August 14, 2009

To: All School Board Members

From: Devin Embray, Superintendent

Voting Orders:
Dawnye Sturtz – DD #2 ’11
Charlie McCardle – DD #3 ’11
John Christensen – DD #3 ’09
Kathryn Jensen – DD #1 ’11
K.C. Robb – At-Large ’09

Re: Working agenda for the regular meeting and work session on Monday, August 17, 2009 at 7:00 p.m. at the School Administration Office, 1207 First Street West, Independence, Iowa

1. PLEDGE OF ALLEGIANCE
   A. Call to order

2. FRIEND OF EDUCATION
   A. Smith-D. & L. Insurance
   *We would like to thank Smith-D. & L. Insurance for sponsoring Registration Day and Staff Welcome Back Day at Heartland Acres.*

   B. Pizza Ranch
   *We would like to thank Pizza Ranch for donating lunch for the Independence Community School District Staff on Welcome Back Day on August 20th.*

   C. Cindy McCardle
   *We would like to thank Cindy McCardle. She was instrumental in getting the weightlifting room painted.*

3. CONSIDERATION OF ACTION ON CONSENT ITEMS
   A. Approval of minutes of the regular meeting on July 27, 2009 and the work session on July 27, 2009. Motion 3.A.
   *I am seeking approval of the minutes.*
B. Approval of agenda

I am seeking approval of the agenda.

C. Approval of Board Policies (* changes noted)

First Readings:

<table>
<thead>
<tr>
<th>POLICY #</th>
<th>POLICY NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>700 Purpose of Non-Instructional and Business Services</td>
</tr>
<tr>
<td>2.</td>
<td>701.1 Fiscal Year</td>
</tr>
<tr>
<td>3.</td>
<td>701.2 Depository of Funds</td>
</tr>
<tr>
<td>4.</td>
<td>701.3 Classification of Accounts</td>
</tr>
<tr>
<td>5.</td>
<td>701.4 Transfer of Funds</td>
</tr>
<tr>
<td>6.</td>
<td>701.5 Financial Records</td>
</tr>
<tr>
<td>7.</td>
<td>702 and 702.1R1 Cash in School Buildings and Gate Receipts Regulation</td>
</tr>
<tr>
<td>8.</td>
<td>703.1 Budget Planning</td>
</tr>
<tr>
<td>9.</td>
<td>703.2 Spending Plan</td>
</tr>
<tr>
<td>10.</td>
<td>409.3, 409.3E1*, 409.3E2*, 409.3E3, 409.3R1* and 409.3R2* (Policy Primer)</td>
</tr>
<tr>
<td></td>
<td>Licensed Employee Family and Medical Leave, Licensed Employee Family and Medical Leave Notice To Employees, Licensed Employee Family and Medical Leave Request Form, Licensed Employee Family and Medical Leave Certification Form (Do Not need per Angie Kendall at IASB), Licensed Employee Family and Medical Leave Regulation and Licensed Employee Family and Medical Leave Definitions</td>
</tr>
<tr>
<td>11.</td>
<td>414.3*, 414.3E1*, 414.3E2*, 414.3E3, 414.3R1* and 414.3R2* (Policy Primer)</td>
</tr>
<tr>
<td></td>
<td>Classified Employee Family and Medical Leave, Classified Employee Family and Medical Leave Notice To Employees, Classified Employee Family and Medical Leave Request Form, Classified Employee Family and Medical Leave Certification Form (Do Not Need per Angie Kendall at IASB), Classified Employee Family and Medical Leave Regulation and Classified Employee Family and Medical Leave Definitions</td>
</tr>
<tr>
<td>12.</td>
<td>203* (Policy Primer)</td>
</tr>
<tr>
<td></td>
<td>Board of Directors’ Conflict of Interest</td>
</tr>
<tr>
<td>13.</td>
<td>401.3* (Policy Primer)</td>
</tr>
<tr>
<td></td>
<td>Employee Conflict of Interest</td>
</tr>
</tbody>
</table>

I am seeking approval of the above policies’ first readings.

D. TRANSFERS/REASSIGNMENTS

<table>
<thead>
<tr>
<th>NAME</th>
<th>PREVIOUS ASSIGNMENT</th>
<th>NEW ASSIGNMENT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Peyton</td>
<td>West Elem 5.5 hr Sp Ed Assoc</td>
<td>East Elem 5.5 hr Sp Ed Assoc</td>
<td>08/24/09</td>
</tr>
</tbody>
</table>

I am seeking approval of the above transfer(s)/reassignment(s).

E. NEW HIRES (pending acceptable background checks)

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>SALARY</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Val Maximovich</td>
<td>Preschool 5.75 hr Administrative Assistant</td>
<td>$10.00/hr</td>
<td>08/14/09</td>
</tr>
<tr>
<td>Connie Svoboda</td>
<td>Farm to School Grower Coordinator/FS Worker</td>
<td>$8.75/hr</td>
<td>09/01/09</td>
</tr>
<tr>
<td>Brenda Zimmerly</td>
<td>West Elem 2.0 hr Dishwasher/FS Worker</td>
<td>$8.75/hr</td>
<td>08/21/09</td>
</tr>
</tbody>
</table>

I am seeking approval of the above hire(s).
I am seeking approval of the above resignation(s).

G. Approval of Financial Reports
   1. Approval of Bills – Director Sturtz will have reviewed the bills
   2. Vendor Report
   3. Board Report

4. ANNOUNCEMENTS AND COMMUNICATIONS
   A. Comments from public
   B. Comments from Board
   C. Presentations: Sandy Merritt - APR

5. REPORTS
   A. Building Administrator Reports
      1. High School
      2. Middle School
      3. West Elementary
      4. East Elementary/Early Childhood Center
   B. Activities Director Report
   C. School Improvement/Curriculum Director’s Report
   D. Technology Report
   E. Food Service Report
   F. Transportation/Building & Grounds Report

6. OLD BUSINESS
   A. Leave of Absence Request
      After our last meeting I spoke with our legal counsel, and while the employee is eligible for FMLA, they only have 12 weeks then they would need to make a decision. The employee requesting this is trying to do what is best for the student in addition to her keeping her seniority and pay. The attorney feels that the following should be considered and placed in the handbook for future reference should we grant this leave.
      The Board of Education will consider leave under the following guidelines;
      * Totally discretionary by Board
      * Depends on reasons for request
      * Depends on whether district can afford to do so
      * Pay will be frozen for up to one year
      * Hours will be honored to extent reasonably possible.
      * Seniority at discretion of Board

   B. 2010 IASB Legislative Action Priorities
      The IASB priority listing had inadvertently combined resolution 20 AND 21 together. IASB included #21 as part of our legislative priorities and is considering #20 as an amendment.
C. New High School

*Members of the board have asked that we discuss the new high school project. Issues such as support from organizations for fund-raising, as well as scope and timelines need further discussion prior to the board adopting any formal project plan.*

7. **NEW BUSINESS**

A. Fund-Raising Requests

<table>
<thead>
<tr>
<th>GROUP</th>
<th>DESCRIPTION OF EVENT</th>
<th>PURPOSE</th>
<th>START UP COSTS</th>
<th>TARGET AMOUNT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS Football</td>
<td>Buck Bowl – Sell old jerseys; $20 for Soph jerseys, $10 for older jerseys</td>
<td>Raise $ for Uniforms</td>
<td>$1000</td>
<td></td>
<td>Buck Bowl through September</td>
</tr>
</tbody>
</table>

*I am seeking approval of the above fund-raising requests.*

B. Outdoor Learning Center

*Brian Keierleber has petitioned us to provide a wetlands outdoor classroom for the district. He is seeking .4 acres to put into wetlands. It is part of a program that replaces wetlands when road projects take them out of their natural environment. I am seeking approval for this to happen. The project has state and federal support and will not cost the district any dollars to place it or maintain it.*

C. Termination of Farm Lease

*I recommend that the board terminate the lease agreement with our current tenant for this upcoming year and direct myself along with legal counsel to take the necessary steps in order for the lease agreement to be terminated prior to September 1, 2009.*

D. Organization Resolution and Agreement for Credit Card Program

*This is a routine document that BankIowa is required to have on file proving that the Board of Education is aware that the school has a credit card through the bank and provides them with information as to who the school contact person is. As part of this resolution it will be Superintendent Embray’s recommendation that, #1 we have a school credit card, and #2 Charmaine Wickwire, Director of Finance/Board Secretary be named as the Designated Officer overseeing the account.*

E. Mentoring/Volunteer Coordinator

*As you are aware, Big Brothers and Big Sisters has dropped our mentoring program due to budget concerns even after a lengthy meeting with them to seek alternatives to keep the program in some form into this year. I am requesting that the school help the program by providing a position that would monitor our school based matches up to 40 and move those above that number who are working well together into a self monitoring program with guidance support when needed. I also would request that this position work on building our volunteer base within the district. The position would be for 2.25 hours per day. The funds would come from At-Risk to accomplish this. Currently we are under our maximum amount in this area and can allocate the necessary funds to accomplish this.*
F. Annual Progress Report 2008-2009

I am seeking approval of the APR for the 2008-2009 school-year. Sandy will give a presentation on the report in the presentation section. The board needs to approve the report.

G. Preschool Contracts with Partner Schools

I am seeking approval of the enclosed contracts for partner schools in the preschool grant program. Our partner programs are St. John, WeeCare, and Kidsville. We are still negotiating with St. John on the evaluation of the teacher.

H. SAM Contract with SAI

I am seeking approval for our district to partner with SAI to provide the necessary training and support for our SAM position in the District. The money for this contract will come from AARA funding.

I. Contracted Services Agreement with Tri-County

Tri-County Child & Family Development Council, Inc. is providing the services for the associates for our preschool program in the Early Childhood Center. This contract is to explain those services. It is not an expense for us. I am seeking approval for the contract. It is possible that this contract will not be ready for this board meeting and this item may need to be tabled until the next meeting.

J. AARA Special Education Growth Monitor

I am seeking approval for a 10-15 hour per week position in the special education area. As part of being on the watch list district wide, we need to put in place an acceptable action plan that will address the concerns outlined in the watch/SINA document for our district. This position will work hand in hand with special education teachers on professional development, monitoring IEP’s, facilitating goal writing within the IEP, and monitor student achievement growth as based on standardized testing. We would like this position to be a part of our corrective action plan to boost scores for students with IEP’s. The funding for this position will come from AARA funding.

8. ADJOURNMENT

WORK SESSION

1. CALL TO ORDER

2. LONG RANGE VISION UPDATE PRESENTATION

3. ADJOURNMENT

UPCOMING MEETINGS –
Monday, September 21st Regular Meeting 7:00 p.m. - Independence