

ALLAMAKEE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
MONDAY, DECEMBER 18, 2017 – HIGH SCHOOL LIBRARY
5:30 P.M.

I. Roll

Board Members present: Allan Rissman, Tom Baxter, Scott Melcher, Patty Nordheim and Tim Waters;

Board Members absent: None;

Staff Members: Jen Garin, Joe Griffith, Shawn Gordon, Julie Askelson, Bill Hennessy, Brian Hilsabeck, Randy Nordheim, Gretchen DeVore, Deb Tweedy, Darla Reed-Tinderholt, Frank Knoll, Connie Nagel, Sarah Schacherer, Michele Pladsen, Eileen Franks, Jennifer Hemann, Julie Alden, Amanda Voight, Tim Bulman, Lisa VanderKolk, Andy Sires, Jill Roffman, Sara Retallick, Jaime Curtin, Board Secretary and Dave Herold, Superintendent;

Visitors: Bill Halvorson, Dani Stock, Linda Groe, Dave Monserud, Kim Yohe, Duane Franks, Dave Davies, Nate Gebel, Gary Kolsrud, Kerri Gibbs, Angie Mettelle, Bailey Mathis, Cassey Urell, Scot Knutdson;

Reporter: Brianne Eilers.

Allan L. Rissman, Board President, called the meeting to order.

II. Agenda

Motion by Nordheim seconded by Baxter to adopt the Agenda as presented. The vote was all ayes. Motion carried.

III. Minutes

Motion by Waters seconded by Melcher to approve the minutes of the Regular Monthly Meeting on Monday, November 20, 2017 and the Work Sessions on Thursday, November 30, 2017, Thursday, December 7, 2017 and Tuesday, December 12, 2017. The vote was all ayes. Motion carried.

IV. Bills

Motion by Melcher seconded by Baxter to approve the bills for payment as presented. The vote was all ayes. Motion carried.

V. Reports

A. Secretary's Financial

B. Activity Fund Report

C. School Lunch Report

Dave Herold, Superintendent, reported that the negative balance for the month was due to two fewer school days in the month compared to prior years, noting each day accounts for about 800-900 lunches served. Mr. Herold also noted that without the equipment purchase as the beginning of the year, there would be a positive \$12,000 year-to-date balance and the fund balance is still very strong.

D. Superintendent's Report

Dave Herold, Superintendent, updated the board on the status of the roofing project. Mr. Herold stated that two checks totaling about \$450,000 will be released to the roofing company, but approximately \$186,000 will be retained until the final punch-list (including fixing all of the vents) is complete. Mr. Herold also mentioned the needs assessment and school report card, noting both will be presented to the board next month.

REGULAR MONTHLY MEETING – DECEMBER 18, 2017

E. Principals' Reports

Julie Askleson, Waterville Elementary Principal, commended Mr. Knoll and Mrs. Schacherer for another wonderful winter concert. Mrs. Askleson also reported on the successful food drive and recent sledding field trip at Village Creek Bible Camp.

Joe Griffith, West/East Elementary Principal, reported on the well-attended concert series and the third grade students' recent visit to the Good Samaritan Center, noting that it was such a success that they hope to continue to do it at least annually.

Jen Garin, Middle School Principal/Activities Director, stated that the Middle School just wrapped up the girls' basketball and wrestling seasons and the boys' basketball season is just beginning. Ms. Garin also thanked Mr. Knoll, Mrs. Schacherer and Mrs. Palmer for another excellent winter concert.

Brian Hilsabeck, High School Assistant Principal/Activities Director, reported that Dr. Hardy is doing well and will return after the Winter break. Mr. Hilsabeck also reported on the winter activities participation numbers.

F. Curriculum Report

Gretchen DeVore, Curriculum Director, briefly discussed a few new classes that will be offered next year and noted that the next round of assessments will start in January. Mrs. DeVore also welcomed all families to the upcoming STEAM night at East Elementary on 12/19.

G. Building and Grounds Report

Bill Hennessy, Building and Grounds Director, reported on the new stove being installed at East Elementary and cleaning/waxing projects to take place over Winter break.

H. Technology Report

Shawn Gordon, Technology Director, reported on the number of help desk tickets and laptop repairs as well as the upcoming maintenance to be performed during the Winter break.

I. Food Service ReportJ. Transportation Report

Randy Nordheim, Transportation Director, reported that the new suburbans have arrived and it has been beneficial having two available.

K. 21st Century ReportL. Other

Motion by Nordheim seconded by Waters to approve the Secretary's Financial Report, Activity Fund Report, School Lunch Report, Superintendent's Report, Principals' Reports, Curriculum Report, Building and Grounds Report, Technology Report and Transportation Report as presented. The vote was all ayes. Motion carried.

VI. CommunicationsA. Information - NoneB. Visitors

Allan L. Rissman, Board President, welcomed the visitors and asked if there was anything anyone wished to comment on the agenda. No comments were made.

VII. Old Business - None

REGULAR MONTHLY MEETING – DECEMBER 18, 2017

VIII. New Business

- A. Recommendation regarding Waterville Elementary.
Motion by Baxter seconded by Melcher to close Waterville Elementary at the end of the 2017-2018 school year. The vote was as follows: Ayes – Baxter, Melcher, Nordheim, Rissman, Waters; Opposed – None; Motion carried.
- B. Personnel: (All staff hired and volunteers are subject to a satisfactory background check.)
1. Recommendation to approve staff for the 21st Century After School Program.
Motion by Waters seconded by Melcher to approve staff for the 21st Century After School Program. The vote was all ayes. Motion carried.
 2. Recommendation to hire Sally Waterworth as a Middle School paraprofessional. (\$11.61)
Motion by Baxter seconded by Nordheim to hire Sally Waterworth as a Middle School paraprofessional. (\$11.61) The vote was all ayes. Motion carried.
 3. Recommendation to accept the resignation of Randy Nordheim from his head varsity volleyball coaching position.
Motion by Melcher seconded by Waters to accept the resignation of Randy Nordheim from his head varsity volleyball coaching position. The vote was as follows: Ayes – Baxter, Melcher, Rissman, Waters; Abstain – Nordheim; Motion carried.
 4. Recommendation to accept the resignation of Emily Rocksvold from her paraprofessional position.
Motion by Nordheim seconded by Baxter to accept the resignation of Emily Rocksvold from her paraprofessional position. The vote was all ayes. Motion carried.
 5. Recommendation to hire Kendra Reburn as a High School paraprofessional. (\$11.61)
Motion by Nordheim seconded by Waters to hire Kendra Reburn as a High School paraprofessional. (\$11.61) The vote was all ayes. Motion carried.
 6. Recommendation to increase Earl Zezulka's hourly pay from \$15.11 to \$15.36.
Motion by Baxter seconded by Melcher to increase Earl Zezulka's hourly pay from \$15.11 to \$15.36. The vote was all ayes. Motion carried.
- C. Recommendation on Early Retirement Incentive.
Motion by Melcher seconded by Waters to adopt an early retirement incentive. The following criteria will be used: must be 55 years old, 10 years of service in the District, \$24,000 spread over 4 years with annual payments, open to the first 10 employees that apply, attend meeting on December 19, 2017 at 4:00 p.m. with sign up beginning Wednesday, December 20, 2017 in the Superintendent's Office at 7:00 a.m. This will be available for 45 days. The vote was all ayes. Motion carried.
- D. Recommendation to approve modified supplemental amount of \$213,618 for At-Risk/Drop Out Prevention.
Motion by Nordheim seconded by Melcher to approve modified supplemental amount of \$213,618 for At-Risk/Drop Out Prevention. The vote was all ayes. Motion carried.
- E. Recommendation to approve the line item budget as a working document.
Motion by Baxter seconded by Waters to approve the line item budget as a working document. The vote was all ayes. Motion carried.
- F. Recommendation to approve NICC lease.
Motion by Melcher seconded by Nordheim to approve NICC lease. The vote was all ayes. Motion carried.
- G. Recommendation to approve NICC Career Learning Link Spring field trips.
Motion by Waters seconded by Baxter to approve NICC Career Learning Link Spring field trips. The vote was all ayes. Motion carried.

REGULAR MONTHLY MEETING – DECEMBER 18, 2017

- H. Recommendation to approve internet service provider contract.
Motion by Nordheim seconded by Baxter to approve internet service provider contract from ICN for \$2,131.00 per month. The vote was all ayes. Motion carried.
- I. Recommendation to hire a superintendent search firm.
Motion by Melcher seconded by Nordheim to hire Grundmeyer Leader Search for a maximum of \$11,352.88 as the superintendent search firm. The vote was all ayes. Motion carried.
- J. Recommendation to hire StruXture Architects/KCL Engineering for the switchgear project.
Motion by Baxter seconded by Waters to hire StruXture Architects/KCL Engineering for \$25,000 for the switchgear project. The vote was all ayes. Motion carried.
- K. Recommendation to approve bids for the industrial arts ventilation system.
Motion by Melcher seconded by Waters to approve the bid of \$50,493 from Casper Plbg. & Htg for the industrial arts ventilation system. The vote was all ayes. Motion carried.
- L. Recommendation to approve final payment to L.J. Roth.
Motion by Baxter seconded by Nordheim to approve final payment of \$37,287.61 to L.J. Roth for work on auditorium curtains and roof top HVAC unit. The vote was all ayes. Motion carried.
- IX. Adjournment
Motion by Melcher seconded by Waters to adjourn the meeting at 6:10 p.m. The vote was all ayes. Motion carried. The next regular monthly meeting of the Board will be held on Monday, January 15, 2018 at 5:30 p.m. in the High School library.

Allan L. Rissman
Board President

Jaime Curtin
Board Secretary