

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Steve Splichal, Regular

Steve Wiseman, Alternate

Date: **October 17th, 2012**

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

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

At 7:02 p.m., Board President Ron Langston called the meeting to order. Members present: Stephan Metzger, Cindy Ladd and Scott Gibson. Members absent: Ed Courtney and Sharon Sweeney. Arriving at 7:20 p.m., Jenny Morgison.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Alicia Kheir, Assistant Special Education Director; Mary Livingston, Assistant Special Education Director; Linda Kilgore, Clerk of the Board. Others in attendance: Steve Splichal, superintendent at McLouth.

Monthly Action Items

1. **Approval of Agenda**

ACTION

Stephan Metzger made a motion to approve the agenda as presented. Scott Gibson seconded and motion carried 4-0.

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

Cindy Ladd made a motion to approve the Monthly Consent Agenda Items, as presented. Stephan Metzger seconded and motion carried 4-0.

Monthly Communications**1. Receive Communications from Visitors Present**

None

2. Receive General Communications

None

Discussion Items**1. Interlocal Agreement**

Last month, the Keystone board had initial discussions regarding the interlocal agreement. Tim explained that he and the superintendents reviewed the first edits at the council meeting last week. Discussion occurred on the changes to the agreement. Tim will update the document and send to the board members for them to take to their respective boards for review.

2. Emergency Safety Interventions

Rhonda distributed the first draft of the proposed guidelines last month. The special education administrators reviewed this with the superintendents at the council meeting last week. Tim explained that the intention is to have the board approve the handbook for Keystone after the Kansas State Department of Education has approved the final regulations and districts may take the handbook and use it as they see fit. Each district will eventually have to have a policy in place. This handbook could serve as the guide for each district's individual policy.

2. Goals for 2012-13

Tim reviewed the draft of the proposed goals for 2012-13 with superintendents last week and shared these goals with the board.

ACTION

Jenny Morgison made a motion to approve the Keystone Goals for 2012-13, as presented. Cindy Ladd seconded and motion carried 5-0.

3. Cluster Programs

Tim started a discussion with the Keystone board last month about additional support for cluster programs, which require additional resources. Tim proposed

that the Cluster Programs be moved off the table and back to the Keystone administration to oversee decision-making issues.

4. Fiscal Accountability Notebook

Tim explained that the federal government started a new process of ensuring fiscal accountability in Kansas special education in 2009. At that time, Debra May and Rhonda assembled a notebook with Keystone's documents related to budget, use of federal funds and special education processes and procedures. This fall, all special education agencies will receive a desk audit of fiscal accountability. Rhonda reviewed the document with board members and asked that they consider adopting it to ensure compliance with federal laws.

ACTION

Stephan Metzger made a motion to approve the Fiscal Accountability Notebook for 2012-13, as presented. Scott Gibson seconded and motion carried 5-0.

Executive Session

At 8:12 p.m., Cindy Ladd made a motion to go into Executive Session in the meeting room for 10 minutes, to discuss personnel matters of non-elected personnel, reconvening in this room at 8:22 p.m. The Executive Session included Tim Marshall and Steve Splichal. Scott Gibson seconded and motion carried 5-0.

At 8:22 p.m. open session resumed.

At 8:22 p.m., Cindy Ladd made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss personnel matters of non-elected personnel, reconvening in this room at 8:27 p.m. The Executive Session included Tim Marshall and Steve Splichal. Scott Gibson seconded and motion carried 5-0.

At 8:27 p.m. open session resumed.

ACTION ITEMS

- 1. Personnel Update--** Contracts and Resignations
Approval of the October 2012 Personnel Report

ACTION

Stephan Metzger made a motion to approve the October personnel update as presented. Scott Gibson seconded and motion carried 5-0.

Adjournment

At 8:29 p.m., the meeting was adjourned.

Ron Langston
President

Linda Kilgore
Clerk of the Board