

ALLAMAKEE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
MONDAY, JULY 16, 2018 – HIGH SCHOOL LIBRARY
5:30 P.M.

I. Roll

Board Members present: Allan Rissman, Scott Melcher, Tim Waters and Erik Helgerson;
Board Members absent: Patty Nordheim;
Staff Members: Joe Griffith, Bill Hennessy, Shawn Gordon, Barb Winters-Kelly, Jaime Curtin, Board Secretary and Jay Mathis, Superintendent;
Visitors: Linda Groe, Erica Nosbisch, and Wendy Mihm-Herold;
Reporter: Brianne Eilers.

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

II. Agenda

Motion by Melcher seconded by Helgerson to adopt the revised Agenda with the addition of Cindy Wuebker to item A. 6. under new business and the addition of item Q. Contract with Johnson Controls. The vote was all ayes. Motion carried.

A. Information

1. NICC Presentation

Wendy Mihm-Herold, Vice President of Business and Community Solutions at NICC and Erica Nosbisch, NICC Waukon Center Director, presented information about the College and discussed the ballot measure to be placed before the voters on September 11, 2018 requesting approval for a continuance of the College's existing bond levy.

III. Minutes

Motion by Waters seconded by Melcher to approve the minutes of the Regular Monthly Meeting on Monday, June 18, 2018, the Special Meeting on Friday, June 22, 2018 and the Work Session on Wednesday, July 11, 2018. The vote was all ayes. Motion carried.

IV. Bills

Motion by Waters seconded by Helgerson 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

D. Superintendent's Report

Jay Mathis, Superintendent, shared the updated bus routes map (prepared by Andrew Eberling, Transportation Director). Mr. Mathis also briefly commented on the status of a few summer projects, noting that Bill Hennessy is doing a great job working with the contractors and facilitating communication with the contractors and architects/engineers. Mr. Mathis stated that he is getting himself settled in and preparing for meetings with the administrators to start the new school year.

E. Principals' Reports

F. Curriculum Report

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- G. Building and Grounds Report
Bill Hennessy, Building and Grounds Director, reported on the progress of summer projects, noting that all are moving along and the East Elementary kitchen project is set to be complete on August 8. Mr. Hennessy also commended the custodians for a great job on the summer maintenance projects.
- H. Technology Report
Shawn Gordon, Technology Director, updated the Board on registration dates, noting that e-registration opens August 1 and help sessions will be Tuesday, August 7 from 8 a.m. – 5 p.m. and Wednesday, August 8 from 12:00 p.m. – 6:00 p.m. in the High School cafeteria.
- I. Food Service Report
- J. Transportation Report
- K. 21st Century Report
Barb Winters-Kelly, Grant Director, reported that they are preparing for the August 1 start date for summer programming and that the state allowed them to carryover unused funds from the prior year due to extenuating circumstances. Mrs. Winters-Kelly urged the Board to let her know if they have ideas on how to spend those funds.
- L. Other

Motion by Helgerson seconded by Melcher to approve the reports as presented. The vote was all ayes. Motion carried.

VI. Communications

- A. Information
 - 1. 2017-18 Facility and Mileage Reports
Informational.
- 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 – None.VIII. New Business

- A. Personnel: (All staff hired and volunteers are subject to a satisfactory background check.)
 - 1. Recommendation to approve staff for the After School Program.
Motion by Waters seconded by Helgerson to approve staff for the After School Program. The vote was all ayes. Motion carried.
 - 2. Recommendation to approve East and West Elementary After School Program Site Coordinators for the 2018-19 school year.
Motion by Melcher seconded by Waters to hire Maria Baker at West Elementary and Alyssa Bell at East Elementary as the After School Program Site Coordinators for the 2018-19 school year. The vote was all ayes. Motion carried.
 - 3. Recommendation to approve the following volunteer football coaches: Jarod Dahlstrom, Frank Weymiller, Brody Baxter and Caleb Ferring.
Motion by Helgerson seconded by Melcher to approve the following volunteer football coaches: Jarod Dahlstrom, Frank Weymiller, Brody Baxter and Caleb Ferring. The vote was all ayes. Motion carried.

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4. Recommendation to hire Kallie Heitland as a paraprofessional at the high school. (\$11.91)
Motion by Waters seconded by Helgerson to hire Kallie Heitland as a paraprofessional at the high school. (\$11.91) The vote was all ayes. Motion carried.
 5. Recommendation to accept the resignation of Amanda Jellings from her teaching position, pending hiring a suitable replacement.
Motion by Melcher seconded by Waters to accept the resignation of Amanda Jellings from her teaching position. The vote was all ayes. Motion carried.
 6. Recommendation to hire Cindy Wuebker as a first grade teacher. (\$62,440)
Motion by Helgerson seconded by Melcher to hire Cindy Wuebker as a first grade teacher. (\$62,440) The vote was all ayes. Motion carried.
- B. Recommendation to approve student, teacher and coaches' handbook changes for the 2018-19 school year.
Motion by Waters seconded by Melcher to approve the student, teacher and coaches' handbook changes for the 2018-19 school year, with the following exceptions: High School student handbook – remove entire Assignment Completion section, remove most references to detentions and remove sentence about reprinting yearbooks. The vote was all ayes. Motion carried.
 - C. Recommendation to approve staff policies and administrative rules handbook for 2018-19.
Motion by Helgerson seconded by Melcher to approve staff policies and administrative rules handbook for 2018-19. The vote was all ayes. Motion carried.
 - D. Recommendation to set the driver education instructor per student reimbursement rate as follows: 2018-19 \$187.50, 2019-20 \$190.00 and 2020-21 \$192.50.
Motion by Helgerson seconded by Waters to set the driver education instructor per student reimbursement rate as follows: 2018-19 \$187.50, 2019-20 \$190.00 and 2020-21 \$192.50. The vote was all ayes. Motion carried.
 - E. Recommendation to increase the driver education student fee for 2018-19 from \$310 to \$325.
Motion by Melcher seconded by Helgerson to increase the driver education student fee for 2018-19 from \$310 to \$325. The vote was all ayes. Motion carried.
 - F. Recommendation to approve the renewal of membership with the Iowa Association of School Boards.
Motion by Waters seconded by Melcher to approve the renewal of membership with the Iowa Association of School Boards. The vote was all ayes. Motion carried.
 - G. Recommendation to approve the renewal of membership with the Iowa School Finance Information Services.
Motion by Helgerson seconded by Waters to approve the renewal of membership with the Iowa School Finance Information Services. The vote was all ayes. Motion carried.
 - H. Recommendation to approve a snow removal bid.
Motion by Melcher seconded by Waters to approve Adam Anderson's bid for snow removal of \$65/hour for 2018-19, 2019-20 and 2020-21. The vote was all ayes. Motion carried.
 - I. Recommendation to approve the Nutrition Handbook.
Motion by Melcher seconded by Helgerson to approve the Nutrition Handbook. The vote was all ayes. Motion carried.
 - J. Recommendation to approve the student and adult lunch prices for 2018-19.
Motion by Waters seconded by Melcher to approve the student and adult meal prices for 2018-19. The vote was all ayes. Motion carried.
 - K. Recommendation to approve School Breakfast/Lunch Free and Reduced Policy.
Motion by Waters seconded by Helgerson to approve School Breakfast/Lunch Free and Reduced Policy. The vote was all ayes. Motion carried.

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- L. Recommendation to approve the milk and bread bids.
Motion by Melcher seconded by Waters to award the 12oz bottles of chocolate milk to WW Homestead Dairy and the remainder of the milk bid to Prairie Farms and the bread bid to Pan-O-Gold. The vote was all ayes. Motion carried.
- M. Recommendation to approve continuing the Backpack Program in 2018-19.
Motion by Helgerson seconded by Waters to approve continuing the Backpack Program in 2018-19. The vote was all ayes. Motion carried.
- N. Recommendation to set the Legislative Priorities.
Motion by Waters seconded by Helgerson to set the following Legislative Priorities: #3 – Preschool, #6 – Dropout/At-Risk, #20 – Supplemental State Aid and #27 – SAVE (Secure an Advanced Vision for Education). The vote was all ayes. Motion carried.
- O. Recommendation to hold the September meeting at the High School Library.
Motion by Melcher seconded by Waters to hold the September meeting at the High School Library. The vote was all ayes. Motion carried.
- P. Recommendation to accept bid from Shive-Hattery for East Elementary analysis.
Motion by Melcher seconded by Waters to accept the proposal from Shive-Hattery for East Elementary full scope analysis for \$14,000. The vote was all ayes. Motion carried.
- Q. Recommendation to approve contract with Johnson Controls for fire alarm maintenance.
Motion by Helgerson seconded by Waters to approve the three-year contract with Johnson Controls for fire alarm maintenance at \$6,330 in the first year, \$6,456 in the second year and \$6,588 in the third year. The vote was all ayes. Motion carried.
- IX. Adjournment
Motion by Melcher seconded by Helgerson to adjourn the meeting at 6:41 p.m. The vote was all ayes Motion carried. The next regular monthly meeting of the Board will be held on Monday, August 20, 2018 at 5:30 p.m. in the High School library.

Allan L. Rissman
Board President

Jaime Curtin
Board Secretary