

# Proud Past, Successful Present, Growing Future

Nicole Kooiker - Interim Superintendent      Tim Reinert - Director of Finance  
103 Central, Suite 300 \* Glenwood, IA 51534 \* 712-527-9034 \* Fax 712-527-4287

November 8, 2024

To: All School Board Members

From: Nicole Kooiker, Interim Superintendent

Voting Order:

Matt Portrey - At-Large '25

John J. Zak, IV - At-Large '25

Elizabeth Richardson - At-Large '25

Kellie Stewart - At-Large '27

Tony Winton - At-Large '27

Re: **Regular Meeting - Monday, November 11, 2024 - 6:00 p.m.**  
**Central Office Large Conference Room - 103 Central, Third Floor**

## **REGULAR MEETING**

1. **PLEDGE OF ALLEGIANCE**

A. Call to Order

2. **APPROVAL OF AGENDA**

Motion

3. **CONSIDERATION OF ACTION ON CONSENT ITEMS**

Motion

A. Approval of Minutes

1. [October 14, 2024 - Regular Meeting](#)

2. [October 28, 2024 - Work Session](#)

B. [Approval of Board Policies - Second Readings](#)

POLICY #	DESCRIPTION
410	Employee Use of Social Media
604.3RF	Instructional Materials Reconsideration Request Form
604.4	Use of Information Resources
604.4R	Use of Information Resources Regulations
604.6	Technology Policy (OLD)
604.8	Implementation of Technology Protection Measures Regarding the Use of the District's Technology, Network Systems, and Internet Access
604.6	Technology Policy (NEW - takes the place of old 604.6 and 604.8)
604.6CF	Consent to Student Use of the District's Computers, Computer-Like Equipment, Computer Network Systems and Internet Access
604.6GF	Staff Acceptance Form and Consent to Use of the District's Technology, Network Systems, and

	Internet Access
701.3	Meal Charges
702.5	School Transportation of Non School Groups (OLD)
702.5	Transportation of Non School Groups (NEW)
702.5GF	Use of School Transportation by Nonschool Groups Agreement Form

C. [Approval of Board Policies - First Readings](#)

POLICY #	DESCRIPTION
604.5	Technology and Instructional Materials
604.8P	Glenwood Community School District App Procedures
604.9	Proposed Website Disclaimer
604.9F	Add URL to Blocked Status Form

D. [New Hires](#) - Contingent upon completion of pre-employment requirements and favorable background check results

NAME	POSITION	SALARY
Voniece Courtier	Special Education Paraeducator - Level 2/3	\$14.35 per hour
Amy Demlow	Accompanist - High School Fall Concert Accompanist - High School Winter Concert Accompanist - High School Spring Concert Accompanist - Solo Ensemble	\$600.00 \$600.00 \$600.00 \$900.00
Tracy Hickman	Authorized Substitute Teacher	\$162 per day
Caiden Horton	Auditorium Lights & Sound	\$3,000
Dan McComb	Bus Driver	\$26.25 per hour or \$52.50 per route
Torey McKenzie	Special Education Paraeducator - Level 2/3	\$14.35 per hour
Maureen O'Brien	Certified Substitute Teacher	\$172 per day
Haley Rhamy	Special Education Paraeducator - Level 2/3	\$14.35 per hour
Elizabeth Roenfeld	Head Softball Coach	\$6,300
Dan Schoening	Certified Substitute Teacher	\$172 per day

E. [Transfers](#)

NAME	FROM / TO	WAGE
Jacqueline Christian	From Substitute Teacher to PT Teacher (can continue to sub on days not teaching)	\$14,252.85
Mary Beth Day	From Substitute Teacher to Substitute Administrative Assistant	\$20.18 per hour
Carissa Kayl	From West Elementary to Middle School	No change
Kelly Koehler	From Substitute Teacher to PT Teacher (can continue to sub on days not teaching)	\$20,504.10

	teaching)	
Susan Snell	From Child Care Associate @ Kid's Place to Lead Teacher @ Kid's Place	\$13.07 per hour
Emily Van Wey	From Substitute Special Education Paraeducator to Special Education Paraeducator- Level 2/3	No change
Emily Van Wey	From Middle School to High School	No change

F. [Separation from District](#) - Coaching positions are contingent upon finding a suitable replacement

NAME	POSITION	REASON	DATE
Laura Campbell	Special Education Paraeducator	Resignation	October 14, 2024
Suzanne Hall	Cheerleading Sponsor	Resignation	October 31, 2024
Frances Oetken	Food Service Floater	Resignation	October 31, 2024
Shari Rodenburg	High School Guidance Counseling Secretary	Retirement	End of 2024-2025 SY
Curt Schulte	Head Middle School Football Coach (7th gr)	Resignation	October 28, 2024
Brian Stanley	Middle School Assistant Football Coach	Resignation	October 22, 2024
Gracelynn Steiner	Special Education Paraeducator	Resignation	October 29, 2024

G. [Open Enrollments](#)

NAME	DISTRICT REQUESTED	REASON	RESIDENT DISTRICT	APPROVE OR DENY
Brayden B.	Shenandoah	IGNITE Program	Glenwood	Approve
Lilliana P.	Shenandoah	IGNITE Program	Glenwood	Approve
Everly W.	Clayton Ridge	Iowa Virtual Academy	Glenwood	Approve

H. Approval of Financial Reports

1. [Approval of Bills](#) - Director Matt Portrey will have reviewed the bills
  - a. Approval of Additional Bills
2. Board Financial Reports
  - a. Estimated Line Item Budget Report
  - b. General Ledger Cash and Investments Balance Report
  - c. Fund Balance Report

I. Fundraising Requests

GROUP	DESCRIPTION	PURPOSE	AMOUNT	DATES
Childlife at Nebraska Medicine	Pajamas	School Wide Community Service Project	AMAP	11/1 - 12/18/2024
Teammates	Popcorn Buckets	Program Expenses and Scholarships	\$600	12/1/2024 - 3/1/2025
Student Council - High School	Powder Puff Football	Future Student Council Events	\$200	11/16/2024

J. Out of State and Overnight Travel

REQUESTED BY	ACTIVITY	DESTINATION	DEPARTURE DATE	RETURN DATE
Board of Education and Nicole Kooiker	Iowa Association of School Boards Annual Convention	Des Moines, Iowa	11/20/2024	11/21/2024
Jessica Miller	Iowa Ag Ed Summit	Ankeny, Iowa	01/26/2025	01/28/2025
Cory Faust	Iowa Football Coaches Assoc. Fall Mtg. & Football State Championships	Cedar Falls, Iowa	11/21/2024	11/22/2024
Dixie Thomas	Honor Squad	Cedar Falls, Iowa	11/21/2024	11/22/2024
Madison Page	State Dance	Des Moines, Iowa	12/05/2024	12/06/2024

#### K. Grant Requests

NAME	PURPOSE	AMOUNT
None		

#### L. Curriculum

CONTENT	DRAFT/FINAL	SCHOOL YEAR
<a href="#">Sports Media Digital Design Fundamentals</a>	Final	2024-2025
<a href="#">Advanced Sports Media Digital Design</a>	Final	2024-2025
<a href="#">Introduction to Film</a>	Final	2024-2025
<a href="#">Integrated Math I</a>	Final	2024-2025
<a href="#">3rd Grade Science</a>	Final	2024-2025

#### 4. ANNOUNCEMENTS AND COMMUNICATIONS

- A. Comments from the Public
- B. Comments from the Board of Education
- C. Legislative Update

#### 5. REPORTS

- A. Building Administrator Report
  1. [High School](#)
  2. [Middle School](#)
  3. [West Elementary](#)
  4. [Northeast Elementary](#)
- B. [Special Education Report](#)
- C. [School Improvement Report](#)
- D. [Activities Director Report](#)
- E. [Kid's Place Report](#)      [Newsletter](#)
- F. [Technology Report](#)
- G. [Food Service Report](#)
- H. [Transportation / Building & Grounds Report](#)
- I. [Print Shop Report](#)

#### 6. INFORMATIONAL ITEMS

- A. Gallup Survey Results - Lori Stohs Consulting

#### 7. DISCUSSION ITEMS

- A. Meyer's building cost estimates for renovation

8. **OLD BUSINESS**

A. None

9. **ADJOURNMENT SINE DIE**

Motion

10. **ANNUAL REORGANIZATIONAL MEETING**

*(The Board Secretary will call the meeting to order and will chair this portion of the meeting)*

A. Election of Officers

1. President

Ballots will be distributed to the Board Members to vote for President of the School Board for 2024-2025. Members must sign the ballots so the votes can be recorded. A majority of those voting is necessary to elect. The oath of office will be administered to the new Board President.

***Tim will read off the ballots of each member who was nominated and the nominated Board Member will be recorded.***

2. Vice-President

Ballots will be distributed to the Board Members to vote for Vice-President of the School Board for 2024-2025. Members must sign the ballots so the votes can be recorded. A majority of those voting is necessary to elect. The oath of office will be administered to the new Board Vice-President.

***Tim will read off the ballots of each member who was nominated and the nominated Board Member will be recorded.***

B. Set regular meeting dates, times and places for 2024-2025.

Motion

***Presently the Board meets in the Central Office large conference room for their regular meetings on the second Monday of the month at 6:00 p.m., and for their work sessions on the fourth Monday of the month at 6:00 p.m.***

PROPOSED DATE	TYPE OF MEETING	PROPOSED SITE	POSSIBLE CONFLICT
November 25, 2024	Work Session	103 Central, 3rd Floor	
December 9, 2024	Regular Meeting	103 Central, 3rd Floor (Holiday concert is Dec. 16, 2024)	
<b>No December Work Session</b>			
January 13, 2025	Regular Meeting	103 Central, 3rd Floor	
January 27, 2025	Work Session	103 Central, 3rd Floor	
February 10, 2025	Regular Meeting	103 Central, 3rd Floor	
February 25, 2025 Tuesday	Work Session	103 Central, 3rd Floor	
March 10, 2025	Regular Meeting	103 Central, 3rd Floor	P-T Conferences PK-5
March 24, 2025	Work Session	103 Central, 3rd Floor	
April 14, 2025	Regular Meeting	103 Central, 3rd Floor	
April 28, 2025	Work Session	103 Central, 3rd Floor	

May 12, 2025	Regular Meeting	103 Central, 3rd Floor	
May 26, 2025	Work Session	103 Central, 3rd Floor	Memorial Day
June 9, 2025	Regular Meeting	103 Central, 3rd Floor	
June 23, 2025	Work Session	103 Central, 3rd Floor	
July 14, 2025	Regular Meeting	103 Central, 3rd Floor	
July 28, 2025	Work Session	103 Central, 3rd Floor	
August 11, 2025	Regular Meeting	103 Central, 3rd Floor	
August 25, 2025	Work Session	103 Central, 3rd Floor	
September 8, 2025	Regular Meeting	103 Central, 3rd Floor	
September 22, 2025	Work Session	103 Central, 3rd Floor	
October 13, 2025	Regular Meeting	103 Central, 3rd Floor	
October 27, 2025	Work Session	103 Central, 3rd Floor	

C. Appointments / Assignments for 2024-2025

Motion

COMMITTEE	CURRENT BOARD REPRESENTATIVE
Mills County Conference Board	Matt Portrey
Empowerment Board	Elizabeth Richardson
Buildings / Grounds and Transportation	Tony Winton
IASB Delegate	Matt Portrey
CCC Committee	John Zak
Wellness Committee	Kellie Stewart
Review of Bills	Revolves each month in alphabetical order
Technology Committee	Tony Winton
Glenwood Community School Foundation	Elizabeth Richardson
Super Board Representative	Kellie Stewart

D. Appointment of Chief Financial Officer/Business Manager/Board Secretary  
***I am seeking approval to reappoint Tim Reinert as the District's Chief Financial Officer/Business Manager/Board Secretary. The Board President will administer the oath.***

Motion

E. Approval of Official Publication  
***I am seeking approval to appoint the Opinion-Tribune as the school district's official publication .***

Motion

F. Approval of Legal Counsel  
***I am seeking approval to appoint the firm of Ahlers & Cooney, P.C.. as legal counsel for the school district.***

Motion

- G. Approval of Bank Depositories and Limits Motion  
**I am seeking approval of the following bank depositories and limits:**

<u>Name of Depository</u>	<u>Location</u>	<u>Maximum Deposit</u>
Glenwood State Bank	Glenwood, IA	\$20,000,000.00
ISJIT	Naperville, IL (managed)	\$20,000,000.00
First National Bank	Glenwood, IA	\$ 5,000,000.00

11. **NEW BUSINESS**

- A. [Approval of Early Notification Incentive](#) Motion  
*I am seeking approval of the proposed Early Notification Incentive as presented.*
- B. [Approval of District Service Agreement with Lifetouch](#) Motion  
*I am seeking approval of the District Service Agreement with Lifetouch for the 2025-2026 school year.*
- C. [Approval of Fiscal Year 2024 Annual Audit Report](#) Motion  
**I am seeking approval of the FY24 District Audit completed by Anderson, Larkin & Co., P.C. Certified Public Accountants.**
- D. Approval of [Drawings](#) & [Specifications](#) for the Upcoming Roofing Project at the Middle School. Motion  
***I am seeking approval of the drawings & specification for the upcoming roofing project at the Middle School to reroof Section 6 & replace siding & soffit on Section 9.***

12. **ADJOURNMENT** Motion

Upcoming Events

Tues. - Thurs. Nov. 19-21, 2024	IASB Annual Convention	Iowa Events Center 730 3rd St., Des Moines, Iowa
Monday, November 25, 2024	Board Work Session - 6:00 p.m.	Central Office Large Conf. Room 103 Central, 3rd Floor, Glenwood
Monday, December 2, 2024	Superintendent Interviews	Central Office Large Conf. Room 103 Central, 3rd Floor, Glenwood
Monday, December 9, 2024	Regular Meeting - 6:00 p.m.	Central Office Large Conf. Room 103 Central, 3rd Floor, Glenwood

NO WORK SESSION IN DECEMBER

