

# Board of Directors



## Minutes

Supers Scheduled to Attend Board Meeting

Pat Happer, Regular

Loren Feldkamp, Alternate

**DATE:** January 20<sup>th</sup>, 2016

**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: Sharon Sweeney, Rita Oatney, Scott Gibson, Megan Milner and Gene Barrett. Member absent: Kim Troupe. At 7:02 p.m., Barb Chapman joined via teleconference.

Others present: Andy Ewing, Executive Director; Mary Livingston and Lindsey Graf, Assistant Special Education Directors; Linda Kilgore, Clerk of the Board; USD 340 Superintendent Pat Happer.

### Monthly Action Items

#### 1. Approval of Agenda

##### **ACTION**

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

At 7:02 p.m., Barb Chapman joined the meeting via teleconference.

##### **ACTION**

Sharon Sweeney made a motion to rescind the previous motion; Sharon Sweeney made a motion to approve the amended agenda, adding Action Item #3: CBIZ Quote. Scott Gibson 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**

Scott Gibson 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**

None

- 2. Receive General Communications**

None

#### **Discussion Items**

- 1. Special Education Student Count Numbers**—Andy and the board reviewed the number of IEP's per district, noting that the special education population continues to grow.
- 2. Fund 01 & 10 Finance Reports** – Andy reviewed expenditures and revenue to date and shared projections for the future.
- 3. Special Education Funding**—Andy reviewed special education funding and how it will impact Keystone. Rising student numbers, health insurance, and legal costs continue to drive costs to educate children with disabilities.
- 4. Legal Update** – The status of the Interlocal agreements, personnel matters and the due process case were discussed.
- 5. Property/Casualty Insurance Update** – Andy and the board reviewed quotes for property/casualty insurance.

#### **ACTION ITEM #3**

Sharon Sweeney made a motion to accept the bid from CBIZ Insurance Services, Inc., for property/casualty insurance as presented. Scott seconded and motion carried 7-0.

- 6. Executive Director Evaluation**—The executive director evaluation instrument was passed out. Ron asked the board to fill it out within the next couple weeks, if possible, and return to Ron Langston (in the provided envelope, electronically or send to Linda Kilgore at the office) so Ron can compile the results and bring this information back to the board at the February meeting.

## **Action Items**

### **1. State Mileage Rate**

#### **ACTION**

Scott Gibson made a motion to approve that Keystone Learning Services adopt the State Approved Mileage Rate, effective January 2016, as presented. Sharon Sweeney seconded and motion carried 7-0.

### **2. Personnel Update—Contracts and Resignations**

#### **ACTION**

Scott Gibson made a motion to approve the January 2016 Personnel Update (contracts and resignations) as presented. Rita Oatney seconded and motion carried 7-0.

## **Miscellaneous Items from Board Members**

Pat Happer explained that the appraisal on the Keystone building is in process and he will know more in approximately 45 days. Andy will bring back information as soon as he receives it.

## **Adjournment**

At 7:45 p.m., the meeting was adjourned.