

**Butler County Special Education Interlocal #638**  
**Regular Meeting Minutes**  
**July 26, 2021**  
**6:00 p.m.**

**1266 SE Bluestem Rd**  
**El Dorado, KS 67042**

**Board Members Present:** Jim Brown, Becky Wolfe.

**Board Members Present by Zoom Meeting:** Heath Beery, Jayne Carey, Andrew Chaney, Shelby Green, Justin Grunder,

**Others Present:** Administrators Miles Harvey, Lisa Arndt, Bruce Givens, April Hilyard. Board Clerk Pam Patterson.

**Call to Order**—Becky Wolfe called the board to order at 6:00 p.m.

**Adoption of the Agenda**—Jim Brown moved to adopt the agenda as amended with the addition of New Business, Item F, FY22 Budget. Andrew Chaney seconded the motion. *Motion carried 7-0.*

**Election of Officers for 2021-2022**

**Elect Board President**—After announcing her decision to step down from the Interlocal Board, Becky Wolfe nominated Jim Brown as Board President. Jayne Carey seconded her motion and called for nominations to cease. *Motion carried 7-0.*

**Elect Board Vice President**—Jim Brown assumed the President's position and called for nominations for Vice President. Becky nominated Andrew Chaney. Jayne Carey seconded the nomination. *Motion carried 7-0.*

**Appoint Board Clerk and Assistant Clerk**—Andrew Chaney moved to appoint Pam Patterson, Board Clerk, and April Hilyard, Assistant Clerk. Jayne Carey seconded. *Motion carried 7-0.*

**Comments from the Public**—No public comments.

**Administrators' Reports**—

**New Teacher Training**—April Hilyard outlined the schedule for the 2 day onsite training of new staff, currently numbering 37. Hiring for positions has been very competitive this year in particular. Miles Harvey commended the assistant directors for their diligence, putting the Interlocal in a good position for 2021-22.

**Returning Teacher Training**—Miles Harvey offered an option for remote attendance at this required inservice. Positive responses came from many staff members wishing to return to in-person inservice. After the general session, breakout sessions with Special Education

Coaches are planned for the remainder of the morning at Augusta High School.

**Returning Paraeducator Training**—Lisa Arndt reported the ½ day session will cover generally required training and then finish with the Special Education Coaches providing useful classroom strategies for paraeducators. A general discussion ensued over the concerns of finding enough paraeducators to staff all of the open positions.

**Compliance Review**—Remington and Rose Hill are the districts slated for File Review. Bruce Givens stated that there are 36 files selected for review and the process is about halfway through, due near the end of August.

**Consent Agenda I**— Becky Wolfe moved to approve Consent Agenda I. Heath Beery seconded her motion. *Motion carried 7-0.*

**Kansas Public Employees Retirement System (KPERs) Representatives**— Anita Farthing, Administrative Assistant and Christy Harvey, Budget Clerk

**Board Treasurer**—Wendy McAddo, CPA

**Bank Depository**—Intrust Bank, N.A.

**Board Attorney**—Tim Connell, Connell and Connell Attorney

**Purchasing Agent with Authorization to Sign**—Miles Harvey, Director and/or his designee

**Official Newspaper**—Butler County Times-Gazette

**Freedom of Information Officer**—Miles Harvey, Director

**2021-22 Board Meetings**—4<sup>th</sup> Monday unless it falls on a holiday, then it will move to the 3<sup>rd</sup> Monday. Regular meetings will begin at 6:00 p.m. at the Interlocal Offices, 1266 Bluestem Road, El Dorado, KS 67042

**Compliance Officer**—Bruce Givens, Assistant Director, for Title IV, IX, Section 504 and 35.107 (ADA)

**Representative to Purchase Federal Surplus**—Miles Harvey, Director and Assistant Directors, Bruce Givens, Lisa Arndt and April Hilyard

**Truancy Representative**—Steve Oltman, Principal Haverhill Day School & Academy

**Child Welfare Representative**—Lisa Arndt, Assistant Director

**Mileage Reimbursement Rate**—Federal Rate

**Resolution to Pre-pay Bills**—Allows Pre-payment of utility bills plus claims for food or gasoline associated with co-curricular or extra curricular student activities outside of school district boundaries

**Resolution to Waive GAAP Accounting and Fixed Asset Accounting**

**Resolution to Destroy Records**—Specified records up to and including the 2015-2016 school year

**Resolution to Establish Petty Cash**—In the amount of \$1500

**Resolution to Authorize Signatures for Petty Cash Fund**—Authorizes the Director, Assistant Directors, Board President, Board Clerk and Budget Clerk signatures on Interlocal Petty Cash fund checks

**Resolution to Authorize Signatures for General Operating Fund**—Authorizes the Director, Board President, Treasurer, and Board Clerk signatures on Interlocal General Operating fund checks

**Resolution to Re-Adopt Board Policy**—Rescinds all policy statements in 2020-21 minutes not included in board policy. Rescinds all policy statements in board minutes prior to July 26, 2021 and adopts the policy manual as recommended by the director to govern the Interlocal during the 2021-22 school year subject to periodic review, amendments, and revision by the board.

**Resolution to Establish Home Rule**

## **Consent Agenda II**

**June 28, 2021 Minutes**

### **Financial Reports**

Andrew Chaney made a motion to approve the consent agenda as presented. Becky Wolfe seconded the motion. *Motion carried 7-0.*

## **Executive Session—**

### **To Discuss Negotiations**

Andrew Chaney made a motion to go into executive session to discuss proposals to the negotiated agreement pursuant to the exception for employer-employee negotiations under KOMA. The session will begin at 6:22 p.m. and will return to open session at 6:37 p.m. in the boardroom. The executive session shall include the board, the director and the assistant directors. Becky Wolfe seconded the motion. *Motion carried 7-0.*

## **Open Meeting resumed 6:37 p.m.**

### **To Discuss Individual Employee Performance**

Becky Wolfe made a motion to go into executive session to discuss individual employee's contract pursuant to non-elected personnel under KOMA. The session was to begin at 6:37 p.m. and return to open session at 6:42 p.m. in the board room. The executive session was to include the board, the director and the assistant directors. Andrew Chaney seconded the motion. *Motion carried 7-0.*

## **Open Meeting resumed at 6:42 p.m.**

### **To Protect the Privacy of a Student**

Andrew Chaney made a motion to go into executive session to discuss confidential student information pursuant to the exception relating to actions adversely or favorably affecting a student under KOMA. The session was to begin at 6:42 p.m. and return to open session at 6:47 p.m. in the board room. The executive session shall include the board, the director and the assistant directors. Becky Wolfe seconded the motion. *Motion carried 7-0.*

## **Open Meeting resumed at 6:47 p.m.**

## **New Business**

**Administrator and Interlocal Office Staff Salaries**—Miles recommended a 4% increase. Becky Wolfe moved and Heath Beery seconded her motion to approve. *Motion carried 7-0.*

**Review and Approval of Haverhill Handbooks**—Andrew Chaney moved to approve the Haverhill staff, student and crisis handbooks. Jayne Carey seconded. *Motion carried 7-0.*

**Haverhill Student Computers**—Heath Beery moved to approve the quote from CDW-G for computers. Andrew Chaney seconded. *Motion carried 7-0.*

**Digital Assessment Library System**—Bruce Givens explained the advantages of digital access over paper assessment materials. Andrew Chaney moved to approve the purchase. Becky Wolfe seconded. *Motion carried 7-0.*

**KASB Policy Updates**—Becky Wolfe moved to approve the recommended policy updates. Heath Beery seconded the motion. *Motion carried 7-0.*

**Fiscal Year 2022 Budget**—Andrew Chaney moved to approve the FY22 budget. Jayne Carey seconded. *Motion carried 7-0.*

**Personnel Recommendations**--Personnel recommendations as amended were approved on a motion by Andrew Chaney to accept as presented, seconded by Shelby Green. *Motion carried 7-0.*

### ParaEducator –Resignations

Kayln Beel at USD 490 El Dorado EMS  
Kristin Bond at USD 385 Andover Sunflower  
Jessica Bonham at USD 402 Augusta AUG MS  
Taylor Briscoe at USD 490 El Dorado Grandview  
Catherine Cole at USD 394 Rose Hill RH Prim  
Chelsie Douglas-Browning at USD 205 Bluestem Bluestem Elem  
Hannah Entz at USD 206 Remington RE  
Julie Fleming at USD 375 Circle Circle Greenwich  
Jennings Hall III at BCSBC Haverhill  
Sherry Hendricks at USD 396 Douglass Sisk  
Tiffany Jones at USD 402 Augusta Ewalt  
Jason Kant at BCSBC Interlocal Central Office  
Carol Lewis at USD 490 El Dorado EMS  
Megan Pressnell at USD 402 Augusta Lincoln Aug  
Robin Willford at USD 385 Andover ACHS  
Michael Wilson at USD 385 Andover AND HS  
Katie Youngers at USD 490 El Dorado Blackmore

### ParaEducator-Transfers

Amber Ahlers at USD 492 Flinthills FH Prim  
Allison Jurgensen at USD 394 Rose Hill RH Int  
Lindsey Legako at USD 394 Rose Hill RH Prim

Jackie Wallace at USD 375 Circle CHS

ParaEducator-New

Amanda Fowler at USD 490 El Dorado Grandview

Amber Hamilton at USD 375 Circle CMS

Jennifer Taylor at USD 402 Augusta Ewalt

Licensed Staff-Resignations

Mary Olin at USD 385 Andover Cottonwood

Licensed Staff-New

Stephen Duarte at USD 385 Andover AND HS

Yumi Quijano at USD 385 Andover Cottonwood

**Upcoming Meetings**—The board will meet on Monday, August 23rd for a 6:00 p.m. Call to Order.

**Adjourn**—Becky Wolfe made the motion to adjourn and Andrew Chaney seconded. *Motion carried 7-0.* Meeting adjourned at 7:00 p.m..

Attest:

\_\_\_\_\_

Date: \_\_\_\_\_

Pamela J. Patterson, Board Clerk  
Butler County Special Education Interlocal No. 638