

Board of Directors



Minutes

Supers Scheduled to Attend Board Meeting

Loren Feldkamp, Regular

Denise Jennings, Alternate

DATE: **October 16th, 2013**

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 President Ron Langston called the meeting to order. Members present: Jenny Morgison, Gary Willits, Scott Gibson, Sharon Sweeney and Ed Courtney. Member not present: USD #377 board representative.

Others present: Tim Marshall, Executive Director; Mary Livingston, Assistant Special Education Director; and Linda Kilgore, Clerk of the Board. Others in attendance: Denise Jennings, Superintendent at USD #339. Arriving at 7:24 p.m., Rhonda Denning, Special Education Director and Alicia Kheir, Assistant Special Education Director.

Monthly Action Items

1. **Approval of Agenda**

ACTION

Scott Gibson made a motion to approve the agenda with the following addition: Add an Executive Session #2, Real Estate Transaction. Sharon Sweeney seconded and motion carried 6-0.

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

Jenny Morgison made a motion to approve the Monthly Consent Agenda Items as presented. Sharon Sweeney seconded and motion carried 6-0.

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

None

2. Receive General Communications

None

Action Items

- 1. Approval of Contract** – Tim explained the contract in their board packet would provide services for our visually impaired student through the Lawrence Public Schools while Keystone provides services for the Lawrence’s hearing impaired students.

ACTION

Gary Willits made a motion to approve the contract with the Lawrence Public Schools as presented. Ed Courtney seconded and motion carried 6-0.

Discussion Items

- 1. Tiny K** – Tim reviewed the Tiny K program, administered by Rachel Raydo and her staff, with the board.
- 2. Budget Review** – Tim reviewed the first quarter’s operations expenses, then discussed minimum carry-over balances on the special education (01) budget. He also shared a report on last year’s expenditures and cash balances on a monthly basis. Tim also reviewed possible rates for health care through the insurance exchange and what steps are being taken to be ready to make a decision.
- 3. KSDE Audit** – KSDE has finished our audit for 2012-13. Tim reviewed the results with the board.
- 4. Kansas Co-Teaching Final Report** – A copy of the KU report on co-teaching was given to the board and briefly discussed. Keystone was highlighted as one of the providers of this program.

5. Background Checks

Tim explained that the superintendents have requested that Keystone begin having background checks conducted for all new employees. Tim will be researching companies that member districts utilize for this service and will report back to the superintendents and board. ID badges for all staff will also be considered.

6. Board Membership Change

Tim shared that USD #377 Atchison County Community Schools' board has requested that there be a change in Keystone's interlocal agreement to allow a patron appointed by their board to sit on the Keystone board. The Keystone board agreed to not pursue this as an option without further information.

7. Other

None

Executive Session

At 8:07 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 10 minutes, to discuss personnel matters of non-elected personnel and to have a preliminary discussion relating to the acquisition of real estate property, reconvening in this room at 8:17 p.m. The Executive Session included Tim Marshall, Rhonda Denning, Alicia Kheir, Mary Livingston and Denise Jennings. Sharon Sweeney seconded and motion carried 6-0.

At 8:17 p.m. open session resumed.

ACTION ITEMS

- 1. Personnel Update--** Contracts and Resignations
Approval of the October 2013 Personnel Report

ACTION

Jenny Morgison made a motion to approve the October 2013 personnel update as presented. Sharon Sweeney seconded and motion carried 6-0.

Adjournment

At 8:17 p.m., the meeting was adjourned.