

MINUTES
REGULAR MONTHLY MEETING
BOARD OF EDUCATION
COLUMBUS COMMUNITY SCHOOL DISTRICT
Thursday, July 12, 2018

Call to Order

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

Roll Call

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

Agenda

Andy White made a motion to approve the agenda. Seconded by Maria Gomez. Motion carried 4-0.

Eric Totemeier led the Pledge of Allegiance.

The mission and vision statements were read by Andy White.

There was no public comment.

Swearing in New Board Member

The Abstract of votes will not be official till the Louisa County Board of Supervisors meets on July 17, so the new board member cannot be legally sworn in until after that date, but we will need to swear the new member in before July 20. Neil Mills will swear him in when approved.

There were no presentations.

Approvals

Andy White made a motion to approve the May and June Financials. Maria Gomez seconded the motion. Motion carried 4-0.

Andy White made a motion to approve the Minutes and Bills. Maria Gomez seconded the motion. Motion carried 4-0.

Bills:

<u>Name</u>	<u>Description</u>	<u>Amount</u>
ABM Building Maintenance	Janitorial Services	22,644.35
Acco Unlimited Corp	Supplies	1,249.25
Agriland FS, INC.	Fuel	705.70
All American Pest Control	Pest Control	250.00

Alliant Energy	Utilities	20,420.15
American Institutes for Research	Testing Fees	3,136.00
Anderson Erickson Dairy	Milk	4,389.17
Apple Computer, Inc.	Technology	1,273.95
Beerends, Mark	Official	135.00
BMO Harris Bank N.A.	Supplies	365.46
ByteSpeed, LLC	Technology	46,650.00
Caldwell, Kevin	Official	190.00
Casey's General Stores, Inc.	Supplies	142.46
CDW Government Inc.	Supplies	1,855.99
CenterPoint Energy Services, Inc.	Utilities	451.91
Central Iowa Distributing	Supplies	5,724.15
City Of Columbus Junction	Utilities	1,541.61
ClaimAid	Billing Fees	824.55
Columbus Activity Account	Safety Equipment	3,080.60
Columbus Gazette	Publications	19.39
Columbus Jct. Auto Supply	Supplies	341.96
Eastern Iowa Tire- Davenport	Repairs	36.00
Economart	Supplies	228.96
Edmentum	Renewal	7,850.00
Electronic Engineering	Safety / Security	18,702.50
Farner-Bocken Company	Concessions	1,117.05
Follett Software Company	Renewal	2,119.50
G & W Auto	Supplies	7.27
Greenwood Cleaning System	Supplies	416.90
Hall, Kim	Official	110.00
Highland CSD	Open Enrollment	33,965.07
Hoglund Bus Co Inc.	Supplies	132.10
Horak Insurance	Insurance	125,101.00
ICAOA	Scheduling Fees	175.00
Iowa Assoc. Of School Boards	Membership Dues	3,042.00
Iowa Communications Network	ICN	659.64
Iowa Girls' HS Athletic Union	Membership Dues	100.00
Iowa School Finance Information Services, Inc.	Membership Dues	1,728.71
Jimenez, Eusebio	Reimbursement	133.38
Kuder	Renewal	999.00
L & M School District	Repairs	1,183.94
Lifetouch National School Studios, Inc.	Yearbooks	244.65
Lynch Dallas, P.C.	Legal Services	2,442.00
Marco	Copier Leases	2,050.34
Marshall, Jason	Official	190.00
Martin's Flag Company, LLC.	Supplies	454.42
Medicom	Telephone	808.77
Mincer Ford	Repairs	205.54
Mississippi Bend AEA 9	Workshop Fees	200.00
Newspaper In Education	Supplies	456.75
Niebuhr, Matthew	Official	120.00
Northwest Evaluation Association	Renewal	9,100.00
Poch, Bill	Official	120.00

Refreshment Services Pepsi	Pop	529.44
Reinhart FoodService	Food	4,227.58
Renaissance	Renewal	5,137.50
RevTrak	Merchant Fees	19.95
Rueckert Sanitation, Inc.	Garbage Fees	20.00
S.A.I.	Membership Dues	892.00
Scholastic, Inc.	Supplies	116.00
State Hygienic Laboratory	Testing Fees	26.00
Time Management Systems, Inc.	Renewal	1,419.00
Waco Community School	Open Enrollment	13,806.32
West Liberty CSD	Open Enrollment	7,215.32
West Music Company	Supplies	1,471.34
Wilson, Duane	Official	105.00
Winfield Builders	Supplies	1,182.66
YMCA of Washington County	Lifeguard Training	185.00
		365,945.25

Administrative Reports

Kyle Reeve – Kyle, our new elementary principal, introduced himself to the board. He has worked 5-6 days, met staff, organizing his office and is happy to be here.

Neil Mills – Today met with coaches to work on providing a balanced activity fund. Our insurance (buildings) increased by only \$2,000. They are looking at purchasing catastrophic insurance in case a student is injured. Since the Iowa High School Athletic Association is no longer furnishing that coverage. Central office is currently working on SPED billing. Gayle Hoag is working on PowerSchool rollover, transcripts, GPA updates and next year's state reports. Tammy Mapel has been creating daily menus in preparation of the new year.

Gary Benda – This month I have been updating SPED rosters with SPED teachers. This allows to forecast the number of associates/para-educators we will need to hire. We are interviewing for those positions along with nutrition positions in early August.

Along with our Administrative Team, I also began planning District Registration. That is set for August 2 from 9am-8pm. We will provide training for the staff who will be supporting it July 31.

We have set a tentative plan for professional development as staff report back to school. We will continue to adjust this plan and update staff through the first weeks of June.

Board Reports

Andy White—Nothing at this time.

Maria Gomez—Nothing at this time.

Eric Totemeier—Nothing at this time.

Bob Schwab—Nothing at this time.

Unfinished Business

Discussion of the Doggie Swim with district donating cost to have the manager, lifeguards and the rental fee for 2 hours.

Maria Gomez moved to allow use of the pool for a doggie swim at district cost for 2 hours with the manager and life guards and rental fee covered, and liability coverage waiver completed by (Friends of the Shelter in Louisa County).

Seconded by Bob Schwab motion carried 4-0.

Columbus School Board Adopted SIAC Recommendations For 2017-2018

1) Increase student and staff attendance to 90% or greater for the 2017-2018 School Year through all means allowed by the Iowa Department of Education, Louisa County and the Columbus CSD Staff Handbook.

Overall student attendance was above 93%. Met SIAC Goal.

Overall staff attendance was above 90%, when extended medical and pregnancy are dropped 95%. Met SIAC Goal. In addition, we shared with SIAC and board how we track student attendance and the steps we (and most school districts in Iowa) take to promote students attending school.

2) Focus at least 50% of all professional development/collaborative time on improving teacher instructional practices and analyzing student data to improve instruction.

In 104 hours of full day Professional Development time and 37.5 hours of Wednesday Early Release Professional Development Time we totaled 141.5 hours of potential Professional Development time. Columbus Community School District used over 50 hours for formal K-12 Professional Development where presenters pushed information to staff and staff had the opportunity to work and learn together as a K-12 staff. Over 30 hours was spent allowing staff to work in their collaborative teams to unpack and prioritize learning targets (Iowa Core Standards). The remaining time was given back to staff to spend on anything from Parent-Teacher Conferences preparation, to Iowa Assessments preparations, to working in their rooms preparing for their classes. This time was also used by collaborative teams of people who were or participated on multiple collaborative teams and could not meet because their primary team did not have a formal meeting. We have also not considered the time spent on looking at student data to implement intervention time at Roundy, or the time twice a month and on breaks between MBAEA and the administration team coordinating and planning for this amount of professional development time. To be fair, I have not accounted for the extended lunches (1 hour) we gave staff on full days of professional development or the occasional early release time we gave back to staff to work on things they needed to get done such as monitoring the amount of work we were asking them to do. Very conservatively, 57% of our professional development time was used to improve teacher instruction and collaboratively this met the SIAC Goal.

3) Increase Iowa Assessment scores to 60% proficiency for all grades tested and/or show one grade level's growth for individual students as measured by FAST/MAP assessments.

SY 2017-2018, 24 of 40 grades were Proficient/Advanced Proficient 60% or more of the time on Iowa Assessments.

SY 2016-2017, 14 of 40 grades were Proficient/Advanced Proficient 60% or more of the time on Iowa

Assessments.

SY 2017-2018, 31 of 40 grades were deemed Iowa Assessments Proficient/Advanced Proficient.
SY 2016-2017, 34 of 40 grades were deemed Iowa Assessments Proficient/Advanced Proficient.
We did not meet SIAC Goal but improved from 35% to 60% in terms of all grades becoming more proficient. However, we did see significant gains across the district in reading proficiency.

4) Work towards achieving 100% reading proficiency as students move from 3rd to 4th grade. Only 61% of 3rd grade students are Proficient/Advanced Proficient in Reading currently. Then across the district 90% of the grades are Proficient/Advanced Proficient. This SIAC goal was not met.

Eric Totemeier explained that the board will address the appointing members to the SIAC committee after the new 5th board member is in place.

New Business

Andy White made a motion to approve the following resignations.

- Resignation – Brooke Wilson – Associate
- Resignation – Samantha Rendon – Pre-K Associate
- Resignation – Linda Milder – Pre-K Associate
- Resignation – Catalina Inarrito – 7th grade Volleyball Coach

Seconded by Bob Schwab motion carried 4-0.

Neil Mills discussed that the past two years the school study material fees have been set at \$20 per student with no waiver for free or reduced. Maria Gomez made a motion to approve the school study material fees school year 2018-2019 be set at \$20 per student with no waiver for free or reduced.

Seconded by Bob Schwab. Motion carried 4-0.

Gary Benda discussed with the board the need to have associates drive and ride the SPED route. They will need medical training for SPED route and it will be rotation of associates. Gary will work on having a schedule to fill the rotation schedule of all associates. Maria Gomez made a motion to have Gary work with the district office for a rotation schedule for all associates to cover the transportation SPED route.

Seconded by Bob Schwab. Motion carried 4-0.

Tashia Wheeler discussed the bread bids, they had received two bids back and she is recommending that we use BIMBO Bakeries USA for bread products. Maria Gomez made a motion to use BIMBO Bakeries for the bread products for the 2018-2019 school year.

Seconded by Andy White. Motion carried 4-0.

Tashia Wheeler discussed the milk bids, they had received two bids back and she recommends that we use Anderson Erickson for dairy products. They provided all the straws and give a credit back for out

dated product. Maria Gomez made a motion to approve Anderson Erickson for the dairy products for the 2018-2019 school year.

Seconded by Andy White. Motion carried 4-0.

Todd Heck discussed the need to replace the back-hall glass between the library and hall with Plexiglas. Todd has contacted 3 businesses and only one has given us a quote which was Sorrell Glass. To remove and not replace is approx. \$4,800 or to remove and replace with Plexiglas is \$11,492.90 from Sorrell Glass. (Discuss asbestos removal needed, Neil Mills has initiated an asbestos claim with our insurance carrier). Andy White made a motion to remove and replace glass between library and hallway with plexiglass and not to exceed the \$11,492.90 and not to extend past August 1, 2018.

Seconded by Maria Gomez. Motion carried 4-0.

Maria Gomez made a motion to approve the purchase of security equipment from Response Technologies as per quote (\$11,869.00). Seconded by Andy White. Motion carried 4-0.

Gary Benda informed the board that he had met with the Labor Management Committee to review needed changes in sections of the Certified Handbook, and asked Lori Beenen to explain what sections and changes they would like to have approved. Lori Beenen stated there are no changes for sections 2,3,4,7, and 9. Section 6 Personal Leave the amount will be modified for money paid out for not using personal leave from \$50 to \$100. Section 10 Flexible Benefit Plan add Schedule A, B, C to the handbook to replace Salary Schedule from school year 2016-2017. For Section 11 regarding physicals remove the need for physical as the district doesn't require the staff to have physicals anymore. Lori also explained that Sections 1,5,8 are still under review.

Andy White made a motion to approve Sections 2,3,4,7,9 with no changes and sections 6,10,11 with before mentioned changes. Seconded by Maria Gomez. Motion carried 4-0.

Gary Benda updated the board on the outcome of the Iowa Assessments for school year 2017-2018. He did a slide presentation to compare 2016-2017 results to 2017-2018 results. In his slides he presented bar charts for how they related to each grade level and the four main subject areas, Social Studies, Science, Math and Reading.

Neil Mills and Todd Heck informed the board that the fitness center and maintenance building doors were not included in the original Electronic Engineering quote and that the boards prior approval was \$49,405 with these added doors the current expenditures total is \$44,095.

Andy White mad a motion to go into closed session to discuss confidential personal records (Iowa Code Section 21.5(1)(a)). Roll call vote was taken with all yays. The board went into closed session at 6:45 p.m.

Maria Gomez made a motion to return to open session at 7:21 p.m. Seconded by Andy White. Roll call vote all yays.

Andy White made a motion to follow legal advice to deny lane changes. Seconded by Maria Gomez. Motion carried 3-0 with Bob Schwab obtaining.

Andy White mad a motion to go into closed session to discuss confidential personal records (Iowa Code Section 21.5(1)(a). Roll call vote was taken with all yays. The board went into closed session at 7:28 p.m.

Maria Gomez made a motion to return to open session at 8:43 p.m. Seconded by Andy White. Roll call vote all yays.

Andy Whtie made a motion to adjourn

Maria Gomez seconded the motion. Motion carried 4-0.

Meeting adjourned at 8:44 p.m.

Eric Totemeier, School Board President

Neil Mills, School Board Secretary