

MINUTES  
REGULAR MONTHLY MEETING  
BOARD OF EDUCATION  
COLUMBUS COMMUNITY SCHOOL DISTRICT  
Monday, November 20, 2017

Call to Order

Board President Dave Duncan called the meeting to order at 6:30 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

Bob Schwab led the Pledge of Allegiance.

The mission and vision statements were read by Gary Benda.

Public Comment

There were no comments from the public.

Presentations

Matthew Gillaspie from Piper Jaffray & Co discussed infrastructure financing capacity.

Instructional Coaches Kristen Payne and Katie Sands explained to the board what their duties are. They are paid from the teacher leadership grant. They work with the teachers; they have introduced new technology in the classrooms for some teachers. They have done some surveys with the teachers and have received positive feedback. They do not work with first and second year teachers yet but are hoping to be able to in the future.

Approvals

A motion to approve the October Financial report, Minutes from October 16, 2017 Meeting and Bills was made by Eric Totemeier and Seconded by Maria Gomez. Motion carried 5-0.

**Bills:**

<b><u>Name</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
ABM Building Maintenance	Janitorial Services	45,288.70
Agriland FS, INC.	Fuel	4,538.04
All American Pest Control	Pest Control	100.00
Alliant Energy	Utilities	16,806.56
Anderson Erickson Dairy	Milk	5,421.18
Barracuda Network	Renewal	2,448.00
Barrick, Robert	Official	75.00
Bryant, Darrell	Fruit	606.00
BSN Sports	Supplies	31.96
Caldwell, Kevin	Official	75.00
Carstens Chiropractic	Physicals	110.00
CDW Government Inc.	Supplies	31.37
Central Iowa Distributing	Supplies	1,499.10
City Of Columbus Junction	Utilities	952.64
Columbus Gazette	Publications	639.59
Columbus Nutrition Account	Reimbursement	54.00
Deese, Ruben	Postage	36.62
Dell Computers	Technology	1,784.91
Doors Inc.	Purchase Service	1,656.00
Earthgrains Baking Co.'s Inc.	Bread	436.15
Eastern Iowa Tire- Davenport	Tires	799.80
Economart	Supplies	445.55
Edwards, Austin	Summer Help	120.00
Elan Financial Services	Supplies	1,796.97
Elite Sports	T-Shirts	3,341.32
Floral Gallery	Supplies	77.00
Genesis Home Medical Equipment	Equipment	10,617.00
Gonzalez De Gomez, Ma Irma	Refund	34.00
Graceland University	Tuition	2,500.00
Grainger	Supplies	1,143.08
Grizzley LLC, The	Food	280.00
GTM Sportswear	Supplies	974.00
Heck, Eileen	Reimbursement	24.47
Hoglund Bus Co Inc.	Supplies	142.31
Holiday Inn	Hotel	258.72
Hy-Vee #1850	Fruit	1,333.20
Iowa Assoc. Of School Boards	Workshop	887.00
Iowa Communications Network	ICN	78.40
Iowa Department of Education	Reimbursement	49,758.00
Iowa Division of Labor Services	Inspection	520.00
Iowa Girls' HS Athletic Union	Supplies	7.50
Iowa State University Treasurer's Office	Scholarship	2,000.00
Iowa Talented & Gifted	Workshop	295.00
iPROMOTEu	Award	36.85
J.W. Pepper and Son, Inc.	Supplies	45.60
Kauffman Electric Inc.	Purchase Service	1,405.30

Keck, Inc.	Commodities	3,361.12
Keystone AEA	Workshop	300.00
Kirkwood Community College	Tuition/Scholarship	1,475.00
Louisa County Public Health	Flu Shots	2,010.00
Lynch Dallas, P.C.	Legal Fees	635.00
Lynn's Hy-Way Service Center	Supplies	629.00
Malicoat-Winslow Engineers, P.C.	Purchase Service	8,625.00
Marco	Copiers	2,385.37
Medical Enterprises, Inc.	Supplies	28.00
Medicom	Telephone	830.49
MEGAPage	Purchase Service	42.00
Menards - Iowa City	Supplies	179.87
Menards Muscatine	Supplies	85.58
Midtown Towing & Repair	Purchase Service	300.00
Milligan, Lonny	Official	75.00
Mills, Neil	Reimbursement	30.66
Mississippi Bend AEA 9	Purchase Service	24,437.22
Movie Licensing USA	License	455.00
Mt. Pleasant CSD	Entry Fees	80.00
Muscatine Physical Therapy Services, PC	Athletic Training	550.00
Negley, Deb	Reimbursement	341.22
Northwest Iowa Community College	Tuition	1,300.00
O'Shea, Brandt	Official	70.00
Pipe Pro, Inc.	Repairs	2,733.13
Prior, Polly	Reimbursement	108.00
Project Lead the Way	Membership	3,000.00
Quill Corp	Supplies	231.56
Redline Construction, Inc.	Purchase Service	658.75
Refreshment Services Pepsi	Pop	929.55
Reinhart Food Service	Food	17,729.42
RevTrak	Merchant Fees	122.48
Roush, Dora	Reimbursement	5.40
Rueckert Sanitation, Inc.	Garbage Fees	484.00
S.A.I.	Membership	539.00
Scholastic, Inc.	Subscription	87.89
School Bus Sales	Supplies	627.00
School Specialty Supply	Supplies	10.97
Shemanski, David	Official	75.00
Skeeter Kell Sporting Goods	Supplies	398.00
Smith, Arnold	Official	75.00
Speedy A's	Rental	1,110.00
Staples Credit Plan	Supplies	891.91
Stout Seed Sales	Supplies	953.14
Summit Companies	Supplies	216.00
Supplyworks	Supplies	207.48
Teachers Development Group	Professional Development	17,800.00
Torres, Jose	Refund	19.49
Tracy's Truck N Trailer Inc.	Repairs	374.90
Tri-County Community School District	Entry Fees	80.00

Vantiger, Mike	Official	70.00
Varsity Spirit Fashion	Supplies	493.50
Vetter's Inc. - Culligan Water	Water	70.24
Virzi, Tammy	Purchase Service	150.00
Waco Community School	Entry Fees	70.00
Walmart	Supplies	275.83
West Interactive Services Corporation	Website	2,257.50
Wheeler, Tashia	Reimbursement	28.76
		262,621.32

## Administrative Reports

**Paul Southwell** --submitted the following report--Information on FAST: Roundy recently completed its fall FAST testing, taking three separate tests. The first is called CBM Reading, which is a test of reading fluency wherein students read three separate grade-level passages for one minute each and receive a score based upon how many words they read correctly. This test was completed at grades two through five at Roundy. 56 percent of our students met the grade level benchmark on this test, putting our average grade level at the 48.63 percentile, meaning that our average student performed better than 48.63% of students nationally. The second test that was administered is named Early Reading, and it is a measure of beginning reading skills that is administered to Kindergarten and 1st grade students. 67% of our students met the benchmark on this test, making our average grade at the 61.5 percentile nationally, meaning that our students performed better than 61.5 out of every hundred of their peers nationally. The final test that was administered is called AReading, and it is a computer-based test, which is a kind of test that adapts to student responses, offering them more difficult questions when they answer a question correctly and less difficult questions when they answer a question incorrectly. This test is administered to grades one through five. 60% of our students demonstrated proficiency on this test, putting the average grade at the 48.4 percentile nationally, meaning that our students performed better than 48.4% of their peers nationally. An additional celebration is that 6 of our 15 classrooms had at least 60% or more of their students above the benchmark, meaning that individual interventions are merited for students and that a class wide intervention is not mandated. We still plan to perform class wide interventions for those classrooms that had close to 60% of students proficient, as well as those who had less than 60% proficient, and will be progress monitoring many of our students to keep an eye on their growth. Our staff has been working hard to increase our achievement, and there is a lot of great news to celebrate!

One other piece of news is that our nurse, Barb Chaney, applied for and was awarded an Elkay water bottle filling station and \$500 to promote oral health in our school and a water bottle for every student, all provided by the Delta Dental of Iowa Foundation. This will allow students to refill water bottles upright, and ensure they are drinking enough water as well as not needing to take water breaks throughout the day. Thank you, Barb!

Finally, our parent teacher conferences were a smashing success! We made several changes to our procedure this year including creating a schedule where each family knows their exact conference time, holding the conferences within classrooms, and having parents sign up in advance for language interpretation so that we can know exactly how many interpreters are needed. I received a large number of positive comments from families about these changes. We successfully scheduled 288

conferences, and had parents attend 276 of those, giving us an overall attendance rate of 95.83% of our conferences! When we take into consideration that we have 361 students, this means that 76.45% of our students' parents scheduled and came to their child's conference.

**Tyler Hotz** - submitted the following reports, **AD Report**- --The fall sports have all concluded and the Winter sports are underway. Girls basketball has first game Tuesday, November 21st vs Wapello. The boys have their first game the 27th home vs Van Buren. Wrestling will be the 30th @ Winfield. I have asked for a quote for the discuss ring netting and will be looking to get it purchased for this spring. We have started discussions with L-M about sharing baseball. We have 19 players who say they will be out; however, we have yet to finish a season without forfeits.

**Principal Report:** We finished the 1st quarter on the 20th and had Parent-Teacher conferences. We had 155 students who had no parent come, 117 students who had a parent come on Tuesday and 90 come on Thursday. We had a total of 113 families not show, 81 show up on Tuesday and 69 show up on Thursday. We have created a general flow chart of the desired MTSS system for Columbus. We will look to share out to staff this flow chart at our December 6th PD. I was able to video chat with a professor from Saskatchewan, Canada about student engagement and belonging. He provided research to the value and academic achievement shown from schools who specifically take time to incorporate team building and involvement activities school-wide. I have worked lately with evaluating staff with about 2 teachers per week. Focus around student engagement and different classroom procedures.

**Neil Mills** --At the central office we have certified our operational sharing at 21 students maximum, completed our fall beds, certified our SPED head count enrollment and Certified our School Association Reporting. Tashia and I attended the IASBO Conference and a 5-year projection workshop.

**Gary Benda** --submitted the following report-- I have been working on At-Risk/Drop out Prevention Plan and budget. That is due December 15 with revisions (as needed) a month later. The administrative team has set a template for next year's school calendar. As we do that we are looking for when/where to insert professional development days, meet the state requirements for hours and ensure the breaks don't occur at critical times in the calendar (assessment periods, etc.) We will send it out to staff for their feedback. We hope to have it before the board by March for approval. I am also working on letting staff who are about to have their license expire know and ensure they are working towards recertification.

I have been working with Neil on next year's budget reductions. I have been talking with building principals about staffing levels for next year as well as purchasing ELA Curriculum. I am still working on getting into the two buildings and their classrooms many times each week so that I have firsthand information about what is happening in our district and I can assess what is next. I also want to make myself visible and available for questions.

Finally, our SPED bus is down again. We are hoping to have it back before winter break. We are working with the same group from Muscatine to transport our students.

## Board Reports

Andy White-- Attended the State School Board Association Training with Maria Gomez and Gary Benda. Where they took two classes on school finance which was very informative.

Bob Schwab-- He and Eric Totemeier met with Rob Edwards and looked at several grounds and building's needs. They discussed the door and the roof bids that are needed for replacement and repair. They went and looked at the track that is up for resurfacing and that can be put on hold for a while.

Eric Totemeier -- He and Bob Schwab met with Rob Edwards and looked at several things. They discussed the door and the roof bids that are needed for replacement and repair. They went and looked at the track that is up for resurfacing and that can be put on hold for a while. There is also a concern of the roof in the high school library and hallway of shifting and we need to get an estimate on that to see what needs to be done. Eric would like an estimate on a chairlift up the stairwell maybe more reasonably priced instead of the elevator.

Maria Gomez – Attended the State School Board Association Training with Andy White and Gary Benda, it was a great learning experience. Maria met with the Paul Southwell, Principal for about an hour, he talked to her about reports and how they work. Maria would like to attend different meetings here at school and talk more to the staff.

Dave Duncan—Nothing at this time.

## Unfinished Business

Secondary Building ADA Compliance—Gary Benda explained the estimate construction budget would be \$844,407.92 and architectural, structural, mechanical and electrical design proposal of \$54,666.00 for an estimated total of \$899,073.92 from Aspect Architecture. Does the board wish to pursue a bond issue?

Eric Totemeier would like to go back over the estimates and bring it back to the board, and we need to figure out what to do with the library roof and would also like to pursue research on the cost for a chairlift. Maria Gomez would like to look at the possibility of not using the third floor at all. Bob Schwab would like to send the sixth grade back to Roundy Elementary. Gary explained that if the sixth grade went back to Roundy that more teachers would need to be hired vs. middle school teachers also covering sixth grade needs and we are trying to save money on teachers' salaries at this time.

Andy White made a motion to not pursue the bond issue at this time.

Maria Gomez seconded. Motion carried 5-0.

High School Gym Roof Replacement/Repairs--Neil Mills discussed that the prior 2014 estimate from Tremco for flat hot tar-gravel bid of \$148,410 vs. \$144,126 current bid from Tillotson Enterprises for tapered pitch Foam & ISO system using Permathane coating was reasonable and would eliminate the flat roof leaking issue. A roof repair bid for \$59,936 from DC Taylor was also presented to the board.

Andy White discussed that the gutters need to be rerouted so that we do not have the water problem on other parts of roofs, and he would like to get an estimate on that also.

Eric Totemeier made a motion to approve the DC Taylor Company bid for roof repairs.

Bob Schwab seconded the motion. Motion carried 5-0.

Neil Mills reviewed the current LED lighting project, and asked does the board wish to pursue Phase 2 of the LED lighting project. After discussion the board agreed to not pursue Phase 2.

Bob Schwab made a motion to not pursue Phase 2 of the LED lighting project.

Maria Gomez seconded the motion. Motion carried 5-0.

Gary Benda reviewed the district long term goals that the board worked on at the October work session with Harry Heiligenthal, and reminded the board that Harry will be returning to the December Meeting for another work session to finalize the board's goals.

Gary Benda discusses the SIAC committee—Does the board want to appoint a SIAC Committee Chairman? This is a voluntary committee and Mallory Smith has offered to organize the group. Maria Gomez would like to see the principals become more involved in the SIAC group and not just the superintendent. Mallory has a list of possible volunteers. Gary Benda would recommend that the board use SIAC this year to help build a strategic Buildings and Grounds plan for 3, 5, 10 and 20 years to shape the future of our district.

Andy White made a motion to appoint a SIAC Committee and appoint the chairman as Mallory Smith.

Eric Totemeier seconded the motion. Motion carried 5-0

Middle School Gym Security—Gary Benda discussed with the board, this was tabled from last month. Two door bids were presented to the board: Doors Inc. for \$10,855 and Liberty Doors Inc. for \$9,458. Eric Totemeier has several questions as to who will do the framing? Do they need to hire someone else to complete it? After discussion it will be tabled for another month.

Maria Gomez made a motion to table the middle school gym security for more information.

Eric Totemeier seconded the motion. Motion carried 5-0.

Early Retirement Offering--Gary Benda discussed with the board and asked does the board want to offer an early retirement incentive this year and what should the offering include? In the past the basic plan has been with 15 (we want to change it to 11) years of service one half of current base salary (without TSS) is paid out over 4 years (we are changing to 2years). Gary presented a copy of the new offering from Brett Nitzschke.

Eric Totemeier made a motion to offer early retirement.

Andy White seconded the motion. Motion carried 5-0.

PERL Levy—Gary Benda has been working with our lawyer to rewrite the PERL Levy to allow the district to use the money it does not spend on the pool to offer summer programs for our youth or to make our weight room open to the public. Gary is asking the board to consider putting it on a ballot for the public to vote on. If it did not pass, we would continue to use the PERL Levy for its current purpose.

#### New Business

Personnel –No personnel items this month.

Eric Totemeier made a motion to approve the following fundraisers:

Music Boosters – Louisa Co Community Foundation, Grant for New York Trip – Molly Peterson

Cheerleading – CCHS Cheer Shirts – Junior Jimenez

Cheerleading – Face Tattoos – Junior Jimenez

Sophomore Class for Jr Prom – Holiday themed Fridays & pictures with Santa – Sarah Milder

Sophomore Class for Jr Prom – Hot Chocolate Stand – Sarah Milder

Sophomore Class for Jr Prom – Cookie Decorating – Sarah Milder

Sophomore Class for Jr Prom – Easter 5K & Kiddie ¼ mile Easter Hunt – Sarah Milder

Business Professionals of America – Coloring Pages – Robin McClanahan

Business Professionals of America – Candy Bars – Robin McClanahan

Wrestling – Clothing/Apparel – Bill Plein

Boys Basketball – Clothing/Apparel – Dave Lekwa

After Prom Committee – Indoor Soccer Tournament & Concessions – Stephanie Duncan

Seconded by Maria Gomez. Motion carried 5-0.



Lee Bowen discussed the flyer handout about Boys State by the American Legion. He is a 1971 graduate of Columbus Community Schools and is the Commander of the American Legion here in Columbus Junction. The program is in June and is a hands-on Government program. They would like to send a Junior from Columbus to Camp Dodge for a week, he has to be someone that is motivated, has good grades, and has good leadership skills. The American Legion pays the cost for the student they are required to stay at Camp Dodge all week.

Maria Gomez made a motion to approve the flyer handout for Boys State

Eric Totemeier seconded the motion. Motion carried 5-0.

Andy White discussed changing the board meeting to the 4<sup>th</sup> Monday of every month instead of the 3<sup>rd</sup> Monday of every month. He is the training officer for the Columbus Fire Department and Todd Heck is the Fire Chief and this is creating a conflict for them to attend both meetings. Everyone is to look at their calendars and see if this works for everyone and it will be voted on at the December meeting.

Maria Gomez made a motion to table moving the board meeting dates until the December meeting.

Eric Totemeier seconded the motion. Motion carried 5-0

Neil Mills discussed snow removal bids that had be published in the newspaper, there were two bids. They lower bid was accepted which was by Duane Rees Construction.

Bob Schwab made a motion to accept the snow removal bid from Duane Rees Construction.

Maria Gomez seconded the motion. Motion carried 5-0.

Gary Benda is requesting approval for "The Board of Directors of the Columbus Community School District request to the school budget review committee for all modified supplemental amount to which the district has demonstrated need, estimated to be \$197,355 for dropout prevention and at-risk program services, up to the maximum amount."

Maria Gomez made a motion to approve "The Board of Directors of the Columbus Community School District request to the school budget review committee for all modified supplemental amount to which the district has demonstrated need, estimated to be \$197,355 for dropout prevention and at-risk program services, up to the maximum amount."

Eric Totemeier seconded the motion. Motion carried 5-0.

Junior Jimenez is requesting to let the six Spanish National Honor Society members wear their medallions at graduation. The requirement for SNHS is they have to be in Spanish 3 or 4, and have a 3.5 GPA.

Maria Gomez made a motion to approve the Spanish National Honor Society members to wear their medallions at graduation.

Eric Totemeier seconded the motion. Motion carried 5-0.

Neil Mills shared with the board that based on a five-year projection with the following considerations: average annual declining enrollment of 10 students, Open enrollment out increase of 5 students, 2% increase in expenses, Operational Sharing remaining at 21 students and SSA up only 1% or less. That in the next five years we will need to cut our budget by approximately one million dollars.

Gary Benda then reviewed possible budget reductions in the form of reduced health insurance offerings, retirement incentives and reducing one classroom teacher. He also reviewed other costs of replenishing curriculum and salary increases.

Eric Totemeier made a motion to adjourn. Seconded by Maria Gomez. Motion carried 5-0.

Meeting Adjourned at 9:51 p.m.

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Dave Duncan, School Board President

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Neil Mills, School Board Secretary