

# The Keystone Special Edition



October, 2020

**Director's note:** I appreciate our hardworking Board's direction and leadership now and always. At the October meeting they reviewed the Board Goals and provided feedback on where each one ranks as a priority, and how we are performing as an organization to reach them. It reinforced for me the Board's commitment to the families we serve, and our staff who serve them. The high performing Keystone employees ensure that those discussions are about moving from good to great rather than more pressing discussions about unmet goals. **Thanks for making this such a wonderful place to be!**

## Business Office Update:

### Happy Halloween!

The business office has been busy preparing payroll and expense reports for the monthly board meeting. This month there were over 220 purchase orders processed and submitted for payment. The first quarterly update shared with the board covering July, August, and September reflected the current certified and classified staff numbers, the special education contracted service providers, categorical aid applied for, ESY service expenses, and student numbers per district. We would like to give a pat on the back to all staff because of your hard work and dedication, 967 students' lives are positively impacted in our 8 districts! That is incredible!

Please remember that your health and safety is our top priority! We **highly** recommend that each of you get a flu shot this year. **If you are interested, please email Lisa Morando for a voucher that can be use at any CVS store at NO charge to you!**

## What have Keystone Administrators been up to?

- Hosting/participating in Leadership Team Meetings
- KSDE Superintendents' Zoom re: Service Delivery
- Visiting Schools and evaluating teachers
- Supporting school teams with services and IEPs.
- Helping to create schedules to minimize the impact of unfilled positions.
- Interviewing candidates for certified/classified vacancies.
- Participated in the *Transition Alliance Series*
- Hosted the Superintendents' Advisory Meeting
- Professional Development Council Meeting
- Created a system to accommodate the new Medicaid billing system.
- Engaged in teacher observations and evaluations
- Formalizing Keystone's excepted IEP process and providing associated professional development.
- Continuing with new staff monthly zoom meetings

**Worth Noting!** Congratulations to the outstanding team at Jeff West Elementary, including the parent of course! This is a wonderful example of how reliable access to technology, and reinforcement by the parents at home, create wonderful outcomes for our students! This reluctant oral communicator has increased his confidence in speaking by using an app on his iPad to make a statement, then repeat the sounds he created aloud. Congratulations to his teacher Deann Reich, speech therapist Kim Wheeler, and school psychologist Janet Tust. Thanks for sharing this delightful student with us!



**IEP Updates:** All IEP notices are sent to your Keystone email address so be sure to check it daily! If you are unable to access your Keystone email please call the office for assistance.

Turn in all draft IEP's/amendments that are over 10-days old. **There are currently 81 active IEPs out of compliance with this requirement!** If you need to verify an extension please contact your Keystone administrator.

**Timely and accurate data is critical!** Please notify me promptly when a student moves in or moves out.

### We are looking forward to...

- Oct 26 – New Para Inservice
- Oct 27 – Social Worker team meeting
- Oct 28 – CPI Initial Training
- Oct 28 – KIC Executive Board Meeting
- Oct 29 – Elementary Principal Zoom
- Oct 29 – KSDE Superintendent Meeting
- Oct 31 – **HAPPY HALLOWEEN!**
- Nov 3 – Speech team meeting
- Nov 5 – Secondary Principal Zoom

**Celebrations!** Cassandra Hogan, a Keystone social worker reported at the monthly new staff zoom that she participated in her first Keystone IEP meeting and felt confident with the social/emotional support plan that was developed for her student. It's important to remember that the social/emotional standards are as important as any academic content being taught in our schools. **Good job Cassandra and welcome to the team!**