

Board of Directors



Agenda

Supers Scheduled to Attend Board Meeting

Denise Jennings, Regular

Dr. Andrew Gaddis, Alternate

Date: July 19th, 2017

Location: Keystone Office, 500 E. Sunflower Blvd., Ozawkie, KS 66070

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

Election of Officers

1. Action - Election of Keystone Board President
2. Action - Election of Keystone Board Vice-President

Monthly Action Items

ACTION

1. Approval of Meeting Agenda & Consent Agenda Items

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 Meeting Agenda
2. Approval of Minutes of Last Meeting
3. Approval of Bill & Claims
4. Approval of Cash Summary Report
5. Approval of Monthly Fund Transfers
6. Approval of Check Registers
7. Handbook Approval

(TASN ATBS & MTSS Addendum, KSDE TASN GSTAD Addendum, KSDE TASN Coordination Addendum, Keystone Learning Services Personnel Policies and Procedures Handbook, John Dewey Learning Academy Student/Parent Handbook, John Dewey Learning Academy Staff Handbook, Keystone Learning Services Business Office Addendum, Keystone Teacher Addendum, Keystone Para Addendum, Parents as Teachers Addendum.)

ACTION

Recommended Motion: I move that the Meeting Agenda & Monthly Consent Agenda Items be approved as presented.

Monthly Communications

1. **Receive Communications from Visitors Present**
2. **Receive General Communications**

Discussion Items

1. **Superintendent's Meeting Summary**—Andy will review the July superintendents meeting with the board.
2. **Budget Update**
Andy will update the board on the year-end closing balances and a draft budget for Fund 01 (special education) and Fund 10 (service center).
3. **Back to School Inservice Update**—Keystone administration will report on the upcoming inservices that are scheduled.
4. **Personnel Update**—Mary and Nathanael will update the board.
5. **Negotiations Update**

Executive Session

1. **To discuss negotiations**

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 2017-2018 Board of Directors meetings are as follows:
July 19, August 16, September 20, October 18, November 15, December 13, January 17, February 21, March 14, April 18, May 16 and June 20.
 - b. Clerk of the Board, Linda Chalker
 - c. Treasurer of the Board, Lisa Morando
 - d. KPERS Representative, Lisa Morando; Alternate KPERS Representative, Jenny Carter
 - e. Compliance Coordinator for federal antidiscrimination laws, including Title VI, Title VII, Title IX, ADA and Section 504, Lushena Newman
 - f. Keystone attorney, Kansas Association of School Board Attorneys
 - g. Official Bank Depository, Denison State Bank
 - h. Official newspaper, Oskaloosa Independent

- i. The Keystone Board Clerk, Board President, Board Vice President, Assistant Directors of Special Ed, and Human Resources manager are authorized to sign checks.
- j. 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
- k. Reimbursement rate for mileage will follow the State rate (currently \$.53.5/mile)
- l. Establish petty cash fund with a limit of \$1,500.00 for Keystone Business Office per policy DJB
- m. Establish student activity fund per policy DK
- n. Establish teacher substitute pay at \$85.00 daily, \$185.88 daily retroactive after 10 consecutive days
- o. Rescind all policy actions found in the minutes established during the 2016-2017 school year, per policy BDA
- p. Adopt all current written policies per policy BDA
- q. Adopt the annual waiver of requirements for generally accepted accounting principles (GAAP) for FY 2017-2018 – Resolution per K.S.A. 75-112a (a)
- r. Food Service Program Representative, Andy Ewing
- s. Approve federal state assurances for special education programs
- t. Approve contracted services for 2017-2018 for: Jefferson County Health Department, Kansas School for the Deaf, Kansas School for the Blind, Interlocal 609-Greenbush O & M Services, VI Services, Craig HomeCare Nursing Services, Infinitec, The Guidance Center, Community Living Opportunities, Inc. (CLO), The Schiefelbusch Speech-Language-Hearing Clinic, KASB Worker’s Comp Fund, KASB Membership and Legal Assistance Fund, Easter Capper Seals Foundation, Interim HealthCare of Topeka, Jared, Gilmore & Phillips, PA (Accountant), Quantum Health Professionals, Topeka ENT, USD 342 McLouth-Preschool, Kansas Educational Technology Consortium.
- u. Adopt the Keystone Learning Services 2017-2018 school calendar.

ACTION

Recommended Motion: I move that the Board approve the Annual Reorganization of the Board, items a through u, as presented.

2. Personnel Update-- Contracts and Resignations
Approval of the July 2017 Personnel Report

ACTION

Recommended Motion: I move to approve the personnel update as presented.

Miscellaneous Items from Board Members

Adjournment