

Proud Past, Successful Present, Growing Future

Devin Embray - Superintendent Kristi Buman - Director of Finance
103 Central, Suite 300 * Glenwood, IA 51534 * 712-527-9034 * Fax 712-527-4287

November 8, 2019

To: All School Board Members

From: Devin Embray, Superintendent

Voting Order:

Greg Schultz - At-Large '21

Ann Staiert - At-Large '21

Curt Becker - At-Large '19

Theresa Romens - At-Large '19

Elizabeth Richardson - At-Large '19

Re: **November Regular Meeting -**

**Monday, November 11, 2019 - 7:00 p.m.
High School Media Center - 504 E. Sharp St.**

1. **PLEDGE OF ALLEGIANCE**

A. Call to Order

2. **SPOTLIGHT ON EDUCATION**

A. None

3. **FRIENDS OF EDUCATION**

A. None

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

A. Approval of Minutes

1. Regular Meeting - [October 14, 2019](#)

2. Board Work Session - [October 28, 2019](#)

B. Approval of Agenda

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

POLICY #	DESCRIPTION
702.7	School Bus Safety Instruction
702.8	Student Conduct on School Transportation
702.8R1	Student Conduct on School Transportation
702.9	Transportation in Private Vehicles for Extracurricular Activities

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

POLICY #	DESCRIPTION
500.16R1	Truancy Regulations
500.16E1	Letter to Parent/Guardian(s) Regarding Attendance

500.16E2	Attendance Cooperation Agreement
500.16E3	Compulsory Attendance Mediation Agreement
500.16E4	Doctor's Note to School
500.16F3	Recommendation for Referral to County Attorney for Violation of State Mandatory Attendance Law
800	Statement of Guiding Principles for Business Procedures
801.1	Planning the Budget
801.2	Preparation of the Budget Document
801.3	Requirements of the Budget Document
801.4	Publication of the Budget
801.5	Public Review of the Budget
801.6	Budget Adoption by the Board
801.7	Budget as a Spending Plan
801.8	Financial Accounting System
801.9	Classification of Accounts

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

NAME	POSITION	SALARY
Zack Aistrophe	Special Education Teacher Associate - Level 2/3	\$10.73 per Hour
Belynda Brammer	Special Education Teacher Associate - Level ¾ (1:1)	\$10.73 per Hour
Lucas Clark	Groundskeeper	\$12.76 per Hour
Maygen Clayton	Substitute Food Service Worker	\$10.09 per Hour
Bryan Diekmann	Assistant Weight Room Supervisor	\$1,080
Alyce Honeyman	Substitute Teacher	\$155 per Day
Shirley Howard	Substitute Special Education Teacher Associate	\$10.73 per Hour
Brian Jaworski	Part Time Mechanic	\$10.53 per Hour
Heidi Lunn	Kid's Place Coordinator	\$40,000
Tara Merz	Substitute Bus Driver	\$38 per Route after Probationary Period
Mark Pontefract	Substitute Suburban Driver	\$36.25 per Route after Probationary Period
Justin Spahn	Substitute Bus Driver	\$38 per Route after Probationary Period
Brian Stanley	Assistant MS Boys Basketball Coach	\$2,160

F. [Transfers](#)

NAME	FROM / TO	WAGE
William McGinnis	Bus Driver to Custodian & Substitute Bus Driver	\$11.46 per Hour & \$38 per Route

G. [Separation from District](#)

NAME	POSITION	REASON	DATE
Jana Aldrich	Teacher	Resignation	November 15, 2019
Ben Haynes	MS Assistant Volleyball Coach	Resignation	End of 2019-2020 SY
Rhonda Maiers	Director of Kid's Place Daycare	Retirement	June 30, 2020
Becky McKee	Special Education Teacher Associate	Resignation	November 1, 2019
Kelsey Miller	MS Student Council Co-Sponsor	Resignation	End of 2019-2020 SY

H. [Open Enrollments](#)

NAME	DISTRICT REQUESTED	REASON	RESIDENT DISTRICT	APPROVE OR DENY	FUNDED
Lillian P.	Glenwood	Remain after Move	Red Oak	Approve	Yes
Jack R.	Glenwood	Remain after Move	Sidney	Approve	Yes

I. Approval of Financial Reports

A. [Approval of Bills](#) - **Director Romens** will have reviewed the bills

- Approval of Additional Bills

B. [Board Financial Reports](#)

- Estimated Line Item Budget Report
- General Ledger Balance Report

J. Fundraising Requests

GROUP	DESCRIPTION	PURPOSE	AMOUNT	DATES
Builders Club	Activity Night	Mills Co. Storehouse, Love Tree	\$400	11/15/2019
Student Council	Holiday Ornament	Incentives and Activities for Connections	\$1,500	11/12/2019

K. Out of State and Overnight Travel

REQUESTED BY	ACTIVITY	DESTINATION	DEPARTURE DATE	RETURN DATE
Katie Larsen	2019 Track and Field Clinic	Des Moines, IA	12/6/2019	12/7/2019
Sherry Herron	SAM Iowa Convention	Des Moines, IA	12/5/2019	12/6/2019
Kristin Lappala	SAM Iowa Conference	Des Moines, IA	12/5/2019	12/6/2019

Sherry Herron	National SAM conference	Marco Island, FL	1/30/2020	2/2/2020
Ben Haynes	Iowa Track & Field Coaches Clinic	Ames, IA	12/6/2019	12/7/2019
Heidi Stanley	State SAM Conference	Des Moines, IA	12/5/2019	12/6/2019
Chris Visser	Track and Field Clinic	Ames, IA	12/6/2019	12/7/2019
Marissa Klindt	2019 Iowa Track and Field Coaches Clinic	Ames, IA	12/6/2019	12/7/2019
Cheri Maxwell	State Dance Competition	Des Moines, IA	12/5/2019	12/7/2019
David Clark	State Color Guard Competition	Des Moines, IA	12/5/2019	12/7/2019
Cory Faust	Iowa Football Coaches Association Board of Directors Meeting, Playoff Coaches Recognition, JH Coach of the Year Recognition. Saturday is the IFCA All-State Meeting in Des Moines	Cedar Falls, IA & Des Moines, IA	11/21/2019	11/23/2019
Christina Boldra	Observing a Spanish teacher who uses the same CI/TPRS methods in her classroom. She also used proficiency scales and I want to get an idea of how she uses them in the world language classroom.	Dunkerton, IA	11/17/2019	11/18/2019
Audrey Little	State Dance Competition	Des Moines, IA	12/5/2019	12/7/2019
Devin Embray	IGHSAU Representative Council	Cedar Rapids, IA	11/13/2019	11/15/2019
Devin Embray	IASB Annual Convention	Des Moines, IA	11/20/2019	11/21/2019
Kristi Buman	IASB Annual Convention	Des Moines, IA	11/20/2019	11/21/2019

L. Grant Requests

NAME	PURPOSE	AMOUNT
None		

M. Curriculum

CONTENT	DRAFT/FINAL	SCHOOL YEAR
None		

5. ANNOUNCEMENTS AND COMMUNICATIONS

- A. Comments from Public
- B. Comments from Board of Education

- C. Legislative Update
 - 1. Legislative Forums Schedule
 - 2. Legislative Contacts
- D. Presentations - **Spring 2019 ISASP Results - Chad Lang**
- E. Activities Complex Update

6. **REPORTS**

- A. Building Administrator Reports
 - 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](#)
- F. [Technology Report](#)
- G. [Food Service Report](#)
- H. [Transportation / Building & Grounds Report](#) [Roof Sections](#)
- I. [Print Shop Report](#)

7. **OLD BUSINESS**

- A. None

8. **ADJOURNMENT SINE DIE**

Motion

9. **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 2019-2020. 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.

Kristi 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 2019-2020. 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.

Kristi 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 2019-2020. Motion

Presently the Board meets the for their regular meetings on the second Monday of the month at 7:00 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, 2019	Work Session	103 Central, 3rd Floor	MS Boys Basketball & Volleyball Banquet
December 9, 2019	Regular Meeting	High School Media Center	Wrestling JV Invitational
No December Work Session			
January 13, 2020	Regular Meeting	High School Media Center	MS Girls Basketball & Boys Varsity Swimming Meet
January 27, 2020	Work Session	103 Central, 3rd Floor	MS Wrestling; MS Girls Basketball; JV Wrestling Tournament
February 10, 2020	Regular Meeting	High School Media Center	MS Girls Basketball
February 24, 2020	Work Session	103 Central, 3rd Floor	Varsity Boys Basketball (Districts); WIT Jazz Festival
March 9, 2020	Regular Meeting	High School Media Center	2nd Gr. Music Program
March 23, 2020	Work Session	103 Central, 3rd Floor	Girls Varsity ISU Indoor Track & Field
April 13, 2020	Regular Meeting	High School Media Center	Spring Break; Boys Varsity Golf; MS Boys & Girls Track & Field; Varsity Girls Golf; Boys JV Soccer; Boys & Girls Varsity Tennis Dual; Boys Varsity Track & Field; Boys Varsity Soccer
April 27, 2020	Work Session	103 Central, 3rd Floor	Boys & Girls Varsity Track & Field; Boys & Girls JV Soccer
May 11, 2020	Regular Meeting	High School Media Center	Boys & Girls Varsity Golf H-10; Girls Varsity Tennis H-10; Boys & Girls Varsity Track & Field H-10 Rain Date; MS Boys & Girls Track & Field H-10; Boys JVSoccer
May 25, 2020	Work Session	103 Central, 3rd Floor	Memorial Day
June 8, 2020	Regular Meeting	High School Media Center	Boys & Girls JV and Varsity Baseball & Softball
June 22, 2020	Work Session	103 Central, 3rd Floor	9th Gr Baseball; Varsity Baseball & Softball
July 13 2020	Regular Meeting	High School Media Center	Varsity Baseball
July 27, 2020	Work Session	103 Central, 3rd Floor	
August 10, 2020	Regular Meeting	High School Media Center	
August 24, 2020	Work Session	103 Central, 3rd Floor	
September 14, 2020	Regular Meeting	High School Media Center	
September 28, 2020	Work Session	103 Central, 3rd Floor	

October 12, 2020	Regular Meeting	High School Media Center	
October 26, 2020	Work Session	103 Central, 3rd Floor	

- C. Appointments / Assignments for 2019-2020 Motion
- 1) Mills County Conference Board - *Currently Curt Becker*
 - 2) Empowerment Board - *Currently Ann Staiert*
 - 3) Buildings / Grounds and Transportation - *Currently Greg Schultz*
 - 4) IASB Delegate - *Currently Curt Becker*
 - 5) CCC Committee - *Currently Elizabeth Richardson*
 - 6) Wellness Committee - *Currently Theresa Romens*
 - 7) Review of Bills - *Currently revolves each month in alphabetical order*
 - 8) Technology Committee - *Currently Curt Becker*
 - 9) Glenwood Community School Foundation - *Currently Curt Becker*
 - 10) Super Board Representative - *Currently Theresa Romens*

- D. Appointment of Business Manager / Board Secretary Motion
I am seeking approval to reappoint Kristi Buman as the District's Business Manager / Board Secretary. The Board President will administer the oath.

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

- F. Approval of Legal Counsel Motion
I am seeking approval to appoint the firm of Lynch Dallas, P.C. as legal counsel for the school district.

10. **NEW BUSINESS**

- A. Approval of Appointment of Co-Sexual Harassment Officer(s) Motion
I am seeking approval of the appointment of Rick Nickerson and Genie Wickham as the District's Co-Sexual Harassment Officer(s) for 2019-2020.

- B. Approval of Appointment of Equity Officer Motion
I am seeking approval of the appointment of Cindy Menendez as the District's Equity Officer for 2019-2020.

- C. Approval to Use Signature Stamp and Electronic Signature Motion
I am seeking approval to authorize the Business Manager to use the Board President's signature stamp and/or electronic signature to sign all contracts for tuition-in, transportation, PMIC, and alternative school student contracts. I am also seeking approval to authorize the Superintendent's Administrative Assistant to use the Board President's signature stamp and/or electronic signature to sign all employment contracts; and the Athletic Director to use the Board President's signature stamp and/or electronic signature to sign all officials/referees agreements.

- D. Approval of Level I Investigators and their Alternates Motion
Currently the administrators are all Level I Investigators, and are Alternates for each other as well on Level I Investigations.

E. [Approval to Request Maximum Modified Supplemental Amount](#) Motion
I am seeking approval to request from the SBRC the maximum modified supplemental amount for open enrollment out (\$148,192). This is not cash rather authority that we are seeking approval from SBRC.

F. [Election of Green Hills AEA Board Member](#) Motion
The Board will be asked to vote for a candidate to serve on the Green Hills AEA Board of Directors.

G. [Approval of Agreement with KPE for Architectural Services](#) Motion
I am seeking approval of the Agreement KPE for architectural services for partial roof modifications of Northeast Elementary and Glenwood Middle School

11 **ADJOURNMENT** Motion

Upcoming Meetings & Events:

IASB Conference	Wed., Nov. 20 & Thurs., Nov. 21, 2019	Iowa Events Center Des Moines, IA
Board Work Session	Monday, November 25, 2019 - 6:00 p.m.	Central Office 103 Central, 3rd Floor
Regular Meeting	Monday, December 9, 2019 - 7:00 p.m.	HS Media Center 504 E. Sharp Street