

# Board of Education

## Northeast Kansas Education Service Center

### Minutes

**Date: April 19th, 2006**

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

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

At 7:05 p.m., in the absence of President, Tom Holroyd, Vice-President, Carol Meneley called the meeting to order. Members present: Beryl Darrah, Carol Meneley, Julie Zule, Todd Gigstad, and Keith Ostrander (arriving at 7:20 p.m.); Dr. Jim Wheeler, Executive Director; Dr. Linda Aldridge, Executive Director of Special Education; Judy Denton, Director of Special Education; Susan Aspinwall, Business Manager/Clerk; Dolly Gudenkauf, Payroll/Accounting; Dr. Robert Little, Superintendent; and Sharon Branson, SETA Representative.

#### \* **Action - Consent Agenda**

Zule moved to approve the consent agenda. Gigstad seconded and motion carried 4-0.

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

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

Sharon Branson reported on the recent Job Olympics attended by our special education students. Many of our students placed in competition and were rewarded for their efforts.

#### \* **Receive - Communications**

1. Treasurer's Report  
Susan provided copies of the treasurer's report for the month of April.
2. Letter from C. Knapp  
Susan provided copies of a letter from Charlene Knapp thanking members for continuation of her health insurance benefit.

#### \* **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 4-0.

##### 2. **Information/Discussion - Collection of Data**

Judy provided information on the collection of data for Post-school Outcomes and Early Childhood State Performance Plan Indicators. The federal Office of Special Education Programs is requiring

the collection of outcomes data for children with disabilities who are receiving special education services. KSDE has designed a reporting system, and it has been integrated with the KIDS application and requires password authentication for entry. Judy discussed the 14 indicators implemented by the state, particularly the ones for seniors and early childhood special education students, and the process NEKESC has implemented to report requested data to KSDE.

### **3. Information/Discussion - Information on School Records Transfer**

Judy discussed Information on School Records Transfer for Children In Need of Care in the custody of the Secretary of SRS. On March 28th, a representative from SRS met with the Region III Special Education Administrators to discuss changes that have been implemented in the transfer of school records for children who are in foster care. The paper version of the Educational Enrollment Information Form (EEIF) is discontinued, and all transfers of information are now electronic. It is the responsibility of the sending school district to send a notice of transfer to the receiving school. If the receiving school has not received the transfer within 3 working days, SRS will report the sending district to KSDE. SRS will continue to check with the receiving school district until the records have been received. SRS is to make a report to the Kansas House Education Committee in December, and any school districts "on the list" will be reported to them at that time. However, at the present time there is no penalty for failure to comply.

Ostrander arrived at the meeting at 7:20 p.m.

### **4. Information/Discussion - Update on Position Vacancy**

Judy reported on the number of applications received for the position of Coordinator of Special Education and noted that a contract has been offered to one of the applicants.

### **5. Information/Discussion - Changes in Medicaid Reporting**

Judy discussed the fact that the State will no longer allow districts to bill for Medicaid money for ESY services. This is one of the smaller amounts of revenue received through the summer and, hopefully, will not have a great impact on our budget and program.

### **6. Information/Discussion - Update on Staff Needs/Vacancies for 2006-2007**

Judy reported contracts have been signed to fill the gifted and social worker positions. We are currently advertising for teaching positions that need to be filled for the upcoming school year at JWE, PMS, LES, JDLA, ACCS, and we have a possible opening for a middle school functional skills teacher..

### **7. Information/Discussion - Update on Alternate Assessments**

Several of our staff members were sent to the KSDE training session to learn how to score the alternate state assessments. Judy explained that 10 indicators, 5 math and 5 reading, are to be scored by 3 different people to get a "fair" score on the assessment. Once the scoring has been completed, the scores will need to be entered for each building affected. Staff members will be working with local test coordinators to make sure the scores are accurately recorded. This information will impact building scores for state assessments.

## **\* Regional Service Center**

### **1. Action - KASB Contracts**

It is time to renew our membership with KASB as well as renew our participation in their Legal Services Department. The annual membership fee was \$1,385 last year. This year KASB is calling for a significant increase for dues - \$2,500. However, the legal assistance fee is the same as last year's fee of \$1,100. Ostrander moved to approve the contracts with KASB as presented. Zule

seconded and motion carried 5-0.

## **2. Information/Discussion - Budget Planning**

Jim provided a short video conference to demonstrate how this tool could be valuable to the service center, especially with the rising cost of gas.

He then discussed the types of budgets/programs provided by the service center. There are budgets for "mandated", "buy-in", "State/Federal Grants", and "contracts". He then provided graphs of revenue sources, carryover history, budget increase history, and other areas of budgeting. He noted that the first negotiations session was held on Monday and that as a result of our multi-year agreement, a 7% increase in salaries will be reflected in the budgets this year.

## **3. Information/Discussion - Carl Perkins Assurances**

As a result of pending changes in Carl Perkins and Tech Education at the Federal level, the state will require some additional information and assurances from USDs receiving vocational and/or Carl Perkins dollars. Jim explained that this was an information item and that Supers had been given a "heads up" along with handouts on the changes.

## **4. Information/Discussion - Parents as Teachers**

Jim reported on the changes made within our PAT program. We will no longer have a coordinator and full time secretary, but have two parent educators serving as co-coordinators and one helping with the secretarial needs as well. After discussion with Superintendents, we plan to apply for the funds allocated to our program for 2006-2007, even though Basehor/Linwood plans to drop from our consortium and provide their own PAT program. The state is no longer providing for program expansions, and in order to keep our current allocation we will try to fill the vacated "slots". Jim also explained how funds were redirected to USDs in the form of liaison dollars and that this process may be discontinued in the future.

## **5. Information/Discussion - Request from Douglas Co. Tiny-K**

The Douglas County ICC Coordinator has requested that NEKESC become the the fiscal agent for their County Infant-Toddler Coordinating Council in Lawrence. Copies of their letter were provided to members. Ostrander moved to approve the request as presented. Zule seconded and motion carried 5-0.

## **6. Information/Discussion - Tech Plan Update**

Jim discussed our tech plan noting it must be in place in order to access e-rate funding. SWB has indicated that upgrading out internet system will take about three months and would like to start right away with the upgrade to have it in place by July 1. Jim plans to wait on confirmation of e-rate funding for this \$50,000 project.

## **7. Receive - Audit Report**

We have received the audit report for the 04-05 Fiscal Year. Copies of proposed policies for credit cards and inventory were provided to members as "receive" items, along with the report, as a result of audit findings. The polociies will be presented next month for approval.

## **\* Executive Session**

At 8:10 p.m., Gigstad moved to go into executive session for 10 minutes, until 8:20 p.m., to discuss negotiations and personnel in order to protect the privacy interest of individuals. Zule seconded and motion carried 5-0. Little left the meeting.

At 8:20 p.m., open session resumed. Meneley read a resolution for non-renewal of contract for Kim Wright, special education teacher.

Zule moved to approve a contract for Susan Aspinwall with a 3% increase in pay. Ostrander seconded and motion carried 5-0.

\* **Adjournment**

At 8:25 p.m., Meneley adjourned the meeting.

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Carol Meneley  
Vice-President

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Susan Aspinwall, CPS  
Business Manager/Clerk