



# Board of Directors

## Minutes of the Regular Meeting

Superintendent Scheduled to Attend Board Meeting

Jon Pfau, Regular

Tim Beying, Alternate

**Date:** April 20<sup>rd</sup>, 2022

**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 Scott Gibson called the meeting to order. Members present: Robin Croxell, Ramon Gonzalez, Jana Farmer, Kelli Bottorff, Justin Finley, Caleb Clark and Jerry Barnes.

Others present: Doug Anderson, Executive Director; Belinda O'Dell and Amy Conklin, Special Education Assistant Directors; Linda Chalker, Clerk of the Board; Rachel Raydo, tiny k Coordinator. Arriving at 7 p.m., Jon Pfau, USD #341 Superintendent.

### 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

#### ACTION

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

## Monthly Communications

### 1. Receive Communications from Visitors Present

None

## Discussion Items

1. **Tiny k Presentation** – Program coordinator Rachel Raydo shared that this program is for children with developmental delays from ages birth to 3 in Atchison, Brown, Doniphan, Nemaha, Jackson, Jefferson and parts of Pottawatomie and Douglas counties. The program has 14 staff members provided through KDHE grant funding and is currently serving 245 children, down from over 300 children prior to COVID, resulting in a \$45,000 reduction anticipated for next year. To promote services, Rachel will share a flyer with the board and superintendents.

At 6:44 p.m., Rachel left the meeting.

### 2. Keystone Priorities

- a) LETRS Training through Keystone—Keystone will be the lead agency to host an administrative training session for principals/special education directors across the state, to help ensure implementation of this phonics-based reading program. These trainings will be both in person and virtual.
- b) Change in the Cost of the Keystone Building Lease Agreement—Doug explained that the Jefferson West board voted at their last meeting to raise the Keystone building lease price to help cover the cost of their insurance coverage. Changes to the proposed lease agreement will be brought back to the Keystone board next month.
- c) Building Use Policy Update/Associated Security Plan—The Jefferson West board asked to change one item on the Keystone Building Use policy involving the leasing of the ball field. Keystone’s building maintenance has ordered the security gates that will be installed to secure the hallway as well as extra signage for the halls.
- d) PCG IEP System Implementation—Staff training for the new IEP system is being planned for this summer.

At 7:02 p.m., Kelli Bottorff left the meeting.

### 3. Budget Summary

- a) Summary Report—Doug reviewed budget information for the month of April.
- b) Update on Cost of JDLA Lunches for Next Year—Due to the end of the Federally funded free lunch program next year, the business office calculated the cost of continuing the practice at JDLA. The Board discussed that option and decided against it. Doug assured the board that students are never denied access to lunch for an inability to pay.

#### **4. Personnel**

- a) Vacancy Report Licensed/New Hires by District—Belinda explained that Keystone has recently had 4 para interviews, 2 teacher interviews, along with an Occupational Therapist, a Physical Therapist and a Social Worker interview. One para, one teacher and a physical therapist were hired. There are 2 para contracts that are pending along with an OT offer that is pending. There are 25 open para positions flagged as high priority, with 10 more certified resignations/retirement positions that must be filled.
- b) Recruiting Efforts—Amy reported that Keystone has asked superintendents to forward teacher applicants not hired by the district as potential candidates. Applicants have shared that they have watched and appreciated the recruiting videos produced earlier this year.

### **Executive Session**

At 7:33 p.m., Robin Croxell made a motion to go into Executive Session in the meeting room for 20 minutes, to discuss the latest teacher negotiations proposal pursuant to the exception under KOMA, reconvening in this room at 7:53 p.m. The Executive Session included Doug Anderson, Amy Conklin and Belinda O'Dell. Jana Farmer seconded and motion carried 7-0.

At 7:53 p.m., open session resumed.

At 7:56 p.m., Justin Finley made a motion to go into Executive Session in the meeting room for 15 minutes, to discuss an employee's performance pursuant to the non-elected personnel exception under KOMA, reconvening in this room at 8:11 p.m. The Executive Session included Doug Anderson, Amy Conklin and Belinda O'Dell. Jerry Barnes seconded and motion carried 7-0.

At 8:11 p.m., open session resumed.

### **Action Items**

#### **1. Personnel Update—Contract and Resignations, April 2022**

##### **ACTION**

Jerry Barnes made a motion to approve the April 2022 personnel update as presented. Justin Finley seconded and motion passed 7-0.

### **Miscellaneous Items from Board Members**

1. **Director's Comments**—Doug thanked Jon Pfau for his service to Keystone as Oskaloosa's superintendent, providing a positive culture and working relationship. We all wish him well and he will be missed!

- 2. Any Board Member Wishing to Speak**—Jana Farmer explained for those who hadn't heard that Jon is retiring at the end of this school year. Jana expressed her appreciation for his exceptional leadership over the years and how he has led by example.

Scott wished all 5 of our district superintendents who are leaving at the end of this year the best of luck.

- 3. Other**—There is a rally planned for this Saturday at 4:30 p.m. at the State Capitol in Topeka regarding special education funding. Doug encouraged everyone to reach out to their legislative representatives to promote full funding for special education.

Jana asked if any other districts have a conflict with Keystone's May 18<sup>th</sup> board meeting, as it falls the same night as Oskaloosa's 8<sup>th</sup> grade promotion. Scott asked that if there are conflicts within your district to let Linda know and the May meeting can be rescheduled for a different time. Jana shared that Oskaloosa has hired a new high school principal and a new junior high assistant principal. Robin shared that McLouth has hired an elementary principal, their At-Risk Coordinator will move into the High School Principal role, and that Mr. Johnson is moving to the superintendent spot. Doug offered to sit in on any district's candidate interviews to help with the selection process.

## Adjournment

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

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Scott Gibson  
President

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Linda Chalker  
Clerk of the Board

Date \_\_\_\_\_