

## **Board of Education**

### **Northeast Kansas Education Service Center**

#### **Minutes**

**Date: Wed., Feb. 19, 2003**

**Location: Oskaloosa USD# 341 Central Office**

**Time: 7:30 pm - Call Meeting to Order**

At 7:30 p.m., President, Tom Holroyd called the meeting to order. Members present: Leonard Lange, Tom Holroyd, Carol Meneley, Keith Ostrander, Doug Walbridge, Roy Artman and Mike Miller (arriving at 7:43); Jim Wheeler, Ph.D., Executive Director; Patty Hart, Director of Special Education; Shelia Clark, Assistant Director; Susan Aspinwall, Business Manager/Clerk; Dolly Gudenkauf, Bookkeeper; Steve Johnston, Superintendent; Nancy Kraft, Grant Coordinator; Julie Frisbie and Sharon Branson, SETA Representatives; Lori McCarty, Jim Bohannon and John Aspinwall, guests.

#### **Consent Agenda**

Lange moved to approve the consent agenda as amended. Walbridge seconded and motion carried 6-0.

##### **Action - Approval of Agenda**

Under RSC, add 5) Facilities Update.

##### **Action - Approval of Minutes**

##### **Action - Approval of Bills and Claims**

#### **Receive - Communications from Visitors Present**

Julie Frisbie, SETA representative, requested to have a sick leave bank committee meeting prior to our next board meeting rather than waiting until July. At 7:35 p.m. Lange moved to go into executive session for five minutes until 7:40 p.m. to discuss the sick leave bank meeting proposal. Carol Meneley seconded and motion carried 6-0.  
At 7:40 p.m. open session resumed.

Susan provided copies of the treasurer's report for the month of February.

#### **Special Education**

##### **Action - Personnel Update**

Shelia reviewed the list of contracts, resignations and terminations for approval. Lange moved to approve as listed. Meneley seconded and motion carried 6-0. Mike Miller arrived at the meeting at 7:43 p.m.

##### **Information/Discussion - Continuous Improvement Monitoring**

Patty reported we are in the 2nd year of the 5 year CI cycle, which means we must report to KSDE regarding the indicators that were identified for improvement. These include transition plans, as well as IEP present levels of performance, goals, and objectives/benchmarks. A mini-review team was formed in-house to do our own records review. The team consisted of Patty, Judy, Shelia, Sharon Branson and Meredith Williard, school psychologist. Patty then referred to the handouts which included a copy of the State Department of Education's onsite file review worksheet which reflects over thirty pages of

areas where a “finding” could be noted on an IEP, as well as a correctly completed IEP. Last year, 69% of our files had findings on transition plans for students ages 16 years and up. This year only 14% had findings. On course of study, the transition plans for 14 year-olds and up, there were 43% with findings last year and only 17% this year. Other areas examined have not shown significant improvement and we will continue to work on them. In addition, all agencies are required to re-examine their data on early childhood LRE (Least Restrictive Environment). This is now an area of improvement for the state of Kansas, so all local data must be compared to national, rather than state data. Patty said that although documentation is important, administrators feel the teaching process is more important than getting the paperwork done.

### **Information/Discussion - Special Education Staff Development**

Patty discussed that staff recently completed two days of strategies instruction, and the participants were excited about returning to their classrooms to try out what they learned. Our trainer, Karen Willits, provides follow-up in individual classrooms as needed. The week of February 10, Judy Carlson, our direct instruction consultant, was here to do follow-up sessions in Reading Mastery and Corrective Reading. Recently we met with all special education teachers (in two groups) to discuss reading instruction and comprehension.

As we make plans for summer staff development, we welcome input from superintendents and principals regarding what kinds of training they would like to have presented. Suggestions thus far include learning strategies, helping struggling readers, and differentiation of instruction.

### **Regional Service Center**

#### **Action - Approve Increase in Fund #13 SIT**

Jim explained we will receive an additional \$3,000 for Basic SIT Trainings which will bring the new total of our SIT Fund #13 to \$156,714. Ostrander moved to approve as presented. Lange seconded and motion carried 7-0.

#### **Action - Approve Audit Contract**

We have received audit contracts from Lowenthal, Singleton Webb & Wilson for the 2002-2003 fiscal year. The regular accounting audit will not exceed \$5,700 and the Medicaid audit contract is for \$2,300. Walbridge moved to approve the contracts as presented. Meneley seconded and motion carried 7-0.

Jim reported that a number of schools have recently received “bids” on inexpensive internet access which is causing districts to question the future of participating in NEKESC’s consortium. We have provided superintendents with some updated information on the kinds of questions schools should be asking these potential providers, including their capacity for network maintenance, the source of their internet connections and their ability to provide filtering.

### **Information/Discussion - Kansas Parent Information Resource Center Grant**

Jim introduced Dr. Nancy Kraft who presented information regarding the major activities of the KPIRC and ways they can assist regional schools with required components of the NCLB act. In the policy, it states that schools shall inform parents a PIRC is available. Among other things, KPIRC will be able to offer free workshops to parents and teachers regarding strategies to implement scientifically based reading research (SBRR), family literacy and parental involvement. Nancy provided handouts regarding KPIRC as well as other US Dept. of Education information sources, and a KPIRC coffee mug for each board member. Members thanked her for her presentation.

### **Information/Discussion - Facilities Update**

Jim reported that for the past five years or longer, we have been looking for additional space for some of the service center programs. Jeff West has approached us with regard to using the Ozawkie school building for NEKESC programs. They are looking at a long-term agreement with a two to three year notice for ending the agreement. They have asked an attorney to draw up the language for a possible lease agreement with regard to who pays for what and the areas of the building and grounds Jeff West would continue to use. Members felt this could be a good opportunity and we should look into it further, involving the superintendents, and have it on the agenda next month.

Meneley then made a motion to have a sick leave bank meeting before our regular board meeting next month. Walbridge seconded and motion carried 7-0.

### **Executive Session**

At 8:20 p.m. Walbridge moved to go into executive session for 15 minutes until 8:35 p.m. to discuss negotiations and do the director evaluation. Artman seconded and motion carried 7-0.

At 8:35 p.m. Walbridge moved to continue executive session for 15 minutes until 8:50 p.m. Artman seconded and motion carried 7-0.

At 8:50 p.m. open session resumed. Ostrander moved to extend Dr. Wheeler's contract for one more year (2004-2005). Miller seconded and motion carried 6-1 with Lange opposed.

### **Adjournment**

At 8:51 p.m. Meneley moved to adjourn the meeting. Lange seconded and motion carried 7-0.

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Tom Holroyd Susan Aspinwall, CPS  
President Business Manager/Clerk