

Board of Education

Northeast Kansas Education Service Center

Minutes

Date: Feb. 18th, 2004

Time: 7:30 p.m. Call Meeting to Order - USD #341 Central Office, Oskaloosa

At 7:30 p.m. President, Tom Holroyd called the meeting to order. Members present: Keith Ostrander, Tom Holroyd, Julie Zule, Dean Newell, Mike Miller, Steve Caplinger (for Leonard Lange); Jim Wheeler, Ph. D., Executive Director; Patty Hart, Director of Special Education; Shelia Clark, Assistant Director; Susan Aspinwall, Business Manager/Clerk; Dolly Gudenkauf, Bookkeeper; and Sharon Branson, SETA Representative.

- **Consent Agenda**

Ostrander moved to approve the consent agenda with the following additions: 7.1) Action - Approve Increase in Budget for Fund #25 - NEKICC Tiny-K Program; and 7.2) Action - Approve Increase in Budget for Fund #13 - SIT. Miller seconded and motion carried 6-0.

1. Action - Approval of Agenda
2. Action - Approval of Minutes
3. Action - Approval of Bills and Claims

- **Receive - Communications from Visitors Present**

There were no communications from visitors present.

- **Receive - Communications**

1. Treasurer's Report
Copies of the Treasurer's report for the month of February were provided to members.

- **Special Education**

1. **Action - Personnel Update**

Shelia reviewed the list of contracts and resignations for approval noting that one of our paras had passed away unexpectedly. Miller moved to approve as listed. Zule seconded and motion carried 6-0.

2. **Information/Discussion - Utilization of Special Education Staff**

Patty provided copies of an e-mail from ZoAnn Torrey explaining the state's position on the use of special education teachers as teachers of regular education students at times of building-wide reading classes. The issue is not the assignment, which is a district decision, but state categorical aid or reimbursement to the district for the time the special education teachers (including gifted) actually instruct students identified for special education services. Claims for reimbursement of special education staff can only be made for the time the teacher is providing special education or related services to or for identified students.

• **Regional Service Center**

1. **Action - Audit Contracts**

We have received audit contracts from Lowenthal, Singleton Webb & Wilson for the 2003-2004 fiscal year. The regular accounting audit will not exceed \$5,900 and the Medicaid audit contract is for \$2,400. Discussion was held regarding the service center's continued use of this firm. Miller moved to approve the contracts for the prices as stated. Ostrander seconded and motion carried 5-1 with Newell opposed.

2. **Action - Asbestos Recertification Contract**

We have received a bid from Paul Crawford to do the asbestos re-inspection for participating districts. The total charge for all districts and buildings in the bid will be \$6,504.82. Any additional samples would be charged at \$25.00 each. (None were required 3 years ago.) Caplinger moved to approve the contract as presented. Newell seconded and motion carried 6-0.

3. **Information/Discussion - Receive Grants Awards**

Jim reported that State Farm has awarded JDLA \$5,000 related to environmental education and dissemination. We have also been awarded a \$10,000 Learn and Serve Grant from KSDE. In addition, Nancy Kraft and Zoe Thompson have submitted several additional grants we are waiting to hear from - The Toshiba Corporation (\$8,000), NEA (\$5,000), The Circle Foundation (\$25,000), and an EPA grant (\$20,000). Teachers and students will be utilizing some of these funds to attend a conference in Orlando, Florida next month where they will present on their work with service learning. Students must earn the opportunity to attend this national conference.

Jim also reported working on an RFP for a Safe and Drug Free Schools grant being submitted on a consortium basis. It will focus on physical education and all PE teachers will be meeting next week to receive the information. It will require their participation with regard to downloading data from heart monitoring equipment which will be used by the students. High tech equipment will be provided with the grant funds to help prove that students should have this time for physical education. He noted that Atchison County Schools are showing success with weight loss and heart monitoring with a similar program. We now live in a world where TV and video games are taking precedence over physical activities.

4. **Information/Discussion - Budget Projections**

Jim and Susan provided an update on unencumbered carryover, current as of December 2003 as well as a preliminary budget that is based on 03-04 staff FTEs, minimal increases, and level state and federal funding. Discussion was held on these projections, sources of revenue and the funding formula and how it is affected by student FTEs.

5. **Information/Discussion - Health Insurance Issues**

NEKESC is currently contracting with Humana. Jim reported there appear to be a number of staff who are dissatisfied with their services. Caplinger noted that in checking out different companies, we need to check how long they have been in business and their cancellation policy.

6. **Information/Discussion - KPIRC Handout on Assessment Literacy**

Jim provided a handout on assessment literacy and discussed some issues with test development and proper use of the tests.

7. **Other**

1. Action - Approve Increase in Budget for Fund #25 - NEKICC Tiny-K Program

Copies of the revised budget for the NEKICC - **Fund #25** were provided to members. The new total is now **\$213,584** including both State and local match. Ostrander moved to approve the increase as presented. Zule seconded and motion carried 6-0.

2. Action - Approve Increase in Budget for Fund #13 - SIT

Copies of the revised budget for Student Improvement Training - Fund #13 were also provided to members. The grant was increased by \$3,000 to a new total of **\$235,708** for Basic SIT/Just Problem Solving. Miller moved to increase **Fund #13** by \$3,000. Newell seconded and motion carried 6-0.

• **Executive Session**

At 8:45 p.m., Ostrander moved to go into executive session for 15 minutes until 9:00 p.m. to do the

director's evaluation and to discuss negotiations. Miller seconded and motion carried 6-0.

- **Adjournment**

At 9:00 p.m. open session resumed and Zule moved to adjourn the meeting. Newell seconded and motion carried 6-0.

Thomas Holroyd
President
Manager/Clerk

Susan Aspinwall, CPS
Business