

MINUTES
REGULAR MONTHLY MEETING
BOARD OF EDUCATION
COLUMBUS COMMUNITY SCHOOL DISTRICT
Monday, January 22, 2018

Call to Order

Board President Dave Duncan called the meeting to order at 5:30 P.M.

Roll Call

Present: Dave Duncan, Eric Totemeier, Maria Gomez, Bob Schwab, Andy White. 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 Eric Totemeier. Motion carried 5-0

Eric Totemeier led the Pledge of Allegiance.

The mission and vision statements were read by Andy White.

Public Comment

Duane Rees was present to answer any questions concerning his contract for snow removal.

Presentations

Lori Beenen gave the board a Gear Up Update and had 5 students present (Felix Solis, Eric Valdez, Emily Hernandez, Elizabeth Santos and Angel Hernandez) who spoke of their job shadowing experiences. Lori shared that the Gear Up students would complete college visits, job shadowing, connecting with the community and are also working on a career fair. This is a National grant from the State of Iowa and our school has seen 100% of the students that have participated, have graduated high school. Of the 33 students that participated in 2014, 16 students have graduated with a 4-year degree, 9 graduated with a 2-year degree, 2 did not go to college and 6 are still part-time pursuing a degree.

Approvals

Andy White made a motion to approve financial report, minutes and bills.

Seconded by Maria Gomez. Motion carried 5-0.

Bills:

<u>Name</u>	<u>Description</u>	<u>Amount</u>
AAC Construction, LLC	Repairs	2,734.38
ABM Building Maintenance	Janitorial Services	22,644.35
Agriland FS, INC.	Fuel	3,782.77
All American Pest Control	Pest Control	550.00
Alliant Energy	Utilities	18,994.67
Anderson Erickson Dairy	Milk	3,628.87
Beautiful Land Products	Supplies	1,037.68
BPA Iowa Association	Conference Fees	140.00
BSN Sports	Supplies	4,273.40
Carlson, Jim	Official	90.00
CenterPoint Energy Services, Inc.	Utilities	2,772.62
Centerville High School	Entry Fees	250.00
Central Iowa Distributing	Supplies	899.00
Clayton Ridge Community School District	Open Enrollment	5,269.50
Columbus Community Club	Fees	110.00
Columbus Gazette	Publications	624.08
Columbus Jct. Auto Supply	Supplies	2,248.04
Columbus Nutrition Account	Reimbursement	580.15
Custom Impressions	Supplies	51.90
Daktronics	Repairs	1,532.50
Department of Administrative Services	Testing Fees	400.00
DMAACC	Tuition	543.00
Doors Inc	Repairs	5,578.00
Duane Rees Construction	Snow Removal	6,219.25
Earthgrains Baking Co's Inc.	Bread	213.60
Eastern Iowa Tire- Davenport	Tires	712.00
Economart	Supplies	321.33
Elan Financial Services	Supplies	1,641.60
ETS Erb's Technology Solutions	Fiber Optic Install	11,143.58
Gomez, Patricia	Refund	35.00
Grainger	Supplies	54.36
Greenwood Cleaning System	Supplies	1,298.66
Harris Seeds	Supplies	806.32
Highland CSD	Open Enrollment	33,965.07
Hoglund Bus Co Inc	Supplies	1,136.23
HyVee #1850	FFV	594.48
Iowa Assoc. Of School Boards	Conference Fees	2,075.00
Iowa City CSD	Open Enrollment	397.50
Iowa Communications Network	ICN	78.40
Iowa Division of Labor Services	Inspection Fee	40.00
Iowa H.S. Speech Assoc	Dues	65.00
Iowa School Finance Information Services, Inc.	Conference Fees	100.00
Johnson, Joshua	Official	105.00
Johnson, Roger	Official	124.00

Kauffman Electric Inc.	Repairs	2,522.50
Kirkwood Community College	Scholarship	2,600.00
Kitchen, Nicole	Reimbursement	329.40
L & M School District	Open Enrollment	90,224.79
Lifetouch National School Studios, Inc.	Yearbooks	1,063.88
Lone Tree CSD	Open Enrollment	154,139.61
Lynch Dallas, P.C.	Legal Fees	99.00
Marco	Copier Leases	4,751.17
Medicom	Telephone	953.93
Mid-Prairie CSD	Open Enrollment	20,709.47
Mississippi Bend AEA 9	Supplies	182.32
Mullen's Body Shop	Repairs	2,016.85
Muscatine Community College	Tuition	11,345.73
Muscatine CSD	Open Enrollment	30,392.04
Muscatine Physical Therapy Services, PC	Athletic Training	365.00
N&S Heating & Cooling, LLC	Repairs	110.00
Northwest Iowa Community College	Tuition	1,300.00
Pierson, Trey	Official	90.00
Quill Corp	Supplies	121.02
Refreshment Services Pepsi	Pop	555.57
RevTrak	Merchant Fees	74.47
Riding for Success	SPED Service	90.00
Roy, Adam	Official	105.00
Rueckert Sanitation, Inc.	Garbage Fees	440.00
S.A.I.	Conference Fees	110.00
Sadler Power Train	Repairs	358.16
School Bus Sales	Supplies	183.36
School Specialty Supply	Supplies	3.27
Team Dynamics	Supplies	141.00
Vetter's Inc. - Culligan Water	Water	32.87
Walmart	Supplies	447.23
Wapello CSD	Open Enrollment	10,366.08
West Music Company	Supplies	312.75
Wheeler, Tashia	Reimbursement	39.44
Winfield-Mt. Union CSD	Open Enrollment	33,334.96
		509,772.16

Administrative Reports

Paul Southwell – submitted by Gary Benda--Roundy has been engaged in a good deal of exciting professional development in the new year! Much of our focus has been split into two primary areas: MTSS and Universal Instruction. Universal Instruction is the name given by the state to describe the everyday teaching and learning that occurs in our classrooms. The Roundy building leadership team, which we call the Collaborative Action Team (CAT), has been working through a process given to us by the state department of education called Differentiated Accountability. The thrust of our work has been to investigate the state of our universal instruction, survey staff about their knowledge and skills, and perform observations within all environments to see if our observations match staff's perception of their practices. The instructional surveys were passed out last Tuesday in a staff meeting and the data should be analyzed within two weeks. We will then be conducting observations using our instructional coaches for twenty minutes three times in each classroom and compare results. This will help to guide the professional development the CAT team plans to support staff in the future.

Additionally, we have been educating the staff on Multi-Tiered Systems of Support (MTSS). This is a process whereby we identify children who need further support to be successful in their grade level by looking through their performance on various academic and social / emotional measures. We then assign interventions to those students who need them and progress monitor the students to see if the supports we intervene with are providing sufficient support. If everything is going well we can celebrate and gradually decrease the amount of intervention the child is receiving. If things are not going as planned we gradually increase the amount of supports available with the eventual possibility of evaluating a child for special education.

Finally, we are aware that student attendance is something the board is interested to know more about and so have compiled information about our average daily attendance. As of 1/17/18, Roundy's average daily attendance has been 94.39%, which puts us very close to the state's average from last year of 95.5% and in line with last year's average of 94.7%.

Tyler Hotz – submitted the following report—**Principal Report**--Looking at our current attendance as of Jan 16th, our HS is at 91.3% and our JH is at 94.7%. The staff continues to progress on our PLC work and learn how the PLC work will assist in our overall MTSS process. On Monday, the staff got an overview of the MTSS process for the future. Following the all-district time, the secondary staff took time to look at the current realities. We had conversations about the different decisions and steps needed to be taken next in order to become the type of system we want to be in the years to come. The next steps we will be looking at will be making changes to our schedule. We have discussed possibly going to a block schedule. We will continue to learn about how we can best shape our plan to meet the needs of our kids. No AD report was given.

Neil Mills – submitted the following report—Neil informed the board that the central office is busy with Tashia working on year end reports such as W2's, 1095's,1099's. Gayle is working on GPA's, course credits, report cards and class rank. Neil went on to do a presentation on the state of the district over Unspent Authorized Balance, Employee Cost Ratio, Day's Net Cash Ratio and Financial Solvency.

Gary Benda – submitted the following report--We are back from winter break and moving forward with the school year. Last Monday we were fortunate to be joined by several community members as our entire teaching staff moved forward learning about MTSS. MBAEA took a couple hours in the morning and we read an article concerning MTSS. Small groups had the opportunity to discuss their thoughts on the article and then share those thoughts with the entire staff. We then went through an activity designed to illustrate

how MTSS had to meet the needs of a variety of students and how much of a system it was versus just everyone trying to provide supports on their own. Last Wednesday selected members of our district's teachers and administrators met with David Ford to capture Columbus' reality of the post-secondary readiness of our students. We have also caused a stir with our teachers as we share with them their individual attendance rates. As a teaching staff, we are hitting 95% attendance. However, we do have 30% 19 of 64 teachers who are under that 95% attendance rate. Of those 19 teachers under 95% 17 of them are missing days that create 3 and 4-day weekends and all of them are missing our PD time. This causes a concern as we try to provide our students with day to day continuity in the classroom and as we try to implement system wide professional development. The governor has asked for 1.5% new money which translates into adding \$100 to the \$6664 we currently receive. I am afraid that we will actually lose or give back money this next year out of our General Fund. This is a function of our declining enrollment.

Board Reports

Andy White—Nothing at this time.

Bob Schwab—Discussed his concerns of the parking lot with snow removal and sand and salt applications. Dave suggested the building and grounds committee meet and discuss this further.

Eric Totemeier—Nothing at this time.

Dave Duncan—Nothing at this time.

Maria Gomez—Nothing at this time.

Unfinished Business

Gary Benda discussed the Secondary Building Accessibility Needs/Wheel Chair Lift vs. shutting down third floor and moving teachers' rooms. The board indicated they were not ready to make a decision on this item at the present time.

Eric Totemeier made a motion to table the discussion on Secondary Building Accessibility Needs Wheel Chair Lift vs. shutting down the third floor and moving teachers' rooms. Tabled until February board meeting.

Maria Gomez seconded. Motion carried 5-0

Eric Totemeier left at 6:28p.m.

The board discussed moving the March Board Meeting to March 19th so they do not have to have it during spring break.

Maria Gomez made a motion to move the March board meeting to March 19th.

Andy White seconded. Motion carried 4-0.

Final reading to remove Section 10 Item D under the staff handbook. It is pulling sick leave buyback from the handbook and offering every year as a retirement incentive. By offering this incentive every year

it will be able to be paid out of the management fund as opposed to the general fund. The buyback is for 15-19 years of service 25% buyback at sub rate, for 20 plus years is 50% buyback at sub rate.

Maria Gomez made a motion to remove Section 10 Item D under the staff handbook. It is pulling sick leave buyback from the handbook and offering every year as a retirement incentive.

Andy White seconded. Motion carried 4-0.

Gary Benda presented information on district goals prepared by Harry Heiligenthal at our October and December work sessions. The key points are promoting prepared staff, increasing student achievement and financial stability for the district.

Maria Gomez made a motion to approve the district goals.

Andy White seconded. Motion carried 4-0.

New Business

Maria Gomez approved the following personnel items.

- Resignation – Adrian Silva – Secondary SPED Associate.
- Resignation – Dave Lekwa – Assistant Football Coach
- Resignation – Silvia Valdez – Elementary SPED Associate
- Letter of Agreement - Ismenia Catalan (K-12 ELL and K-6 Elementary certifications). \$120/day for the second semester.

Bob Schwab seconded. Motion carried 4-0

Gary informed the board that Stephanie Gonzales-Bravo and Elvira Zuniga will be transferred from Roundy Associates to Secondary Associates.

Mr. Benda also made the board aware that we received notice of termination of 28E Sharing Agreements with Highland CSD for Human Resources and Business Manager positions.

Andy White made a motion to approve the following fundraisers.

- Sophomore class for prom – Valentine’s Day Flowers – Sarah Milder
- Baseball – Homerun Derby – Jake McCullough

Maria Gomez seconded. Motion carried 4-0.

Gary Benda presented information on a possible busing agreement with Muscatine, L&M and possibly others. He requested of the board to have their approval to do an exploratory study on this possible agreement,

Maria Gomez made a motion to approve an exploratory study, including a possible RFP, for a multi-district transportation agreement.

Bob Schwab seconded. Motion carried 4-0.

Tashia Wheeler brought information to the board for the need of additional file storage and how we as a district could resolve this by going with paperless storage, and we would have the information more accessible. It would be at a less cost than purchasing fire proof file cabinets. Tashia told the board of Office Scope which is a paperless storage solutions company, and how the district has also reviewed Yellow Folder which is also a paperless storage company. Tashia and Neil will bring quotes in comparisons for the board to take action on at the next board meeting.

Discussion of the parameters of the school calendar was presented by Gary in regard to a survey that he did of staff as to whether they wanted a full week spring break, no break or reduced days of winter break. Depending on the calendar it may affect which week graduation is held. Dave Duncan requested that Gary present both calendars then the board would decide.

Maria Gomez made a motion for adjournment

Bob Schwab seconded. Motion carried 4-0.

Meeting Adjourned at 7:09 p.m.

The Board held an Exempt Session for discussions of Negotiations per Iowa Code 20.17(3)

Dave Duncan, School Board President

Neil Mills, School Board Secretary

