



Board of Directors

Minutes

Superintendent Scheduled to Attend Board Meeting: Volora Hanzlicek
Alternate: Steve Lilly

Date: September 16th, 2020

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

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

At 7:00 p.m., Board President Sharon Sweeney called the meeting to order. Members present: Jana Farmer, Robin Croxel, Justin Finley, Sarah Johnston, Scott Gibson, Ramon Gonzalez and Kelli Bottorff.

Others present: Doug Anderson, Executive Director; Mary Livingston and Amy Conklin, Special Education Assistant Directors; Linda Chalker, Clerk of the Board; Volora Hanzlicek, USD #338 Superintendent; Andrew Gaddis, USD #377 Superintendent.

Monthly Action Items

1. Approval of Agenda & Consent Agenda Items

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 Agenda
2. Approval of Minutes of Last Meeting
3. Approval of Bills & Claims
4. Approval of Cash Summary Report
5. Approval of Monthly Fund Transfers
6. Approval of Check Register
7. Approval of American Institutes for Research Contract for Technical Support for KSDE through Tim Berens' GSTAD project.
8. Approval of Contract between USD 341 & Keystone for Facilities Use (Use of USD 341's Modular building at 204 Warren in Oskaloosa which houses Keystone's PAT and Tiny k Programs.)
9. Approval of the WestEd Contract for Services with the GSTAD Project, Tim Berens, Project Director

ACTION

Scott Gibson made a motion to approve the Agenda & Consent Agenda Items as presented. Justin Finley seconded and motion passed 8-0.

Monthly Communications

None

Discussion Items

1. **Director's Update**— Doug Anderson provided information on the following items:
 - a) Program updates-- Doug shared that JDLA's student count is currently at 32 and the beginning of the school year is going well. Doug also gave an update on the 18-21 year-old program, Turning Point.
 - b) Contract nursing services--Doug explained that Keystone's nurse's time has been greatly reduced due to the student she works with attending school virtually. Therefore, if any district's nurse is out for any reason and they find they are in need of services, our nurse can be contracted out. (However, if circumstances change and the student the nurse attends to begins school on-site again, the nurse will no longer be available.)
 - c) Plan for KASB's facilitated Board Goal review-- The Keystone board members who can attend are invited to meet with KASB's Britton Hart on October 21st at 5 p.m. (at Keystone) to review the board goals, and then afterward will transition into the regularly scheduled board meeting. A dinner will be provided for the board.

2. **Budget**—Doug explained that our system software was down last week but has now been re-booted and we are back on track. Doug shared information on various funding, including the amount Keystone receives from the Targeted Improvement Grant (TIP), Title VI-B funding, Medicaid fee for services, and the CARES federal stimulus money received because of COVID. It is anticipated we will receive further money once another stimulus package is passed.

3. **Human Resources** –
 - a) Personnel Report—
 - **Classified** - Mary Livingston gave an update on classified staff, explaining that Keystone continues searching for candidates to fill open para positions.
 - **Certified** - Amy Conklin gave an update on certified teaching staff. All teaching positions are now filled.

 - b) Strategies for providing services during prolonged para vacancies—Doug reported that the document containing strategies for moving staff to ensure periodic coverage and timely support for the greatest need has been shared with superintendents and building administrators where the vacancies are the greatest.

Executive Session

None

Action Items

- 1. Personnel Update--Contracts and Resignations**
Approval of the September 2020 Personnel Report

ACTION

Scott Gibson made a motion to approve the September 2020 personnel update as presented. Robin Croxel seconded and motion passed 8-0.

Miscellaneous Items from Board Members

None

Adjournment

At 7:22 p.m., the meeting was adjourned.

Sharon Sweeney
President

Linda Chalker
Clerk of the Board