

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

REGULAR BOARD MEETING
Monday, September 12, 2022
6:30 pm

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

**Agenda—Regular Board Meeting
USD 410 District Office Conference Room
September 12, 2022, 6:30 p.m.**

- A. Meeting called to order
- B. Approval of Agenda/Consent Agenda
 - 1. Minutes from August 8, 2022 regular meeting (Appendix A)
 - 2. Building and District Level Committees
 - 3. Out of State Trips
 - 4. Donations
 - 5. Class of 2026 account
- C. Exceeding Revenue Neutral Rate Hearing/Revenue Neutral Rate Vote/Resolution
- D. 2022-23 Budget Hearing
- E. Citizens' Open Forum
- F. Action/Discussion Items
 - 1. Facility Tour
 - 2. LOB Resolution
 - 3. Approval of 2022-2023 Budget
 - 4. Facility Use Guidelines (Appendix B)
 - 5. KDOT/City Of Hillsboro Resolution of Support
- G. Executive Session for Personnel
- H. Personnel
 - 1. Resignations
 - 2. Certified Staff
 - 3. Classified Staff
 - 4. Supplemental Contracts
- I. Reports
 - 1. Superintendent
 - 2. TEEN (Appendix C)
 - 3. MCSEC
 - 4. Business Manager (Financials)
- J. Adjournment

Annotated BOE Agenda September 12, 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. August Board Meeting Minutes (Appendix A)

Minutes from the August 8, 2022 Regular BOE Meeting are included as Appendix A.

➤ ***Recommended Action***

Motion to approve the August Regular Board Meeting minutes.

2. Building and District Level Committees

HMHS Committees	Committee Members
Site Council	Brandi Hein, Rachel Hein, Jana Dalke, Michele Melton, Treena Lucero, Amber Winter, Debbie Oelke, Lynette Hiebert, Dionne Loewen, Miranda Reed, Tyler Weinbrenner
Building Leadership	Tamara Cassidy, Jessica Bowman, Adam North, Jill Hein, Tyler Weinbrenner, Robert Rempel

HES Committees	Committee Members
Site Council	Brandi Hein, Dionne Loewen, Bridgette Meliza, Amber Winter, Debbie Oelke, Lynette Hiebert, Ashley Kleiber, Cheryl Duerksen, Erica Haude, Leah Remboldt, Mallory Shewey, Vickie Brubacher, Erin Beavers, Andrea Sneed, Nathan Hiebert
Building Leadership	Amanda Jaworsky, Aimee Hennigh, Michelle Ediger, Ashley Sheridan, Colette Haslett, Autumn Hardey

District Committees	Committee Members
District Site Council	All HES/HMHS site council members
District Leadership	Nathan Hiebert, Autumn Hardey, Tyler Weinbrenner, Robert Rempel, Jill Hein, Jerry Hinerman, Brad Just, Karen Goossen, Keith Goossen
Technology Committee	Tyler Clements, Heather Corby, Dylan Felpel, Sandy Arnold, Dennis Boldt, Robert Rempel, Tyler Weinbrenner, Janet Whisenhunt, Brad Just, Lena Kleiner, Jerry Hinerman, Clint Corby, Elizabeth Hill, Jim Paulus, Zach Denholm
PDC Committee	Dustin Dalke, Emily Dalke, Nathan Hiebert, Tyler Weinbrenner, Michele Melton, Sonya Roberts, Clint Corby
Athletic Operations Committee	Robert Rempel, Jerry Hinerman, Clint Corby
Wellness Committee	Sarah Werner, Jeff Haslett, Pati Funk, Rebecca Kaufman, Clint Corby

➤ ***Recommended Action:***

Motion to approve the Building and District Level Committees as presented

3. Out of State Trips

The following organizations have planned for out of state trips during the 2022-23 school year. No funding for these trips is being requested with the exception of the use of a school vehicle. All expenses, including the driver cost and fuel, if applicable, is the responsibility of the traveling organization.

a. TSA Trip

- Purpose: 2023 National TSA Conference
- Destination: Louisville, KY.
- Dates: June 28 – July 2, 2023
- Estimated # of Students: Depends on State TSA Qualifiers
- Estimated # of Adult Sponsors: Creigh Bell more if needed

b. FFA Trip

- Destination: Indianapolis, IN
- Dates: Leave Monday, October 24th after school - Saturday, October 29, 2022
- Estimated Number of Students: 6
- Sponsors: Teacher Intern, Sonya and Rickey Roberts

c. JEA/NSPA National High School Journalism Convention (**Potentially**)

- St. Louis, Missouri; Marriott St. Louis Grand Hotel
- November 10, 2022 at 9 a.m. Return: November 13, 2022
- No. of Students:, up to 4
- Sponsors: Jessica Bowman

➤ **Recommended Action**

Motion to approve the TSA, Yearbook, and FFA out of state trips

4. Donations

Business/Individual	Donation	Purpose
St. Stephen's of Kansas Charitable Trust	\$10,500.00	GAP Program
St. Stephen's of Kansas Charitable Trust	\$7,100.00	CTE Program
Kroger	\$110.97	HES Site Council Projects
Ag Service, Inc.	\$100.00	HES Carnival Donation
Adam and Ashley Kleiber	\$150.00	HES Carnival Donation
Jill Larson	\$31.63	HES Site Council Council Projects
Associated Wholesale Grocers Save-A-Label Program Donation	\$120.00	HES Site Council Projects
Families and Communities Together	\$50.00	Preschool Supplies Donation

➤ **Recommended Action:**

Motion to approve the regular and consent agendas as presented.

5. Class of 2026 Activity Account

➤ **Recommended Action**

Motion to approve an activity account for the class of 2026

C. 2022-23 Exceeding the Revenue Neutral Tax Rate Hearing/Action

The Board will enter into the exceeding the revenue neutral tax rate hearing as required by Kansas statutes. Those wishing to comment concerning the proposed Fiscal Year 2023 RNR are invited to speak to the Board.

The budget hearing is an opportunity for the board to hear public comments relative to the 2022-23 USD 410 budget published in the Hillsboro Star Journal on August 31, 2022.

1. Approval of Exceeding the Revenue Neutral Tax Rate Resolution

RESOLUTION

A resolution expressing the property taxation policy of USD 410 Durham-Hillsboro-Lehigh with respect to exceeding the Revenue Neutral Tax Rate for financing the annual budget for 2022-2023.

Whereas, 2022 HB 2239 amending K.S.A 79-2988, provides that a levy of property taxes to finance the 2022-2023 budget of USD 410 exceeds the Revenue Neutral Tax Rate to finance the 2022-2023 budget of USD 410, be authorized by a resolution.

NOW, THEREFORE, BE IT RESOLVED by USD 410 that the 2022-2023 budget with a levy of property taxes exceeding the Revenue Neutral Tax Rates calculated for 2022-2023, as adjusted pursuant to 2022 HB 2239 amending K.S.A 79-2988 is hereby adopted.

Adopted this 12th day of September, 2022 by USD 410 Durham-Hillsboro-Lehigh in Marion County, Kansas

Revenue Neutral Tax Rate					
	2021-2022			2022-2023	
	Actual Tax Levied	Actual Tax Rate	Neutral Tax Rate	Estimated Tax Levied	Est. Tax Rate
General	\$811,270	20.000	20.776	\$780,961	20.000
ALL OTHER FUNDS					
Supplemental General (LOB)	\$864,172	19.624		\$917,242	20.106
Capital Outlay	352,244	7.998		364,954	8.000
Bond and Interest #1	624,675	14.185		625,316	13.707
Sub Total - All Other Funds	\$1,841,091	41.807	40.357	\$1,907,512	41.813

This is an opportunity for the board to discuss and act on the 2022-23 Revenue Neutral Tax Rate.

➤ ***Recommended Action:***

Motion to approve the 2022-23 Revenue Neutral Tax Rate Resolution by roll call and written vote.

D. 2022-23 Budget Hearing

The Board will enter into the annual budget hearing as required by Kansas statutes. Those wishing to comment concerning the proposed 2022-2023 budget are invited to speak to the Board.

The budget hearing is an opportunity for the board to hear public comments relative to the 2022-23 USD 410 budget published in the Hillsboro Star Journal on August 31, 2022.

➤ ***No Action Requested***

E. Citizen's Open Forum

This is an open forum where patrons have the opportunity to speak and/or present to the board items that are otherwise not on the agenda. It is recommended the board not take any immediate action relating to issues presented in citizen's open forum.

F. Action / Discussion Items

1. Facility Tour

The board of education will tour the buildings. There will be a short recess as we travel to the first site at Hillsboro Elementary School. Following the elementary we will tour HMHS and we will reconvene the board meeting between 8:00 and 8:30 pm at district office to complete the rest of the regular agenda.

➤ ***Recommended Action***

No action recommended

2. LOB Resolution (Appendix F)

The board of education needs to approve a resolution to authorize the local option budget percentage.

Resolution

Unified School District No. 410, Marion County, Kansas.

RESOLUTION Be It Resolved that: The above-named school board shall be authorized to make a Local Option Budget Percentage in an amount of 33 percent for the 2022-2023 school year.

CERTIFICATE

THIS IS TO CERTIFY that the above Resolution was duly adopted by the board of education of Unified School District No. 410, Marion County, Kansas, on the 12th day September 2022

➤ ***Recommended Action:***

Motion to approve the 2022-2023 LOB percentage resolution

3. Approval of 2022-2023 Budget

This is an opportunity for the board to discuss and act on the 2022-23 budget. Below are the details of the proposed mill levies for each of the funds with actual levied amounts for FY21 and FY22 and published amounts for 2022-2023.

The Amount of 2022 Tax to be Levied and Expenditures (published below) establish the maximum limits of the 2022-2023 Budget. The 'Est. Tax Rate' (column 7), shown for comparative purposes, is subject to slight change depending on final assessed valuation.

		2020-2021 Actual		2021-2022 Actual		2022-2023 Proposed Budget		
	Code	Actual	Actual	Actual	Actual	Budgeted	Amount of	Est.
	99	Expenditures	Tax Rate*	Expenditures	Tax Rate*	Expenditures	2022 Tax to	Tax
	Line	(1)	(2)	(3)	(4)	(5)	be Levied	Rate*
							(6)	(7)
OPERATING								
General	06	\$5,235,287	20.000	\$5,143,386	20.000	\$5,700,675	\$780,961	20.000
Supplemental General (LOB)	08	1,715,210	17.916	1,686,833	19.624	1,880,103	917,242	20.106
SPECIAL REVENUE								
Federal Funds	07	400,148		209,983		865,520		
Preschool-Aged At-Risk	11	215,999		217,945		233,374		
At Risk (K-12)	13	331,152		406,166		680,949		
Bilingual Education	14	7,894		11,307		10,153		
Virtual Education	15	70,032		32,084		67,200		
Capital Outlay	16	456,678	7.998	818,900	7.998	1,200,000	364,954	8.000
Driver Training	18	9,295		8,756		11,250		
Food Service	24	298,285		321,085		459,383		
Professional Development	26	18,845		23,366		26,664		
Parent Education Program	28	150,558		159,318		172,000		
Special Education	30	1,412,770		1,367,825		1,634,727		
Career and Postsecondary Education	34	395,545		447,966		470,663		
Gifts and Grants	35	28,184		207,656		236,428		
KPERS Special Retirement Contribution	51	526,823		538,415		578,796		
Activity Fund	56	38,802		47,582				
DEBT SERVICE								
Bond and Interest #1	62	594,138	15.888	594,638	14.185	610,288	625,316	13.707
TOTAL USD EXPENDITURES	100	\$11,905,645	61.802	\$12,243,211	61.807	\$14,838,173	\$2,688,473	61.813
Less: Transfers	105	2,511,018		2,375,972		2,900,975		
NET USD EXPENDITURES	110	\$9,394,627		\$9,867,239		\$11,937,198		
TOTAL USD TAXES LEVIED	115	\$2,573,424		\$2,652,360		\$2,688,473		
TOTAL TAXES LEVIED	125	\$2,573,424		\$2,652,360		\$2,688,473		
Assessed Valuation - General Fund	128	\$39,278,255		\$40,563,443		\$39,048,043		
Assessed Valuation - All Other Funds	130	\$42,921,744		\$44,190,241		\$45,619,219		
Assessed Valuation - Capital Outlay	129	\$42,190,613		\$43,435,381		\$45,619,219		
Outstanding Indebtedness, July 1		2020		2021		2022		
General Obligation Bonds	135	\$5,205,000		\$4,735,000		\$4,255,000		
TOTAL USD DEBT	155	\$5,205,000		\$4,735,000		\$4,255,000		

➤ **Recommended Action:**

Motion to approve the 2022-2023 budget as published with consideration of the USD 410 needs assessment and state assessment information.

4. Facility Use Guidelines

Each year we need to review our facility use guidelines for the use of USD 410 facilities.

➤ **Recommended Action:**

Motion to approve the facility use guidelines as presented in Appendix B.

5. KDOT/City Of Hillsboro Resolution of Support

The city of Hillsboro is applying for a grant from KDOT for a full replacement of Adams from 1st Street to B street. They have asked USD 410 for a resolution of support. There is no cost for the school district in regards to this project.

**For a Kansas Department of Transportation Cost Share Program Application
by the City of Hillsboro**

A RESOLUTION DECLARING THE SUPPORT FOR THE CITY OF HILLSBORO TO SUBMIT AN APPLICATION TO THE KANSAS DEPARTMENT OF TRANSPORTATION FOR USE OF COST SHARE PROGRAM FUNDS FOR THE ADAMS STREET IMPROVEMENTS – 1ST STREET TO B STREET PROJECT IN THE CITY OF HILLSBORO AND AUTHORIZING THE CHAIRMAN OF THE USD 410 HILLSBORO SCHOOL BOARD TO SIGN THIS RESOLUTION.

Whereas, the City of Hillsboro, Kansas, is submitting an application to the Kansas Department of Transportation for Cost Share Program funds for the Fall 2022 grant round; and

Whereas, USD 410 Hillsboro, is supporting, as an eligible Project Sponsor in the Kansas Department of Transportation's Cost Share Program; and

Whereas, State monies are available under a Cost Share Program, administered by the State of Kansas, Department of Transportation, for the purpose of creating and promoting the planning and development of active transportation facilities and programs in Kansas; and

Whereas, USD 410 - Hillsboro, acknowledges they will not be financially responsible for any required local match by supporting this project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF USD 410 – HILLSBORO

SECTION 1. That the USD 410 - Hillsboro School Board, does hereby authorize the superintendent to submit a letter of support to the City of Hillsboro for their submission of an application to the Kansas Department of Transportation for Cost Share Program funds on behalf of the citizens of City of Hillsboro, Kansas.

SECTION 2. That the USD 410 - Hillsboro School Board, does grant the City of Hillsboro, access to USD 410 - Hillsboro property for the sole purpose of improvements in relation to this project, if necessary.

ADOPTED AND PASSED by the USD 410 Board of Education - Hillsboro, Kansas, this 12th day of September, 2022.

➤ ***Recommended Action:***

Motion to approve the Resolution of Support for a Kansas Department of Transportation Cost Share program by the City of Hillsboro as presented

G. Executive Session for Personnel

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

H. Personnel

1. Classified Staff

a. Oasis Route Driver- Terry Stubblefield

➤ ***Recommended Action***

Motion to approve Terry Stubblefield as Oasis Route Driver for 2 hours per day beginning September 1 for 173 days per year for \$13.70 per hour.

Change in Aide hours

- b. Brenda Sechrist- Increase from 6.5 hours to 7 hours
- Lauren Schoeneberg Decrease from 7.5 to 6.75 hours
- Rustyn Kerbs Decrease from 8 hours to 7.5 hours

➤ ***Recommended Action***

Motion to approve Brenda Sechrist as a 7 hour employee, Lauren Schonenberg as a 6.75 hour employee and Rustyn Kerbs as a 7.5 hour employee

c. Elementary Custodian- William Duffell

➤ ***Recommended Action***

Motion to approve William Duffell as Elementary Custodian for 8 hour a day for 253 days per year at \$12.10 per hour

d. HMHS Evening Custodian- Lillie Vinduska

➤ ***Recommended Action***

Motion to approve Lillie Vinduska as HMHS evening custodian for 8 hours a day for 253 days per year at \$12.10 per hour.

2. Supplemental Contracts

a. HS Volleyball Assistant Coach – Erin Carr

➤ ***Recommended Action***

Motion to approve Erin Carr as the HS Volleyball as Assistant Coach for the 2022-23 school year

b. MS Volleyball Assistant Coach – Tammy Smith

➤ ***Recommended Action***

Motion to approve Tammy Smith as MS Assistant Volleyball for the 2022-23 school year

c. Musical Assistant (0.50) – Kathy Isaac for the 2022-23 school year

➤ ***Recommended Action***

Motion to approve Kathy Isaac as (0.50) Assistant Musical Director for the 2022-23 school year

d. Freshman Class Sponsors (0.50 Ciara Cox, 0.50 Joy Dalke)

➤ ***Recommended Action***

Motion to approve Ciara Cox and Joy Dalke as .50 Freshman class sponsors for the 2022-2023 school year

e. GAP Club Sponsors Leah Rose and Jill Hein

➤ ***Recommended Action***

Motion to approve Leah Rose and Jill Hein as GAP club sponsors.

I. Reports

1. Superintendent
2. TEEN (Appendix C)
3. MCSEC
4. Business Manager (Financials)

➤ ***Recommended Action:***

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

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

J. 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.