



# Board of Directors

## Minutes

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

**Date:** May 19<sup>th</sup>, 2021

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

**Time:** 6:30 p.m. Call Meeting to Order

At 6:30 p.m., Board President Sharon Sweeney called the meeting to order. Members present: Jana Farmer, Robin Croxel, Justin Finley, Jerry Barnes, Ramon Gonzalez and Kelli Bottorff. Member(s) not present: Scott Gibson.

Others present: Doug Anderson, Executive Director; Mary Livingston and Amy Conklin, Special Education Assistant Directors; Linda Chalker, Clerk of the Board; Lisa Morando, Business Manager; Steve Lilly USD #342 Superintendent; Sarah Johnston.

Sarah Johnston introduced Jerry Barnes who is replacing her as the board representative for USD 449. Sharon Sweeney welcomed him to the board.

### 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. Keystone Learning Services Cyber Security Policy Renewal-Philadelphia Insurance Companies

## ***ACTION***

Justin Finley made a motion to approve the Agenda & Consent Agenda Items as presented. Ramon Gonzalez seconded and motion passed 7-0.

## **Monthly Communications**

### **1. Receive Communications from Visitors Present—None**

## **Discussion Items**

### **1. Keystone Priorities**

- a) **ESY/Summer School Recovery Services**—Doug explained that during the summer months, Keystone will provide support for students participating in summer school recovery services sponsored by the districts. These summer classes are to help students who have missed some school because of Covid and need to catch up. ESSER Funds for Keystone and the member districts will supplement the cost of traditional Extended School Year/Summer School. He explained that districts have done a very good job of providing recovery services and will do their best to accommodate.
- b) **Building Purchase Update & Next Steps**—Doug explained that the Building Task Force has been gathering information and plan to meet again soon to go over details. Doug shared a list of building improvements and their assigned dollar value. Doug explained that no particular cost for the building has been identified. More information will be brought back after the next Task Force meeting.
- c) **Review Qualifications of Sarah Loquist as Legal Counsel for Keystone Learning Services**—A copy of Sarah Loquist’s resume was shared with members. Doug explained Keystone would continue working with the legal department at KASB, and that Sarah would be on retainer for specific special education matters if the need arises.

### **2. Budget Summary**

- a) Lisa Morando explained that the legal lawsuit in regard to KJUMP/natural gas is close to settling with the company at an adjusted rate of approximately \$9/btu with \$4/btu already paid.
- b) Lisa reviewed end-of-year projections with board members. Doug spoke on JDLA’s cost per student and reported that average enrollment at JDLA was lower this year (approximately 32 students versus the past that was 40.) Doug spoke with superintendents and they agreed to increase the daily rate to \$70/day to serve a student placed by the district versus a student placed by the IEP team. This amount is better aligned with actual daily cost given the current level and intensity of support.

### **3. Personnel**

- a) **Vacancy Report/New Hires** –Amy reported that Keystone currently has an open speech pathologist position, a school social worker position and 7 special education teaching openings. Keystone is in the process of interviewing 2 candidates and has an offer out for one of the teaching positions.
- b) **Open Positions – Recruitment Challenges**—Administrators expressed that it is a very challenging time to hire at the moment. The districts have been passing along candidates that they know of in an effort to help fill Keystone’s open positions.

## Executive Session

At 7:17 p.m., Jerry Barnes made a motion to go into Executive Session in the meeting room for 30 minutes, to discuss confidential personnel matters pursuant to non-elected personnel under KOMA, with the open meeting reconvening in the board room at 7:47: p.m. The executive session included Doug Anderson, Mary Livingston, Amy Conklin and Lisa Morando. Justin Finley seconded and the motion passed 7-0.

At 7:47 p.m., open session resumed.

At 7:47 p.m., Jerry Barnes made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss confidential personnel matters pursuant to non-elected personnel under KOMA, with the open meeting reconvening in the board room at 7:52 p.m. The executive session included Doug Anderson, Mary Livingston, Amy Conklin and Lisa Morando. Justin Finley seconded and the motion passed 7-0.

At 7:52 p.m., open session resumed.

At 7:52 p.m., Jerry Barnes made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss confidential personnel matters pursuant to non-elected personnel under KOMA, with the open meeting reconvening in the board room at 7:57 p.m. The executive session included Doug Anderson, Mary Livingston, Amy Conklin and Lisa Morando. Justin Finley seconded and the motion passed 7-0.

At 7:57 p.m., open session resumed.

At 7:57 p.m., Jerry Barnes made a motion to go into Executive Session in the meeting room for 3 minutes, to discuss confidential personnel matters pursuant to non-elected personnel under KOMA, with the open meeting reconvening in the board room at 8:00 p.m. The executive session included Doug Anderson, Mary Livingston, Amy Conklin and Lisa Morando. Justin Finley seconded and the motion passed 7-0.

At 8:00 p.m., open session resumed.

## Action Items

### 1. Personnel Update--Contracts and Resignations

Approval of the May 2021 Personnel Report

#### ***ACTION***

Ramon Gonzalez made a motion to approve the personnel update as presented. Justin Finley seconded and motion passed 7-0.

### 2. Keystone Attorney

#### ***ACTION***

Jana Farmer made a motion to approve retaining Sarah Loquist as Legal Counsel for Keystone Learning Services for 2021-2122. Ramon Gonzalez seconded and motion passed 7-0.

### 3. Notice of Intent to Non-Renew

Justin Finley made a motion to non-renew LaDonna Worden's contract for 2021-2022. Jerry Barnes seconded and motion passed 7-0.

## Miscellaneous Items from Board Members

**1. Director's Comments**—Doug expressed his appreciation for working here at Keystone and said his first year has been great. Doug looks forward to an exciting future. Doug also recognized all the retirees this year, explaining that they will all be missed.

Mary expressed gratitude for the opportunity to work at Keystone alongside great people.

**2. Any Board Member Wishing to Speak**—Sharon thanked Doug for his first year here and his great guidance, and also thanked all members for serving on our board. Sharon expressed her appreciation to Sarah for serving these past 2 years on Keystone's board, with Sarah sharing that it is a great team to work with.

Jerry appreciates being on the Keystone board and hopes to live up to Sarah, who did a great job on the board. Jerry also asked a question on the purchase of the Keystone building and what would happen if one party (district) wants out of the cooperative, would there be a buyout? It was explained that this is one of the issues the task force is working on.

Ramon shared that he has enjoyed serving on the board and believes it has been a great team of members to work with.

## Adjournment

At 8:10 p.m., the meeting was adjourned.

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Sharon Sweeney  
President

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Linda Chalker  
Clerk of the Board