

**ANNUAL MEETING**  
**September 15, 2014**

The Board of Education of the Independent School District of West Burlington met for the annual meeting at 7:00 PM on Monday, September 15, 2014 in the board room at 607 Ramsey in West Burlington. President Randall called the meeting to order with members Day and Sanders answering roll call. Member Conner was absent.

**Approval of Agenda:** Motion by Sanders and seconded by Day to approve the agenda as presented. Motion carried 3-0.

**Make a Resolution Naming a Depository Bank for School Funds:** Motion by Sanders and seconded by Day to name Farmers and Merchants Bank and Trust as the depository for the WBISD funds. Motion carried 3-0.

**Make a Resolution Naming the School Legal Counsel:** Day asked if the board had considered using the county attorney's office as legal counsel for local matters. After some discussion, Mr. Schmitt asked him to look into it. Motion by Day and seconded by Sanders to approve Brian Gruhn as the school's attorney for matters of personnel, negotiations and school specific issues. Motion carried 3-0.

Legal counsel for local matters will be brought back to the board at a later date.

**Name an Official Newspaper for the District:** Motion by Sanders and seconded by Day to name the Des Moines County News as the official newspaper for the district. Motion carried 3-0.

**Approve Tina Diewold as District Secretary/Treasurer:** Motion by Day and seconded by Sanders to approve Tina Diewold as District Secretary/Treasurer. Motion carried 3-0.

**Authorize Shawna Brown to act as District Secretary when District Secretary is Absent:** Motion by Sanders and seconded by Day to authorize Shawna Brown to act as district secretary when district secretary is absent. Motion carried 3-0.

**Authorize Superintendent to Approve Federal Program Applications:** Motion by Day and seconded by Sanders to authorize the superintendent to approve federal program applications. Motion carried 3-0.

**Adjournment:** Motion by Sanders and seconded by Day to adjourn the annual meeting at 7:06 PM. Motion carried 3-0.

**NEW BOARD MEMBER APPOINTMENT**

**Motion to appoint new Board Member:** The following people expressed interest in filling the open board member seat: Lee Boughton – 602 W. Mt. Pleasant; Dayle DeRosear – 321 Spring; Tim Eagen – 313 Melville; Brent Mixer – 118 Swan; Mike Springsteen – 625 Broadway; and Steve Young – 805 Melville.

Each person gave a short commentary on why they wanted to serve on the board. President Randall then entertained a motion to appoint someone for the vacancy.

Motion by Sanders and seconded by Randall to appoint Steve Young to the open board position. Mr. Day felt this decision should be tabled until Larisa Conner could be present to be part of the decision. Due to the time constraints, another meeting would have to be held by Wednesday. Due to work conflicts, Lenny wouldn't be able to attend on Wednesday which would be same predicament as now with only 3 members present.

It was decided that, since the appointment of a board member was on tonight's agenda, the board should go ahead and appoint someone. After a roll call vote with Randall and Sanders voting "aye" and Day voting "nay", motion carried 2-1 with Steve Young being appointed to the board.

## ORGANIZATIONAL MEETING

The organizational meeting was called to order by the Board Secretary at 7:20 PM with members Young, Randall, Sanders and Day answering roll. Member Conner was absent.

**Administer Oath of Office to Newly Appointed Board Member:** The Oath of Office was administered to the newly appointed board member.

**Election of Board President:** Motion by Randall and seconded by Young to elect Lenny Sanders as board president. After a roll call vote with Young, Sanders and Randall voting “aye” and Day voting “nay”, motion carried 3-1 electing Lenny Sanders to the board president position.

**Administer Oath of Office to Newly Elected Board President:** The Oath of Office was administered to the newly elected board president.

**Election of Vice-President of Board:** Motion by Young and seconded by Day to elect Michelle Randall as vice-president. After a roll call vote, motion carried 4-0 with Michelle Randall as the vice-president.

**Approval of Agenda:** Motion by Young and seconded by Randall to approve the agenda. Motion carried 4-0.

**Adjournment:** Motion by Randall and seconded by Young to adjourn the organizational meeting at 7:24 PM. Motion carried 4-0.

## REGULAR MEETING

The regular meeting was called to order at 7:24 PM by President Sanders with Members Day, Young and Randall answering roll call. Member Conner was absent.

**Approval of Agenda:** Motion by Randall and seconded by Young to approve the agenda as presented. Motion carried 4-0.

**Receive Visitors/Open Forum:** The following people spoke during open forum:

Karla Sherwood – She did not attend the work session the previous week and was upset that Mr. Young was even considered as a candidate for the open board position. She felt a special election should have been held and is gathering signatures. She also wondered by the board is even considering a sex offender policy – the answer should always be “no”. She wants documentation on the ALICE training and feels school should be starting after Labor Day so kids can continue to go to the pool that much longer. She also feels the Common Core is “dumbing kids down” and we need to opt out of it.

Dayle DeRosear – She had attended the work session when Mr. Day said something about the need to hold a special election for the open board position. She is disappointed that Mr. Young was appointed.

Delayna Osborne – Thought a special election should have been held.

Susan Vandenberg – Upset at how large the 4<sup>th</sup> grade class is with at least 28 kids per section (4 sections) while the 3<sup>rd</sup> grade class has 18 per section (4 section). The rooms are too small to hold that many kids. Also wanted to know if there is a cap for class size and if there was a policy for proof of residency when new people move into the area.

Lee Boughton – Thanked the board for the opportunity to show his interest in the board spot and he plans to run in the next election.

**Miscellaneous Communications:** None

**Approval of Consent Agenda** - the following items were under the consent agenda:

- A. Approval of Minutes of Previous Meeting(s)
- B. Approval of Financial Statements
- C. Approval of Payment of Bills – the bills were audited by Lenny and Michelle: nutrition - \$18,346.22; activity - \$14,885.37; and gen/other - \$124,501.01
- D. Open Enrollment – The following should be approved for continuation of program to West Burlington:

Prior Bowen	Kindergarten
Fengyan Wu	Kindergarten
Preyton Doty	grade 3
Preston Doty	grade 4
Dreyton LaVeine	grade 7
Julia Pross	grade 9

The following students should be approved for open enrollment to West Burlington under just cause:

Alexis Twidwell	grade 7
Dilan Gray	grade 10
Elena Nelson	grade 10
Cheyenne Bolding	grade 11

The following students should be approved for continuation of program to Mediapolis:

Chloe Giles	grade 1
Flora Giles	grade 4

The following student should be approved for continuation of program to Burlington:

Rayven Stevenson	grade 11
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- E. Selected Personnel Issues – the following people have qualified for horizontal lane advances and need their contracts modified to reflect the advancement:

Dana Williams	MA10, 16	59,750	to	MA20, 16	60,951
Sara McCollum	MA, 13	54,946	to	MA10, 13	56,147
Mindy Dunkin	BA10, 6	42,936	to	BA30, 6	45,338
Sarah Zurita	BA, 9	45,338	to	BA10, 9	46,539
Sara Watkins	BA20, 10	48,941	to	BA30, 10	50,142
Najam Uddin	MA10, 4	45,338	to	MA20, 4	46,539
Anila Uddin (.4 FTE)	BA20, 9	19,096	to	BA30, 9	19,576
Amber Springsteen	BA, 6	41,735	to	BA20, 6	44,137
Corina Shipp	BA, 7	42,936	to	BA20, 7	45,338
Jill Morey	BA20, 3	40,534	to	BA30, 3	41,735
Becky Ahern	MA10, 16	59,750	to	MA30, 16	62,152
Mike Moffitt	BA20, 13	52,544	to	BA30, 13	33,745

Recommendations

Food Service – It's recommended that William Jenks be hired for 3.5 hours per day at the JH/HS and Danielle Kellum for 3.25 hours per day at the elementary. They will be paid \$10.28 per hour.

Elementary Associate – It's recommended that Virginia Ricketts be hired for a 4 hour/day position. She will be paid \$10.82 per hour.

JH/HS Associate – It's recommended that Christy Lau be hired for a 5.5 hour position, 2 days per week at a salary of \$10.82 per hour.

Transportation Director – It's recommended that Paula Messamaker take over this position and receive an additional \$5,000 annually.

Motion by Randall and seconded by Young to approve all items under the consent agenda. Motion carried 4-1.

## **BUSINESS**

**Bond Issue Building Plans:** At the junior/senior high school, the media center will be moved to the courtyard and the existing media center will be turned into classrooms. A 21<sup>st</sup> century room will be attached to the new media center. In the kitchen area, an addition will be put on for more cold storage/freezer and the ability to have 2 serving lines.

At the elementary, a 2-story addition will include 3 classrooms per level and a new gym with bleachers. The playground will be situated and a new hard surface playground will be added. The kitchen area will be expanded in order to actually cook at the elementary instead of transporting food from the high school. There is also enough space in the kitchen to configure the layout. There would also be a new configuration of the parking lot in order to have a pick-up/drop off lane.

The approximate cost for the elementary is \$4,158,601 and the high school is \$2,528,043 for an approx. total of \$6,686,644. Travis Squires from Piper Jaffray was at the meeting to give the board financial information in regards to the bond issue. His handouts are a part of the board materials.

If the bond issue is held in December and passes, construction could start in March/April of but if the election is held in February, it would be June before construction could start. Beth Grob with Ahlers Law Firm will get a draft of the wording needed for the petition. Then a committee needs to circulate that petition and present it to the board. The board could then have a meeting on Oct. 1 to accept the petition and vote on holding an election. Then the paperwork would need to be taken to the court house no later than Oct. 17<sup>th</sup>.

The board talked about having a public input session on Sept. 29<sup>th</sup> to see what the public is thinking.

**Sex Offender Policy:** Mr. Schmitt shared an email from Mary Gannon, along with a handout regarding a sex offender policy. A policy is not really needed as state law would trump the policy. The board would like to have a regulation in place that states that if there is a request, the board is to be notified and they can then make the determination to allow the request or not.

**LAU Plan:** This is the state required English Learner plan and the handouts are a part of the board materials. The district currently has 6 students that are not proficient in English. Motion by Day and seconded by Young to approve the LAU plan. Motion carried 4-0.

## **ADMINISTRATIVE REPORTS**

**Principals' Report:** Mr. Snodgrass reported that the students were in an assembly today to learn about the ALICE training.

Mr. Hinrichs will have a follow-up at the elementary with their ALICE training – grades K-3 will be with their teachers and grades 4-5 will be with officer Covert.

**Buildings and Grounds Report:** Nate Prickett reported that the football field is ready; LED lighting has been installed on the exterior of the buildings; the new door system is almost complete and is more user friendly than the old system; bus inspections went well with few issues.

**Superintendent Report:** The after school program will begin on Monday, Sept. 22 for grades 1-6 and meets Monday-Tuesday-Thursdays at the elementary building. They will be meeting with the Kiwanis group to discuss partially funding the program and that there is still a need for more volunteers.

**Items for Future Agendas:** board evaluation – contact Mary Jane Vens; Michelle asked what is the status on getting an assistant for the high school counselor – at this point in time, it will wait until next year and hopefully find someone who can be half-time counselor/half-time teacher; Jay would like the AD and football coach to be at a future meeting to explain why the district is playing 3A schools and traveling so far away for some of the games; he also wants to know how the schedule is decided

**Adjournment:** Motion by Randall and seconded by Day to adjourn the meeting at 9:31 PM. Motion carried 4-0.

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Data Approved

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Secretary

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President