

Board of Education

Northeast Kansas Education Service Center

Minutes

Date: Jan. 18th, 2005

Location: USD #341 Oskaloosa District Office

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

At 7:00 p.m., in the absence of the President and Vice-President, Keith Ostrander called the meeting to order. Members present: Tracy Newell, Julie Zule, Keith Ostrander, Beryl Darrah, and Todd Gigstad; Jim Wheeler, Ph. D., Executive Director; Judy Denton, Assistant Director; Susan Aspinwall, Business Manager/Clerk; Linda Kilgore, Administrative Secretary; Sharon Branson, Special Education Transition Teacher/Coordinator; and Cammie Braden and Cheryl Rockhold, Parents As Teachers Parent Educators/Co-coordinators.

Action - Consent Agenda

Zule moved to approve the consent agenda with no changes. Newell seconded and motion carried 5-0.

1. Approval of Agenda
2. Approval of Minutes of Previous Board 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
Susan provided copies of the treasurer's report for the month of January.

Special Education

1. Action - Personnel Update

Judy reviewed the list of contracts and resignations for approval. Gigstad moved to approve as listed. Darrah seconded and motion carried 5-0.

2. Information/Discussion - Update on State Audit

Judy reported that our original audit adjustment for special education reimbursement from the State was reduced from \$60,988 to \$36,963. We were able to provide documentation which included timecards, calendars and work logs that the auditor did not consider and therefore we gained back a

net of \$24,025. Jim explained that we report time/hours on the "maximum" side because it is better to have the money deducted when you've requested too much. If you don't request enough in the first place, the State won't make it up to you because the money is all gone.

3. **Information/Discussion - Special Education Transition Update**

Sharon Branson provided an update on transition services for special needs students at NEKESC. She explained the new IDEA guideline requirements which state that graduating students will receive a Summary of Performance to use in their transition to the "adult" world. The basic premise behind the newly proposed requirements is to give students with disabilities information they can present to potential employers or educational institutions so appropriate accommodations can be provided. This information must be documented, in addition to the IEP. The reauthorization of IDEA made four major changes in the area of transition: 1. Importance of the Student (including student input on IEPs); 2. Post-Secondary Goals (that are both measurable and attainable); 3. Transition Assessment (informal/ongoing assessments best reflect interests, skill level, preparation for goals, academic achievement, and needs and accommodations to be successful. formal assessments are used when comparisons to a norm group are needed.); and 4. Summary of Performance (outlining the student's strengths and needs at the time of leaving school; staff should also stress self advocacy). We must "get it right" so students don't "fall through the cracks" by not having their needs met and possibly join those 8 out of 10 below poverty level within a year of graduation. Sharon serves on the Transition Council of Douglas and Jefferson County as well as the Jefferson County Alliance of Services Council. These councils help special education by providing a fall College Night, a spring Resource Fair, and opportunities for students to win medals and trophies as well as self esteem at Job Olympics. When asked about monitoring after exiting the program, Sharon and Judy explained that the Federal Regulations for this are scheduled to be in place by March, and the Kansas State Regulations should follow soon after. Right now, it is our goal to have a follow-up, officially in place, for our transition program. Ostrander thanked Sharon for her presentation and meeting moved to RSC Item #1 - Parents as Teachers.

4. **Information/Discussion - Principals Meeting Meetings**

Judy provided an update of Principals' meetings held to date on September 1st, November 17th, and January 5th, as well as plans for the future meetings. After Judy provided an update on Special Education regulations/changes, other topics addressed at meetings included a QPA overview, Professional Learning Communities, Focused Assistance Monitoring, Overview of State Assessment Report with a Q&A session, PEP Grant Update, KPIRC report & update, and Special Education Updates. This group also provided the annual PDC training now required by KSDE. They have decided to employ the services of Expanding Minds Consulting to provide future presentations on:

- a. Developing Teachers as Leaders (January 19)
- b. The Impact of Teacher Book Studies on Student Improvement (February 21)
- c. Supporting Educational Practice through Coaching (March 30)
- d. Establishing A Pyramid of Interventions by Using Common Assessments (April 25)
- e. Putting Guiding Principals in Place: The principal's role as a lead educator (June 6)

The first four sessions will be 3-hour sessions at Jeff West Intermediate School. The last session will be a full day session at the Barn in Valley Falls. Members have been instructed to invite 1-3 "key" teachers if they so choose.

5. **Information/Discussion - Class Size/Case Load Information**

As required by KSDE, class size/case load information needs to be presented twice a year to our board. Judy discussed the results as of the Dec. 1 information collected. Using this formula gives us

an idea of teachers' caseload in comparison to state numbers. A few teachers are in the "Low" category and a few teachers in the "High" category. The majority of teachers fall in the "Normal" category. Judy and Shelia use this tool to monitor teachers' workloads.

Regional Service Center

1. Information/Discussion - Parents as Teachers

Jim introduced Cammie Braden and Cheryl Rockhold, parent educators, who are now also co-coordinators of our Parents as Teachers Program. Cammie and Cheryl summarized their backgrounds and roles within the program, including their division of internal and external responsibilities. They reviewed policies and procedures for recruitment and plans for retention of PAT families, as well as evaluation data collected on the program. They provided handouts including staff meeting schedules, PAWS FAQs, information on special projects, a "PAT Update" newsletter and an analysis of data collected, by USD, which included cost per child. Jim reviewed additional statistics and noted the possible need for an increase in USD contributions/local match. At 7:55 p.m. members thanked Cammie and Cheryl for their presentation and they, along with Sharon Branson, left the meeting. Meeting returned to SpEd item #4.

2. Information/Discussion - Fitness for Life - P E Grant

Jim gave an update on the PE grant, activities and equipment purchases. He provided handouts on program activities as well as a summary of unspent grant funds for equipment for PE programs. Since we are looking at a third year, a vigorous evaluation will be done. It will include input from teachers and surveys from both students and parents. This will then be used to make comparisons to the State Standards, which recommend 150 minutes of PE per week. Jim also reported on a Leavenworth school that has made the news with their program of well-balanced meals, eaten in the classroom with the teacher, and extra physical activities, etc. Improvement is documented in grades, attitudes towards peers, self-esteem, etc. proving healthy life styles do make a difference for students.

Executive Session

1. Negotiations

At 8:20 p.m., Gigstad moved to go into executive session for 10 minutes, until 8:30 p.m., to discuss negotiations. Zule seconded and motion carried 5-0.

Adjournment

At 8:30 p.m., open session resumed and Ostrander adjourned the meeting.

Keith Ostrander
Meeting Facilitator

Susan Aspinwall, CPS
Business Manager/Clerk