**Board of Education Regular Meeting Agenda**

**Burwell Jr.-Sr. High School Library**

**December 11, 2017**

**7:00 p.m.**

1.0 Call to order.

2.0 Roll call/welcome.

3.0 Approval of the Agenda

4.0 Approval of past minutes.

5.0 Treasurer’s Report.

6.0 Payment of Claims.

7.0 Student/Teacher Recognition

8.0 Audiences

9.0 Action Items

9.10 Contract with Software Unlimited to provide a school accounting system for the district.

9.20 Contract with Heartland Seating to repair existing motors on the high school bleachers-$12,286 (Special Building Fund)

9.30 Update/Review Administrative Regulation #2110 Job Description of the Superintendent.

9.40 Update/Review Administrative Regulation #2115 Superintendent Evaluation Instrument.

9.50 Update/Review Board Policy #2110 Superintendent Responsibilities

9.60 Update/Review Board Policy #2115 Superintendent Evaluation Procedures.

9.70 Update/Review Board Policy #2120 Superintendent’s Release From Contract or Resignation

9.80 Special Building Fund Claim-Gym Refinishing Supplies/Mid America Research Chemical (MARC)-$2909.41

9.90 Approve Teacher Negotiations for 2018-2019

9.91 Superintendent Evaluation (Executive Session-Personnel Matter)

10.0 Discussion Items

10.1 Present 2016-2017 Annual Audit Report

10.2 Certification of School Board Elections is due January 5, 2018-three school board seats will be on the ballot.

10.3 Update Board of Education on the replacement process for hiring a new District Bookkeeper.

10.4 Update on the Local Beef Program here at Burwell Public Schools

11.0 Board Reports.

11.10 Building & Grounds Committee Meeting at 5:30 on Monday, December 11th.

11.20 Teacher Negotiations Meeting on December 6, 2017

12.0 Principal’s Reports.

13.0 Superintendent’s Report.

14.0 Adjourn

**Next regular meeting-Monday, January 15, 2018-7:00 pm**

**Note: The Board of Education may go into executive session any time that the Board deems necessary and lawful to protect the interest of the public and needless injury to the reputation of an individual. Items listed on the board meeting agenda can be moved up on the agenda at the Board of Education’s discretion.**