

<h1>Agenda</h1>	<p>Regular Board of Education Meeting Unified School District No. 457</p> <p>Monday, October 26, 2009 – 7:00 p.m. Board Meeting Room, Educational Support Center 1205 Fleming Street, Garden City, Kansas</p>
<b>Board of Education Members:</b>	Jean Clifford, Jeff Crist, Gail Dunford, Gloria Hopkins, Bruce Reichmuth, John Scheopner, and Michael Utz

- A. PLEDGE
- B. APPROVAL OF AGENDA
- C. DELEGATIONS, Q & A, PUBLIC COMMENTS, (a speaker or group will be allotted five minutes to speak after signing a request to address the Board of Education), RECOGNITIONS, COMMITTEE REPORTS
  - 1. Building Presentation – Victor Ornelas Elementary School
- D. CORRESPONDENCE

	<h2>Consent Agenda</h2>
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- E. CONSENT AGENDA
  - 1. Minutes ..... pp. 1-5
  - 2. Accounts Payable
  - 3. Personnel ..... pp. 6-7
    - a. Certified
    - b. Classified
  - 4. Consider approval of the following bids
    - a. Hail Damaged HVAC Equipment Repairs - Garden City High School..... pp. 8-10
    - b. Microsoft Software Licenses – Technology ..... pp. 11-13
  - 5. Other
    - a. Consider approval of Capital Outlay Resolution.....p. 14

- b. Consider approval of the Bison Adult Learning Center Diploma .....p. 15

	<b>Discussion Items</b>
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**F. CURRICULUM REPORTS**

- 1. ESL/Bilingual Teachers of Tomorrow

**G. UNFINISHED BUSINESS**

- 1. Construction update concerning new high school and early childhood center – Jerry Bell
- 2. KASB Delegate Videos

**H. NEW BUSINESS**

- 1. Discussion of Board of Education Policy Updates
  - a. DC – Annual Operating Budget..... pp. 16-17
  - b. IIBGA – Children’s Internet Protection Act .....p. 18
  - c. MA – Goals and Objectives .....p. 19
- 2. Update from Naming Committee

**I. NEXT BOARD MEETING** - THE NEXT MEETING OF THE BOARD OF EDUCATION WILL TAKE PLACE ON MONDAY, NOVEMBER 16, 2009, AT 6:00 P.M. IN THE COURTYARD AT GARDEN CITY HIGH SCHOOL, 1412 N. MAIN STREET, GARDEN CITY, KANSAS.

- J. EXECUTIVE SESSION** – After completion of all other business, the Board will meet in executive session to discuss the following:
- 1. Employer/employee negotiations because if this matter were discussed in open session it might jeopardize resolution of the negotiation issues.
  - 2. Matters of non-elected personnel and their contractual obligations because if this matter were discussed in open session it might invade the privacy of those discussed.

	<b>Adjournment</b>
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**K. ACCOUNTS PAYABLE REVIEW: JEAN CLIFFORD & JEFF CRIST**

**MINUTES**  
**Regular Board of Education Meeting**  
**Garden City Unified School District No. 457**  
**Board Meeting Room, 1205 Fleming Street**  
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The Board of Education of Garden City USD 457 met in regular session on Monday, October 12, 2009, at 7:00 p.m. in the Board Meeting Room of the Educational Support Center, 1205 Fleming, Garden City, Kansas.

Board members present were Jean Clifford, Jeff Crist, Gail Dunford, Gloria Hopkins, Bruce Reichmuth, and John Scheopner. Michael Utz was absent. Joining board members at the conference table was Superintendent, Rick Atha. Also present were Steve Karlin, Deputy Superintendent; Shelly Kiblinger, Assistant Superintendent; Darren Dennis, Director of Learning Services; and Kathleen Whitley, Financial Officer. Approximately five observers were present in the audience.

John Scheopner, Vice-President, called the meeting to order at 7:00 p.m. The meeting opened with the Pledge of Allegiance.

There was no correspondence.

	Clifford	Crist	Dunford	Hopkins	Reichmuth	Scheopner
Motion		X				
Second			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						
<u>Carried</u>						

**APPROVAL OF AGENDA**

**Motion:** That the Board of Education approve the meeting agenda with the following amendments.

1. Additional certified personnel actions for consideration, item #E-3.
2. Remove item #E-5-a, Aquatic Timing/Scoring System Agreement from the original Consent Agenda and add as item #G-2, under New Business.
3. Add item #I-2, under Executive Session – discussion of matters of non-elected personnel and item #I-3, also under Executive Session – discussion of employer/employee negotiations.

	Clifford	Crist	Dunford	Hopkins	Reichmuth	Scheopner
Motion		X				
Second			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						
<u>Carried</u>						

**CONSENT AGENDA**

**Motion:** That the Board of Education approve all consent agenda items as amended. Approved actions are as follows.

1. **MINUTES** of the special meeting of September 23, 2009, and minutes of the regular meeting of September 28, 2009, as printed.
2. **ACCOUNTS PAYABLE** totaling 1,954,510.48, noting that all major funds contain adequate balances to meet current obligations.

3. **PERSONNEL** - all certified and classified personnel actions as amended. Approved actions follow.

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**a. Certified**

Transfers: Dawni Lunzmann

Supplemental Contract/Addendum: Mark Ronn, Gina Schimschock, Kristina Younkman

Tuition Reimbursement Agreement: Sarah Gere

**b. Classified**

Transfers: Rosemary Calderon, Socorro Rodriguez

Resignations: Manford Koehn, Jessica Natividad

Appointments: Roxana Adams, Jackelin Cojon-Mendez, Leonila Martinez

Other: Approved transferring a 1. para position from Garden City High School to Victor Ornelas Elementary School to increase two .5 one-on-one para positions to 1. for students moving into all day kindergarten, approved transferring an open para position at Garden City High School to Alta Brown Elementary School for the self contained classroom

**4. OTHER**

- a. Law Enforcement Officer Assignment Agreement between City of Garden City and USD #457 for school resource officers – approved as presented.
- b. Crossing Guard Agreement between City of Garden City and USD #457 for school crossing guards – approved as presented.
- c. Addition of Antonia Casados, Tim Cruz, Martha Alicia Hinojosa, Mario Lopez and Martin Segovia to the USD #457 Facilities Naming Committee – approved as presented.

**CURRICULUM REPORTS**

1. Advancement Via Individual Determination (AVID) – Darren Dennis, Director of Learning Services, spoke briefly about the program. He introduced Mark Ronn, Associate Principal at Garden City High School (GCHS) and Mr. Ronn explained the program which is a system of support for students that are not at the bottom and not at the top in academics. He explains how this program helps students make it into college. Mr. Ronn introduced Dianne Thomas, teacher of the AVID Program at GCHS. Ms. Thomas spoke briefly about the benefits of the program. Michelle Oostveen, GCHS English Teacher, discussed the program and presented points that she feels are very impressive with the program. James Mireles, Principal at GCHS, also spoke about the AVID Program and student improvement due to accountability of the students. Board members questions were answered. No action was taken.

**NEW BUSINESS**

1. Election of Delegate for Kansas Association of School Board's Annual Convention. John Scheopner stated that he will be the only Board member attending the convention this year. The following action was taken.

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	Clifford	Crist	Dunford	Hopkins	Reichmuth	Scheopner
Motion				X		
Second	X					
Aye	X	X	X	X	X	X
Nay						
Abstain						
<b><u>Carried</u></b>						

**Motion:** That the Board of Education elect John Scheopner to serve as the delegate representing USD #457 at the 2009 Delegate Assembly of the Kansas Association of School Boards Annual Convention.

	Crist	Dunford	Hopkins	Reichmuth	Scheopner
Motion		X			
Second			X		
Aye	X	X	X	X	X
Nay					
Abstain					
<b><u>Carried</u></b>					

2. Aquatic Timing/Scoring System Agreement between USD #457 and Garden City Family YMCA. (Jean Clifford asked to be excused from formal action due to a possible conflict of interest in her capacity as a Board member of the YMCA. She left the room while voting took place and returned upon completion of the formal action.) The following action was taken.

**NEXT BOARD MEETING** - The next meeting of the Board of Education will take place on Monday, October 26, 2009, at 7:00 p.m. in the Board Meeting Room, Educational Support Center, 1205 Fleming Street, Garden City, Kansas.

	Clifford	Crist	Dunford	Hopkins	Reichmuth	Scheopner
Motion		X				
Second			X			
Aye	X	X	X	X	X	X
Nay						
Abstain						
<b><u>Carried</u></b>						

**EXECUTIVE SESSION** - After concluding all other business, the following action was taken.

**Motion:** That the Board of Education go into executive session at 7:46 p.m. for the purpose of discussing matters relating to actions adversely or favorably affecting a person as a student because if this matter were discussed in open session it might invade the privacy of those discussed and that the Board of Education reconvene into open session at 7:50 p.m.

The Board reconvened into open session at 7:50 p.m.

**MINUTES**  
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	Clifford	Crist	Reichmuth	Scheopner
Motion		X		
Second			X	
Aye	X	X	X	X
Nay				
Abstain				
<u>Carried</u>				

The following action was taken.

**Motion:** That the Board of Education waive its' seven semester attendance requirement for high school graduation to permit a Garden City High School student to graduate after her junior year, providing that she completes all other graduation requirements.

	Clifford	Crist	Reichmuth	Scheopner
Motion		X		
Second			X	
Aye	X	X	X	X
Nay				
Abstain				
<u>Carried</u>				

The following action was taken.

**Motion:** That the Board of Education go into executive session at 7:50 p.m. for the purpose of discussing matters of non-elected personnel and their contractual obligations because if this matter were discussed in open session it might invade the privacy of those discussed and that the Board of education reconvene into open session at 8:15 p.m.

The Board reconvened into open session at 8:15 p.m.

	Crist	Dunford	Reichmuth	Scheopner
Motion	X			
Second		X		
Aye	X	X	X	X
Nay				
Abstain				
<u>Carried</u>				

The following action was taken.

**Motion:** That the Board of Education go into executive session at 8:15 p.m. for the purpose of discussing employer/employee negotiations because if this matter were discussed in open session it might jeopardize resolution of the negotiation issues and that the Board of Education reconvene into open session at 8:45 p.m.

The Board reconvened into open session at 8:45 p.m. No action was taken.

**MINUTES**  
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	Clifford	Crist	Dunford	Hopkins	Reichmuth	Scheopner
Motion		X				
Second				X		
Aye	X	X	X	X	X	X
Nay						
Abstain						
<u>Carried</u>						

**ADJOURNMENT** – There being no further business to come before the board, the following action was taken.

**Motion:** That the Board of Education meeting be adjourned at 8:45 p.m.

Respectfully submitted,

Approved:

\_\_\_\_\_  
Joanne Nelson, Clerk

\_\_\_\_\_  
Michael Utz, President

BOARD OF EDUCATION  
October 26, 2009  
CERTIFICATED PERSONNEL ACTIONS

**SUPPLEMENTAL CONTRACT/ADDENDUM**

Holzer, Keith – adding assistant coach for girls’ basketball at Abe Hubert Middle School

Silva, Raul – assistant coach for boys’ basketball at Abe Hubert Middle School

Thornton, Shon – change in assignment from head coach 9<sup>th</sup> grade boys’ basketball at Garden City High School to assistant coach JV/Varsity boys’ basketball at GCHS

**OTHER:**

Derek Algrim – Notice of Personnel Action for assistant coach for girls’ basketball at Abe Hubert Middle School

Nathan Schmitt – Notice of Personnel Action for head coach for 9<sup>th</sup> grade boys’ basketball at Garden City High School

**CLASSIFIED PERSONNEL ACTIONS**

<b>APPOINTMENTS</b>	<b>POSITIONS</b>	<b>LOCATION</b>	<b>DATE</b>
Fuentes Diaz, Adriana	Parent Liaison	CSIC	10/20/2009
Hines, Trisha	Sped Para	Victor Ornelas	10/12/2009
Rudy, Christopher	Sysop	Georgia Matthews	10/16/2009
Valadez, Julia	Night Custodian	AHMS	10/19/2009

**RESIGNATIONS**

Harris, Johnny	Bus Washer	Transportation	10/07/2009
Oswalt, Olga	Computer Lab Para	NOA	10/22/2009

<b>TRANSFERS</b>	<b>FROM</b>	<b>TO</b>	<b>DATE</b>
Marino-Alacron, Ana	Sped Para One-on-One Victor Ornelas	Sped Para .5 AM One-on-One .5 PM One-on –One Jennie Wilson	10/06/2009
Randle, Cindy	Night Custodian AHMS	Head Custodian Plymell	10/08/2009

**OTHER**

Rosemary Calderon was listed as a transfer to Head Custodian – Plymell on the October 12 BOE packet. She withdrew her acceptance and returned to her original position as Night Custodian – BSIC.

UNIFIED SCHOOL DISTRICT #457  
1205 Fleming St.  
Garden City, Kansas 67846

**BID TABULATION: Hail Damaged HVAC Equipment Repair - GCHS**

Bid Opening: October 19, 2009 @ 2:00 p.m.

<u>BIDDER</u>	<u>AMOUNT</u>
Tatro Plumbing Garden City, KS	\$28,000.00
Weber Refrigeration Garden City, KS	\$20,998.00

**RECOMMENDATION:** To accept the low bid of Weber Refrigeration in the amount of \$20,998.00.

Payment to be made from: 016 E 4700 21 0000 056 01 610

10/19/09  
KAW/ms

September 28, 2009

**BIDDERS LIST**  
**for**  
**Hail Damaged HVAC Equipment Repair**  
**Garden City High School**

1. Tatro Plumbing  
1285 Acraway, Suite 300  
Garden City, KS 67846  
(620) 277-2167      FAX: (620) 277-0244
  
2. Unger's Heating & Air Conditioning  
PO Box 896  
Garden City, KS 67846  
(620) 275-5550      FAX: (620) 275-7075
  
3. Weber Refrigeration  
711 N. Main St.  
Garden City, KS 67846  
(620) 275-2187      FAX: (620) 275-1271

**BID DATE:**                      **October 19, 2009**

## BID and QUOTATION

Board Meeting: October 26, 2009

Bid. No. 10-05

1. **Item, Material and/or Service that is being bid:**

Hail Damaged HVAC Equipment Repairs

2. **Brief description of the item, material, or service listed above:**

Repair HVAC Equipment for Garden City High School that was damaged by hail.

3. **Period of time item, material or service bid will cover:**

4. **Reason that the item, material or service is needed:**

A. **Location:**

Garden City High School  
1412 Main St.

B. **New Item or Replacement:**

Repairs

C. **When was item last purchased?**

5. **Department and person responsible for the expenditure of the budget:**

Mr. Gerald Bell, Director of Plant Facilities

6. **Line item and amount budgeted for this item:**

016.E.4700.21.0000.056.01.610                      \$        21,550.00

7. **Other Comments:**

UNIFIED SCHOOL DISTRICT #457  
1205 Fleming St.  
Garden City, Kansas 67846

**BID TABULATION: Microsoft Software Licenses – Technology**

Bid Opening: October 19, 2009 @ 2:00 p.m.

<u>BIDDER</u>	<u>AMOUNT</u>
Alexander Open Systems Wichita, KS	\$21,186.64
CDW Government Vernon Hills, IL	\$16,145.00
SHI International Corp. Austin, TX	\$15,782.00

**RECOMMENDATION:** To accept the low bid of SHI International Corp. in the amount of \$15,782.00.

Payment to be made from: 008 E 1000 17 0000 017 01 736

10/19/09  
KAW/ms

USD #457  
Garden City Public Schools  
1205 Fleming  
Garden City, Kansas 67846

September 28, 2009

CDW-G

Attn: Jennie Fabianski  
10 S. Riverside  
Chicago, IL 60606  
(866) 339-4337  
FAX (312) 705-8273  
[jennpre@cdwg.com](mailto:jennpre@cdwg.com)

AOS

Attn: Kent Sinclair  
1608 Grandview East Drive  
Garden City, KS 67846  
(620) 521-3210  
FAX (913) 307-2380  
[KentS@aos5.com](mailto:KentS@aos5.com)

TWOTREES

Attn: S. Smith  
7701 E Kellog Dr. Suite #610  
Wichita, KS 67207  
(800) 364-5700  
FAX (316) 636-2166  
[ssmith@twotrees.com](mailto:ssmith@twotrees.com)

SOUTHERN COMPUTER WAREHOUSE

Attn: Lorraine Danielson  
1800 Roswell Road, Ste# 1060  
Marietta, GA 30062  
(770) 579-8927  
FAX (770) 579-8937  
[Lorraine.Danielson@scw.com](mailto:Lorraine.Danielson@scw.com)

SIRIUS COMPUTER SOLUTIONS

Attn: Andrea Cellura  
375 Woodcliff Drive  
Fairport, NY 14450  
(585) 899-3969  
FAX (585) 486-1329  
[Andrea.cellura@siriuscom.com](mailto:Andrea.cellura@siriuscom.com)

## BIDS AND QUOTATIONS

Bid No \_\_\_\_\_

**Board Meeting:** October 26, 2009

**1. Items, Material, or services that is being bid:**

Microsoft Select #6781735 Licenses

**2. Brief description of the item ,material, or service listed above:**

Microsoft Software Licenses

**3. Period of time item, material, or service bid will cover:**

5 years

**4. Reason that the item, material, or service is needed:**

- A. **Location:** District Wide
- B. **New Item or replacement:** New
- C. **When was item last purchased?**

**5. Department and person responsible for the expenditure of the budget:**

Technology / Steve Karlin

**6. Line item and amount budgeted for this item**

Instructional Computer Upgrade \$ 16,250  
008.E.1000.17.0000.017.01.736

**7. Other Comments**

CAPITAL OUTLAY TAX LEVY  
UNIFIED SCHOOL DISTRICT NO. 457  
FINNEY COUNTY, KANSAS

RESOLUTION

BE IT RESOLVED THAT the above-named school board shall be authorized to make an annual tax levy for a period not to exceed 5 years in an amount not to exceed 4 mills upon the taxable tangible property in the school district for the purpose of acquisition, construction, reconstruction, repair, remodeling, additions to, furnishing and equipping of buildings necessary for school district purposes, including housing and boarding pupils enrolled in an area vocational school operated under the board, architectural expenses incidental thereto, the acquisition of building sites, the undertaking and maintenance of asbestos control projects, the acquisition of school buses and the acquisition of other equipment and for the purpose of paying a portion of the principal and interest on bonds issued by cities under the authority of K.S.A. 12-1774, and amendments thereto, for the financing of redevelopment projects upon property located within the school district. The tax levy authorized by this resolution may be made, unless a petition in opposition to the same, signed by not less than 10% of the qualified electors of the school district, is filed with the county election officer of the home county of the school district within 40 days after the last publication of this resolution. In the event a petition is filed, the county election officer shall submit the question of whether the tax levy shall be authorized to the electors in the school district at an election called for the purpose or at the next general election, as is specified by the board of education of the above school district.

CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 457, Finney County, Kansas, on the 26<sup>th</sup> day of October, 2009.

\_\_\_\_\_  
Clerk of the Board of Education

# *Bison Adult Learning Center*

*Unified School District #457 Garden City, KS*

*This Certifies That*

*Has satisfactorily completed the Course of Study prescribed by  
the Board of Education for graduation and is therefore awarded*

## *Diploma*

*Given at Bison Adult Learning Center, Garden City, in the State of Kansas*

*President, Board of Education*

*Superintendent of Schools*

*Clerk, Board of Education*

*Principal, Bison Adult Learning Center*

## **DC Annual Operating Budget**

**DC**

The district budget shall be prepared by the superintendent in cooperation with selected district employees and shall reflect the district's educational goals.

The superintendent shall follow the adopted budget.

The district shall fund the operating budget according to approved fiscal and budgetary procedures required by the State of Kansas.

### **Budget Forms**

Budget forms used shall be those prepared and recommended by the Kansas State Department of Education. Budget summary documents shall be prepared on forms provided by the Kansas State Department of Education.

### **Priorities**

The board will establish priorities for the district on a short-term, intermediate and long-range basis.

### **Deadlines and Schedules**

Deadlines and time schedules shall be established by the board.

### **Encumbrances**

An encumbrance shall be made when a purchase is made or when an approved purchase order is processed. All encumbrances shall be charged to a specific fund. All necessary encumbrances shall be made by the superintendent.

### **Recommendations**

Recommendations of the superintendent and professional staff concerning the district's educational program and related budget figures will be presented to the board prior to submission of the tentative draft budget. All superintendent and staff recommendations will be presented to the board no later than the first regular board meeting in July.

### **Preliminary Adoption Procedures**

The superintendent will be responsible for developing the budget cover letter. It is recommended that the letter include a restatement of the goals and objectives of the district and a list of budget priorities. An explanation of line item expenditures will be included in the letter. Fund expenditures and line categories will also be explained in terms of how the budget meets the goals and objectives of the district and enhances completion of priority programs. A preliminary draft of the district's budget will be submitted by the superintendent to the board at or before the second regular board meeting in July each year.

### **Hearings and Reviews**

The board shall conduct budget hearings according to state law.

### **Management of District Assets/Accounts**

The superintendent shall establish and maintain accurate, efficient financial

management systems to meet the district's fiscal obligations, produce useful information for financial reports, and safeguard district resources. The superintendent shall ensure the district's accounting system provides ongoing internal controls. The superintendent shall review the accounting system with the board.

**Fraud Prevention and Investigation**

All employees, board members, consultants, vendors, contractors and other parties maintaining a business relationship with the district shall act with integrity and due diligence in duties involving the district's fiscal resources.

The superintendent shall develop internal controls that aid in the prevention and detection of fraud, financial impropriety or irregularity. Each member of the management team shall be alert for any indication of fraud, financial impropriety or irregularity within his/her area of responsibility.

**Reporting Fraud**

An employee who suspects fraud, impropriety or irregularity shall promptly report those suspicions to the immediate supervisor and/or the superintendent. The superintendent shall have primary responsibility for any investigations, in coordination with legal counsel and other internal or external departments and agencies as appropriate.

**Whistleblowers**

The district encourages complaints, reports or inquiries about illegal practices or violations of district policies, including illegal or improper conduct by the district, its leadership or by others on its behalf. Reports could include, but not be limited to, financial improprieties, accounting or audit matters, ethical violations or other similar illegal or improper practices or policies. The district prohibits retaliation by or on behalf of the district against staff members who make good faith complaints, reports or inquiries under this policy or for participations in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The district reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.

Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to the superintendent. If the superintendent is implicated in the complaint, report or inquiry, it should be directed to the board of education. The district will conduct a prompt, review or investigation. The district will conduct a prompt, review or investigation. The district may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.

Adopted: 11/18/91

Revised: 8/11/03; 8/13/07

The district shall implement the Children's Internet Protection Act (CIPA). The superintendent shall develop a plan to implement the Children's Internet Protection Act. This plan shall be on file with the board clerk and in each school office with Internet access, and copies shall be available. The superintendent shall ensure compliance with CIPA by completing Federal Communication Commission forms as required.

**Children's Internet Protection Act (CIPA) PLAN**

The USD #457 plan shall, at a minimum:

- \* provide reasonable public notice including at least one public hearing;
- \* install blocks or Internet filters to limit access by both minors and adults to child pornography or materials that are obscene, inappropriate or harmful
- \* monitor the on-line activities of minors;
- \* address issues related to the safety of minors when using e-mail, chat rooms, and other electronic communication;
- \* as part of its Internet safety policy, educate minors about appropriate online websites and in chat rooms and cyberbullying awareness and response;
- \* hinder unauthorized access (hacking) and other unlawful on-line activities by minors; and
- \* prevent unauthorized disclosure of personal information regarding minors.

Adopted: 9/3/02

Reviewed: 7/17/06; 7/16/07; 7/14/08

## **MA Goals and Objectives**

**MA**

The board will seek to work harmoniously with all educational agencies having an interest in the schools in the district. Staff shall follow all regulations required by state and federal education agencies.

Adopted: 4/20/92

Revised: