November 16, 2011

To: All School Board Members
From: Jean Peterson, Superintendent

Brian C. Eddy – DD #1 ‘15
Stacy Henderson – At-Large ‘13
John Christensen – DD #3 ‘13
Rusty Donnelly – DD #3 ‘15
Eric B. Smith – DD #2 ‘15

Re: Working agenda for the regular meeting on Monday, November 21, 2011 beginning at 6:00 p.m. at the Brandon Community Center, Brandon, Iowa

1. PLEDGE OF ALLEGIANCE
   A. Call to Order

2. CONSIDERATION OF ACTION ON CONSENT ITEMS
   A. Approval of the minutes of the regular meeting on October 24, 2011, the special session on November 8, 2011 and the work session on November 9, 2011.
      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)  

**Second Readings:**

<table>
<thead>
<tr>
<th>POLICY #</th>
<th>POLICY NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 403.1</td>
<td>Employee Physical Examinations</td>
</tr>
<tr>
<td>2. 403.2</td>
<td>Employee Injury on the Job</td>
</tr>
<tr>
<td>3. 403.3, 403.3E1 &amp; 403.3R1</td>
<td>Communicable Diseases – Employees, Hepatitis B Vaccine Information and Record and Universal Precautions Regulation</td>
</tr>
<tr>
<td>4. 403.4</td>
<td>Hazardous Chemical Disclosure</td>
</tr>
<tr>
<td>5. 403.6, 403.6E1 &amp; 403.6R1</td>
<td>Substance-Free Workplace, Substance-Free Workplace Notice to Employees and Substance-Free Workplace Regulation</td>
</tr>
<tr>
<td>6. 403.7, 403.7E1, 403.7E2, 403.7E3, 403.7E4, 403.7E5 &amp; 403.7R1</td>
<td>Drug &amp; Alcohol Testing Program, Drug &amp; Alcohol Testing Program Notice to Employees, Certification from Current Employer Participating in Drug &amp; Alcohol Program, Certification of Previous Employers Requiring a Commercial Driver’s License Consent to Release Information to ICSD, Drug &amp; Alcohol Testing Program Acknowledgement Form, Drug &amp; Alcohol Reasonable Suspicion Observation Form and Drug &amp; Alcohol Testing Program</td>
</tr>
<tr>
<td>7. 404.1 &amp; 404.1R1</td>
<td>Employee Conduct and Appearance and Employee Conduct Regulation</td>
</tr>
<tr>
<td>8. 203*</td>
<td>Board of Directors’ Conflict of Interest</td>
</tr>
<tr>
<td>9. 401.3*</td>
<td>Employee Conflict of Interest</td>
</tr>
<tr>
<td>10. 705.1*</td>
<td>Purchasing – Bidding</td>
</tr>
</tbody>
</table>

_I am seeking approval of the above policies’ second readings._

**First Readings:**

<table>
<thead>
<tr>
<th>POLICY #</th>
<th>POLICY NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 704.6</td>
<td>Post-Issuance Compliance for Tax-Exempt Obligations (I am requesting the Board waive the second reading of this policy.)</td>
</tr>
<tr>
<td>2. 405.1</td>
<td>Licensed Employee Defined</td>
</tr>
<tr>
<td>3. 405.2</td>
<td>Licensed Employee Qualifications, Recruitment, Selection</td>
</tr>
<tr>
<td>4. 405.3</td>
<td>Licensed Employee Individual Contracts</td>
</tr>
<tr>
<td>5. 405.4</td>
<td>Licensed Employee Continuing Contracts</td>
</tr>
<tr>
<td>6. 405.5</td>
<td>Licensed Employee Work Day</td>
</tr>
<tr>
<td>7. 405.6</td>
<td>Licensed Employee Assignment</td>
</tr>
<tr>
<td>8. 405.7</td>
<td>Licensed Employee Transfers</td>
</tr>
<tr>
<td>9. 405.8</td>
<td>Licensed Employee Evaluation</td>
</tr>
<tr>
<td>10. 405.9</td>
<td>Licensed Employee Probationary Status</td>
</tr>
<tr>
<td>11. 405.10</td>
<td>Licensed Employee Organization Affiliation</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>Melynda Tegler</td>
<td>East Elem 2 hr Dishwasher</td>
<td>West Elem 4 hr Media Associate</td>
<td>11/14/2011</td>
</tr>
</tbody>
</table>

_I am seeking approval of the above transfer(s)/reassignment(s)._
F. Resignations

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kris Martin</td>
<td>7th Grade Volleyball Coach</td>
<td>11/03/2011</td>
</tr>
<tr>
<td>Melynda Tegler</td>
<td>East Elem 2 hr Dishwasher</td>
<td>TBD</td>
</tr>
</tbody>
</table>

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

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

3. ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS
   A. Comments from the public
   B. Comments from the Board/Superintendent
   C. Presentations
      1. Senior High School

4. REPORTS
   A. Building Administrator Reports
      1. Senior High School
      2. Junior High School
      3. West Elementary
      4. East Elementary/Early Childhood Center
   B. Activities Director Report

4. C. School Improvement/Curriculum Director Report

D. Technology Report

E. Food Service Report

F. Transportation, Buildings & Grounds Report

5. OLD BUSINESS
   A. New Junior-Senior High School Facility

   Discussion

   B. Employee Severance Plans

   Discussion

6. NEW BUSINESS
   A. School Improvement Advisory Committee (SIAC) Membership

   I am seeking approval for Mike Zimmerly to fill Stephanie Yonkovic’s position on the School Improvement Advisory Committee effective immediately.

   Motion 6.A.

   B. Buchanan County Success Center Early Graduation Applicant

   I am seeking approval of the early graduate from the Buchanan County Success Center.

   Motion 6.B.
C. Junior-Senior High School Early Graduation Applicants

Six seniors have applied for early graduation. They will graduate in January of 2012, at the end of 2nd term, if they have earned the required fifty-four (54) credits and their request is approved by the Board of Education.

D. Contract with Music Theatre International (MTI)

I am seeking approval for the contract with Music Theatre International (MTI) for the Spring Musical Beauty and the Beast.

E. Certified Annual Report (CAR)

The state requires that the Board approve the Certified Annual Report (CAR) annually.

F. Special Education Supplement (SES)

The state requires that the Board approve the Special Education Supplement (SES) annually.

G. Preliminary At-Risk Funding 2012-2013

I am seeking the maximum amount at this time for At-Risk funding. We can always approve less when we approve our budget in the spring, but we can't go up in the spring.

H. Instructional Support Levy

This needs to be approved annually. It is an annual resolution to determine the split of the funding between income surtax and property tax.

I. Resolution Naming Depositories

Roll Call Vote

J. Future Business with Newspapers for Legal Items

Discussion 6.J.

K. Future Business with Newspapers for Legal Items

Motion

L. Resolution Authorizing the Terms of Issuance and Providing for and Securing the Payment of School Infrastructure Sales, Services and Use Tax Revenue Bonds

I am seeking approval of the Resolution Authorizing the Terms of Issuance and Providing for and Securing the Payment of School Infrastructure Sales, Services and Use Tax Revenue Bonds.

Roll Call Vote

M. Tax Exemption Certificate

I am seeking approval of the Tax Exemption Certificate.

N. Continuing Disclosure Certificate

I am seeking approval of the Continuing Disclosure Certificate.

7. ADJOURNMENT

Motion
UPCOMING MEETINGS –
Monday, December 19th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, January 16th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, February 27th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, March 19th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, April 16th Regular Meeting 6:00 p.m. - Rowley Community Center
Monday, May 21st Regular Meeting 6:00 p.m. - Brandon Community Center
Monday, June 18th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, July 16th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, August 20th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence
Monday, September 17th Regular Meeting 6:00 p.m. - Central Office Board Room, Independence