

SEDGWICK COUNTY AREA EDUCATIONAL SERVICES INTERLOCAL COOPERATIVE #618

BOARD OF DIRECTORS
SPECIAL EDUCATION OFFICE
BOARD ROOM
SEPTEMBER 16, 2004
7:30 P.M.

MINUTES

Representatives Present: Denise Neubauer, Raymond Rosenhagen, Bill Dalbom, Wanda Gegen, Mike Logue, 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 and Doug Anderson.

Other Visitors: Monique Jones and Mollie Jones.

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. Representatives from Clearwater and Goddard were not present.
2. **ADOPTION OF AGENDA** – Mrs. Gegen moved and Mr. Rosenhagen seconded the motion to adopt the agenda as amended to include item 6.5 – **STAFF PRESENTATION**.

Motion carried 7-0.

3. **CONSENSUS ITEMS:**
 - a. **MINUTES OF AUGUST 12TH, 2004 MEETING -**
 - b. **TREASURER'S REPORT -**
 - c. **APPROVAL OF BUDGET FUND TRANSFER(S) -**
 - d. **APPROVAL OF BILLS -**
 - e. **REPORT OF DAY SCHOOL ACTIVITY FUND -**

Mr. Nicholson moved and Mrs. Gegen seconded to:

- a. Approve the Minutes of August 12th, 2004 Meeting;
- b. Approve the Treasurer's Report as presented;
- c. Approve the Budget Fund Transfers of \$5,000.00 from the O6 General Fund to the 26 Inservice Fund and \$380,127.77 from the O6 General Fund to the 30 Special Education Fund for a total Budget Fund Transfer of \$385,127.77;
- d. Approve the payment of bills, check numbers as listed on the September 16th, 2004 Check Register;

- e. Accept the Day School Activity Fund Report; and
- f. Approve the following Individual Professional Development Plans and Individual Professional Development Points:

Individual Professional Development Plans

Name

Nicole Fuller
Cameron McDaniel
Tom Szambecki

Individual Professional Development Points

<u>Name</u>	<u>Service to the Profession Points</u>	<u>Knowledge Points</u>	<u>Application Points</u>	<u>Impact Points</u>	<u>College Points</u>
Adams, Becky.....		10.0			
Bretz, Dorothy.....		9.0			
Fischer, Shirene.....		3.0			
Fleming, Terri.....		76.0			
Harner, Marcy.....		2.0			
Haynes, Barbara.....		22.0			
Hays, Stephanie.....		4.0			
Lund, Laura.....		20.5			
McDaniel, Cameron.....		8.0			
Michaud, Yvonne.....		35.0			
Nance, Erica.....	13.0	60.0			80.0
Rhodes, Cynthia.....		5			
Shope, Deeana.....		2.0			
Sober, Mollie.....		1.0			
Szambecki, Tom.....		8.0	16.0	24.0	
Trail, Wendy.....	1.0	7.0			
Trarbach, Rosemary.....		16.0			
vonEhrenkrook, Doug.....		4.0			
Wells, Curtis.....		2.0			

Motion carried 7-0.

4. PERSONNEL RESIGNATIONS - Mr. Nicholson moved and Mrs. Neubauer seconded for the Board to accept the following personnel resignations:

- a. Karen Bader – Paraeducator – Goddard Challenger;
- b. Chris England – Paraeducator – Goddard Discovery;
- c. Monica Hale – Paraeducator – Goddard Clark Davidson;
- d. Karen K. Hansen – Paraeducator – Robert Goddard Middle School;
- e. Rhonda Hendershot - Psych Secretary – Maize Middle School;
- f. Sheila Hooker – Paraeducator – Goddard Challenger;
- g. Vicki May – Paraeducator – Conway Springs Elementary;
- h. Margarita Wells – Paraeducator – Cheney High School;

- i. Susan Gross – Paraeducator – Maize South Middle School; and
- j. Jessica Sober – Paraeducator – Garden Plain High School.

Motion carried 7-0.

5. **PERSONNEL CONTRACTS** - Mr. Logue moved and Mrs. Gegen seconded for the Board to approve the following personnel contracts:

a. Certified/Licensed:

- | | |
|----------------------------|------------------------|
| 1. Christiansen, Thomas L. | 6. Reimer, Ruth A. |
| 2. Claeys, Joe E. | 7. Williams, Michel L. |
| 3. Hotmar, Danna K. | 8. Hotmar, Danna - ESY |
| 4. Mark, Larry D. | 9. Niedens, Penny |
| 5. Rainey, Leslie L. | |

b. Classified (Paraeducators):

- | | |
|---------------------------|------------------------------|
| 1. Ahrens, Krystina C. | 35. Crow, Colleen L. |
| 2. Albers, Teresa E. | 36. Dary, Elizabeth L. |
| 3. Allen, Donna G. | 37. DeLong, Debra J. |
| 4. Allen, Regina R. | 38. DeWees, M. Susan |
| 5. Arrington, Danielle C. | 39. Dike, Lisa L. |
| 6. Arrington, Vicki L. | 40. Doerksen, Martha Kellene |
| 7. Avelar, Sofia | 41. Donker, Jaynann E. |
| 8. Bailey, Linda L. | 42. Durkin, Cynthia J. |
| 9. Barnett, Angela J. | 43. Eck, Mary L. |
| 10. Bartel, Lynn E. | 44. Ellis, Kandace K. |
| 11. Bartlett, Roxanne M. | 45. Fletcher, Kris A. |
| 12. Bazzelle, Jennifer S. | 46. Foley, Donetta J. |
| 13. Beard, Florence | 47. Foust, Polly A. |
| 14. Beemer, Georgianna E. | 48. Funke, Jennifer M. |
| 15. Bermudez, Shawn M. | 49. Gagnon, Irene R. |
| 16. Bliss, Amanda R. | 50. Garnes, Chaves D. |
| 17. Boese, Pamela K. | 51. Gibson, Michael D. |
| 18. Bonin, Laura A. | 52. Goldwater, Lindsey A. |
| 19. Bowman, Amber L. | 53. Good-Runyan, Sally J. |
| 20. Bragg, Tamara L. | 54. Gorges, Kathleen F. |
| 21. Branine, Kay L. | 55. Gross, Susan M. |
| 22. Brewster, Mary R. | 56. Gulden, Nancy J. |
| 23. Calven, Adam A. | 57. Haberichter, Amy L. |
| 24. Carpenter, Tammie M. | 58. Hamm, Diane D. |
| 25. Cavender, Kathy M. | 59. Harder, Susan A. |
| 26. Childs, Sarah R. | 60. Hargrave, Mary A. |
| 27. Copeland, Danna L. | 61. Harris, Michelle M. |
| 28. Copenhaver, Jami N. | 62. Hartley, Marilyn E. |
| 29. Corder, Teresa J. | 63. Haskins, Nancy L. |
| 30. Cotton, Sheryl L. | 64. Hatfield, Cheryl I. |
| 31. Cowherd, Elizabeth A. | 65. Hay, Karen J. |
| 32. Craig, Connie S. | 66. Heilman,
Marilyn K. |
| 33. Crawford, Tracy P. | 67. Hein, Betty M. |
| 34. Cropp, Larry | |

68. Helten, Christine S.
69. Hendershot, Rhonda R.
70. Hobson, Linda D.
71. Hodson, Marla L.
72. Hoheisel, Sharon K.
73. Holderness, Pamela K.
74. Holt, Connie L.
75. Hopper, Elizabeth
76. Hostetler, Karen D.
77. Huelsmann, Jennifer L.
78. Hughes, Georgia K.
79. Huie, Tatyana P.
80. Inkelaar, Donna J.
81. Jacobs, Melanie S.
82. Jacobson, Kristi E.
83. James, Heather M.
84. Jenkins, Shelley A.
85. Keller, Jennifer D.
86. Kiley, Tina L.
87. King, Elena M.
88. Kingery, Melissa Ann
89. Kruse, Mary Kaye
90. Kuhns, Tamra L.
91. Kunes, Gladys A.
92. Lane, Annette R.
93. Lenz, Linda C.
94. Lindquist, Krista L.
95. Lovejoy, Irene A.
96. Major, Sandi L.
97. Marner, Angela C.
98. Marshall, Bambi S.
99. McAtee, Emilee R.
100. McBride, Wanda C.
101. McDowell, Kelly L.
102. McGill, Diane M.
103. McIntyre, Sara C.
104. McRoberts, Traci A.
105. Miller, Catherine M.
106. Mirza, Raiza
107. Moback, Rhonda J.
108. Moore, Gay Ellen
109. Morgan, Roberta A.
110. Morris, Ann M.
111. Murphy, Kristina M.
112. Myers, Sara R.
113. Nash, Brenda L.
114. Naylor, Janice M.
115. Odle, Debra J.
116. Oliver, Elizabeth A.
117. Orloske, Regina L.
118. Osborn, Darla J.
119. Owen, Brenda K.
120. Parker, Lori C.
121. Peavey, Kara L.
122. Percell, JaeDenise
123. Percell, SallyJo T.
124. Pracht, Cindy A.
125. Price, Shirley K.
126. Pryor, Deana R.
127. Puetz, Jo Alice
128. Quick, Karen A.
129. Reida, Stephanie A.
130. Richardson, Rebecca M.
131. Rizley, Christine M.
132. Roland, Sheri F.
133. Rusher, Sheryl M.
134. Ryder, Donna M.
135. Schlegel, Trisha M.
136. Schwarzenberger, Khyleen K
137. Schwerdtfeger, Latisha L.
138. Scott, Dick G.
139. Seiter, Kristy D.
140. Sober, Jessica M.
141. Spencer, Ruth L.
142. Starkey, Maeve
143. Stotler, Angelea
144. Straus, Elizabeth H.
145. Stringfellow, Shonna J.
146. Stults, Beverly L.
147. Tabing, Jan R.
148. Telford, Lavina M.
149. Venditti, Michael G.
150. Vernon, Michaela D.
151. Vo, Kimberlee M.
152. Ward, Jeanne M.
153. Wasson, Rita, K.
154. Welner, Monty K.
155. White, Carisa L.
156. White, Kathy A.
157. Wilson-Haug, Sindie S.
158. Wynn, Sherry J.
159. Young, Carolyn J.
160. Zerger, Nancy C.

Classified (Secretaries):

- | | |
|------------------------|------------------------|
| 1. Box, Stephanie M. | 4. Thulin, Roxanne D. |
| 2. Cornwell, Arlene A. | 5. Jahde, Karmela |
| 3. Scribner, Susan L. | 6. Krueger, Michelle A |

Motion carried 7-0.

6. **STUDENT CONTRACT** – Mr. Nicholson moved and Mrs. Gegen seconded for the Board to approve a contract for a Maize student in the amount of \$16,740.00 with the Prairie View School of Newton, Kansas for the 2004-2005 school year.

Motion carried 7-0.

- 6.5. **STAFF PRESENTATION** - Monique Jones spoke to the Board in regards to her rate of pay.
7. **EXECUTIVE SESSION** – Mr. Riedl moved and Mrs. Gegen seconded for the Board and Cooperative Administration per Board discretion, to move into Executive Session at 7:40 p.m. for a period of 30 minutes to discuss Non-Elected Personnel and Student Related Matter and to return to open session at 8:10 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 8:10 p.m.

Mr. Rosenhagen moved and Mr. Dalbom seconded to increase paraeducator Monique Jones' pay to \$10.05 based upon Step 6, Column 9 of the adopted 2004-2005 salary schedule for the remainder of the 2004-2005 school year.

Motion carried 7-0.

Mrs. Gegen moved and Mrs. Neubauer seconded to adopt the following resolution:

WHEREAS, Larry D. Mark was initially employed by the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas on the 5th day of August 1999, as a teacher; and

WHEREAS, Larry D. Mark is currently employed as a teacher in the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas; and

WHEREAS, Larry D. Mark 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 Larry D. Mark 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 Larry D. Mark as a teacher in this interlocal cooperative;

Section 2. That the clerk of the Board of Directors is hereby authorized and directed to give written notice promptly to Larry D. Mark 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 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.

Larry D. Mark's Four Year Provisional Teaching Certificate to teach Gifted expires October 30, 2004.

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 he 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 16th day of September, 2004.

Motion carried 7-0.

Mrs. Gegen moved and Mrs. Neubauer seconded to adopt the following resolution:

WHEREAS, Connie R. Richardson is currently employed as a teacher in the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas; and

WHEREAS, the Board of Directors of said Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, finds that Connie R. Richardson's current contract 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 Connie R. Richardson.

Section 2. That the clerk of the Board of Directors is hereby authorized and directed to give written notice promptly to Connie R. Richardson of the Board's intent to terminate her 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 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.

Connie R. Richardson is not eligible for continuation on a Waiver and has not received current certification to teach special education.

Section 4. That the notice shall state that the teacher is entitled to a hearing before the Board of Directors with regard to the Board's action, provided that she file a written 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 16th day of September, 2004.

Motion carried 7-0.

Mrs. Gegen moved and Mrs. Neubauer seconded to adopt the following resolution:

WHEREAS, Elizabeth K. Donahue is currently employed as a teacher in the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas; and

WHEREAS, the Board of Directors of said Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, finds that Elizabeth K. Donahue's current contract 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 Elizabeth K. Donahue.

Section 2. That the clerk of the Board of Directors is hereby authorized and directed to give written notice promptly to Elizabeth K. Donahue of the Board's intent to terminate her 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 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.

Elizabeth K. Donahue is not eligible for a Waiver due to not having regular education licensure which does not enable her to be placed on a waiver to teach special education.

Section 4. That the notice shall state that the teacher is entitled to a hearing before the Board of Directors with regard to the Board's action, provided that she file a written 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 16th day of September, 2004.

Motion carried 7-0.

Mrs. Gegen moved and Mrs. Neubauer seconded to adopt the following resolution:

WHEREAS, Eileen M. McGlinchey is currently employed as a teacher in the Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas; and

WHEREAS, the Board of Directors of said Sedgwick County Area Educational Services Interlocal Cooperative #618, Sedgwick County, Kansas, finds that Eileen M. McGlinchey's current contract 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 Eileen M. McGlinchey.

Section 2. That the clerk of the Board of Directors is hereby authorized and directed to give written notice promptly to Eileen M. McGlinchey of the Board's intent to terminate her 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 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.

Eileen M. McGlinchey is not eligible for a Waiver and has not received current certification to teach special education in the State of Kansas.

Section 4. That the notice shall state that the teacher is entitled to a hearing before the Board of Directors with regard to the Board's action, provided that she file a written 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 16th day of September, 2004.

Motion carried 7-0.

8. **APPROVAL OF TITLE VI-B APPLICATION** – Mr. Nicholson moved and Mrs. Gegen seconded for the Board approve the Title VI-B Application for the 2004-2005 school year.

Motion carried 7-0.

9. **CASELOAD AND PARAEDUCATOR REPORT** –

- a. Mr. Clark reported the need for additional paraeducator positions above the number budgeted for this fiscal year. At this point, there are ten unfilled positions, 293.5 filled paraeducator positions for a total of 301 positions out of the 303 positions budgeted for this year.

Mrs. Gegen moved and Mrs. Neubauer seconded to give the Cooperative Administration the authority to exceed the number of budgeted paraeducator positions for the school year on an as needed basis.

Motion carried 7-0.

- b. Mr. Clark explained that middle school Functional Applied Academics programs in the Cooperative have high numbers and the caseloads of the Andale Elementary and St. Marks programs, and the Maize East programs are above projected levels and are approaching higher caseloads than appropriate due to increasing inclusion needs and numbers of move-in students. The Cooperative administration may need to request additional teaching staff soon.

10. **INFORMATIONAL** –

- a. Mr. Clark will pass out the Board Information Book at the meeting;
- b. Rainbows United - The Cooperative will be presenting our renewal of our agreement with Rainbows for Birth – 2 services at the next meeting, and the Board requested that the administration invite someone from Rainbows United to explain their services at a future meeting;
- c. KASB has honored Robert Matthews for his Boardmanship training level, Honor Roll Level I status. Congratulations!
- d. KASB Annual Convention will be December 3-5 in Wichita. We will be discussing who to send as a voting Board member at the next month's Board meeting.

11. **OTHER** – None.

12. **ADJOURNMENT** – Mr. Riedl adjourned the meeting at 8:35 p.m.

Erica Nance, Clerk of the Board