CENTERVILLE COMMUNITY SCHOOL DISTRICT

Regular Board Meeting
11/17/2025 - 05:30 PM
Centerville Administration Office
634 North Main
Centerville, Iowa

MEETING MINUTES

Attendance

Voting Members
Tim Burger, Board Member
Derek Carter, Board Vice President
Carol Heffron, Board Member
Tom Johnson, Board Member
Mike Moore, Board Member
Mike Thomas, Board President

Non-Voting Members
Mark Taylor, Superintendent
Lisa Swarts, SBO/Board Secretary

I. Call to order and roll call

President Mike Thomas called the meeting to order at 5:31 pm.

II. Welcome Visitors

Mike Thomas welcomed visitors.

A. Public Forum

There were no public comments.

III. Approve Agenda

Motion to approve the agenda as presented.

Motion made by: Derek Carter
Motion seconded by: Carol Heffron
Voting:
Unanimously Approved

IV. Approve Minutes of Previous Meetings

Motion to approve October 27, 2025 minutes as stated.

Motion made by: Tim Burger
Motion seconded by: Tom Johnson
Voting:
Unanimously Approved

V. Old Business

A. Approval of Weighted Vote for Director of District Number 2 for the AEA Board of Directors

Motion to approve the weighted vote for Shelley Morgan for Director of District Number 2 for AEA Board of Directors.

Motion made by: Tom Johnson
Motion seconded by: Tim Burger
Voting:
Tim Burger - Yes
Derek Carter - Yes
Carol Heffron - Yes
Tom Johnson - Yes
Mike Moore - No
Mike Thomas - Yes

VI. Adjourn to Regular Meeting

Motion to adjourn the meeting at 5:33 pm.

Motion made by: Derek Carter
Motion seconded by: Carol Heffron
Voting:
Unanimously Approved

CENTERVILLE COMMUNITY SCHOOL DISTRICT

Organizational & Regular Meeting
11/17/2025 - 05:30 PM
Centerville Administration Office
634 North Main
Centerville, Iowa

MEETING MINUTES

Attendance

Voting Members
Derek Carter, Board Vice President
Carol Heffron, Board Member
Mike Moore, Board Member
Mike Thomas, Board President
Sara Oden, Board Member
Marsha Whisler, Board Member
Amanda White, Board Member

Non-Voting Members
Mark Taylor, Superintendent
Lisa Swarts, SBO/Board Secretary

I. Call to order and roll call by Board Secretary

Board Secretary Lisa Swarts called the Organizational and Regular meeting to order at 5:34 pm.

II. Administer Oath of Office to Elected Members

Lisa Swarts administered the oath of office to elected board members: Sara Oden, Mike Thomas, Marsha Whisler, and Amanda White.

III. Election of President and Vice President

Lisa Swarts called for nominations for President.

Carol Heffron nominated Mike Thomas for President. Marsha Whisler seconded that motion.
There were no further nominations for the office of Board President.
Motion passed unanimously for Mike Thomas as Board President.

Mike Moore nominated Derek Carter for Vice President. Carol Heffron seconded that motion.
There were no further nominations for the office of Board Vice President.
Motion passed unanimously for Derek Carter as Board Vice President.

IV. Administer Oath of Office to President and Vice President

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

V. Welcome Visitors

President Mike Thomas welcomed visitors.

A. Public Forum

There were no public comments.

VI. Approve Agenda

Motion to approve the agenda as stated.

Motion made by: Mike Moore
Motion seconded by: Derek Carter
Voting:
Unanimously Approved

Derek Carter motioned to amend approval of the agenda to move (Item A. Student Representative) ahead of (Item VII. Closed Session). Amanda White seconded the motion and the motion passed unanimously.

VII. Closed Session - To review or discuss records which are required or authorized by state or federal law to be kept confidential pursuant to Iowa Code section 21.5(1)(a.) Roll call vote

Motion to go into closed session to review or discuss records which are required or authorized by state or federal law to be kept confidential pursuant to Iowa Code section 21.5(1)(a.)

Motion made by: Sara Oden
Motion seconded by: Carol Heffron
Voting:
Derek Carter - Yes
Carol Heffron - Yes
Mike Moore - Yes
Mike Thomas - Yes
Sara Oden - Yes
Marsha Whisler - Yes
Amanda White - Yes

Board moved into closed session at 5:41 pm.

Other individuals present for the closed session were:
Mark Taylor, Superintendent
Lisa Swarts, Chief Financial Officer/Board Secretary
Students' father and mother

All other individuals but Lisa Swarts left the room at 6:04 pm so that the board could deliberate.
It was a consensus of the board to move out of closed session and return to open session at 6:26 pm.

A. Action Item - Consideration and Action on Late Filed Open Enrollment Application - H.S & H.S.

Motion to approve the late filed open enrollment application for H.S & H.S.

Motion made by: Derek Carter
Motion seconded by: Carol Heffron
Voting:

Derek Carter - Yes
Carol Heffron - Yes
Mike Moore - No
Mike Thomas - No
Sara Oden - Yes
Marsha Whisler - No
Amanda White - Yes

Motion passed 4-3.

The board took a recess from 6:28 pm and returned to open session at 6:31 pm.

VIII. Closed Session - To review or discuss records which are required or authorized by state or federal law to be kept confidential pursuant to Iowa Code section 21.5(1)(a.) Roll call vote

Motion to go into closed session to review or discuss records which are required or authorized by state or federal law to be kept confidential pursuant to Iowa Code section 21.5(1)(a.)

Motion made by: Derek Carter
Motion seconded by: Mike Moore
Voting:
Derek Carter - Yes
Carol Heffron - Yes
Mike Moore - Yes
Mike Thomas - Yes
Sara Oden - Yes
Marsha Whisler - Yes
Amanda White - Yes

Board moved into closed session at 6:32 pm.

Other individuals present for the closed session were:
Mark Taylor, Superintendent
Lisa Swarts, Chief Financial Officer/Board Secretary
Students' father and mother

All other individuals but Lisa Swarts left the room at 6:42 pm so that the board could deliberate.
It was a consensus of the board to move out of closed session and return to open session at 6:44 pm.

A. Action Item - Consideration and Action on Late Filed Open Enrollment Application - T.L. & V.L.

Motion to approve the late filed open enrollment application for T.L. & V.L.

Motion made by: Derek Carter
Motion seconded by: Carol Heffron
Voting:
Derek Carter - Yes
Carol Heffron - Yes
Mike Moore - No
Mike Thomas - No

Sara Oden - Yes
Marsha Whisler - No
Amanda White - Yes

Motion passed 4-3.

IX. New Business

A. Student Representative

Kinley Harvey was present to report on activities at the high school.

B. Approval of Board Meeting Dates and Times

Motion to approve the list of board meeting dates and times as presented.

Motion made by: Mike Moore
Motion seconded by: Derek Carter
Voting:
Unanimously Approved

C. Appointment and Approval of Board Members to groups or committees

Appointments decided by the board were:
County Conference Board — Carol Heffron
Centerville Foundation Board of Directors — Mike Thomas and Marsha Whisler
Negotiations Committee (includes Support Staff & Administration) — Derek Carter, Mike Thomas, and Amanda White
School Improvement Committee — Mike Thomas, Carol Heffron, and Amanda White
ADLM Empowerment Board — Mike Thomas

Motion to approve the list of appointments to groups or committees as decided by the board.

Motion made by: Derek Carter
Motion seconded by: Mike Moore
Voting:
Unanimously Approved

D. Approve Board Attorney and Chief Negotiator

Motion to approve the Board's attorney as Ahlers & Cooney with general contact designated as Danielle Haindfield and Chief Negotiator as Aaron Hilligas and Nicole Cox as a local attorney.

Motion made by: Derek Carter
Motion seconded by: Mike Moore
Voting:
Unanimously Approved

E. Approve Snow Removal Bid

Motion to approve the snow removal bid from Cicco Construction for the amount of $1000 as presented.

Motion made by: Derek Carter
Motion seconded by: Carol Heffron
Voting:
Unanimously Approved

F. Approval of Classroom Clinic Software License Agreement

Motion to approve the Classroom Clinic software license agreement as presented.

Motion made by: Mike Moore
Motion seconded by: Marsha Whisler
Voting:
Unanimously Approved

G. Approval of K-12 LAU (ELL) Plan for Serving English Learners (ELs)

Motion to approve the K-12 LAU (ELL) plan for serving English Learners (ELs) as presented.

Motion made by: Mike Moore
Motion seconded by: Derek Carter
Voting:
Unanimously Approved

H. Approval of Building Handbook Addendum

It was recommended to move "Violence/Blatant Disrespect to Staff" from Level 3 to Level 4 on the matrix.
Motion to approve building handbook addendum as presented with amendment recommendation.

Motion made by: Derek Carter
Motion seconded by: Marsha Whisler
Voting:
Unanimously Approved

I. Discussion on Mandatory Board Training Date

After discussion, it was a consensus that the board would have the mandatory training on December 18th during a work session.

J. Review of Certified Enrollment

Lisa Swarts and Mark Taylor reviewed Certified Enrollment. The district is seeing a decrease of 57 students for certified enrollment.

K. Approve Personnel Business Procedures

Motion to approve personnel business procedures as presented.

Motion made by: Derek Carter

Motion seconded by: Mike Moore
Voting:
Unanimously Approved

1. Resignations

Sheree Lange – Fall Head Cheer Coach – Effective November 3, 2025
Caura Halverson – Fall Asst. Cheer Coach – Effective November 4, 2025
Melissa Arnevik – Activities Secretary – Effective November 19, 2025
Ana Lanphier – MS Volleyball Coach – Effective November 6, 2025

2. Transfers

No transers

3. Employment/Contracts

McKinley Lain – HS Head Girls' Soccer Coach — $4,491.86/year – 75 Days – Effective March 16, 2026 – Replacing Alexis Sulser

Tyler Morgan — Contract Error Adjustment — $58,787 to $62,000

Krystal Bronson - Contract Error Adjustment — $48,781 to $49,969

4. Volunteer Agreements

Roger Marlow – MS/HS FACS Volunteer – Effective 11/18/2025 – Non-Employee Volunteer

5. Sports Officials Contracts

As listed

X. Financial Reports

Motion to approve financial reports as presented.

Motion made by: Derek Carter
Motion seconded by: Carol Heffron
Voting:
Unanimously Approved

XI. Superintendent Report

Mr. Taylor reported on: state committee served on, operational sharing opportunity with the AEA, and Mock Trial in Des Moines.

XII. Board Member Takeaways

Board member takeaways were: welcomes to the new board members, appreciation for Tim Burger and Tom Johnson's service on the board, anticipation of the upcoming board convention, board service being both hard and rewarding, and appreciation for the Veterans Day service from the district.

XIII. Adjourn

Motion to adjourn the meeting at 7:33 pm.

Motion made by: Mike Moore
Motion seconded by: Carol Heffron
Voting:
Unanimously Approved