
Attendees - voting members

Kecia Hickman	President
Susan Rensink	Vice President
Jessica Brink	Board Member
Mark Brown	Board Member
Lori Richards	Board Member

I. Call to Order - Roll Call

At 4:00 PM, Board President Kecia Hickman called the meeting to order.

The following board members were present: Jessica Brink, Susan Rensink, Mark Brown, Lori Richards and Kecia Hickman.

Superintendent Robin Spears and Board Secretary/Business Manager LaDonn Hartzell were also present.

Administrators Present: Eric Maassen, Activities Director, Cindy Barwick, Middle School Principal joined the meeting at 4:10 PM; Jason Groendyke, Elementary Principal joined the meeting at 5:45 PM and Sherrie Zeutenhorst, High School Principal joined the meeting at 6:10 PM.

Press: Tom Lawrence, Iowa Information joined the meeting at 6:20 PM.

Visitors: John Pedersen, Terry Welker, Dennis Bahr, Michael Billings, Les Douma

The following visitors joined at 6:10 PM: Brittany Maassen, Rachel Besaw, Kinsley Rector, Sophie Meyer, Ty Van Voorst, Trevan Schrader, Samuel Jones, Bailey Schrader, Amber Van Voorst, Presley Meyer, Paul Meyer, Tracy Meyer, Adam Besaw, Barbara Besaw, Hailey Justi

II. Approval of Agenda

Board President Kecia Hickman called for a motion to approve the agenda.

Susan Rensink made a motion to add Item L. Discussion/Selection of Superintendent Search Consulting Firm, under New Business. She added that if a selection cannot be made this evening, the Board would schedule a special session next week, but due to board members attending the IASB Annual Convention, it was uncertain when a special meeting could be scheduled.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

III. Special Activity

A. Superintendent Search Firm Presentations

At 4:05 PM, John Pedersen, representing Ray and Associates, Inc., Cedar Rapids, IA, provided Board Members with a Proposal for the Selection of a Superintendent, and focused on what sets Ray and Associates apart from the rest. Cost estimate is \$6500 plus expenses.

At 4:35 PM, Terry Welker, representing Grundmeyer Leader Search LLC, Ankeny, IA, provided Board Members with a Proposal for the Superintendent selection process and reviewed their timeline and profile. Cost estimate not to exceed \$11,120.

At 5:10 PM, Dennis Bahr and Mike Billings, representing McPherson and Jacobson LLC, Omaha, NE, provided Board Members with a Proposal for Search & Selection of a Superintendent of Schools, and reviewed their proposed five-phase timeline. Cost estimate is \$6500 plus expenses.

At 5:45 PM, Les Douma, Douma Consulting Services, Orange City, IA, addressed the board and reviewed his proposal for services, as well as a proposed timeline. Cost estimate is \$5650 plus expenses.

At 6:10 PM, Board Members took a five-minute break.

IV. Communications

A. Citizens, Organization(s) in Attendance

1. Public Comment

None.

2. Recognition

a. Student

Board Members received Student Recognition lists from MS and HS.

Administrators had no additional items for recognition.

3. Educational Program - Elementary School

Fourth grade teacher, Brittany Maassen and six of her students demonstrated how they use NearPod in their classroom as an interactive learning tool, enabling students to enter their test answers, make comments, or participate in a group activity through their individual electronic devices, and view the class activities on the SmartBoard. Students interacted with Board Members to demonstrate how NearPod works.

B. Correspondence

1. NW AEA Board Meeting Minutes - October Board Meeting

Board Members received the 10.16.17 NWAEA Board Briefs, for information.

2. Receipt of "Thank You" Cards

None.

Board President called for a motion to accept correspondence.

Motion made by: Susan Rensink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

C. Board Member Reports

1. IASB Employee Relations Conference, October 17, 2017

Board President shared highlights from the IASB Employee Relations Conference she attended on 10.17.17.

V. APPROVAL OF:

A. Minutes of Past Meeting(s)

Board Members reviewed minutes from the 10.02.17 special meeting, the Annual/Organizational Meeting held on 10.09.17 and the special meeting of 10.30.17.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

B. Financial Reports

Board President called for a motion to approve the October financial reports as presented.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

C. Approve Bills

Lori Richards reviewed the bills this month and recommended all bills for payment.

Motion made by: Lori Richards

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

VI. PUBLIC HEARING(S)

None.

VII. REPORTS

A. Committee

1. District Leadership Team Meeting Update

Superintendent Spears reported the District Leadership Team met on 11.01.17 with 36 attendees.

B. Administration

1. Elementary School Principal

Jason Groendyke, Elementary Principal provided a written report for Board Members, reviewed that report and was available for questions.

2. Middle School Principal

Cindy Barwick, Middle School Principal provided a written report for Board Members, reviewed that report and was available for questions.

3. High School Principal

Sherrie Zeutenhorst, High School Principal provided a written report for Board Members, reviewed that report and was available for questions.

4. Activities Director

Eric Maassen, Activities Director provided a written report for Board Members, reviewed that report and was available for questions.

5. Superintendent

a. 2017-18 Enrollment Update

Superintendent Spears reviewed 2017-18 student enrollment numbers, indicating an increase of 23.5 students on the certified count from one year ago. The 2017-18 certified enrollment is 1071.44 students.

b. Iowa Department of Education Director School Visit

Superintendent Spears reviewed the events of Friday, October 20, when Dr. Ryan Wise, Director of Iowa Department of Education, visited the school district.

c. Soccer Program Update

Superintendent Spears shared a soccer program update, and included approximate costs of \$18,600 for coaching salaries, equipment, uniforms and officials. There have been conversations with neighboring districts who may potentially be interested in sharing a soccer program. Mr. Spears also shared results of a soccer survey conducted recently with our high school students.

d. Co-Curricular Pep Bus Update

Superintendent Spears revisited the topic of offering a pep bus for students who wish to attend co-curricular events. At the October meeting, Board Members had inquired about offering a pep bus for the football game at Pocahontas. The high school offered a pep bus at the cost of \$20 per student but only two students signed up. Mr. Spears suggested the Board consider this issue for the future, possibly offering a pep bus for tournament events, rather than any regular season contests.

e. Nurses Report

The October 2017 Nurse's Report was received for information.

f. Transportation Report

The October 2017 Transportation Report was received for information.

VIII. OLD BUSINESS

A. Board Policy Review – Policies 700 Thru 704.21 and Policies 712 & 503.4R1

Board Members considered for second reading the following Board Policies:

- 700 Purpose of Non-instructional and Business Services
- 701 Financial Accounting System
- 701.1 Depository of Funds
- 701.2 Transfer of Funds
- 701.3 Financial Records
- 701.4 Governmental Accounting Practices and Regulations
- 701.5 Disaster Recovery Plan
- 702 Cash in School Buildings
- 703.1 Budget Planning
- 703.2 Spending Plan
- 703.3 General Fund Reserves
- 704.1 Local – State – Federal – Miscellaneous Revenue
- 704.2 Debt Management Policy
- 712 Security Camera & Video Use Policy
- 712.E1 Notice of Security Camera & Video Use Policy
- 503.4R1 Eligibility Policy

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

IX. NEW BUSINESS

A. Open Enrollment Application(s)

None.

B. Resignation(s)

Superintendent Spears recommended the board approve the resignation of Jerod Reinking, Assistant HS Boys Track Coach.

Motion made by: Susan Rensink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

C. Contracts

Superintendent Spears recommended the Board approve the following contracts:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Jerod Reinking	Head Girl's Golf Coach	\$3,749
Jarek Bannister	Asst. HS Wrestling Coach	\$3,749
DeAndra Mahrt	Head HS Girls' Track Coach	\$4,686
Levi Letsche	Asst. HS Boys' Track Coach	\$3,187
Levi Letsche	9 th Grade Wrestling Coach	\$3,160
Brenda Thole	Food Service Staff – 2.5 hrs/day	\$14.98/hr.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

D. Consider Early Graduation Request

Superintendent Spears recommended the Board waive the deadline (12.01.16) per Board Policy 505.6 and approve the Early Graduation Request from Hailey Justi to allow her to graduate at the end of the third quarter or March 22, 2018. Mr. Spears added that the Board should revisit this Board Policy and consider changing the application deadline.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

E. Consider Adding a Technology Support Technician Position

Superintendent Spears recommended the Board authorize the recruitment of a full-time technology technician to aide our technology department.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

F. 2018-19 School Calendar

Superintendent Spears reviewed the 2018-19 draft calendar and noted the administration is ready to submit this calendar for approval at the December meeting, including a Public Hearing for adoption.

G. Designate Board Negotiation Team Representatives

Kecia Hickman and Jessica Brink served on the Negotiations Team last year, along with Superintendent Spears. They agreed to continue in this capacity for 2017-18.

Motion made by: Susan Rensink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

H. Consider School Budget Review Committee Allowable Growth Application

Superintendent Spears recommended the Board approve the SBRC Allowable Growth Application since the school district is eligible to request \$156,604 of modified supplemental amount for increased enrollment and \$38,118 of modified supplemental amount for EL students receiving

services beyond four years for a total of \$194,722 of modified supplemental amount. The \$194,722 does not increase the tax levy, but it does increase district spending authority.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

I. Approve PFM Agreement for Filing Assistance Services

Superintendent Spears recommended the Board approve the Agreement for Filing Assistance Services with PFM Financial Advisors LLC. The PFM Group has been transitioning financial advisory services provided by PFM Inc., to PFM Financial Advisors LLC to align themselves with the appropriate regulatory authorities.

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

J. Student Service Agreement

Superintendent Spears recommended the Board approve the following student service contracts for district students receiving educational services in another school district:

- Student "M.J." – Storm Lake Community School District
- Student "W.R." – Waverly-Shell Rock Community School District

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

K. Board Policy Review

Superintendent Spears recommended the Board approve first reading for the following Board Policies:

- 704.2R1 Post-Issuance Compliance Regulation for Tax Exempt Obligations
- 704.3 Investments
- 704.4 Gift – Grants – Bequests
- 704.5 Student Activities Fund
- 704.6 Online Fundraising Campaigns – Crowdfunding
- 705.1 Purchasing – Bidding
- 705.2 Purchasing on Behalf of Employees
- 705.3 Payment for Goods and Services
- 705.4 Expenditures for Public Purpose
- 706.1 Payroll Periods

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

L. Discussion/Selection of Superintendent Search Firm

Board members discussed the four presentations made earlier at this meeting, for potential Superintendent Search consulting firms.

- John Pedersen, representing Ray and Associates, Inc., Cedar Rapids, IA,
- Terry Welker, representing Grundmeyer Leader Search LLC, Ankeny, IA
- Dennis Bahr and Mike Billings, representing McPherson and Jacobson LLC, Omaha, NE
- Les Douma, Douma Consulting Services, Orange City, IA

Following discussion, Board Members felt they were ready to make a decision to hire Grundmeyer Leader Search LLC, Ankeny, IA.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

X. ANNOUNCEMENTS

- A. IASB Annual Convention, Nov. 15-16, 2017, Des Moines, IA

- B. Legislative Forum - MOC-Floyd Valley District Office, Monday, December 4, 2017, 6:30 p.m.
- C. IASB Day on the Hill, Tuesday, January 30, 2018, Des Moines
- D. NSBA National Conference, April 7-9, 2018, San Antonio, TX
- E. IASB Policy Leadership and Legal Issues, Thursday, April 12, 2018, Altoona
- F. IASB Fiscal Management Conference, Wednesday, July 18, 2018, Ames

XI. ADJOURN

There being no further business, Board President Kecia Hickman called for a motion to adjourn.

Meeting adjourned at 8:13 PM.

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

Chairperson

Secretary