

Proud Past, Successful Present, Growing Future

Devin Embray - Superintendent Kristi Buman - Director of Finance
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September 15, 2017

To: All School Board Members
From: Devin Embray, Superintendent

Voting Order:
Greg Schultz - At-Large '17
Michelle Bahr - At-Large '17
Ann Staiert - At-Large '17
Curt Becker - At-Large '19
Theresa Romens - At-Large '19

Re: **September Regular Meeting** - **Monday, September 18, 2017 - 7:00 p.m.**
Glenwood Comm. High School Media Center
504 East Sharp Street, Glenwood

1. **PLEDGE OF ALLEGIANCE**
 - A. Call to Order
2. **SPOTLIGHT ON EDUCATION**
 - A.
3. **FRIENDS OF EDUCATION**
 - A.
4. **CONSIDERATION OF ACTION ON CONSENT ITEMS**
 - A. Approval of Minutes
 1. Regular Board Meeting - [August 14, 2017](#)
 2. Special Meeting & Work Session - [August 28, 2017](#)
 - B. Approval of Agenda
 - C. Approval of Board Policies - [Second Readings](#)

POLICY #	DESCRIPTION
503.1	Student Health and Immunization Certificates
503.2	Student Health Services
503.2R	Student Health Services Regulations
503.3	Student Special Health Services
503.3R	Student Special Health Services Regulations
503.4	Administration of Medication to Student
503.4F	Parental Authorization and Release form for the Administration of Prescription Medication to Students

503.4R	Administration of Medication to Student Regulations
503.5	Communicable Diseases
503.5C	Communicable Diseases Chart Concise Descriptions and Recommendations for Exclusion of Cases from School
503.5L	Reportable Communicable Diseases List
503.6	Student Injury or Illness at School
503.6IF	Glenwood Community School District Injury Report
503.7	Student Wellness Policy
503.7G	Student Wellness Policy - Nutritional Guidelines

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

POLICY #	DESCRIPTION
503.9	Student Use of Motor Vehicles
503.10	Student Work Permits
503.11	Emergency School Closings
503.12	Emergency Plans and Fire/Tornado/Disaster Drills
504.1	Student Records Access and Use
504.1R	Student Records Access and Use Regulations
504.1RFS	Student Records Request Form for Students or Parents
504.1A	Release of Student Records Authorization
504.1NF	Transfer of Student Records Notification Form
504.1RF	Hearing Regarding Correction of Student Records Request Form
504.1N	Student Records
504.2	Student Directory Information
504.2F	Denial of Authorization to Release Student Directory Information
504.2N	Student Directory Information Notice

E. New Hires

NAME	POSITION	SALARY
Devona Case	Mentoring with Heart Coordinator	\$11.00 per hour
Logan Giesting	Child Care Associate	\$7.25 per hour (HS Student)
Pete Jacobus	Instrumental Music Lessons	\$4,250.00
Valerie Jordan	Substitute Associate	\$10.36 per hour
Jeannie Koplin	Temporary Custodian	\$11.00 per hour with 50 cent shift differential after 6 p.m.

Ray Larkins	Custodian	\$11.00 per hour with 50 cent shift differential after 6 p.m.
Blaine Maher	Substitute Teacher	\$140 per day
Cherelyn Marley	Substitute Teacher	\$140 per day
Rhonda McClelland	Substitute Special Education Teacher Associate	\$10.36 per hour
Rebecca Neff	Accompanist	\$4,250.00
Kelsey Pavelka	Child Care Associate	\$9.33 per hour
Ami Petersen	Assistant Play Director	\$1,000.00
Victoria Pontow	Child Care Associate	\$9.33 per hour

F. [Transfers](#)

NAME	FROM / TO	WAGE
Linda Greenwood	From Teacher Associate & Bus Driver to Bus Driver	No Change
Valerie Jordan	From Substitute Special Education Associate to Special Education Associate	\$10.36

G. [Separation from District](#)

NAME	POSITION	REASON	DATE
Cheryl Cheney	Substitute Teacher	Resignation	August 24, 2017
Cherie Dorsett	Lead Teacher @ Kid's Place	Resignation	September 14, 2017
Norman Eastwood	Special Education Teacher Associate	Resignation	August 23, 2017
Kendra Johnson	Child Care Associate @ Kid's Place	Verbal Resignation	September 5, 2017
Sharon Schulenberg	General Education Teacher Associate	Resignation	September 13, 2017

H. [Open Enrollments](#)

NAME	DISTRICT REQUESTED	REASON	DISTRICT OF RESIDENCE
Aaron A.	East Mills Comm. School Dist.	Remain after move	Glenwood Comm. School Dist.
Nash G.	Treynor Comm. School Dist.	Kindergarten Student; Sibling attends Treynor	Glenwood Comm. School Dist.
Kenny H.	Glenwood Comm. School Dist.		East Mills Comm. School Dist.
Jagger L.	Glenwood Comm. School Dist.	Remain after move	East Mills Comm. School Dist.
Lyric L.	Glenwood Comm. School Dist.	Remain after move	East Mills Comm. School Dist.

I. Approval of Financial Reports

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

1. Approval of Additional Bills

B. [Board Financial Reports](#)

1. Estimated Line Item Budget Report

2. General Ledger Balance Report

J. Fundraising Requests

GROUP	DESCRIPTION	PURPOSE	AMOUNT	DATES
FCCLA	Free Will Donation	Donations to Des Moines Children's Hospital-State Outreach Project	AMAP	12/1/17-1/18/18
FCCLA	Yankey Candle/31 Sales	Raise funds for state and cluster meetings	AMAP	10/11-10/30/17
MS Student Council	Volleyball Concession Stand (MS)	New water fountain/water bottle fillers	\$750	9/18-10/10/17
Band	Guard Camp	Guard uniforms/equipment to perform at state and for band contests	AMAP	11/11/2017
Band	Coupon Book Sales	New band instruments	AMAP	10/17/2017
Ram Brew	Coffee Shop	Vocational experience, purchase replacement supplies for Ram Brew, classroom items	\$500	9/2017-5/2018
Band	Cookie Dough	Raise funds for band trips	AMAP	2/6-2/20/18
MS Student Council	Ram Beads	American Red Cross Disaster Relief Fund	\$250	9/25-9/29/17
Cheerleaders	Homecoming Car Window Painting	New 2017-2018 season expenses toward equipment for cheer program	\$100-\$150	9/21-9/28/17
MS Student Council	Lee National Denim Day	Free will, hot dogs, and jeans day Donate to Lee National Denim Day (Breast Cancer)	\$100	10/11-10/13/17
Reach/SADD	Red Out	Face painting, balloons, donation buckets and t-shirt for American Heart Assoc	AMAP	9/19-10/13/17
Ramily	T Shirts	Raise money to put on monthly Ramily events	AMAP	9/19/17-5/30/18

K. Out of State and Overnight Travel

REQUESTED BY	ACTIVITY	DESTINATION	DEPARTURE DATE	RETURN DATE
Jennifer Tallmon	I TAG Conference	Des Moines, Iowa	10/15/2017	10/17/2017
Sarah Rozniecki	Professional Development in the area of Mental Health in Schools	Des Moines, Iowa	10/17/2017	10/17/2017
Timothy Johnson	I TAG Conference	Des Moines, Iowa	10/15/2017	10/16/1017
Adam Giaffoglione	Social Studies Conference	Altoona, Iowa	10/1/2017	10/2/2017
Janis Moore	FCCLA National Cluster Meeting	Oklahoma City, Oklahoma	11/16/2017	11/19/2017
Ami Petersen	State Dance	Des Moines, Iowa	11/29/2017	12/2/2017
Dixie Thomas	State Cheerleading Championships	Altoona, Iowa	11/3/2017	11/4/2017
Jacqueline Johnson	State Cheerleading Competition	Altoona, Iowa	11/3/2017	11/4/2018

Jacqueline Johnson	Social Studies Conference	Altoona, Iowa	10/1/2017	10/2/2017
Emily Dietz	Social Studies Conference	Altoona Iowa	10/1/2017	10/2/2017
Maria Jacobus	State Social Studies Conference	Altoona, Iowa	10/1/2017	10/2/2017
Elizabeth Sutherland	I TAG Conference	Des Moines, Iowa	10/15/2017	10/17/2017
Joe Fustos	Acellus Camp	Independence, Missouri	9/18/2017	9/21/2017
Cindy Menendez	Acellus Camp	Independence, Missouri	9/18/2017	9/21/2017
Elizabeth Sutherland	Please Pass the Love Conference	Des Moines, Iowa	10/17/2017	10/17/2017
Elizabeth Sutherland	Risky Business Conference	Des Moines, Iowa	9/24/2017	9/25/2017

L. Grant Requests

NAME	PURPOSE	AMOUNT
Beef Grant	Reimbursement for beef purchases to be used in Food Choices and Global Foods classes	\$175.00
Glenwood Community School Foundation	Provide monthly meals and materials needed to offer family learning, workshops, and community-building activities.	Up to \$2,000

5. **ANNOUNCEMENTS AND COMMUNICATIONS**

- A. Comments from Public
- B. Comments from Board of Education
- C. Legislative Update
 - 1. Legislative Forums Schedule
 - 2. Legislative Contacts
 - 3. Future Ready Iowa Alliance Update - Michelle
- D. Presentations

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 & Newsletter](#)
- F. [Technology Report](#)
- G. [Food Service Report](#)
- H. [Transportation / Building & Grounds Report](#)
- 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 2017-2018. 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 2017-2018. 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 2017-2018.

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
September 18, 2017	Regular Meeting	High School Media Center	
October 9, 2017	Regular Meeting	High School Media Center	
October 23, 2017	Work Session	103 Central, 3rd Floor	P-T Conf. - PK-8
November 13, 2017	Regular Meeting	High School Media Center	
November 27, 2017	Work Session	103 Central, 3rd Floor	
December 11, 2017	Regular Meeting	High School Media Center	
No Dec. Work Session			
January 8, 2018	Regular Meeting	High School Media Center	
January 22, 2018	Work Session	103 Central, 3rd Floor	
February 12, 2018	Regular Meeting	High School Media Center	
February 26, 2018	Work Session	103 Central, 3rd Floor	P-T Conf. - 6-12
March 12, 2018	Regular Meeting	High School Media Center	
March 26, 2018	Work Session	103 Central, 3rd Floor	
April 9, 2018	Regular Meeting	High School Media Center	
April 23, 2018	Work Session	103 Central, 3rd Floor	

May 14, 2018	Regular Meeting	High School Media Center	
No May Work Session			
June 11, 2018	Regular Meeting	103 Central, 3rd Floor	
June 25, 2018	Work Session	103 Central, 3rd Floor	
July 9, 2018	Regular Meeting	103 Central, 3rd Floor	
July 23, 2018	Work Session	103 Central, 3rd Floor	
August 13, 2018	Regular Meeting	High School Media Center	
August 27, 2018	Work Session	103 Central, 3rd Floor	

C. Appointments / Assignments for 2017-2018 Motion

- 1) Appointment of a Board Member to the Mills County Conference Board
- 2) Appointment of a Board Member to the Empowerment Board
- 3) Buildings / Grounds and Transportation
- 4) Superintendent's Advisory Council
- 5) IASB Delegate
- 6) CCC Committee
- 7) Wellness Committee
- 8) Review of Bills - Currently revolves each month in alphabetical order
- 9) Mentoring with Heart
- 10) Technology Committee
- 11) Glenwood Community School Foundation

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 Sexual Harassment Officer(s) Motion
I am seeking approval of the appointment of Richard Hutchinson as the District's Sexual Harassment Officer(s) for 2017-2018.

B. Approval of Appointment of Alternative Sexual Harassment Officer(s) Motion
I am seeking approval of the appointment of Genie Wickham as the District's Alternate Sexual Harassment Officer for 2017-2018.

C. Approval of Appointment of Equity Officer Motion
I am seeking approval of the appointment of Cindy Menendez as the District's

Equity Officer for 2017-2018.

- D. 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.
- E. 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.
- F. [Approval of Food Agreement with the YMCA](#) Motion
I am seeking approval to engage into a contract with the YMCA to provide their meals to their daycare.
- G. Approval of Special Education Deficit Motion
I am seeking approval of the Special Education Deficit in the amount of \$335,030.31. This will be the amount of allowable growth and supplemental aid that we are seeking for a negative special education balance.
- H. Approval of Rate Increase for Kid's Place Motion
I am seeking approval to increase the rates at Kid's Place. The average Increase will be between \$5-\$10 per week.
11. **ADJOURNMENT** Motion

Upcoming Meetings & Events:

September 29, 2017	Homecoming Parade Football Game	1:30 p.m. 7:30 p.m.
September 30, 2017	Coronation High School, 504 E. Sharp Street	8:00 p.m.
October 9, 2017	Regular Board Meeting HS Media Center, 504 E. Sharp Street	7:00 p.m.
October 23, 2017	Board Work Session 103 Central, 3rd Floor	6:00 p.m.
October 30, 2017	IASB New Board Member Orientation 103 Central, 3rd Floor	6:00 pm
November 15-17, 2017	IASB Annual Convention Des Moines	