

OSKALOOSA COMMUNITY SCHOOL DISTRICT

MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 13, 2018

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The Board of Directors of the Oskaloosa Community School District met in regular session at 6:00PM on Tuesday, February 13, 2018, in the Administration Board Room, 1800 North 3rd Street, Oskaloosa, Iowa.

BOARD MEMBERS PRESENT

Present were Board members Shelly Herr, Sharma Parlett, Carl Drost, Erik Edgren, Amanda McGraw, Lynette Stream, and Kraig Van Hulzen.

OTHERS PRESENT

Also present were Superintendent Mr. Russell Reiter, Steph Wilson, Bill Almond, Rozy Warder, Andy Hotek, Stacy Bandy, Mike Dursky, Ginger Allsup, Angie Holland, Tim Veiseth, Chad Farner, Stephanie Campbell, Laura Ross, Jason Madison, and Lisa Walston.

AGENDA

President Herr called the meeting to order. Drost moved to approve the revised Agenda. Parlett seconded and all voted in favor.

PUBLIC COMMENT

None.

BOARD REPORTS

Edgren commented on the recent success of the Jazz Band. Herr mentioned the Bowling Team achievements. Van Hulzen reported that he had attended the recent Orchestra Concert and stated that the event was well-attended. Drost shared about his experience with the students from China who visited the John Deere dealership.

BUILDING REPORTS

Drost commented on the brevity of the High School report. Edgren requested information regarding the incentive trip qualifications for Middle School students. Hotek explained that student qualification is based on the number of office referrals.

CURRICULUM DIRECTOR REPORT

McGraw would like to continued communication regarding grading processes and the math rubric. Drost requested clarification on Study Sync.

SUPERINTENDENT REPORT

Mr. Reiter reported on the progress of the 28E agreement with the City of Oskaloosa and stated that a meeting would be set up with the sub-committee. He also commented on the progress with the construction project at the High School and made the Board aware

that the construction update meeting scheduled for the following day had been cancelled. Mr. Reiter thanked Mr. Hotek for his organization of the Chinese students' visit. He informed the Board of a fundraising campaign for a new pitching area for baseball and softball. Mr. Reiter also reported that Intruder Training would take place at the Elementary School on February 26.

CONSIDER APPROVAL OF PROMOTION OF STUDENT TRIP TO EUROPE

Laura Ross and Stephanie Campbell presented information regarding a trip to Europe that would coincide with the 75th anniversary of D-Day and requested permission to promote the trip.

Drost moved to approve the promotion of a trip for students to Europe in June, 2019. Edgren seconded and all voted in favor.

CONSIDER INTERNAL REVENUE SERVICE NOTICE

Mr. Reiter presented background information on the error that resulted in an Internal Revenue Service Notice and conveyed the options to the Board on how to handle the notice. One option is to pay the decreased penalty and interest or a second option would be to continue through the appeal process.

Following discussion regarding IRS rules for employer reporting and changes in internal processes, Drost moved to pay \$18,366.95 to the Internal Revenue Service. Parlett seconded and all voted in favor.

APPROVAL OF MINUTES, ABSTRACT, AND FINANCIALS

Drost voiced his concern about the Hot Lunch Fund. Mr. Reiter reported that improvements are being seen and he is looking at opportunities to work with a neighboring district to decrease additional expenses. Drost expressed a desire to gather in a workshop setting to address the Hot Lunch deficit.

Almond fielded questions from Edgren regarding invoices. Drost requested clarification on Revtrak, made special mention of the open enrollment out amount, and commented on the Student Council sign purchase.

Drost moved to approve the Minutes, Financials, and Abstract of Claims as presented. McGraw seconded and all voted in favor.

PRESENTATION BY TAKE ACTION CONSULTING

Rozy Warder from Take Action Consulting informed the Board on recent work with Stephanie Wilson on policies and procedures for districtwide MTSS addressing academic and behavioral concerns. She reported that a 2-day Links training for autism curriculum was held with secondary staff. She commented on recent communications with those involved in transitional housing regarding the communications process when a family enters transitional housing and addressing the trauma associated with the situation. Warder stated that the community wrap-around group presented to the Rotary Club. She shared about the collaboration that is occurring with Mahaska Behavioral Health doctors. Warder reported that she had done fifth grade classroom observations and that Part III sensory programming is being done.

CONDUCT PUBLIC HEARING ON SCHOOL CALENDAR

Herr opened the floor for anyone wishing to speak regarding the proposed 2017-2018 School Calendar. Hearing no one after three announcements, Herr closed the hearing.

CONSIDER APPROVAL OF 2018-19 SCHOOL CALENDAR

Reiter presented information on the legal start date of August 23, 2018, reviewed the survey conducted for input, and indicated that make-up days for weather would be put on the end of the year. McGraw questioned whether workdays would be used as such or if teachers would be pulled for other purposes. Reiter responded that it was the intention that these would be workdays. Van Hulzen expressed concern regarding the timing of assessments and spring break. Wilson stated there will be a large span of choices for assessment scheduling.

Parlett moved to approve the 2018-2019 School Calendar as presented. Drost seconded and all voted in favor.

CONSIDER PURCHASE OF DISTRICT VEHICLE

Reiter presented information received from Almond expressing that the district is in an upgrade situation. Almond presented transportation numbers and needs. McGraw expressed a desire to have a schedule of purchases in time for budgeting purposes. Reiter explained there is a 5-year plan. Discussion was held regarding the need of maintenance vehicles, the healthy PPEL balance, and the various needs that are met with different types of vehicles. Dursky explained the fluctuation of transportation needs for Webster students. Almond explained the difference in state bids.

Van Hulzen moved to purchase a Dodge Caravan using the State of Iowa Master Agreement in the amount of \$20,992.00. Drost seconded and all voted in favor.

CONSIDER APPROVAL OF BUS SPECIFICATIONS AND TO SOLICIT BIDS

Reiter presented specifications for the purchase of a bus. Discussion was held regarding the normal rotation of bus purchases in order to maintain a fleet that is no more than 17 years old, the maintenance required on busses as they age, and the variety of businesses that are available to service those busses.

Drost moved to approve specifications for the purchase of a 65-passenger and an 84-passenger diesel school bus and to solicit bids for the same. Parlett seconded and all voted in favor.

CONSIDER APPROVAL OF EASEMENT FOR THE CITY OF OSKALOOSA

Reiter presented a map to indicate the city's request for an easement and recommended allowing them to have the easement. Drost commented on MCRF requests to the city for streets to Lacey Complex and elaborated on the plans. Van Hulzen suggested deeding the property/land to avoid liability issues.

Van Hulzen moved to grant an easement and gift land to the City of Oskaloosa for public improvements being made near the west boundary of the Oskaloosa Elementary School property. Drost seconded and all voted in favor.

DISCUSSION REGARDING SUPERINTENDENT TRANSITION

Mr. Reiter presented ten transition items to be included in a plan and made recommendations of District Administrators/Directors to handle them. Parlett requested that the Nutrition Fund be added to the budgeting item. Drost requested the Board be involved in the hiring of any Administrators between now and July. Board members made various suggested additions to the list and recommendations regarding communicating items to the new Superintendent. Herr expressed that now is not the time to start anything new. Drost recommended that the Board President and Superintendent work together to prioritize the list.

BOARD DEVELOPMENT-HIRING PROCESSES

Mr. Reiter presented Human Resources information detailing the hiring process and asked the building principals to present their specific processes. The administrators presented and answered questions from Board members. Edgren inquired about the Media Specialist position at the Elementary. Mr. Reiter explained the necessity of the position. McGraw asked about new positions that are projected for next year and requested a hiring plan. Discussion was held regarding the desire to receive new hire information in a more timely manner to allow the Board to review prior to voting. Van Hulzen commended the administrators on their hiring in the current job market.

CONSIDER PROPOSALS & AWARD CONTRACT FOR SUPERINTENDENT SEARCH

McGraw reported that the sub-committee met with consultants from three different search firms being considered to help in the search for a new Superintendent.

McGraw moved that the Oskaloosa Community School District enter into a performance contract that also includes a 2-year guarantee with Ray & Associates for the amount of \$7,000 plus expenses with a not-to-exceed amount of \$10,000. Drost seconded and all voted in favor.

REVIEW SUBSEQUENT MEETING DATE

It was agreed to next meet on Tuesday, February 20, at 6PM in order to review superintendent search plans with Ray & Associates.

ADJOURNMENT

President Herr adjourned the meeting at 8:33PM.

Lisa Walston, Personnel and Finance Assistant
for Chad M. Vink, Board Secretary