

**Board of Education  
Northeast Kansas Education Service Center**

**Minutes**

**Date:** September 15<sup>th</sup>, 2004

**Location:** Oskaloosa USD #341 Central Office

**Time:** 7:00 p.m. Call Meeting to Order

At 7:07 p.m. President, Tom Holroyd called the meeting to order. Members present: Tom Holroyd, Todd Gigstad, Paul Brown, Doug Walbridge (substitute for Julie Zule), Carol Meneley (arriving at 7:32 p.m.); Jim Wheeler, Ph.D., Executive Director; Judy Denton, Assistant Administrator; Dona Higgins, Assistant Board Clerk; Stephanie Hudson, PAT Coordinator (arriving at 7:36 p.m.); Bob Overstreet, Superintendent (arriving at 7:28 p.m.); and Sharon Branson.

**\* Action - Consent Agenda**

Walbridge moved to approve the consent agenda with no changes. Gigstad seconded and motion carried 4-0.

1. Approval of Agenda
2. Approval of Minutes of August Meeting
3. Approval of Bills and Claims

**\* Receive - Communications from Visitors Present**

There were no communications from visitors present.

**\* Receive - Communications**

1. Treasurer's Report  
Dona provided copies of the treasurer's report for the month of September.

**\* Special Education**

**1. Action - Personnel Update**

Judy reviewed the list of contracts and resignations for approval. Gigstad moved to approve the list as presented. Brown seconded and motion carried 4.0.

**2. Information/Discussion - Policies/Procedures on Subs**

Judy reviewed the current procedures used to hire subs for special education staff and paraprofessionals. Each district has their own procedure for hiring subs, and this procedure is to be used to hire special education staff subs. There had been an issue in two districts, but after discussing with superintendents, hopefully the issues have been resolved. This discussion was an "FYI" for board members.

**3. Information/Discussion - Jeff. Co. Health Dept. Presentation**

Jane Shirley did not attend the meeting.

**4. Information/Discussion - Computer Access for Special Education Staff**

Jim gave a presentation to demonstrate all of the components of Web KIDSS. Jim discussed the importance of special education teachers and staff being able to access the internet to utilize the web based KIDSS IEP Program and WebFORMS.

**5. Information/Discussion - Legislative Update**

Jim gave a presentation regarding Resource Based Funding versus the proposed Student Census Based funding of special education services. Jim discussed the differences between the two programs along with the methodology of how agency funding is determined. On September 20-21, 10:00 a.m. - 3:00 p.m. at the State Capital (5<sup>th</sup> Floor) a meeting will be held for the Legislative

Educational Planning Committee.

Bob Overstreet attended a meeting at KASB that included speaker Rocky Nichols and KAPS. The topic of discussion focused on issues with federal education compliance.

6. **Action - Approve Local Agency Application for Federal Funds**

Meneley moved to approve the Local Agency Application for Federal funds. Gigstad seconded and motion carried 5.0.

\* **Regional Service Center**

1. **Information/Discussion - Update on Parents as Teachers**

Jim introduced Stephanie Hudson, the new PAT coordinator. Jim and Stephanie discussed PAT initiatives for professional development and gave a presentation about some evaluation research completed this summer. This research was sponsored by Kansas Parent Information Resource Center (KPIRC).

Jim reported the PAT program - **Fund #17** - has been awarded an additional \$6600 to be used for expansion. The total budget is in the amount of **\$650,798**. Meneley moved to approve the PAT grant budget as presented. Walbridge seconded and motion carried 5-0.

2. **Information/Discussion - Review and Demo of Internet-Based IEPs**

Jim provided information on the KIDSS project and gave a demonstration of the on-line computerized IEP program.

3. **Information/Discussion - Update on NEKESC's KSTARs Projects**

Jim reviewed NEKESC's role in state funded projects including the foster care database and the LEAMIS project.

4. **Other**

Jim informed the Board that Susan Aspinwall, Business Manager/Board Clerk will be out for an indefinite amount of time and some decisions needed to be made about signing checks/documents in her absence. Meneley made the motion to authorize Dona Higgins, Assistant Board Clerk, to sign checks/documents in Susan Aspinwall's absence. Gigstad seconded and motion carried 5.0.

\* **Adjournment**

At 8:12 p.m., Meneley moved to adjourn the meeting. Brown seconded and Motion carried 5.0.