

Board of Directors Meeting Minutes



Superintendent Scheduled to Attend Board Meeting

Volora Hanzlicek, Regular

JB Elliott, Alternate

Date: February 19th, 2020

Location: Keystone Learning Services, 500 E. Sunflower Blvd., Ozawkie, KS

Time: 7:00 p.m. Call Meeting to Order

At 7:00 p.m., Board President Sharon Sweeney called the meeting to order. Members present: Jana Farmer, Justin Finley, Ramon Gonzalez, Robin Croxel, Scott Gibson, Kelli Bottorf. Attending via telephone: Sarah Johnston.

Others present: Andy Ewing, Executive Director/Special Education Director; Mary Livingston and Nathanael Norman, Special Education Assistant Directors; Linda Chalker, Clerk of the Board; Volora Hanzlicek, USD #338 Superintendent; Neil Phillips, Jarred, Gilmore & Phillips, PA; Lisa Morando, Business Office Manager; Tim Marshall, Special Projects Manager.

Monthly Action Items

1. Approval of 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 Agenda
2. Approval of Minutes of Last Meeting
3. Approval of Bills & Claims
4. Approval of Cash Summary Report
5. Approval of Monthly Fund Transfers
6. Approval of Check Registers

7. Approval of Changes to TASN GSTAD, TASN ATBS, TASN SMHI, TASN KANSAS MTSS & TASN Coordination Handbooks, re: Mileage Reimbursement will follow the Current State of Kansas Rate.

ACTION

Scott Gibson made a motion to approve the Agenda & Consent Agenda Items as presented. Jana Farmer seconded and motion passed 8-0.

Monthly Communications

1. Receive Communications from Visitors Present

None

2. Receive General Communications

None

Discussion Items

- 1. Neil Phillips, CPA**—Mr. Phillips reviewed the 2018-2019 Keystone annual audit with the board.

At 7:18 p.m., Neil left the meeting.

- 2. Director's Update**—Andy explained that the 18-21 year old program's room renovations are in progress and the facility work should be done by the end of March. The projected program start date is slated for August 2020. Andy suggested that the board consider holding the April or May meeting at the program's facility in order to be able to tour the work being done. Andy shared that he is looking at an IEP model, PCG, and is considering partnering with them. Andy will bring back more information. Andy explained that Keystone's Interlocal Agreement (Service Center Agreement) is due to be renewed before September 2020. Andy hopes to have it finalized by June. Andy gave a Medicaid update, explaining that the Medicaid replacement state aid window is February 24-March 9. Andy and the board reviewed Funds 01 & 10.
- 3. JDLA Update**—Nathanael updated the board on some of the recent projects the students are working on (greenhouse, rockets and woodworking.) Nathanael shared photos of a recent visit to the state capitol building in Topeka. A JDLA student and his parent have been working with Mr. Ewing to provide testimony to legislative committees related to special education funding.
- 4. Personnel**—Mary reviewed current staffing needs, explaining that Keystone is recruiting to fill approximately 5 open para positions. Interviews are ongoing. Mary then shared photos of the renovations for the 18-21 year old program.

Executive Session

At 7:48 p.m., Scott Gibson made a motion to go into executive session in the board meeting room for 15 minutes, to discuss personnel pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA), regarding the Executive Director's annual evaluation. Participating via telephone, board member Sarah Johnston. Jana Farmer seconded and motion passed 8-0.

At 8:03 p.m., open session resumed.

At 8:03 p.m., Scott Gibson made a motion to go into executive session in the board meeting room for 5 minutes, to discuss personnel pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA), regarding the Executive Director's annual evaluation. Participating via telephone, board member Sarah Johnston. Andy Ewing was included in the executive session. Jana Farmer seconded and motion passed 8-0.

At 8:08 p.m., open session resumed.

At 8:08 p.m., Scott Gibson made a motion to go into executive session in the board meeting room for 10 minutes, to discuss personnel pursuant to the non-elected personnel exception under the Kansas Open Meetings Act (KOMA), regarding the Executive Director's annual evaluation. Participating via telephone, board member Sarah Johnston. Andy Ewing was included in the executive session. Jana Farmer seconded and motion passed 8-0.

At 8:18 p.m., open session resumed.

Action Items

1. Personnel Update—Contracts and Resignations

ACTION

Scott Gibson made a motion to approve the February 2020 personnel update as presented. Robin Croxel seconded and motion passed 8-0.

2. Mileage Rate

ACTION

Scott Gibson made a motion to approve the mileage reimbursement rate effective January 1, 2020 to the current state rate. Kelli Bottorff seconded and motion passed 8-0.

3. Executive Director's Retirement

ACTION

Scott Gibson made a motion to accept, with regrets, the retirement/resignation of the Executive Director, effective June 30, 2020. Jana Farmer seconded and motion passed 8-0.

Miscellaneous Items from Board Members

Adjournment

At 8:23 p.m., the meeting was adjourned.

Sharon Sweeney
President

Linda Chalker
Clerk of the Board