

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Tim Marshall, Regular

Scott Myers, Alternate

DATE: June 17th, 2009

Location: Keystone Business Office, 1220 Walnut, Oskaloosa

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

At 7:05 p.m., Todd Gigstad, Board President, called the meeting to order. Members present: Jon Henry, Ed Courtney, Jody Lockhart, Dave Jolly, Karen Edmonds and Jenny Morgison.

Others present: Linda Aldridge, Executive Director; Rhonda Denning, Assistant Director of Special Education; Debra May, Business Manager; Linda Kilgore, Clerk of the Board; Terri Coughlin, Principal, JDLA; Mark McBeth, Director, Learning & Leading; Superintendents: Loren Feldkamp, Jean Rush and Tim Marshall. Arriving at 7:15 p.m., Superintendent Jon Pfau. Keystone staff in attendance: Sharon Branson, Christina Brown, Denise Faimon and Denise Spainhower. Many more Keystone staff sat outside the conference room in the overflow area.

Monthly Action Items

1. Approval of Agenda

Jenny made a motion to approve the agenda as amended, moving Monthly Communications and Discussion Item #1, Budget Development, to before the Executive Session regarding the Personnel Update, and to add Discussion Item #6, Non-Teacher Raises. Jon seconded and motion carried 7-0.

Monthly Consent Agenda Items

Any Board member may request that any item be removed from this consent agenda to the regular agenda for action to be taken separately.

- 1. Approval of Minutes of last meeting**
- 2. Approval of Bills & Claims**
- 3. Approval of Cash Summary Report**
- 4. Approval of Monthly Fund Transfers**
- 5. Approval of Check Registers**
- 6. Approval of Treasurer's Report**

ACTION

Jon made a motion to approve the Consent Agenda Items as presented. Dave seconded and motion carried 6-1.

Monthly Communications

1. Receive Communications from Visitors Present

Todd presented a plaque to Dave Jolly for his 4-year tenure on the Keystone Board. He thanked Dave for his leadership and knowledge as well as helping new members understand the system. It was noted that Dave did not miss one meeting in his four years of service. Todd also thanked the other board members for their time, dedication and long hours that come from serving on the Board.

2. Receive General Communications

Sharon Branson spoke as a member of the Teacher Association SETA, explaining she is encouraging more members to attend these monthly Board meetings. Christina Brown and Denise Faimon then introduced themselves.

Discussion Items

1. Budget Development

Linda presented preliminary budget information for Funds 42 (Learning & Leading) and 43 (Operations & Facilities). Mark spoke on Learning & Leading, explaining this was the first year of this brand new division. There were 59 workshops scheduled at the Service Center in Lecompton, of which 37 were actually held. (This number does not include workshops or consulting services that were done at other locations/districts.) Mark explained that this first year was a strong networking year and the foundation has

been layed for the future. Mark answered questions from the Board regarding this first year and what expectations he has for the future.

Linda spoke on the potential idea of capping para contract hours, wherever possible, to 31 hours maximum to start the school year, and then adding in more hours as needed to meet specific student needs. Discussion followed. Linda explained these ideas are the best bet for saving money in such a tight fiscal year. It was the consensus of the Board that Para Memorandum of Employment contracts be issued, with the stipulation that after a review is done, their hours may be reduced. The Board agreed that all new hires contract hours be kept at 31 hours, except where student needs require more hours.

Linda then spoke on Fund 10, handing out a budget worksheet showing each individual program and the amounts in each with totals from the past several years.

Executive Session

At 8:53 p.m., Dave 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 9:08 p.m. Jody seconded and motion carried 7-0. Executive session included Linda Aldridge, Rhonda Denning, Jean Rush, Tim Marshall, Loren Feldkamp and Jon Pfau.

At 9:08 p.m., open session resumed.

At 9:08 p.m., Dave made a motion to go into Executive Session in the conference room for 5 minutes to discuss personnel matters of non-elected personnel, reconvening in this room at 9:13 p.m. Jody seconded and motion carried 7-0. Executive session included Linda Aldridge, Rhonda Denning, Jean Rush, Tim Marshall, Loren Feldkamp and Jon Pfau.

At 9:13 p.m., open session resumed.

At 9:13 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 9:23 p.m. Jody seconded and motion carried 7-0. Executive session included Linda Aldridge, Rhonda Denning, Jean Rush, Tim Marshall, Loren Feldkamp and Jon Pfau.

At 9:23 p.m., open session resumed.

At 9:23 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 9:33 p.m. Jody seconded and motion carried 7-0. Executive session included Linda Aldridge, Rhonda Denning, Jean Rush, Tim Marshall, Loren Feldkamp and Jon Pfau.

At 9:33 p.m., open session resumed.

ACTION:

Jenny made a motion to accept Christina Brown's resignation. Jody seconded and motion carried 6-1.

Dave made a motion to approve Mark McBeth's contract for \$70,000 for the 2009-2010 school year, with more discussion at a later date on the content of the contract. Jon seconded and motion carried 7-0.

Dave made a motion to approve the remaining contracts and resignations as presented. Jenny seconded and motion carried 7-0.

Action Items

1. Purchase Cards ---- TABLED

The development of a purchase card system has been reviewed in prior Board meetings. Purchase cards allow for tighter controls on spending and flexibility in accessing funds. Last month, the Board adopted procedures for a purchase card system. It is recommended that the Board enter into an agreement with Commerce Bank for the purpose of accessing and utilizing purchase cards.

2. 125 Plan Administrator and Benefits Package

Dave made a motion to approve Terry Lappe to be named the Cafeteria 125 Plan administrator and accept the Health Insurance recommendation with the Four Options as presented, and that service providers and benefits be made available to Keystone employees as presented. Jody seconded and motion carried 7-0.

3. 2009-2010 Calendar Approval

Jon recommended that the 2009-2010 Calendar be approved as presented. Ed seconded and motion carried 7-0.

4. Changes in Extended/Supplemental/Retention Stipend Contracts

Dave made a motion to approve the following proposed changes to the Supplemental Contracts for the 2009-2010 school year. The changes are to delete the Speech Department Chairperson that was paid \$1,500 annually, to delete the Speech Department Licensure Facilitator that was paid \$1,500 annually, and to delete the Speech Department Secretary that was paid \$900 annually. Ed seconded and motion carried 7-0.

Dave made a motion to approve the following proposed changes to the Extended Day Contracts for the 2009-2010 school year. The changes are JDLA reduced from 40 days to five (5) day extended contract, Social Worker only, for a savings of \$9,613, and the Vocational Coordinator reduced from 20 days to five (5) day extended contract for a savings of \$4,050. Jon seconded and motion carried 7-0.

NO ACTION TAKEN on the Speech Language Pathologist Retention stipends of \$4,000 annually for the 2009-2010 school year.

5. Budget Adoption ----- TABLED

6. Non-Teacher Raises

ACTION:

Dave made a motion to give all non-teacher Keystone staff a 2% raise for the 2009-2010 school year. Karen seconded and motion carried 5-2.

Executive Session

At 10:30 p.m., Dave made a motion to go into Executive Session in the conference room for 15 minutes, to discuss Negotiations and personnel matters of non-elected personnel, reconvening in this room at 10:45 p.m. The Executive Session included Linda Aldridge, Jon Pfau, Tim Marshall, Loren Feldkamp and Jean Rush. Jon seconded and motion carried 7-0.

At 10:45 p.m., open session resumed.

ACTION:

Jon made a motion to approve the negotiated agreement contract as presented. Jody seconded and motion carried 7-0.

Jon made a motion to approve the terms of Linda Aldridge's contract for the 2009-2010 school year. Dave seconded and motion carried 7-0.

Adjournment

At 10:47 p.m., Jon 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: June 10th, 2009

Location: Oskaloosa School District Library, 404 Park Street

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: Ed Courtney, Jenny Morgison, Karen Edmonds, Dave Jolly, Jon Henry and Jody Lockhart.

Others present: Linda Aldridge, Executive Director; Linda Kilgore, Clerk of the Board; Rhonda Denning, Assistant Director of Special Education; Debra May, Business Manager; Terri Coughlin, Principal, JDLA; Superintendents: Jon Pfau, Jean Plegge, Tim Marshall, Loren Feldkamp, Scott Myers, Denis Yoder and Steve Wiseman. Also present, many Keystone staff.

Todd thanked the Board for their fine work in representing their school districts this past year. He explained that their input is of great value. Linda also thanked the Board for the tremendous job they have done. Todd and Linda passed out certificates and letters, thanking each and every one of them for serving on the Keystone Board.

• **General Session**

Linda, the Board and the Superintendents discussed all aspects of finance including: 09-10 budget proposals showing assessment increases at 15.7% and another at 20.7%. Linda explained the long-term ramifications of both. Linda explained that one idea to decrease costs would be to limit specific paras to the maximum categorical aid hours as much as possible. Revamping the Benefits package will also help decrease costs. Medicaid, Speech/Language Pathologists retention stipends, the open Autism Coordinator position, the JCN ED position, and office staff contracts were discussed. Lengthy discussion occurred in respect to Fund 01 (Special Ed) and Fund 10 (Service Center). Linda explained that she would have more budget information available on Fund 10 (Special Ed), Fund 42 (Learning & Leading), and Fund 43 (Operations & Facilities) at next week's regular monthly Board meeting. A comparison chart of Personnel FTE for all the Districts and Keystone was handed out. It was noted Keystone staff employs 240 FTE, with 2.85 administrators FTE. It

was also noted that by shifting expenses from Fund 01 to Fund 10, there is a savings of \$63,000 for special education.

Denise Spainhower, parent of an autistic son, spoke on the importance of early intervention and the need for teachers who have specific knowledge about autism.

Considerations for restructuring of special education finance were discussed at length, including reducing expenses and demand for services, giving districts more local control in the special education process, and revising funding methods.

At 8:39 p.m., Ed left the meeting and returned at 8:42 p.m.

- **Executive Session**

At 8:55 p.m. Dave made a motion to go into Executive Session in the Oskaloosa district school library for 15 minutes to discuss negotiations, reconvening in this room at 9:10 p.m. The Executive Session included Linda Aldridge and the seven Superintendents: Jon, Loren, Denis, Tim, Steve, Jean and Scott. Jon seconded and motion carried 7-0.

At 9:10 p.m., open session resumed.

- **Action**

Karen made a motion to have Dave Jolly continue to work with SETA for six days beginning June 11, in an attempt to settle negotiations. If, by June 16, issues are not resolved, Dave is authorized to declare impasse. Jon seconded the motion. Motion carried 7-0.

Karen made a motion if negotiations extend beyond June 30, the Board would like Dave to continue as Chief Negotiator for the Keystone Board of Directors as they negotiate with SETA. Ed seconded the motion. Motion passed 6-1.

- **Adjournment**

At 9:20 p.m., Jon made a motion to adjourn the meeting. Jenny seconded and the motion carried 7-0.

Todd Gigstad
President

Linda Kilgore
Clerk of the Board