

SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618

**BOARD OF DIRECTORS**  
SPECIAL EDUCATION OFFICE  
BOARD ROOM  
OCTOBER 15, 2009  
7:30 P.M.

**MINUTES**

**Representatives Present:** Karl Matlack, Robert Matthews, Bill Dalbom, Chad Smith, Richard Harris, Bruce Nicholson and Steve Kingsley

**Alternates Present:** Amy Sheer, Cheney

**Superintendents Present:** Doug Powers

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

**Other Visitors:** None

The meeting was called to order by Mr. Matthews at 7:31 p.m.

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

Motion carried 8-0.

3. **CONSENSUS ITEMS:**
  - a. **MINUTES OF SEPTEMBER 17, 2009 MEETING;**
  - b. **TREASURER'S REPORT;**
  - c. **APPROVAL OF BILLS;**
  - d. **REPORT OF ACTIVITY FUNDS; AND**
  - e. **APPROVAL OF INDIVIDUAL PROFESSIONAL DEVELOPMENT PLANS AND INDIVIDUAL PROFESSIONAL DEVELOPMENT POINTS.**

Mr. Nicholson moved and Mr. Kingsley seconded to:

- a. Approve the Minutes of September 17, 2009 meeting;
- b. Approve the Treasurer's Report as presented;
- c. Approve the payment of bills, check numbers listed on the October 15, 2009 check register, and to approve hand written check to:

1. Danae Clark – Reimbursement for Interpreter Test in the amount of \$300.00;
  2. Phyllis Major – Reimbursement for tuition, books and fees for college/university classes taken under a Waiver in the amount of \$410.00;
  3. Michelle Murphy – Reimbursement for tuition, books and fees for college/university classes taken under a Waiver in the amount of \$2,339.00;
  4. Jordan Means – Reimbursement for tuition, books and fees for college/university classes taken under the Paras To Teachers Program (PTTP) in the amount of \$3,250.00;
  5. Mary Kay Schrag – Reimbursement for tuition, books and fees for college/university classes taken under the Paras To Teachers Program (PTTP) in the amount of \$1,306.92; and
  6. Velma Skinner – Reimbursement for tuition, books and fess for college/university classes taken under a Waiver in the amount of \$928.43;
- d. Approve the Report of the Activity Funds; and
  - e. Approval of Individual Professional Development Plans and Individual Professional Development Points.

Motion carried 8-0.

**4. PATRON COMMENTS – None**

**5. PERSONNEL RESIGNATIONS – Mr. Dalbom moved and Mr. Smith seconded for the Board to accept the following personnel resignations:**

- a. Hein, Betty – Paraeducator – Maize Pray Woodman;
- b. Flowers, Kinzie – Paraeducator – Maize South HS;
- c. Lawrence, Kristi – Paraeducator – Maize South HS; and
- d. Hansen, Marcia – Paraeducator – Goddard Eisenhower Middle School.

Motion carried 8-0.

**6. PERSONNEL CONTRACTS AND LETTERS OF EMPLOYMENT – Mr. Kingsley moved and Mr. Nicholson seconded for the Board to approve the following Personnel Contracts and Letters of Employment:**

- a. Personnel Contracts (Classified)
  1. Bradstreet, Debbie K. – Bookkeeper/Treasurer;
  2. Burleigh, Jeanine – Secretary/Assistant Bookkeeper;
  3. Goering, Susan F. – MIS Clerk;
  4. Hoyt, Cathy M. – Receptionist/Secretary; and
  5. Maris, Angela M. – Receptionist/Secretary.
- b. Letters of Employment

1. Burgett, Jon M. - PBS Para - Day School;
2. Compton, Shelli L. - IR Para - Goddard Amelia Earhart;
3. Copp, Angie D. - IR Para - Maize Pray-Woodman;
4. Dreher, Carina F. - FAA Para - Goddard Eisenhower Middle School;
5. Keller, Jennifer D. - SL Para - Goddard Clark Davidson;
6. Mason, Susan K. - IR Para - Goddard Amelia Earhart;
7. Mercer, Sarah E. - IR Para - Maize Middle School;
8. Mork, Jessie K. - IR Para - Maize Middle School;
9. Nachtigal, Lori E. - IR Para - Burrton Elementary;
10. Neises, Shannon L. - IR Para - Goddard Challenger Intermediate;
11. Papps, Cheryl K. - ECD Para - Maize South Middle School;
12. Spencer, Kelly E. - IR Para - Clearwater Intermediate Center; and
13. Ybarra, Teresa P. - LS Para - Goddard Explorer Elementary.

Motion carried 8-0.

7. **CONTRACT FOR O&M SERVICES** – Mr. Nicholson moved and Mr. Harris seconded for the Board to approve the contracts with USD #260 Derby Public Schools and the Flint Hills Special Education Cooperative for O&M services from the Cooperative O&M specialists.

Motion carried 8-0.

8. **STAFF PRESENTATION** – Lisa Lajoie-Smith, Math Specialist for the Cooperative presented information about her job responsibility.
9. **EXECUTIVE SESSION** - Mr. Kingsley moved and Mr. Harris seconded for the Board and Cooperative Administration per Board discretion, to move into Executive Session at 7:51 p.m. for a period of 14 minutes to discuss Non-Elected Personnel, Student Related Matters and Negotiations and to return to open session at 8:05 p.m. in the Special Education Board Room.

Motion carried 8-0.

The Board moved into Executive Session at 7:51 p.m.

The Board moved out of Executive Session and back in to open session at 8:05 p.m.

10. **KASB CONVETION** – Mr. Kingsley moved and Mr. Dalbom seconded for Rob Matthews to be the Cooperative representative for the Annual Convention in Overland Park December 4<sup>th</sup>-6<sup>th</sup>.

Motion carried 8-0.

11. **PROFESSIONAL DEVELOPMENT COUNCIL PROPOSAL** – Mr. Nicholson moved and Mr. Smith seconded for the Board to approval the following Professional Development Council Proposal:

In emergency situations (i.e., license ready to expire), when a Cooperative employee submits professional development activities for approval and they need an immediate response prior to the next PDC and/or Board meeting(s), one Administrative PDC Representative and one Certified/Licensed PDC Representative shall review their submission and make the decision as to whether or not their professional development activities should be approved. If approved, a transcript including those approved points shall be given to the employee requesting them, and the Board shall be asked to approve those points retroactively. This should only be done in urgent situations where an employee’s licensing could lapse prior to the next scheduled PDC and/or Board meeting(s).

Motion carried 8-0.

12. **INFORMATIONAL**

VC will host a meeting put on by the Cooperative on October 19, 2009 regarding MTSS for informational and discussion purposes.

Legislative post audit released yesterday by State on catastrophic aid. If nothing done, significant amount of money will be lost, about \$2 million just for the Cooperative.

13. **OTHER** – Mr. Harris moved and Mr. Matlack seconded for the Board to approval a Manual Check to Security Benefit for retired staff’s Early Retirement Plan each month under the Board’s Early Payment of Bills Policy.

Motion carried 8-0.

14. **ADJOURNMENT** – Mr. Mathews adjourned the meeting at 8:25 p.m.

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Kay Bartel, Clerk of the Board