

ALLAMAKEE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
MONDAY, SEPTEMBER 18, 2017 – WATERVILLE ELEMENTARY
5:30 P.M.

I. Roll

Board Members present: Allan Rissman, Tom Baxter, Scott Melcher and Tim Waters;
Board Members absent: Patty Nordheim;
Staff Members: Julie Magner Mike Hardy, Jen Garin, Joe Griffith, Shawn Gordon, Julie Askelson, Barb Winters-Kelly, Gretchen DeVore, Brian Hilsabeck, Randy Nordheim, Amanda Voight, Lisa Vanderkolk, Julie Connor, Jaime Curtin, Board Secretary and Dave Herold, Superintendent;
Visitors: Linda Groe, Bill Halvorson, Sheryl Evanson, Nancy Walleser, Hannah Walleser, Kim Yohe;
Reporter: Jeremy Troendle.

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

II. Agenda

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

III. Minutes

Motion by Baxter seconded by Melcher to approve the minutes of the Regular Monthly Meeting on Monday, August 21, 2017 and the Work Session on Thursday, September 7, 2017. The vote was all ayes. Motion carried.

IV. Bills

Motion by Waters 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 once again there was a loss this month. The loss was due to the purchase of new equipment. Mr. Herold also commented on the lunch counts so far this year and noted that the overall fund balance is still very healthy.

D. Superintendent's Report

Dave Herold, Superintendent, reported on the upcoming dental days being offered through the University of Iowa's PROJECT SEALED Grant. Mr. Herold noted that not many students have signed up yet, but information will be sent home in an effort to encourage participation. Mr. Herold also discussed the status of the roof project, noting the final punch list will take 2-3 days to complete. Mr. Herold stated that the first day enrollment was down eight students from the official count last year and that the most recent test of the Waterville well passed.

E. Principals' Reports

Julie Askelson, Waterville Elementary Principal, reported on recent and upcoming activities, including Granola with Grandparents and the Kindergarten fieldtrip to Peake's Apple Orchard. Mrs. Askelson also thanked R.W. Pladsen in advance for allowing the Waterville students to watch the homecoming parade from their parking lot.

Joe Griffith, West/East Elementary Principal, reported on midterms, bike safety and upcoming fieldtrips including the Kindergarteners going to the apple orchard and the 5th graders going to Rendezvous Days in Fort Atkinson.

REGULAR MONTHLY MEETING – SEPTEMBER 18, 2017

Jen Garin, Middle School Principal, reported on the completion of FAST testing and fall assessments. Ms. Garin also reported on the Middle School activities participation numbers and the upcoming activities including the homecoming dance, the home cross-country meet on September 19th, “Get Moving Day” on October 4th and the vocal concert on October 12th. Brian Hilsabeck, High School Assistant Principal/Activities Director, reported on the volleyball team’s first place finish in the silver bracket of their home meet over the past weekend and the upcoming home cross-country meet, which will include 13 teams and over 200 runners. Mr. Hilsabeck also reported on Waukon High School receiving the NEIC Sportsmanship Award for the first time ever, noting there will be a presentation during the “Burning of the W” assembly on September 21st.

Dr. Mike Hardy, High School Principal, reported on homecoming week events and gave an update on the Success Coordinator position.

F. Curriculum Report

Gretchen DeVore, Curriculum Director, reporting on FAST testing, CASA reporting and the integration of “blended/flipped” classrooms.

G. Building and Grounds Report

H. Technology Report

Shawn Gordon, Technology Director, reported on the laptop distribution on the first day of school, noting it went much more smoothly due to the eRegistration process. Mr. Gordon also thanked Jeremy Hogan of Prairie Industries and Brett Ishman of Bretford for the donation of two iPad charging stations.

I. Food Service Report

Julie Magner, Food Service Director, reported that the new equipment has been installed and is running good and the Cattlemen will be grilling burgers on Friday.

J. Transportation Report

Randy Nordheim, Transportation Director, reported that it has been a very busy start to the school year with many trips and activities. Mr. Nordheim also noted that the District’s cost per mile decreased again this year, thanking Andrew Eberling for doing great work to help keep costs down.

K. 21st Century Report

Barbara Winters-Kelly, reported on the collaboration between the Middle School and Elementary After School Programs.

L. Other

Motion by Melcher seconded by Waters to approve the Secretary’s Financial Report, Activity Fund Report, School Lunch Report, Superintendent’s Report, Principals’ Reports, Curriculum Report, Technology Report, Food Service Report, Transportation Report and 21st Century Report as presented. The vote was all ayes. Motion carried.

VI. Communications

A. Information

1. Presentation by Waterville Elementary

Mrs. Julie Askleson presented a video put together by Michaela Dehli about the Summer Programming and the addition of the Postville students this past summer. Mrs. Askleson also shared a slideshow of the recent Granola with Grandparents compiled by Michele Pladsen.

2. Upcoming IASB Workshops and IASB Convention
Informational

REGULAR MONTHLY MEETING – SEPTEMBER 18, 2017

3. Waterville Elementary Short and Long-Term Plans
 Allen Rissman gave a brief statement about the plans for Waterville Elementary. Mr. Rissman provided the following timeline: Information will be sent to all constituents in October, a public forum will be held in November, outside of the regular Board meeting and a final decision will be made at the regular December board meeting.

- B. 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

- A. Recommendation to approve the Certified Annual Report for 2016-2017.
 Motion by Baxter seconded by Melcher to approve the Certified Annual Report for 2016-2017 as presented. The vote was all ayes. Motion carried.
- B. Recommendation to approve the Special Education Supplement for 2016-2017.
 Motion by Waters seconded by Melcher to approve the Special Education Supplement for 2016-2017 as presented. The vote was all ayes. Motion carried.
- C. Recommendation to approve the Transportation Annual Report for 2016-2017.
 Motion by Baxter seconded by Waters to approve the Transportation Annual Report for 2016-2017 as presented. The vote was all ayes. Motion carried.

VIII. Adjournment

Motion by Melcher seconded by Baxter to adjourn the meeting at 6:01 p.m. for the Board to re-organize. The vote was all ayes. Motion carried.

RE-ORGANIZATIONAL MEETINGI. Roll

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

II. New Business

- A. Meeting called to order.
 Jaime Curtin acted as temporary chairperson and called the meeting to order at 6:02 p.m.
- B. Letter from County Commissioner of Elections.
 A letter was received from Denise Beyer, County Commissioner of Elections, certifying the election results showing that Allan Rissman was elected as Board Member At-Large and Scott Melcher was elected as Board Member Director District #1. Motion by Baxter seconded by Waters to officially place on file the Letter from the County Commission of Elections. The vote was all ayes. Motion carried.
- C. Oath administered to elected board members.
 Jaime Curtin, Board Secretary, administered the Oath of Office to the elected Board Members Allan Rissman and Scott Melcher.
- D. Election of President.
 Motion by Melcher seconded by Baxter to nominate Allan Rissman as Board President. The vote was all ayes. Motion carried. Allan Rissman was declared Board President.
- E. Election of Vice-President.
 Motion by Waters seconded by Melcher to nominate Patty Nordheim as Board Vice-President. The vote was all ayes. Motion carried. Patty Nordheim was declared Board Vice-President.

REGULAR MONTHLY MEETING – SEPTEMBER 18, 2017

F. Administer oath to new officers.

Jaime Curtin, Board Secretary, administered the Oath of Office to Allan Rissman for Board President. Mrs. Curtin will administer the Oath of Office to Patty Nordheim for Board Vice-President within 10 days of this election.

Allan Rissman, Board President, took over the meeting at this time.

G. Set meeting time and day for regular school board meetings.

Motion by Baxter seconded by Melcher to set the time and date for the regular monthly meetings as the third Monday of the month at 5:30 p.m. in the High School library, with the September meeting held at Waterville Elementary. The vote was all ayes. Motion carried.

H. Appointment and Oath of Office of Board Secretary/Board Treasurer.

Motion by Waters seconded by Baxter to appoint Jaime Curtin as Board Secretary/Board Treasurer. The vote was all ayes. Motion carried. Allan Rissman, Board President, administered the Oath of Office to Jaime Curtin.

I. Name depository banks for General, Management, Physical Plant and Equipment, Activity, Secure an Advanced Vision for Education (SAVE), Debt Service and Lunch:

<u>Waukon State Bank</u>	<u>\$13,000,000</u>
<u>Farmers & Merchants</u>	<u>\$ 5,000,000</u>
<u>ISJIT/ISCAP</u>	<u>\$ 1,000,000</u>

Motion by Melcher seconded by Waters to name the following depository banks for General, Management, Physical Plant and Equipment, Activity, Secure an Advanced Vision for Education (SAVE), Debt Service and Lunch. Waukon State Bank - \$13,000,000, Farmers & Merchants - \$5,000,000, ISJIT/ISCAP - \$1,000,000. The vote was all ayes. Motion carried.

J. 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 Baxter seconded by Waters to approve staff for the 21st Century After School Program. The vote was all ayes. Motion carried.

2. Recommendation to hire Ken West as a Driver Education Instructor. (\$185.00)

Motion by Melcher seconded by Baxter to hire Ken West as a Driver Education Instructor. (\$185.00) The vote was all ayes. Motion carried.

3. Recommendation to change Rosalyn Samuelson's hours from 28.75 hours per week to 29 hours per week.

Motion by Waters seconded by Melcher to change Rosalyn Samuelson's hours from 28.75 hours per week to 29 hours per week. The vote was all ayes. Motion carried.

4. Recommendation to hire Patricia Roach as a para professional. (\$11.61)

Motion by Baxter seconded by Waters to hire Patricia Roach as a high school para educator. (\$11.61) The vote was all ayes. Motion carried.

5. Recommendation to accept the resignation of Amanda Eggerichs from her head softball coaching position, pending finding a suitable replacement.

Motion by Melcher seconded by Baxter to accept the resignation of Amanda Eggerichs from her head softball coaching position, pending finding a suitable replacement. The vote was all ayes. Motion carried.

6. Recommendation to approve the following volunteer wrestling coaches: Dave Hansmeier, Mitchell Berns and David Burrett.

Motion by Waters seconded by Baxter to approve the following volunteer wrestling coaches: Dave Hansmeier, Mitchell Berns and David Burrett. The vote was all ayes. Motion carried.

REGULAR MONTHLY MEETING – SEPTEMBER 18, 2017

- K. Recommendation to approve students for contracted classes.
Motion by Melcher seconded by Waters to approve students for contracted classes. The vote was all ayes. Motion carried.
- L. Recommendation to approve out of state field trips for NICC’s Career Learning Link program.
Motion by Baxter seconded by Melcher to approve out of state field trips for NICC’s Career Learning Link program. The vote was all ayes. Motion carried.
- M. Recommendation to approve Sunday usage of the Middle School gym for 5th & 6th grade volleyball games through Park & Rec.
Motion by Waters seconded by Melcher to approve Sunday usage of the Middle School gym for 5th & 6th grade volleyball games through Park & Rec. The vote was all ayes. Motion carried.
- N. Recommendation to approve Sunday open gyms for girls’ basketball.
Motion by Melcher seconded by Baxter to approve Sunday open gyms for girls’ basketball. The vote was all ayes. Motion carried.
- O. Recommendation to approve FFA students’ attendance at the following events:
 1. State FFA Convention in Ames, IA – Leaving Sunday, April 22, 2018 and returning Tuesday, April 24, 2018.
 2. National FFA Convention in Indianapolis, IN – Leaving Tuesday, October 24, 2017 and returning Friday, October 27, 2017.
 3. Greenhand Fire Up at Wapsi Valley High School – Wednesday, October 4, 2017.
Motion by Waters seconded by Melcher to approve FFA students’ attendance at the following events:
 1. State FFA Convention in Ames, IA – Leaving Sunday, April 22, 2018 and returning Tuesday, April 24, 2018.
 2. National FFA Convention in Indianapolis, IN – Leaving Tuesday, October 24, 2017 and returning Friday, October 27, 2017.
 3. Greenhand Fire Up at Wapsi Valley High School – Wednesday, October 4, 2017.
The vote was all ayes. Motion carried.
- P. Recommendation to approve Sunday events for the cheerleaders.
Motion by Baxter seconded by Melcher to approve Sunday events for the cheerleaders. The vote was all ayes. Motion carried.
- Q. Recommendation to approve Sunday events for FBLA.
Motion by Melcher seconded by Waters to approve Sunday events for FBLA. The vote was all ayes. Motion carried.
- R. Recommendation to appoint an IASB Delegate.
Motion by Waters seconded by Melcher to appoint Allan Rissman as the IASB Delegate. The vote was all ayes. Motion carried.
- S. Recommendation to appoint Level I Investigators for Child Abuse Reporting – David Herold and Karen Burke.
Motion by Baxter seconded by Waters to appoint Level I Investigators for Child Abuse Reporting – David Herold and Karen Burke. The vote was all ayes. Motion carried.
- T. Recommendation to appoint a Level II Investigator for Child Abuse Reporting – Attorney Bill Shafer.
Motion by Melcher seconded by Baxter to appoint a Level II Investigator for Child Abuse Reporting – Attorney Bill Shafer. The vote was all ayes. Motion carried.

REGULAR MONTHLY MEETING – SEPTEMBER 18, 2017

- U. Recommendation to make the following appointments:
1. MCGF/Equity Coordinator – Gretchen DeVore.
 2. Title IX Officer – Jen Garin.
 3. Truancy Officer – Jen Garin.
 4. Section 504 Coordinator – Joe Griffith.
 5. Middle School and High School Guidance Counselor – Amy Wasson.
 6. East, West and Waterville Elementary Guidance Counselor – Scott Iverson.

Motion by Waters seconded by Melcher to make the following appointments:

1. MCGF/Equity Coordinator – Gretchen DeVore.
2. Title IX Officer – Jen Garin.
3. Truancy Officer – Jen Garin.
4. Section 504 Coordinator – Joe Griffith.
5. Middle School and High School Guidance Counselor – Amy Wasson.
6. East, West and Waterville Elementary Guidance Counselor – Scott Iverson.

The vote was all ayes. Motion carried.

- V. Casting of Ballot for Director District 3 – Keystone AEA Board of Directors.
 Motion by Baxter seconded by Melcher to cast the ballot for the Keystone AEA Board of Directors Director District 3 for Dr. Bill Withers. The vote was all ayes. Motion carried.

III. Adjournment

Motion by Melcher seconded by Waters to adjourn the meeting at 6:19 p.m. The vote was all ayes. Motion carried. The next regular monthly meeting of the Board will be held on Monday, October 16, 2017 at 5:30 p.m. in the High School library.

Allan L. Rissman
 Board President

Jaime Curtin
 Board Secretary