

BUDGET HEARING/REGULAR MEETING
April 8, 2019

The Board of Education of the Independent School District of West Burlington held the budget hearing/regular meeting at 6:00PM on Monday, April 8, 2019, in the boardroom at 607 Ramsey in West Burlington. Presiding over the meeting was President Crouner with all members answering roll call.

BUDGET HEARING

Receive Oral or Written Objections to 2019-2020 Budget: None were received.

Adjournment: Motion by Boughton and seconded by Hockett to adjourn the budget hearing at 6:01PM. Motion carried 5-0.

REGULAR MEETING

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

Receive Visitors/Open Forum: None

Miscellaneous Communications: None

Approval of Consent Agenda – the following 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 Lee: general/other - \$33,296.77; activity - \$5,164.80, and nutrition - \$15,469.48.
- D. Open Enrollment – The following student(s) should be approved for open enrollment continuation to West Burlington for the 2018-2019 school year:

Amir Howard	Kdg
Blaire Schnedler	Kdg
Antoine Howard	1 st
Noah Aney	4 th
Matthew Kincaid	7 th
Madison Aney	8 th
Rachel Kincaid	9 th
Branson Aney	10 th

The following student(s) should be denied for open enrollment to West Burlington for the 2019-2020 school year:

Abraham Johnson	8 th
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- E. Personnel Issues

Resignations:

Food Service- Sarah Twillie has submitted her resignation effective March 28, 2019.

HS Student Council- Jenna Amenell is resigning from her position as High School Student Council Sponsor effective the end of the 2018-2019 school year.

Motion by Thuleen and seconded by Boughton to approve the consent agenda. Motion carried 5-0.

BUSINESS

Approve the Certified Budget for 2019-2020 – Motion by Hockett and seconded by Boughton to approve the 2019-2020 budget. Motion carried 5-0.

2019-2020 Nutrition Program Prices – Patty McPherson was present to discuss the nutrition program prices. There are only a few changes for this next school year. The elementary and JHHS lunch prices went up \$.05, breakfast went up \$.10. She is citing increased grocery prices as the reason for raising the prices. Adult lunches went up \$.10, this is a State mandated price. All other pricing is staying the same. The nutrition price listing is a part of the board materials. Motion by Hockett and seconded by Boughton to approve the 2019-2020 nutrition prices as presented. Motion carried 5-0.

Co-Op Food Agreement – Patty McPherson recommends the approval of the AEA Purchasing Agreement for the 2019-2020 school year. The Co-Op has awarded Martin Brothers the bid for grocery items, Rapids Wholesale for small wares, and EMS Detergent for ware washing. Prices are through the co-op so we're getting the best price. Motion to enter into an agreement with AEA Purchasing by Hockett and seconded by Boughton. Motion carried 5-0.

Roofing Bids & HS Cafeteria Air Conditioning Bids – Nate Prickett was present to discuss these bids. A summary of the projects is a part of the board materials. Nate is looking to repair/replace three sections of Elementary roofing. He received two bids on two different roofing materials. The bid from Brockway Mechanical for black EPDM roofing material is the lowest bid at \$85,730, which is \$40,000 lower than expected. Because of that, Nate would like to add a \$5000 contingency. Total cost would be \$90,730. Work would start July 1 and will be completed by the Friday before school starts. Member Bowen asked what the difference was in the bids. Nate explained that the contractor's schedules are just now being formed for the summer so bids are lower. Motion to hire Brockway Mechanical, putting down black EPDM for the roofing project, and the additional contingency in the total amount of \$90,730 by Hockett and seconded by Boughton 5-0

Nate Prickett explained that we will install a rooftop mounted unit that adds air-conditioning and heating to the JHHS cafeteria. This rooftop unit will be integrated into our energy management system. They will remove existing heating vent units that encircle the cafeteria. He received three bids. Pricing includes necessary roof work, duct, and electrical work. Nate recommends hiring Arnold Refrigeration to do the work because they are the low bid. Crowner asked about the temperature difference between the cafeteria and the hallway which is air-conditioned. Nate explained that during the hotter months the cafeteria temperatures reach 80-85 degrees. Motion to hire Arnold Refrigeration, Inc. in the amount of \$32,596 by Boughton and seconded by Thuleen, Motion carried 5-0.

Elementary Summer Reading Program – Mrs. Kirkman reported that the elementary summer school program started a couple of years ago, following the JHHS. The goal is to encourage kids to read over the summer. The program will be open the same times and dates as the summer school. Brandee Roelfs, Amy Pilger, and Connie Carter have agreed to run the program. Total cost to the district is approximately \$700. Motion to approve the elementary summer reading program by Thuleen and seconded by Boughton. Motion carried 5-0.

Junior High/High School Summer School Program – Mr. Snodgrass reported that the JHHS summer school program will run four weeks this summer. The HS program started six to seven years ago, and they have had good success having students with credit recovery. The program will start on July 6 and end July 9. There will be two certified teachers and one associate to help HS students getting credit recovery, and some JH students that have failed a class that need some additional help. President Crowner asked how many students completed the program. Mr. Snodgrass explained that numbers drop after the third week. Mr. Snodgrass reminded the board that summer school is voluntary and students who will not complete the coursework will drop out. Usually, there's between twenty-five and thirty credits that are made up.

Summer Reading program – Mr. Snodgrass reported it's the same program we've had for the past 8 years. There will be one staff member running the program. The program will run Tuesday and Thursday, 9AM to 12PM.

Motion to approve the JHHS summer school and summer reading program by Thuleen and seconded by Boughton. Motion carried 5-0.

2019-2020 Calendar – Mr. Snodgrass told the board that he and Mrs. Kirkman have worked hard on the calendar. They sent calendar drafts out to both buildings for feedback. There will be a two-week break at Christmas and a couple of days for spring break, but not the week-long break we had this year. They are also trading professional development time during second semester for a third workday at the beginning of the year. They felt that professional development time at the beginning of the year is more valuable. Enclosed is the final draft of the calendar. Motion by Hockett and seconded by Boughton to approve the 2019-2020 calendar. Motion carried 5-0.

Kindergarten Open Enrollment – Mrs. Kirkman reported we’ve added two more resident students since the last board meeting. President Crowner explained that we went to sixty-five students in kindergarten at our last meeting, we would normally have gone to seventy, but Mrs. Kirkman wanted to wait until after kindergarten round-up to see if we had more resident students. We’ll hold at seventy until June 1st and then if we have the room we’ll go up to our cap size of seventy-two. The following students should be approved for open enrollment to West Burlington for the 2018-2019 school year for kindergarten:

Alex Gulley
Evan Gulley

Motion by Boughton and seconded by Hockett. Motion carried 5-0.

Approve 2017-2018 Audit – Mrs. Brown gave a brief presentation regarding the FY18 audit report. President Crowner stated we’ve talked to Joseph Johnson at Danville about the segregation of duties comment in the audit and are looking at ways we can remove this comment in the future. Motion to approve the 2017-2018 audit report by Hockett and seconded by Boughton. Motion carried 5-0.

Set Date and Time for Budget Amendment Hearing – It’s recommended that May 20th at 6:00 PM in the boardroom as the date/time for the public hearing regarding the FY19 budget amendment. Motion by Hockett and seconded by Boughton to approve May 20th at 6:00 PM in the boardroom as the time/date for the budget amendment public hearing. Motion carried 5-0.

Approve Publication of Budget Amendment Hearing – It’s recommended that the notice be published in the May 9th issue of the Des Moines County News. Motion by Boughton and seconded by Hockett to approve May 9th in the Des Moines County News for the publication of the budget amendment hearing notice. Motion carried 5-0.

Audit Contract – Mrs. Brown stated we’ve used the same auditor for the last 15-20 years and it may be good to have fresh eyes looking at our books. President Crowner also stated our current auditor has lost their good faith recommendation but not their license. Member Bowen has some concerns about the firm, but it’s personal. Motion to table the audit contract until the next meeting by Hockett and seconded by Thuleen. Motion carried 5-0.

ADMINISTRATIVE REPORTS

Principal’s Report - Mr. Snodgrass told the board he’ll have a graduation list for approval at their May 20th meeting. He’s asking for approval to give incentives to the junior class. Although we won’t get their Iowa Assessment scores back until the fall, we still want to give them motivations to do their best. He’s planning on having junior release time based on grades, starting the last week of April, around midterms. There was a discussion on whether students with a grade of “C” could take part in the early release.

Boughton - A-B grades only
Hockett – A-C grades
Bowen – A-C grades
Thuleen – A-C grades
Crowner – A-B grades only

Dr. Marang stated that a grade of “C” is not a bad grade. We’re all about compassion, a grade of “C” is a good grade in some courses.

The majority agreed to allow students with grades “A-C” to take part in the early release incentive.

Mrs. Kirkman reported that Iowa Assessment testing starts the middle of this week and next week. She’s eager to get started and to finish. She said the summer school proposal for the elementary was not on the agenda. She needs to send out letters to start planning. Summer school will run for three weeks, five days a week Monday-Friday 8AM-11:30AM. This is in conjunction with the summer lunch program. There will be four teachers at a cost of twenty-five dollars per hour. Total salary costs are between seven and ten thousand, plus another thousand for curriculum materials. There was a discussion on allowing letters to be sent home to families to prepare for summer school.

Thuleen- no objection to send out letters
Bowen – no objection to send out letters
Thuleen – no objection to send out letters
Hockett – no objection to send out letters
Crownier – no objection to send out letters

The majority agreed to allow Mrs. Kirkman to send out letters for summer school.

Superintendent – Dr. Marang told the board the being the superintendent of West Burlington is a unique position. We have a lot of professionals in this district. Our teachers, administrators, kids, and board are great. No one on the board is there for an agenda. He's happy to be here.

McPherson & Jacobson Search Firm Discussion – Gary McAndrew from McPherson & Jacobson was present to discuss and develop the characteristics required for our next superintendent and timeline we'll be going through to hire that person. A salary range of \$120,000 to \$145,000 was agreed upon. Characteristics are as follows:

Leading characteristics

1. Kids First – Putting the education and well-being of the student ahead of all other matters when making decisions for the district. What does it mean to them?
2. A leader with high integrity and professionalism who possess excellent communication skills who will be engaging with students, staff, administration, and community. An ability to think creatively while upholding the needs and goals of the district.
3. The ideal candidate has extensive knowledge of laws that govern finances of school districts in Iowa and has demonstrated knowledge of public school finance, budgeting, and fiscal management.
4. Positive Workplace Environment - Create and maintain a positive workplace environment that fosters collaboration and communication, creates an inclusive culture with equal opportunities, sets clear goals, raises employee morale, enhances the district's retention, and develops a sense of pride, ownership, and empowerment amongst staff.

Adjournment – Motion by Boughton and seconded by Hockett to adjourn the meeting at 9:07PM. Motion carried 5-0.

Date Approved

Secretary

President