

Board of Education

Minutes



Date: September 20, 2006

Location: USD #341 Oskaloosa Central Office

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

At 7:07 p.m., in the absence of the President and Vice President, Gary Willits called the meeting to order. Members present: Gary Willits, Dan Evans, Beryl Darrah, Dave Jolly, Tom Holroyd (arriving at 7:10 p.m.), Todd Gigstad (arriving at 7:12 p.m.) and Wm. Perry, Jr. (arriving at 7:20 p.m.); Linda Aldridge, Ed.D., Executive Director; Tiera Caley-Kronshage, Assistant Director; Susan Aspinwall, Business Manager/Clerk; Krystal Porter, Administrative Secretary; Steve Johnston, Superintendent; Terri Coughlin, JDLA Principal; and Sharon Laverentz and Sharon Branson, SETA representatives.

Board Member Recognition

Carol Meneley was unable to attend her farewell meeting, but her appreciation plaque will be mailed to her. Dave Jolly, a former NEKESC Board member, was welcomed and will fill her unexpired term until a new member is appointed.

• Consent Agenda

Jolly moved to approve the Consent Agenda as revised. Darrah seconded and motion carried 4-0.

1. Action – Approval of Minutes

2. Action – Approval of Agenda

The following items were added to the agenda under RSC:

#4) Information/Discussion - Audit of Policies

#5) Information/Discussion – JDLA

#6) Action – Approve Budget for Principal's Grant

3. Action – Approval of Bills and Claims

• Receive – Communications from Visitors Present

Sharon Laverentz, Interrelated Teacher at JWE, has worked for NEKESC since 1978. She discussed her experiences and successes in working with students who are behind their peers in reading. She explained that using the corrective reading curriculum of Science Research Associates, students are able progress two years in one year's time. This is a teacher directed, intensive, fast paced program available to all of our districts. She is able to serve 10 or more students with this curriculum where with others, only 3-5 students can be accommodated successfully. Sharon noted there would be training for this curriculum in October. Members thanked Sharon for her presentation.

Holroyd and Gigstad arrived at the meeting and Holroyd resumed President's meeting role.

• Receive – Communications

1. Treasurer's Report

Susan provided copies of the treasurer's report for the month of September

• Special Education

1. Action – Personnel Update

Tiera reviewed the list of contracts and resignations for approval. Susan noted that Dana Scott's termination had been omitted from the list. Gigstad moved to approve the list as presented and amended. Evans seconded. Jolly asked if the position opening for the Media Center job had been posted/advertised. Linda explained that the job description and duties had been modified and will check to see if it was advertised. Motion carried 5-1.

Perry arrived at the meeting.

2. Information/Discussion – KU Contract for OT Services

Linda discussed our contract with KU for Occupational Therapy services regarding the OT interns. There is a question of NEKESC hiring the interns as an employee on contract for pay (which NEKESC would like to do), or as a contracted service provider receiving a stipend for services. According to the contract, interns are not to be paid as employees, but they may receive a stipend for their services. Ellen Mellard, OT and coordinator of the program, is working on the wording of the contract with KU.

3. Information/Discussion – Audit Results

Linda provided copies of, and explained the results of our recent state audit of the 05-06 FY. She discussed the recent visit to the KSDE Director of Auditing, and the guidance he provided for future audits. After discussion with Judy, Linda believes that on appeal, we will recoup approximately \$60,000 of the cuts on our state categorical aid. She also noted that after discussion with auditors, Susan was able to get approximately \$32,500 in budget authority reinstated for the PAT program. These funds should have been encumbered in the 05-06 FY for use in the 06-07 FY year budget.

4. Information/Discussion – Budget

Linda provided graphs and newspaper articles in discussing Medicaid and its possible depletion, district assessments and other revenue sources and their history, and carryover projections. These were topics of interest that were discussed at our recent Superintendents Advisory Council meeting.

• Regional Service Center

1. Information/Discussion – Background Checks

Linda introduced Krystal Porter, Administrative Secretary, who has been looking into the costs and procedures for background checks on employees. It was noted that certified teachers have already had a background check done in order to be licensed. All other employees have provided NEKESC with driver's licenses and social security card copies on employment. However, nothing else is done after employment. Krystal noted that one method of background check, not using fingerprinting (which costs \$30), could be done on-line for \$12.50 per person. If the results were clear, we would get an immediate e-mail stating this. If results were not clear, we would be notified of results in two days. Members expressed interest in further investigation of background checks on all employees.

2. Information/Discussion – JDLA Temporary Location

The Williamstown church is not interested in providing a temporary location for JDLA. HCC won't know if they'll have available space until after spring enrollment. Discussion included:

Leave JDLA where it is and transport students (the long way around);
Return JDLA students to their home districts (temporarily);
Locate students in assorted sites (not all at one location).

Questions posed by Linda included:

Are we looking at a permanent location?

Do we need to re-establish a facilities committee?

Would we look at the possibility of attaching a tech center/conference site for hosting professional development opportunities, etc.?

There appear to be no immediate solutions, and we will continue to look at sites in the area that are centrally located.

3. Information/Discussion – NEKESC Website

In the process of redoing our website and revamping the sight design, Linda asked for ideas for interactivity, paper reduction, electronic signatures, and improved communications among site users/visitors.

4. Information/Discussion – Audit of Policies

In looking at our policy manual(s), it is apparent that an update is needed. Linda talked to Paul Getto at KASB and received a proposal for auditing our policies. The handout from KASB explains the policy audit process. According to the pricing structure for doing a written policy rewrite, the cost would be in the area of \$4,500 for NEKESC. After further discussion, Perry moved to pursue a KASB policy audit. Gigstad seconded and motion carried 7-0.

5. Information/Discussion – JDLA

Linda reported that three of our vehicles are on the road after being inspected for school use. The mini bus may need repairs in the area of \$1,000 - \$1,500. However, it is the property of K-FAST and we will have to check on the legality of spending district funds to repair it. Discussion was held on purchasing an additional vehicle, renting one when needed, looking at surplus property vehicles, buying off the state bid, buying locally, paying to use a district vehicle if allowed by district, etc. It was the consensus that we will continue to research costs, budget, and revenue sources.

6. Action – Approve Principals’ Budget

A budget for the Principals’ School Improvement Project –Fund #28 in the amount of \$6,000 was presented for approval. Gigstad moved to approve as presented. Jolly seconded and motion carried 7-0.

• Executive Session

At 8:35 p.m., Perry moved to go in to executive session for 30 minutes until 9:05 p.m. to discuss personnel in order to protect the privacy interest of individuals. Willits seconded and motion carried 7-0.

At 9:05 p.m. open session resumed and Evans moved to go in to executive session for 20 minutes until 9:25 p.m. to discuss personnel in order to protect the privacy interest of individuals. Jolly seconded and motion carried 7-0.

At 9:25 p.m. open session resumed and Perry moved to go in to executive session for 15 minutes until 9:40 p.m. to discuss personnel in order to protect the privacy interest of individuals. Gigstad seconded and motion carried 7-0.

At 9:40 p.m., open session resumed. Jolly moved to approve a leave of absence request for Ellen Mellard from Oct. 1, 2006 through Oct. 30, 2006 with the stipulation that she use discretionary leave first. Evans seconded and motion carried 7-0.

• Adjournment

At 9:45 p.m., Perry moved to adjourn the meeting. Willits seconded and motion carried 7-0.

Thomas Holroyd

President

Susan Aspinwall, CPS

Business Manager/Clerk