

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Denis Yoder, Regular

Steve Wiseman, Alternate

DATE: January 21^s, 2009

Location: Keystone Business Office, 1220 Walnut, Oskaloosa

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

At 7:00 p.m., Todd Gigstad, Board President, called the meeting to order. Members present: Dave Jolly, Jon Henry, Jenny Morgison and McLouth proxy Mike Tullis. Member absent: Ed Courtney. Arriving at 7:11 p.m., Karen Edmonds. Arriving at 7:14 p.m., Jody Lockhart.

Others present: Linda Aldridge, Executive Director; Shelia Smith, Deputy Director of Special Education; Jeanette Souther, Assistant Director of Special Education; Debra May, Business Manager; Linda Kilgore, Clerk of the Board. Visitors present: Sharon Branson, SETA Representative; Mark McBeth, Learning & Leading; Paul Crawford, Operations & Facilities; Keystone speech language therapists, Kim Wheeler and Cindy Malone; Jean Rush, Superintendent; Lisa Morando and Megan Zeik, Keystone business office.

Monthly Action Items

- 1. Approval of Agenda**
Jenny made a motion to approve the agenda as amended, moving Discussion Item-New Business # 2, Speech Language Special Education Services up to #5 under Monthly Communications. Jon seconded and motion carried 5-0.
- 2. Approval of Minutes**
Jon made a motion to approve the Minutes of the December meeting. Dave seconded and motion carried 5-0.
- 3. Approval of Bills & Claims**
Jenny made a motion to approve the Bills & Claims as presented. Mike seconded and motion carried 5-0.

4. **Approval of Monthly Fund Transfers**
Jon made a motion to approve the monthly fund transfers as presented. Dave seconded and motion carried 5-0.
5. **Approval of Personnel Update**
Shelia reviewed the list of contracts and resignations. No action was taken at this time until further discussion during executive session.

Monthly Communications

1. **Receive Communications from Visitors Present**
Debra introduced Keystone business office personnel Megan Zeik, Accounts Payable and Lisa Morando, Payroll Clerk.

Sharon Branson passed around a handout on Education Lobby Day at the Capitol and encouraged as many people as possible to attend in order to express concern to their Legislatures regarding education budget cuts.
2. **Receive General Communication**
There were no general communications.
3. **Receive Treasurer's Report**
Copies of the treasurer's report for the month of December were provided. Debra welcomed questions.
4. **Receive Cash Summary Report**
Debra reviewed the cash summary report.
5. **Speech Language Special Education Services**
Kim Wheeler and Cindy Malone, speech pathologists for Keystone, discussed school-based SLP services.

Discussion Items – Old Business

1. **Operations & Facilities/Learning & Leading Update**
Paul Crawford and Mark McBeth updated the Board regarding expansion of services and upcoming professional development opportunities.
2. **Payroll Tax Update**
Since discussion first semester regarding payroll tax problems, Debra has worked through two more notifications from the IRS. In both cases, the outcome was favorable, indicating that we owe no further penalties and are current on our taxes. Debra reported and explained.

Discussion Items – New Business

1. **Business Office**

Over the past 2.5 years, much has changed with respect to business office policy, procedures, and staffing. Debra provided an overview of growth in the Keystone business office.

2. **Technology Plan**

The Keystone three-year technology plan needs to be updated. Linda explained the process.

3. **Location of February Board Meeting**

Linda suggested that the February Board meeting be held in Lecompton so the Board can see, first hand, IDL and Promethean equipment.

Jon made a motion to move the location of the February '09 Board Meeting to the Lecompton center, 7:00 p.m. Dave seconded and motion carried 7-0.

4. **Special Education**

Shelia and Linda shared preliminary results of the December 1 special education count, future trends in special education and the state of fund 01. Special education headcount and FTE both show increases. Fund 01 was discussed in light of the fact that projected para expenses will exceed budget. It was learned, last week, that categorical aide will be less than anticipated for the current school year. A number of other factors were discussed, all of which are negatively impacting Fund 01. The special education budget is being revised and the Board will be asked to approve the revised budget later this semester.

Action Items – Old Business

1. **None**

Action Items – New Business

1. **Special Education Hiring Procedures**

Shelia reviewed the written paraeducator hiring procedures.

Karen made a motion to approve the paraeducator hiring procedures as outlined. Jon seconded and motion carried 7-0.

Shelia left the meeting at 9:14 p.m. and returned at 9:15 p.m.

Jeanette left the meeting at 9:14 p.m. and returned at 9:18 p.m.

2. **Broadband Consortium**

The new AT&T contract, along with expanding opportunities for districts and interest in hard-wired connections (as opposed to wireless connections) have gradually diminished membership in this consortium. Linda discussed pricing structures and made recommendations.

Dave made a motion to approve the 2010 Internet Broadband contract with the \$5,000.00 salary expense surcharge built in, plus the AT&T cost of \$2,800.00/per month. Mike seconded and motion carried 7-0.

Executive Session

At 9:32 p.m., Dave made a motion to go into Executive Session in the conference room for 30 minutes, to discuss personnel matters of non-elected personnel, reconvening in this room at 10:02 p.m. The Executive Session included Linda Aldridge, Shelia Smith, Jeanette Souther and Jean Rush. Jody seconded and motion carried 7-0.

At 10:02 p.m., open session resumed.

Dave made a motion to replace any paras that resign or are on long-term sick leave, if necessary, but no new positions without prior board approval. Jon seconded and motion carried 7-0.

Dave made a motion to approve the list of contracts and resignations on the personnel report. Jenny seconded and motion carried 7-0.

At 10:05 p.m., Executive Session continued in the conference room for 30 minutes, to discuss personnel matters of non-elected personnel and Negotiations, reconvening in this room at 10:35 p.m. Included in the Executive Session were Linda Aldridge, Shelia Smith and Jean Rush.

At 10:10 p.m., Jean left the meeting.

At 10:19 p.m., Shelia left the meeting.

At 10:35 p.m., open session resumed. Executive Session continued in the conference room for an additional 5 minutes, to discuss personnel matters of non-elected personnel and Negotiations, reconvening in this room at 10:40 p.m.

At 10:40 p.m., open session resumed. Executive Session continued in the conference room for an additional 5 minutes to discuss personnel matters of non-elected personnel and Negotiations, reconvening in this room at 10:45 p.m.

At 10:45 p.m., open session resumed. Executive Session continued in the conference room for an additional 5 minutes to discuss personnel matters of non-elected personnel and Negotiations, reconvening in this room at 10:50 p.m.

At 10:50 p.m., open session resumed.

Adjournment

At 10:51 p.m., Jenny made a motion to adjourn the meeting. Jon seconded and motion carried 7-0.

Todd Gigstad
President

Linda Kilgore
Clerk of the Board