

Independence Community School Board Minutes
Regular/Annual Meeting
September 20, 2010

A Regular/Annual meeting of the Independence Community School Board was called to order at 7:00 p.m. by Chairperson Dawnye Sturtz in the Administration Office, Independence, Iowa.

Members Present: Chairperson Dawnye Sturtz, Charlie McCardle,
Kathryn Jensen, Stacy Henderson, John Christensen

Superintendent Present: Jean Peterson

Board Sec/Treas. Present: Lynnette Engel

Press Present: Steven Smith, "The News"
Nichol Hohenbrink, "Independence Bulletin Journal"

Visitors Present: Interested Patrons

1. FRIENDS OF EDUCATION

Dr. Blaisdell recognized Stacy McMahon, Kristi Moeller and Ashley Beeh from the Buchanan County Health Center for writing Wellmark Foundation and Buchanan Co Health Trust grants to create the SPARK program for the area PK4 programs which encourages healthy eating and wellness activities in young children.

2. CONSIDERATION OF ACTION ON CONSENT ITEMS

Motion McCardle, second Christensen to approve the following consent items 3-A, 3-B, 3-C, 3-D, 3-F, 3-G, 3-H and 3-I. All voted "Aye." Motion carried.

3-A APPROVAL OF MINUTES of the special session on August 11, 2010, the work session on August 11, 2010, the regular meeting on August 16, 2010, the work session on August 16, 2010 and the special session on August 30, 2010.

3-B APPROVAL OF AGENDA

3-C APPROVAL OF PROPOSED COMMITTEE ASSIGNMENTS FOR 2010-2011

<u>Current Member Committee</u>	<u>New Member</u>
1. Building & Grounds	Charlie McCardle
2. Transportation	Stacy Henderson
3. Co-Curricular Activities	Stacy Henderson
4. Review Board Meeting Bills	Oct/Nov - Christensen
	Dec/Jan/Feb - Henderson
	Mar/Apr - Jensen
	May/Jun - McCardle
	Jul/Aug/Sept - Sturtz
5. IASB ó Legislative Network	Dawnye Sturtz
6. IASB ó Delegate Assembly (represents the school district at the 2010 IASB Delegate Assembly on November 17, 2010)	Dawnye Sturtz
7. Buchanan County Conference Board (1 year)	John Christensen
8. Mustang Foundation Board of Directors	Charlie McCardle & John Christensen
	Charlie McCardle
9. Calendar Committee	Kathryn Jensen
10. School Improvement Advisory Committee-SIAC (also referred to as CCC)	
11. Mentor/Volunteer Advisory Board	John Christensen
12. Resource Enhancement And Protection (REAP) Committee	Stacy Henderson
13. Industrial Technology Advisory Committee	Dawnye Sturtz
14. City/County/School Representatives	Kathryn Jensen & Dawnye Sturtz

**3-D APPROVAL OF BOARD POLICIES (*changes noted) All board policies may be reviewed in the School Administration Office.
Second Readings:**

	POLICY #	POLICY NAME
1.	203	Board of DirectorsøConflict of Interest
2.	204	Code of Ethics
3.	205.1	Board Security and Protection
4.	205.2	Board Member Liability
5.	206.3	Secretary-Treasurer
6.	207	Board of DirectorsøLegal Counsel
7.	208	Board of DirectorsøSelf-Evaluation
8.	209.1 & 209.1E1	Ad Hoc Committees and Ad Hoc Committees Exhibit
9.	504.6* and 504.6E1	Student Fund Raising and Fund Raising Request Form (New Form)
10.	507.9 & 507.9E1	Independence Comm Schools Wellness Policy and Physical Act. Contract
11.	802.4*, 802.4R1* & 802.4R2	Capital Assets (formally called Fixed Assets Management System), Capital Assets Regulation (formally Fixed Assets Management System Regulation) and Capital Assets Management System Definitions (New Regulation)
12.	906.1, 906.1E1, 906.1E2, 906.1R1*, 906.1R2*, 906.1R3	Community Use of School District Facilities & Equipment, Application Form, Indemnity & Liability Insurance Agreement, Regulation, Fees Schedule and ICN Room Use

FIRST READINGS:

	POLICY #	POLICY NAME
1.	210.1	Development of Policy
2.	210.2	Adoption of Policy
3.	210.3	Dissemination of Policy
4.	210.4	Suspension of Policy
5.	210.5	Administration in the Absence of Policy
6.	210.6	Review and Revision of Policy
7.	210.7	Review of Administrative Regulations

3-E TERMINATION OF CONTRACT – CLASSIFIED STAFF

Motion McCardle, second Jensen to approve the termination of Nichole LaMarsh ó West Elementary 5.5 hour Special Education Associate due to budgetary decisions for the 2010-2011 school year. Roll Call Vote:

Christensen ó Aye, Henderson ó Aye, Jensen ó Aye, McCardle ó Aye, Sturtz ó Aye.

Motion carried 5-0.

3-F TRANSFERS/REASSIGNMENTS

NAME	PREVIOUS ASSIGNMENT	NEW ASSIGNMENT	DATE
Rick Alber	8.0 hr HS Custodian	8.0 hr District Grounds/Maint/Sub Cust	
Rob Ratchford	7 th Grade Football	Assist Football (Grades 9-12)	08/01/10

3-G NEW HIRES

NAME	ASSIGNMENT	SALARY	DATE
Stewart Bagley (Recall)	West Elem 8.0 hr Custodian	\$9.85/hr	08/25/2010
Paula Decker	West Elem 5.5 hr Food Service Worker	\$8.75/hr	09/09/2010
Keith Donnelly	7 th Grade Football Coach	\$1,161	08/23/2010
Jessi Dorsey	Farm to School Coordinator	\$9.00/hr	08/30/2010
Michael Doyle	7 th Grade Football Coach	\$1,349	08/23/2010
Amy Gustafson	.15 FTE Jr/Sr HS Math Teacher	\$5,017	08/19/2010
Nichole LaMarsh (Recall)	West Elem 5.75 Special Ed Associate	\$8.85/hr	09/09/2010
Coleen Meissner	.5 FTE Assistant Speech Coach	\$899	Fall 2010
Greg Moen	7 th Grade Girls Track Coach	\$2,023	Spring 2011
Bradley Schmitt	Assist Volleyball Coach (Grades 9-12)	\$2,248	08/18/2010
Diana Sloan	.5 hr Supervision at Old East Elem Bldg	\$10.20/hr	09/07/2010
Tony Whitaker	8 th Grade Football Coach	\$1,855	08/23/2010
Michael Zimmerly	7 th Grade Football Coach	\$1,012	08/23/2010

3-H RESIGNATIONS

NAME	ASSIGNMENT	DATE
Ron Fank	8 th Grade Football Coach	08/21/2010
Lanette Frye	West Elem 5.5 hr Cook/Food Service Worker	09/03/2010
Deb Hickey	West Elem 5.75 Special Education Associate	08/31/2010
Jason Kilby	.5 FTE Assistant Speech Coach	08/23/2010
Rob Ratchford	7 th Grade Football Coach	08/20/2010
Brent Reck	Assistant Boys Basketball Coach (Grades 9-12)	09/08/2010
Mark Toale	Assistant Football Coach (Grades 9-12)	08/24/2010

3-I APPROVAL OF FINANCIAL REPORTS:

1. Approval of Bills ó Director Sturtz will have reviewed the bills
2. Vendor report
3. Board report
4. Financial Settlement Statement as of June 30, 2010

4. ANNOUNCEMENTS AND COMMUNICATIONS

This time is reserved for patrons and Board members to speak to items not on the agenda and to request to speak to any items on the current agenda.

No patrons approached the Board.

McCardle complimented the band for their help in raising the overall positive atmosphere at the football games. He also commented on the õMaster Sportsmanö award for multi-sport athletes that is awarded at the Charles City Schools. McCardle attended Ambassadors with Ms. Peterson who highlighted the positives going on in our district. Christensen commented that the football win was not only a losing streak breaker, but also was a great attitude builder. He also felt the Yes vote last week was excellent and that things are going in the right direction. Mr. Christensen took Ms. Peterson to several commercial entities and she was very well received.

Jensen stated that she is starting to see the õCommunityö back in Independence Community School District.

Sturtz commented that she saw in the Waterloo Courier where our staff attended a Professional Development day in Waverly. She has met with an AEA representative and Ms. Peterson regarding communication tools and are getting some things lined up for a work session. Sturtz reminded everyone that Homecoming is next week and there are plenty of activities to be involved in, announcements are on the website. She thanked McCardle for lining up the ride for the Board in the parade. Sturtz also complimented Ms. Peterson for attending the Brandon City Council meeting.

5. REPORTS

Building Administrators, Activities Director, School Improvement/Curriculum Director, Technology Director, Food Service Director, and Transportation/Buildings and Grounds Director reported on their respective buildings or areas of assignment.

6. OLD BUSINESS

A. Hazard Mitigation Plan Resolution

Motion McCardle, second Jensen to approve the Resolution of the School Board of the Independence Community School District Adopting the City of Independence Hazard Mitigation Plan. Roll Call Vote:

Henderson ó Aye, Jensen ó Aye, McCardle ó Aye, Sturtz ó Aye and Christensen ó Aye. Motion carried 5-0. The full copy of the Resolution may be viewed in the School Administration Office.

7. NEW BUSINESS

A. Proposed New Locker Room Facility

A volunteer group consisting of Chad Beatty, Bill Duffy and Keith Donnelly presented plans to build a locker room facility to be utilized by football and track. They discussed what would be included, what it would look like, why it is needed, how much it would cost and how they propose paying for it. The board was appreciative of their work and will discuss it further at their facilities work session.

B. Travel Request - Band

Motion McCardle, second Henderson to approve the Band to travel to Indianapolis, IN for the Bands of America Grand Nationals departing November 12, 2010 and returning November 14, 2010. There will be no cost to the district. All voted óAyeö. Motion carried.

C. Canvas of Votes from September 14, 2010

Motion McCardle, second Jensen to approve the Public Measure A Independence Community School District Revenue Purpose Statement where the measure was adopted subject to any official final number changes presented through the auditor's office. Roll Call Vote:

Jensen ó Aye, McCardle ó Aye, Sturtz ó Aye, Christensen ó Aye, Henderson ó Aye. Motion carried 5-0.

D. Fund Raising Requests

Motion Christensen, second Henderson to approve the following fund raising requests.
All voted Aye. Motion carried.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Football	Sell T-shirts for \$12.00	Pay for supplies		\$500	Football games
HS Band	Marching Mustang Morning Madness Raffle for \$1.00	Pay for end of the year awards		\$500 - \$1000	09/10/10 through 10/01/10
HS Student Council	Tickets to Rough & Tough Volleyball & Homecoming Dance will be sold	Raise funds for decorations for future dances and to support local charities	\$80.00 for printing dance tickets	\$1500	09/27/10 through 10/02/10
West Elem	Collect items for Iowa's Braves wish list; collect \$ for care package postage	Show support for our troops		\$100	10/11/10 through 10/21/10
West Elem	Collect shoes, socks, clothes etc. for kids & donate to Goodwill				10/18/10 through 10/29/10

E. 65th Annual IASB Convention – November 17-18, 2010

Motion Henderson, second Christensen to approve those Board Members that can attend be allowed to attend the IASB Convention November 17-18, 2010. All voted Aye.
Motion carried.

F. Business Associate Agreement with Timberline Billing Service LLC

Motion McCardle, second Christensen to approve the agreement with Timberline Billing Service LLC. All voted Aye. Motion carried.

G. Annual Insurance Report

The annual review of the school's coverage insurance was discussed.

H. Board of Directors' Legal Counsel

Motion Christensen, second McCardle to approve Swisher and Cohrt, P.L.C. and Ahlers and Cooney, P.C. to be legal representatives for the Independence Community School District and Board of Directors. All voted Aye. Motion carried.

I. Organization Resolution and Agreement for Credit Card Program

Motion Christensen, second Jensen to approve the Resolution allowing the school to have a credit card and that Lynnette Engel, Director of Finance/Board Secretary be named as the Designating Officer overseeing the account. The complete resolution is available at the Administration Office. Roll Call Vote:

McCardle ó Aye, Sturtz ó Aye, Christensen ó Aye, Henderson ó Aye, Jensen ó Aye.
Motion carried 5-0.

J. New CCC Members for 2010-2011

Motion Henderson, second Christensen to approve the following members to be on the Curriculum Coordinating Council for the 2010-2011 school year:

- *Stephanie Yonkovic, HS representative*
- *Judy Olsen, district media representative*
- *Nate Whited, community representative*
- *Tammy Rasmussen, community representative*
- *Ruth Duritsa, community representative*
- *Jess Brunko, student representative*
- *Lisa Keierleber, student representative*
- *Ben Crawford, student representative*

All voted Aye. Motion carried.

K. Education Jobs Funds

Robin Crawford addressed the Board regarding how the ITA felt the Education Jobs Funds should be considered to be spent.

Motion Christensen, second Henderson to approve the spending of the money from the Education Jobs Fund on the following for a total of \$137,795.00 per year for two years:

- *Increasing Ashley Coulter from .75 FTE to 1.0 FTE - increase of \$20,361*
- *Increasing Amy Gustafson from .15 FTE to .75 FTE - increase of \$23,000*
- *Hiring a new assistant technology director with a salary max of \$33,000*
- *Hiring a new .5 FTE Elementary math strategist (\$20,000 base - \$22,920*
- *Hiring a new .5 FTE Jr/Sr High reading specialist (\$20,000 base) - \$22,920*

All voted Aye. Motion carried.

L. Resolution Naming Depositories

Motion McCardle, second Henderson to adopt the Resolution naming BankIowa and Security State Bank as depositories of the Independence Community School District funds up to \$15,000,000 per institution. The complete Resolution is available at the Administration Office. Roll Call Vote:

Sturtz ó Aye, Christensen ó Aye, Henderson ó Aye, Jensen ó Aye, McCardle ó Aye.
Motion carried 5-0.

M. Resolution to Pay Bills when the Board is not in Session

Motion Jensen, second Christensen to adopt the Resolution allowing the Board Secretary with approval of the Superintendent to pay bills when the Board is not in session. The complete Resolution is available at the Administration Office. Roll Call Vote: Christensen ó Aye, Henderson ó Aye, Jensen ó Aye, McCardle ó Aye, Sturtz ó Aye. Motion carried 5-0.

N. Resolution to Automatically Disburse Payroll

Motion Henderson, second McCardle to adopt the Resolution allowing the Board Secretary to issue payroll to employees. The complete Resolution is available at the Administration Office. Roll Call Vote: Henderson ó Aye, Jensen ó Aye, McCardle ó Aye, Sturtz ó Aye, Christensen ó Aye. Motion carried 5-0.

O. Resolution Authorizing the Use of Check Protector and Signer and the Proper Control of the Signer

Motion McCardle, second Henderson to adopt the Resolution allowing the Board President and Board Secretary to the use of a signature stamp and if the President is unavailable, the Vice President may sign on her behalf. The complete Resolution is available at the Administration Office. Roll Call Vote: Jensen ó aye, McCardle ó Aye, Sturtz ó Aye, Christensen ó Aye, Henderson ó Aye. Motion carried 5-0.

ADJOURNMENT

Motion McCardle, second Jensen to adjourn the meeting at 9:31 p.m. All voted óAyeö.

Dawnye Sturtz
Chairperson

Lynnette Engel
Secretary