

UNOFFICIAL MINUTES

SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618

BOARD OF DIRECTORS
SPECIAL EDUCATION OFFICE
BOARD ROOM
JANUARY 11, 2007
7:30 P.M.

MINUTES

Representatives Present: Derrick Unruh, Roger Gregory, Robert Matthews, Bill Dalbom, Ken Spexarth, Rhonda Price, Bruce Nicholson and Bernie Riedl.

Alternates Present: None.

Superintendents Present: Mike Hull and Dr. Craig Elliott.

Cooperative Staff Present: Larry Clark, Kay Bartel, Erica Nance, Doug Anderson and Jim Harshbarger

Other Visitors: None.

The meeting was called to order by Mr. Riedl at 7:30 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. Spexarth moved and Mr. Matthews seconded the motion to adopt the agenda as written with the addition of **6.a. – Student Contract.**

Motion carried 8-0.

3. **CONSENSUS ITEMS:**
 - a. **MINUTES OF DECEMBER 14TH, 2006 MEETING;**
 - b. **TREASURER'S REPORT;**
 - c. **APPROVAL OF BUDGET FUND TRANSFER(S);**
 - d. **APPROVAL OF BILLS;**
 - e. **REPORT OF DAY SCHOOL ACTIVITY FUND; AND**
 - f. **APPROVAL OF INDIVIDUAL PROFESSIONAL DEVELOPMENT PLANS AND INDIVIDUAL PROFESSIONAL DEVELOPMENT POINTS.**

Mr. Nicholson moved and Mr. Unruh seconded to:

- a. Approve the Minutes of December 14th, 2006 Meeting;
- b. Approve the Treasurer's Report as presented;

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- c. Approve the Budget Fund Transfers of \$573,807.78 from the 06 General Fund to the 30 Special Education Fund and \$2,000.00 from the 06 General Fund to the 26 Special Education Fund for a total Budget Fund Transfer of \$575,807.78;
- d. Approve the payment of bills, check numbers as listed on the January 11th, 2007 Check Register, and to approve handwritten checks to Ruth Spencer in the amount of \$184.00, Lynn Michelle Peebles in the amount of \$694.80, and Jennifer McFadden in the amount of \$622.70;
- e. Accept the Day School Activity Fund Report; and
- f. Approve the Individual Professional Development Plans and Individual Professional Development Points as presented.

Motion carried 8-0.

4. PATRON COMMENTS – None.

5. PERSONNEL RESIGNATIONS – Mrs. Price moved and Mr. Matthews seconded for the Board to accept the following personnel resignations:

- a. Sean McClosley – Paraeducator;
- b. Brenda E. Schroeder – Paraeducator;
- c. Janice Grimm – Paraeducator;
- d. Kris McElhiney – Paraeducator;
- e. Paige Stansifer – Paraeducator; and
- f. Jerri Hoffine – Teacher – effective at the end of the 2006-2007 school year.

Motion carried 8-0.

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

- a. Personnel Contracts
 - 1. Kris A. Fletcher – School Psychologist;
 - 2. Marci R. Walton – Teacher of Early Childhood Special Education; and
 - 3. Frank Jarrett – IR Teacher;
- b. Letters of Employment
 - 1. Delzer, Rosemarie Diane – IR Para;

2. Freeman, Andrea S. – IR Para;
3. Klausmeyer, Christina M. – RN;
4. Machalek, Norma (Kiki) P. – IR Para;
5. Ozburn, Amie K. – IR Para;
6. Stallings, Clare J. – IR Para;
7. Voegeli, Dorla K. – FAA Para; and
8. LaFever, Patricia - Sub Para.

Motion carried 8-0.

- 6.a. STUDENT CONTRACT** - Mr. Nicholson moved and Mr. Spexarth seconded to approve the contract for a Maize student to attend Prairie View School through the summer for a total tuition of \$13,500.00.

Motion carried 8-0.

- 7. APPROVAL OF STATEMENT OF COMMITMENT AND INTENT** – Mrs. Price moved and Mr. Spexarth seconded to approve the Statement of Commitment and Intent for Jennifer Ballinger.

Motion carried 8-0.

- 8. BOARD POLICY ON LEAVE OF ABSENCE FOR VICTIMS OF DOMESTIC VIOLENCE OR SEXUAL ASSAULT** - Mr. Dalbom moved and Mr. Matthews seconded to approve the following Policy on Leave of Absence for Victims of Domestic Violence or Sexual Assault.

POLICY ON LEAVE OF ABSENCE FOR VICTIMS OF
DOMESTIC VIOLENCE OR SEXUAL ASSAULT

1. A leave of absence under this policy may be taken for any of the following purposes:
 - a. Obtaining or attempting to obtain any relief, including, but not limited to, a temporary restraining order, relief to help ensure the health, safety, or welfare of the employee or the employee's child or children;
 - b. Seeking medical attention for injuries caused by domestic violence or sexual assault;
 - c. Obtaining services from a domestic violence shelter, domestic violence program or rape crisis center as a result of domestic violence or sexual assault; or
 - d. Making court appearances in the aftermath of domestic violence or sexual assault.
2. The employee shall provide the Director with reasonable advance notice of the employee's intention to take time off for one of the above purposes, unless it is not possible to provide advance notice.
3. The employee shall provide the Director with documentation to support the need for leave for one of the above purposes within forty-eight (48) hours after returning from the requested leave. The supporting documentation may include, but is not limited to, the types of documentation listed in paragraph 4.
4. In the event of an unscheduled absence for one of the above purposes, no disciplinary action will be taken against the employee if the employee provides a certification to the director within forty-eight

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(48) hours after the beginning of the unscheduled absence. The certification may be in any of the following forms:

- a. A police report indicating that the employee was a victim of domestic violence or sexual assault;
 - b. A court order protecting or separating the employee from the perpetrator of an act of domestic violence or sexual assault, or other evidence from the court or prosecuting attorney that the employee has appeared in court; or
 - c. Documentation from a medical professional, domestic violence advocate or advocate for victims of sexual assault, health care provider or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting from an act of domestic violence or sexual assault.
5. Any administrator or supervisor receiving supporting documentation for a leave of absence under this policy shall forward such documentation to the Director but shall otherwise maintain the employee's confidentiality regarding the reason for the leave and the supporting documentation.
 6. Employees may choose to substitute available paid leave for unpaid leave under this policy. However, substituting paid leave for unpaid leave shall not increase the number of days of leave available under this policy in each calendar year.
 7. No employee shall be subjected to termination or retaliation for taking leave pursuant to this policy.

Approved: 1/11/07

Motion carried 8-0.

9. **EXECUTIVE SESSION** - Mr. Riedl moved and Mr. Spexarth 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, Negotiations and Student Related Matters and to return to open session at 8:00 p.m. in the Special Education Board Room.

Motion carried 8-0.

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. Spexarth moved and Mr. Matthews seconded for the Board to accept Brad Wolf's voluntary termination.

Motion carried 8-0.

Mr. Dalbom moved and Mr. Gregory seconded for the Board to approve Michelle Lindsay's termination.

Motion carried 8-0.

10. **DESIGNATION OF BOARD NEGOTIATOR** - Mr. Spexarth moved and Mrs. Price seconded for the Board to appoint Mr. Matthews and Lisa Farris as the negotiating team.

Motion carried 8-0.

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11. INFORMATIONAL –

2005 December 1 Headcount – 2,654
2006 December 1 Headcount – 2,764

12. OTHER – School finance information from Governor’s office – did not include monies to replace Medicaid funding or to fund special ed at 92% of excess cost.

13. ADJOURNMENT – Mr. Spexarth moved and Mr. Matthews seconded to adjourned the meeting at 8:10 p.m.

Motion carried 8-0.

Kay Bartel, Clerk of the Board