

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Denise Jennings, Regular

Loren Feldkamp, Alternate

DATE: March 13th, 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: Scott Gibson, Stephan Metzger, Cindy Ladd, Sharon Sweeney and Ed Courtney. Arriving at 7:03 p.m., Jenny Morgison.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Alicia Kheir, Assistant Special Education Director; Linda Kilgore, Clerk of the Board. Others in attendance: Denise Jennings, USD 339 Superintendent.

Monthly Action Items

1. Approval of Agenda

ACTION

Scott Gibson made a motion to approve the agenda as amended, with the addition of Monthly Communications #3, Report from the Executive Director. 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

Ed Courtney 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

3. Tim Marshall Communications

Tim explained that there will be some offices changing location in the building in the next week or so. Tim's office will be moving down the hall to a classroom, Lisa Morando will occupy his current office space in the business office and several other staff will be shuffling space.

Tim updated the board on the Parents as Teachers program.

Tim passed out a copy of the budget update and will also email out the information to members.

Action Items

1. **Approval of Professional Development Plan** – The Professional Development Council has revised the plan for licensed staff and is asking the board to approve the plan update for 2013-2018.

ACTION

Stephan Metzger made a motion to approve the Keystone Professional Development Plan update for 2013-2018 as presented. Sharon Sweeney seconded and motion carried 7-0.

2. **Approval of Interlocal Agreement** – Tim recommended that the Keystone board approve the agreement for 2013-2018.

ACTION

Stephan Metzger made a motion to approve the Keystone Interlocal Agreement for 2013-2018 as presented. Sharon Sweeney seconded and motion carried 7-0.

Discussion Items

1. **Group Health Insurance** – Tim explained to the board that he has been receiving conflicting opinions regarding the impact of health care reform on Keystone. Tim shared his interest in contracting with a broker to help the organization navigate through the next two years.

At 7:23 p.m., Stephan Metzger left the meeting and returned at 7:24 p.m.

2. **Maintenance of Effort and Excess Costs** – Tim and Rhonda explained that the local districts are being pushed for information under a tight deadline for federal maintenance of effort and excess costs in order to meet the deadline given by KSDE.
3. **Staffing for 2013-14** – Tim shared that work has begun on determining staffing needs for next fall but explained that numbers are not final. He explained that Rhonda and the other special education administrators will be out to visit with districts regarding staffing needs and any known vacancies.

Executive Session

At 7:52 p.m., Stephan Metzger made a motion to go into Executive Session in the meeting room for 15 minutes, to discuss personnel matters of non-elected personnel, and to discuss negotiations, reconvening in this room at 8:07 p.m. The Executive Session included Tim Marshall and Denise Jennings. Ed Courtney seconded and motion carried 7-0.

At 8:07 p.m. open session resumed.

At 8:07 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 8:17 p.m. The Executive Session included Tim Marshall and Denise Jennings. Ed Courtney seconded and motion carried 7-0.

At 8:17 p.m. open session resumed.

At 8:17 p.m., Stephan Metzger 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 8:22 p.m. The Executive Session included Tim Marshall and Denise Jennings. Ed Courtney seconded and motion carried 7-0.

At 8:22 p.m. open session resumed.

ACTION ITEMS

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

ACTION

Shannon Sweeney made a motion to approve the March personnel update as presented. Scott Gibson seconded and motion carried 7-0.

2. Extension of Administrative Contract

ACTION

Stephan Metzger made a motion to approve the contract for for Alicia Kheir for one year (2013-2014) as presented. Ed Courtney seconded and motion carried 7-0.

Adjournment

At 8:26 p.m., the meeting was adjourned.

Ron Langston
President

Linda Kilgore
Clerk of the Board