

# Board of Directors



## Minutes

Supers Scheduled to Attend Board Meeting

Loren Feldkamp, Regular

Denise Jennings, Alternate

**DATE:** January 18<sup>th</sup>, 2012

**Location:** Keystone Learning Services, 500 E. Sunflower Blvd., Ozawkie, KS

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

At 7:03 p.m., Board Vice President Ron Langston called the meeting to order. Members present: Shannon McMahon, Cindy Ladd, Sharon Sweeney and Ed Courtney. Members absent: Jenny Morgison and Jon Henry.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Susan Beeson, Assistant Special Education Director; Linda Kilgore, Clerk of the Board. Others in attendance: Superintendent Loren Feldkamp; Marlene Jolly.

### Monthly Action Items

#### 1. Approval of Agenda

#### **ACTION:**

Cindy Ladd made a motion to approve the agenda as presented. Sharon Sweeney seconded and motion carried 5-0.

### 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

**ACTION:**

Ed Courtney made a motion to approve the Monthly Consent Agenda Items as presented. Cindy Ladd seconded and motion carried 5-0.

**Monthly Communications****1. Receive Communications from Visitors Present**

None

**2. Receive General Communications**

Tim shared that Susan Sipe, the MTSS state project director, wrote a letter to him expressing her appreciation for Keystone's technology coordinator, Dan Hinrichsen, who has worked tenaciously to fix her computer.

**Action Items**

1. None

**Discussion Items****1. Electronic Board Agendas**

Discussion occurred on whether the board would prefer to have the meeting agenda and related materials available on-line for board members to access prior to the monthly meeting rather than sent out via the postal service. It was agreed that for the February meeting, the agenda and meeting materials will be emailed out to board members and placed on the agency web site in place of mailing out packet materials via the postal service. There will, however, still be an agenda printed out for each member to have at each meeting as well as any other materials requested. Personnel updates and late check runs will be emailed to members the day of the meeting, but will also be at the table in print form. Tim explained the service center has grant laptops (previously used and returned to Keystone) available for board use at each meeting, or they can also be checked out to board members for home use if needed.

**2. IDL Update**

Tim explained he has been working with Scott Myers on draft bylaws for this consortium. Tim gave a brief update on the IDL program's progress.

**3. December 1 Count and Planning for Next Year**

Rhonda Denning explained the cost breakdown of each program and reviewed the information with the board. A copy of the cost breakdown sheet as well as the one done in 2009-10 was provided. A copy of the current year assessments was also provided. It

was explained that the ‘bump up’ list provides districts with a projection of caseloads for planning for the future.

#### **4. 2012-13 Calendar**

Keystone prepared an online calendar that superintendents can access through Google. Tim has asked each district to put in dates that they will likely keep open for district events. Hopefully, this will help districts be closely aligned on attendance dates, start/stop dates and plan for the possibility of common inservice dates.

#### **5. Guidance Center Summer Program**

Tim explained that the Guidance Center has started planning for their summer psychosocial programs. They may request use of the Ozawkie building for that program. Their employees would have access to their private internet for record keeping, which would be a big benefit for them. Tim will gather more information and bring this back to the board for final approval.

#### **6. Staff Development Opportunities**

Keystone may have the opportunity to be involved in some trainings this year and next. Tim updated the board about some of the projects the service center is working on.

### **Executive Session**

At 8:00 p.m., Cindy Ladd made a motion to go into Executive Session in the meeting room for 20 minutes, to discuss personnel matters of non-elected personnel and to discuss negotiations, reconvening in this room at 8:20 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Susan Beeson, and Loren Feldkamp. Shannon McMahan seconded and motion carried 5-0.

At 8:20 p.m. open session resumed.

At 8:22 p.m., Sharon Sweeney made a motion to go into Executive Session in the meeting room for 20 minutes, to confer with the board’s attorney, reconvening in this room at 8:42 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Susan Beeson and Loren Feldkamp. Shannon McMahan seconded and motion carried 5-0.

At 8:42 p.m. open session resumed.

At 8:42 p.m., Sharon Sweeney made a motion to go into Executive Session in the meeting room for 10 minutes, to confer with the board’s attorney, reconvening in this room at 8:52 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Susan Beeson and Loren Feldkamp. Shannon McMahan seconded and motion carried 5-0.

At 8:43 p.m., Ed Courtney left the meeting and returned at 8:45 p.m.

At 8:44 p.m., Susan Beeson left the meeting and returned at 8:47 p.m.

At 8:52 p.m., open session resumed.

## **ACTION ITEMS**

### **1. Personnel Update-- Contracts and Resignations** Approval of the January 2012 Personnel Report

#### **ACTION**

Sharon Sweeney made a motion to approve the January personnel update as presented. Shannon McMahon seconded and motion carried 5-0.

### **2. Approval of half-time positions**

#### **ACTION**

Ed Courtney made a motion to authorize 1 FTE teaching position for the remainder of the 2011-12 school year. Cindy Ladd seconded and motion carried 5-0.

## **Adjournment**

At 8:53 p.m., Sharon Sweeney made a motion to adjourn the meeting. Cindy Ladd seconded and motion carried 5-0.

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Jon Henry  
President

Linda Kilgore  
Clerk of the Board