

# Board of Directors



## Minutes

Supers Scheduled to Attend Board Meeting

Chuck Coblenz, Regular

Steve Lilly, Alternate

**DATE:** August 20<sup>th</sup>, 2014

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

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

At 7:06 p.m., Board President Ron Langston called the meeting to order. Members present: Sharon Sweeney, Gary Willits, Scott Gibson, USD 449 Proxy David Jones, USD 342 Proxy Jamie Copeland and via phone, Jeff Martin. Member absent: Jenny Morgison.

Others present: Tim Marshall, Executive Director; Rhonda Denning, Special Education Director; Mary Livingston and Alicia Kheir, Assistant Special Education Directors; Linda Kilgore, Clerk of the Board; USD 449 Superintendent Chuck Coblenz; USD 377 Superintendent Steve Wiseman via phone; and Marlene Jolly.

### Monthly Action Items

#### 1. Approval of Agenda

#### **ACTION**

Scott Gibson made a motion to approve the revised agenda as presented. Sharon Sweeney 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 MIS Handbook Wording Change** – Tim Berens needs a small change to his MIS handbook to ensure that vacation leave is only offered to full-time grant employees. That has been understood in the past but not specifically stated. The wording was provided at the meeting.

**ACTION**

Scott Gibson made a motion to approve the Monthly Consent Agenda Items as presented. Sharon Sweeney seconded and motion carried 7-0.

**Monthly Communications**

1. **Receive Communications from Visitors Present**  
None
2. **Receive General Communications**  
None

**Action Items**

1. **Approval of the Negotiated Agreement** – Tim explained that the negotiations teams have reached agreement and teachers have ratified the proposed agreement. An overview of changes was discussed.

**ACTION**

Sharon Sweeney made a motion to approve the 2014-15 negotiated agreement, as presented. Gary Willits seconded and motion carried 7-0.

2. **Approval of JDLA Program Contract** – Tim explained that the Guidance Center has worked with their managed care companies so they can continue to work with our program and offer affordable support.

**ACTION**

Scott Gibson made a motion to approve the 2014-15 JDLA contact with the Guidance Center, as presented. Sharon Sweeney seconded and motion carried 7-0.

3. **Approval of Health Insurance Plans for 2014-15** – Tim recommended that the three-tier plan from Coventry be approved for the 2014-15 school year.

**ACTION**

Sharon Sweeney made a motion to approve the 2014-15 Health Insurance plan with Coventry, as presented. Gary Willits seconded and motion carried 7-0.

## Discussion Items

- 1. Review of State Budget for 2014-15** – Tim explained that he and the business office have been working on the state service center budget. Tim and the board reviewed the drafts of the two main budgets (Fund 01 and Fund 10). The remaining budget forms (federal grants, Tiny K, PAT, etc.) are still being developed. Tim will finalize the individual budget forms and the combined state budget spreadsheets this week and asked to have these approved at next week's planning session.
- 2. Review of Board Planning Session**—Tim shared that the board's annual Planning Session will be held on Tuesday, August 26<sup>th</sup>, with dinner at 6:00 p.m. and the meeting beginning at 6:30 p.m. All board members, proxies, superintendents and any Keystone staff are welcome to attend. Bret Church, Assistant Superintendent at Leavenworth will be leading this year's meeting.
- 3. Updates** – Tim reviewed the status of the KSDE grants with the board. Tim also updated the board on the status of the Oskaloosa building, as well as the interlocal agreement.
- 4. Tech Rates for 2014-15** – Tim visited with the board last month about possible changes to our technology repair and support rates. After a brief discussion, Tim asked for consensus from the board on these rate changes.

## Executive Session

At 7:58 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 20 minutes, to discuss personnel matters of non-elected personnel, reconvening in this room at 8:18 p.m. The Executive Session included Tim Marshall, Steve Wiseman and Chuck Coblentz. Scott Gibson seconded and motion carried 7-0.

At 8:18 p.m. open session resumed.

At 8:18 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss personnel matters of non-elected personnel, reconvening in this room at 8:23 p.m. The Executive Session included Tim Marshall, Steve Wiseman and Chuck Coblentz. Scott Gibson seconded and motion carried 7-0.

At 8:23 p.m. open session resumed.

## ACTION ITEMS

- 1. Personnel Update--** Contracts and Resignations  
Approval of the August 2014 Personnel Report

**ACTION**

Sharon Sweeney made a motion to approve the August personnel update as presented and to give a .10-cent an hour raise to all classified staff. Scott Gibson seconded and motion carried 7-0.

**ACTION**

Sharon Sweeney made a motion to seek liquidated damages from Ryan Foxhaven and Jenna Ashby, as presented. Scott Gibson seconded and motion carried 7-0.

**Adjournment**

At 8:25 p.m., the meeting was adjourned.

---

Ron Langston  
President

---

Linda Kilgore  
Clerk of the Board



# Board of Education

## *Special Board Meeting*

### Special Meeting Minutes

**Date:** August 26<sup>th</sup>, 2014

**Location:** Keystone Learning Services, 500 E. Sunflower Blvd., Ozawkie, KS 66070

**Time:** 6:00 p.m. - Dinner; 6:30 p.m. - Call Meeting to Order

At 6:40 p.m., Sharon Sweeney, Board Vice-President, called the meeting to order. Board members and proxies present: Ed Courtney, Jenny Morgison, Jaime Filbert (JCN Proxy), Jeff Martin, Dave Jones (Easton Proxy), and Scott Gibson (arriving at 7:15 p.m.). Board members not in attendance: Ron Langston, Rita Oatney and Gary Willits.

Others present: Bret Church, Assistant Superintendent at Leavenworth; Tim Marshall, Executive Director; Rhonda Denning, Director of Special Education; Alicia Kheir, Assistant Director of Special Education; Mary Livingston, Assistant Director of Special Education; Krystal Porter, Human Resources Manager and substitute board clerk. Superintendents: Steve Lilly, Pat Happer, Loren Feldkamp, Chuck Coblentz, Jon Pfau, and Denis Yoder. Keystone staff in attendance: Sherry Kramer, Alana Kasparek, Carol Snyder, Jeri Fischer, and Terri Coughlin.

<b>Action Item:</b>
---------------------

**1. State Budget for 2014-15**

Tim and the business office have been working on the state service center budget. The drafts of the two main budgets were previously reviewed with superintendents and the board. Tim sent out the remaining budgets earlier this week.

Jeff Martin made a motion to approve the 2014-15 NEKESC budgets, as presented. Jenny Morgison seconded and motion carried 6-0.
--

**Welcome**

Tim Marshall welcomed everyone in attendance and introduced Bret Church, Assistant Superintendent at Leavenworth. Introductions were made around the room.

**Planning Session**

Brad led the board and participants through goal review, goal setting as well as problem solving exercises to help provide information for future planning on the board's part.

**Adjourn**

At 8:33 p.m., the meeting was adjourned.

---

Ron Langston  
President

---

Linda Kilgore  
Clerk of the Board