

SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618

BOARD OF DIRECTORS
SPECIAL EDUCATION OFFICE
BOARD ROOM
January 13, 2011
7:30 P.M.

MINUTES

Representatives Present: Karl Matlack, Robert Matthews, Chad Smith, Lisa Farris, Rhonda Price, Bruce Nicholson and Beth Fields.

Alternates Present: Amy Scheer – Cheney (arrived at 7:35)

Superintendents Present: Doug Powers

Cooperative Staff Present: Larry Clark, Kay Bartel, Erica Nance, Karen Kuhn and Christy Skelton

Other Visitors: Aundrea Mastin and Shelley Dunham

The meeting was called to order by Mr. Matthews at 7:30 p.m.

1. **ROLL CALL** - Representatives were asked to sign the attendance sheet. A representative from Conway Springs was not present.
2. **ADOPTION OF AGENDA** – Mrs. Price moved and Mr. Smith seconded the motion to adopt the agenda as written.

Motion carried 7-0.

3. **CONSENSUS ITEMS:**
 - a. **MINUTES OF DECEMBER 16, 2010 MEETING;**
 - b. **TREASURER'S REPORT;**
 - c. **APPROVAL OF BILLS;**
 - d. **APPROVE THE REPORT OF THE ACTIVITY FUNDS;**
 - e. **APPROVAL OF INDIVIDUAL PROFESSIONAL DEVELOPMENT PLANS AND INDIVIDUAL PROFESSIONAL DEVELOPMENT POINTS;**
 - f. **PERSONNEL RESIGNATIONS; AND**
 - g. **PERSONNEL CONTRACTS AND LETTERS OF EMPLOYMENT.**

Mr. Nicholson moved and Mrs. Farris seconded to:

- a. Approve the Minutes of December 16, 2010 meeting;
- b. Approve the Treasurer's Report as presented;

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- c. Approve all bills, check numbers listed on the December 16, 2010 check register with the addition of a handwritten check in the amount of \$3,250.00 to Jacquelyn Helmers for reimbursement of tuition, fees and books as part of the Paras to Teachers Program and a handwritten check in the amount of \$606.25 to Melinda Smeltzer for reimbursement of tuition, fees and books for online training in deafblindness through Utah State University.
- d. Approve the Report of the Activity Funds;
- e. Approve Individual Professional Development Plans and Individual Professional Development Points;
- f. Approve the following Personnel Resignations:
 1. Haley, Cindy – Paraeducator – Valley Center High School;
 2. Smith, Geneva – Paraeducator – Maize Pray-Woodman Elem; and
 3. Smith, Nichole – School Psychologist – effective at the end of the 2010-2011 school year.
- g. Approve the following Personnel Contracts and Letters of Employment:
 1. Personnel Contracts
 - a. Elliot, Crystal L. – Teacher of Early Childhood Special Education – Maize South High School;
 - b. Friesen, Katina V. – Speech/Language Pathologist;
 - c. Kelley, Ashley A. – Speech/Language Pathologist; and
 - d. Ruzich, Linda M. – Interrelated Teacher – Maize Transnet.
 2. Letters of Employment
 - a. Elgin, James R. - Paraeducator - Maize Middle School;
 - b. Hill, Freida L. - Paraeducator - Goddard Amelia Earhart;
 - c. Pray, Heather D. - Paraeducator - Clearwater Elementary West;
 - d. Stinson, Karrie M. - Paraeducator - Maize Middle School; and
 - e. Wisdom, Michelle D. - Paraeducator - Maize Middle School.

Motion carried 7-0.

4. **PATRON COMMENTS** – None
5. **STATEMENT OF COMMITMENT AND INTENT** – Mrs. Price moved and Mr. Matlack seconded for the Board to approve the Statement of Commitment and Intent for Jacquelyn T. Helmers

Motion carried 7-0.

6. **EXECUTIVE SESSION** – Mrs. Farris moved and Mr. Smith seconded for the Board and Cooperative Administration per Board discretion, to move into Executive Session at 7:34 p.m. for a period of 26 minutes to discuss Non-Elected Personnel, Negotiations and Student Related Matters and to return to open session at 8:00 p.m. in the Special Education Board Room.

Motion carried 7-0.

The Board moved into Executive Session at 7:34 p.m.

Amy Scheer from Cheney arrived at 7:35.

The Board moved out of Executive Session and back in to open session at 8:00 p.m.

Mr. Matlack moved and Mr. Smith seconded for the Board and Cooperative Administration per Board discretion, to move back into Executive Session at 8:00 p.m. for a period of 20 minutes to continue discussions on Non-Elected Personnel, Negotiations and Student Related Matters and to return to open session at 8:20 p.m. in the Special Education Board Room.

Motion carried 8-0.

The Board moved back into Executive Session at 8:00 p.m.

The Board moved out of Executive Session and back in to open session at 8:20 p.m.

Mr. Matlack moved and Mrs. Fields seconded for the Board and Cooperative Administration per Board discretion, to move back into Executive Session at 8:20 p.m. for a period of 5 minutes to continue discussions on Non-Elected Personnel, Negotiations and Student Related Matters and to return to open session at 8:25 p.m. in the Special Education Board Room.

Motion carried 8-0.

The Board moved back into Executive Session at 8:20 p.m.

The Board moved out of Executive Session and back in to open session at 8:25 p.m.

Mrs. Fields moved and Mrs. Price seconded for the Board to accept the voluntary termination of paraeducator Aubrey K. Ottaway.

Motion carried 8-0.

Mr. Smith moved and Mrs. Farris seconded for the Board to accept the voluntary termination of paraeducator Jennifer J. Pilcher.

Motion carried 8-0.

Mr. Smith moved and Mrs. Price seconded for the Board to accept the resignation of Matthew Barker, PBS teacher at Valley Center High School, effective at the end of the 2010-2011 school year, with the penalty fee of \$804.90 (money provided by the Cooperative for tuition and books).

Motion carried 8-0.

7. **RETIREMENT REQUEST** – Mrs. Farris moved and Mrs. Fields seconded for the Board to accept the retirement request from Jacqueline A. Simon, effective at the end of the 2010-2011 school year.

Motion carried 8-0.

Mrs. Scheer moved and Mrs. Fields seconded for the Board to accept the retirement request and the Phase Out Option for Mary L. Craig-Sangals, School Psychologist, effective at the end of the 2010-2011 school year.

Motion carried 8-0.

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8. **BUDGET DISCUSSION** – Larry Clark and Doug Powers discussed some of the budget changes that may occur due to reduced funding.
9. **INFORMATIONAL** – No reports
10. **OTHER** – No reports
11. **ADJOURNMENT** – Mr. Matthews adjourned the meeting at 8:41p.m.

Karen Kuhn, Clerk of the Board