

EAST CENTRAL KANSAS COOPERATIVE IN EDUCATION--INTERLOCAL #614

July 9, 2013 - Board Minutes

The regularly scheduled meeting of the East Central Kansas Cooperative in Education Board of Directors was held July 9, 2013 at Cooperative Central Office, Baldwin City, Kansas. Members present were Juanita Peckham, Susan Rader, Chad Christie, Sandy Chapman, Belinda Rehmer, Patti Bishop, Director and Sue Martin, Clerk of the Board. Mike Kelso was unable to attend.

Juanita Peckham, Board President, called the meeting to order at 7:02 pm.

Director/Board Training by Dr Bill Majors, KASB

Rescheduled

Public Comment

Brian Best, Best Macs, was asked to inform the board members of possible internet difficulties at the Vinland building if the Cooperative Office moved there.

Opening Business

Changes, Additions and Adoptions of the Agenda

Sandy Chapman made a motion to accept the agenda as presented. Susan Rader seconded the motion. It passed with a 5-0 vote.

Approval of the June 11th Regular Board Meeting Minutes

Belinda Rehmer made a motion to approve the June 11th minutes as presented. Sandy Chapman seconded the motion. It passed with a 5-0 vote.

Approval of Financial Reports and Disbursements

Sandy Chapman made a motion to approve the financial report and disbursements as presented. Belinda Rehmer seconded the motion. It passed with a 5-0 vote.

Old Business

Approval of Paraeducator Job Description and Employment Guidelines

Susan Rader made a motion to approve the Paraeducator Job Description and Employment Guidelines as presented. Chad Christie seconded the motion. It passed with a 5-0 vote.

Approval of WEBS Administrator Job Description

Chad Christie made a motion to approve the WEBS Administrator Job Description as amended. Belinda Rehmer seconded the motion. It passed with a 5-0 vote.

Requests for additional Paraprofessionals and Certified Staff

Patti Bishop informed the members that she was not planning on adding new paraeducator positions at this time until further support needs have been determined. Currently there are several paraeducator replacements to be hired for the 2013-2014 school year. No action needed.

Health Insurance for Paraeducators Update

The Health Care mandate has been delayed another year. Patti handed out regulations pertinent to education for the Board's information.

Background Checks Costs

Patti informed the Board that some background checks will cost more if the new hire has lived in other states. There was a consensus of the Board members that all states must be checked. No action needed.

New Business

Elect Officers

Acting Board President Juanita Peckham opened the floor for nominations for the 2012-2013 Board President. Belinda Rehmer nominated Mike Kelso for Board President. Susan Rader seconded the nomination. It passed with a 5-0 vote.

Nominations were opened for Board Vice President. Sandy Chapman nominated Chad Christie. Susan Rader seconded the nomination. It passed with a 5-0 vote.

Chad Christie, new Board Vice President, took over the meeting.

WEBS Program Reimbursement

Each district was overcharged \$10,833 for the WEBS Program in FY13. The Superintendents chose to take a credit in FY14 toward their WEBS Program assessment. No action was needed

KASB Policy on Emergency Safety Interventions

The Board members were given updated State guidelines regarding emergency safety interventions. No action was needed.

Approval of New Employment Contracts

Susan Rader made a motion to approve paraeducator agreements for Andrea Miller and Brooke Shorb, B-IC. Belinda Rehmer seconded the motion. It passed with a 5-0 vote.

Paraeducator Job Sharing for Bridges Program

Donna Hughes and Sarah Worrel have requested to job share a paraeducator position at the Bridges program. The Board was agreeable to the arrangement as long as the Bridges teacher approved. No action was needed

Approval of Teacher Resignation

Belinda Rehmer made a motion to accept the resignation of Chad Motter, EES. Juanita Peckham seconded the motion. It passed with a 5-0 vote.

Approval of ECKCE Office Location

Sandy Chapman made a motion to approve the move of the ECKCE office location to 600 High Street; for \$800/month, at a date to be determined but no later than October 1, 2013; for a 36 month lease with a 2 year extension option at the same amount and if the mechanical system is the responsibility of the owners. Belinda Rehmer seconded the motion. It passed with a 5-0 vote.

Approval of the 2013-2014 Budget

Juanita Peckham made a motion to approve the budget for \$6,017,395, with a \$3,600 increase to the rent line item. Susan Rader seconded the motion. It passed with a 5-0 vote.

Approval of KASB Membership Dues

Juanita Peckham made a motion to approve the KASB Dues and Legal Assistance fund. Sandy Chapman seconded the motion. It passed with a 5-0 vote.

Approval of Keystone – WebKidss

Sandy Chapman made a motion to approve the agreement with Keystone for 2013-2014. Juanita Peckham seconded the motion. It passed with a 5-0 vote.

Designate Official Day, Time and Place

Susan Rader made a motion to approve the following appointments, designations and recommendations:

Board Meeting Date, Time and Place

Pursuant to K.S.A. 72-08205, the Board of the East Central Kansas Cooperative in Education, Interlocal #614, Douglas County, Kansas by resolution, duly adopted at its regular meeting held July 9, 2013, the following schedule for the regular Board of Directors meetings held during the 2013-2014 school year:

Hour commencing the meeting:	<u>7:00PM</u>
Day of the week the meeting will be held:	<u>Tuesday</u>
Week of the month the meeting will be held:	<u>Second</u>
Meeting Place:	<u>Cooperative Central Office</u> <u>Baldwin City, KS</u>

The Board reserves the right to adjourn any regular meeting to another time and place..

Appointments and Designations:

Appointment of Clerk of the Board

Sandy Chapman made a motion to appoint Sue Martin as Clerk of the Board. Belinda Rehmer seconded the motion. It passed with a 5-0 vote.

Appointment of Board Treasurer

Juanita Peckham made a motion to appoint Kelly Schwartz as Board Treasurer. Sandy Chapman seconded the motion. It passed with a 5-0 vote.

Appointment of KPERS Agent and Plan 125 Representative

Sandy Chapman made a motion to appoint Sue Martin as the KPERS Agent and Plan 125 Representative. Belinda Rehmer seconded the motion. It passed with a 5-0 vote.

Appointment of Health Insurance Designate

Belinda Rehmer made a motion to appoint Sue Martin as the Health Insurance Designate. Susan Rader seconded the motion. It passed with a 5-0 vote.

Designate Official Newspaper

Sandy Chapman made a motion to designate the Baldwin City Signal as the official newspaper. Susan Rader seconded the motion. It passed with a 5-0 vote.

Designate Official Depository

Belinda Rehmer made a motion to designate the Baldwin State Bank as the official depository. Sandy Chapman seconded the motion. It passed with a 5-0 vote.

Review Bank Signatures on File

Belinda Rehmer made a motion to accept the bank signatures as stated. Juanita Peckham seconded the motion. It passed with a 5-0 vote.

Approved to Waive the Fixed Assets Portion of GAAP

Juanita Peckham made a motion to waive the fixed assets portion of the GAAP. Sandy Chapman seconded the motion. It passed with a 5-0 vote.

Review New Handbook

Patti has started updating and expanding the Cooperative Staff Handbook. She gave the Board members the Table of Contents, Introduction and Program 1 for their review.

Director's Reports

- Extended School Year has been going well
- Induction days will be August 6th and 7th
- Amy Delarosa, Eudora Elementary Principal and Patti will be interviewing three candidates Wednesday morning for 1st Grade RR opening
- Health insurance premiums for the new plan year have increased an average of 9%
- CPA Audit will be Friday, July 12th
- Patti expressed to the Board members that she enjoys working with the staff and board
- Bill Neuenswander, Interim Director, has been a great support for her

Executive Session

None

Adjournment

Juanita Peckham made a motion to adjourn the meeting. Sandy Chapman seconded the motion. It passed with a 5-0 vote. The meeting was adjourned at 8:38 pm.

These minutes are subject to final approval at the next regularly scheduled Board meeting.

Respectfully Submitted By
Sue Martin, Clerk of the Board