



Board of Education

Special Meeting Board Advance

Special Meeting Minutes

Date: August 13, 2008

Location: USD #341 Oskaloosa School Library, 404 Park Street, Oskaloosa

Time: 6:00 p.m. Call Meeting to Order

At 6:15 p.m., Todd Gigstad, President, called the meeting to order. Members present: Todd Gigstad, Dave Jolly, Karen Edmonds, Ed Courtney, Jody Lockhart, and Jon Henry. Member not present: Jenny Morgison.

Others present: Linda Aldridge, Executive Director; Leonard Lange, ACCS Proxy; Larry Mears, Attorney; Jeanette Souther, Assistant Special Education Director; Rhonda Denning, Assistant Special Education Director; Shelia Smith, Deputy Director of Special Education; Mark McBeth, Learning & Leading; Terri Coughlin, JDLA Principal; Jon Pfau, Superintendent; Steve Wiseman, Superintendent; Denis Yoder, Superintendent; Tim Marshall, Superintendent; Jean Rush, Superintendent; Loren Feldkamp, Superintendent; Linda Kilgore, Clerk of the Board.

1. Introductions

Todd welcomed everyone and introduced the Keystone staff. Todd recognized current and former board members, explaining how much their hard work and effort has payed off.

Linda thanked everyone for attending and introduced Larry Mears, Keystone attorney.

2. Boardsmanship

- a) KOMA--Larry shared with the committee a handout on legal issues pertaining to the Kansas Open Meetings Act. He also discussed Cyberbullying, Boardsmanship basics, and the value of goal setting.
- b) Communications with Linda—Larry discussed the importance of sharing concerns with Linda through direct and timely communication.
- c) Role of the Board—Larry explained the importance of the Board, the Superintendents and the Keystone organization working together to ensure success in the future.

3. Overview of 07-08 goals and plan

Linda reviewed the 2007-08 Goals, referencing progress in the overall goals being met. Linda clarified that Keystone will continue to improve upon and strive to meet these former goals while looking toward future goals.

Linda shared information on two new programs at Keystone this year, Learning & Leading with Director, Mark McBeth, and Operations & Facilities, with Director, Paul Crawford.

Because of rising insurance rates, Keystone is gathering information and looking into the possibility of forming a health care consortium.

3.1) Review of Student Achievement Goals

Shelia shared with the committee the success this past year of the recruitment efforts put forth by Rhonda and Jeanette. Also mentioned was the addition of a Mentor teacher on staff. Shelia also applauded the board approving the tuition reimbursement funds. This is believed to be one of the main reasons Keystone was able to recruit high quality people.

3.2) JDLA

Terri reviewed the academic progress of JDLA. Teachers are creating student portfolios, which include information on academic progress such as data on pre and post testing. Raising student scores is a top priority. The school has a new database set up so that students' home schools will be able to gather information in a timely manner.

4. Goal Setting 08-09

Larry had the committee break into groups to discuss goals for Keystone, and then write down 3-5 of the goals that the Board wants to accomplish. The goals the committee came up with are:

- Strategies for all special education students to reach high achievement
- A Health Insurance consortium with Employee Benefits Package
- Centralized facilities – in long range planning stage
- Service Center marketing
- Strengthen district communication and relationships, with an emphasis on keeping all Board members of each of our 7 Boards informed

5. Adjourn

Larry adjourned the meeting at 8:00 p.m.

Todd Gigstad
President

Linda Kilgore
Clerk of the Board

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Scott Myers, Regular

Jon Pfau, Alternate

DATE: August 20th, 2008

Location: Keystone Business Office, 1220 Walnut, 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: Dave Jolly, Ed Courtney, Jenny Morgison, Jody Lockhart, Karen Edmonds and Jon Henry.

Others present: Linda Aldridge, Executive Director; Shelia Smith, Deputy Director of Special Education; Scott Myers, Superintendent; Debra May, Business Manager, Sharon Branson, SETA Representative; Terri Coughlin, Principal, JDLA; Linda Kilgore, Clerk of the Board.

Monthly Action Items

1. Approval of Agenda

Karen made a motion to approve the agenda with the change of Action Item, New Business: Para Handbook, Teacher Handbook and JDLA Student Handbook Approval tabled until the September Board meeting. Dave seconded and motion carried 7-0.

2. Approval of Minutes

Dave made a motion to approve the minutes of the July meeting. Jenny seconded and motion carried 7-0.

3. Approval of Bills & Claims

Dave made a motion to approve the Bills & Claims as presented. Jon seconded and motion carried 7-0.

4. Approval of Monthly Fund Transfer

Dave made a motion to approve the Monthly Fund Transfer as presented. Karen seconded and motion carried 7-0.

Cammie Braden, Parents as Teachers Coordinator, arrived at 7:10 p.m.

5. Approval of Personnel Update

Shelia reviewed the list of contracts and resignations. Jenny made a motion to approve the list of contracts and resignations as presented. Jody seconded and motion carried 6-1.

Monthly Communications

1. Receive Communications from Visitors Present

There was no communication from visitors present.

2. Receive General Communication

There was no general communication.

3. Receive Treasurer's Report

Copies of the treasurer's report for the month of August were provided.

4. Receive Cash Summary Report

Debra reviewed the cash summary report.

Discussion Items – Old Business
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None

Discussion Items – New Business
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1. Parents as Teachers

Cammie Braden, PAT Coordinator, discussed the status of the PAT consortium. Cammie passed out folders with information on the program. She explained that the PAT program currently serves 21 school districts across 10 counties, with the majority located in rural areas surrounding small towns.

At 7:30 p.m., Cammie left the meeting.

Rhonda Denning, Assistant Director of Special Education, arrived at 7:30 p.m.

2. Health Insurance/Benefits Consortium

Linda explained that after experiencing a 32% increase in premiums, Keystone is interested in alternative approaches to provision of health care. Districts have expressed interest in the development of a Health Insurance Consortium and Linda is looking into this.

3. Early Childhood Grant

Rhonda shared with the Board that Keystone would like to submit a federal grant proposal for Early Childhood, focusing on 3-5 year olds. Keystone is partnering with several Northeast Kansas agencies on this, such as the Jefferson County Health Department and Headstart. The grant is due September 22nd. The Board chose to immediately approve Keystone writing and submitting this grant, thus moving this to an Action Item. Dave made a motion to approve Keystone writing the Early Childhood grant. Karen seconded and motion passed 7-0.

Rhonda left the meeting at 7:48 p.m.

4. Categorical Aid Audit

Shelia discussed results of the categorical aid audit.

Action Items – Old Business

None

Action Items – New Business

1. Para Handbook

Tabled at this time for review.

2. Teacher Handbook

Tabled at this time for review.

3. JDLA Handbook Approval

Tabled at this time for review.

4. Approval of Budgets

Debra presented budgets 3, 4, 7, 11, 13, 16, 17, 18, 24, 26, 28, 30, 33, 36, 39, 42, 43 and 44 for approval. Dave made a motion to approve the budgets as presented. Jon seconded and motion carried 7-0.

Scott left the meeting at 7:52 p.m. Scott returned at 7:54 p.m.

5. Para Study Committee

Linda recommended that the Para Study Committee be reinstated for the '08-'09 school year. Shelia shared that the committee has approximately 12 people, with all districts and JDLA represented. Karen made a motion to reinstate the Para Study Committee for the '08-'09 school year. Jody seconded and motion carried 7-0.

6. KSDE Special Education Process Handbook

Dave made a motion to adopt the KSDE Special Education Process Handbook. Karen seconded and motion carried 7-0.

7. JRC Disposition of Records

Dave recommended amending the student records policy as presented. Jenny seconded and motion carried 7-0.

8. Principal Study Group Grant

Linda explained that Mark McBeth, Director of Learning and Leading at Keystone, requested and received \$6,000.00 from Dale Dennis' office for the Principal Study Group grant. Jon made a motion to approve the grant. Jody seconded and motion carried 7-0.

9. 2008-09 Goals

Karen made a motion that the Keystone Board adopt the '08-'09 goals as amended. Dave seconded and motion carried 7-0.

Debra left the meeting at 8:32 p.m.

Terri left the meeting at 8:32 p.m.

Executive Session

At 8:32 p.m., Dave made a motion to go into Executive Session in the conference room for 10 minutes to discuss personnel matters of non-elected personnel, reconvening in this room at 8:42 p.m. The Executive Session included Scott Myers, Linda Aldridge and Shelia Smith. Jody seconded and the motion carried 7-0.

At 8:42 p.m., open session resumed. Executive Session continued in the conference room for an additional 5 minutes to continue discussing personnel matters of non-elected personnel, reconvening in this room at 8:47 p.m.

At 8:47 p.m., open session resumed.

Adjournment

At 8:49 p.m., Jenny made a motion to adjourn the meeting. Jody seconded and motion carried 7-0.

Todd Gigstad
President

Linda Kilgore
Clerk of the Board

Board of Directors



Minutes SPECIAL MEETING

DATE: August 27th, 2008

Location: Keystone Business Office, 1220 Walnut, Oskaloosa

Time: 6:00 p.m. Call Meeting to Order

At 6:00 p.m., Dave Jolly, Vice President, called the meeting to order. Members present: Ed Courtney, Jenny Morgison, Karen Edmonds, Jon Henry and Todd Gigstad (arriving at 6:05 p.m.) Member not present: Jody Lockhart.

Others present: Linda Aldridge, Executive Director; Linda Kilgore, Clerk of the Board; Shelia Smith, Deputy Director of Special Education.

- **Executive Session**

At 6:03 p.m. Jon made a motion to go into Executive Session in the conference room for 15 minutes to discuss personnel matters of non-elected personnel, reconvening in this room at 6:18 p.m. The Executive Session included Linda Aldridge and Shelia Smith. Karen seconded and motion carried 5-0.

At 6:18 p.m., open session resumed.

- **Action**

Jon made a motion to offer a contract in the amount of \$51,802 to Ken Kliewer for the Speech Language Pathologist position for the 2008-09 school year, with a signing bonus of \$9,000. The signing bonus is granted with the stipulation that it will be repaid in full if he does not fulfill his 190-day contract. Ed seconded and motion carried 6-0.

- **Adjournment**

At 6:20 p.m., Karen made a motion to adjourn the meeting. Jenny seconded and the motion carried 6-0.

Todd Gigstad
President

Linda Kilgore
Clerk of the Board