



Board of Directors

Minutes

Supers Scheduled to Attend Board Meeting

Jon Pfau, Regular

Jean Rush, Alternate

Date: May 21, 2008

Location: Keystone Business Office, 1220 Walnut Street, Oskaloosa

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

At 7:04 p.m., Todd Gigstad, Board President called the meeting to order.

Members present: Todd Gigstad, Bill Perry, LaVern Clark, Dave Jolly, Gary Willits, and Dan Evans.

Member not present: Jenny Morgison.

Others present: Linda Aldridge, Executive Director; Rhonda Denning, Special Education Coordinator; Jeanette Souther, Special Education Coordinator; Krystal Porter, Clerk of the Board; Debra May, Business Manager; Sharon Branson, SETA Representative; Jon Pfau, Superintendent; and Larry Mears, Attorney via phone conference (9:10 p.m. – 9:40 p.m.).

Monthly Action Items

1. Approval of Agenda

Perry made a motion to approve the agenda with the change of the Discussion Item – Old Business Audit Firm Search to an Action Item. Evans seconded and the motion carried 6-0.

2. Approval of Minutes

Jolly made a motion to approve the minutes of the April meeting as mailed to members. Perry 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.

4. Approval of Monthly Fund Transfers

Jolly made a motion to approve the Monthly Fund Transfers as presented. Perry seconded and the motion carried 6-0.

Monthly Communications

1. Receive Communications from Visitors Present

Sharon Branson shared with the Board that Sharon Laverentz, Interrelated Teacher at Jefferson West Intermediate School, will be retiring at the end of this school year and her name was added to the SETA Exceptional Service Award plaque that will be displayed at the Keystone Business Office.

Sharon highlighted the successes of the 39 students who participated in Job Olympics last month.

Sharon distributed two handouts regarding Jefferson County Alliance of Service Councils. Sharon invited representative from all districts to participate in the Jefferson County Alliance.

2. Receive General Communications

Linda shared with the Board that Keystone will be hosting the KASB political candidate meeting in the Lecompton building on June 12th.

Linda informed the Board that JDLA students have been doing landscaping at the Oskaloosa building and have done a great job.

Linda and Terri met with the Lecompton Historical Society. Society members are pleased that we are utilizing the Lecompton building and would like all programs to stay active in the building.

Terri shared with the Board that nineteen students graduated from John Dewey Learning Academy and that this is the largest graduating class in JDLA history.

3. Receive Treasurer's Report

Copies of the May Treasurer's Report were provided.

4. Receive Cash Summary Report

Debra reviewed the Cash Summary Report for May.

Discussion Items – Old Business

1. Audit Firm Search

Debra reviewed the Auditing Firm Bids received for the 2008-2009 school year.

Perry made a motion to approve Lowenthal Singleton Webb & Wilson Auditing Firm for the 2008-2009 school year. Evans seconded and the motion carried 6-0.

2. Medicaid Update

Linda updated the Board regarding efforts to maximize Medicaid funding.

3. Audit Response

Debra discussed improvements/changes made in business practices in response to the audit report received earlier this school year.

4. KanEd Grant

Linda updated the Board regarding the grant award. Linda will be attending a meeting next week and will be providing information received at the June Board meeting.

Action Items – Old Business

1. Para Wage Scale

Debra presented and reviewed the para wage scale.

Tabled at this time.

Executive Session

At 8:03 p.m., Jolly made a motion to go into Executive Session in the conference room for 20 minutes to discuss personnel matters of nonelected personnel, reconvening in this room at 8:23 p.m. The Executive Session included Linda Aldridge, Executive Director. Perry seconded and the motion 6-0.

At 8:23 p.m. open session resumed and Jolly made a motion to go into Executive Session in the conference room for 15 minutes to continue to discuss personnel matters of nonelected personnel, reconvening in this room at 8:38 p.m. The Executive Session included Debra May, Business Manager. Perry seconded and the motion carried 6-0.

At 8:28 p.m. May left the Executive Session.

At 8:38 p.m. open session resumed and Jolly made a motion to go into Executive Session in the conference room at 5 minutes to continue to discuss personnel matters of nonelected personnel, reconvening in this room at 8:43 p.m. Perry seconded and the motion carried 6-0.

At 8:43 p.m. open session resumed.

Action Items – New Business

1. JDLA

Perry made a motion to charge \$7,500 per student (students placed at JDLA for reasons other than special needs) for the 08-09 school year at JDLA. Jolly seconded and the motion carried 6-0.

2. Business Procedures

Evans made a motion to approve the Daily Receipt Procedures, Phone Card Procedure, Phone/ Internet Reimbursement Procedure as presented. Clark seconded and the motion carried 6-0.

3. Professional Development Plan

Jolly made a motion to approve the Professional Development Plan 2008-2013 as presented. Perry seconded and the motion carried 6-0.

Discussion Items – New Business

1. KEEB Demonstration

Tabled at this time.

Executive Session

At 9:10 p.m., Clark made a motion to go into Executive Session in the conference room for 30 minutes to discuss personnel matters of non-elected personnel and for consultation with our attorney on a matter protected by the attorney-client privilege, reconvening in this room at 9:40 p.m. The Executive Session included Linda Aldridge, Executive Director; and Larry Mears, attorney (via phone conference 9:10 p.m. - 9:40 p.m.) Perry seconded and the motion carried 6-0.

At 9:40 p.m. open session resumed and Clark made a motion to go into Executive Session in the conference room for 10 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 9:50 p.m. Perry seconded and the motion carried 6-0.

At 9:50 p.m. open session resumed and Clark made a motion to go into Executive Session in the conference room for 10 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 10:00 p.m. Perry seconded and the motion carried 6-0.

At 10:00 p.m. open session resumed and Clark made a motion to go into Executive Session in the conference room for 5 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 10:05 p.m. Perry seconded and the motion carried 6-0.

At 10:05 p.m. open session resumed and Clark made a motion to go into Executive Session in the conference room for 5 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 10:10 p.m. Perry seconded and the motion carried 6-0.

At 10:10 p.m. open session resumed and Clark made a motion to go into Executive Session in the conference room for 10 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 10:20 p.m. Perry seconded and the motion carried 6-0.

At 10:20 p.m. open session resumed and Clark made a motion to go into Executive Session in the conference room for 5 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 10:25 p.m. Perry seconded and the motion carried 6-0.

At 10:25 p.m. open session resume.

Monthly Action Items

5. Approval of Personnel Update

Jeanette distributed a spreadsheet identifying status of advertised teaching positions as of this date. Jeanette reviewed the list of contracts and resignations.

Perry made a motion to approve the Personnel Update as presented. Jolly seconded and the motion carried 4-2.

Action Items – Old Business

4. KFAST

Jolly made a motion to approve the KFAST agreement contingent upon written agreement from KFAST on or before June 18, 2008. Clark seconded and the motion carried 6-0.

Adjournment

At 10:35 p.m., Evans made a motion to adjourn the meeting. Clark seconded and the motion carried 6-0.

Todd Gigstad
Board President

Krystal Porter
Clerk of the Board