

Board of Directors



Minutes

Superintendent Scheduled to Attend Board Meeting

Andrew Gaddis, Regular

Pat Happer, Alternate

DATE: November 17th, 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: Jerry Barnes, Ramon Gonzalez, Jana Farmer, Justin Finley and Scott Gibson. Members absent: Robin Croxell and Kelli Bottorff.

Others present: Doug Anderson, Executive Director; Amy Conklin, Special Education Assistant Director; Lisa Morando, Business Manager; Linda Chalker, Clerk of the Board; Arriving at 6:42 p.m., Andrew Gaddis, Superintendent USD 377; Guests present: Jeri Fischer, Karen Whelan, Marlene Jolly and Shiloh Thacher.

Monthly Action Items

ACTION

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 Registers**
- 7. Approval of 2021-2022 Parents as Teachers Handbook**

ACTION

Scott Gibson made a motion to approve the Agenda & Consent Agenda Items as presented.
Ramon Gonzalez seconded and motion passed 6-0.

Monthly Communications

1. Receive Communications from Visitors Present—none

Discussion Items

- 1. Keystone Priorities**—Keystone Director provided information on the following:
 - a) **Cost Reduction for Vacancies**—Doug shared a document explaining the interlocal agreement and district assessments, which are based on a 3-year average of enrollment and the number of students who qualify for sped services. This report explained the impact of unexpected vacancies on annual assessments.
 - b) **Reinvestment of Funds for Unfilled Positions**—Doug proposed reinvesting the funds available from unfilled para positions this year by giving a longevity raise to our currently employed paras. There will be no cost to districts as this money has already been allocated for para positions for the year. This will be brought back for board action at the December meeting.
 - c) **Presence Learning Contract**—Doug explained the need for contracting with Presence Learning to fill social worker and school psychology vacancies through online services. Doug requested standing orders to use this company if and when needed.
 - d) **Social Work Services Referral Form**—Doug explained that because districts are hiring social workers now using ESSER funds, some services may be provided by those individuals even for students who receive sped services in other areas. The referral form will help reinforce the tiered behavioral interventions that all member districts are striving for now. This will be phased in after it is shared with staff at the January inservice.
 - e) **President/Vice President Nomination Procedures**—Doug reminded the Board that the president or vice president positions will open in January. Sharon explained that with a mid-year change in leadership, the vice president will step into the president's role to keep consistency throughout the rest of this school year and there will be nominations for a vice president at that time (January). Board member Ramon Gonzalez has expressed a willingness to serve as Vice President. Then there will be open nominations for both the president and vice president positions again at the July Board Meeting, 2022.

- 2. Budget Summary –**
 - a) **Summary Report**—Lisa shared a budget summary report with board members explaining that compared to past trends and current numbers, the budget is on target at this time.

3. Personnel –

- a) Vacancy Report Licensed/Classified Staff by District; New Hires by District—Amy shared a report with the board of para vacancies by district as well as new hires.
- b) Recruiting Efforts & Promotional Video Update—Belinda explained that the Keystone promotional video will be taped this Friday, 11/19. This video will be shown to board members and on the Keystone website once finalized.

Executive Session

At 7:41 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 20 minutes to discuss personnel matters related to non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 8:01 p.m. and inviting Keystone administrators and the director of finance. Justin Finley seconded and motion passed 6-0.

At 7:49 p.m., Doug, Lisa, Amy and Belinda left executive session.

At 8:00 p.m., Doug returned to executive session.

At 8:01 p.m., open session resumed.

At 8:01 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 15 minutes to discuss personnel matters related to non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 8:16 p.m. and inviting Doug Anderson. Justin Finley seconded and motion passed 6-0.

At 8:16 open session resumed.

At 8:16 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 5 minutes to discuss personnel matters related to non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 8:21 p.m. and inviting Doug Anderson. Justin Finley seconded and motion passed 6-0.

At 8:21 open session resumed.

At 8:21 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 5 minutes to discuss personnel matters related to non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 8:26 p.m. and inviting Doug Anderson. Justin Finley seconded and motion passed 6-0.

At 8:26 open session resumed.

Action Items

1. Personnel Update—Contract and Resignations, November 2021 Personnel Report

ACTION

Ramon Gonzalez made a motion to approve the November 2021 personnel update as presented. Jana Farmer seconded and motion passed 6-0.

Miscellaneous Items from Board Members

- 1. Director's Comments:** Doug explained that he would like to hear from districts during the closing comments, if they have items from their district that they would like to share. He also thanked the board for their willingness to serve especially with the tension that boards are currently under. Doug explained he went to the Counsel of Administrators of Special Education conference in Little Rock, Arkansas this past week. This conference was paid for by KSDE for select members of the KASEA Executive Council.
- 2. Board Member Comments:** Ramon thanked the 18-21-year-old program students for coming to help out two times a month at Harvesters. Their help is much appreciated! Jana shared that she recently visited Union Station where the International Auschwitz exhibit is currently being displayed and highly recommended it. Justin shared that his district has begun the process of looking for a new superintendent for next year. Also, the district is going to start a new baseball/softball program. Jerry shared that his district has voted to make masks optional. He also thanked everyone for their hard work on the board. Scott asked if Keystone has considered having the 18-21 year-old program's students look into various schools that are needing extra help in order to gain real life skills. Sharon explained that Valley Falls passed a bond issue and will be expanding their building for a preschool wing, a greenhouse for their horticulture program, fixing their track and doing several other various improvements. Sharon also thanked the members for attending.

Adjournment

At 8:47 p.m., the meeting was adjourned.

Sharon Sweeney
President

Linda Chalker
Clerk of the Board