

# Board of Directors



## Unofficial Minutes Supers Scheduled to Attend Board Meeting

Scott Myers, Regular

Jon Pfau, Alternate

**DATE:**      **October 21<sup>st</sup>, 2009**

**Location:**    **Oskaloosa School District Library, 404 Park Street, Oskaloosa**

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

At 7:05 p.m., Todd Gigstad called the meeting to order. Members present: Jon Henry, Ed Courtney, Beth Kelley, Karen Edmonds, USD #340 Board Proxy, Don Knowles and USD #338 Board Proxy, LaVerne Clark.

Others present: Linda Aldridge, Executive Director; Mark McBeth, Director; Jeanette Souther, Assistant Director of Special Education; Debra May, Business Manager; Linda Kilgore, Clerk of the Board; Sharon Branson, SETA representative & Keystone Vocation/Transition Coordinator; Terri Coughlin, JDLA Principal; Jon Pfau, Superintendent.

### Monthly Action Items

#### 1.      **Approval of Agenda**

**ACTION:**

Ed Courtney made a motion to approve the agenda as presented. Karen Edmonds seconded and motion carried 7-0.

### Executive Session

At 7:10 p.m., Jon Henry made a motion to go into Executive Session in the conference room for 10 minutes to discuss personnel matters of non-elected personnel, reconvening in this room at 7:20 p.m. The Executive Session included

Linda Aldridge, Jeanette Souther and Jon Pfau. Beth Kelley seconded and motion carried 7-0.

At 7:20 p.m. open session resumed.

### **Monthly Action Items**

#### **1. Personnel Update**

Linda Aldridge reviewed the list of contracts and resignations.

**ACTION:** Jon Henry made a motion to approve the personnel update as presented. Beth Kelley seconded and motion carried 7-0.

### **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**
- 6. Approval of Treasurer's Report**

At 7:28 p.m., Courtney left the meeting.

**ACTION:** Jon Henry made a motion to approve the Monthly Consent Agenda Items as presented. Karen Edmonds seconded and motion carried 6-0.

At 7:29 p.m., Courtney returned to the meeting.

## Monthly Communications

### 1. Receive Communications from Visitors Present

Sharon Branson, Keystone Transition Coordinator and SETA Representative, shared that she recently accompanied 11 Perry Lecompton students to Lawrence, for the Disability Mentoring Day. The students were very excited to attend and the day was a success.

### 2. Receive General Communications

Linda Aldridge shared that the yearly Audit is being conducted this week at the Keystone office.

Aldridge explained that she would give a budget report at the November meeting.

Aldridge shared that the KSTARS grants are currently up for bid with the State Department of Education. Keystone is submitting proposals for all these grants.

## Action Items

### 1. None

## Discussion Items

### 1. Para Contracts

Aldridge explained that timesheets for many paras round up to 31.25 hours, thus exceeding the cap of 31 hours. Data regarding the number of paras and cost involved in this issue was discussed. Aldridge recommended that, where necessary, those para contracts be modified to allow for an average of 31.25 hours/week. These contract changes will show up on the November Personnel Update.

Aldridge also shared that the Para Study Committee met for the first time this year. An estimate of the cost to hold these meetings is approximately \$1,500.00/year total, to pay mileage and wages for the Paras to attend 6 times per year.

### 2. Student Achievement Data

Jeanette Souther spoke on compiled data related to academic achievement of students receiving special education services. These data were reviewed, along with new academic goals for the 09-10 school year.

### 3. JDLA

As a cost savings measure, and to centralize this program, new locations for JDLA are under investigation. Linda Aldridge reported. More investigation into options is under way.

**4. Mission/Vision/Values**

Linda Aldridge presented a plan for review/updating of the Keystone Mission/Vision/Values statement. Aldridge recommends a small team meet to review and revise as needed. It was recommended that the team consist of a Keystone teacher(s), a Board member, a Para(s), a Special Ed Director and the Keystone office Leadership team.

**5. Oakley Report**

Recently, Linda Aldridge, Debra May, and Rhonda Denning visited Northwest Kansas Education Service Center to learn about alternative ways to plan for special education expenses. Aldridge reported that the three main areas investigated were Medicaid, Motor Vehicle Pool and Special Education financing. Aldridge will continue to investigate the Oakley model, to analyze data and make recommendations.

At 8:51 p.m., Courtney left the meeting and returned at 8:52 p.m.

<p><b>Executive Session</b></p>
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At 9:05 p.m., Jon Henry made a motion to go into Executive Session in the conference room for 10 minutes to discuss matters affecting a student(s), reconvening in this room at 9:15 p.m. The Executive Session included Linda Aldridge, Jeanette Souther, Terri Coughlin and Jon Pfau. Ed Courtney seconded and motion carried 7-0.

At 9:15 p.m. open session resumed.

At 9:15 p.m., Jon Henry made a motion to go into Executive Session in the conference room for 5 minutes to discuss matters affecting a student(s), reconvening in this room at 9:20 p.m. The Executive Session included Linda Aldridge, Jeanette Souther, Terri Coughlin and Jon Pfau. Ed Courtney seconded and motion carried 7-0.

At 9:20 p.m. open session resumed.

At 9:20 p.m., Jon Henry made a motion to go into Executive Session in the conference room for 5 minutes to discuss matters affecting a student(s), reconvening in this room at 9:25 p.m. The Executive Session included Linda Aldridge, Jeanette Souther, Terri Coughlin and Jon Pfau. Ed Courtney seconded and motion carried 7-0.

At 9:25 p.m., open session resumed.

## **Adjournment**

At 9:33 p.m., Jon Henry made a motion to adjourn the meeting. Ed Courtney seconded and motion carried 7-0.

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Todd Gigstad  
President

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Linda Kilgore  
Clerk of the Board