

**ANNUAL MEETING**  
**September 21, 2015**

The Board of Education of the Independent School District of West Burlington met at 5:30 PM for a facilities tour with the annual meeting at 6:30 PM in the board room located at 607 Ramsey Street in West Burlington. Presiding over the meeting was President Randall with all members answering roll call.

**Approval of Agenda:** Motion by Hockett and seconded by Boughton to approve the agenda as presented. Motion carried 5-0.

**Resolution Naming Depository Bank for School Funds:** Motion by Hockett and seconded by Day to approve Farmers and Merchants Bank and Trust as the depository for school funds. Motion carried 5-0.

**Resolution Naming School Legal Counsel:** Motion by Day and seconded by Boughton to approve Gruhn Law Firm as the counsel in matters of negotiations and personnel. Motion carried 5-0.

Motion by Day and seconded by Boughton to approve Amy Beavers (contingent upon agreeing) as counsel for local matters. Motion carried 5-0.

**Name Official Newspaper for the District:** Motion by Conner and seconded by Boughton to approve the Des Moines County News as the official newspaper for the district. Motion carried 5-0.

**Approve Tina Diewold as District Secretary/Treasurer:** Motion by Day and seconded by Hockett to approve Tina Diewold as district secretary/treasurer. Motion carried 5-0.

**Authorize Shawna Brown to Act as District Secretary when District Secretary is Absent:** Motion by Hockett and seconded by Day to authorize Shawna Brown to act as district secretary when the district secretary is absent. Motion carried 5-0.

**Authorize Superintendent to Approve Federal Program Applications:** Motion by Day and seconded by Hockett to authorize the superintendent to approve federal program applications. Motion carried 5-0.

**Adjournment:** Motion by Hockett and seconded by Boughton to adjourn the annual meeting at 6:40 PM. Motion carried 5-0.

**REGULAR MEETING**  
**September 21, 2015**

The Board of Education of the Independent School District of West Burlington met at 6:41 PM for the regular board meeting in the board room located at 607 Ramsey in West Burlington. Presiding over the meeting was President Randall with all members answering roll call.

**Approval of Agenda:** Motion by Day and seconded by Conner to approve the agenda as presented. Motion carried 5-0.

**Visitors/Open Forum:** None

**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 – Larisa audited the bills: nutrition - \$12343.75; activity - \$2813.65; general/other - \$289,208.51

D. Open Enrollment – the following should be approved for continuation of program at West Burlington:

Karson Sink	grade 1
Kara Sink	grade 5
Savannah Swanson	grade 10

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

Kaylie Evans	grade 6
Zachary Warth	grade 11
Hanna Wixom	grade 11
Ashleigh Dangler	grade 12

The following should be denied for open enrollment to West Burlington due to class size cap policy:

Emma Martin	grade 5
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E. Selected Personnel Issues

Food Service – It's recommended that the following be hired for open food service positions:

Nancy Jacobs - \$10.73 per hour  
Jackie Elmore - \$11.01 per hour  
Angela Deitrick - \$10.73 per hour

High School Special Ed Associate – It's recommended that Rosanna Medley be hired for this position at 11.20 per hour.

High School Associate – It's recommended that Olivia Weatherspoon be hired for this position at 11.20 per hour.

High School At-Risk Associate – It's recommended that John Miller be hired for this position at 11.20 per hour.

Assistant Baseball Coach Resignation – Ryan Shelman has turned in his resignation as HS assistant baseball coach.

Contract Modifications

The following people have qualified for horizontal lane advances and need their contracts modified to reflect the advancement:

Mark Adams	MA, 11	54,014	to	MA10, 11	55,248
Sherrie Dotson	MA20, 16	62,656	to	MA30, 16	63,891
Kayla Henry	BA10, 3	40,433	to	BA20, 3	41,668
Monica King	BA, 11	49,075	to	MA, 14	57,718
Tamara Levinson	MA, 14	57,718	to	MA20, 14	60,187
Marc Moad	BA30, 14	56,483	to	MA, 15	58,592
Jill Morey	BA30, 4	44,137	to	MA, 4	45,372
Corina Shipp	BA20, 8	47,841	to	MA, 8	50,310
Amber Springsteen	BA20, 7	46,606	to	MA, 7	49,075
Sara Watkins	BA30, 11	52,779	to	MA, 11	54,014

Motion by Conner and seconded by Hockett to approve all items under the consent agenda. Motion carried 5-0.

## **BUSINESS**

**Santander Bank Payment:** Brian Gruhn, legal counsel and Steve Wandrow, lawsuit legal counsel are advising the district to make the final KUNO payment of \$175,000 to Santander Bank.

Motion by Hockett and seconded by Boughton to approve the final payment to Santander Bank. Motion carried 4-1.

**Baseball Field:** Mr. Schmitt had contacted the board regarding the work on the baseball field since seeding needed to take place yet this fall. He would like approval to complete the work with the payment coming from the SAVE dollars. The approximate total cost is \$26,000.

Motion by Boughton and seconded by Day to approve the baseball field renovations. Motion carried 5-0.

**Special Education Plan:** This plan describes the procedure on the process of serving special needs students. This plan does not change the way we serve students, it does, however, change how we count teacher caseloads. The plan is part of the board notes.

Motion by Hockett and seconded by Day to approve the special education plan. Motion carried 5-0.

**Adjournment:** Motion by Boughton and seconded by Hockett to adjourn the regular meeting at 6:50 PM. Motion carried 5-0.

## **ORGANIZATIONAL MEETING September 21, 2015**

The organizational meeting was called to order by the Board Secretary at 6:52 PM.

**Administer Oath of Office to New Board Members:** The Oath of Office was administered to the new board members – Dan Hockett, Andy Crowner, and Randy Fry.

**Elect New Board President:** Boughton nominated Dan Hockett with a second by Randy Fry. Nominations ceased and roll call vote was held – Hockett; aye; Fry – aye; Boughton – aye; Day – nay and Crowner – aye.

Dan Hockett was elected president 4-1.

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

**Elect New Vice-President:** Randy Fry nominated Andy Crowner – motion failed for lack of a second. Dan Hockett nominated Lee Boughton – motion failed due to lack of a second. Randy nominated Andy Crowner with a second from Andy. Roll call vote – Boughton – aye; Crowner – aye; Day – aye; Hockett – aye; Fry – aye.

Andy Crowner was elected vice-president 5-0.

**Approval of Agenda:** Motion by Boughton and seconded by Crowner to approve the agenda as presented. A brief explanation of the monthly financial statements was given to the new board members. Motion carried 5-0.

**BUSINESS**

**Open Enrollment:** Mr. Schmitt provided some information obtained from the IASB regarding open enrollment numbers in and out, resident student enrollment trends, the solvency ratio and a review of the grade cap policy. Those handouts are a part of the board materials.

The district seat count is done on October 1 and the certified enrollment is due October 15<sup>th</sup>.

**ADMINISTRATIVE REPORTS**

**Principal's Reports:** Mr. Snodgrass reported that mid-term was coming up and conferences were being held next week. There was a health career expo held at the high school; the staff had a refresher course on the ALICE procedures with the students having a refresher on Wednesday.

Mr. Jones introduced himself to the new board members and explained what his duties were: student attendance and discipline, PBIS, SOAR and special ed director.

Ms. Ritters reported that elementary conferences were being held next week; October 5 is grandparents' day; the staff is embracing the new Everyday Math program that was started this year; and would like to have a few teachers attend a future board meeting to talk about it. Once a month, they will be celebrating with students that have met various goals throughout the month.

**Superintendent Report:** Mr. Schmitt reported on the following: if they know of anyone not receiving the school newsletter and would like to contact Shawna; gave a short explanation of the Superintendent's annual report; handed out information regarding Standards for Effective School Board Boards and reiterated on how to handle concerns from the public regarding a staff member and what the proper procedures are.

The October 5 work session will have data presented from the principals and the December 7 work session will have the 3 legislators. The Kiwanis will be funding the after school program 100%.

**Items for Future Agendas:**

**Adjournment:** Motion by Boughton and seconded by Crowner to adjourn the meeting at 7:35 PM. Motion carried 5-0.

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Date Approved

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Secretary

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President