

# Board of Directors



## Agenda

### Superintendent Scheduled to Attend Board Meeting:

Brad Kempf, Regular

JB Elliott, Alternate

**Date: February 21, 2024**

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

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

At 6:45 p.m., Board President Justin Finley called the meeting to order. Members present: Kelly Midgley, Jana Farmer, Jerry Barnes, Jesse Nickelson, Terry Reiling, Ramon Gonzalez (via zoom)  
Members Absent: Kelli Bottorff

Others present: Doug Anderson, Executive Director; Belinda O'Dell, Assistant Special Education Director; Mollee Wilkerson, Human Resources Director; and Amy Conklin, Board Clerk/Assistant Special Education; Terri Coughlin, JDLA Principal; Madison Densberger, School Psych Practicum Student; Kyle Spielbusch (via zoom leaving at 7:06), Auditor; Brad Kempf, Jefferson County North Superintendent; Erin Payne, Patron; Katie Renna, Patron; John Lloyd, Patron; Tara Urich, Patron; Eryn Allen, Patron; Brooke Bacon, Patron; Via Zoom - Jennifer Lloyd (left 9:12), Judi Hisey (left 9:12), Reagan Towne (left 9:12), Tiffany Haynes (left 8:59), Jody Lockhart (left 8:59)

### 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. Kelly Midgley seconded and motion passed 7-0.

## Monthly Communications

**1. Receive Communications from Visitors Present:** Katie Renna presented on the importance of behavioral health specialists for our students. She also encouraged additional communication out to parents to help guide them in the special education process.

## Discussion Items

### 1. Audit Presentation - Jarred, Gilmore, and Phillips P.A.

1815 S. Santa Fe; P.O. Box 779

Chanute, KS 66720

Kyle Spielbusch reviewed the FY23 audit packet given to the board members. Doug thanked Kyle for being supportive through this process.

**2. JDLA Report** - Terri Coughlin reported on the great work JDLA is doing with 25 students from 7 of our 8 districts. She discussed the strong relationship between JDLA and The Guidance Center which enables additional layers of mental health support.

**3. Keystone Priorities**—Keystone Director/Assistant Director will provide information on the following:

- a) Continuum of services: pros/cons of two options to accommodate JDLA students. - Doug provided the numbers of students from each district currently served at JDLA and informed the board that Keystone needs to maintain a continuum of services and that superintendents agree that recreating the service option in each district is not an available option. Two locations might be considered but prefer to keep JDLA together at this time.
- b) Service Center projects and introduce a strategy to increase grant funding. - Doug discussed the 5-year funding cycle with the TASN projects and the RFP will come out next month for the next 5-year cycle. Keystone would like to hire Cultivate Education to consult on the TASN grants, if necessary or to seek other funding options if one or more of the TASN grants is not funded.
- c) Budget summary - Doug reviewed the budget summary. We continue to be right on track with expenditures.

**4. Personnel** – Assistant Directors and HR Director will provide information on the following:

- a) Classified vacancies: the scope of the problem and strategies to minimize the impact. - Mollee and Amy shared different reports including the district vacancy report, service rates across districts, and staff to student ratios. Keystone administration wants to continue to work with district administration to find the best solutions to meet all student needs.
- b) Para snow days - The board pays 2-snow days. This year classified staff were permitted to use up to 2 sick days to offset the lost wages for the number of snow days experienced. We want to seek board approval to make that option permanent for when there are more than 4 unexpected closures in a year.
- c) Board Clerk: Executive Director evaluation - Amy and Justin explained using a new process for the executive director evaluation to include a more shared experience with transparency and accountability.

The following individuals left the meeting at 9:15 p.m. when the executive session was called: Terri Coughlin, Madison Densberger, Brad Kempf, Erin Payne, Katie Renna, John Lloyd, Tara Urich, Eryn Allen, and Brooke Bacon.

## Executive Session

Jerry Barnes made the motion to go into executive session for 20 minutes at 9:21 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 9:41 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Kelly Midgley seconded and motion passed 7-0.

Jerry Barnes made the motion to go into executive session for 10 minutes at 9:41 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 9:51 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Kelly Midgley seconded and motion passed 7-0.

Open Session resumed at 9:52 p.m.

The board continued the discussion of the potential property and the plans moving forward.

Justin Finley made the motion to go into executive session for 5 minutes at 10:11 p.m. to discuss personnel concerns pursuant to the non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 10:16 p.m., and inviting the Keystone Administration to join this executive session per Board discretion. Kelly Midgley seconded and motion passed 7-0.

Open Session resumed at 10:16 p.m.

## Action Items

### 1. Personnel Update--Contracts and Resignations Approval of the February 2024 Personnel Report

#### **ACTION**

Kelly Midgley made the motion to approve the personnel update as presented. Terry Reiling seconded and motion passed 7-0.

### 2. Contract for Grant Funding - Hire Cultivate Education

#### **ACTION**

Jana Farmer made the motion to approve contracting with Cultivate Education to consult in preparing a proposal for grant funding in an amount not to exceed \$20,000. Jerry Barnes seconded and motion passed 7-0.

### 3. Para Handbook amendment that states: If there are more than 4 unplanned school closures during the school year, the paraprofessional has the option to use up to 2 sick leave days to offset lost wages during the closure.

#### **ACTION**

Kelly Midgeley made the motion to approve the Para Handbook with the addition of if there are more than 4 unplanned school closures during the school year, the paraprofessional has the option to use up to

2 sick leave days to offset lost wages during the closure. Jesse Nickelson seconded and motion passed 7-0.

**4. Building - At Board's discretion**

**ACTION**

Jerry Barnes made the motion to give the Executive Director the authority to negotiate in good faith to acquire property on behalf of the Keystone Board to accommodate the school and offices. Kelly Midgley seconded and motion passed 7-0.

**5. Strategic Plan**

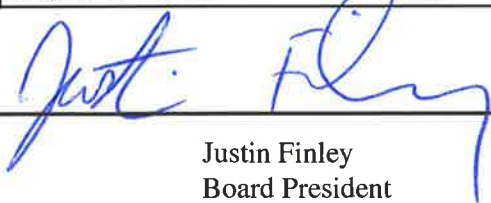
**ACTION**

Jana Farmer made the motion to approve Keystone's Strategic Plan with amendments from tonight. Kelly Midgley seconded and motion passed 7-0.

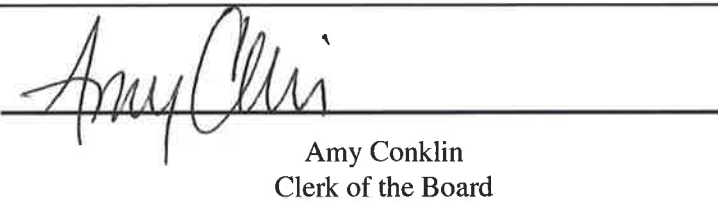
**Miscellaneous Items from Board Members**

- 1. Director's Comments** – Doug reminded the board about the upcoming Science Fair here at Keystone on March 1st. He welcomed the board to come observe or to be a judge.
- 2. Any Board Member Wishing to Speak** – Each Board Member is asked to share highlights from your districts or related to your responsibilities on the Keystone Board. Members are free to comment or pass. Jana told the board thank you for their patience regarding her questions. She has the best intentions at heart.  
Justin indicated that Jefferson County North passed a motion to try to approve a bond.  
Jerry stated that Pleasant Ridge is also thinking of a bond for improvements.

**Adjournment** - At 10:24 p.m., the meeting was adjourned.



Justin Finley  
Board President



Amy Conklin  
Clerk of the Board

Date 03/20/2024