



ANW

Education Cooperative

[www.anwcoop.com](http://www.anwcoop.com)

Interlocal #603 ~ 710 Bridge Street ~ Humboldt, KS 66748 ~ 620-473-2257 Fax 620-473-2159

**BOARD Agenda**  
**December 14, 2016**  
**6:30 P.M.**

- A. Call to Order
- B. Consent Agenda
  - a. Approval of Agenda
  - b. Approval of Minutes
  - c. Report of Clerk
  - d. Treasurer Report
  - e. Budget Report
  - f. Approval of Bills
- C. Public Open Forum
  - a. Ron Rice report (by Doug)
- D. Correspondence to the Board
- E. EA Report
- F. Board Member Reports
- G. Administrator Reports
  - a. Central Office Reports
    - 1. TMC Resources
    - 2. BOE Policies
    - 3. Principals Meeting
    - 4. Compliance
    - 5. MOE completion
    - 6. Significant Disproportionality
    - 7. YC Bus
    - 8. Number of Severe and Early Childhood and Recruitment
    - 9. Procurify
    - 10. COTA
    - 11. Para Training
    - 12. Holidays
    - 13. Office hours
  - b. Region Reports
    - Region I – Region II – Region III – Region IV
- H. Unfinished Business
- I. New Business
  - a. Selection/ Appointment of Board members to serve on the Negotiations team (Action Item)
  - b. BOE Policies (Discussion Item)
  - c. Procurify (Action Item)
- J. Personnel – Recommended Executive Session
  - a. (Action: Motion and Board approval for a fifteen (15) minute executive session for discussion of personnel issues and negotiations is recommended)
  - b. Licensed Staff
  - c. Classified Staff
    - 1. Transfers, Resignations & Contract Recommendations
- K. Adjourn



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**ANW Special Education Cooperative Interlocal #603**

**Board Minutes December 14, 2016**

Attendance:

Dawn Wilson #101; Jim Armstrong #256; Dan Willis #257; Donald Hauser #258; Wes Smith #366; Sharon Frankenbery #387; Brad LaRue #413; Doug Tressler, Director; Sheila Coronado, Coordinator; Harry Heppler, Coordinator; Lynette Brungardt, Coordinator, Cindy Folk, Board Clerk.

Absent; Travis Church; Chuck Wood

Others:

Josh Vail; Jeff Fehr; Stephanie Larson

The regular monthly meeting of the Board of Directors of ANW Special Education Cooperative was called to order by President Wes Smith at 6:31 p.m.

Approval of Consent Agenda: (November 9, 2016 minutes, budget and revenue reports, and accounts payable). Motion made to approve the consent agenda as presented by Brad LaRue/Jim Armstrong Motion carried 7/0.

President Wes Smith recognized all veterans for their service.

Public Open Forum: Doug Tressler spoke on behalf of Ron Rice regarding an award from Infinitec for a student in the Erie School district. Ron Rice will present in January. Mr. Tressler also updated the Board on the Gifted coding seminars that were held the prior week.

Association Report: Jeff Fehr informed the Board on 1). First year teacher survey being conducted by KNEA; 2). Education Association complemented Mr. Tressler on his monthly newsletter which is greatly appreciated by the ANW staff; 3). ANW Assoc. has their negotiations team.

Correspondence to the Board: Cindy Folk reported that 2 classified staff had declined the para positions after accepting, those were Hunter Isaac and Rebekah Vest should be deleted from the report in the Board packet.

Board Member Reports: Wes Smith reported on the recent KASB conference he attended and voted in representation of ANW.

Central Office Reports:

Doug Tressler updated the board on; 9.) Procurify discussion; 7). YC Bus loan; 8). Severity of new students in the preschool program and recruitment efforts for Speech Pathologists;

Occupational Therapists and School Psychologist; 10). COTA; 11). Para training hours; Storage Unit vacated; 12). Holiday Meal for office staff; 13). Office closings.

Lynette Brungardt updated the board on; 1). Student severity in the Birth to 3yrs program transitioning into ANW Preschools; 2). Class sizes and returning students; Mr. Tressler and Mrs. Brungardt discussed how the Birth to 3yr. works through Greenbush.

Harry Heppler updated the board on; 1). New Bus update; 2). Zonar units update; 3). CPI Enhanced training attended; 4). Bus stats on drivers and safety; 5). Evaluations being completed; 6). Interviewing and Recruitment efforts; 7). Washburn Paraeducator Para to Teacher program for K-12 licensure; 8). Updated Policy handbook for ANW Bus Drivers.

Sheila Coronado updated the board on; 1). Evaluations being done; 2). Recruiting efforts.

#### Unfinished Business

None

#### New Business

a. Selection/Appointment of Board member for the 2016/2017 Negotiations Team. Mr. Tressler reported the negotiations will be Interested Based Bargaining, January 18, 2017 5:00 pm – 9:00 pm will be the training session with both negotiations teams and Bobby Thompson. Board team appointed will be Jim Armstrong; Dan Willis; Wes Smith.

b. BOE Policies were discussed by Mr. Tressler. He recommended setting a substitute teacher rate of pay at \$100 per day and substitute para wages at \$60 per day. Discussion; Motion made to set the substitute teacher rate of pay at \$100 per day and the substitute paraeducator rate of pay at \$60 per day for the second semester made by Sharon Frankenberg/Dawn Wilson. Motion carried 7/0.

c. Procurify – Discussion; Motion made by Donald Hauser/Brad LaRue/Jim Armstrong to table the action until Mr. Tressler can provide more information to the Board in January. Motion carried 7/0.

#### Personnel

Motion made by Dawn Wilson/Donald Hauser to move into executive session for fifteen (15) minutes to include the Board and all Administrators to discuss personnel issues and negotiations. Motion carried 7/0.

Executive session began 7:27 pm.

Out of executive session 7:42 pm.

Motion to extend executive session for an additional ten (10) minutes made by Jim Armstrong/Dawn Wilson. Motion carried 7/0.

Executive session continued 7:43 pm.

Out of executive session 7:53 pm.

Motion to extend executive session for an additional ten (10) minutes made by Jim Armstrong/Dawn Wilson. Motion carried 7/0.

Executive session continued 7:54 pm.

Out of executive session 8:04 pm.

Motion made to accept the classified personnel report as updated made by Donald Hauser/Jim Armstrong.  
Motion carried 7/0.

Motion made to adjourn the meeting made by Brad LaRue/Wes Smith. Motion carried 7/0.

Meeting was adjourned at 8:12 pm.

Wes Smith

1-11-17

Wes Smith, ANW Board/President

Date

Cindy Folk

1-11-17

Cindy Folk, ANW Board Clerk

Date

## **Central Office Administrative Report**

**December 14, 2016**

- 1. I have been able to increase the resources available to our teachers through the Greenbush Technology media center. This allows our teachers in Special Ed classrooms to have readily available teaching supports to use with our students.**
- 2. I am in the process of reviewing our board policies. I have found several policies that are outdated and some instances in which our handbooks do not align with the adopted policies. As I work through the book I will be bringing policies updates to the Board for consideration.**
- 3. We held our principal meeting Nov 14. All Principals now have Webkidss access.**
- 4. I will be starting my review of our IEPs and staffing files for 2017-18 IDEA. The Districts in the 2017-18 cohort group are Iola and Altoona/Midway. Errors will be handled with administrative staff along with our trainers meeting with those involved to make sure the compliance issues are corrected in a timely manner. The window for reporting is during the summer when teachers are not here to make corrections**
- 5. We continue to work with the state on our ongoing compliance reviews. We have received notice that the gifted files were all compliant.**
- 6. ANW MOE is complete. At the local level, LEAs must expend the same or more for special education services to students with disabilities as the previous year. KSDE compares actual expenditures from the previous two fiscal years.. In addition, to be eligible the following year for federal IDEA funds, LEAs had to budget the same amount for special education for the current year as it expended in the previous fiscal year. Provisions within the Federal IDEA Regulations assist LEAs in meeting MOE from one year to the next.**
- 7. I have completed the first request for VI-B funds. Remember I created a policy which was adopted by the BOE to draw down these funds in a evenly distributed fashion, the funds are now divided into 12 even monthly allotments. The first drawdown was \$ 242,000.00**
- 8. Significant Disproportionality-an LEA has significant disproportionality if identified as having a disproportionate representation of racial and ethnic groups in special education as a result of inappropriate identification which is determined to be significant (above 4.0). Kansas LEAs identified as having**

significant disproportionality are notified by KSDE and must use 15% of the Part B funds to implement Coordinated Early Intervening Services (CEIS). The requirement to use 15% for CEIS activities will only apply to the proportionate share of federal funds generated by the district identified with significant disproportionality.

9. **Procurify is an e-requisition program that will help us to increase the efficiency of our supply process. This program will give us the ability for teachers and staff members to easily and quickly request items for approval/order from the web app or smartphone app. And the ability for administration to approve from the field, quickly and easily. Staff can easily order, and track the state of their purchases within Procurify. This will provide administration the visibility from a reporting perspective as to what staff have historically bought, and for what price.**
10. **We are helping YC by loaning them a bus**
11. **We continue to have an increase in the number of severe students entering our districts. This is creating a significant challenge particularly for our related service staff. Caseloads are growing and thus some are concerned as to whether or not they can meet their professional obligations to students. We are going to have to be very aggressive with our recruitment of critical positions**
12. **Advertising for a COTA. We have seen an increase in our OT caseload and the possibility of hiring another OT is very slim. We continue to work with Greenbush teletherapy but the number of students requiring therapy demands that we start looking at creative options.**
13. **We have logged all the hours for the para training for the first semester**
14. **We have arranged for old documents located in the storage unit to be shredded. These documents were well over the statutory limit to retain and have already been given authority for disposal. Shredding these will allow us to empty this unit and further save money at the coop.**
15. **We will be having a Holiday meal for the office staff on Dec 20**
16. **The Office will be closed Dec 21-Jan 3, 2017**