

# Board of Directors



## Minutes of the Regular Meeting

Superintendent Scheduled to Attend Board Meeting:

John Hamon, Regular

Jerome Johnson, Alternate

**Date: May 17th, 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., Board President Scott Gibson called the meeting to order. Members present: Ramon Gonzalez, Caleb Clark, Kim Troupe, Jana Farmer, Justin Finley, and Jerry Barnes (arriving at 6:31 p.m.). Member absent: Kelli Bottorff.

Others present: Doug Anderson, Executive Director; Belinda O'Dell, Assistant Special Education Director; Amy Conklin, Board Clerk/Assistant Special Education Director; Brad Kempf, USD 339 Superintendent; Andrew Gaddis, USD 377 Superintendent; Jason Crawford, USD 340 Superintendent, JB Elliott, USD 343 Superintendent (via Zoom), Mike Mathes, USD 341 Interim Superintendent (via Zoom), Dan Wessel, USD 341 Incoming Superintendent (via Zoom), David Jensen, USD 340 Board President; Betty Majors, USD 340 Board Member; John Thelan, USD 340 Board Member; Matt Williams, USD 340 Board Member; Kris Tuck, USD 340 Board Member; Kelly Midgely, USD 340 Board Member; Erin Watson, USD 340 Board Clerk; Terri Coughlin, JDLA Principal; Melinda Wallace, JDLA Social Worker; Sadie Beecham, Keystone Accounts Receivable; Karla Bradford, Keystone Payroll, Connie Euler, Keystone Accounts Payable (via Zoom, leaving at 7:10 p.m.); and Janelle Wendt, Parent.

### 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

Caleb Clark made the motion to approve the Meeting Agenda & Monthly 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. **Building Lease** - Scott Gibson acknowledged the Jefferson West School Board in attendance to discuss the future of the Ozawkie building lease. Both boards discussed several items including the building needs of the Jefferson West School District, the combined use of the Ozawkie building for an Early Childhood program and JDLA, concern of liability, the impact on students, the time frame, and the need to rewrite the lease. The boards made the decision to develop a committee consisting of 3 Jefferson West Board Members and 3 Keystone Board Members to further discuss the issues and to work towards a resolution.

Scott Gibson declared a conflict of interest and left the meeting at 7:30 p.m..

Justin Finley made the motion to go into executive session for 10 minutes at 7:30 p.m. to discuss administrators role in the building lease pursuant to the exception for nonelected personnel under KOMA, with the open meeting resuming in the boardroom at 7:40 p.m., and inviting the Jefferson West Board Members to join this executive session per Board discretion. Jerry Barnes seconded and the motion passed 6-0.

Justin Finley made the motion to go into executive session for 5 minutes at 7:40 p.m. to discuss administrators role in the building lease pursuant to the exception for nonelected personnel under KOMA, with the open meeting resuming in the boardroom at 7:45 p.m., and inviting the Jefferson West Board Members to join this executive session per Board discretion. Jerry Barnes seconded and the motion passed 6-0.

Justin Finley made the motion to go into executive session for 2 minutes at 7:45 p.m. to discuss administrators role in the building lease pursuant to the exception for nonelected personnel under KOMA, with the open meeting resuming in the boardroom at 7:47 p.m., and inviting the Jefferson West Board Members to join this executive session per Board discretion. Jerry Barnes seconded and the motion passed 6-0.

Open session resumed at 7:47 p.m. with Scott Gibson returning to the meeting.

The board then took a 5 minute break from 7:48-7:53 p.m.. At this time the following individuals left the meeting: Brad Kempf, USD 339 Superintendent; Andrew Gaddis, USD 377 Superintendent; Jason Crawford, USD 340 Superintendent, JB Elliott, USD 343 Superintendent (via Zoom), Mike Mathes, USD 341 Interim Superintendent (via Zoom), David Jensen, USD 340 Board President; Betty Majors, USD 340 Board Member; John Thelan, USD 340 Board Member; Matt Williams, USD 340 Board Member; Kris Tuck, USD 340 Board Member; Kelly Midgely, USD 340 Board Member; Erin Watson, USD 340 Board Clerk; Terri Coughlin, JDLA Principal; Melinda Wallace, JDLA Social Worker; and Janelle Wendt, Parent.

## 2. Keystone Priorities

- a) Interlocal Agreement - The interlocal agreement stipulates that Keystone is responsible for providing services for all students identified including those enrolled in a virtual program. One of our districts has acquired a virtual program and other districts may follow suit in the future. The director reported that the interlocal agreement specifies that the district assessment is calculated by the total September 20 headcount which would include students enrolled in a virtual program through a member district. Keystone proposed a written procedure allowing the keystone director and the superintendent to analyze the scope of services available within any contract agency when determining if the contract would include special education service providers, or Keystone would hire all service providers to meet the needs of the students served in the virtual program. The Oskaloosa board member asked that the item be tabled until next month and the motion passed.

Karla Bradford left the meeting at 8:06 p.m..

- b) Technology Recycle - Doug reported that Keystone has accumulated several broken or outdated devices and a list was given to the board. Adams Cable Equipment would come get the devices for a fee and then provide money back for any item collected with a market value.
- c) Office space needed - Doug provided an update of the office space needed for some of our itinerant staff currently using the Oskaloosa basement. We need to get their equipment and materials out next week. Oskaloosa has provided us with the two portables and are planning to move their equipment and materials over there until a permanent solution is found.

## 2. Budget Summary

- a) Summary Report - Doug provided a summary regarding the special education funds and the projects' funds.
- b) Projections for negotiations - Doug indicated that the state special education funding increase for next year is less than one percent. We will begin Keystone negotiations at the end of this month or beginning of next month.

## 3. Personnel

- a) Vacancy Report Licensed/Classified Staff by District; New Hires by District - Belinda shared a report from each district with projections of classified and certified staff for the 2023-2024 school year.
- b) Extended School Year/Summer School projections - Belinda provided the projected numbers for students and staff for Extended School Year, Summer School, and Summer Evaluations.
- c) Virtual Special Education Teacher job description - Doug presented a job description for a virtual special education teacher in anticipation of a need for that position.

The board took a 5 minute break from 8:33-8:38 p.m.. Both Dan Wessel and Sadie Beecham left the meeting at 8:33 p.m.

## Executive Session

Scott Gibson made the motion to go into executive session for 10 minutes at 8:38 p.m. to discuss potential property pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 8:48 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jana Farmer seconded and the motion passed 7-0.

Scott Gibson made the motion to go into executive session for 5 minutes at 8:48 p.m. to discuss potential property pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 8:53 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jana Farmer seconded and the motion passed 7-0.

Open session resumed at 8:53 p.m..

## Action Items

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

Approval of the May 2023 Personnel Report

#### ACTION

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

### 2. Interlocal Agreement - Addition of a virtual program

**This item was tabled until next month.**

### 3. Virtual Special Education Teacher job description

#### ACTION

Justin Finley made the motion to approve the Virtual Special Education Teacher job description as presented. Ramon Gonzalez seconded and motion passed 7-0.

### 4. Technology Recycle

#### ACTION

Jerry Barnes made the motion to approve the recycling of technology as presented through Adams Cable Equipment. Caleb Clark seconded and the motion passed 7-0.

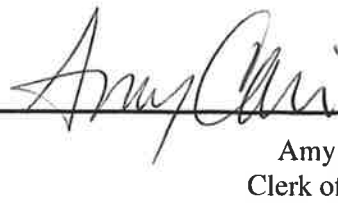
## Miscellaneous Items from Board Members

1. **Director's Comments** – Doug shared a success story of a student from JDLA that due to a connection in our business office, he was able to get summer employment that may lead to a long-term job. Doug also told the board that he appreciated them working through the building lease.
2. **Any Board Member Wishing to Speak** – Jerry Barnes said that he thought Doug did a good job of working with the Jefferson West Superintendent and that it was now time to take the administrators out and to have the board members work together.

Scott Gibson said thank you to the committee members for the work they will do. He is hoping that something can be worked out with guaranteed language of 2 or more years. Scott was willing to help in any way that he could.

**Adjournment** - At 9:00 p.m., the meeting was adjourned.

  
Scott Gibson  
Board President

  
Amy Conklin  
Clerk of the Board

Date 06/22/2023

