

SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618

BOARD OF DIRECTORS  
SPECIAL EDUCATION OFFICE  
BOARD ROOM  
MAY 12TH, 2005  
7:30 P.M.

MINUTES

**Representatives Present:** Denise Neubauer, Raymond Rosenhagen, Robert Matthews, Bill Dalbom, Lisa Farris, Mike Logue and Bernie Riedl.

**Alternates Present:** None.

**Superintendents Present:** Mike Hull.

**Cooperative Staff Present:** Larry Clark, Kay Bartel and Doug Anderson.

**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 Renwick was not present.
2. **ADOPTION OF AGENDA** – Mr. Rosenhagen moved and Mr. Logue seconded the motion to adopt the agenda as amended with the addition of 7.a. – **BASE CONTRACT WITH USD #259 and 9.a – VISUALLY IMPAIRED TEACHING POSITION.**

Motion carried 7-0.

3. **CONSENSUS ITEMS:**
  - a. **MINUTES OF APRIL 14TH, 2005 MEETING -**
  - b. **TREASURER'S REPORT -**
  - c. **APPROVAL OF BUDGET FUND TRANSFER(S) -**
  - d. **APPROVAL OF BILLS -**
  - e. **REPORT OF DAY SCHOOL ACTIVITY FUND -**
  - f. **APPROVAL OF INDIVIDUAL PROFESSIONAL DEVELOPMENT POINTS-**

Mr. Matthews moved and Mrs. Farris seconded to:

- a. Approve the Minutes of April 14<sup>th</sup>, 2005 Meeting;
- b. Approve the Treasurer's Report as presented;

- c. Approve the Budget Fund Transfers of \$496,086.00 from the 06 General Fund to the 30 Special Education Fund for a total Budget Fund Transfer of \$496,086.00;
- d. Approve the payment of bills, check numbers as listed on the May 12th, 2005 Check Register;
- e. Accept the Day School Activity Fund Report; and
- f. Approval of Individual Professional Development Points.

Motion carried 7-0.

4. **PATRON COMMENTS** – None.

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

a. Certified/Licensed

- 1. Joey Buresh – IR Teacher – Goddard Amelia Earhart – effective at the end of the 04-05 school year;
- 2. Margo Buscher – Day School Head Teacher – effective at the end of her 04-05 contract;
- 3. Shirene Fischer – Early Childhood Special Education Teacher – Clearwater – effective at the end of the 04-05 school year;
- 4. Lindsey Litzner – IR Teacher – Maize East/St. Marks – effective at the end of the 04-05 school year;
- 5. Linda McAtee – Speech/Language Pathologist – effective at the end of the 04-05 school year;
- 6. Dawn Showalter – Teacher of Autism – Robert Goddard Middle School – effective at the end of the 04-05 school year;
- 7. Beth Ward – ED Teacher – Goddard Challenger Intermediate School – effective at the end of the 04-05 school year;
- 8. Melinda McCarty – Autism Teacher – Goddard Clark Davidson Elementary; and
- 9. Randy Baldwin – Teacher of the Gifted – Goddard High School.

b. Classified:

- 1. Jennifer Bazzelle – Paraeducator – Maize High School – effective at the end of the 04-05 school year;
- 2. Monette Bulstrode – Paraeducator – Clearwater High School - effective at the end of the 04-05 school year;

3. Sheryl L. Cotton – Paraeducator – Day School;
4. Nicolas Girard – Paraeducator – Maize High School – effective at the end of the 04-05 school year;
5. Melissa Hopkins – Paraeducator – Clearwater West Elementary - effective at the end of the 04-05 school year;
6. Tamra Kuhns – Paraeducator – Maize South Middle School - effective at the end of the 04-05 school year;
7. Keegan Oglesby – Paraeducator – Goddard High School; and
8. Khyleen Schwarzenberger – Paraeducator – Goddard Challenger Intermediate.

Motion carried 7-0.

6. **PERSONNEL CONTRACTS** - Mr. Rosenhagen moved and Mr. Matthews seconded for the Board to approve the following personnel contracts:

a. Certified/Licensed:

1. Alisha L. Eickhoff – School Psychologist;
2. Jamie P. Hoekstra – Speech/Language Pathologist;
3. L. Morgan S. Mayfield – Substitute Speech/Language Pathologist;
4. Elaine M. Mullens – Speech/Language Pathologist;
5. Amy Marsh – ECD Teacher;
6. Darrin Downey – ED Teacher;
7. Meagan Anderson – IR Teacher.

b. Classified:

1. Starla J. Black – Paraeducator;
2. Ilene L. Bonson – Paraeducator;
3. Sharon M. Burt – Paraeducator;
4. Jennifer D. Gragg – Secretary;
5. Michelle R. Holdeman – Paraeducator;
6. Virginia LuAnn Hughes – Paraeducator;
7. Jerika L. Kester – Paraeducator;

8. Diana L. Meister – Paraeducator;
9. Michael F. Oleson – Paraeducator;
10. Andrea L. Scheuerman – Paraeducator;
11. Rena L. Schindler – Paraeducator;
12. Grant A. Threlkeld – Paraeducator; and
13. Susanne Suellentrop – Substitute Paraeducator.

Motion carried 7-0.

7. **STUDENT CONTRACT**- Mr. Logue moved and Mrs. Neubauer seconded for the Board to approve a contract for Cooperative staff to provide Orientation and Mobility (O&M) services to students within the Chautauqua and Elk County Special Education Services Cooperative.

Motion carried 7-0.

- 7.a. **BASE AGREEMENT WITH USD #259** – Mrs. Farris moved and Mr. Matthews seconded to approve the Base Agreement with USD 259 for the lease of space at Chisholm Life Skills Center in Wichita as written.

Motion carried 7-0.

8. **EXECUTIVE SESSION** - Mr. Riedl moved and Mr. Rosenhagen seconded for the Board and Cooperative Administration per Board discretion, to move into Executive Session at 7:46 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 8:06 p.m. in the Special Education Board Room.

Motion carried 7-0.

The Board moved into Executive Session at 7:46 p.m.

The Board moved out of Executive Session and back in to open session at 8:06 p.m.

Mr. Riedl moved and Mrs. Farris seconded for the Board and Cooperative Administration per Board discretion, to move back into Executive Session at 8:06 p.m. for a period of 10 minutes to continue discussions on Non-Elected Personnel, Negotiations and Student Related Matters and to return to open session at 8:16 p.m. in the Special Education Board Room.

Motion carried 7-0.

The Board moved back into Executive Session at 8:06 p.m.

The Board moved out of Executive Session and back in to open session at 8:16 p.m.

Mrs. Farris moved and Mrs. Neubauer seconded the following resolution:

WHEREAS, Susan S. Martindale was initially employed by the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas on the 13th day of August, 1990, as a teacher; and

WHEREAS, Susan S. Martindale is currently employed as a teacher in the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas; and

WHEREAS, Susan S. Martindale, is entitled to due process protection in the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, pursuant to K.S.A. 72-5436, et seq.; and

WHEREAS, the Board of Directors of said Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, finds that the contract of Susan S. Martindale for the 2004-2005 school year should be terminated for the reasons hereinafter set forth;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618, SEDGWICK COUNTY, KANSAS, AS FOLLOWS:

Section 1. That it is hereby declared to be the intent of the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, to terminate the employment contract of Susan S. Martindale as a teacher in this interlocal cooperative effective at the end of the day of May 5, 2005;

Section 2. That the clerk of the Board of Directors is hereby authorized and directed to give written notice promptly to Susan S. Martindale of the Board's intent to terminate said contract;

Section 3. That the notice shall contain the following, which are reasons for the Board's intent to terminate said contract:

The Teacher Contract states:

This contract shall be VOID if the teacher fails to have on file with the Board continuously during employment a valid Kansas Teacher's Certificate/License for the level at which he/she is employed and for the subjects which he/she is employed to teach, and an up-to-date transcript. Teachers shall have ten (10) days to file a valid certificate following receipt of written notice that such a certificate is not on file as herein required.

Susan S. Martindale was notified by letter dated April 22, 2005 stating the following:

This letter is to inform you of the requirements as set forth in your teaching contract regarding your certification/licensure as a teacher for this Cooperative.

Your teacher contract in part states:

This contract shall be VOID if the teacher fails to have on file with the Board continuously during employment a valid Kansas Teacher's Certificate/License for the level at which he/she is employed and for the subjects which he/she is employed to teach, and an up-to-date transcript. Teachers shall have ten (10) days to file a valid certificate following receipt of written notice that such a certificate is not on file as herein required.

This letter is intended to inform you at least 10 days in advance that your teaching certificate/license will expire on May 5, 2005.

If you have not renewed your certificate/license by that time, your teaching contract with the Cooperative will be void.

Susan S. Martindale's teaching Certificate/License expired on May 5, 2005 and has not been renewed.

Section 4. That the notice shall state that the teacher is entitled to a hearing before a hearing officer with regard to the Board's action, provided that she file a written notice of a request for such a hearing with the clerk of the Board of Directors within fifteen (15) days after the date of the notice.

ADOPTED by the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, the 12<sup>th</sup> day of May, 2005.

Motion carried 7-0.

Mr. Rosenhagen moved and Mr. Logue seconded the following resolution:

WHEREAS, on the 14<sup>th</sup> day of April, 20\_05, the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, by resolution, duly adopted, took action to notify Tracy A. Graham of the board's intent that his/her contract as a teacher for this interlocal be terminated on the 14<sup>th</sup> day of April, 2005; and

WHEREAS, pursuant to the resolution, the clerk of the board of directors gave written notice to Tracy A. Graham that it was the intent of the board of directors to terminate his/her contract of employment on the 14<sup>th</sup> day of April, 2005, and that he/she was entitled to a hearing before a hearing officer if he/she so requested in writing to the clerk of the board of directors within fifteen (15) days after the date of the notice; and

WHEREAS, no request for a hearing was received from Tracy A. Graham by the clerk of the board of directors within fifteen (15) days after delivery of the notice to Tracy A. Graham; and

WHEREAS, after extensive consideration and thorough discussion of the matter, the board has determined that the matter should be resolved as hereinafter indicated;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618, SEDGWICK COUNTY, KANSAS:

Section 1. That the current teaching contract of Tracy A. Graham be terminated at the end of the day on the 14<sup>th</sup> day of April, 20\_05;

Section 2. That the clerk of the Board of Directors give Tracy A. Graham a signed copy of this resolution in person or by restricted United States mail.

ADOPTED by the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, the 12<sup>th</sup> day of May, 20\_05.

Motion carried 7-0.

Mrs. Farris moved and Mrs. Neubauer seconded the following resolution:

WHEREAS, on the 14<sup>th</sup> day of April, 20\_05, the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, by resolution, duly adopted, took action to notify Laura A. Lund of the board's intent that his/her contract as a teacher for this interlocal be terminated on the 14<sup>th</sup> day of April, 2005; and

WHEREAS, pursuant to the resolution, the clerk of the board of directors gave written notice to Laura A. Lund that it was the intent of the board of directors to terminate his/her contract of employment on the 14<sup>th</sup> day of April, 2005, and that he/she was entitled to a hearing before a hearing officer if he/she so requested in writing to the clerk of the board of directors within fifteen (15) days after the date of the notice; and

WHEREAS, no request for a hearing was received from Laura A. Lund by the clerk of the board of directors within fifteen (15) days after delivery of the notice to Laura A. Lund; and

WHEREAS, after extensive consideration and thorough discussion of the matter, the board has determined that the matter should be resolved as hereinafter indicated;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618, SEDGWICK COUNTY, KANSAS:

Section 1. That the current teaching contract of Laura A. Lund be terminated at the end of the day on the 14<sup>th</sup> day of April, 20\_05;

Section 2. That the clerk of the Board of Directors give Laura A. Lund a signed copy of this resolution in person or by restricted United States mail.

ADOPTED by the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, the 12<sup>th</sup> day of May , 2005 .

Motion carried 7-0.

Mrs. Neubauer moved and Mr. Logue seconded the following resolution:

WHEREAS, on the 14<sup>th</sup> day of April , 2005 , the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, by resolution duly adopted, took action to notify Kathy F. Schmidt , of the Board's intent to nonrenew his/her contract as a teacher for the 2005-2006 school year; and

WHEREAS, the clerk of the Board of Directors gave written notice to Kathy F. Schmidt on the 15<sup>th</sup> day of April , 2005 that it was the intent of the Board of Directors to nonrenew his/her contract for the 2005-2006 school year; and

WHEREAS, after extensive consideration and thorough discussion, the Board has determined that the matter should be resolved as follows:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618, SEDGWICK COUNTY, KANSAS;

Section 1. That the contract of Kathy F. Schmidt be nonrenewed for the 2005-2006 school year; and

Section 2. That the clerk of the Board of Directors give, personally or by restricted mail, Kathy F. Schmidt a signed copy of this resolution.

ADOPTED by the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, the 12<sup>th</sup> day of May , 2005 .

Motion carried 7-0.

9. **SMOKING POLICY** – Mr. Riedl moved and Mr. Logue seconded for Board to adopt the following policy on smoking:

#### Tobacco Products Policy

The use of tobacco products in any form is prohibited at all times in or on all Cooperative property (including parking lots) or at any Cooperative sponsored event. Signs are to be posted stating "USE OF TOBACCO PRODUCTS IN OR ON THESE PREMISES IS PROHIBITED - PER BOARD OF DIRECTORS".

An employee who violates the terms of this or any other tobacco products policy shall be subject to the following disciplinary action:

- |                   |   |
|-------------------|---|
| First Violation:  | Written reprimand                           |
| Second Violation: | Three-day Suspension without Pay            |
| Third Violation:  | Non-renewal or termination from employment. |

Any student who violates the terms of this or any other tobacco policy shall be subject to discipline, including but not limited to, suspension and/or expulsion, in accordance with Cooperative or district policy and Kansas law. Nothing in this policy is intended to diminish the right of the Cooperative to take any other disciplinary action that is provided for in Kansas law, Cooperative policies or the negotiated agreement.

Motion carried 7-0.

- 9.a. **VISUALLY IMPAIRED TEACHING POSITION** -Mrs. Neubauer moved and Mr. Dalbom seconded to authorize the Cooperative Administration to employ a licensed teacher under a waiver as a Teacher of the Visually Impaired and for the Cooperative to pay for all educational training of that staff person to become fully certified as a Teacher of the Visually Impaired. Said teacher will be required to sign a contract stating that said teacher will teach in the Cooperative for two years for each year of schooling paid for by the Cooperative or pay back the cost of the training paid for by the Cooperative.
- Motion carried 7-0.
10. **BUDGET UPDATE** – Mr. Clark informed the Board that there were no new updates on the Budget and will not be until the Kansas Supreme Court makes a decision on the School Finance Lawsuit.
11. **INFORMATIONAL** – Mr. Clark informed the Board that the Cooperative still had nine certified/licensed positions unfilled. Those positions were the following:
- a. 1 IEP Reader;
  - b. 1 School Social Worker;
  - c. 2 Speech/Language Pathologists;
  - d. 1 Occupational Therapist; and
  - e. 4 Teachers.
12. **OTHER** - Mr. Anderson, Assistant Director invited any Board Member to visit and tour the Day School at any time.
13. **ADJOURNMENT** - Mr. Riedl adjourned the meeting at 8:38 p.m.

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Kay Bartel, Deputy Clerk of the Board