

# Board of Directors



## Minutes of the Regular Meeting

Superintendent Scheduled to Attend Board Meeting:

Tim Beying, Regular

Dan Wessel, Alternate

**Date:** December 20th, 2023

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

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

At 6:32 p.m., Board President Justin Finley called the meeting to order. Members present: Ramon Gonzalez, Kelly Midgley, Jana Farmer, and Jerry Barnes.

Members Absent: Tara Garrow, Caleb Blark, and Kelli Bottorff

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; Ben O'Dell, Patron; Kennedy O'Dell, Patron; and Jay Falk, Patron.

### 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 and Special Board Meeting
3. Approval of Bill & Claims
4. Approval of Cash Summary Report
5. Approval of Monthly Fund Transfers
6. Approval of Check Registers

## **ACTION**

Jana Farmer 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) Service Delivery Model Recommendation - Doug discussed the need to create a consistent system for moving students from one district to another when the IEP team determines the student is best served outside their district. The Keystone Administrators along with the Superintendents discussed a possible fee schedule.
- b) Budget Summary - Doug reviewed the budget summary. The business office continues to work on the MTSS expense invoices and is projected to be caught up by the end of December.
- c) Payroll Schedule - Kansas Statute. § 44-314(h) - Doug indicated that an employee brought this Kansas Statute to our attention requiring we pay within 15 days of the pay period which is 2 days sooner than current practice.

### **2. Personnel**

- a) Workman's Compensation Report - Mollee reviewed the injuries so far this school year from workman's compensation claims.
- b) Presence Learning Contract - Speech/Language, Occupational Therapy, and Social Work services for ROCs students - Belinda shared we currently have a contract with Presence Learning for School Psychology services and have needed to add services for ROCs students including Occupational Therapy, Social Work, and Speech Language Pathology.

## **Executive Session**

Justin Finley made the motion for the Board to go into executive session for 20 minutes at 7:12 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 7:32 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Ramon Gonzalez seconded and motion passed 5-0.

Justin Finley made the motion for the Board to go into executive session for 5 minutes at 7:32 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 7:37 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Ramon Gonzalez seconded and motion passed 5-0.

Jana Farmer made the motion for the Board to go into executive session for 20 minutes at 7:38 p.m. to discuss personnel issues pursuant to non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 7:58 p.m. and inviting Keystone administrators to join this executive session per Board discretion. Ramon Gonzalez seconded and motion passed 5-0.

Open session resumed at 7:58 p.m.

## Action Items

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

Approval of the December 2023 Personnel Report

**ACTION**

Jana Farmer made the motion to approve the personnel update as presented. Jerry Barnes seconded and motion passed 5-0.

**2. Presence Learning Contract**

Approval of the contract including Speech/Language, Occupational Therapy, and Social Work

**ACTION**

Jana Farmer made the motion to approve the Presence Learning Contract as presented. Ramon Gonzalez seconded and motion passed 5-0.

**3. Director of Finance position**

Approval of the Director of Finance position

**ACTION**

Jana Farmer made the motion to approve the Director of Finance position. Jerry Barnes seconded and motion carried 5-0.

**4. Additional Stipend for JDLA Cook**

Approval of additional stipend for duties outside of her regular duties

**ACTION**

Jana Farmer made the motion to approve the additional supplement for duties outside of her regular duties as the JDLA Cook. Jerry Barnes seconded and motion passed 5-0.

**5. Building Next Steps**

**ACTION**

Jana Farmer made the motion for the board to give the Executive Director authority to proceed with Lloyd Builders inspection of a prospective building. Jerry Barnes seconded and the motion passed 5-0.

**6. Payroll Timeline**

Changing payroll to the 15th of the month

**ACTION**

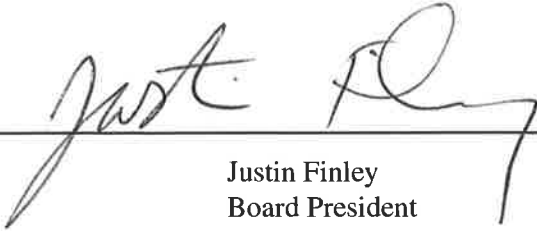
Jana Farmer made the motion to approve the change of the payroll timeline to or before the 15th of each month per Kansas Statute 44-314(h). Kelly Midgley seconded and motion passed 5-0.

## Miscellaneous Items from Board Members

- 1. Director's Comments** – Doug provided the board members with a gift for the holidays and thanked them for staying with us and continuing to serve.

2. **Board Members** –Ramon Gonzalez said this is an awesome team and thank you for all of the time. Merry Christmas.  
Kelly Midgley indicated that Jeff West has ended the contract with ROCs for next school year. Jana Farmer also said we have a strong team. She thanked the administration for the support and guidance for our students. Jana also appreciated the Jeff West board for working through all of the struggles and especially thanked Kelly for being on the Keystone board.  
Jerry Barnes told Kelly Midgely that she made a positive impact on the building committee.

**Adjournment** - At 8:04 p.m., the meeting was adjourned.



Justin Finley  
Board President



Amy Conklin  
Clerk of the Board

Date 01/17/2024