

# Board of Directors



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

Brad Kempf, Regular

JB Elliott , Alternate

**Date: June 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. Board Vice President Ramon Gonzalez called the meeting to order. Members present: Justin Finley, Jerry Barnes, Kim Troupe, Caleb Clark, Jana Farmer (via Zoom), and Barb Chapman, USD 377 Alternate (via Zoom).

Members absent: Scott Gibson

Others present: Doug Anderson, Executive Director; Belinda O'Dell, Assistant Special Education Director (via Zoom); Amy Conklin, Board Clerk/Assistant Special Education Director; and Mollee Wilkerson, Human Resources Director.

### 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

Justin Finley made the motion to approve the Meeting Agenda & Monthly Consent Agenda Items be approved as presented. Jerry Barnes seconded and motion passed 7-0.

## Monthly Communications

### 1. Receive Communications from Visitors Present: None

## Discussion Items

### 1. Keystone Priorities

- a) Interlocal Agreement - Doug reviewed the hiring procedure when a district contracts with another program such as a virtual program. The Keystone Executive Director and Superintendent will work in collaboration given the scope of needs to determine the hiring of special education staff.
- b) Jefferson County Detention Center MOU - Doug discussed the development of the Memorandum of Understanding with the Jefferson County Detention Center to formally monitor students that are incarcerated but could still be eligible for special education services. We currently have an informal communication system between the agencies; however, KSDE is encouraging districts to develop a more formal process.
- c) KDHE Covid Relief fund - Doug reported that the grant allowed for greater flexibility from the original proposal but aligned to the intent of the grant. This allowed districts to bill for nursing services this past school year and other nursing supplies.
- d) Review of board goals - Doug asked if the board would like to engage with KASB to review and possibly change our board goals since they were previously developed in 2013. The board was open to this and would like to see it happen this year.

### 2. Budget Summary – Keystone Director will provide information on the following:

- a) Summary Report - Doug reviewed the budget summary indicating that we continue to be in good shape. He discussed the CDs and the availability of funds should a building become available in the future. The board felt that the current flexibility of funding would be adequate as we search for a permanent location.

### 3. Personnel – Assistant Directors and HR will provide information on the following:

- a) Vacancy Report Licensed/Classified Staff by District; New Hires by District - Mollee provided an overview of our staffing for the 23-24 school year district by district. We continue to have open positions but have had some good hires and traffic with applicants.
- b) USI Insurance Services - Mollee researched USI and other brokers and believes that USI would provide more frequent communication and a more detailed examination of our current expenses and provide strategies for improving overall health and consumption of resources.
- c) Baker University MOU - Belinda discussed our proposal for partnering with Baker University to provide college credits for training opportunities through Keystone. It is our hope that this will provide another opportunity for movement on the salary schedule for staff.
- d) Jefferson County Health Department Contract - Amy indicated that in our search for healthcare providers, Jefferson County Health Department was willing to contract for coverage at JDLA and Turning Point including vision screenings, medication management, and oversight of Healthcare Plans.

## Executive Session

Justin Finley made the motion to go into executive session for 10 minutes at 7:28 p.m. to discuss building committee update pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 7:38 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jerry Barnes seconded and the motion passed 7-0.

Justin Finley made the motion to go into executive session for 10 minutes at 7:39 p.m. to discuss building committee update pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 7:49 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jerry Barnes seconded and the motion passed 7-0.

Open session resumed at 7:49 p.m.

Building Options - Doug discussed other options available for the board to consider including the Nortonville School, Indian Creek Elementary School, Mobile units from Oskaloosa, and the church basement in Ozawkie.

Justin Finley made the motion to go into executive session for 15 minutes at 8:00 p.m. to discuss building committee update pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 8:15 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jerry Barnes seconded and the motion passed 7-0.

Justin Finley made the motion to go into executive session for 10 minutes at 8:15 p.m. to discuss a student related matter pursuant to the exception for relating to actions adversely or favorably affecting a student under KOMA, with the open meeting resuming in the boardroom at 8:25 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Caleb Clark seconded and the motion passed 7-0.

Justin Finley made the motion to go into executive session for 10 minutes at 8:25 p.m. to discuss negotiation updates pursuant to the employer-employee negotiations exception under KOMA, with the open meeting resuming in the boardroom at 8:35 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Barb Chapman seconded and the motion passed 7-0.

Open session resumed at 8:36 p.m.

## Action Items

### 1. Personnel Update--Contracts and Resignations Approval of the June 2023 Personnel Report

#### **ACTION**

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

### 2. Hiring Procedure for Contracted Services - Addition of a virtual program

#### **ACTION**

Justin Finley made the motion to approve the hiring procedure as presented. Caleb Clark seconded and the motion passed 7-0.

### 3. KASB Policy Updates (Copies in Board Packet)

#### **ACTION**

Justin Finley made the motion to approve updates to policies GAAF (Emergency Safety Interventions), GAOA (Drug-Free Workplace), GARID (Military Leave), GBQA (Reduction of Teaching Staff), IFCC (Overnight Accommodations), JGFGA (Administration of Emergency Opioid Antagonists), KK

(Disposal of Service Center Property), and KN (Complaints) as presented. Jerry Barnes seconded and the motion passed 7-0.

#### **4. Jefferson County Jail MOU**

##### **ACTION**

Justin Finley made the motion to approve the Jefferson County Jail MOU as presented. Caleb Clark seconded and the motion passed 7-0.

#### **5. Jefferson County Health Department Contract**

##### **ACTION**

Barb Chapman made the motion to approve the Jefferson County Health Department Contract as presented. Caleb Clark seconded and the motion passed 7-0.

#### **6. Baker University MOU**

##### **ACTION**

Jerry Barnes made the motion to approve the Baker University MOU as presented. Justin Finley seconded and the motion passed 7-0.

#### **7. USI Insurance Services**

##### **ACTION**

Jerry Barnes made the motion to approve the change in brokers to USI Insurance Services as presented. Justin Finley seconded and the motion passed 7-0.

#### **8. Potential action on building discussion**

##### **ACTION**

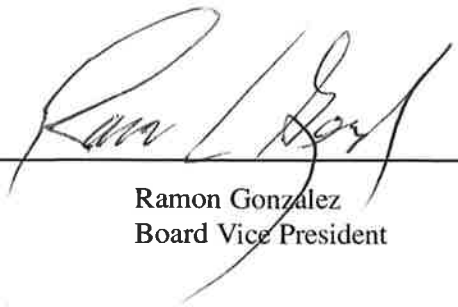
Justin Finley made the motion to further pursue the building options of the Oskaloosa mobile units, the Ozawkie church, and Indian Creek Elementary School. Jerry Barnes seconded and the motion passed 7-0.

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

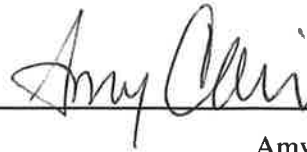
**1. Director's Comments** – Doug shared a summary of the Midwest Education Leadership Conference in Breckenridge. He reported that all speakers discussed the teacher shortage and a renewed emphasis on compliance from the government. Amy also discussed the training on Restorative Practices which focused on leadership that helps build meaningful connections with coworkers.

**2. Any Board Member Wishing to Speak** – None

**Adjournment** - At 8:53 p.m., the meeting was adjourned.



Ramon Gonzalez  
Board Vice President



Amy Conklin  
Clerk of the Board

Date 07/19/2023

