

Board of Directors



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

Andrew Gaddis, Regular

Jason Crawford, Alternate

Date: March 22nd, 2023

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

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

At 6:30 p.m., President Scott Gibson called the meeting to order. Members present: Ramon Gonzalez (Zoom), Jerry Barnes, Kelli Bottorrf, Justin Finley, and Jana Farmer. Members Absent: Caleb Clark and Kim Troupe.

Others present: Doug Anderson, Executive Director; Belinda O'Dell, Assistant Special Education Director; Mollee Wilkerson, Human Resources Director; Amy Conklin, Board Clerk/Assistant Special Education Director; Andrew Gaddis, Atchison County Community Superintendent.

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
7. Approval of the Retention Incentive Plan for Fund 10 Projects

ACTION

Jana Farmer made the motion to approve the Meeting Agenda & Monthly Consent Agenda Items as presented. Justin Finley seconded and motion passed 6-0.

Monthly Communications

1. Receive Communications from Visitors Present:

None

Discussion Items

1. Keystone Priorities

- a) General Education Teacher/Specialty Para JDLA - Doug discussed wanting to bring more specials opportunities to students at JDLA to support overall skill development. This could either be done through sharing a general education teacher with a district or by adding a paraeducator job description for an Interventionist Para.
- b) Midwest Education Leadership Conference in June - Doug indicated that he would like for part of the administrative team to attend the Midwest Education Leadership Conference in June. If the team was allowed to go, the June board meeting would need to change to June 22nd due to a conflict with the conference.
- c) Turning Point Update - Belinda shared that the administrative team had been discussing options for the Turning Point program including staffing and placement.
- d) Memorandum Of Understanding with Ozawkie - Doug reported that the insurance company required a formal MOU between Keystone and the City of Ozawkie for use of the Community Center as an alternative location.

2. Budget Summary

- a) Summary Report - Doug presented on the current budget and expenses are at expected levels. He also discussed the efficiency of the new system.
- b) Para Snow Days - Mollee indicated that three of our school districts had three snow days this year. Last year the board had agreed to pay for two additional days when all districts had a total of four snow days.

3. Personnel

- a) Vacancy Report Licensed/Classified Staff by District; New Hires by District - Mollee shared that in the last month Keystone had hired five paraeducators and one custodian. Two special education teachers had signed letters of intent for next school year.
- b) Service Rates/Project Numbers for 23-24 - Amy presented the service rates for each district as well as projected caseload numbers which were being used to discuss staffing needs for next school year.

Executive Session

Scott Gibson made the motion for the Board to go into executive session for 20 minutes at 7:38 p.m. to discuss employee and candidate evaluations pursuant to the non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 7:58 p.m., and inviting the Executive Director, Assistant Directors, and Director of Human Resources to join this executive session per Board discretion. Kelli Bottorff seconded and motion passed 6-0.

Scott Gibson made the motion for the Board to go into executive session for 5 minutes at 7:58 p.m. to discuss employee and candidate evaluations pursuant to the non-elected personnel exception under KOMA,

with the open meeting resuming in the boardroom at 8:03 p.m., and inviting the Executive Director, Assistant Directors, and Director of Human Resources to join this executive session per Board discretion. Kelli Bottorff seconded and motion passed 6-0.

Scott Gibson made the motion for the Board to go into executive session for 10 minutes at 8:03 p.m. to discuss negotiation topics pursuant to the employer-employee negotiations exception under KOMA, with the open meeting resuming in the boardroom at 8:13 p.m., and inviting the Executive Director, Assistant Directors, and Director of Human Resources to join this executive session per Board discretion. Justin Finley seconded and motion passed 6-0.

Scott Gibson made the motion for the Board to go into executive session for 5 minutes at 8:13 p.m. to discuss negotiation topics pursuant to the employer-employee negotiations exception under KOMA, with the open meeting resuming in the boardroom at 8:18 p.m., and inviting the Executive Director, Assistant Directors, and Director of Human Resources to join this executive session per Board discretion. Justin Finley seconded and motion passed 6-0.

At 8:13 p.m., open session resumed.

Action Items

1. Personnel Update--Contracts and Resignations

Approval of the March 2023 Personnel Report

ACTION

Kelli Bottorff made the motion to approve the personnel update as presented. Jana Farmer seconded and motion passed 6-0.

2. June Board Meeting Date

ACTION

Jana Farmer made the motion to change the June Board meeting to June 22nd, 2023 at 6:30 p.m. and to allow the administrative team to attend the Midwest Education Leadership Conference. Justin Finley seconded and motion passed 6-0.

3. Administrator Contract Extensions

ACTION

Scott Gibson made the motion to approve a 1-year contract extension for Keystone Administrators Doug Anderson, Terri Coughlin, Belinda O'Dell, and Amy Conklin to cover the period of July 1, 2024-June 30, 2025. Kelli Bottorff seconded and motion passed 6-0.

4. Para Snow Days

No action was taken.

5. MOU with Ozawkie

ACTION

Justin Finley made the motion to approve the MOU with Ozawkie as presented. Kelli Bottorff seconded and motion passed 6-0.

6. JDLA and Job Coach Paraeducator Positions, BCBA Position and Associated Job Descriptions

ACTION

Justin Finley made the motion to approve the new para positions and BCBA position and associated job descriptions for JDLA PE, Turning Point Job Coaches, and BCBA. Kelli Bottorff seconded and motion passed 6-0.

Miscellaneous Items from Board Members

- 1. Director's Comments** - Doug thanked the board for the contract extension. He also shared that he met today with KSDE to possibly become the fiscal agent for OCR Building Inspections. Doug also reported that Dale Dennis was optimistic regarding special education funding. He also attended the KASEA Region 3 meeting and the main concern was regarding special education vacancies for next school year.

Adjournment - At 8:32 p.m., the meeting was adjourned.



Scott Gibson
Board President



Amy Conklin
Clerk of the Board

Date 04/19/23