

SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618

**BOARD OF DIRECTORS**  
SPECIAL EDUCATION OFFICE  
BOARD ROOM  
December 17, 2009  
7:30 P.M.

**MINUTES**

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

**Alternates Present:** Don Albers, Cheney

**Superintendents Present:** Mike Hull and Doug Powers

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

**Other Visitors:** Craig Elliott, Beth Donahue, Dru Walter 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 Goddard and Conway Springs was not present.
2. **ADOPTION OF AGENDA** – Mr. Matlack moved and Mr. Harris seconded the motion to adopt the agenda as written with the additions on items: 5h. - Angle, Inge U. – Interrelated Teacher – Maize Middle School – effective the end of the 2009-2010 school year; 15a. – Paras to Teacher Program Staff To Employ; 15b. – Professional Liability Insurance for Physical Therapists; and 15c. – Retirement and Request for Early Retirement Plan.

Motion carried 7-0.

3. **CONSENSUS ITEMS:**
  - a. **MINUTES OF NOVEMBER 12, 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 November 12, 2009 meeting;
- b. Approve the Treasurer's Report as presented;

- c. Approve all bills;
- d. Approve the Report of the Activity Funds; and
- e. Approve the Individual Professional Development Plans and Individual Professional Development Points.

Motion carried 7-0.

**4. PATRON COMMENTS – None**

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

- a. Burke, Danica – Paraeducator – Goddard Discovery Intermediate;
- b. Glendening, Melaney Shane – Paraeducator – Maize Central Elementary;
- c. Halling, Jessica – Paraeducator – Goddard Eisenhower Middle School;
- d. Haug, Katherine D. – Paraeducator – Maize Central Elementary;
- e. Means, Jordan – Paraeducator – Valley Center Middle School;
- f. Peavey, Kara L. – Interpreter;
- g. Sutton, Karen – Paraeducator – Day School; and
- h. Angle, Inge U. – Interrelated Teacher, Maize Middle School.

Motion carried 7-0.

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

- a. Letters of Employment
  - 1. George, Amanda S. – Paraeducator – Maize Vermillion;
  - 2. Kinder, Chantel A.M. – Paraeducator – Maize Vermillion;
  - 3. Murphy, Annemarie Y. – Paraeducator – Maize South High School; and
  - 4. Plant, Georgia A. – Paraeducator – Goddard Eisenhower Middle School.

Motion carried 7-0.

**7. STRONG KIDS CAMPAIGN – Mr. Nicholson moved and Mr. Kingsley seconded for the Board to authorize a \$750.00 donation to the YMCA’s Strong Kids Campaign for this school year.**

Motion carried 7-0.

**8. KASB CONVENTION – Rob Matthews went to session on special education court sessions, will give more detail next month. Reported on elections, etc.**

**9. EXECUTIVE SESSION – Mr. Matthews moved and Mr. Matlack seconded for the Board and Cooperative Administration per Board discretion, to move into Executive Session at 7:40 p.m. for a period of 20 minutes to discuss Non-Elected Personnel, Student Related Matters**

and Negotiations 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 7:40 p.m.

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

Mr. Matthews moved and Mr. Smith seconded for the Board and Cooperative Administration per Board discretion, to move back into Executive Session at 8:03 p.m. for a period of 10 minutes to continue discussions on Non-Elected Personnel, Student Related Matters and Negotiations and to return to open session at 8:13 p.m. in the Special Education Board Room.

Motion carried 7-0.

The Board moved back into Executive Session at 8:03 p.m.

The Board moved out of Executive Session and back in to open session at 8:13 p.m.

Mr. Smith moved and Mr. Matlack seconded for the Board to accept the termination of Brista Meng, Paraeducator.

Motion carried 7-0.

10. **SECURITY CONCERNS AT THE DAY SCHOOL** - Board to approve the recommended solution to the security concerns at the Day School by contracting through the Goddard School District. Will enter into negotiations with Goddard and bring back details in future meetings.
11. **DIRECTOR'S EVALUATION** – Passed out information to each Board member who will mail back to Rob Matthews by January 8<sup>th</sup> so evaluations can be discussed at January's Board meeting. Board will discuss evaluation during January's executive session and go over with Director after the meeting.
12. **DESIGNATION OF BOARD NEGOTIATOR** – Mr. Matlack moved and Mr. Kingsley seconded for the Board to approve Dr. Craig Elliott to be designated as chief negotiator.  
  
Motion carried 7-0.
13. **CUSTODIAL SERVICES AT TRANSNET** – Mr. Harris moved and Mr. Matlack seconded for the Board to approve one of the bids by ACBM at the rate of \$462.25/month for custodial services at TransNet.  
  
Motion carried 7-0.
14. **INFORMATION** – Legislative – one of the committees is going to introduce a bill proposing a change in catastrophic aid. Proposal is not what Directors' recommendation was but would be better than current formula.

Rob Matthews reminded Board to review the Director's format of the evaluation while filling out.

Darrin Downing, one of the special education teachers from Goddard Explorer won the Golden Apple Award.

**15. OTHER**

Paras to Teachers Program – Three staff members who are coming out of the program in December will be employed with the Cooperative in January. Mr. Nicholson moved and Mr. Kingsley seconded for the Board to authorize Coop Administration to employ the three individuals.

Motion carried 7-0.

Professional Liability Insurance for Physical Therapists – Physical Therapists are not covered by the Board's professional liability insurance. Mr. Kingsley moved and Mr. Harris seconded for the Board to reimburse Physical Therapists for Professional Liability Insurance.

Motion carried 7-0.

Retirement and request for Early Retirement Plan – Susan Weakly has turned in a retirement request and asking for early retirement plan for which she is eligible. Mr. Nicholson moved and Mr. Smith seconded for the Board to approve her retirement request and approve early retirement plan.

Motion carried 7-0.

**16. ADJOURNMENT** – Mr. Matthews adjourned the meeting at 8:50 p.m.

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Kay Bartel, Clerk of the Board