

**Independence Community School Board Meeting
Regular Meeting
December 17, 2018**

A regular meeting of the Independence Community School Board was called to order at 6:00 p.m. by Chairman Eric Smith at the Administration Building, Independence, Iowa on December 17, 2018.

Members Present: Chairman Eric Smith, Kim Hansen, Brian Eddy, Jennifer Sornson and Gina Trimble
 Superintendent Present: Russell Reiter
 Board Secretary: Laura Morine

The Board recited the Pledge of Allegiance.

FRIENDS OF EDUCATION

- A. Merry Christensen for generously donating hand knitted hats and mittens for the students at East Elementary.
- B. Post 2440 VFW and Post 2440 Women’s Auxiliary for presenting Veteran’s Day assemblies for our students at East and West Elementary and the Junior-Senior High School.

CONSIDERATION OF ACTION ON CONSENT ITEMS

Motion by Eddy, second by Hansen to approve consent items 3A-D. Motion carried, 5-0.

- A. Approval of the minutes of the regular meeting on November 19, 2018, and the work session on December 4, 2018.
- B. Approval of Agenda
- C. Approval of Board Policies (*changes noted)
 Second Readings:

| | POLICY # | POLICY NAME |
|-----|---------------------------------|---|
| 1. | 501.6 | Student Transfers In |
| 2. | 501.7 | Student Transfers Out or Withdrawals |
| 3. | 501.8 | Student Attendance Records |
| 4. | 501.9 | Student Absences – Excused |
| 5. | 501.10, 501.10E1*, and 501.10R* | Truancy, Sample Letter to Parent/Guardian(s) Regarding Attendance, and Truancy Regulation |
| 6. | 501.11 | Student Release During School Hours |
| 7. | 501.12 | Pregnant Students |
| 8. | 501.13 | Married Students |
| 9. | 501.14 | Students of Legal Age |
| 10. | 501.15 | Open Enrollment Transfers – Procedures as a Sending District |
| 11. | 501.16 | Open Enrollment Transfers – Procedures as a Receiving District |
| 12. | 501.17 | Homeless Children and Youth |
| 13. | 501.18 | Student Work Permits |
| 14. | 219.5* | Activity Passes for Board Members |

First Readings:

| | POLICY # | POLICY NAME |
|----|----------|--|
| 1. | 710.2* | Free or Reduced Price Meals Eligibility (Due to changes in Iowa Code §283A.11, second reading waived.) |
| 2. | 710.4* | Meal Charges (Due to changes in Iowa Code §283A.11, second reading waived.) |
| 3. | 502.1 | Student Appearance |
| 4. | 502.2 | Care of School Property/Vandalism |
| 5. | 502.3 | Use of Bicycles |
| 6. | 502.4 | Use of Motor Vehicles |
| 7. | 502.6 | Student Complaints and Grievances |
| 8. | 502.7 | Student Lockers |

D. Approval of Transfers/Reassignments

| NAME | PREVIOUS ASSIGNMENT | NEW ASSIGNMENT | SALAR Y | DATE |
|----------------|------------------------------|-----------------------------|------------|------------|
| Michelle Bartz | Bus Garage 6.5 hr Sp Ed Para | East Elem 6.5 hr Sp Ed Para | \$10.35/hr | 11/28/2018 |

E. Approval of Financial Reports – Motion by Trimble, second by Sornson to approve the financial reports. Smith, Trimble, Sornson and Hansen voted “aye”, Eddy abstained. Motion carried 4-0.

1. Bills – Director Trimble reviewed the bills
2. Vendor Report
3. Board Report
4. Budget Report

ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS

A. Comments from the Public – No comments

B. Comments from the Board/Superintendent – Sornson attend the Ag Ed Committee meeting. Delegates from Kosovo will be visiting the community this spring. The committee has been able to continue to support the agricultural department for the district. Sornson was able to see part of the HS concert and it was spectacular. Trimble had attended the Junior High concert and thought it was amazing. She had attended the Calendar Committee meeting. Hansen was able to attend 3 of 4 music concert. She wanted to thank Catherine Smith along with Travis McBride and the students for decorating the set. Supt. Reiter also thought the concerts were fabulous and it showed a lot of commitment from the directors and students. There have been some good conversations to look at the calendar for next year. The committee needs to consider the state law, board policies, the employee handbook, what neighboring districts are doing in order to get a calendar set. Supt. Reiter had met again with Wendy Van De Walle regarding electric car charging stations. The charging stations could be around \$1,000 each with available grants, rebates and other revenue streams

C. Presentations

1. Piper Jaffray Update – Matt Gillaspie reviewed the District’s debt schedule for the board member so the new board members understand the debt schedule.

2. Equipment Breakdown – Melissa Kaufman from EMC Insurance explained the Equipment Breakdown Insurance plan. The District can pay for the insurance program out of the Management fund and any reimbursements go back into the General fund. This will cover repairs, staff time doing repairs on any electrical equipment and also pay for preventative maintenance.
3. Procedures Manual – Laura Morine presented the rough draft of the Procedures Manual to meet the recommendations from the Special Audit. The board felt the content from the audit was covered. Morine will continue to work on the manual.

REPORTS

- A. Building Administrator Reports
 1. Junior-Senior High School Principal
 2. Junior-Senior High School Assistant Principal
 3. West Elementary Principal
 4. East Elementary/Early Childhood Center Principal

- B. District Director Reports
 1. Activities Director Report
 2. Director of School Improvement Report
 3. Director of Technology Report
 4. Director of Food Service Report
 5. Director of Buildings & Grounds Report
 6. Director of Transportation Report

OLD BUSINESS

- A. Junior-Senior High School Scheduling Update – Supt Reiter and School Improvement Director Burmeister are working with admin and teachers in each subject area to review the required classes and looking at subject standards in order to get the correct classes for scheduling.

- B. Consider Approval of Trotter Trail Easement – Eddy moved to set a public hearing date of January 7, 2019 at 5:50 pm before any action is taken on the easement. The public hearing will be held at the Administration Building, 1207 1st St West, Independence, Iowa. Hansen second, motion carried 5-0.

NEW BUSINESS

- A. Consider Approval of Travel Request Form – February 2019 Platteville Jazz Festival in Platteville, WI. Sornson moved to approve the travel request, Hansen second, motion carried 5-0.

- B. Consider Approval of At-Risk/Drop Out Prevention District Budget Application 2019-2020. Hanson moved to approve the Modified Supplemental At-Risk/Drop Out Prevention application in the amount of \$422,127.00 for FY2019-2020. Trimble second, motion carried 5-0.

- C. Consider Approval of Equipment Breakdown Insurance. Trimble moved to approve the Equipment Breakdown Insurance starting February 1, 2019 through June 30, 2019. Eddy second, motion carried 5-0.

- D. Consider Approval of Audit Firm. Trimble moved to approve a three year contract with Nolte, Cornman and Johnson, PC for the district's outside audit. Sornson second, motion carried 5-0.

E. Consider Approval of Resolution to Close Donation Account. Sornson moved to approve closing the small donation account at NSB since the balance is so low, but the funds will need to be tracked and used as per the donor's intentions. Hansen second, motion carried 5-0.

ADJOURNMENT – Eddy moved, second by Hansen to adjourn at 8:00 pm. Motion carried 5-0.

Board moved into exempt session at 8:10 pm to discuss negotiation strategies. Exempt session ended at 9:30 pm and no official actions were taken during the exempt session.

Eric B. Smith, Board President

Laura J. Morine, Board Secretary