



Board of Directors

Minutes

Supers Scheduled to Attend Board Meeting

Tim Marshall, Regular

Scott Myers, Alternate

Date: April 16, 2008

Location: Keystone Business Office, 1220 Walnut Street, Oskaloosa

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

At 7:00 p.m., Todd Gigstad, Board President called the meeting to order. Members present: Todd Gigstad, Bill Perry, LaVerne Clark, Dave Jolly, Gary Willits, Dan Evans, and Jenny Morgison (arriving at 8:09 p.m.)

Others Present: Linda Aldridge, Executive Director; Rhonda Denning, Special Education Coordinator; Jeanette Souther, Special Education Coordinator; Krystal Porter, Clerk of the Board; Charlene Knapp (leaving at 8:10 p.m.), Amy Brown (leaving at 8:10 p.m.), Tim Marshall, Superintendent; Sharon Branson, SETA Representative; and Larry Mears, Attorney (leaving at 8:34 p.m.)

Monthly Action Items

1. Approval of Agenda

Perry made a motion to approve the agenda with the addition of Action Item - New Business - #4 Keystone Adventure Camps and add- second Executive Session - To discuss personnel matters of nonelected personnel. Willits seconded and the motion carried 6-0.

2. Approval of Minutes

Evans made a motion to approve the minutes of the March meeting as mailed to members. Clark seconded and the motion carried 6-0.

3. Approval of Bill & Claims

Jolly made a motion to approve the Bills and Claims as presented. Perry seconded and the motion carried 6-0.

Monthly Communications

1. Receive Communications from Visitors Present

Charlene Knapp distributed a letter to the Board and introduced herself. Ms. Knapp worked for Keystone previously as a School Social Worker.

Executive Session

At 7:04 p.m., Perry made a motion to go into Executive Session in the conference room for 45 minutes for consultation with our attorney on a matter protected by the attorney-client privilege and to discuss personnel matters of nonelected personnel, reconvening in this room at 7:49 p.m. The Executive Session included Linda Aldridge, Executive Director and Larry Mears, Attorney. Clark seconded and the motion carried 6-0.

At 7:20 p.m., Krystal Porter went into Executive Session.

At 7:49 p.m., open session resumed and Perry made a motion to go into Executive Session in the conference room for 15 minutes to continue consultation with our attorney on a matter protected by the attorney-client privilege and to discuss personnel matters of nonelected personnel, reconvening in this room at 8:09 p.m. The Executive Session included Linda Aldridge, Larry Mears and Charlene Knapp. Clark seconded and the motion carried 6-0.

At 8:03 p.m., Krystal Porter left the Executive Session.

At 8:03 p.m., Charlene Knapp left the Executive Session.

At 8:08 p.m., Jenny Morgison went into Executive Session.

At 8:09 p.m., open session resumed and Perry made a motion to go into Executive Session in the conference room for 15 more minutes to continue consultation with our attorney on a matter protected by the attorney-client privilege and to discuss personnel matters of nonelected personnel, reconvening in this room at 8:24 p.m. Clark seconded and the motion carried 7-0.

At 8:10 p.m., Rhonda Denning went into Executive Session.

At 8:24 p.m., open session resumed and Perry made a motion to go into Executive Session in the conference room for 10 more minutes to continue consultation with our attorney on a matter protected by the attorney-client privilege and to discuss personnel matters of nonelected personnel, reconvening in this room at 8:34 p.m. Clark seconded and the motion carried 7-0.

At 8:34 p.m., open session resumed.

At 8:34 p.m., Mears left

Monthly Action Items

4. Approval of Personnel Update

Jeanette reviewed the list of contracts and resignations. Jolly made a motion to approve the Personnel Update as presented. Evans seconded and the motion

carried 7-0. Jeanette distributed a spreadsheet identifying status of advertised teaching positions as of this date.

Perry made a motion to continue to pay \$350.00 for a 90 day period towards health insurance for Charlene Knapp being reviewed at the conclusion of the 90 day period, which will be the July Meeting. Clark seconded and the motion carried 7-0.

Perry made a motion to authorize the Executive Director a maximum of \$15,000 to put towards retention bonuses for the 2008-2009 school year. Jolly seconded and the motion carried 7-0.

Monthly Communications

2. Receive General Communications

Sharon Branson thanked Dave Jolly for the time he has given to a quick negotiation procedure.

Linda invited the Board members to her home on May 31st for an end of the year "Christmas Party" that was cancelled in December.

3. Receive Treasurer's Report

Copies of the April Treasurer's Report were provided.

4. Receive Cash Summary Report

Debra reviewed the Cash Summary Report for April. Debra discussed the Monthly Transfers for

Approval and shared with the Board that this document will be provided each month as an action item starting in May.

Discussion Items – Old Business

1. Legislative Update

Linda updated the Board regarding legislative action affecting Medicaid reimbursement and special education funding.

At 8:52 p.m., Denning left.

2. Assessments

Linda distributed the 08-09 Local District Assessment worksheet, which reflected revised assessments due to recent Medicaid events and refined budgetary issues.

At 9:03 p.m., Denning returned.

At 9:03 p.m., Souther left.

3. Carl Perkins

Linda updated the Board regarding Carl Perkins repayment required.

Linda also shared that discussion took place at the April Superintendent Advisory Council regarding Keystone continuing the Carl Perkins Consortium. All Superintendents were in favor of Keystone continuing the Consortium.

AT 9:08 p.m., Souther returned.

4. Auditing Agency

Linda shared with the Board it is time to contract with an auditing firm for the 08-09 school year. Currently, we use Lowenthal, Singleton, Webb, and Wilson. The Board supports Linda in requesting proposals/cost estimates from several firms.

5. Operations and Facilities Division

Linda updated the Board regarding development of this revenue stream and the ability to provide proper insurance.

Action Items – Old Business

None

Action Items – New Business

1. Recruitment and Retention – Teachers and Paras

Linda distributed and discussed the 2008-2009 Special Ed. Budget Projection. The Substitute position had been inadvertently left off and should be added with the project cost of \$15,300. Jeanette distributed and discussed the New Position handout and proposed the hiring of one new position. The Board previously approved a new position of an itinerant teacher for Valley Falls Elementary and Jefferson West Elementary. Jeanette proposes a new full time position at Valley Falls and change the itinerant teacher to be full time position at Jefferson West Elementary.

Jolly made a motion to accept the 2008-2009 Special Education Budget Projections with the addition of the Substitute position in place of the para tuition reimbursement. Morgison seconded and the motion carried 7-0.

2. Learning and Leading Coordinator

Linda distributed and discussed a plan for expansion of curriculum/grant writing services.

Jolly made a motion to the position of Learning and Leading Coordinator, and to proceed with advertising the position. Morgison seconded and the motion carried 7-0.

3. Garage Sale

Keystone policy states that service center property will not be used for any public sales without prior approval of the Board other than those sponsored by the service center to expose of excess service center property and equipment as approved by the Board. Linda asked for approval to participate in the Oskaloosa Garage Sales the first weekend in June.

Perry made a motion to approve the employees of Keystone to hold a garage sale on the Oskaloosa Keystone property. Clark seconded and the motion carried 7-0.

Discussion Items – New Business

1. Keystone Marketing

Linda discussed costs and distributed examples of signage and related promotional issues and items.

At 10:20 p.m., Todd requested a five-minute recess.

At 10:20 p.m., open session resumed.

Executive Session

At 10:25 p.m., Jolly made a motion to go into Executive Session in the conference room for 20 minutes to discuss negotiations and to discuss personnel matters of nonelected personnel, reconvening in this room at 7:45 p.m. The Executive Session included Linda Aldridge, Executive Director. Evans seconded and the motion carried 7-0.

At 10: 27 p.m. Rhonda went into Executive Session.

At 10:32 p.m., Rhonda left Executive Session.

At 10:45 p.m., open session resumed and Jolly made a motion to go into Executive Session in the conference room for 5 minutes to discuss negotiations and to discuss personnel matters of nonelected personnel, reconvening in this room at 10:50 p.m. Evans seconded and the motion carried 7-0.

At 10:50 p.m., open session resumed.

Action Items – New Business

1. Negotiated Agreement

Jolly moved to approve the Negotiated Agreement for the 2008-2009 school year. Clark seconded and the motion carried 7-0.

Amended: Jolly moved to approve the Negotiated Agreement for the 2008-2009 school year with the appropriate step movement for three teachers as proposed in the letter from SETA. Clark seconded and the motion carried 7-0.

Adjournment

At 10:51 p.m., Todd adjourned the meeting.

Todd Gigstad
Board President

Krystal Porter
Clerk of the Board