

INTERSTATE 35 COMMUNITY SCHOOL DISTRICT
405 E. NORTH STREET
TRURO, IA 50257-0079

REGULAR BOARD MEETING MINUTES

6:00 P.M.

High School Library

June 17, 2013

AGENDA

- I. Call to Order - President Leah Gray called the meeting to order at 6:02 p.m.
- II. Roll Call –, Julie Brownlee, Leah Gray, Dan Kirkpatrick, and Ken Stanley – present. Absent – Bryan Arzani.
- III. Pledge of Allegiance – The board and audience recited the Pledge of Allegiance.
- IV. Welcome and recognize visitors – District patrons Jan Connolly, Tina Burkhead, Jenny Dickinson, Tracy Hutton, Ellen Pontolilo, Ron Pontolilo Erin Thornburgh, and Duane Stuart, vendors John Darveau (Struxtrue Architects) and Marc Steele (Hoglund Bus), attorney Patrick Smith, and district administrators and directors.
- V. Approval of Agenda – Motion to approve the agenda by Dan Kirkpatrick, seconded by Julie Brownlee. Motion carried 4-0.
- VI. District Priorities – President Gray reviewed the following district priorities with the board to keep in the forefront as the board makes decisions that continue to move the district forward:
 - 1) Articulate and support a cohesive student-centered PK-12 vision for continuous school improvement
 - 2) Engage in effective teaching and relevant learning for the 21st Century
 - 3) Operate with fiscal integrity, efficiency and effectiveness
- VII. Open Forum – Ron Pontolilo voiced his concerns regarding the fitness facility and questioned about the rules regarding public input on other decisions such as the Superintendent and Activities Director/Football Coach hiring. Pontolilo read an excerpt from an email exchange between board members and parents as well as parents and the Superintendent. The email from Iowa Association of School Boards (IASB), according to Pontolilo discouraged boards from getting into conversations with the public as it could be dangerous, and that conversations about board topics should be intra-board. Pontolilo urged the board to consider looking into that area and wants the board to try and look at ways to get that communication. He wants the board to consider and find ways to better communicate. He feels the board doesn't go out of its way to get out to the public what's happening board meeting to board meeting.

Tracy Hutton addressed the board next. She checked with the IASB and was getting the same feedback as Leah Gray had shared at the last board meeting, and was shocked. She didn't understand why the board can't answer the public's questions during open forum. She said just because the board doesn't have to, doesn't mean that they can't. The board just chooses not to. Hutton said she gets frustrated when she can't get any answers, and would like to do that at the board meeting. IASB also told her that school board meetings are meetings of people, not for people, and it doesn't encourage communication at all. After the call she felt like she wasn't heard on anything at all, especially on important issues.

- Bryan Arzani joined the meeting via Skype at 6:09 p.m.
- VIII. Consent Agenda –
- A) Approval of Past Minutes: June 3, 4, and 7
 - B) Approval of Bills
 - C) Personnel
 - Resignations –
 - Hires – Ryan Snyder (HS assistant football coach)
- Julie Brownlee moved to approve the consent agenda, seconded by Ken Stanley. Motion carried, 4-0.
- IX. Roadrunner Recognition - Superintendent Sundermeyer will wrap up Roadrunner Recognition before his last day with the district. Principal Casey Christensen wished to recognize:
- The PreK team who wrote a grant and were recently notified they were awarded \$2,000 for playground equipment updates to the PreK playground. Thank you to Madison County Community Foundation for the grant award. In the last three years, the preschool has written grants and received funding in the amount of \$5,000.
- Mrs. Beeler and Devin Ebert for their hard work in planning the elementary field day – the students and staff had a great time outside!
- Principal Jeff Snider wished to recognize:
- 7th and 8th graders for second place in the POI conference on Iowa Assessments
- Activities Director Ray Condon for his 17 years of service and countless hours spent at Interstate 35 activity and athletic events
- Faculty and Staff who have devoted a lot of their time and effort in helping students grow
- Steve Kaster, the new Activities Director/Football Coach, who has put in countless hours already meeting students, staff, and parents.
- Transportation Coordinator Bobbie Finley wished to recognize:
- Bus STARS grand prize winners: Cecilia Christensen, Alex Ocheltree, Merissa Hockemeier, Katlynn Carlson, Maggie Vohonome, Aurora Allery, Cheyenne Loomis, Jaden Sparks, Maddie Williamson, Jessica Defenbaugh, Tre Edwards, and Shiane McKinney.
- Bus STARS contributors: Subway of New Virginia, St. Charles Casey's, Hitchin Post, Osceola Parks and Recreation, Taco Bell of Osceola, Arby's of Osceola, Wal-Mart of Osceola, Bart's Tire and Auto of New Virginia, R&B Tire and Auto of Winterset, Frank and Angie Stroh, and Pete Wilgenbusch.
- Bus Drivers who helped get ready for the Bus STARS assembly: Pete Wilgenbusch, Peral Swartslander, Mistie Jurgensen, and Amanda Berry.
- X. Board Policies: 800 Series, Second Reading – The board was provided revisions to the 800 series board policies for a second reading. Dan Kirkpatrick moved to approve revisions to the 800 series board policies except for 803.1 which will be tabled until July, seconded by Julie Brownlee. Motion carried, 4-0.
- XI. Board Policy Review: 100 series, First Reading – The board was provided revisions to the 100 series board policies for a first reading. Julie Brownlee moved to approve the first reading of revisions to the 100 series board policies, seconded by Dan Kirkpatrick. Motion carried, 4-0.
- XII. 2013-14 Student Handbooks – Principals Snider and Christensen reviewed proposed changes to the handbooks with the board. Dan Kirkpatrick moved to approve the 2013-14 student handbooks, seconded by Julie Brownlee. Motion carried, 4-0.
- XIII. 2013-14 Salary Considerations for Non-Association Staff – Superintendent Sundermeyer recommended a total package increase of 4% (in line with support staff and teacher

settlements) for all those individuals not covered through collective bargaining units – including principals, assistant principal, technology specialist, transportation coordinator, dean of students, superintendent’s secretary, and business office secretary. The 4% total package increase results in a total increase of \$23,776. Ken Stanley moved to approve salary considerations for non-association staff, seconded by Julie Brownlee. Motion carried, 5-0.

XIV. Design Specifications for Fitness Center Addition & Remodeling – John Darveau with Struxture Architects was in attendance to review the design specifications for the fitness center addition and remodeling. Darveau said the construction will be a painless process. 90% of the bid documents are ready. The project manual includes civil drawings, architectural drawings, structural drawings, and for specifications for every piece. The manual also spells out bidding procedures, control procedures, how often parties will communicate, etc. Leah Gray asked if Struxture was the district’s general contractor, and Darveau replied that they were not. The General Contract will be known after the project is put out to bid. The hope is for about 5 bidders, and Struxture will review the bids and provide due diligence, and reference checks. They are there to protect the district and go between with the General Contractor. In addition, Struxture will coordinate paperwork and pay applications. Dan Kirkpatrick asked how the project would address problems with the MRSA virus, and thought that the locker rooms would be remodeled making them easier to clean and modernized. Darveau said that they did talk about lighting and lockers. There will be a MRSA resistant floor in the wrestling room, but the locker room will be furnished with good materials and the best thing would be to steam clean the locker rooms. Kirkpatrick stated his memory was that the MRSA was being spread from the locker rooms, not the wrestling rooms. Duane Stuart said that 90% of the problem is the way facilities are cleaned; Eric said the process has improved especially after cooperation from students in removing their belongings for cleaning. Leah Gray mentioned that the health room and coach’s room in the facility would be air conditioned. Tracy Hutton asked if the equipment west of the building would be moving, and asked if they could be moved because they were purchased with a grant. The response was that the equipment was installed by district personnel originally; the grant funded the equipment, which will be moved to an alternate location. Hutton also asked about gym classes being held in the multi-purpose room, and Ray Condon responded that happens occasionally, but not often. Bryan Arzani said he appreciated Eric Sundermeyer’s efforts in the process and in finding the architect. Ken Stanley asked how often the architect would be here, and he replied once per week during construction and every other week if there isn’t much going on. There will be a set schedule for construction meetings. Duane Stuart asked about other groups using the facility, and Leah Gray responded that there may be alumni usage or other groups as long as they have completed training on the equipment. Dan Kirkpatrick moved to approve the design specifications for the fitness center addition and remodeling, seconded by Ken Stanley. Motion carried, 5-0. Bryan Arzani left the meeting at 6:56 p.m.

XV. School Bus Leasing – Transportation Coordinator Bobbie Finley received two bids for leasing buses from Hogleund Bus (International) and Thomas Bus Sales (Thomas). Both bids were very close in price and offered maintenance agreements on the new buses. The lease would be four annual payments and the buses purchased would be one 81 or 77 passenger bus and four 71 passenger buses. Hogleund would provide oil changes with the cost of oil included as well as has a towing option on their maintenance agreement. In addition, they were .875% less in interest on the lease. Thomas Bus Sales offered a higher trade price for

the older buses. Business Manager Jennifer Jamison recommended that the district advertise for bids on the old buses instead of use them as a trade on the new buses, as the proceeds on the disposal of the old buses would be deposited into the general fund, resulting in additional miscellaneous income, rather than reduce the cost of the lease payments out of the capital projects fund. Julie Brownlee moved to approve the bus lease with Hoglund Bus (four annual payments of \$83,333 and \$21,807) and also consider the service agreement and towing package B and put the old buses out for bid – not trade, seconded by Dan Kirkpatrick. Motion carried, 4-0.

- XVI. Proposal for Summer Technology Upgrades – A request for bid was sent out to five companies. One company submitted a bid, one declined, and the other three did not respond. The sole bid for CORE was for 100 laptops at a total cost of \$84,075 to replace teacher laptops which also includes a full replacement for the life of the warranty. The only thing different this time than three years ago, is that the recommendation would be to purchase the machines outright rather than lease, as the district is considering 1:1 laptops for students and will likely lease those machines. The other quote was from ByteSpeed computers for 25 desktop computers for the Business Lab in the High School. An attempt was made for another company to quote, but could not be found as ByteSpeed is the only company selling the unit as a complete computer with 5-year tower warranty and 3-year monitor warranty. Julie Brownlee asked why the recommendation to purchase desktops instead of laptops for the lab, and Tessau replied the larger screen for desktop publishing and more computer for the money with a desktop. Leah Gray asked what would happen to the old computers in the lab, and Tessau stated they would be used in other areas to replace any older computers with CRT monitors which will be recycled. Julie Brownlee moved to approve the two technology bids from CORE and ByteSpeed, seconded by Dan Kirkpatrick. Motion carried, 4-0.
- XVII. Medicaid Reimbursement Services – Business Manager Jennifer Jamison and Assistant Principal Geoff Tessau reviewed vendors for Medicaid processing, and have selected Timberline Billing Services. The company will offer a comprehensive program to identify additional eligible services for Medicaid billing and process claims on behalf of the district at the same rate as the current processor. Dan Kirkpatrick moved to approve the agreement with Timberline Billing Services for Medicaid Reimbursement Services, seconded by Julie Brownlee. Motion carried, 4-0.
- XVIII. Award Bids on Old Equipment – An ad was placed in The Shopper for two consecutive weeks to solicit bids for an old bus shell, Grasshopper mower, and snow blower. No bids were received for the bus shell, and one bid was received for both the Grasshopper mower and snow blower in the amounts of \$435 and \$105 respectively by Michael Carlson of Macksburg. The board approved the bid of \$435 for the Grasshopper mower and accessories, and rejected the bid of \$105 for the snow blower as it has been barely used and is still in very good condition. Motion to approve the bid for the Grasshopper mower in the amount of \$435 and to reject the bid for the snow blower in the amount of \$105 by Julie Brownlee, seconded by Ken Stanley. Motion carried, 4-0.
- XIX. Administrative and Departmental Reports
Transportation Coordinator Bobbie Finley reported that she is applying for a matching grant from Wal-Mart to continue to build the Bus STARS program. She will be at the IPTA conference July 14-16, and after that will go to Tulsa, Oklahoma to Hoglund Bus to tour the plant where the buses are being built.

Activities Director Ray Condon reported that the sod looks good on the baseball field, and the softball team is currently ranked 8th in the state in 3A.

Assistant Principal Geoff Tessau reported that he has been working on the new student information system, Powerschool and is hoping to roll out in early July. He is currently getting teacher/parent accounts set up, and is hoping to use the system for registration this fall. It's a lengthy process, but will be well worth it once installed.

Principal Casey Christensen reported on student recognition and grading that will be looked at next year. There have been some moves due to a 4th section of 1st grade next year, and a lot of cleaning. The Go Math! books have been received and the old books recycled.

Principal Jeff Snider touched on the graduation date for 2014 of May 25 at noon, and how that date was determined. His staff is working on Authentic Intellectual Work looking at lesson plans as teams.

Business Manager Jennifer Jamison reviewed the financial reports with the board. The four functional areas for expenditures are within budget, but need close monitoring still in the other expenditures area, specifically building acquisition and construction. The general fund is projected to have an increase in fund balance of approximately \$150,000. The management fund will have a small fund balance rolling forward, but the levy in the next fiscal year was increased substantially to accommodate for increases in workers' compensation premiums as well as early retirements. The local option sales tax fund and PPEL funds have sufficient balances to fund recent purchases and summer projects as well as future lease payments for buses and potential student laptops. The lunch fund will finish very close to zero in its fund balances, therefore, general fund salaries for secretarial and custodial will not be charged to the fund this fiscal year only. Finally, Jamison reviewed the recent rebate received from Iowa Association of School Business Officials for the district's participation in the procurement card program. The district received a rebate of \$2,789, or approximately 1% of its charges to the card. This ranks the district 3rd among other districts who signed on the same year, ahead of larger districts Waukee and Ankeny.

Superintendent Sundermeyer will provide a written report to the board prior to his departure from the district, but reported on Adequate Yearly Progress, board policies, evaluations of administrators, Iowa Ed reform, facilities plan and repairs, and frequent contact with incoming Superintendent Dr. Craig on things that are nice to know such as requisitions which are waiting for approval by Dr. Craig. Sundermeyer also touched on the 2% allowable growth approved by the legislature and the additional 2% one-time payment which could be used for the staff laptops in lieu of local option sales tax funds.

XX. Board Comments/Future Agenda Items

- Annual bids for products and services (July)
- IASB Legislative Priorities (July)
- Bids for Fitness Center & Remodeling (July)

XXI. Litigation Update: [Closed Session, per Iowa Code, Section 21.5(1)(c)] – Ken Stanley moved to enter closed session per Iowa Code 21.5(1)(c) to discuss pending litigation, seconded by Dan Kirkpatrick. A roll call vote followed: Leah Gray, Julie Brownlee, Ken Stanley, and

Dan Kirkpatrick – yes. Nays – none. The board entered closed session at 8:32 p.m. Dan Kirkpatrick moved to enter back into open session, seconded by Julie Brownlee. Motion carried, 4-0. The board resumed open session at 9:25 p.m.

XXII. Adjourn – Dan Kirkpatrick moved to adjourn. Motion approved 4-0. Meeting was adjourned at 9:25 p.m.

Leah Gray, Board President

Jennifer Jamison, Board Secretary