

November 20, 2023

The Annual, Organizational, and Regular Meeting of the Board of Education of the Centerville Community School District was held November 20, 2023 at 5:30 pm in the board room of the Administration Office, 634 North Main, Centerville.

Board of Education – Annual Meeting

Call to order and roll call

President Kevin Wiskus called the annual meeting to order at 5:30 pm. Roll call to determine quorum:

Present: Mike Moore, Bob Thomas, Kris Shondel, Tim Burger, Derek Carter, Kevin Wiskus

Absent: Mike Thomas – entered the meeting at 5:38 pm.

Also present were Superintendent Mark Taylor and Chief Financial Officer Lisa Swarts.

Welcome Visitors

Kevin Wiskus welcomed visitors.

Public Forum

There were no public comments.

Approve Agenda

It was moved by Mike Moore and seconded by Tim Burger to approve the agenda as stated. Motion passed unanimously.

Approve minutes of previous meetings

It was moved by Tim Burger and seconded by Derek Carter to approve the October 9, 2023 and October 23, 2023 minutes as stated. Motion passed unanimously.

Annual Board Meeting

Receive and Approve Transportation Annual Report

It was moved by Mike Moore and seconded by Derek Carter to receive and approve the FY23 Annual Transportation Report as presented. Motion passed unanimously.

Receive and Approve Local Education Agency's Certified Annual Report (CAR)

It was moved by Tim Burger and seconded by Derek Carter to receive and approve the FY23 Certified Annual Report as presented. Motion passed unanimously.

Receive and Approve Local Education Agency's Special Education Supplement (SES)

It was moved by Mike Moore and seconded by Tim Burger to receive and approve the FY23 Special Education Supplement as presented. Motion passed unanimously.

Approve 2<sup>nd</sup> Reading of Board Policy 503.8

It was moved by Derek Carter and seconded by Bob Thomas to approve the 2<sup>nd</sup> reading of board policy 503.8 as presented. Motion passed unanimously.

Approve Current Bills and Pay Per Diem

It was moved by Derek Carter and seconded by Mike Moore to approve current bills and pay per diem as presented. Motion passed unanimously.

Review Official Election Canvass

The Board reviewed the official abstract of votes from the election. Duly elected members included:

Derek Carter – 4-year term

Carol Heffron – 4-year term

Mike Moore – 4-year term

Kevin Wiskus – 4-year term

Tom Johnson – 2-year term – It was noted that the abstract stated a 1-year term probably due to a typo. We will contact Auditor's office to correct.

#### Board Member Takeaways

Outgoing board members Kris Shondel and Bob Thomas gave takeaways which included: importance of IASB Convention, differences of teaching and being a board member, curriculum changes, financial condition, construction projects, reaching consensus as a board.

Kevin Wiskus thanked both board members for their service and on behalf of the board are granting lifetime activity passes.

Kevin Wiskus also reported out that the board had received the Team Achievement Award at the IASB Convention.

#### Adjourn to organizational meeting

It was moved by Bob Thomas and seconded by Kris Shondel to adjourn the annual meeting at 5:52 pm. Motion passed unanimously.

#### Organizational Board Meeting

##### Call to order and roll call

President Pro tem Lisa Swarts called the organizational meeting to order at 5:54 pm. Roll call to determine quorum:

Present: Tim Burger, Derek Carter, Carol Heffron, Tom Johnson, Mike Moore, Mike Thomas, Kevin Wiskus

Absent: None

Superintendent Mark Taylor was also present.

##### Administer oath of office to elected members

Lisa Swarts administered the oath of office to elected members Derek Carter, Mike Moore, Kevin Wiskus, Carol Heffron, and Tom Johnson.

##### Election of President and Vice-president

President Pro-Tem Lisa Swarts called for nominations for President.

Mike Moore nominated Kevin Wiskus for President.

With no other nominations, Tom Johnson called for nominations to cease. Roll call vote for Kevin Wiskus as president:

Ayes: Tim Burger, Derek Carter, Carol Heffron, Tom Johnson, Mike Moore, Mike Thomas.

Nays: None

Kevin Wiskus abstained

President Kevin Wiskus called for nominations for Vice President.

Tim Burger nominated Mike Moore for Vice President.

With no other nominations, nominations ceased. Roll call vote for Mike Moore as Vice President:

Ayes: Tim Burger, Derek Carter, Carol Heffron, Tom Johnson, Mike Thomas, Kevin Wiskus

Nays: None

Mike Moore abstained.

Administer oath of office to President, Vice-president

Lisa Swarts administered the oath of office to both the President and Vice President.

Review and Revise Board Meeting Times & Dates

After review of previously approved board meeting times and dates, a recommendation was made to change the March 25<sup>th</sup> work session to March 18<sup>th</sup> due to Spring Break. It was moved by Mike Thomas and seconded by Tim Burger to approve the updated board meeting times and dates document as presented. Motion passed unanimously.

Discussion of Board Member Goals

Board members discussed their goals for the year. Those goals included: board assessment using IASB's Standards for a Better Board, addressing student engagement and teacher engagement, communications with the public, explore relationship with Indian Hills Community College, research how other districts handle certain items, collaboration, and professional development.

Adjourn to regular meeting

It was moved by Mike Thomas and seconded by Tim Burger to adjourn the organizational meeting at 6:08 pm. Motion passed unanimously.

Regular Board Meeting

Call to order and roll call

President Kevin Wiskus called the regular meeting to order at 6:09 pm. Roll call to determine quorum:

Present: Tim Burger, Derek Carter, Carol Heffron, Tom Johnson, Mike Moore, Mike Thomas, Kevin Wiskus

Absent: None

Also present were Superintendent Mark Taylor and Chief Financial Officer Lisa Swarts.

Welcome Visitors

Kevin Wiskus welcomed visitors.

Public Forum

There were no public comments.

Approve Agenda

It was moved by Derek Carter and seconded by Mike Thomas to approve the agenda as stated. Motion passed unanimously.

Old Business

There were no old business items.

New Business

Appoint Board Members to groups or committees

It was moved by Derek Carter and seconded by Tim Burger to approve the list of committee members as appointed:

County Conference Board – Kevin Wiskus

Centerville Foundation Board of Directors –Mike Thomas and Carol Heffron

Negotiations Committee (includes Support Staff & Administration)- Kevin Wiskus, Tim Burger, Derek Carter

School Improvement Committee – Mike Thomas, Carol Heffron, Tom Johnson

ADLM Empowerment Board – Mike Thomas

Motion carried unanimously.

Approve Board Attorney and Chief Negotiator

It was moved by Derek Carter and seconded by Tom Johnson to approve the Board's attorney as Ahlers & Cooney with general contact, Danielle Haindfield and Aaron Hilligas as the Chief Negotiator as well as Nicole Cox with Cox Law Firm. Motion passed unanimously.

Approve List of Early Retirees

The names of early retirement applicants were submitted for board approval. Applicants that applied and were accepted by the administration for the \$50,000 early retirement incentive effective the 2023-24 school year were as follows:

1. Shelley Cranston
2. Laura Deprizio
3. Jolynn Kruzich
4. Jennifer Osborne-Burns
5. Rich Parker
6. Rhonda Raskie

It was moved by Mike Thomas and seconded by Mike Moore to approve the list of early retirees for the \$50,000 early retirement incentive for the 2023-24 school year as submitted and recommended. Motion passed unanimously.

Approve Snow Removal Bid

It was moved by Derek Carter and seconded by Carol Heffron to approve the snow removal bid from Cicco Construction for the amount of \$950 as presented. Motion passed unanimously.

Approval of Job Description GearUp Mentor

The District will be receiving a federal Gear Up Iowa 3.0 grant for a salaried Gear Up Mentor. The general purpose of the position is designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. This grant will run until June 2028. It was noted that the starting salary needed to be corrected to \$40,000.

It was moved by Mike Moore and seconded by Derek Carter to approve the Gear Up Mentor job description with salary amendment as presented. Motion passed unanimously.

Approval of CHS Roof Bid

An estimate for the roof replacement project from the March 2023 hail damage insurance claim was presented for approval.

Centerville High School Tech Wing – Quick Roofing - \$44,619.60

It was moved by Tim Burger and seconded by Derek Carter to approve the estimate from Quick Roofing for Centerville Tech Wing roofing project as presented. Motion passed unanimously.

Approve Change Order #1 for Howar Re-roof Project

Change Order #1 details for Howar Re-roof project:

*(\$15,000) – deduct/credit to the contingency*

It was moved by Derek Carter and seconded by Mike Thomas to approve Howar Re-Roof Change Order #1 as presented. Motion passed unanimously.

Approve Change Order #5 for Centerville High School Addition Project

Change Order #5 details for Centerville High School Addition Project:

*\$2,766.18 – unforeseen condition, cut existing footing to allow for next adjunct foundation at addition*

*\$2,571.43 – unforeseen condition, provide additional 4-inch water service to addition*

*\$6,081.04 – owner request, provide additional water valves as directed*

*Total - \$11,418.65*

It was moved by Mike Moore and seconded by Derek Carter to approve Centerville High School Addition Change Order #5 as presented. Motion passed unanimously.

Approve Woodman Controls Annual Services Agreement

It was moved by Mike Thomas and seconded by Derek Carter to approve the Woodman Controls Annual Services Agreement for \$6,001 annually as presented. Motion passed unanimously.

Approve Request for Allowable Growth & Supplemental Aid for Enrollment, Late Open Enrollment, LEP (Limited English Proficient) Instruction Beyond 5 Years

It was moved by Derek Carter and seconded by Mike Moore to approve the request for allowable growth and supplemental aid for the amount of \$107,237.04 for open enrolled out students on the Fall 2023 Certified Enrollment report that were not on the Fall 2022 Certified Enrollment count. Motion passed unanimously.

It was moved by Tom Johnson and seconded by Tim Burger to approve the request for allowable growth and supplemental aid for the amount of \$1,608.39 for EL Instruction Beyond Five Years. Motion passed unanimously.

Approve SIAC (School Improvement Advisory Committee) Recommendations

SIAC Committee minutes and recommendations were presented.

Recommendations:

1. Early Literacy Short Range Goal: By the Spring of 2024, 65% of students will be at or above benchmark.
2. Early Literacy Long Range Goal: By the year 2025, 80% of students in grades K-5 will be at or above benchmark on the FAST Literacy Assessment.
3. Math Short Range Goal: By the Spring of 2024, 70% of students will be at or above benchmark on math screener.
4. Math Long Range Goal: By the year 2025, 80% of students in grades 3-12 will be at or above benchmark on ISASP.
5. Return to Learn Plan Changes: No changes to Return to Learn Plan were recommended.
6. Bullying and Harassment Goal: The district should look to identify strategies and management approaches to continue to increase how safe students feel at school and to encourage students to share with an adult when there are concerns in peer interactions. This will be tracked by making improvements in the Conditions for Learning scores in the Peer to Peer and Adult to Student Categories.

It was moved by Tim Burger and seconded by Derek Carter to approve the SIAC Committee recommendations as stated. Motion passed unanimously.

Approve Personnel Business Procedures

Resignations

1. Brian Koehler – Resigning from Jr High Boys’ Basketball effective immediately.
2. Megan Decena – Resigning from M.S. Volleyball Coach effective for the 2024 season.
3. Maddi Cox – Resigning from Sp. Ed. Aide Specific at Lakeview, effective Oct. 17, 2023.
4. Heather Heartley – Resign from Sp. Ed. Aide Specific at Lakeview, effective Oct. 20, 2023.
5. Corinna Salisbury – Resigning from Sp. Ed. Aide Specific at Lakeview, effective Nov. 24, 2023.

#### Transfers

1. Terri Schofield – Transfer from Lakeview Principal to Howar Principal for the 2024-25 contract year, \$112,000 per year, replacing Rhonda Raskie, effective July 1, 2024.

#### Lane Changes

Kylie Barber – MA Step 5, \$51,625 to MA+12 Step 5, \$53,000

#### Employment/Contracts

1. Bill Huisman – H.S. Head Baseball Coach – Step 13, \$6,030.43, effective April 29, 2024, replacing Nic Belloma.
2. Daphne Fondaw – Sp. Ed. Aide Specific at Lakeview, Level II, Step 1, \$12.17 per hour, new position.
3. Traci Main – Sp. Ed. Aide Specific at Lakeview, Level II, Step 6, \$13.67 per hour, replacing Heather Heartley.
4. Destiny Nathaniel - Sp. Ed. Aide Specific at Lakeview, Level II, Step 1, \$12.17 per hour, new position.
5. Lisa Aslesen - 6th - 8th Grade Exploratory Teacher, BA, Step 3, 138 days, \$17,899.20, replacing Liz Logsdon, effective Oct. 30, 2023.
6. Brian Koehler – Girls Head Basketball Coach – Step 12, \$6,522.10, effective November 6, 2023, replacing Taylor Lawson.

#### Sport Officials Contracts – as listed

It was moved by Mike Moore and seconded by Mike Thomas to approve all personnel items as presented. Motion passed unanimously.

#### Financial Reports

It was moved by Tim Burger and seconded by Carol Heffron to approve the financial reports, bills, prepaids, and pay per diem as presented. Motion passed unanimously.

#### Superintendent Report

Mr. Taylor’s report included: Certified Enrollment, board policy schedule, handout of items people should know about board members, High School Addition Project update, district hosting a substitute authorization class in January.

#### Board Member Takeaways

Takeaways included: comments from new board members on their thoughts so far, comments about the recent convention and teamwork, appreciation for the early retiring staff members, recognition of upcoming staff transfers.

#### Adjourn

It was moved by Derek Carter and seconded by Mike Moore to adjourn the meeting at 7:14 pm. Motion passed unanimously.

November 20, 2023 Minutes

Board President, Kevin Wiskus

Board Secretary, Lisa Swarts