

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

**Date: August 17, 2005**

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

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

At 7:00 p.m., President, Tom Holroyd called the meeting to order. Members present: Tom Holroyd, Beryl Darrah, Carol Meneley, Tracy Newell, Keith Ostrander, Doug Walbridge, and Todd Gigstad; Jim Wheeler, Ph.D., Executive Director; Judy Denton, Assistant Director; Susan Aspinwall, Business Manager/Clerk; Dolly Gudenkauf, Head Bookkeeper; Terri Coughlin and Sharon Branson, SETA Representatives; Loren Lutes, Superintendent; and Julie Zule, outgoing Board Member.

**• Board Member Recognition**

New Board members, Tracy Newell, Oskaloosa USA #341 and Doug Walbridge, McLouth USD #342 were introduced and welcomed by Holroyd. (Beryl Darrah, Valley Falls USD #338, had been introduced last month.) Outgoing Board member, Julie Zule, McLouth USD #342, was recognized for serving on the Board the past year. Holroyd presented her with a plaque.

**• Consent Agenda**

Walbridge moved to approve the consent agenda as amended. Gigstad seconded and motion carried 7-0.

**1. Approval of Agenda**

Under RSC Other, add:

- 4.1) Action - Approve Increase in Special Education Budgets
- 4.2) Action - Approve increase in Classified Staff Fringe Benefits
- 4.3) Action - Approve Contract for Business Manager/Board Clerk

Executive Session - Personnel

**2. Approval of Minutes of July Meeting**

**3. Approval of Bills and Claims**

**• Receive - Communications from Visitors Present**

There were no comments from visitors present.

**• Receive - Communications**

**1. Treasurer's Report**

Susan provided copies of the treasurer's report for the month of August.

**• Special Education**

**1. Action - Personnel Update**

Judy reviewed the list of contracts and resignations for approval. Ostrander moved to approve as listed. Meneley seconded and motion carried 7-0.

**2. Receive - Local Agency Application for Federal Funds**

Jim and Susan discussed the LEA Application for Federal Funds. This year, NEKESC will receive \$901,908 for school age students and \$38,096 for preschool children. Although the allocation is on the KSDE website, the application for funds is not yet on the website. We will not be able to draw down funds until the application is approved. Susan explained that each Superintendent and local Board would be provided a copy of the LEA Application in order to be advised of its content and their responsibility.

**3. Information/Discussion - Mentor Teacher Training**

Jim explained that plans are to do a regional 3-day training to qualify teachers for this state funded program. Eligible teachers can then receive \$1,000 for being mentors to new staff.

Zule left the meeting at 7:10 p.m.

**4. Information/Discussion - KSDE Grant**

Judy reported that NEKESC has applied for a grant issued by KSDE to provide professional development to northeast Kansas area principals and assistant principals. She has been working with Denis Yoder, assistant superintendent at Perry/Lecompton, on the staff development program and the possibility of expanding the program beyond our seven districts to a regional group. She noted that they had received only three letters of support from the Superintendents of our seven districts. The grant application is in the amount of \$7,500 and the three staff development programs that are already scheduled for our seven districts will be held, even if the grant is

not awarded.

### 5. Information/Discussion - Report on Legislative Post Audit

Judy reported on the Legislative Post Audit for special education services being provided in USD #377. Information on the special education spending has been sent to the auditor, and an on-site visit will be held tomorrow, August 18th.

### 6. Information/Discussion - Mini Grant for Teachers

Jim explained that KFAST will receive \$5,000 again this year from a retired teacher from the Valley Falls area. The mini-grant money may be applied for any teachers' need and to further their classroom and teaching goals. The grants, up to \$500 each, are for any K-12 teacher in our seven USDs who write a proposal and submit it to their principal. Jim hopes to have a future Board presentation from last year's recipients on how their grants were utilized.

## • Regional Service Center

### 1. Action - SIT Training Grant

Jim noted that NEKESC will receive another \$3,000 grant for their Student Improvement Training program, and a budget was provided for Board review. Ostrander moved to approve the budget for Fund #13 in the amount of \$3,000 as presented. Walbridge seconded and motion carried 7-0.

### 2. Information/Discussion - Star Lab

Jim explained that Star Lab is a portable teaching environment (planetarium) which can be brought right into the classroom and includes everything needed to present interactive lessons. New curriculum and cylinders are available for our 13-15 yr.-old Star Lab. This was once, and could be again, a very effective teaching tool if repairs are made to the lab and uses coordinated within districts. He wanted the Board and Supers to be aware of the availability of the lab and what it could cost to refurbish.

### 3. Information/Discussion - Board Orientation

Jim provided a Power Point presentation depicting an overview of the various Service Center programs and how they are funded and staffed. He answered Board member questions and provided printed copies for their review.

### 4. Other

#### • 4.1) Action - Approve Increase in Special Education Budgets

Special Education budgets were updated to reflect the increase in State allocation for mileage as well as the increase in salary and fringe line items as a result of negotiations. The following budget amounts were presented:

<u>Budget</u>	<u>Previous Amt.</u>	<u>Revised Amt.</u>
Fund #01 - General Fund	\$5,306,976	\$5,391,082
Fund #02 - Voc. Ed	92,442	94,177
Fund #06 - Preschool	401,079	420,230
Fund #12 - Vision Impaired	23,816	24,889
Fund #15 - Hearing Impaired	69,085	73,308

Increases total \$110,258 and will be offset by increased categorical aid, state transportation funds or carryover as necessary.

Gigstad moved to approve the increases as presented. Newell seconded and motion carried 7-0.

#### ◆ 4.2) Action - Approve increase in Classified Staff Fringe Benefits

Discussion was held on the need to increase fringe benefits for classified staff as well as the para salary increase approved last month. Meneley moved to approve a \$.75 increase for returning paras. Gigstad seconded and motion carried 7-0.

Gigstad then moved to approve a fringe benefit of \$350/month for staff working at least 40 hours per week, and a fringe benefit of \$150/month for staff working at least 30 hours per week. Walbridge seconded and motion carried 7-0

#### • 4.3) Action - Approve Contract for Business Manager/Board Clerk

After discussion, Gigstad moved to approve a 6% salary increase for the Business Manager/Clerk of the board and a \$50/month fringe benefit increase retroactive to July 1, 2005. Newell seconded and motion carried 7-0.

## • Executive Session

At 8:10 p.m., Ostrander moved to go into executive session for 5 minutes until 8:15 p.m. to discuss personnel. Walbridge seconded and motion carried 7-0.

## • Adjournment

At 8:15 p.m., open session resumed and Walbridge moved to adjourn the meeting. Newell seconded and motion carried 7-0.

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Thomas Holroyd  
President

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Susan Aspinwall,  
CPS Business Manager/Clerk



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