

OSKALOOSA COMMUNITY SCHOOL DISTRICT

MEETING OF THE BOARD OF DIRECTORS

JUNE 13, 2017

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The Board of Directors of the Oskaloosa Community School District met in regular session at 7:00PM on Tuesday, June 13, 2017, in the Administration Board Room, 1800 North 3rd Street, Oskaloosa, Iowa.

BOARD MEMBERS PRESENT

Present were Board members Tom Richardson, Shelly Herr, Carl Drost, Amanda McGraw, Sharma Parlett, and Kraig Van Hulzen (via telephone). Member Erik Edgren was absent.

OTHERS PRESENT

Also present were Superintendent Mr. Russell Reiter, Dr. Joy Prothero, Bill Almond, Beverly Jenkinson, Mark Scholes, Stacy Bandy, Andy Hotek, Tim Scott, Ginger Allsup, Tim Veiseth, Megan Showers, Marlene Etter, Lynette Stream, and Chad Vink.

AGENDA

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

PUBLIC COMMENT

None.

BOARD REPORTS

Drost noted two items from the local newspaper: first, that Operations Director Bill Almond was being inducted into the Babe Ruth League Hall of Fame, and second, that former Board member Nik Rule had been promoted to Athletic Director at William Penn University.

BUILDING REPORTS

Board members inquired about various parts of the End-of-Year Building Reports, including staffing of nurses for diabetes care, families being encouraged to sign-up for free and reduced lunches, bullying statistics, suspension policy changes, enrollment trends, professional development in the Middle School, the Middle School TAG program, and summer school promotion and student selection.

CURRICULUM DIRECTOR REPORT

McGraw asked about compensation for those teachers piloting the math curriculum, and Dr. Prothero confirmed that they were paid for time outside of the typical Wednesday sessions. Drost conveyed his gratitude to Dr. Prothero for her work since it was her last meeting as Curriculum Director.

SUPERINTENDENT REPORT

Mr. Reiter took the floor to inform the Board on events and activities in the District. He began by stating that Cindy Yelick has been selected as the new Chief Administrator at the local Area Education Agency. He continued by noting that he has been conversing with Ann Smith of Mahaska Health Partnership on District Wellness, that the Support Staff Handbook will be available for approval in July, that he would like to receive each member's legislative priorities over the next month, and that he has been in discussion with the Eddyville-Blakesburg-Fremont district about programs for behavioral special education students. The Board thanked Mr. Reiter for his report.

APPROVAL OF MINUTES, ABSTRACT, AND FINANCIALS

After questions and comments from members about open enrollment tuition, the Kickup subscription, and year-end invoices, Drost moved to approve the Minutes, Financials, and Abstract of Claims as presented. Herr seconded and all voted in favor.

CONSIDER ACCEPTING OFFER AND AWARDING SALE OF STUDENT HOUSE

Mr. Reiter and Van Hulzen took the floor to present an offer on the student-constructed house that has been for sale. McGraw inquired about the project for next school year, and Mr. Reiter indicated that they would be working on dugouts, bathrooms, and a concession stand for the new softball field instead of the typical house construction.

Drost moved to accept the Offer For Real Estate from Steven R. Hughes and sell the property at 521 South M Street to said buyer for \$230,000, subject to proper closing procedures. McGraw seconded and all voted in favor.

CONSIDER APPROVAL OF 28E LEASE OF BUSINESS PROPERTY – SIEDA

Mr. Reiter introduced a renewal agreement for the local Head Start program to rent space at Webster School. He recommended no changes from the previous agreement.

Drost moved to approve the revised 28E Lease of Business Property with Southern Iowa Economic Development Association as presented. Parlett seconded and all voted in favor.

CONSIDER APPROVAL OF 28E LEASE OF BUSINESS PROPERTY – PRESCHOOL

Mr. Reiter introduced a renewal agreement for the Preschool Partners to rent space at Webster School. He recommended no changes from the previous agreement.

Drost moved to approve the revised 28E Lease of Business Property with Oskaloosa Preschool Partnership as presented. Herr seconded and all voted in favor.

CONSIDER APPROVAL OF AGREEMENT FOR SERVICES – YMCA

Mr. Reiter introduced a renewal agreement for the Mahaska County YMCA to share secretarial costs at Webster School. He recommended no changes from the previous agreement.

Herr moved to approve the revised Agreement For Services with Mahaska County YMCA as presented. Parlett seconded and all voted in favor.

CONSIDER CONTRACT FOR BEHAVIORAL AND SPECIAL EDUCATION SERVICES

Mr. Reiter presented a contract to the Board to enlist Take Action Consulting to create, train, and provide feedback to the District in the form of behavioral support services for students in grades Kindergarten through eight.

The Board discussed the proposed program and contract, including regarding benchmarks, evaluation of the program, additional services beyond what is currently provided, Administrative buy-in, periodic progress reports, Administrator and staff training, and consultant reports.

Van Hulzen moved to approve the contract with Take Action Consulting for Behavioral and Special Education Services for 2017-2018 in an amount not to exceed \$61,550.40. Parlett seconded and all voted in favor.

CONSIDER REVISED BOARD POLICY 406.5

Mr. Reiter and Vink introduced revised policy 406.5, noting that the language regarding the measurement method would be revised to indicate that the District will follow the method required by law.

Herr moved to approve revised Board Policy 406.5 – Licensed Employee Group Insurance Benefits as presented. Drost seconded and all voted in favor.

CONSIDER REVISED BOARD POLICIES ON EMPLOYMENT

Mr. Reiter introduced a series of Board policies that have been targeted for revision due to recent changes in Iowa employment law.

Herr moved to approve revised Board Policy 400 – Role of and Guiding Principles for Employment, Policy 403.1 – Employee Physical Examinations, Policy 405.2 – Licensed Employee Qualification, Recruitment, Selection, Policy 408.1 – Licensed Employee Professional Development, Policy 409.1 – Licensed Employee Vacation, Holiday, Personal Leave, Policy 409.2 – Licensed Employee Personal Illness Leave, Policy 409.3 – Licensed Employee Family and Medical Leave, Policy 409.4 – Licensed Employee Bereavement Leave, Policy 409.8 – Licensed Employee Unpaid Leave, Policy 411.1 – Classified Employee Defined, Policy 411.4 – Classified Employee Licensing/Certification, Policy 414.1 – Classified Employee Vacations – Holidays – Personal Leave, Policy 414.4 – Classified Employee Bereavement Leave, Policy 700 – Purpose of Non-instructional and Business Services, and Policy 706.1 – Payroll Periods as presented and required by law. McGraw seconded and all voted in favor.

CONSIDER APPROVAL OF CERTIFIED STAFF HANDBOOK

Mr. Reiter introduced a newly-created employment handbook for certified staff for the Board's consideration. Board members inquired about a 504 compliance statement, about committee meetings regarding the handbook's creation, and about the activity event requirement. It was agreed by consensus that a 504 statement should be included.

Van Hulzen moved to adopt the Certified Staff Handbook as presented with identified changes and additional 504 compliance statement. Parlett seconded and all voted in favor.

CONSIDER REVISED BOARD POLICY 507.9 – WELLNESS POLICY

Mr. Reiter introduced revisions to Board Policy 507.9 on wellness. He detailed the committee process used and the people involved.

Herr moved to approve, for the first reading, revised Board Policy 507.9 – Wellness Policy as presented. McGraw seconded and all voted in favor.

CONSIDER ANNUAL APPROVAL OF BOARD POLICY 501.111

Mr. Reiter introduced the need to re-evaluate and re-approve the open campus policy annually. Bandy recommended no changes. Drost asked about the minimum grade, and Bandy indicated that he would be gathering data over the next year to consider changes in the future.

Herr moved to approve Board Policy 501.111 – Senior High School Open Campus as presented for the 2017-2018 school year. McGraw seconded and all voted in favor.

CONSIDER APPROVAL OF 2017-2018 PARENT/STUDENT HANDBOOKS

Mr. Reiter introduced the proposed Parent/Student Handbooks for the upcoming school year. Parlett inquired about addressing bed bugs, and Dursky indicated that the case-by-case procedures seem to be effective. Drost voiced his concerns about behavioral incident procedures – particularly regarding room clears – conflicting with the recommendations by Take Action Consulting, and suggested delaying action until that was reviewed. The Board agreed by consensus to wait.

CONSIDER RENEWAL OF BREAKDOWN INSURANCE POLICY

Mr. Reiter introduced the need to renew the Breakdown Insurance Policy. He noted that he had investigated competitors that may have a lower cost, and is recommending a new vendor for the service – The Remi Group.

Parlett moved to approve the Equipment Maintenance Insurance Policy as provided by The Remi Group effective July 2017 through June 2018 at a cost of \$215,000. Herr seconded and all voted in favor.

CONSIDER RENEWAL OF PROPERTY AND CASUALTY INSURANCE POLICY

Mr. Reiter introduced the need to renew the Property and Casualty Insurance Policy. He and Vink commented on the savings from moving to the current carrier, including a lower premium for the upcoming year.

Herr moved to approve the District Property and Casualty Insurance Policy as provided by Arthur J. Gallagher and the Iowa Public School Insurance Program effective July 2017 through June 2018 at a cost of \$246,645.89.

CONSIDER PROCEDURES FOR BOARD REPORT ITEMS

Mr. Reiter opened the floor for Board members to comment on the procedures for Board report items as was discussed at a prior meeting. Van Hulzen noted that he didn't want the Board to get mired down during reports with other subjects. Richardson added that he wanted to ensure that the public was aware of any topics that may be mentioned that

could be deliberated upon by the Board in the future. Discussion ensued on having standing agenda items regarding student achievement and behavioral program progress, reflecting on how the Board does its business, and inviting individuals to help instruct the Board on effectiveness. It was agreed by consensus to gather information on the possibilities.

PERSONNEL

Mr. Reiter and the building principals provided the Board with two resignations and 15 appointments.

Parlett moved to accept the resignations of Suzanne Miller and Sarah Zimmerman effective immediately. Herr seconded and all voted in favor.

Drost moved to accept the Superintendent's recommendation of the appointment of Tauni Biddle as Middle School Special Education Teacher starting with the 2017-2018 school year at the BA Step 5 salary level or \$40,669. Herr seconded and all voted in favor.

Parlett moved to accept the Superintendent's recommendation of the appointment of Kaitlin Trainer as Elementary School Classroom Teacher starting with the 2017-2018 school year at the BA Step 7 salary level or \$43,111, subject to release from her current contract. Drost seconded and all voted in favor.

Drost moved to accept the Superintendent's recommendation of the appointment of Lorelle Cheney as Elementary School Classroom Teacher starting with the 2017-2018 school year at the BA Step 7 salary level or \$43,111. Herr seconded and all voted in favor.

Drost moved to accept the Superintendent's recommendation of the appointment of Melissa Caligiuri as Elementary School Classroom Teacher starting with the 2017-2018 school year at the BA Step 1 salary level or \$35,785. Herr seconded and all voted in favor.

Herr moved to accept the Superintendent's recommendation of the appointment of Keri Murphy as Elementary School Classroom Teacher starting with the 2017-2018 school year at the BA Step 1 salary level or \$35,785. Drost seconded and all voted in favor.

Herr moved to accept the Superintendent's recommendation of the appointment of Heather Sult-Van Gorp as Elementary School Classroom Teacher starting with the 2017-2018 school year at the BA Step 6 salary level or \$41,890. Parlett seconded and all voted in favor.

Drost moved to accept the Superintendent's recommendation of the appointment of Jennifer Braundmeier as Elementary School Special Education Teacher starting with the 2017-2018 school year at the BA Step 1 salary level or \$35,785. McGraw seconded and all voted in favor.

Van Hulzen moved to accept the Superintendent's recommendation of the appointment of Kimberly Prendergast as Elementary School Special Education Teacher starting with

the 2017-2018 school year at the BA Step 3 salary level or \$38,227. Parlett seconded and all voted in favor.

Drost moved to accept the Superintendent's recommendation of the appointment of Ayla Leopold as Elementary School Guidance Counselor starting with the 2017-2018 school year at the BA Step 1 salary level or \$35,785. McGraw seconded and all voted in favor.

Parlett moved to accept the Superintendent's recommendation of the appointment of Laura Ayala as High School Science Teacher starting with the 2017-2018 school year at the MA Step 6 salary level or \$47,035. Herr seconded and all voted in favor.

Parlett moved to accept the Superintendent's recommendation of the appointment of Paula Vander Beek as High School At-Risk Coordinator starting with the 2017-2018 school year at the MA Step 6 salary level or \$47,035. McGraw seconded and all voted in favor.

Van Hulzen moved to approve the assignment of Jayme Braida as Elementary School K-2 Literacy Instructional Coach, Jane Bambrook as Elementary School K-2 Math Instructional Coach, Amanda Doud as Elementary School 3-5 Literacy Instructional Coach, and Hillary Gingerich as Elementary School 3-5 Math Instructional Coach starting with the 2017-2018 school year. Drost seconded and all voted in favor except McGraw, who voted against.

REVIEW SUBSEQUENT MEETING DATE

It was agreed to next meet on Tuesday, June 27, 2017, at 5PM regarding the Softball Field Project and Personnel.

CLOSED SESSION

Herr moved that the Board of Directors of the Oskaloosa Community School District hold a closed session to evaluate an individual whose performance is being considered as provided in Iowa Code Section 21.5 and pursuant to the individual's request. Parlett seconded the motion. Those that voted in favor when the roll was called were Drost, Herr, McGraw, Parlett, and Richardson.

The Board entered closed session at 10:02PM.

RETURN TO OPEN SESSION

The Board exited closed session at 11:44PM.

CONSIDER APPROVAL OF CONTRACT WITH SUPERINTENDENT

It was agreed by consensus to delay action on the Superintendent contract to a later meeting.

ADJOURNMENT

President Richardson adjourned the meeting at 11:46PM.

Chad M. Vink, Board Secretary