

Central DeWitt Community School Board Regular Meeting
Wednesday, July 25, 2018
Middle School Media Center, 425 E. 11th Street, DeWitt, Iowa

The Central DeWitt Community School Board of Education met for a Regular Board meeting on July 25, 2018 at the Central DeWitt Middle School Media Center at 6:00 p.m. President Cory Huff, Directors Angela Rheingans, Christy Kunz and GEOFF Blandin were present. Absent was Director Hannah Perrone. Also present were Superintendent Dan Peterson and Board Secretary Cyndie Johnson. Media representation included Nancy Mayfield, The Observer. Also present was Josh Greubel.

Opening of Meeting: 6:00 p.m.

President Cory Huff opened the meeting at 6:00 p.m. The Pledge of Allegiance was recited.

Moved by Director Blandin, Director Rheingans to approve the tentative agenda with the removal of Section B Information & Discussion Item(s) as there were no Administrative or Legislative Reports this month. No further discussion. Motion carried 4-0.

Moved by Director Kunz, Director Blandin to approve the minutes of the June 27, 2018 board meeting as presented. No discussion. Motion carried 4-0.

Public Forum:

Josh Greubel reported the HS band performed at the 4th of July parade in DeWitt. The new uniforms are beginning to arrive as well and will be highlighted at the 2nd football game of the season. He has begun getting students ready for All State competition also.

Personnel Report:

Resignation of Renee Christiansen from her position as Math Teacher at the HS, effective immediately.

Recommendation to hire Megan King as Middle School Language Arts Teacher. She will start at BA step 2 of the 2018-19 teacher handbook.

Recommendation to hire Megan King as Middle School Drama Coach. The stipend is .07 of the 2018-19 teacher handbook.

Recommendation to hire Miah Betz as 7th Grade Boys Track Coach. The stipend is .07 of the 2018-19 teacher handbook. Miah will be filling our HS Social Studies position second semester next year and would like to get involved in coaching. She was a former track athlete at Central DeWitt and I anticipate her doing an outstanding job in that role. She will need to complete her coaching authorization before being able to officially be a coach in our District.

Recommendation to hire Adam Grell as Head 7th Grade Football Coach. The stipend is .08 of the 2018-19 teacher handbook. Adam was a long time MS football coach in our program and did a great job. Recently he has also been an outstanding wrestling coach. We are excited to get him back into our football program.

Recommendation to hire Kirk Machovec as MS Assistant 7th Grade Football Coach. The stipend is .07 of the 2018-19 teacher handbook. Kirk has previously served as a MS football coach along with Coach Grell. Both did an outstanding job with that level and working together. Kirk is an extremely hard working softball assistant and know he will put all his efforts into that role. He is also the St. Joe's Athletic Director so gives us a great connection at that level.

Request that we pay Courtney Belk \$1500 out of the Softball Fundraising accounts to compensate her for her duties in organizing and disseminating the MS softball program this summer. The original board approval making this a volunteer coaching position took place at the [January 14, 2015 board meeting](#).

Recommendation that Derek Stecklein be moved from Assistant MS (8th) Football to Head 8th Grade Football Coach, effective immediately. The stipend is .08 of the 2018-19 teacher handbook. Derek was an assistant last year and did a great job. He was a former player at Olwein and is currently subbing and coaching in our District. He is a very professional, organized and committed young coach and anxious to have him in that role in our District.

Recommendation to hire Carl Small as Assistant MS (8th) Football Coach. The stipend is .05 of the 2018-19 teacher handbook. Coach Small has previously coached MS football in another District and most recently led our girls basketball program as our head coach. I believe he will be highly affective in that role.

Recommendation to hire Carl Small as Assistant Varsity Girls Basketball (Freshman) Coach. The stipend is .11 of the 2018-19 teacher handbook. Coach Small has a long history as a basketball coach at all levels and player at the HS and collegiate level. He has recently stepped down as our Head Coach. To have him stay involved at that level will certainly benefit our overall program. For years we could not field a freshman team but in recent years our numbers have remained strong and we would like to see that continue. Coach Small can be instrumental in that process. I have worked with Head Coach Specht in finding his staff for his first season.

Recommendation to hire Brian Henning as 7th Grade Boys Basketball Coach. The stipend is .07 of the 2018-19 teacher handbook. Brian has an extensive background in coaching and was formerly both a high school assistant and head coach in neighboring districts. Brian has recently been hired as an associate in our District.

Request approval for KateLynn Hartmann to receive 7 hours of pay for her participation and preparation for the Special Education Symposium presentation she had given during the month of June 2018. This pay rate is \$25/hour.

Request approval for Allison Hansen and Penny Roberts to receive up to 24 hours of off-contract pay at \$25 dollars an hour. At Mr. Miller's request, they will each be attending the Wilson Reading Systems Introductory Training in Des Moines on August 6th, 7th, and 8th. They shall be paid from the SDI Grant money we receive for the 18-19 school year.

Recommendation to hire Tom Portz as Head Varsity Girls Soccer Coach. This will be his 3rd year of experience as he gets credit for the past 2 years as co-head coach, with a stipend of .09 of the 2018-19 teacher handbook. Tom has worked in our system for a number of years as both an assistant and most recently as a Co-Head Coach for the past 2 seasons. I recommended a change for the upcoming season from our Co-Head coaching situation back to our traditional Head Coach and Assistant Coach roles and had our coaches resign their Co-Head coaching positions. I would like to recommend Coach Portz to the Head Coach role.

TLC Personnel Revision:

- Resignation of Collin Ellis as a PD Facilitator. Collin is no longer teaching in our district. At this point we will not be filling that position but may choose to do so later in the year as we are moving forward with our work with social studies standards.
- Recommendation to hire the following as host teachers for the 18-19 school year. They will be paid from TLC funds at a stipend of \$200. They will be learning about Number Sense and piloting this instruction in their classrooms for others to observe. The SBRC has approved this knowing there would be four teacher representatives, we now know who those 4 teachers will be.
 - Tracey McCulloh
 - Tori Grantz
 - Kim Burzlaff
 - Denise Kueter

Additional hours for curriculum work:

- Due to the higher amount of new personnel teaching ELA in grades 4th-6th I am recommending 4 hours of curriculum work for the following prior to the start of the 18-19 school year. They will be paid at a rate of \$25/hour These hours will be completed either July 31st or August 20th:
 - Heather Haley
 - John Ehlers
 - Paige Kluesner
 - Jamie McDonough
 - Christina Walls
 - Rachel Truelsen
 - Melissa Dever
 - Kelsey Bierl
 - Theresa Wainwright
 - Barb Skoff

Camp Coaches

Request to pay the following that worked the Volleyball Camp held June 4-7, 2018:

Rachel Truelsen \$250
Melissa Dever \$250
Courtney Belk \$150
Tracey Diercks \$150

Request to pay the following that worked the Boys Basketball Camp held July 16-19, 2018:

Scott Burke \$350
Clay Waterbury \$350
Cody Lakose \$350

Support Personnel

Recommendation to transfer Andrew Johnston from his current position as Cook at HS to Cook at MS. He will work 6.5 paid hours/day at \$14.54/hour starting August 23, 2018.

Resignation of Lori Gerdes from her position as Special Education Associate at MS/IS, effective immediately.

Recommendation to transfer Angie Herington from her current position of Office Associate at Ekstrand to Secretary at Ekstrand starting August 3, 2018. She will start at step 1, \$14.06/hour, for 8 hours per day.

Recommendation to transfer Leslie Roling from her current position of General Food Service Worker at MS to Cook at HS. She will work 5 paid hours/day at \$14.54 per hour starting August 23, 2018.

Recommendation to hire Irene Myers as a Car Driver for a special education student, starting August 23, 2018. She will work approximately 3 hours a day at step one rate of \$17.78/hour. (She will retain her position as Associate for the Pre-K Route only for 2 hours/day.)

Recommendation to hire Rebecca Hamm Griebel as a Driver, starting August 23, 2018. She will work approximately 2 hours a day at step two rate of \$18.05/hour.

Recommendation to transfer Jason Weiss to 2nd Shift Custodian at the IS, starting July 29, 2018. He will work 8 hours/day at \$18.03/hour.

Recommendation to hire Luke Fletcher as 2nd Shift Custodian at the HS, starting July 29, 2018. He will work 8 hours/day at \$18.03/hour.

Recommendation to hire Loras Frost as 1st/2nd Shift Custodian at the HS, starting July 29, 2018. He will work 10 hours/day on Tuesdays, Thursdays, Saturdays, Sundays. Times will vary between 1st and 2nd shift depending upon activities in the building. 1st shift pay is \$17.83/hour + .20/hour for 2nd shift.

Recommendation to increase contract hours of Cari Cox, General Food Service Worker, to 4.5 per day. She is transferring from the High School to the Middle School. Same rate of pay \$13.42/hour.

Recommendation to hire Allison Manuel as a Special Education Associate at the IS/MS. She will work 6.5 paid hours/day at a rate of \$12.80/hour, starting August 23, 2018.

Recommendation to hire Angela Janssen as Office Associate at Ekstrand. She will work 7.5 paid hours/day at a rate of \$12.80/hour, starting August 23, 2018.

Current Vacancies:

General Food Service Worker at the HS
High School Math Teacher
Assistant Varsity Girls Soccer Coach
Assistant Varsity Boys Soccer Coach

Moved by Director Blandin, Director Rheingans to approve the Personnel Report as presented. Motion carried 4-0.

Financial Report:

Cyndie Johnson presented the Financial Report for June 2018. The presentation included a discussion on request for approval for cash transfers between funds. She also reported that June 2018 would be updated in the upcoming months to account for outstanding accounts receivable and audit adjustments.

A ten-year history of payments and rate increases for Nursing Services was presented. The contract between Genesis Health and the district expired as of June 30, 2018. Discussion was held as to options. Cyndie Johnson reported that while the district is working with Genesis Health to come to an agreeable contract for the upcoming school year, there is currently no contract for these services in place.

She also reported on the abstract of bills stating this is the time of year where large expenses are paid, reflected in the cash payment amounts for the month. Software licenses, membership dues, 2nd semester enrollments, early retirement payments, insurances and grounds improvements all take place this time of year. Moved by Director Rheingans, Director Kunz to approve the request for cash transfers between funds as well as the June Financial Reports. Motion carried 4-0.

Donations to the School District:

Donation of \$500.00 from Connie Connolly to be used for delinquent lunch accounts.

Donation of \$380 from Benevity to be used as follows:

- \$290 delinquent lunches
- \$90 band uniforms

Moved by Director Kunz, Director Rheingans to approve these donations as presented. Motion carried 4-0.

School Facility Labeling & Wayfinding Proposal:

ASI presented the full proposal for the Wayfinding project. Total invoice amount is \$85,536.75. Moved by Director Kunz, Director Blandin to approve moving forward with the project and pricing. Motion carried 4-0.

School Exterior Signage Proposal:

Dan Peterson presented the color photos of the brick signage updates. This has been an ongoing project and one of the final changes for the name change project. Total proposal is \$33,983.15. Moved by Director Blandin, Director Rheingans to approve the pricing for this portion of the project. Motion carried 4-0.

Second Reading of Revisions to Policy 604.6, Instruction at the Post-Secondary Educational Institution:

Dan Peterson presented the second reading of revisions to Policy 604.6 as presented by Iowa Association of School Boards. Moved by Director Blandin, Director Kunz to approve and accept the second reading as presented. Motion carried 4-0.

Copy Machine Replacement Proposal:

Dan Peterson stated that the district is at a point where we need to look at updating our copy machines. He requested estimates from six providers. The quotes ranged from \$160,842 - \$177,645. He would like to recommend purchasing versus renting to minimize the cost to the General Fund. Although not the low bid, his recommendation was to go with RK Dixon. We have an established relationship with this company and they have been responsive to our needs. Discussion was held regarding the disposal of our current machines. RK Dixon will assist with this process. Moved by Director Blandin, Director Rheingans to approve the purchase of the district copy machines from RK Dixon. Motion carried 4-0.

First Reading of Revision to Policy No. 706.1, Payroll Periods:

Dan Peterson reported that this change was being requested to clarify the payment schedule for payroll periods. The policy will now read: The payroll period for the school district is monthly. Employees are paid on the 20th day of each month. If this day is a holiday or weekend, the payroll is paid on the last working day prior to the holiday or weekend. Moved by Director Kunz, Director Blandin to approve the first reading as presented. Motion carried 4-0.

Substitute Teacher Pay:

Dan Peterson requested that the district increase the substitute teacher pay from \$110 per day to \$125. It has been several years since this has been reviewed. Long-term substitutes will continue to be paid according to the base pay in the Teacher Handbook. Moved by Director Rheingans, Director Kunz to approve the increase in substitute teacher pay. Motion carried 4-0.

2018-2019 Agreement to Deliver Statewide Voluntary Preschool Program:

Cyndie Johnson stated that the district has been working to ensure compliance with allocating and expensing the Statewide Voluntary Preschool Program. The Dept. of Education has put into place reporting requirements that must be complete by the district to assure funding. She and several others have been working to get the word out to all of the Community Partner Preschools to assist them with compliance as well. As a part of compliance the district needed to update the Preschool Contract for the Community Partners. The new contract outlines both program and financial responsibilities for both the district and each partner. She requested approval of the contract between Central DeWitt CSD and any Community Partner providing this service. Moved by Director Kunz, Director Blandin to approve the contract as presented. Motion carried 4-0.

2018-2019 Concurrent Enrollment Agreement with EICC for 2018-2019

Dan Peterson presented the Concurrent Enrollment Agreement with EICC for 2018-2019 for approval. Moved by Director Kunz, Director Blandin to approve the agreement. Motion carried 4-0.

Consent Agenda Item(s)

Moved by Director Rheingans, Director Kunz to approve the following consent agenda items. Motion carried 4-0.

Open Enrollment
Student Activity Fund Report
Abstract of Bills
JAMF Renewal Quote (Technology Device Management)

Future Board of Education Meetings & Opportunities

Pre-Agenda Meeting Wednesday, August 8, 2018: 8:00 am (Cory Huff, Hannah Perrone)
School Board Development Session TBD
School Board Regular Meeting Wednesday, TBD
District Annual Goal Setting Work Session TBD

Adjournment

Meeting adjourned 6:45 p.m.

Cory Huff, Board President

Cyndie Johnson, Board Secretary