

# Board of Directors



## Minutes

Supers Scheduled to Attend Board Meeting

Pat Happer, Regular

Jon Pfau, Alternate

**DATE:** April 17<sup>th</sup>, 2013

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

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

At 7:05 p.m., Board President Ron Langston called the meeting to order. Members present: Scott Gibson, Stephan Metzger, Cindy Ladd, Sharon Sweeney and Ed Courtney. Member absent: Jenny Morgison.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Mary Livingston and Alicia Kheir, Assistant Special Education Directors; Linda Kilgore, Clerk of the Board. Others in attendance: Pat Happer, USD 340 Superintendent; and Marlene Jolly.

### Monthly Action Items

#### 1. Approval of Agenda

#### **ACTION**

Sharon Sweeney made a motion to approve the agenda as presented. Cindy Ladd 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**

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

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

None

**2. Receive General Communications**

None

**Action Items****1. Appointment of Health Insurance Plan Administrator**

Tim previously discussed the possibility of hiring our current Section 125 plan administrator as a consultant/broker for our health insurance plan. After additional meetings and discussion, Tim recommended that the board employ SS & G and Associates to negotiate on our behalf regarding employee health benefits, with modifications to the contract regarding travel charges.

**ACTION**

Ed Courtney made a motion to approve the consulting agreement with SS&G and Associates, with modifications made to the contract that there will be no charge for travel between local offices, as presented. Sharon Sweeney seconded and motion carried 6-0.

**Discussion Items****1. Assessments 2013-14 and Budget Update**

Tim gave an update of the projected spending and revenue for special education. He also shared the latest numbers for proposed assessments. One district is waiting for their state audit. When those numbers are available, Tim will make a recommendation to superintendents and the board on assessments.

**2. Construction Contracts**

Last week, Tim and Paul Crawford met with Larry Mears and Matt Smith, president of ATG. Larry is helping us finalize a bid for a multi-year contract that Keystone would be involved in to add and/or renovate artificial turf and tracks. Tim reviewed this opportunity with the board and will continue to gather further information to bring back to the board.

**3. Guidance Center Summer Program**

Tim shared that the Guidance Center would like to use the Ozawkie facilities again this summer for their elementary program. Tim reviewed the details with the board.

**4. Calendars**

Most districts have finalized their calendars for 2013-14. The board reviewed a list of the possible dates for the Superintendent Council and Keystone Board meetings. The July meeting date may possibly be moved to help accommodate board members' summer vacation times, if needed.

**5. Health Insurance Update**

Tim shared information regarding health insurance and health care reform. He will continue to talk to the superintendents and bring back more information next month.

**6. Other**

None

<b>Executive Session</b>
--------------------------

At 8:15 p.m., Cindy Ladd made a motion to go into Executive Session in the meeting room for 25 minutes, to discuss personnel matters of non-elected personnel, and to discuss negotiations, reconvening in this room at 8:40 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Mary Livingston, Alicia Kheir and Pat Happer. Sharon Sweeney seconded and motion carried 6-0.

At 8:40 p.m. open session resumed.

At 8:40 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, and to discuss negotiations, reconvening in this room at 8:50 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Mary Livingston, Alicia Kheir and Pat Happer. Sharon Sweeney seconded and motion carried 6-0.

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

At 8:50 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, and to discuss negotiations, reconvening in this room at 9:00 p.m. The Executive Session included Tim Marshall and Pat Happer. Sharon Sweeney seconded and motion carried 6-0.

At 9:00 p.m. open session resumed.

**ACTION ITEMS**

**1. Personnel Update--** Contracts and Resignations  
Approval of the April 2013 Personnel Report

**ACTION**

Stephan Metzger made a motion to approve the April 2013 personnel update as presented. Sharon Sweeney seconded and motion carried 6-0.

**ACTION**

Sharon Sweeney made a motion to approve a one-year contract (2014-2015) for Rhonda Denning, Mary Livingston and Terri Coughlin, and a two-year contract (2013-2015) for Alicia Kheir, as presented. Scott Gibson seconded and motion carried 6-0.

**Adjournment**

At 9:05 p.m., the meeting was adjourned.

---

Ron Langston  
President

---

Linda Kilgore  
Clerk of the Board