

MINUTES
REGULAR MONTHLY MEETING
BOARD OF EDUCATION
COLUMBUS COMMUNITY SCHOOL DISTRICT
Monday, April 23, 2018

Call to Order

Board President Eric Totemeier called the meeting to order at 5:30 P.M.

Roll Call

Present: Eric Totemeier, Maria Gomez, Bob Schwab. Also, present Gary Benda, Neil Mills, the press and members of the community.

Agenda

Maria Gomez made a motion to approve the agenda. Seconded by Bob Schwab. Motion carried 3-0

Gary Benda led the Pledge of Allegiance.

The mission and vision statements were read by Eric Totemeier.

Public Comment

None this month.

The board acknowledged Dave Duncan's resignation. Eric Totemeier read the resignation letter to the public.

Approvals

Bob Schwab made a motion to approve financial report, minutes and bills.

Seconded by Maria Gomez. Motion carried 3-0

Bills:

<u>Name</u>	<u>Description</u>	<u>Amount</u>
ABM Building Maintenance	Janitorial Services	45,288.70
Ackerson, Kent	Official	57.50
Adrenaline Fundraising	Fundraiser	3,041.60
Agriland FS, INC.	Fuel	3,596.81
Aguilar, Antonio	Official	57.50
Air Management	Supplies	1,654.88
Al Yassiri, Latif	Official	145.00
All American Pest Control	Pest Control	250.00

Alliant Energy	Utilities	16,845.75
Al-Yassiri, Ali	Official	57.50
Ambriz, Crystal	Official	130.00
American Heart Association	Fundraiser	32.00
Anderson Erickson Dairy	Milk	4,012.72
Baudville	Supplies	169.95
BPA Iowa Association	Supplies	11.00
BSN Sports	Supplies	61.06
Business Professionals Of America	Conference Fees	304.00
Casey's General Stores, Inc.	Supplies	24.18
CDW Government Inc.	Supplies	7,539.12
Center for Education & Employment Law	Conference Fees	109.95
CenterPoint Energy Services, Inc.	Utilities	2,308.58
Central Iowa Distributing	Supplies	1,864.61
Centre State International Truck	Repairs	3,337.56
Choice Supply	Supplies	786.65
City Of Columbus Junction	Utilities	1,642.34
Columbus Gazette	Publications	952.94
Columbus Jct. Auto Supply	Supplies	1,877.05
Cook, Jeffrey	Official	115.00
Courtesy Door	Supplies	115.00
Custom Impressions	Supplies	24.95
D.C. Taylor Co.	Repairs	70,188.00
Demco	Supplies	94.73
DHS Cashier 1st FL.	Medicaid Fees	13,176.93
Doors Inc.	Supplies	331.57
Duane Rees Construction	Snow Removal	2,634.00
Earthgrains Baking Co.'s Inc.	Bread	610.10
East Central IA Soccer Officials	Official Fees	130.00
Economart	Supplies	423.38
Elan Financial Services	Supplies	10,207.30
Elite Sports	Fundraiser	139.36
EMC Insurance Companies	Reimbursement	61.46
Foertsch, Amanda	Reimbursement	51.67
Furlong, Becky	Mentoring Fees	898.44
Grainger	Supplies	444.85
Grant Wood AEA	Renewal	6,104.00
Greenwood Cleaning System	Supplies	179.65
Hadzic, Nedzad	Official	87.50
Hoglund Bus Co Inc.	Supplies	375.19
Houghton Mifflin	Supplies	220.00
Hy-Vee #1850	FFV	496.00
IDENT-A-KID	Visitor Tracking Software	544.64
Iowa Assoc. Of School Boards	Legal Fees	130.00
Iowa Communications Network	ICN Services	78.40
Iowa Division of Labor Services	Inspection Fees	80.00
Iowa High School Music Assoc	Supplies	17.60
Iowa State University	Scholarship	2,000.00
Iowa Wesleyan University	Scholarship	1,750.00

ISU Extension & Outreach, Louisa Co.	Gear Up Conference	210.00
J.W. Pepper and Son, Inc.	Supplies	132.69
Jostens	Supplies	8.45
Keck, Inc.	Commodities	1,313.93
Kirkwood Community College	Scholarship	450.00
L.J. Roth	Repairs	12,426.29
Louisa County Conservation Bd	Rental Fees	50.00
Lynch Dallas, P.C.	Legal Fees	2,161.50
Lynn's Hy-Way Service Center	Repairs	21.00
Marco	Copier Leases	2,106.40
Medicom	Telephone	843.67
Menards - Iowa City	Supplies	627.07
Menards Muscatine	Supplies	25.45
Menards West Burlington	Supplies	1,416.94
Mid-Prairie CSD	Entry Fees	160.00
Mills, Neil	Reimbursement	32.24
Milwaukee Institute of Art & Design	Scholarship	3,500.00
Mississippi Bend AEA 9	Supplies	13.40
Muscatine Physical Therapy Services, PC	Athletic Training	50.00
Negley, Deb	Reimbursement	8.08
Pipe Pro, Inc.	Repairs	1,302.09
Plumbers Supply Company	Supplies	112.00
PSC Distribution	Supplies	218.43
Quill Corp	Supplies	75.48
R.M. Boggs Co.	Repairs	977.16
Refreshment Services Pepsi	Pop	266.18
Reinhart FoodService	Food	10,017.77
RevTrak	Merchant Fees	81.66
Rueckert Sanitation, Inc.	Garbage Fees	924.00
Schlegel, Scott	Official	130.00
Simmons, Anthony	Student Teacher Stipend	98.00
Soccer.com	Supplies	304.92
Staples Credit Plan	Supplies	271.90
Stumps/ShindigZ	Supplies	459.46
Summit Companies	Supplies	335.00
Talebi, Mohamed	Official	115.00
Technology Associates	Repairs	854.00
Trophies Plus	Supplies	1,293.18
Tyler Technologies	Renewal	3,000.00
University of Iowa College of Engineering	Conference Fees	50.00
Vetter's Inc. - Culligan Water	Water	31.00
Walmart	Supplies	379.21
Washington CSD	Entry Fees	385.00
Washington State Bank	Reloadable Card- Grant for Shoes	1,500.00
West Liberty CSD	Entry Fees	60.00
Wheeler, Tashia	Reimbursement	31.71
White, Andy	Refund	3.00
Wiele Motor	Repairs	47.55
		256,749.48

Administrative Reports

Paul Southwell – submitted by Gary Benda- The elementary building is continuing its work this week with the work we have been doing to create learning targets and standardize our expectations for our students. Specifically, this Wednesday we will be beginning our work to create pre-tests, common formative assessments to use to adjust instruction throughout our units, and summative assessments to determine how well students performed at the end of units of instruction for English Language Arts. We are especially excited at the prospect of receiving a new curriculum that is aligned to our work so that all teachers can utilize common resources in their instruction.

Tyler Hotz - The weather has been less than great for spring activities and I am working to reschedule as many events as possible with the limitations of available dates and finding officials. All our events have been able to compete as I was able to watch the soccer team at home, track at Mid-Prairie, and golf out at Cedar Crest all last week. Conference track will be May 3rd @ L-M. Conference soccer will be May 12th at Columbus. District track will be May 10th at Eddyville-Blakesburg.

The secondary building has completed their Iowa Assessments. Huge thanks to Katie Sands and Kristen Payne for helping organize and administer make-up tests for students. Wednesday, April 25th the secondary staff will be going through training on creating learning targets and begin rubrics for standards. We have 5 weeks left of school and in those 5-weeks we will administer our final round of Map Assessment, have our senior awards banquet May 9th, and have Graduation May 20th. Going to be a quick and busy 5 weeks.

Neil Mills – Gayle Hoag is working on scholarships for May 9th Awards night and verifying credits towards graduation. She is also getting ready to work on the state final report. Tashia Wheeler is working on bills, payroll, senior fees and implementing Office Scope. Neil drove two elementary field trips and we are hoping to implement the P-cards next week. May 9th the girls' soccer team is having a pink out with pink uniforms and fundraising for the Mendenhall family. Neil & Tashia are both headed to Iowa School Business Management Academy workshop for three days for their state accreditation.

Gary Benda – I would like to pass on the fact that at prom our DJ complimented Mrs. Beenen on the way our students were respectful to each other and adults throughout the night. He said that he DJs a lot of proms and our students' behavior stood out in a very positive way from other proms that he has worked.

Curriculum Director updates – Our Instructional Coaches met with the TQ Committee to discuss how Instructional Coaching will continue to evolve next year. While they noted not everyone was taking advantage of our Instructional Coaches, it was noted that the number of requests have increased. Our Instructional Coaches, administrators and many staff believe that the best way to improve student achievement is through instruction. Our Instructional Coaches would like to get into more classrooms to complete cycles of coaching. Instructional Coaches will share the ways they can support instructional practice. We will also work on having other teachers share their testimonials of Instructional Coach support. We also will gain additional traction because our beginning teachers have been used to our Induction Coaching program (they are not given a choice about using it) and they will want to continue using our Instructional Coaches. We also have agreed to continue our agreement with MBAEA to provide Induction Coaches for our beginning teachers (1st and 2nd year teachers).

Tuesday night, myself and four teachers will go to Naperville to attend professional development centered around The Danielson Framework. This comes from Section 284.17 mandating that all school districts will implement an Instructional Framework prior to July 1, 2019. The Danielson framework of teaching requires teachers to implement instructional practices centered around many things we already do. It is also very compatible with our ELL students and frameworks centered on ELL student needs. It matches the training both

our Induction and Instructional Coaches go through in terms of supporting teacher instruction. It is also very similar to the 8 Iowa Teaching Standards (evaluation of teachers). We are going to learn about Danielson as a staff next year with our AEA, for potential implementation the following year.

Pool Update – I have been updating the board through my weekly email on pool status. We are hopeful to get it operational the weekend after Memorial Day.

Financial – We reviewed our custodial contract with ABM and noticed some irregularities when compared to L-M. We have gotten them to drop their yearly price by \$20,000 plus we will no longer pay for additional work above the contract and each side must notify the other 90 days prior to ending the contract. This will be a one-year contract. We have also found out that ABM increased L-M contract by 8%. We believe we will be able to maneuver some more money out of them next year as well. We did have a person express interest in bidding to do the work, however they have never done work of this scale before. I would be nervous about switching vendors.

We have Pre-K Registration May 3 at 6pm. Finally, when the board comes to a decision on work session format, date and time; I will start gathering resources.

Board Reports

Bob Schwab--Nothing at this time.

Maria Gomez—Nothing at this time.

Eric Totemeier—Nothing this time.

New Business

Personnel –

Maria Gomez made a motion to approve the following hires:

Hire - Zach Smith – Elementary PE Teacher

Hire – Ismenia Castelan – Secondary ELL Teacher

Hire - Kasey Keltner – 7th Grade Girls Basketball

Hire - Jeff Gilmore – 8th Grade Girls Basketball

Hire - Jeff Gilmore – 7th Grade Boys Basketball

Seconded by Bob Schwab. Motion carried 3-0.

Maria Gomez made a motion to approve the following resignations:

Resignation – Tyler Hotz – Secondary Principal, Activities Director, and Head High School Girls Basketball Coach

Resignation – Chelsea Kies – Social Studies Teacher and Extra-curricular activities

Resignation – Eileen Stroud – High School Cook

Resignation – Carman Lawrence – JH Girls Basketball Coach

Resignation – Sarah Milder – FCCLA Sponsor and Sophomore Sponsor

Resignation – Bill Plein – Head Wrestling Coach

Resignation – Amanda Foertsch – Pre-K Elementary Teacher

Seconded by Bob Schwab. Motion carried 3-0.

Fundraisers

Maria Gomez made a motion to approve the following fundraisers.

Baseball Program – Sell Coffee – Jacob McCullough

Softball Program – Shirts, Tumblers and Chairs – Tim Milder

Sophomore Class – All-Weather Blankets – Sarah Milder

Sophomore Class – Ice Cream Sundaes – Sarah Milder

Cancer Awareness (Mendenhall Family) – Pink T-shirts – Barb Chaney and Katie Coil

Seconded by Bob Schwab. Motion carried 3-0.

Maria Gomez made a motion to approve the 2018 class for Graduation pending completing all needed required credits.

Seconded by Bob Schwab. Motion carried 3-0.

Board Member Andy White arrived at 6:04 p.m.

President Eric Totemeier asked for nominations for Vice-President of the Board.

Maria Gomez nominated Andy White for Vice-President

Bob Schwab made a motion that nominations cease, seconded by Maria Gomez. Motion carried 4-0.

Andy White was read the Oath of Office by President Eric Totemeier.

Andy White is the new Vice-President of the Board.

Andy White also gave a board report that he and Tyler Hinkhouse had met about the purchase of a van to cut down on transportation cost to activities. He congratulated Lori Beenen, students, staff and parents on how well prom was ran.

Andy White made a motion to purchase a 2018 Ford 150 Transit 8 Passenger Van from Mincer Ford for \$27,764.00

Seconded by Maria Gomez. Motion carried 4-0.

Maria Gomez made a motion to approve the Winter & Spring Break with No Easter Break School Calendar.

Seconded by Bob Schwab. Motion carried 4-0.

Andy White made a motion for Approval of Exemption to Policy 606.01 to allow 3rd grade to have 28 students for one year.

Seconded by Maria Gomez. Motion carried 4-0.

Maria Gomez made a motion regarding Board Policy 606.04 to approve the courses for dual credit for a 1-year period and allow parents to pay after the courses are completed.

Motion died due to lack of second. Policy will remain unchanged.

Gary Benda brought to the board the cost of ELA curriculum adoption will cost: PK \$8,985.00, K-1 \$43,762.68 and Grades 3-6 \$82,190.98 for a total of \$134,938.66.

Bob Schwab made a motion to table curriculum adoption until next month.

Seconded by Maria Gomez. Motion carried 4-0

Andy White made a motion to approve a \$0.10 raise for Non-certified staff.

Seconded by Maria Gomez. Motion carried 4-0.

Bob Schwab made a motion to not replace the Secondary Principal.

Seconded by Maria Gomez. Motion carried 4-0.

Bob Schwab made a motion to have a special election in September to fill board vacancy.

Seconded by Maria Gomez. Motion carried 4-0.

Maria Gomez made a motion to continue the sharing agreements with Winfield Mt. Union for Wrestling and Soccer and with MCC and L&M for the College and Career Counselor.

Seconded by Bob Schwab. Motion carried 4-0.

Andy White made motion to purchase Wordware Nutrition Software.

Seconded by Maria Gomez. Motion carried 4-0.

Andy White made a motion to purchase rSchool Software Program.

Seconded by Maria Gomez. Motion carried 4-0.

The board discussed the possibility of a board resolution to help stop school cuts and property tax increases, after some discussion on the loss of state backfill for commercial property taxes of \$33,009 for the Columbus Community School District. Andy White moved that the board support such a resolution, Maria Gomez seconded the motion, the vote was 3-0 with Bob Schwab abstaining. For the board to pass a resolution it must be a unanimous vote, therefore pursuing the resolution was dropped.

Gary Benda informed the board that we are renewing our Plato class offerings for the 2018-2019 school year with a package price of \$7,850.

Gary Benda explained to the board that Teacher Leadership Compensation Funds (TLC) are used by the district for the induction coaches for new teachers and instruction coaches for all staff

Gary Benda explained that this year's Distinguished Graduate will be Wade Owens, and Boyd Buser will be the 2018-2019 school year Distinguished Graduate.

Neil Mills presented each of the board members with a copy of the June 30, 2017 annual audit, as audited by Nolte, Corman & Johnson P.C. Mr. Mills went on to review auditor comments which consisted of:

1. Segregation of duties- With Columbus being a small district segregation of duties will be an ongoing issue as it has been in the past.
2. Supporting documentation- The auditors found one purchase order that was for a higher dollar amount then what was charged on the district credit card due to items being back ordered.
3. Categorical funding- At-risk and dropout funds expenditures were coded to an account number no longer used by the state, an audit adjustment was made by the auditors to correct the Certified Accounting Report that is filed with the Department of Education. This moved the expense into the correct account numbers.
4. Student activity fund- The auditors indicated that there were 4 accounts that had no activity in the past 2 years that should be closed and transferred back to the activity general fund.

Neil Mills explained to the board that the district will be sending a request for proposal for audit services, as this is our final contract year with Nolte, Corman & Johnson P.C.

Maria Gomez made a motion to go into closed session (Superintendent Evaluation Iowa Code Section 21.5(1)(a)(I)).

Seconded by Andy White

Roll Call Vote: Andy White Yes, Maria Gomez Yes, Eric Totemeier Yes, Bob Schwab Yes

Board went into closed sessions at 7:55 p.m.

Andy White made the motion to come out of closed session.

Seconded by Bob Schwab. Motion carried 4-0

Board came out of closed session at 9:01p.m.

Andy White moved to adjourn

Seconded by Maria Gomez. Motion carried 4-0.

Meeting Adjourned at 9:02 p.m.

Eric Totemeier, School Board President

Neil Mills, School Board Secretary