

# Board of Directors



## Minutes of the Regular Meeting Superintendent Scheduled to Attend Board Meeting:

**Brad Kempf, Regular**

**JB Elliott, Alternate**

**Date: October 19<sup>h</sup>, 2022**

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

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

At 6:31 p.m., Board President Scott Gibson called the meeting to order. Members present: Ramon Gonzalez, Justin Finley, Caleb Clark, Jerry Barnes, and Jana Farmer arriving at 6:36 p.m. Members absent: Kelli Bottorff and Kim Troupe, USD 342 Board Proxy.

Others present: Doug Anderson, Executive Director; Belinda O'Dell, Assistant Special Education Director; Mollee Wilkerson, Director of HR; Amy Conklin, Board Clerk/Assistant Special Education Director; Brad Kempf, Jefferson County North Superintendent; and Sadie Beecham, Keystone Accounts Receivable.

### Monthly Action Items

#### ACTION

1. Approval of Meeting 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 Meeting Agenda
2. Approval of Minutes of Last Month's Meeting
3. Approval of Bill & Claims
4. Approval of Cash Summary Report
5. Approval of Monthly Fund Transfers
6. Approval of Check Registers

## **ACTION**

Jerry Barnes made the motion to approve the Meeting Agenda & Monthly Consent Agenda Items as presented. Ramon Gonzalez seconded and motion passed 5-0.

## **Monthly Communications**

### **1. Receive Communications from Visitors Present:**

None

## **Discussion Items**

### **1. Keystone Priorities**

- a) Late paperwork support handbook revision - Doug reviewed that the negotiation team had proposed a late paperwork addition to the Negotiated Agreement that was met with opposition from staff. The team decided to remove it from negotiations but to instead form a committee with staff representation. A committee was formed with representation across disciplines and districts. We made adjustments to some of the language and are seeking approval for this to be added to the Teacher Addendum in January 2023.

Doug indicated that Belinda and Amy were joining from Wichita as they were attending an Autism Interdisciplinary Team training with staff to re-develop this team and provide support to Keystone staff.

- b) Security assessment recommendations - Doug reported that we had Chuck Haggard from the Meriden Police come and do a walk through of the Keystone building. Overall, the outside structure was secure and provided the necessary safety measures. The biggest concerns were with the classroom doors and windows and the outside door from the tornado shelter. A meeting has been set for October 28th involving Keystone Administration, Maintenance, and JDLA representation to review the assessment and security plan. The team will then prioritize needs and develop a proposal for moving forward which will be brought to the board next month.

### **2. Budget Summary**

- a) Summary Report - Doug summarized the budget indicating that we are consuming resources similar to the percentage from last year at this time.
- b) Differentiated pay for classified staff - Doug reported that a superintendent asked about differential pay for hard to fill classified positions. Keystone would continue to pay the individual, but would keep track of the additional pay and invoice the district at the end of the year. Other interlocals/cooperatives use this strategy due to different district sizes, locations, and market rates. Doug indicated that the Superintendents did not come to consensus but were not opposed to the concept. Doug preferred that raises were applied to all paraeducators to avoid the accounting problems with differentiated pay. Keystone will provide more information to the Board for review in November.
- c) Stipends assigned for vacancies and emerging requirements 2023 - Doug brought up that Board Clerk duties were added to Amy's existing assignment and he proposed adding a supplemental for her additional work. Keystone has done a similar procedure for other positions such as adding the Alternative monitoring of jails/detention centers to the JDLA Social Work position. Keystone will develop a protocol for how these stipends are utilized to bring back to the board next month.

### **3. Personnel**

- a) Vacancy Report/New Hires - Mollee reported that paraeducators continue to be the area of focus. She has talked to paras about their concerns and found that low wages and the monthly pay are the main concerns. Keystone was able to hire a part time Bookkeeper to support the business office staff. We have a capable business staff that have been able to add the additional duties as needed.
- b) Service Rate – Doug described the service rate calculation which uses a teacher’s caseloads available minutes in comparison to student minutes. We prefer to be in the 50-70 range and utilize this calculation for where to place new paraeducators. Districts do have paraeducators covering where they can even using different delivery methods such as a para being in a central location for teachers to send the students to instead of being in the classroom. Keystone has also sent out a letter to families in Jeff West and Easton discussing the staffing concerns. Doug also reviewed the special education prevalence rates across the districts. The state percentage is around 16% while Keystone averages around 20%. We want to bring awareness to this concern and examine what we could do earlier in the process for students.

## Executive Session

At 8:10 p.m., Scott Gibson made the motion to go into executive session for 20 minutes to discuss personnel pursuant to confidential matters for non-elected personnel under KOMA, with the open meeting resuming in the boardroom at 8:30 p.m. The Executive Session included Doug Anderson, Belinda O’Dell, Mollee Wilkerson, and Amy Conklin. Justin Finley seconded and the motion passed 6-0.

At 8:31 p.m., open session resumed.

## Action Items

1. **Personnel Update--Contracts and Resignations**  
Approval of the October 2022 Personnel Report

### **ACTION**

Jana Farmer made the motion to approve the October 2022 personnel update as presented. Ramon seconded and motion carried 6-0.

2. **Teacher Resignation**

### **ACTION**

Scott Gibson made the motion to approve Jeff Davenport’s resignation as a Long-Term Substitute. Justin Finley seconded and motion carried 6-0.

3. **Teacher Addendum Update**–Including the language for support for consistently late paperwork

### **ACTION**

Ramon Gonzalez made the motion to approve the Teacher Addendum as presented. Jerry Barnes seconded and motion carried 6-0.

## Miscellaneous Items from Board Members

1. **Director’s Comments** – Doug shared that Lindsay Martin an 8th grader from Valley Falls worked with Chris Twenhafel, the Gifted Facilitator, to publish an article in the Vindicator. He also reported that Jeff

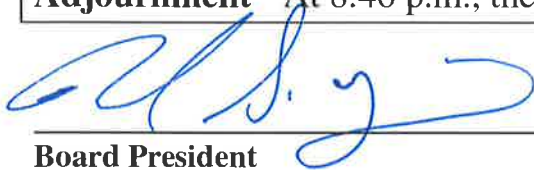
Howard, the Democratic Candidate for the State Board of Education, came and talked at the Superintendent meeting. Doug encouraged everyone to look at the candidates and remember to vote for a candidate that supports education. The state continues to examine the possibility of going to a statewide IEP program. Kansas is one of 6 states that do not have a statewide IEP system. Doug will continue on this committee to help move Kansas forward.

2. **Any Board Member Wishing to Speak** – Ramon Gonzalez shared his concern that the State Board is revamping graduation requirements. He asked Josh Woodward from USD 343 to send him the updates and he will send it to Doug to share out.

Scott Gibson asked about overall headcount from the districts. Members indicated that it was a range from gaining a few to staying about the same to losing around 30 students from last year. Scott shared that Jeff West was looking into rebranding and doing a video to entice families to send their students.

Jana Farmer shared that Oskaloosa is beginning their Superintendent search with a meeting occurring Monday, October 24th with KASB.

**Adjournment** - At 8:46 p.m., the meeting was adjourned.



**Board President**



**Board Clerk**

11/16/2022

**Date**