

# Board of Education

## Northeast Kansas Education Service Center

### Minutes

**Date: May 17th, 2006**

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

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

Due to lack of a quorum, President, Tom Holroyd was unable to call the meeting to order until 7:40 p.m. Members present: Tom Holroyd, Tracy Newell, Todd Gigstad and Keith Ostrander; Jim Wheeler, Executive Director; Linda Aldridge, Executive Director of Special Education; Judy Denton, Director of Special Education; Susan Aspinwall, Business Manager/Clerk; Linda Kilgore, Administrative Secretary; Jean Rush, Superintendent; Terri Coughlin, JDLA Principal (with Mushu, Therapy Dog); and Sharon Branson, SETA Representative.

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

Gigstad moved to approve the consent agenda. Newell seconded and motion carried.

##### **1. Approval of Agenda**

RSC Item #2, Action - Contracts for School Nurses, was tabled since the contracts have not yet been returned.

##### **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 May.

#### \* **Special Education**

##### **1. Action - Personnel Update**

Judy reviewed the list of contracts, resignations, and terminations for approval. Gigstad moved to approve as submitted by Judy. Newell seconded and motion carried 4-0.

##### **2. Action - Final Notice of Non-Renewal of Contract**

Holroyd read the final resolutions for non-renewal of contract for Kimberly Wright for the 2006-2007 school year. Ostrander moved to adopt the resolution as read. Gigstad seconded and motion carried 4-0.

##### **3. Action - Approve Extended School Year Budget - Fund #08**

Jim explained that Special Education Regulations require that we provide extended school year services for a limited number of students according to criteria related to the severity of their special education needs. The budget for **Fund #08** this year is **\$52,145** and must be approved in May in order to issue contracts for service

providers. Judy discussed the program planning for this year's services, as well as the number and severity of students. She will have more information on student locations as well as provider contracts next month. Ostrander moved to approve the budget as prepared. Gigstad seconded and motion carried 4-0.

#### **4. Receive - Special Education Budgets**

Jim presented and discussed the following Special Education Budgets (with assessments) for members:

Fund #01 - General Fund - in the amount of \$5,844,139

Fund #02 - Vocational Education - in the amount of \$98,989

Fund #06 - Preschool - in the amount of \$430,967

Fund #12 - Vision Impaired - in the amount of \$25,540

Fund #15 - Hearing Impaired - in the amount of \$75,238

These will be action items next month.

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

Judy provided current information on the seven teacher positions that need to be filled for the upcoming school year. If possible, one position may remain unfilled.

### **\* Regional Service Center**

#### **1. Action - Approve Increase in Budget Authority for Fund #30 - KIDSS**

Jim reported the KIDSS Consortium approved to increase Linda Shively-Bowell's contract by 30 days for the current year (2005-2006) and their budget was increased as well, from \$84,082 to **\$105,725 for Fund #30**. Ostrander moved to approve the fund increase as presented. Newell seconded and motion carried 4-0.

#### **2. Action - Contracts for School Nurses**

This item was tabled until next month .

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. Action - Audit Contract**

We have received the audit contract from Lowenthal, Singleton Webb & Wilson for the 05-06 fiscal year audit. The gross fee for the accounting audit, including expenses, will not exceed \$6,800. The amount for last year's contract was \$6,500. Ostrander moved to approve the contract as presented. Newell seconded and motion carried 4-0 .

#### **4. Action - Approve Credit Card Policy**

The Credit Card Policy was a receive item last month. Gigstad moved to accept the

credit card policy as submitted. Newell seconded and motion carried 4-0 .

## **5. Action - Approve Inventory Policy**

The Inventory Policy was a receive item last month. Ostrander moved to approve the inventory policy as presented. Gigstad seconded and motion carried 4-0 .

## **6. Information/Discussion - Research on JDLA & JDLA Budget**

Jim provided copies and reviewed information from a recently completed Ph.D. dissertation (Michael O'Conner) regarding a 2-year study of JDLA. He also provided information on budget funding and presented a proposal for action next month.

Terri Coughlin, JDLA Principal, then introduced Mushu, the new JDLA therapy dog. She discussed his training and role in assisting any students with (or without) problems at JDLA. She then explained that Mushu experienced apparent heart attack symptoms in the past week and will require additional testing to determine the cause. CARES, the entity that provided Mushu, offered to take the dog back and replace it with another. Terri opted to keep Mushu, noting that there is a lesson to be learned by what has happened. She will use Mushu as an example to get a message to the students at JDLA. If there are problems, whether with dogs or with kids, we will deal with them and not send them away or somewhere else for treatment.

## **7. Receive - Regional Service Center Budgets**

The following RSC budgets were presented and discussed:

Fund #07 - Capital Outlay - in the amount of \$21,000

Fund #10 - Regional Service Center - in the amount of \$284,689

Fund #11 - Technology Support Services - in the amount of \$120,920

Fund #16 - Douglas County Tiny-K - in the amount of \$523,189

Fund #26 - Marshall Co. Tiny-K - in the amount of \$139,815

Fund #30 - Statewide Computerized IEP Support - KIDSS - in the amount of \$109,460

Fund #33 - Medicaid - in the amount of \$894,224

Jim explained that the Parents as Teachers budget was not included again this month (it was discussed last month) because it looks like State funding will change. The budgets will be action items next month.

## **8. Information/Discussion - KSDE Reorganization Update**

Jim explained that plans for the new KSDE division on innovation include the likelihood of service centers playing more of a role (a vehicle to disseminate information) in technical assistance for their regions. The commissioner has indicated that there will be RFPs (requests for proposals) going out in the fall to service centers for proposals. Our new Executive Director, Linda Aldridge, plans to take an active role in this endeavor.

## **9. Information/Discussion - PE Grant Evaluation**

Jim provided information on the PE grant evaluation including selected summaries of parent surveys and student PE performance data.

## **\* Executive Session**

At 8:25 p.m., Gigstad moved to go into executive session for 20 minutes, until 8:45 p.m. to discuss negotiations and personnel in order to protect the privacy interest of individuals.

At 8:45 p.m., Gigstad moved to continue executive session for 10 more minutes until 8:55 p.m. Newell seconded and motion carried 4-0.

At 8:55 p.m. open session resumed. Newell moved to offer Terri Coughlin a contract for Principal of JDLA, to include salary and fringe, in the amount of \$60,000. Gigstad seconded and motion carried 4-0.

Gigstad then moved to make the following changes/additions in the negotiated agreement:

1. Add \$2,050 to the base of the salary schedule;
2. Increase the employer contribution towards the single health insurance premium by \$50 to a new amount of \$400 per month;
3. Increase the employer contribution towards the family (anything above a single premium) health insurance premium by \$200 to a new amount of \$550 per month;
4. Pay \$25.00 per hour for non-student related committee work;
5. Base pay for extended day supplemental contracts on employee's daily rate;
6. Speech Department Chairperson to be paid \$1,500 annually;  
Speech Department Licensure Facilitator to be paid \$1,500 annually;  
Speech Department Secretary to be paid \$900 annually.

Newell seconded and motion carried 4-0.

Discussion was then held on Cafeteria 125 flex accounts. Ostrander moved to add the employee option for a Reliant Debit Card and increase the maximum monthly contribution limit for cafeteria 125 flex accounts from \$250 to \$400 per month. Newell seconded and motion carried 4-0.

## \* **Adjournment**

At 9:10 p.m., Newell moved to adjourn the meeting. Gigstad seconded and motion carried 4-0.

---

*Thomas Holroyd*  
**President**

---

*Susan Aspinwall, CPS*  
**Business Manager/Clerk**