

Board of Education



Minutes

Supers Scheduled to Attend Board Meeting

Steve Wiseman, Regular

David Grove, Alternate

Date: January 17, 2007

Location: USD #341 Oskaloosa Central Office

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

At 7:03 p.m., Tom Holroyd, President, called the meeting to order: Members present: Tom Holroyd, Dan Evans, Gary Willits, Dave Jolly, Bill Perry, Beryl Darrah, and Todd Gigstad (arriving at 7:07).

Others present: Linda Aldridge, Ed.D., Executive Director; Judy Denton, Special Education Director; Dona Higgins, Business Manager; David Grove, Superintendent; Cindy Kelly, KASB Attorney; Sharon Branson, SETA Representative and Krystal Porter, Clerk of the Board.

- **Action – Consent Agenda**

Perry moved to approve the agenda with the following changes and additions: Executive Session – Personnel Matters of non-elected personnel and Consultation with attorney – move to follow Personnel update; add Item #10 – Copier Leases; add Item #11 – Banking Policies. Jolly seconded and motion carried 6-0.

Gigstad arrived at the meeting at 7:07 p.m.

- **Receive – Communications from Visitors Present**

There were no communications from visitors present.

- **Receive – Communications**

1. **Treasurer's Report**

Dona provided copies of the treasurer's report for the month of January.

- **Action Items**

- 1. Action – Personnel Update**

Judy reviewed the list of contracts, resignations and terminations for approval. Gigstad moved to approve as listed. Jolly seconded and the motion carried 7-0.

Discussion took place regarding timely receipt of employee signed contracts. Jolly suggested the Paraeducator Handbook have a policy stating checks will be held if a signed contract is not received by a specified deadline, at which time the assistant director would meet with the employee to acquire necessary signature.

- **Executive Session**

At 7:15 p.m. Jolly made a motion to go into Executive Session in the boardroom for 30 minutes to discuss personnel matters of non-elected personnel and consult with an attorney on a matter protected by the attorney-client privilege, reconvening in the same room at 7:45 p.m. The Executive Session meeting included Linda Aldridge, Executive Director and Cindy Kelly, KASB Attorney. Willits seconded and the motion carried 7-0.

At 7:45 p.m. open session resumed.

- **Discussion Items**

- 1. Information/Discussion – NEKESC Fiscal Operations**

Dona informed the BOE regarding fiscal operations and consultation being done with Alan Schuler. Dona and Alan are working together regarding the following items: budget, possible fund consolidations, numbering line items, fund transfers, negative amount in line items, carryover, and the 07-08 budget. Linda mentioned that Alan is also working with her regarding long term planning.

- 2. Information/Discussion – Special Education December 1 Count**

Judy discussed handouts and reviewed the December 1st student numbers, district prevalence, and FTE. Judy explained a full FTE is a student who receives services all day and if headcount goes down, it does not mean FTE will decrease. FTE is based on daily student needs.

- 3. Information/Discussion – Teacher Track**

Discussion is occurring between NEKESC, Ft. Hays, and Highland Community College to provide a seamless course of study to assist paras in becoming licensed teachers. A survey will be done of all paras to see who is interested in becoming a teacher. General education staff will be included in the survey, at the request of district administrators.

The Board asked if active recruiting was being done. Judy reviewed with the Board past and present practice of attending college recruiting fairs.

- 4. Information/Discussion – Insurance Policies**

All NEKESC insurance policies were recently reviewed. The Board was asked to consider the addition of an umbrella policy (automobile insurance) and increased benefits for the Crime policy. Gigstad moved to accept the FY 07-08 insurance coverage. Perry seconded and the motion carried 7-0.

Evans left the meeting at 8:21 p.m.

5. Information/Discussion – NEKESC logo

Linda distributed handouts of the new website pages and proposed name addition with logo change. It has been suggested to have a name contest throughout the district giving individuals the chance to submit a shortened name NEKESC could be identified with, but not changing the name of the agency entirely.

Evans returned to the meeting at 8:25 p.m.

6. Information/Discussion – Technology Consortium

Linda shared with the members several districts in the consortium are reviewing options with other service providers regarding Internet service. Actively marketing the service we provide was discussed because of the fixed costs involved. At this time, NEKESC does not have written agreements with the districts in the consortium.

Willits left the meeting at 8:36 p.m.

Willits returned to the meeting at 8:38 p.m.

7. Information/Discussion – Policy Review

Conflict of Interest, Cellular Phone, Student Searches and Fiscal Management policies were reviewed and changes made.

Business Management policies were tabled and will be reviewed at the February meeting.

Evans left the meeting at 9:25 p.m.

Evans returned to the meeting at 9:27 p.m.

8. Information/Discussion – PE Grant

Linda noted that there is no advantage to delay of equipment requisitions, as our auditor informed her that Federal grant regulators typically will not let us use money from the current budget to rectify possible problems from past years.

9. Information/Discussion – JDLA – Temporary relocation

Highland Community College has not committed to renting space for the temporary location of JDLA. Linda is reviewing funding sources through a USDA Grant and Loan Program for a permanent JDLA / Meeting Center. Judy and Terri Coughlin will be meeting with Highland Community College administration in the near future to attempt to solidify plans.

10. Action - Copier Leases

The current copier lease has expired. Bids were received for three new large copiers. ProServ was the lowest bid at \$1311 for a 60-month lease. Perry made a motion to approve the lease amount and term. Gigstad seconded and motion carried 7-0.

11. Action – Banking Policies

Signature cards need to be updated. Gigstad made a motion to accept the signature cards to include Tom Holroyd, Board President; Eric Bowser, Treasurer; Dona Higgins, Business Manager; and Krystal Porter, Clerk of the Board. Perry seconded and the motion carried 7-0.

- **Executive Session**

At 9:55 p.m. Evans made a motion to go in to Executive Session in the boardroom for 15 minutes to discuss personnel matters of non-elected personnel and negotiations, reconvening in this room at 10:10 p.m. The Executive Session included Linda Aldridge, Executive Director and Judy Denton, Director of Special Education. Jolly seconded and the motion carried 7-0.

At 10:10 p.m. open session resumed and Perry moved to go in to Executive Session in the board room for 15 minutes to continue discussing personnel matters of non-elected personnel and negotiations, reconvening in this room at 10:25 p.m. Jolly seconded and the motion carried 7-0.

At 10:20 p.m. Judy left Executive Session.

At 10:25 p.m. open session resumed and Perry moved to go in to Executive Session in the board room for 5 minutes to continue discussing personnel matters of non-elected personnel and negotiations, reconvening in this room at 10:30 p.m. Jolly seconded and the motion carried 7-0.

At 10:30 p.m. open session resumed and Perry moved to go in to Executive Session in the boardroom for 5 minutes to continue discussing personnel matters of non-elected personnel and negotiations, reconvening in this room at 10:35 p.m. Jolly seconded and the motion carried 7-0.

At 10:35 p.m. open session resumed and Perry moved to go in to Executive Session in the boardroom for 5 minutes to continue discussing personnel matters of non-elected personnel and negotiations, reconvening in this room at 10:40 p.m. Jolly seconded and the motion carried 7-0.

At 10:37 p.m. Linda left Executive Session.

At 10:40 p.m. open session resumed and Perry moved to go in to Executive Session in the boardroom for 5 minutes to continue discussing personnel matters of non-elected personnel and negotiations, reconvening in this room at 10:45 p.m. Jolly seconded and the motion carried 7-0.

At 10:45 p.m. open session resumed.

Gigstad moved to approve adjustment of additional \$10,000 to Linda Aldridge's contract, retroactive to November 15, 2006. Darrah seconded and motion passed 7-0.

- **Adjournment**

At 10:50 p.m. Jolly moved to adjourn the meeting. Willits seconded and the motion carried 7-0.

Thomas Holroyd
President

Krystal Porter
Clerk of the Board