

Board of Directors



Minutes of the Regular Meeting

Superintendent Scheduled to Attend Board Meeting

Andrew Gaddis

Alternate: Brad Neuenswander

Date: July 16th, 2025

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: Kelly Midgley, Bill Culver, Dakota Davis, Terry Reiling, Jerry Barnes, Tabitha McRae, Jesse Nickelson(absent), Andrew Gaddis
Others present: Doug Anderson, Executive Director; Belinda O'Dell (Zoom), Assistant Special Education Director; Amy Conklin, Director of Special Education; Mollee Wilkerson, HR; Melody Malone, Board Clerk. Greg Freeze, Director of Finance, Adam Gildemeister with USI Insurance and his assistant Megan(Zoom)

Election of Officers

1. **Action - Election of Keystone Board President Justin Finley nominated by Terry, 2nd by Dakota. Motion to cease nominating 1st Jerry, 2nd Kelly. Vote 0-8**
2. **Action - Election of Keystone Board Vice-President Kelly Midgley nominated by Terry, 2nd by Jerry. Motion to cease nomination by Bill, 2nd by Terry vote 0-8**

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 Meeting**
3. **Approval of Bill & Claims**
4. **Approval of Cash Summary Report**

5. **Approval of Monthly Fund Transfers**
6. **Approval of Check Registers**
7. **Social Work Contract with Oskaloosa**
8. **Keystone Handbook Approval**

(Keystone Staff Policy Handbook, John Dewey Learning Academy Student/Parent Handbook, Keystone Teacher Addendum, Keystone Para Addendum, Keystone Business Office Addendum, Keystone Special Education Procedures, Keystone Emergency Operating Administration Plan, Protocol for Cardiac Emergency Response Team)

ACTION

Jerry Barnes made the motion that the Meeting Agenda & Monthly Consent Agenda Items be approved as present. Kelly Midgley seconded and motion passed 8-0

Monthly Communications

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

Discussion Items

1. **Keystone Priorities**—Keystone Administration will provide information on the following:
 - a. Budget summary - End of year balances Doug shared end of year and final state payment for categorical aid and explained that all budget projections prior to final payments are best estimates. This year was a good year for interest earned on idle funds. Medicaid reimbursement was up this year as well due to Amy and Cindy's hard work.
 - b. District Assessments - Discuss cash carryover and proposed increases in district assessments to cover the decrease in categorical aid estimated for next year and the rising cost of insurance. Mollee presented info on the Insurance quotes and they are still working with BCBS. We are waiting on new numbers based changes in staff size with the departure of the MTSS project.
 - c. Adam with USI insurance presented 2 options for workers comp and Mollee went over the numbers. Both options will save money. There would be no disruptions in coverage if we switch carriers. They have a risk management team that is accessible to Keystone to come on site.
 - d. ADA Inspections Contract - Discuss the state contract and training of the new consultant. Doug and Tyrel have been working with the current contractor and he would like to retire and is looking for a replacement. Tyrel is interested in obtaining the ADA certification to serve in that role in the future. This position and the funding is provided through a state grant.
2. **Personnel** – Keystone Administration will provide information on the following:
 - a. Vacancy/New Hire Report- Mollee presented the numbers of new hires so far this year compared to last year. Amy shared how they are working with superintendent Andrew Gaddis at ACC on sharing teachers and social workers to share the cost of positions.
 - b. Doug introduced Greg Freese, Director of Finance and shared some of his background and the role he will be filling.
 - c. Workers' Compensation update: At this time the board will take it under advisement and await further recommendations from Keystone.

Executive Session

1. Kelly recommended that the Board go into executive session for 10 minutes at 7:16 p.m. to discuss negotiations pursuant to the exception for salary negotiations for non elected personnel under KOMA,

with the open meeting resuming in the boardroom at 7:26 p.m., and inviting Keystone Administration to join this executive session per Board discretion.

2. Kelly recommended that the Board go into executive session for 5 minutes at 7:26 p.m. to discuss negotiations pursuant to the exception for salary negotiations for non elected personnel 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.

Action Items

1. Annual Reorganization of the Board

- a. The time and place for regular Board of Directors meetings will be the third Wednesday of the month at 6:30 p.m. at Keystone Learning Services, 500 E. Sunflower Blvd., Ozawie, KS, unless otherwise noted. The proposed dates for the 2025-2026 Board of Directors meetings are as follows:
July 16th, August 20th, September 17th, October 15th, November 19th, December 17th, January 21th, February 18th, March 25th, April 15th, May 20th, June 17th
- b. Clerk of the Board, Melody Malone; Deputy Board Clerk, Belinda O'Dell
- c. Treasurer of the Board, Greg Freese
- d. KPERS Representative, Mollee Wilkerson; Alternate KPERS Representative, Cindy Rauch
- e. Compliance Coordinator for federal antidiscrimination laws, including Title VI, Title VII, Title IX, ADA and Section 504, Doug Anderson.
- f. Keystone attorneys: Kansas Association of School Board legal services and/or Sarah Loquist
- g. Official Bank Depository, Denison State Bank
- h. Official newspaper, Oskaloosa Independent
- i. The Board President, Board Vice President, Director of Special Education and the Assistant Directors of Special Education are authorized to sign checks.
- j. Early payment of certain bills, such as utility bills, can be paid prior to Board approval to avoid penalties for late payments or to obtain a discount for early payment
- k. Reimbursement rate for mileage will follow the State rate
- l. Establish petty cash fund with a limit of \$1,500.00 for Keystone Business Office per policy DJB
- m. Establish student activity fund per policy DK
- n. Establish teacher substitute pay at a \$125.00 daily for teachers in the districts, \$150.00 daily for teachers serving JDLA, the long-term sub rate will be based upon BS + 0 daily rate on the salary schedule retroactive after 10 consecutive days for all positions.
- o. Rescind all policy actions found in the minutes established during the 2024-2025 school year, per policy BDA
- p. Adopt all current written policies per policy BDA
- q. Adopt the annual waiver of requirements for generally accepted accounting principles (GAAP) for FY 2025-2026 – Resolution per K.S.A. 75-112a (a)
- r. Food Service Program Representative, Doug Anderson
- s. Approve federal state assurances for special education programs
- t. Adopt the 2025-2026 Keystone Calendar
- u. Adopt the 2025-2026 JDLA Calendar

ACTION

Kelly made the motion to approve the reorganization of board updates as presented. Terry seconded the motion passed 8-0

2. Personnel Update-- Contracts and Resignations Approval of the July 2025 Personnel Report

ACTION

Kelly made the motion to approve the personal update as presents. Bill seconded the motion passed 8-0

3. Approval of District Assessment Increase for 2025-2026


ACTION

Kelly recommended Motion: I move to approve the assessment increase of 8.95% to districts for the school year 2025-2026. Jerry seconded the motion. Motion passed 5-2

Miscellaneous Items from Board Members

1. **Director's Comments** – The director will share closing remarks. Doug discussed work being done to prepare the building in Ozawkie as a temporary location for JDLA. A church in Meriden is interested in the pews and things that Keystone would not be using. Doug also gave an update on the new building. Doug presented pictures and explained the progress they are making so far. We are on track and everything is going well.
2. **Any Board Member Wishing to Speak** – Bill hopes it goes as well with the Keystone build as it has in Perry as it is on pace to be finished by the beginning of the year. Justin said DCS does a good job and has helped their district out a lot.

Adjournment: 7:44


Justin Finley
Board President

Date 8-20-2025


Melody Malone
Clerk of the Board

Date 8/20/25