

# Board of Directors



## Minutes of the Regular Meeting

Superintendent Scheduled to Attend Board Meeting:

Dan Wessel, Regular

Tim Beying, Alternate

**Date:** August 16<sup>th</sup>, 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 Justin Finley called the meeting to order. Members present: Ramon Gonzalez, John Thelen, Kelli Bottorff, Jerry Barnes, Jana Farmer, Tara Garrow (arriving 6:35 by zoom, Tara's connection was intermittent and she was unable to hear and cast votes)

Members absent: Caleb Clark

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; and Dan Wessel, USD 341 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

## ACTION

Jerry Barnes made the motion to approve the Meeting Agenda & Monthly Consent Agenda Items as presented. Kelli Bottorff seconded and motion passed 6-0.

## Monthly Communications

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

## Discussion Items

1. **Keystone Priorities**—Keystone Director will provide information on the following:
  - a) KDHE Funds available for 2023-24 - Doug discussed the KDHE grant that will run for one more school year. All of the districts have participated at some level and it can be used to offset the cost of nursing support this school year.
  - b) Special thanks to *Oskaloosa* and *Perry* for hosting Keystone Inservice! - Doug thanked the two districts for the use of the two buildings for Keystone inservice.
  - c) Budget Fund 01 Review - Doug shared a draft of the budget. Impacts this year have been due to the para vacancies. He also reported that current numbers indicate that maintenance of effort was achieved. We did not raise assessments this school year, but he encouraged planning for next school year.
  
2. **Personnel** – Assistant Directors and HR Director will provide information on the following:
  - a) Vacancy Report/New Hires - Mollee shared that we have had a lot of movement and influx of paraeducators. Paras continue to be a priority and we are getting good referrals from our districts.
  - b) What we emphasized with Keystone staff at inservice - Belinda shared the agenda from our back to school inservice. Justin came and talked to our certified staff.
  - c) Turning Point update - Doug shared information regarding the use of the Community Center here in Ozawkie for Turning Point. We will continue to evaluate the use of this program this school year.

## Executive Session

Ramon Gonzalez made the motion to go into executive session for 15 minutes at 6:51 p.m. to discuss property lease pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 7:06 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Kelli Bottorff seconded and motion passed 6-0.

Jana Farmer made the motion to go into executive session for 15 minutes at 7:06 p.m. to discuss property lease pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 7:21 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Kelli Bottorff seconded and motion passed 6-0.

Jana Farmer made the motion to go into executive session for 10 minutes at 7:21 p.m. to discuss property lease pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with the open meeting resuming in the boardroom at 7:31 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Kelli Bottorff seconded and motion passed 6-0.

Ramon Gonzalez made the motion to go into executive session for 5 minutes at 7:31 p.m. to discuss property lease pursuant to the exception for preliminary discussion of the acquisition of real property under KOMA, with

the open meeting resuming in the boardroom at 7:36 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Kelli Bottorff seconded and motion passed 6-0.

Ramon Gonzalez made the motion to go into executive session for 10 minutes at 7:37 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 7:47 p.m., and inviting Keystone Administration to join this executive session per Board discretion and excluding any members of the board with a conflict of interest. John Thelen did not attend the executive session. Kelli Bottorff seconded and motion passed 5-0.

Open session resumed at 7:47 p.m.

## Action Items

- 1. Personnel Update--Contracts and Resignations**  
Approval of the August 2023 Personnel Report

### ACTION

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

- 2. Potential Action Item based upon building discussion. - No Action needed.**

## Miscellaneous Items from Board Members

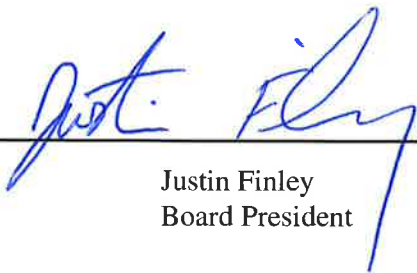
- 1. Director's Comments**

Doug wanted to tell everyone about having a BBQ for JDLA students for lunch tomorrow for the first day of school. Lunch will start at 11:30. Doug thanked the assistants for getting inservice ready. He discussed that it has been a challenging 3-year stretch and that the returning staff have high character and perseverance. He is glad that those people will be influencing the new staff joining the team.

- 2. Any Board Member Wishing to Speak**

Ramon Gonzalez wanted to thank John Thelen for his work and appreciated his input.

**Adjournment** - At 7:52 p.m., the meeting was adjourned.



Justin Finley  
Board President



Amy Conklin  
Clerk of the Board

Date 09/20/2023

