

# Board of Directors



## Minutes

Superintendent Scheduled to Attend Board Meeting: Tim Beying  
Alternate: Jon Pfau

**Date:** August 19<sup>th</sup>, 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, Robin Croxel, Justin Finley, Sarah Johnston, Scott Gibson, Ramon Gonzalez and Kelli Bottorff.

Others present: Doug Anderson, Executive Director; Mary Livingston and Amy Conklin, Special Education Assistant Directors; Linda Chalker, Clerk of the Board; Tim Beying, USD #449 Superintendent; Terri Coughlin, JDLA Principal; Tim Marshall, Special Projects Manager; Marlene Jolly.

### 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. Keystone Handbook Approval  
JDLA Staff Handbook, Tiny k Handbook

## **ACTION**

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

## **Discussion Items**

### **1. Director's Update**— Doug Anderson provided information on the following items:

- a) **Keystone Reopen Plan – JDLA model**—Doug explained that Terri Coughlin and the John Dewey staff have been working hard on JDLA's reopen plan. Terri explained that her and the staff have worked for 3 weeks to plan on how to safely reopen JDLA using 3 different delivery models for the 8 districts covered. Terri further explained that all district students will remain together for the entire day in one classroom, with the exception of Perry/Lecompton and McLouth, who will be combined due to numbers. There are currently 31 students enrolled at JDLA, with 20 being high school students, 7 middle school, and 4 elementary. Numbers are expected to increase as the year progresses. Right now, 21 students have chosen to come to school onsite, while 5 are attending remotely.

At 7:15 p.m., Terri left the meeting.

- b) **Budget Update**—Doug shared a summary of the Interlocal Budget for FY2021.
- c) **PD plan/needs** – Doug discussed professional development plans for paraprofessionals for this year and related costs.

### **2. Back to School Inservice Update**—Amy reported on back to school inservices held at the first of August. New teaching staff met in person at the Keystone building, while the all-staff and para inservices were held via zoom. The other trainings included dyslexia and CPI.

### **3. Human Resources**

- a) **Personnel Vacancy Report**—Mary Livingston reported on the current vacancies explaining that Keystone is looking to fill 18 open para positions.
- b) **Negotiated Agreement**—Tim Marshall reported on the changes that were made to the 2020-2021 Negotiated agreement.

### **4. PCG** – Doug updated the Board on the training and pilot implementation of PCG for the Medicaid and IEP program. Keystone staff have been working with PCG on an IEP pilot program, which will start mid-September, with 12 people being trained. Then in October, the program will be opened up for all staff to use and Keystone will then gather feedback before making a decision on whether or not to move forward with the program.

### **5. Introduce *Turning Point*** – Mary Livingston discussed the new 18-21 year-old program called *Turning Point*. This transition program is to teach independent life skills for placement in the community for students ages 18-21. The program will be housed at Highland Community College in Perry. *Turning Point* plans to begin classes after Labor Day, with 4 students currently enrolled, and a 5<sup>th</sup> being evaluated.

## **Executive Session**

At 8:18 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 10 minutes, to discuss personnel issues pursuant to the non-elected personnel exception under KOMA, reconvening in this room at 8:28 p.m. The executive session included Doug Anderson and Tim Marshall. Justin Finley seconded and the motion passed 8-0.

At 8:28 p.m., open session resumed.

At 8:28 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss personnel issues pursuant to the non-elected personnel exception under KOMA, reconvening in this room at 8:33 p.m. The executive session included Doug Anderson and Tim Marshall. Justin Finley seconded and the motion passed 8-0.

At 8:33 p.m., open session resumed.

At 8:33 p.m., Scott Gibson made a motion to go into Executive Session in the meeting room for 5 minutes, to discuss personnel issues pursuant to the non-elected personnel exception under KOMA, reconvening in this room at 8:38 p.m. The executive session included Doug Anderson and Tim Marshall. Justin Finley seconded and the motion passed 8-0.

At 8:38 p.m., open session resumed.

## **ACTION**

Scott Gibson made a motion to accept the verbal resignation of Hal Taliaferro received today and waive the associated fees contingent on the receipt of his written resignation in the near future. Kelli Bottorff seconded and motion passed 8-0.

## **Communication from Visitors Present**

Marlene Jolly introduced herself, explaining that this is starting her 28<sup>th</sup> year working as a para for Keystone. She asked that the board consider looking at the salaries of paras who have worked at Keystone for multiple years as the current process for increases does not reward longevity.

## **Action Items**

- 1. Personnel Update--Contracts and Resignations**  
Approval of the August 2020 Personnel Report

## **ACTION**

Scott Gibson made a motion to approve the August 2020 personnel update as presented. Kelli Bottorff seconded and motion passed 8-0.

## 2. Deputy Clerk

### **ACTION**

Scott Gibson made a motion to approve Mary Livingston as Keystone's Deputy Clerk. Jana Farmer seconded and motion passed 8-0.

## 3. 2020-2021 Negotiated Agreement

### **ACTION**

Scott Gibson made a motion to approve the 2020-2021 Negotiated Agreement as presented. Kelli Bottorff seconded and motion passed 8-0.

**4. Corporate Authorization Resolution** – At the July meeting, the Board approved the list of positions approved to sign Keystone checks.

### **ACTION**

Scott Gibson made a motion to approve the Corporate Authorization Resolution as presented. Kelli Bottorff seconded and motion passed 8-0.

## Miscellaneous Items from Board Members

Scott asked if Keystone would purchase microphones for the board meetings so each member can be better heard and to make these meetings more tech friendly.

## Adjournment

At 8:45 p.m., the meeting was adjourned.

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Sharon Sweeney  
President

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Linda Chalker  
Clerk of the Board