



**A Service Center Authority**

**A**

The governance of the service center shall be vested in the board of directors.

Approved: KASB Recommendation – 1/01; 7/03; 4/07

ENTERED JAN 01 2015

AA Service Center Legal Status

AA

The service center was established and functions on the authority granted under current statute and the school district interlocal cooperation agreement between the service center and its member districts.

Purpose

The purpose of this educational service center shall be to cooperatively provide educational services in the area of special education, vocational education, career education, media services, curriculum development and in-service training for staff programs, and any other purpose authorized by law, which member districts are unable to separately provide, and to meet the provisions for special education as required by the current law.

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A board of directors composed of one member from the board of each district party to the school district interlocal cooperation agreement shall be responsible for administering the service center's provision of special education and related services for its member districts and such other contractual services for other agencies and entities as authorized by Kansas law. Only members of boards of education of school districts party to the agreement shall be eligible for membership on the board of directors.

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**ABC Board Members**

**ABC**

The members of the board of directors shall have only those powers as provided by current law, and the members of the board and the board as a whole shall operate in accordance with current law.

**Terms of Office**

One member of the service center board and an alternate shall be appointed annually by each member school district. Although such appointees may serve otherwise unlimited annual terms on the board of directors, should their terms on their local board expire or be truncated, such appointees' terms on the board of directors shall end concurrently therewith.

**Method of Election**

One member of the board and an alternate shall be appointed by each member board of education.

**Unexpired Term**

If a vacancy occurs on the board of directors, the member board of education represented by the vacant position shall appoint a local board member to fill the vacancy within 30 days.

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**ABE** Service Center Goals and Objectives (See BK)

**ABE**

The board shall annually establish and review long-range goals and objectives to guide service center operations. All service center personnel shall direct their efforts toward achieving service center goals and objectives. The director shall give the board periodic reports on progress made towards achieving service center goals.

The board shall participate in long-range planning through an annual meeting with the director and designated staff to review progress on the implementation of board priorities, initiatives, and long-range plans. The board also shall consider and act upon objectives and major activities proposed by the director to achieve service center goals.

The director shall develop necessary procedures to implement this policy.

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**AC Service Center Organization Plan**

**AC**

The service center will be organized to provide services as noted in contracts agreed to by participating school districts or other educational agencies and entities providing and/or supporting the service center's scope of services. Contracts, when approved by the members of the school districts' and service center boards, shall be deemed incorporated in these policies and rules by reference.

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**AD Service Center Attendance Areas (See AG)**

**AD**

The board shall review service center attendance areas as needed and make changes as warranted.

The director shall, as needed or requested by the board, prepare a written report for the board concerning changes recommended for service center attendance areas for the next service center year and the reasons for the recommendations. The board shall consider the recommendations following receipt of the report. The recommended changes shall be made available to service center members and patrons. The board may schedule a public hearing to seek input on the proposed changes.

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**ADA Service Center Census**

**ADA**

The board may direct the director to conduct a census of the following:

- The number of potential students living in the member districts under the age of 5 years;
- The number of potential students and patrons residing in the member districts between the ages of 3 and 21;
- The number between the ages of 17 and 21.

The census shall also obtain information related to the planning of transportation services and other information the director considers necessary.

The service center shall also conduct an annual review of students on individualized education programs who may qualify for or receive special education and/or related services in the coming year.

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The board shall establish a noninstructional calendar for each service center year for the benefit of its central office building staff. On or before March 1 of each year, the director shall present a recommended noninstructional service center calendar for the next service center year running from the next July 1st through the following June 30th. Service Center customs, community interest, legal holidays, affected staff recommendations, and other relevant matters shall be considered. A copy of the current calendar shall be on file in the clerk's office.

Instructional staff shall be subject to calendar and work year provisions of the Negotiated Agreement by and Between the Board of Directors of the Northwest Kansas Educational Service Center Interlocal No. 602 and the Northwest Kansas Educational Service Center – Kansas National Education Association (hereafter “negotiated agreement”) in lieu of the noninstructional calendar discussed herein unless otherwise stated in the negotiated agreement.

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**AEB Extended Service Center Year (See JBD, JBE, JCDA and JDD) AEB**  
**Extended Service Center Year**

The board may extend the regular academic year. The director shall be responsible for preparing a plan and presenting it to the board. The board may extend the regularly scheduled academic year because of the following types of circumstances which are stated by way of illustration and not by way of limitation: adverse weather conditions, building maintenance problems, personnel problems, public health reasons, or budgetary problems.

**Extended Learning Opportunities for Students**

The board may require extended learning opportunities for students not meeting minimum academic requirements. Students may be assigned to extended academic sessions including, but not limited to:

- before- or after-school;
- Saturday school; or
- summer sessions.

Regulations necessary to govern extended academic sessions shall be recommended by the director for board approval. Truancy laws, suspension and expulsion policies and law, and all appropriate portions of the student behavior code shall apply during extended academic sessions.

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**AF Service Center Day**

**AF**

The board shall establish the time of beginning and ending the service center day and other time schedules.

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