0%	100%		3,705	3,705													
#46	Activity/Spare	100%	25%/75%	75%	25%							244	81	325						244	81
#17	Durham Route	100%	45%/10%/45%	0%	100%								4,529	4,529							2038
#18	Activity / Spare	100%	45%/10%/45%	0%	100%								1,378	1,378							620
#34	Sold	100%	90%/10%	90%	10%	0	0	0								355					
#35	Sold	100%	95%/5%	95%	5%	839	44	883									59				
#44	Spare Route	100%		0%	100%		338	338													
	Sold																				
#26	PreK Route	100%		0%	100%		1,914	1,914													
	Sold																				
																16,105	59	0	0		9,400

#05	Activity / Staff	100%		50%	50%							1,438	1,438	2,876	
#018	Activity / Staff	87% / 13%		0%	100%								5,363		801
#012	Activity / Staff	93% / 7%		5%	95%				17,172	17,172	61	1,153	1,214		
#022	Activity / Staff	100%		50%	50%						1,750	1,751	3,501		
#023	Activity	100%													
#1	Admin / Staff	95% / 5%		5%	95%										10,318
#2	Sold	100%		100%	0%			200		200					
#14	Admin	100%		50%	50%										1,578
#16	Activity / Cargo	0% / 50%		0%	100%							210	210	210	

[illegible]



# USD 410

## Durham-Hillsboro-Lehigh

### 2022 - 2023

Draft

	Class in Session
	Prof. Learning and / or Work Day (No Classes)
	New Teacher Orientation
	School not in Session

July 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August	
12	New Teacher Orientation
15 - 17	Professional Learning Days (No Classes)
18	1st Day of Classes

September	
5	Labor Day (No School)

October	
14	End of First Quarter
17	Professional Learning / Work Day (No Classes)
28	No School

November	
23-25	Thanksgiving Break (No School)

December	
16	End of First Semester
19-30	Christmas Break (No School)

January	
2	Christmas Break (No School)
3	Professional Learning / Work Day (No Classes)
4	1st Day of Second Semester
16	Professional Learning Day (No Classes)

February	
24	No School

March	
2	End of Third Quarter
3	Professional Learning / Work Day (No Classes)
13-17	Spring Break (No School)

April	
7	Good Friday (No School)
10	No School

May	
12	Senior's Last Day
20	Graduation
18	End of Second Semester
19	Professional Learning Day (No Classes)

1st Quarter	41	days	
2nd Quarter	40	days	
Semester			81 days
3rd Quarter	40	days	
4th Quarter	47	days	
Semester			87 days

Certified Teacher Contract	Days	Hours
Student Contact Days	168	(1,176.00)
Prof Learning / Work Days	8	(22.75)
Trade-Off Days	2	(0.50)
<b>TOTAL</b>	<b>178</b>	<b>(1,199.25)</b>

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

HILLSBORO UNIFIED SCHOOL DISTRICT NO. 410

Office of the Superintendent

416 South Date Street

Hillsboro, Kansas 67063

Phone 620-947-3184

Date: January 28, 2022

This is a Bid Request, not a Purchase Order

TO: Kansas Truck Equipment Company, Inc.

Attn: Brian Linnens

1521 S. Tyler Rd.

Wichita, KS. 67209

Please submit bid price to the Board of Education on the vehicles listed below. Submit your bids on this form. Price on bids should not include State Sales or Federal Excise taxes since tax exemption certificates will be supplied. Special attention should be called to merchandise offered not meeting exact specifications. The right is reserved to accept or reject all or any part of bids submitted.

Bids must be received in the District Office no later than noon February 9, 2022 to be awarded at the February 14, 2022 Board of Education Meeting.

Please bid on:

1 – 2023 new Conventional Design 65 Passenger Blue Bird

Unit must be equivalent or better than enclosed specifications. Any deviations must be itemized. Send bids in care of Max Heinrichs, USD #410 Superintendent, to the above address, noting "Not to be opened before noon February 9, 2022". If you have any questions please contact Karen Goossen, Transportation Coordinator, by calling the school number listed above. DELIVERY DATE: April 30, 2023

TOTAL COST:

65 Passenger Bus Conventional Design

\$113,101.00

Signed: \_\_\_\_\_

Superintendent of Schools

Unified School District #410

By: BRIAN LINNENS  
Company: KANSAS TRUCK EQUIPMENT CO.

**KansasTruck**  
EQUIPMENT COMPANY, INC.

**Brian P. Linnens**  
Chief Operating Officer



1521 S. Tyler Rd. • Wichita, KS 67209  
tel 316.722.4291 • fax 316.462.0365 • 800.365.0217  
cell 316.644.0631 • www.kansastruck.net • brianl@kansastruck.net



**Twotrees Technologies, LLC**  
200 North Emporia St  
Suite #300  
Wichita, Kansas 67202  
United States  
(P) 800-364-5700  
(F) 316-636-2166

## Quotation (Open)

**Date**

Jan 27, 2022 07:32 AM MST

**Modified Date**

Jan 27, 2022 08:53 AM MST

**Quote #**

34378 - rev 1 of 1

**Description**

160of 300e Chromebooks NASPO ValuePoint  
Master Price Agreement (MPA) # MNWNC-117

**SalesRep**

Salazar, Lisa  
(P) 602-740-1133  
(F) 480-718-7372

**Customer Contact**

Just, Brad  
(P) (620) 947-3991  
brad.just@usd410.net

**Customer**

Hillsboro USD 410 (HU0046)  
Just, Brad  
812 East A St  
Hillsboro, KS 67063  
United States  
(P) (620) 947-3991

**Bill To**

Hillsboro USD 410  
Payable, Accounts  
812 East A St  
Hillsboro, KS 67063  
United States  
(P) (620) 947-3184

**Ship To**

Hillsboro USD 410  
Just, Brad  
812 East A St  
Hillsboro, KS 67063  
United States  
(P) (620) 947-3184

**Customer PO:****Terms:**

Undefined

**Ship Via:**

UPS Ground

**Special Instructions:****Carrier Account #:**

#	Description	Part #	Tax	Qty	Unit Price	Total
1	Lenovo 300e Chromebook (2nd Gen) AST 82CE Flip design - A4 9120C / 1.6 GHz - Chrome OS - Radeon R4 - 4 GB RAM - 32 GB eMMC - 11.6" IPS touchscreen 1366 x 768 (HD) - Wi-Fi 5 - black - kbd: US	82CE001LUS	Yes	160	\$278.00	\$44,480.00
2	Google Chrome OS Management Console License - academic	CROS-SW-DIS- EDU-NEW	Yes	160	\$32.00	\$5,120.00

These prices do NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.

**Subtotal: \$49,600.00**  
Tax (.0000%): \$0.00  
Shipping: \$0.00  
**Total: \$49,600.00**

**UNIFIED SCHOOL DISTRICT NO. 410  
HILLSBORO, KANSAS**

**AUDIT ENGAGEMENT LETTER  
YEAR ENDED JUNE 30, 2022**





**LOYD GROUP, LLC**

520 S. Main Street  
P.O. Box 7  
Galva, KS 67443  
620-654-7565  
[www.loyd-group.com](http://www.loyd-group.com)

January 1, 2022

The Board of Education  
Unified School District #410  
416 South Date  
Hillsboro, KS 67063

Board of Education:

We are pleased to confirm our understanding of the services we are to provide the Unified School District #410 (District), a Municipality, for the year ended June 30, 2022.

### **Audit Scope and Objectives**

We will audit the financial statement, including the related notes to the financial statement, as of and for the year ended June 30, 2022.

We have been engaged to report on the regulatory-required supplementary information (RRSI) that accompanies the District's financial statement. We will subject the following RRSI to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America (GAAS) and will provide an opinion on it in relation to the financial statement as a whole in a report combined with our auditor's report on the financial statement:

- 1) Schedule 1, Summary of Expenditures – Actual and Budget
- 2) Schedule 2, Individual Fund Schedules of Receipts and Expenditures
- 3) Schedule 3, Agency Fund, Summary of Receipts and Disbursements
- 4) Schedule 4, Schedule of Receipts, Expenditures and Unencumbered Cash-District Activity Funds

We have also been engaged to report on supplementary information other than RRSI that accompanies District's financial statement. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statement as a whole, in a report combined with our auditor's report on the financial statement:

- 1) Schedule of expenditures of federal awards.

The objectives of our audit are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statement is fairly presented, in all material respects, in conformity with the *Kansas Municipal Audit and Accounting Guide* (KMAAG) and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a

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**D. Scot Loyd, CPA, CGFM, CFE, CGMA, CNC**

*"Creating Maneuverability in Government"*

regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America (GAAP) and to report on the fairness of the RRSI and SI referred to in the third and fourth paragraphs when considered in relation to the financial statement as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statement. The objective also includes reporting on—

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statement in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

### **Auditor's Responsibilities for the Audit of the Financial Statement and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance; and the Kansas Municipal Audit and Accounting Guide, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statement, including the disclosures, and determine whether the financial statement represents the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS, KMAAG, and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statement or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls over expenditures related to compliance with budgetary and cash basis laws
- Management override of controls over revenues and expenditures related to compliance with grant requirements.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statement, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statement and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statement. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statement is free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

## **Other Services**

We will also assist in preparing the financial statement, schedule of expenditures of federal awards, and related notes of the District in conformity with the Uniform Guidance and the KMAAG and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from GAAP based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Responsibilities of Management for the Financial Statement and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statement that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statement, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of the financial statement, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statement; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statement taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statement. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on February 1 of the year under audit.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statement with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are responsible for the preparation of the RRSI and SI in conformity with the KMAAG and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from GAAP. You agree to include our report on the RRSI and SI in any document that contains and indicates that we have reported on the RRSI and SI. You also agree to include the audited financial statement with any presentation of the RRSI and SI that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the RRSI and SI in accordance with the KMAAG; (2) that you believe the RRSI and SI, including its form and content, is fairly presented in accordance with the KMAAG; (3) that the methods or measurement of presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the RRSI and SI. With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

Management understands and acknowledges the following with regards to the financial statement:

- The purpose for using the KMAAG regulatory basis framework is to comply with the statutory provisions applicable to the entity for preparation of the financial statement on a basis of accounting other than GAAP;
- The financial statement is intended for general use;
- Management has taken appropriate steps to determine that the KMAAG regulatory basis framework is acceptable in the circumstances for meeting its annual financial statement reporting needs;
- Informative disclosures will be included in the financial statement that are appropriate to the KMAAG regulatory basis framework, including:
  - A description of the KMAAG regulatory basis framework, including a summary of significant accounting policies, and how the framework differs from GAAP;
  - Informative disclosures similar to those required by GAAP for items contained in the financial statement that are the same as, or similar to, those in financial statement prepared in accordance with GAAP; and

- Any additional disclosures beyond those specifically required by the KMAAG regulatory basis framework that may be considered necessary to achieve fair presentation of the financial statement.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statement, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statement, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statement, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, Jerry Hinerman, Business Manager, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statement, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period.

The audit documentation for this engagement is the property of Loyd Group, LLC and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to Office of Inspector General or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Loyd Group, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statement. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

We expect to begin our audit in approximately July 2022 and to issue our reports no later than November 2022. D. Scot Loyd is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$12,150, excluding Single Audit requirements. If there is a Single Audit required, then an additional \$7,500 fee will be added, which includes the preparation of two major grants per year under the Single Audit. An additional \$2,500 will be added for each major grant in excess of two. Single

Audit requirements apply when the District has \$750,000 or more Federal Funds expenditures during the year. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered 60% on August 1, 2022 and 40% rendered at the delivery of the audit report and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you concerning the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We will issue a formal engagement letter for each year for the services to be rendered under this agreement for June 30, 2023 to June 30, 2026. We will honor the same pricing as above for those four years.

It is mutually agreed that should unusual conditions arise whereby the accountants' services are necessary beyond the extent of the work heretofore contemplated and required, such unusual conditions shall be brought to the attention of the governing body, to enable them to determine whether the accountants shall be authorized and delegated to make a detailed investigation of the matters in question. This authorization process would also include a determination of whether this work could be completed under the nonattest Standard 1.295. This determination would be reviewed by Loyd Group, LLC's management before presenting this additional work to the governing body for consideration. The basic scope of this audit contract shall not include, among other things, budget preparation; federal fund grants not specified above; new bond issues; new standards and regulations promulgated by any State or Federal agency; new funds or entities established by the client; bookkeeping services; computer system consultation and training; training on new computerized accounting systems; or other significant difficulties encountered due to inadequate or incomplete accounting records, difficult staff or turnover of staff. Any additional services will be completed at our standard hourly rates. Training and nonattest services would be based on our standard hourly rates.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

To ensure that Loyd Group, LLC's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

In connection with this engagement, we may communicate with you or others via email transmission. We take reasonable measures to secure your confidential information in our email transmissions, including password protecting confidential documents. However, as email can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom it is directed and only to such parties, we cannot guarantee or warrant that email from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of email transmissions, or for the unauthorized use or failed delivery of email transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

The engagement documentation for this engagement is the property of Loyd Group, LLC and constitutes confidential information. However, subject to applicable laws and regulations, engagement documentation and

appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or its designee. We will notify you of any such request. If requested, access to such engagement documentation will be provided under the supervision of Loyd Group, LLC personnel. Furthermore, upon request, we may provide copies of selected engagement documentation to regulatory agencies or its designee. The regulatory agencies or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

In addition, you further agree that in the event our firm or any of its employees or agents is called as a witness or requested to provide any information whether oral, written, or electronic in any judicial, quasi-judicial, or administrative hearing or trial regarding information or communications that you have provided to this firm, or any documents and workpapers prepared by Loyd Group, LLC in accordance with the terms of this agreement, you agree to pay any and all reasonable expenses, including fees and costs for our time at the rates then in effect, as well as any legal or other fees that we incur as a result of such appearance or production of documents.

It is our policy to keep records related to this engagement for seven years. However, Loyd Group, LLC does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies.

By your signature below, you acknowledge and agree that upon the expiration of the seven-year period, Loyd Group, LLC shall be free to destroy our records related to this engagement.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by a mutually agreed upon arbitrator, under its applicable rules for resolving professional accounting and related services disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the applicable rules for resolving professional accounting and related services disputes, except that under all circumstances the arbitrator must follow the laws of Kansas. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorneys' fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

It is our understanding that your intent in engaging our professional services is that the services provided to you under this agreement for the internal use of management and the Board of Education and the Office of Inspector General as required by your participation in the Federal Financial Assistance Programs if applicable. However, the Office of Inspector General is not entitled to rely on these professional services after December 31, of the year following this engagement year without our express, written agreement. Moreover, as of the time of this engagement, we have not been notified, in writing or otherwise, that the professional accounting services rendered under this agreement will be made available to any other person, firm or corporation for any purpose not specified hereinabove.

Consequently, no other person, firm or corporation is entitled to rely upon these professional services for any purpose without our express, written agreement; and the parties referenced above are not entitled to rely upon these services except in connection with the reasons and for the time period referenced above without our express, written agreement.

This engagement embodies the entire agreement and understanding between the parties hereto and there are no promises, warranties, covenants or conditions made by any of the parties except as herein expressly contained. The terms and conditions of this engagement shall be governed and construed in accordance with the laws of the State of Kansas and may only be modified in a writing signed by all the parties. Jurisdiction and venue of any dispute or cause of action arising out of or related to the subject-matter of this agreement shall lie in the State of Kansas and any litigation arising out of or related to the professional services rendered hereunder shall be brought in the State of Kansas.



## Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Education of the Unified School District #410. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Loyd Group, LLC  
Loyd Group, LLC

D. Scot Loyd, CPA, CGFM, CFE, CGMA, CNC  
By D. Scot Loyd, CPA, CGFM, CFE, CGMA, CNC

## Resolution of Acceptance:

This letter correctly sets forth the understanding of the Board of Education of the Unified School District #410, Hillsboro, Kansas.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK**  
**January 12, 2022, Regular Board Meeting Minutes**  
**USD 408 Marion – Florence District Office**  
**5:00 p.m.**

**Members Present:**

**Mark Wendt, Chairperson**  
**Eric Carlson**  
**Stacey Parks (via phone)**

**Jan Helmer**  
**Jessey Hiebert**

**Others Present:**

**Lena Kleiner, Director**

**Jerry Hinerman, Clerk**

**1. Call to Order**

Jan Helmer called the meeting to order at 5:01 p.m.

**2. Election of Officers**

Jan Helmer moved to appoint Mark Wendt as Chairperson of the TEEN Board for 2022. Motion seconded by Stacey Parks. Carried 5-0.

Mark Wendt moved to appoint Jan Helmer as Vice Chairperson of the TEEN Board for 2022. Motion seconded by Eric Carlson. Carried 5-0

**3. Approval of Agenda**

Jan Helmer moved to approve the agenda. Motion seconded by Eric Carlson. Carried 5-0.

**4. Approval of Board Minutes**

Jan Helmer moved to approve the minutes of the December 16, 2021, regular board meeting as corrected. Motion seconded by Mark Wendt. Carried 5-0.

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

Jan Helmer moved to approve the payment of bills totaling \$11,042.35 and the January 12, 2022, Income and Expense Reports. Motion seconded by Jessey Hiebert. Carried 5-0.

**6. Business Items**

**a. Authorized Signers**

Eric Carlson moved to approve the following list of persons as authorized to write checks and conduct other financial functions for TEEN. Motion seconded by Jan Helmer.

Motion carried 5-0

Mark Wendt, TEEN Board Chairperson  
Jan Helmer, TEEN Board Vice Chairperson  
Jerry Hinerman, TEEN Clerk of the Board  
Carla Harmon, TEEN Treasurer  
Pati Funk, USD 410 District Office Administrative Assistant

**b. TEEN Director Contract**

Stacey Parks moved to extend the contract of TEEN Director Lena Kleiner for a period of one year through June 30, 2024. Motion seconded by Jan Helmer. Carried 5-0.

**January 12, 2022, Regular Board Meeting Minutes**  
**Page 2 of 2**

**7. Other/Discussions**

- a. TEEN Mashup Update
- b. Spring Online Class Update
- c. TEEN Virtual Academy Update

**8. Next Meeting**

**9. Adjournment**

Mark Wendt adjourned the meeting at 5:32 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.**

**January 17, 2022**

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



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

**Members Absent:**

**Others Present:** Shayla Hodges, Board Clerk; Larry Geist, USD 397 Superintendent; Aaron Homburg, USD 408 Superintendent; Max Heinrichs, USD 410 Superintendent; Jennifer Smith, Business Manager; Stacey Parks (Via Zoom); Jerry Hinerman; Erik Billings

**I. Call to Order**

Terry Deines called the meeting to order at 6:32 p.m. in the MCSEC Board Room.

**II. Approval of the Agenda**

Jared Jost made a motion to approve the amended agenda with the removal of Section IV, Lori SooHoo to present Infant Toddler Update, seconded by Duane Kirkpatrick.

Motion carried 5-0.

**III. Tim Baxa to present donation to Project SEARCH from Knights of Columbus**

Tim Baxa presented a \$1,000 donation to Project SEARCH. Terry Deines moved to accept the donation, seconded by Jared Jost.

Motion carried 5-0.

**IV. Public Participation (Open Forum)**

No public participation.

**V. Consider Consent Agenda**

- A. Approve Minutes from the December 15, 2021 Regular Meeting
- B. Approve Classified Staff Resignations, Retirements
  - 1. Whitney Miller, Paraprofessional
  - 2. Jennifer McDonald, Paraprofessional
  - 3. Catherine Ludwig, Paraprofessional
- C. Approve Classified Staff Appointments
  - 1. Luke Freeman, Paraprofessional
  - 2. Marcye Horton-White, Paraprofessional
  - 3. Rebekah Depler, Paraprofessional

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

Jared Jost moved to approve the Consent Agenda, seconded by Duane Kirkpatrick.

Motion carried 5-0.

**VI. Discussion/Action**

A. Federal Mileage Rate

Duane Kirkpatrick moved to approve the federal mileage rate of 58.5 cents per mile, effective January 1, 2022, seconded by Jared Jost.

Motion carried 5-0.

B. State Audit Report

Jennifer Smith, Business Manager presented the State Audit Report. MCSEC had an overall net audit adjustment of \$13,501, which will be adjusted against MCSEC's next special education payment.

No action taken.

C. Director Search

Shayla Hodges, Board Clerk provided details of interview day to the Board.

No action taken.

D. Loyd Group, LLC Agreement

Duane Kirkpatrick moved to approve the Loyd Group, LLC Agreement with MCSEC for the year ended June 30, 2022, seconded by Donna Glover.

Motion carried 5-0.

E. Additional Weather Days

Duane Kirkpatrick moved to approve the allocation of two additional weather days to MCSEC classified staff, seconded by Donna Glover.

Motion carried 5-0.

F. USD 410 services provided to MCSEC

Jared Jost moved to approve the financial and technology services provided by USD 410 to MCSEC at the following rates: Jerry Hinerman, \$32.50/hour; Carla Harmon, \$32.43/hour; Brad Just, \$31.07/hour; and Russell Bennett, \$25.55/hour, seconded by Donna Glover.

Motion carried 5-0.

## G. Executive Session

### 1. Personnel

Terry Deines moved to go into executive session at 6:58 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Superintendents and the Board Members present, and to return to open session at 7:28 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 7:28 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 7:29 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Superintendents and the Board Members present, and to return to open session at 7:44 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 7:31 p.m., Jennifer Smith, Business Manager and Jerry Hinerman, USD 410 Business Manager entered Executive Session.

At 7:44 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 7:45 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Superintendents and the Board Members present, and to return to open session at 8:00 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 8:00 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 8:01 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Superintendents and the Board Members present, and to return to open session at 8:06 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 8:06 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 8:07 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Board Members present, and to return to open session at 8:12 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 8:12 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 8:13 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Board Members present, and to return to open session at 8:18 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 8:17 p.m. the Superintendents entered Executive Session.

At 8:18 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 8:19 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Superintendents and the Board Members present, and to return to open session at 8:24 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 8:24 p.m. Terry Deines declared the meeting out of Executive Session.

Terry Deines moved to go into executive session at 8:25 p.m. to discuss stipends issued to personnel pursuant to the exception for non-elected personnel under KOMA, with the Superintendents and the Board Members present, and to return to open session at 8:30 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Motion seconded by Jared Jost.

Motion carried 5-0.

At 8:30 p.m. Terry Deines declared the meeting out of Executive Session.

Donna Glover moved to approve Lawrence McManaman's monthly stipend in the amount of \$500, effective November 5, 2021 and to terminate after June 5, 2022 payment, seconded by Duane Kirkpatrick.

Motion carried 5-0.

## **VII. Agenda Items for Next Meeting, February 21, 2022**

## **VIII. Adjournment**

Terry Deines adjourned the meeting at 8:32 p.m.



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Terry Deines, Board President

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Date

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Shayla Hodges, Board Clerk

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Date