

**THREE LAKES EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING
JULY 20, 2015**

Call to Order

Dr. Mickelson called to order the regular meeting of Three Lakes Educational Cooperative at 6:30 p.m. Monday, July 20, 2015. The following individuals were present:

BOARD MEMBERS:

Ryan Sink
Cindy Cook
Eric Ratzloff
Billie McClure
Jamie Sowers

OTHERS:

Dr. Kathy Mickelson
Laura Hogelin

Randy Boudeman was absent.

Election of Board of Directors Officers

Eric Ratzloff made the motion to nominate Cindy Cook as Board President for 2015-16. Billie McClure seconded the motion. Cindy Cook was elected board president 4-1. (Abstain – Cindy Cook)

Cindy Cook made the motion to nominate Eric Ratzloff as Vice-President for 2015-16. Ryan Sink seconded the motion. Eric Ratzloff was elected Vice-President 4-1. (Abstain – Eric Ratzloff)

Approval of Agenda

Motion was made by Cindy Cook to approve the agenda with additions as presented. Motion was seconded by Billie McClure and it passed 5-0.

Approval of Consent Agenda

Cindy Cook made the motion to approve the consent agenda as presented. Motion was seconded by Billie McClure and it passed 5-0.

Establish Petty Cash Limit for 2015-16 (\$1500)

Cindy Cook made the motion to establish the petty cash limit at \$1500 for 2015-16. Motion was seconded by Jamie Sowers and it passed 5-0.

Appointments

Motion was made by Cindy Cook to approve the following appointments:

- a. Clerk – Laura Hogelin
- b. Deputy Clerk – Kathy Tyson
- c. Treasurer – Kathy Tyson
- d. Agent for KPERs – Laura Hogelin & Diane Whiteside
- e. Attorney – Michael Coffman
- f. Truancy Officer – Assistant Directors
- g. Coordinator for Homeless Children – Director
- h. Federal Funds – Director
- i. Food Service Program Representative – Director
- j. Hearing Officer for Free & Reduced Meals – Director
- k. Governmental Relations Representative – Cindy Cook
- l. Freedom of Information Officer – Laura Hogelin
- m. KBI Point of Contact – Laura Hogelin
- n. 504 Coordinator – Assistant Directors

Motion was seconded by Jamie Sowers and it passed 5-0.

Depository for Three Lakes Cooperative funds to remain the First National Bank of Kansas

The First National Bank of Kansas will remain the depository for TLEC funds for 2015-16.

Official Newspaper

Motion was made by Cindy Cook and seconded by Ryan Sink to approve the Osage County Herald-Chronicle as the official newspaper for 2015-16. Motion passed 5-0.

Authorize treasurer to invest and withdraw idle funds in consultation with the Director

Motion was made by Cindy Cook and seconded Billie McClure to authorize the treasurer to invest and withdraw idle funds in consultation with the Director, Motion passed 5-0.

Authorize the clerk to pay bills prior to Coop board meetings on bills which a discount can be taken or on which a penalty can be avoided if paid before the Coop board meetings

Motion was made by Eric Ratzloff and seconded by Cindy Cook to authorize the clerk to pay bills prior to Coop board meetings on bills which a discount can be taken or on which a penalty can be avoided if paid before the Coop board meetings. Motion passed 5-0.

Set Coop board meeting times, dates and place (resolution)

Motion was made by Cindy Cook and seconded by Eric Ratzloff to adopt the following resolution:

RESOLUTION

Pursuant to K.S.A. 72-8205, the Board of Directors of Interlocal #620, Osage County, Kansas, by resolution duly adopted at its regular meeting held on July 20, 2015, established the following meeting schedule for regular Board of Education meetings to be held during the 2015-16 school year:

Hour of commencing the meeting: **6:30 p.m.**

Day of the week the meeting will be held: **Monday**

Week of the month the meeting will be held: **Third**

Meeting Place: **Interlocal office in Lyndon**

If the established date falls on a Sunday, a legal holiday or a holiday specified by the Board of Directors, such regular meeting will be held on the day following, commencing at the same hour as detailed above.

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

Motion passed 5-0.

Request Waiver of Generally Accepted Accounting Procedures

Motion was made by Cindy Cook and seconded by Ryan Sink to adopt the resolution to waive GAAP as follows:

WHEREAS, the Board of Directors of Three Lakes Educational Cooperative, Interlocal #620, Osage County, Kansas, has determined that the financial statements and financial reports for the 2014-15 school year to be prepared in conformity with the requirements of K.S.A. 1981 Supp. 75-1120a as amended by S.B. 531 enacted by the 1982 Session of the Kansas Legislature are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board, the Interlocal Cooperative; and

WHEREAS, there are no revenue bond ordinances or resolutions or other ordinances or resolutions of said Interlocal which require financial statements and financial reports to be prepared in conformity with said act of the school year 2015-16.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of Three Lakes Educational Cooperative, No. 620, Osage County, Kansas, in regular meeting fully assembled this 20th day of July, 2015, that the said Board requests the Director of Accounts and Reports to waive the requirements of said law as they apply to the Three Lakes Educational Cooperative Interlocal for the school year 2015-16.

BE IT FURTHER RESOLVED, that the said Board shall cause its financial reports of the said Interlocal Cooperative to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of the state.

Motion passed 5-0.

Adopt Home Rule Resolution

Motion was made by Cindy Cook and seconded by Billie McClure to adopt the home rule resolution as follows:

RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF DIRECTORS

Mr. President, I move the adoption of the following resolution:

RESOLUTION

WHEREAS, The Board of Directors of Interlocal 620, Osage County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, The Board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools and

WHEREAS, The Board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS The Board acknowledges that the powers granted by law shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, The Board acknowledges that the powers granted by law do not create any responsibility on the part of the Interlocal to assume the duties or responsibilities that are required of another unit of government:

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of Interlocal 620, Osage County, Kansas, that the board shall exercise the power granted by law and by this resolution.

ADOPTED by the Board of Directors of Interlocal 620, Osage County, Kansas the 20th day of July 2015.

Motion passed 5-0.

Rescind all organizational policy actions made during July 2013 and adopt all amended and current written policies and handbooks for the 2014-15 school year

Motion was made by Cindy Cook and seconded by Eric Ratzloff to rescind all organizational policy actions made during July 2014 and adopt all amended and current written policies and handbooks for the 2015-16 school year. Motion passed 5-0.

Reimbursement Rate for Mileage (state rate is .57)

Motion was made by Cindy Cook and seconded by Jamie Sowers to approve the reimbursement rate for mileage at the state rate of .57¢. Motion passed 5-0.

DISTRICT CONSULTATION

Review of Special Education Services - Informational

Over the next couple of months special education laws, funding sources, procedures and services will be reviewed. Some of the topics addressed were:

- Laws specific to special education at both the state and federal level
- The TLEC organizational flow chart
- SPED programs administered by TLEC
- Funding sources (Federal, State and Local)

Over the course of the year, additional topics relating to special education services in general, and TLEC specifically will be covered.

Special Education Staff in Districts - Informational

A list of the current special education personnel in each district was included in the packets. The list will continue to evolve as we move closer to the start of the new school year.

TLEC Documentation of Special Education Policies, Practices and Procedures – Approval

It is a requirement of the state that the board adopts the TLEC Policies, Practices and Procedures document annually. A copy is posted on the TLEC website. Motion was made by Cindy Cook and seconded by Jamie Sowers to adopt the TLEC Policies, Practices and Procedures as presented. Motion passed 5-0.

KASB Policy Updates – Approval

Dr. Mickelson reviewed the recommended KASB policy updates. Policies which did not pertain to TLEC were reviewed and Dr. Mickelson noted that her recommended revisions were for students to follow the policy of the district where they were enrolled.

Policy GAAF (Emergency Safety Interventions) will be placed in all handbooks and on the TLEC website. Motion was made by Eric Ratzloff and seconded by

Billie McClure to approve the KASB policy updates as presented. Motion passed 5-0.

Contract for O&M Services – Approval

Kansas School for the Blind will no longer provide outreach services therefore; TLEC will contract with Greenbush for Orientation and Mobility services for visually impaired students. Motion was made by Cindy Cook and seconded by Eric Ratzloff to contract O &M services through Greenbush. Motion passed 5-0.

SPP Indicator 13 – Secondary Transition – Informational

All districts were found to be compliant on SPP Indicator 13 – Secondary Transition.

Superintendent/Board Member Discussion Items

Interlocal Agreement – Review/Changes

Each July superintendents and the board are scheduled to review the Interlocal Agreement. A copy of the agreement was provided to each board member. No changes to the agreement are warranted at this time.

Annual Administrators Meeting - SAC

Each year the coop hosts a meeting for administrators to review current SPED practices, programs and law interpretations. Superintendents approved September 23rd as the date for the meeting. Elementary principals will meet in the morning and middle and high school principals will meet in the afternoon.

TLEC Building Update

With the planned reorganization at SFT the Scranton Attendance Center will be available to house other entities. They would like for TLEC to re-locate both the 18-21 program (currently housed in Osage City) and the office to that location. Superintendents are in favor of moving the 18-21 program but have expressed some concerns about moving the office. One of these concerns is selling the current office building in Lyndon. Dr. Mickelson noted that she spoke with an area realtor about the marketing potential for the building and was surprised to find out there was a business seeking to relocate that might be interested. Board members expressed some concerns with the non-central location of Scranton. This will continue to be a standard discussion item in the upcoming months.

Medicaid

Dr. Mickelson and Dee Attkisson attended a WebKIDSS Medicaid training earlier this month. WebKIDSS has designed a program which would allow TLEC to submit claims directly verses contracting with Greenbush for this service. This past year, TLEC has paid approximately \$20,000 to Greenbush for Medicaid administrative fees. Even allowing for the extra personnel hours to process claims in house, Dr. Mickelson feels that we would save money. Greenbush would still be needed to process any Part C (Infant/Toddler) claims. Dr.

Mickelson noted that superintendents were agreeable to this change as long as it doesn't cost more money in added personnel salaries than we would be saving.

Matters Relating to Student Issues – Executive Session

No executive session was held for student issues.

Negotiations – Executive Session

Motion was made by Cindy Cook and seconded by Billie McClure to enter executive session for a period of five minutes beginning at 8:00 p.m. for matters relating to employer-employee negotiations. Justification of the executive session is to protect the cooperative's right to the confidentiality of its negotiating position and the public's interest. Motion passed 5-0. The meeting returned to open session at 8:05 p.m. Motion was made by Cindy Cook and seconded by Billie McClure to continue the executive session for an additional five minutes beginning at 8:05 p.m. for matters relating to employer-employee negotiations. Justification of the executive session is to protect the cooperative's right to the confidentiality of its negotiating position and the public's interest. Motion passed 5-0. The meeting returned to open session at 8:10 p.m. Eric Ratzloff agreed to serve as a member of the board negotiating team.

Personnel – Executive Session

No executive session was held for personnel.

Adjournment

Motion was made by Cindy Cook and seconded by Ryan Sink to adjourn the meeting at 8:15 p.m. Motion passed 5-0. The next regular board meeting will be held **MONDAY, AUGUST 17, 2015, at 6:30 P.M.** at the Cooperative office in Lyndon.

Laura Hogelin, Clerk

_____ Approved

Unapproved 7-20-15