

# Board of Directors



## Minutes

Supers Scheduled to Attend Board Meeting

Denis Yoder, Regular

Steve Wiseman, Alternate

**DATE:** August 19<sup>th</sup>, 2009

**Location:** Oskaloosa District Board Office, 404 Park Street, Oskaloosa

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

At 7:02 p.m., Todd Gigstad called the meeting to order. Members present: Jon Henry, Mike Tullis for Ed Courtney, Beth Kelley, Jody Lockhart, Shannon McMahan and Karen Edmonds.

Others present: Linda Aldridge, Executive Director; Rhonda Denning, Assistant Director of Special Education; Jeanette Souther, Assistant Director of Special Education; Debra May, Business Manager; Linda Kilgore, Clerk of the Board; Terri Coughlin, Principal, JDLA; Superintendents: Loren Feldkamp, Scott Myers, Jean Rush and Denis Yoder. Others in attendance: Robin Courtney, Sharon Branson, Mike McGuire, Kathy Young, Betsy Schmelzle, Keystone.

Todd welcomed all in attendance and reminded everyone about the Special Board "Advance" meeting, September 2<sup>nd</sup>, 6 p.m., at the Oskaloosa school district library.

### Monthly Action Items

#### 1. Approval of Agenda

**ACTION:**

Karen made a motion to approve the agenda as presented. Jon seconded and motion carried 7-0.

## Executive Session

At 7:05 p.m., Jon made a motion to go into Executive Session in the conference room for 30 minutes to discuss personnel matters of non-elected personnel, reconvening in this room at 7:35 p.m. The Executive Session included Linda Aldridge, Rhonda Denning, Jeanette Souther, Terri Coughlin and Superintendents Denis Yoder, Loren Feldkamp, Jean Rush and Scott Myers. Jody seconded and motion carried 7-0.

At 7:35 p.m. open session resumed.

At 7:35 p.m., Jon 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 7:45 p.m. The Executive Session included Linda Aldridge, Jeanette Souther and Superintendents Denis Yoder, Loren Feldkamp, Jean Rush and Scott Myers. Jody seconded and motion carried 7-0.

At 7:41 p.m., Jeanette Souther left Executive Session.

At 7:45 p.m., open session resumed.

At 7:45 p.m., Jon 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 7:50 p.m. The Executive Session included Linda Aldridge and Superintendents Denis Yoder, Loren Feldkamp, Jean Rush and Scott Myers. Jody seconded and motion carried 7-0.

At 7:50 p.m., open session resumed.

## Monthly Action Items

### 1. Personnel Update

This document was presented and briefly reviewed.

**ACTION:** Karen made a motion to approve the contracts as presented, excluding Sharon Laverentz's contract, with the amendment made to reflect the '09-'10 school year on the contracts for Jennie Atwood, Jessica Deters, Kris Pedersen and Brenna Randall. Shannon seconded and motion carried 7-0.

**ACTION:** Jon made a motion to approve Sharon Laverentz's contract contingent upon Doniphan County's Board approving the contract with Keystone. Shannon seconded and motion carried 7-0.

**ACTION:** Jon made a motion to approve Mike McGuire's stipend of \$310.00 for the '09-'10 school year, for extra duties for reading and math analysis. Mike Tullis 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:** Jody made a motion to approve the Consent Agenda Items, including the two additions to the Checks for Approval list, read aloud by Debra. Karen seconded and motion carried 7-0.

### **Monthly Communications**

**1. Receive Communications from Visitors Present**

Sharon Branson, Keystone Transition Coordinator and SETA Representative, passed around an informational handout from SETA. Visiting teachers Kathy Young, Betsy Schmelzle and Mike McGuire introduced themselves.

**2. Receive General Communications**

None

### **Action Items**

**1. Board Meeting Location**

During the July Board meeting, a change of venue was requested. Jon Pfau and the Oskaloosa School District have graciously extended an invitation to use their school library on a monthly basis for our Keystone Board of Directors meetings.

**ACTION:**

Jon made a motion to hold the Keystone Board of Director meetings at the Oskaloosa District school library for the remainder of the '09-'10 school year. Jody seconded and motion carried 6-1.

**2. Committee Approval**

Linda explained that the Benefits & Para Study Committees provided valuable insight regarding issues facing the Keystone Board of Directors. Linda recommended that the Board approve continued functioning of these committees.

**ACTION:**

Karen made a motion to continue the functions of the Benefits and Para Study Committees for the 2009-2010 school year. Shannon seconded and motion carried 7-0.

**3. Alternate Clerk of the Board**

Linda explained that Krystal Porter is on our Oskaloosa State Bank account as an alternate to sign checks in other's absence. She asked that Krystal be designated to serve as a back up, if it is ever necessary.

**ACTION:**

Jody made a motion to designate Krystal Porter as an alternate to the Clerk of the Board for the '09-'10 school year, with the authority to sign checks. Shannon seconded and motion carried 7-0.

**4. Budget Approval**

Linda and Debra presented budgets for discussion and approval. The budget handout was reviewed and discussed in detail.

**ACTION:**

Jon made a motion to approve budgets for Funds 03, 04, 07, 09, 10, 11, 13, 16, 17, 18, 23, 24, 26, 28, 30, 31, 33, 36, 39, 42, 43, 44 and 46 as presented. Mike seconded and motion carried 7-0.

At 9:07 p.m., Loren left the meeting and returned at 9:40 p.m.

At 9:11 p.m., Scott left the meeting and returned at 9:40 p.m.

At 9:31 p.m., Jean left the meeting and returned at 9:32 p.m.

**5. Doniphan County**

It is recommended that we enter into a contract with Doniphan County Education Cooperative regarding the services of Cindy James. This arrangement allows us to reduce over-all costs while meeting the needs of Keystone students.

**ACTION:**

Shannon made a motion that the Doniphan County Education Cooperative #616 contract be approved as presented. Mike seconded and motion carried 7-0.

**Discussion Items**

**1. Special Education Budget Update**

Since the last meeting, more information has emerged regarding Medicaid funding. Because of changes at Greenbush, Medicaid revenue is over estimated. When the Board is updated in September, Linda will make recommendations regarding this revenue problem.

**2. Possible Restructuring of Special Education Finance**

Given intense concerns regarding school finance, Linda recommended that Keystone investigate methods for calculating district assessments that allows for greater local control over staffing. A trip is scheduled to visit Northwest Kansas Educational Service Center in Oakley on September 17 and 18. All superintendents and board members are invited to attend.

**3. District Transfer Policies**

Linda shared legal advice regarding transfer issues associated with students receiving special education services.

**4. Drug-Free Schools Policy LDD**

Linda initially reported that there were no student or staff incidents regarding drugs/alcohol. After discussion, Linda amended that report to reflect one staff incident. This incident was handled, as per Board policy.

**5. Cost Control Associated with Mileage**

The State reimbursement rate is now at \$.55/mile. Student associated mileage is State reimbursed at 80%. Debra is reviewing mileage expenses and developing recommendations regarding the advisability of purchase or lease of company vehicles to help control costs associated with mileage reimbursement.

**Adjournment**

At 9:46 p.m., Jody made a motion to adjourn the meeting. Jon seconded and motion carried 7-0.

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Todd Gigstad  
President

Linda Kilgore  
Clerk of the Board