

# **Board of Education**

## **Northeast Kansas Education Service Center**

### **Minutes**

**Date: Feb. 16th, 2005**

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

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

At 7:05 p.m., President, Tom Holroyd called the meeting to order. Members present: David Tenpenny, Tom Holroyd, Steve Caplinger (for Todd Gigstad), Keith Ostrander, Paul Brown, and Julie Zule (arriving at 7:10 p.m.); Jim Wheeler, Ph.D., Executive Director; Susan Aspinwall, Business Manager/Clerk; Dona Higgins, Accounts Payable; Krystal Porter, Administrative Secretary; Steve Johnston, Superintendent; and Sharon Branson, SETA Representative.

- **Action - Consent Agenda**

Tenpenny moved to approve the consent agenda as amended. Caplinger seconded and motion carried 5-0.

1. **Approval of Agenda**

Additions to the agenda included the addition of two item under RSC: 4.1) Action - Increase in Budget Authority for Fund #13 SIT; and 4.2) Action - Authorize ATM Card.

2. **Approval of Minutes**

3. **Approval of Bills and Claims**

- **Communications from Visitors Present**

There were no comments from visitors present.

- **Communications**

1. **Treasurer's Report**

Susan provided copies of the treasurer's report for the month of February

- **Special Education**

1. **Action - Personnel Update**

Jim reviewed the list of contracts, resignations and terminations for approval. Brown moved to approve as listed. Ostrander seconded and motion carried 5-0.

Julie Zule arrived at the meeting at 7:10 p.m.

2. **Information/Discussion - Kansas SpEd Law**

Jim provided copies of a summary of the new amendments to the current state special education law which bring it into compliance with the revised Federal IDEA. He reviewed and explained the significant changes, along with plans for NEKESC compliance.

3. **Information/Discussion - Primary Staffing Needs**

Jim provided information on projected needs for special education staffing for 05-06. At the present time, there are no plans to increase the number of staff positions. Assistant Administrators are interviewing for the vacancies due to retirements and possible resignations.

4. **Information/Discussion - Dec. 1 Count Update**

Copies of updated information on Dec. 1 special education student numbers and FTE were provided to members for their individual districts. Discussion followed on the rising number of students in special education and the reasons for this increase. Jim stated that there are a number of reasons but that they are just anyone's opinion. Among those discussed were changes in society,

changes in the way students are identified (Jim noted that NEKESC is doing nothing differently), a greater number of students transferring in with IEPs “in hand”, whether or not those IEPs were valid within our own identification process, increased student need, or just the availability of services in the public school system.

#### 5. **Information/Discussion - Update on Special Education Budget**

Jim provided members with estimates of special education carryover balances available for the 05-06 budgeting - which are significantly below the previous year (1.2 million vs. \$500,000). The utilization of carryover to fund the special education budget has averaged \$820,000 the past three years (about 2.5 million dollars). Discussion at the Superintendents’ Advisory Council meeting included the possibility of increasing local assessments by 3%. The assessments have been held steady with no increases for the past three years and before that time, when budgets were underspent or there was enough carryover, the fourth quarter assessments had been forgiven several years in a row amounting to over 2.5 million dollars. Jim provided graphs depicting these dollar figures as well as information on Medicaid revenue, use, and availability for funding the budget. At their meeting, Supers were in favor of using more Medicaid rather than carryover to fund the budget.

### • **Regional Service Center**

#### 1. **Action - Tiny K Budget Increase**

Increased availability of revenue and the need to increase contracted services hours necessitated a request for a budget increase of \$89,700. Jim presented information on this program and the students and families it serves, and the fact that no local assessments are used to fund the program. Ostrander moved to approve the revised budget in the amount of **\$409,985** for **Fund #36** NEKITS. Brown seconded and motion carried 6-0.

#### 2. **Information/Discussion - PE Project Update**

Jim discussed the progress of the physical education project and how it aligns with the standards set by the State of Kansas. He provided copies of a fitness for life plan which is actually a student self-evaluation tool to be utilized in the program.

#### 3. **Information/Discussion - Superintendent Participation in Executive Session**

At the February Superintendents’ Meeting, motion was made and passed that the designated superintendent for the Board Meeting be allowed to remain for executive session at board meetings. After discussion by the Board and Superintendent Johnston, it was the consensus of members that such a decision should be made on a meeting to meeting basis, and if the Board felt the superintendent could offer assistance on the topics to be discussed in executive session, they would invite the Superintendent to be present.

#### 4. **Other**

##### 1. **Action - Increase in Budget Authority for Fund #13 SIT**

The State is making available an additional \$3,000 for “Beginning Student Improvement Training” for the current year. This would increase the budget for **Fund #13** to a new amount of **\$157,003**. Ostrander moved to approve the increase as presented. Brown seconded and motion carried 6-0.

##### 2. **Action - Authorize ATM Card**

As discussed last month, several JDLA students and teachers will be attending the National Service Learning Conference in California next month. The principal, Terri Coughlin has asked about the possibility of attaining a credit card for expenses on the trip, rather than take cash as in the past. After discussion, Tenpenny moved to have the State Bank of Oskaloosa issue an ATM card and PIN number to Terri with a daily limit of \$1,000 and a maximum limit of \$6,000 for the eight day trip. In addition, she is to give the card and transaction receipts to the business manager upon her return, and the bank is to turn off the card within five days of her return. Zule seconded the motion and it carried 6-0.

### • **Executive Session**

At 8:20 p.m. Tenpenny moved to go into executive session for 15 minutes until 8:35 p.m. to do the director's evaluation and to discuss negotiations. Zule seconded and motion carried 6-0.

At 8:35 p.m. open session resumed and Caplinger moved to continue executive session for 15 minutes until 8:50 p.m. Tenpenny seconded and motion carried 6-0.

At 8:50 p.m. open session resumed and Tenpenny moved to approve a supplemental contract for the executive director in the amount of \$40,000 to perform administrative and evaluation duties as outlined the the Federal PE Grant. Caplinger seconded and motion carried 6-0.

Ostrander then moved to extend Judy Denton's and Shelia Smith's contracts for another year until 2006-2007 with salary to be determined at a later date. Brown seconded and motion carried 6-0.

Caplinger moved to increase the hourly rate for Dolly Gudenkauf and Dona Higgins by \$.50, retroactive to July 1, 2004 with funds to come from PE Grant administration costs. Tenpenny seconded and motion carried 6-0.

Zule moved to extend a contract for 2005-2006 to Susan Aspinwall with the salary to be determined at a later date. Ostrander seconded and motion carried 6-0.

- **Adjournment**

At 9:05 p.m. Caplinger moved to adjourn the meeting. Brown seconded and motion carried 6-0.

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Tom Holroyd  
President

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Susan Aspinwall, CPS  
Business Manager/Clerk