

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Steve Wiseman, Regular

Denis Yoder, Alternate

DATE: February 20th, 2013

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

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

At 7:00 p.m., Board President Ron Langston called the meeting to order. Members present: Jenny Morgison, Stephan Metzger, Cindy Ladd, Sharon Sweeney and Jefferson West proxy Don Knowles for Scott Gibson. Arriving at 7:46, Ed Courtney.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Linda Kilgore, Clerk of the Board. Others in attendance: Steve Wiseman, USD 377 Superintendent; Neil Phillips, Auditor for Jarred, Gilmore & Phillips, PA, and Lisa Morando, Keystone business manager.

Monthly Action Items

1. Approval of Agenda

ACTION

Cindy Ladd made a motion to approve the agenda as presented. Sharon Sweeney seconded and motion carried 6-0.

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

Sharon Sweeney made a motion to approve the Monthly Consent Agenda Items as presented. Stephan Metzger seconded and motion carried 6-0.

Monthly Communications

1. **Receive Communications from Visitors Present**
None
2. **Receive General Communications**
None

Action Items

1. **Fiscal Audit** – Neil Phillips, from Jarred, Gilmore & Phillips, Public Accountants, gave an audit review to the board for the 2011-2012 fiscal year.

ACTION

Sharon Sweeney made a motion to approve the 2011-2012 fiscal audit, as presented. Jenny Morgison seconded and motion carried 6-0.

At 7:30 p.m., Neil Phillips left the meeting.

2. **Grant Management** – Tim recommended that Keystone not continue past this year as fiscal agent for Douglas County Tiny k. A copy of the current contract was briefly reviewed.

ACTION

Sharon Sweeney made a motion for Keystone Learning Services to notify Douglas County Tiny K that Keystone will cease serving as fiscal agent after the 2012-13 fiscal year. Cindy Ladd seconded and motion carried 6-0.

Discussion Items

1. **Special Education Director Survey** – Tim discussed the results from the survey he sent out in December to special education directors.
2. **Interlocal Agreement** – Tim updated the board on the progress of member boards approving the interlocal agreement. He also discussed an update of the projected assessments.
3. **Carl Perkins Grant** – Superintendents have been discussing the future of the Carl Perkins consortium and Tim updated the board on superintendents' recommendation. The consensus was that the Keystone consortium be disbanded and that the districts join Greenbush for the new grant cycle.

ACTION

Ed Courtney made a motion to disband the Keystone Carl Perkins Consortium at the end of the 2012-13 school year. Stephan Metzger seconded and motion passed 6-1, with Don Knowles abstaining.

4. **YES Program** – Tim updated the board on the elementary cluster program, known as the YES Program, located at Jefferson County North. Space has become an issue and superintendents are discussing relocating the program to another district next year, if space allows. Special education administrators will put together a committee to study options and make a recommendation.
5. **Medicaid Update** – Tim gave the board an update on our Medicaid reimbursement procedures and explained Keystone plans to provide future training for staff.

Executive Session

At 8:17 p.m., Stephan Metzger made a motion to go into Executive Session in the meeting room for 10 minutes, to discuss personnel matters of non-elected personnel, and to discuss negotiations, reconvening in this room at 8:27 p.m. The Executive Session included Tim Marshall, Rhonda Denning and Steve Wiseman. Sharon Sweeney seconded and motion carried 7-0.

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

At 8:30 p.m., Ed Courtney made a motion to go into Executive Session in the meeting room for 20 minutes, to discuss personnel matters of non-elected personnel, reconvening in this room at 8:50 p.m. Cindy Ladd seconded and motion carried 7-0.

At 8:50 p.m. open session resumed.

ACTION ITEMS

1. Executive Director Contract

ACTION

Stephan Metzger made a motion to extend Tim Marshall's contract through the 2014-2015 school year. Sharon Sweeney seconded and motion passed 7-0.

2. Personnel Update-- Contracts and Resignations Approval of the February 2013 Personnel Report

ACTION

Stephan Metzger made a motion to approve the February personnel update as presented. Sharon Sweeney seconded and motion carried 7-0.

Adjournment

At 8:52 p.m., the meeting was adjourned.

Ron Langston
President

Linda Kilgore
Clerk of the Board