

# Board of Education



## Minutes

Supers Scheduled to Attend Board Meeting

Tim Marshall, Regular

Scott Myers, Alternate

**Date: February 21, 2007**

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

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

At 7:05 p.m., Tom Holroyd, President, called the meeting to order. Members present: Tom Holroyd, Gary Willits, Keith Ostrander (alternate for #339), Dave Jolly, and Todd Gigstad (arriving at 7:07). Members not present: Dan Evans and Beryl Darrah.

Others present: Linda Aldridge, Ed.D., Executive Director; Judy Denton, Special Education Director; Dona Higgins, Business Manager; Tim Marshall, Superintendent; Sharon Branson, SETA Representative; Tiera Kronshage, Assistant Director of Special Education; and Krystal Porter, Clerk of the Board. Cindy Kelly, KASB Attorney (via phone conference 9:30 p.m. – 9:45 p.m.)

- **Action – Consent Agenda**

Ostrander made a motion to approve the Consent Agenda as revised. Jolly seconded and motion carried 4-0.

1. Action – Approval of Minutes
2. Action – Approval of Agenda with the following addition: add item #3 - Executive Session – For consultation with attorney on a matter protected by the attorney-client privilege.
3. Action – Approval of Bills and Claims

- **Receive – Communications from Visitors Present**

There were no communications from visitors present.

- **Receive – Communications**

1. **Treasurer's Report**

Dona provided copies of the treasurer's report for the month of February.

2. **Hiring Procedures**

Members received the Hiring Procedures in the Board Packet.

Gigstad arrived at the meeting at 7:07 p.m.

- **Action Items**

- 1. Action – Personnel Update**

Judy reviewed the list of contracts, resignations and terminations for approval. Gigstad made a motion to approve as listed. Willits seconded and the motion carried 5-0.

- **Discussion Items**

- 1. Information/Discussion – JDLA**

Linda discussed with the members information received regarding the feasibility of relocating JDLA to the Oskaloosa site. Before authorizing continued research necessary for feasibility of the relocation to the Oskaloosa site, members requested that Linda explore building availability options with USD #339 and USD #340.

Dona distributed and reviewed the historical perspective handout regarding JDLA funds. She shared with the committee that the assessment amounts are inflated in the school years 02-03 and 03-04 due to money received from Southard School and grant money from the Perry School District. It was also noted that expenditures for the school year 01-02 and 02-03 were high because of two budgets being combined. It was noted that the JDLA program is heavily subsidized through Medicaid and Fund 10.

- 2. Information/Discussion – Budget trends**

Dona distributed trend data regarding teacher costs, para costs, fringe costs, and JDLA.

Overall increases are due to increased benefits and salary costs and increased number of paras and teachers.

- 3. Information/Discussion – Class size / case load information**

As required by KSDE, class size/case load information needs to be presented twice a year. Judy distributed and 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. As usual, there are a few teachers in the "Low" category and a few teachers in the "High category. The majority of teachers fall in the "Normal category. Some of the information collected for the data is number of students and age ranges, exceptionalities, miles drive to provide services.

- 4. Information/Discussion – Policy Review**

Business management policies were reviewed and changes made.

- **Action Items**

- 1. Action – KBI Background Checks**

Krystal distributed a handout regarding background check recommendations with costs. Members requested background checks be reviewed with the Superintendent's Advisory Council and topic be returned to the board in March. KBI background checks were tabled.

Ostrander left the meeting at 8:23 p.m.

Ostrander returned to the meeting at 8:27 p.m.

## **2. Action – Policy Adoption**

Gigstad made a motion to approve the policies for searches of students, employees using cellular phones on duty, conflict of interest, and fiscal management as presented with corrections identified. Willits seconded and motion carried 5-0.

### **• Executive Session**

At 8:40 p.m. Jolly made a motion to go in to Executive Session in the boardroom for 20 minutes to discuss negotiations, personnel matters of non-elected personnel, and consultation with attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:00 p.m. The Executive Session included Linda Aldridge, Executive Director. Willits seconded and the motion carried 5-0.

At 9:00 p.m. open session resumed and Jolly made a motion to go in to Executive Session in the board room for 10 minutes to continue discussing negotiations, personnel matters of non-elected personnel, and consultation with attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:10 p.m. Willits seconded and the motion carried 5-0.

At 9:10 p.m. open session resumed and Jolly made a motion to go in to Executive Session in the board room for 10 minutes to continue discussing negotiations, personnel matters of non-elected personnel, and consultation with attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:20 p.m. Willits seconded and the motion carried 5-0.

At 9:20 p.m. open session resumed and Jolly made a motion to go in to Executive Session in the board room for 10 minutes to continue discussing negotiations, personnel matters of non-elected personnel, and consultation with attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:30 p.m. Willits seconded and the motion carried 5-0.

At 9:30 p.m. open session resumed. Cindy Kelly, KASB attorney, was called for phone conference. At 9:32 Jolly made a motion to go in to Executive Session in the board room for 10 minutes to continue discussing negotiations, personnel matters of non-elected personnel, and consultation with attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:42 p.m. Willits seconded and the motion carried 5-0.

At 9:42 p.m. open session resumed and Jolly made a motion to go in to Executive Session in the board room for 5 minutes to continue discussing negotiations, personnel matters of non-elected personnel, and consultation with attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:47 p.m. Willits seconded and the motion carried 5-0.

At 9:47 p.m. open session resumed. Phone conference ended with Cindy Kelly.

Gigstad made a motion to accept the agreement between Susan Aspinwall and Northeast Kansas Education Service Center. Jolly seconded and motion carried 5-0.

Gigstad made a motion to roll over the 2-year contracts for the Director of Special Education and Assistant Director of Special Education. In addition, the Coordinator of Special Education contract is extended to the 07-08 school year. Jolly seconded and the motion carried 5-0.

- **Adjournment**

At 9:50 p.m. Gigstad made a motion to adjourn the meeting. Willits seconded and the motion carried 5-0.

---

Thomas Holroyd  
President

---

Krystal Porter  
Clerk of the Board