

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Pat Happer, Regular

Steve Wiseman, Alternate

DATE: July 15th, 2015

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

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

At 7:05 p.m., Ron Langston called the meeting to order. Members present: Sharon Sweeney, Gene Barrett, Kim Troupe and Rita Oatney. Members not present: Megan Milner and USD #377 board representative. Arriving at 7:37 p.m., Scott Gibson.

Others present: Andy Ewing, Executive Director/Special Education Director; Mary Livingston and Lindsey Graf, Special Education Assistant Directors; Linda Kilgore, Clerk of the Board; Denise Jennings, Superintendent USD #339, subbing for the regularly scheduled council member, and Marlene Jolly.

Welcome New Board Members

Ron welcomed the new Keystone board members, Gene Barrett who will represent the Perry Lecompton school district and Kim Troupe, who will represent the McLouth school district. Introductions were then made around the room.

Election of Officers

1. Action - Election of President

Sharon Sweeney made a motion to nominate Ron Langston as president. Rita Oatney seconded and the motion carried 5-0.

2. Action - Election of Vice President

Rita Oatney made a motion to nominate Sharon Sweeney as Vice President. Ron Langston seconded and motion passed 5-0.

Monthly Action Items

1. Approval of Agenda

ACTION

Sharon Sweeney made a motion to approve the amended agenda as presented. Gene Barrett seconded and motion passed 5-0.

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. Approve vested authority for Andy Ewing to represent Keystone Learning Services on the KSDE grants.

ACTION

Sharon Sweeney made a motion to approve the Consent Agenda Items, as presented. Gene Barrett seconded and motion carried 5-0.

Monthly Communications

1. Receive Communications from Visitors Present

Marlene Jolly asked about supplemental insurance for paras, and Andy explained that dental insurance will be provided for all teachers and paras this year, as well as health insurance. Any further supplemental insurance options will be available for purchase during open enrollment. More information on enrollment dates will be sent out soon. Staff members are encouraged to check the Keystone website, Facebook page and Twitter feed for updates. (See Discussion Item #7.)

2. Receive General Communications

None

Action Items

1. Annual Reorganization of the Board

- a. The time and place for regular Board of Directors meetings will be the third Wednesday of the month at 7:00 p.m. at Keystone Learning Services, 500 E.

Sunflower Blvd., Ozawkie, KS, unless otherwise noted. The proposed dates for the 2015-2016 Board of Directors meetings are as follows:

July 15, August 19, September 16, October 21, November 18, December 16, January 20, February 17, March 9, April 20, May 18 and June 15

- b. Clerk of the Board, Linda Kilgore
- c. Treasurer of the Board, Lisa Morando
- d. KPERS Representative, Lisa Morando; Alternate KPERS Representative, Lushena Newman
- e. Compliance Coordinator for federal antidiscrimination laws, including Title VI, Title VII, Title IX, ADA and Section 504, Lushena Newman
- f. Keystone attorneys, Larry Mears and Kansas Association of School Board Attorneys
- g. Approve consultant service contract with KASB
- h. Official Bank Depository, Denison State Bank
- i. Official newspaper, Oskaloosa Independent
- j. BOE President, an additional board member appointed by the president, MTSS Secretary, Human Resources manager and the Board Clerk are authorized to sign checks
- k. Early payment of certain bills, such as utility bills, can be paid prior to Board approval to avoid penalties for late payments or to obtain a discount for early payment
- l. Reimbursement rate for mileage for 2015-2016 will be at the State rate of .57 cents per mile, effective July 1, 2015
- m. Establish petty cash fund with a limit of \$1,500.00 for Keystone Business Office per policy DJB
- n. Establish student activity fund per policy DK
- o. Establish teacher substitute pay at \$85.00 daily, \$185.88 daily retroactive after 10 consecutive days
- p. Rescind all policy actions found in the minutes established during the 2014-2015 school year, per policy BDA
- q. Adopt all current written policies per policy BDA
- r. Adopt the annual waiver of requirements for generally accepted accounting principles (GAAP) for FY 2015-2016 – Resolution per K.S.A. 75-112a (a)
- s. Food Service Program Representative, Andy Ewing
- t. Approve federal state assurances for special education programs

ACTION

Sharon Sweeney made a motion to approve the annual reorganization of the Board, Items a through t, with potential for amendments to item 'o', as presented. Rita Oatney seconded and motion carried 5-0.

2. 2015-2016 Handbook Approval

Andy explained that the Keystone handbooks that have changes from last year will be up on the website for viewing.

ACTION

Sharon Sweeney made a motion to approve the following 2015-2016 Keystone handbook changes, as presented: John Dewey Learning Academy (JDLA), Keystone Teacher and Para, Keystone Office Personnel and TASN/MTSS, as presented. Gene Barrett seconded and motion carried 5-0.

Discussion Items

1. Board Planning

There was a discussion on whether or not to hold a board planning session. It was decided since this is such a busy time of year, and the goals have remained the same over the years, there is no need for another planning session this year. The board will consider holding a planning session next year. There will be a review in September of the past goals for the new members. Andy explained that if any member has questions or concerns, to contact him.

2. Budget Update

Andy updated the board on the year-end closing balances and handed out revenue budgets for Fund 01 (special education) and Fund 10 (service center.) Again, if any members have questions, please don't hesitate to contact Andy.

3. First Reading of Board Policy Updates—Andy explained that the following policies will be online as well as sent to members to read over prior to being up for approval at next month's meeting. They are policies EDAA, GAAB, GAAC, GAACA, GAAF, GAOE, JCE, JGEC, JGECA, KGD, KN.

4. Interlocal Agreement Update—Andy updated the board regarding the ongoing efforts to update the Keystone Interlocal Agreement. After multiple language changes, the General Counsel at KSDE has asked for more changes. As soon as those changes are made, the agreement will go back to local boards for approval. Once filed and approved, the agreement will be good for 5 years from that date.

5. Back to School Inservice Update—Andy shared that plans are under way for the upcoming inservices that are scheduled in August. Many of the board members agreed to help out and Andy will be in contact with them soon. More information on the back to school inservices for teachers and paras will be coming soon.

6. Personnel Update—Lindsey Graf explained that she and Mary Livingston have been busy recently, interviewing teachers and paras to fill open positions in districts. She explained they have had some very good, high quality candidates. Andy thanked both of them for the outstanding job they have been doing.

7. **Communication**—Andy explained the changing communication efforts that are being made, including a newsletter that will be coming out at the end of this week. Look for more information to be included on our website (www.keystonelearning.org.) as well as updates to both our Facebook and Twitter pages. You can find us on Facebook at “Keystone Learning Services” and Twitter: @KeystoneLeading.

Executive Session

At 7:45 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss personnel matters of non-elected personnel, and to discuss negotiations, reconvening in this room at 7:50 p.m. The Executive Session included Andy Ewing, Mary Livingston, Lindsey Graf and Denise Jennings. Sharon Sweeney seconded and motion carried 6-0.

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

ACTION ITEMS

1. **Personnel Update--** Contracts and Resignations
Approval of the July 2015 Personnel Report

ACTION

Sharon Sweeney made a motion to approve the personnel update, as presented. Scott Gibson seconded and motion carried 6-0.

Miscellaneous Items from Board Members

Sharon Sweeney thanked Andy for his work in already bringing many good, positive changes to Keystone Learning Services. She said she and many others are excited for the changes and looks forward to all the communication avenues being brought in.

Adjournment

At 7:52 p.m., the meeting was adjourned.