

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Denis Yoder, Regular

Pat Happer Alternate

DATE: October 19th, 2011

Location: Keystone Learning Services, 500 E. Sunflower Blvd., Ozawkie, KS

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

At 7:01 p.m., Board President Jon Henry called the meeting to order. Members present: Travis Daniels representing USD 343 (replacing Jenny Morgison), Shannon McMahon, Cindy Ladd, Sharon Sweeney, Ron Langston and Ed Courtney.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Susan Beeson, Special Education Assistant Director; Linda Kilgore, Clerk of the Board. Others in attendance: Superintendents Pat Happer and Denis Yoder, JCN Board Member Jamie Filbert, and Beth Meyers, SETA Representative.

Monthly Action Items

1. Approval of Agenda

ACTION:

Shannon McMahon made a motion to approve the agenda with the following additions: Action Item #3, Lecompton Quit Claim Deed approval, Action Item #4, Approval of Early Payment for Lecompton Roof Repair and an addition to the Executive Session, to discuss matters affecting a student(s). Ed Courtney 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**

ACTION:

Ed Courtney made a motion to approve the Monthly Consent Agenda Items as presented. Sharon Sweeney seconded and motion carried 7-0.

Monthly Communications

1. Receive Communications from Visitors Present

Denis Yoder introduced USD 343 Board Proxy, Travis Daniels.

2. Receive General Communications

Tim shared that JDLA held an open house October 18th that was well attended. Tim also explained JDLA's latest business venture, making para-cord bracelets (and soon key chains). The student-made bracelets are for sale for \$5.00. In addition, Tim referenced the Thank You card to the board (included in the board packet) from Twila Uhler for the tuition reimbursement program.

Action Items

1. Approval of Revised Budgets

During last month's meeting, the board approved budgets for the 2011-12 school year. The board chose not to transfer any of the old Medicaid money into Capital Outlay. Those two revised budgets as well as the Fund 28, Principals' School Improvement fund, have been revised. In addition, Fund 13, Student Improvement Team, is up for board approval.

ACTION:

Ron Langston made a motion to approve the two revised 2011-2012 budgets, Fund 33 Medicaid and Fund 07 Capital Outlay, Fund 28 Principals' School Improvement as well as the SIT budget, Fund 13, as presented. Cindy Ladd seconded and motion carried 7-0.

2. 2011-2012 Handbook Approval

The following handbooks are recommended for approval: MTSS (Multi-Tiered System of Supports) and KISN (Kansas Instructional Support Network). These handbooks can be found online at www.keystonelearning.org.

ACTION:

Ed Courtney made a motion to approve the following 2011-2012 handbooks: MTSS and KISN. Sharon Sweeney seconded and motion carried 7-0.

3. Lecompton Building Quit Claim Deed

Larry Mears has drafted a Quit Claim deed for the Lecompton building, which will essentially turn the building back over to the city.

ACTION:

Ed Courtney made a motion to approve the Quit Claim Deed for the Lecompton Building, as presented. Sharon Sweeney seconded and motion carried 7-0.

4. Early Payment for Lecompton Roof Repair

The Lecompton roof has been repaired and Tim is seeking approval to pay the bill early so the company does not have to wait a month for payment.

ACTION:

Sharon Sweeney made a motion to approve the bill for early payment of the Lecompton roof repair. Shannon McMahan seconded and motion carried 7-0.

Discussion Items

1. IDL Project

Tim reviewed the progress on the IDL project. He explained that Scott Myers met with high school principals in late September and with counselors last week. Tim explained that superintendents are hoping to have a pilot of the project in place by Christmas and a few class offerings set up by next fall.

2. Board Goals

Tim handed out the goals based on the planning session held in September and asked for board input. Tim also reviewed the executive director evaluation with the board to see how the draft goals and evaluation document might be used together. Tim will bring both documents back to the table in November.

3. Inservice Plan

Rhonda and Susan reviewed the in-service plan, shared information on the trainings already held this fall and explained the various upcoming trainings. Rhonda handed out information on the Mini-Grant guidelines for special educators. The deadline to submit proposals for a Mini-Grant is October 27th, 2011. Rhonda explained the Differentiated Instruction workshop, featuring a national speaker, will be held at Keystone on November 11th, 2011. It is open to Keystone staff as well as regular

educators.

4. Grant Review

Linda Kilgore finished updating the Grant Information document. This document was shared with the board and discussion occurred.

Executive Session

At 8:15 p.m., Ron Langston made a motion to go into Executive Session in the meeting room for 15 minutes, to discuss personnel matters of non-elected personnel, and to discuss matters affecting a student(s), reconvening in this room at 8:30 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Susan Beeson and Denis Yoder. Shannon McMahan seconded and motion carried 7-0.

At 8:30 p.m. open session resumed.

ACTION ITEMS

- 1. Personnel Update--** Contracts and Resignations
Approval of the October 2011 Personnel Report

ACTION:

Ron Langston made a motion to approve the October personnel update as presented. Travis Daniels seconded and motion carried 7-0.

Adjournment

At 8:33 p.m., Sharon Sweeney made a motion to adjourn the meeting. Cindy Ladd seconded and motion carried 7-0.

Jon Henry
President

Linda Kilgore
Clerk of the Board