

# Board of Directors



## Agenda

### Superintendent Scheduled to Attend Board Meeting:

Brad Neuenswander, Regular

Andrew Gaddis, Alternate

**Date: March 20th, 2024**

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

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

At 6:31 p.m., Board President Justin Finley called the meeting to order. Members present: Matt Williams USD 340 alternate, Jana Farmer, Jerry Barnes, Terry Reiling, Ramon Gonzalez, and Kelli Bottorff  
Members Absent: Jesse Nickelson

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 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
7. Approval of TASN Handbook Addendum

## 8. Approval of the Jefferson County Health Department Contract 24-25 School Year

## 9. Approval of Server Monkey contract

### ACTION

Jerry Barnes made the motion that the Meeting Agenda & Monthly Consent Agenda Items be approved as presented. Kelli Bottorff seconded and motion passed 7-0.

## Monthly Communications

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

## Discussion Items

1. **Keystone Priorities**—Keystone Director/Assistant Director will provide information on the following:
  - a. Strategic Plan Update - Doug followed up on the strategic plan and the implementation of strategies to begin before the year ends.
  - b. Budget Summary - Doug reviewed the budget summary and noted that the percent of the budget allocated at this time is similar to the point in time last year in the special education fund and the service center fund.
2. **Personnel** – Assistant Directors and HR Director will provide information on the following:
  - a. Vacancy/New Hire Report - Mollee reviewed the expected certified vacancies for the 24-25 school year. She also reviewed the para survey to know who plans to come back and if they were interested in monthly or bimonthly pay.
  - b. Negotiation Team - The board selected Justin Finley and Ramon Gonzalez to serve as negotiators this year.

## Executive Session

Jana Farmer made the motion for the Board to go into executive session for 20 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 7:52 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Ramon Gonzalez seconded and motion passed 7-0.

Jana Farmer made the motion for the Board to go into executive session for 10 minutes at 7:52 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 8:02 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Ramon Gonzalez seconded and motion passed 7-0.

Jana Farmer made the motion for the Board to go into executive session for 10 minutes at 8:02 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 8:12 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Ramon Gonzalez seconded and motion passed 7-0.

Open session resumed at 8:12 p.m.

The board discussed changing the board meeting for April to accommodate the Oskaloosa City Council meeting.

Terry Reiling made the motion for the Board to go into executive session for 15 minutes at 8:18 p.m. to discuss negotiation topics pursuant to the employer-employee negotiations exception under KOMA, with the open meeting resuming in the boardroom at 8:33 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jana Farmer seconded and the motion passed 7-0.

Terry Reiling made the motion for the Board to go into executive session for 5 minutes at 8:33 p.m. to discuss negotiation topics pursuant to the employer-employee negotiations exception under KOMA, with the open meeting resuming in the boardroom at 8:38 p.m., and inviting Keystone Administration to join this executive session per Board discretion. Jana Farmer seconded and the motion passed 7-0.

Kelli Bottorff made the motion for the Board to go into executive session for 10 minutes at 8:39 p.m. to discuss personnel concerns pursuant to the non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 8:49 p.m., and inviting the Keystone Administration to join this executive session per Board discretion. Ramon Gonzalez seconded and the motion passed 7-0.

Terry Reiling made the motion for the Board to go into executive session for 20 minutes at 8:50 p.m. to discuss employee evaluation pursuant to the non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 9:10 p.m., and inviting the Executive Director to join this executive session per Board discretion. Jana Farmer seconded and the motion passed 7-0.

Open Session resumed at 9:10

Discussion continued regarding the Oskaloosa Property contract.

## Action Items

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

Approval of the March 2024 Personnel Report

#### **ACTION**

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

### 2. Administrator Contract Extensions

#### **ACTION**

Jerry Barnes made the motion to approve 1-year contracts for Keystone Administrators Doug Anderson, Terri Coughlin, Belinda O'Dell, and Amy Conklin to cover the period of July 1, 2025-June 30, 2026. Ramon Gonzalez seconded and the motion passed 7-0.

### 3. Oskaloosa Property

#### **ACTION**

Justin Finley made the motion to create a contract for the properties owned by the First Baptist Church in Oskaloosa for the price of \$150,000 contingent on city council approval of the site plan and final Keystone board approval. Jerry Barnes seconded and the motion passed 7-0.

**4. Change Board Meeting time for April 17th to 5:00 pm**

**ACTION**

Justin Finley made the motion to change the April 17th Keystone board meeting time to 5:00 pm. Kelli Bottorff seconded and the motion passed 7-0.

**Miscellaneous Items from Board Members**

**1. Director's Comments**

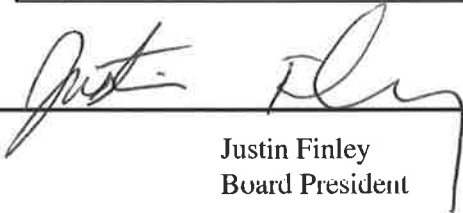
Doug indicated he appreciated the new evaluation process and thought it was good, meaningful and timely information.

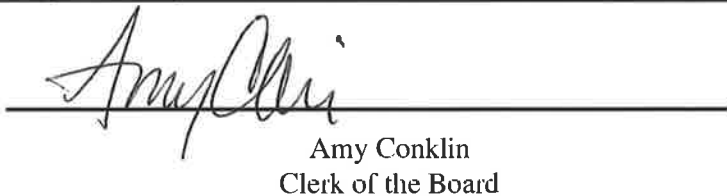
**2. Board Member's Comments**

Justin received an invitation to talk to students at Valley Falls from the social worker based upon his initial talk to staff at the August inservice.

Jana discussed the final Jule settlement funds that Kansas will receive as a result of the class action suit filed on behalf of students. She has submitted superintendent names to be on a steering committee to help ensure that the funds received target students in our schools.

**Adjournment** - At 9:38 p.m., the meeting was adjourned.

  
Justin Finley  
Board President

  
Amy Conklin  
Clerk of the Board

Date 04/17/2024