

MINUTES
REGULAR MONTHLY MEETING
BOARD OF EDUCATION
COLUMBUS COMMUNITY SCHOOL DISTRICT
Monday, October 16,2017

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 member of the community.

Agenda

Eric Totemeier made a motion to move agenda item #11 f—Roundy PTO to write a grant, to behind #6 the presentations. Seconded by Maria Garcia. Motion carried 5-0

Andy White led the Pledge of Allegiance.

The mission and vision statements were read by Eric Totemeier.

Public Comment

There were no comments from the public.

Presentation

Roxanne Smith from Louisa County Public Health explained the Immunization audit requirements. Grades 7th and 12th grade students are the ones due for immunizations. School nurse Barb Chaney is to monitor the compliance and there will be an audit on October 31, 2017.

Eric Totemeier made a motion to approve for Roundy PTO to write a grant and place additional playground equipment and picnic tables at Roundy Elementary.

Seconded by Maria Gomez. Motion carried 5-0.

Approvals

A motion to approve the September Financial Report, Minutes from September 18, 2017 meeting and Bills was made by Eric Totemeier and Seconded by Andy White. Motion carried 5-0.

Bills:

<u>Name</u>	<u>Description</u>	<u>Amount</u>
AATSP-Store	Supplies	84.50
ABM Building Maintenance	Janitorial Services	24,544.35
Agriland FS, INC.	Fuel	4,082.73
Alden, John	Official	90.00
All American Pest Control	Pest Control	250.00
Alliant Energy	Utilities	20,116.41
American Legion Post 100	Flags	82.00
Anderson Erickson Dairy	Milk	4,416.93
Assoc. For Super-Curr Dvlpmt	Dues	267.00
Baumbach, Lee	Official	105.00
Belin-Blank Center	Workshop	250.00
Benda, Jill	Official	40.00
Berg, Julianna	Official	150.00
Blue Moon Satellites, L.L.C	Purchase Service	320.00
BPA Iowa Association	Dues	356.00
Briggs, Don	Official	65.00
Bryant Orchard	Fruit	507.00
BSN Sports	Supplies	1,731.55
Business Professionals Of America	Dues	379.00
ByteSpeed, LLC	Technology	18,701.00
Carlson, Jim	Official	65.00
CDW Government Inc.	Supplies	3,355.27
Central Iowa Distributing	Supplies	691.01
Chown Appliance, Inc.	Repairs	95.00
City Of Columbus Junction	Utilities	1,955.33
CJ Post Office	Postage	326.49
Columbus Gazette	Publications	505.92
Cottrell, Jim	Official	110.00
Craig, Richard	Official	75.00
Curriculum Associates	Curriculum	800.80
Custom Impressions	Supplies	92.45
Davies, Greg	Official	90.00
Derlein Scale, Inc.	Purchase Service	105.00
Diaz, Jordan	Official	40.00
DMACC	Tuition	543.00
Dunlap Nationwide Distributing	Supplies	3,006.40
Dunlap, Isaac	Official	20.00
Earthgrains Baking Co's Inc.	Bread	581.45
Eastern Iowa Tire- Davenport	Repairs	246.00
Economart	Supplies	248.44
Elan Financial Services	Supplies	1,621.86
Elite Sports	T-Shirts	250.00
End Result Company, LLC	Purchase Service	600.00
Escher, Larry	Official	295.00
Fite, Robert	Official	90.00
General Binding Corporation	Supplies	124.69

Hall, Kim	Official	90.00
Heck, Eileen	Reimbursement	45.60
Hoglund Bus Co Inc.	Supplies	929.74
Horak Insurance	Insurance	565.00
Houghton Mifflin	Curriculum	550.00
Hy-Vee #1850	Fruit	1,988.20
Iowa Communications Network	Utilities	78.40
Iowa Dept. Of Education	Inspections	640.00
Iowa Fundraising, Inc.	Fundraiser	1,600.00
J&D Stones	Memorial	600.00
Kauffman Electric Inc.	Purchase Service	82,775.00
Keota CSD	Entry Fees	80.00
Knobbe, Pat	Official	180.00
L.J. Roth	Purchase Service	209.40
Lions Club	Parking Fees	300.00
Liske, Matt	Official	90.00
Lorber, Greg	Official	90.00
Loria, Joe	Official	90.00
Louisa County Auditor	Election	751.07
Louisa Regional Solid Waste	Garbage	33.50
Lynch Dallas, P.C.	Legal Fees	272.50
Marco	Software Renewal	2,871.78
Marco Technologies LLC	Supplies	205.76
McBride, Dan	Official	90.00
McWilliams, Chad	Official	105.00
Mediapolis CSD	Entry Fees	60.00
MediaQuest Signs	Signs	26,554.90
Medicom	Telephone	822.64
Mississippi Bend AEA 9	Supplies	772.12
Moffitt, Hunter	Official	90.00
MSC - 410526	Supplies	40.66
Muscatine Island Research Farm Association	Fruit	125.00
Muscatine Physical Therapy Services, PC	Athletic Training	332.50
Musco Sports Lighting, LLC	Purchase Service	18,143.00
Negley, Deb	Reimbursement	22.80
Non-Emergency Medical Transport	Purchase Service	1,900.00
O'Shea, Brandt	Official	40.00
Price, Cole	Official	40.00
Quill Corp	Supplies	81.04
Refreshment Services Pepsi	Pop	804.58
Reinhart FoodService	Food	14,970.15
Renaissance	Subscription	2,272.50
RevTrak	Merchant Fees	86.69
Rueckert Sanitation, Inc.	Garbage Fees	482.00
S.A.I.	Dues	539.00
Sadler Power Train	Repairs	338.90
Saunders, Robert	Official	90.00
Schlabach, Lawrence	Official	75.00
Scholastic Magazine	Curriculum	2,126.76

School Health Corporation	Supplies	3.31
Shanks, Bill	Official	185.00
Shemanski, David	Official	90.00
Shettler, Brad	Official	150.00
Skender, Peyton	Official	60.00
Smith, Brandon	Official	155.00
Speedy A's	Purchase Service	1,575.00
Staples Credit Plan	Supplies	935.98
Sullivan, Tim	Official	65.00
TeBockhorst, Tad	Official	185.00
Timbrook, Ted	Official	90.00
Tobii Dynavox	Software Renewal	1,432.80
Trophies Plus	Supplies	56.84
Vest, Kevin	Official	185.00
Vetter's Inc. - Culligan Water	Water	26.92
Wagner, Dell	Official	75.00
Walmart	Supplies	368.66
Washington Rental, Inc.	Rental	95.00
West, Austin	Official	40.00
Winfield-Mt. Union CSD	Entry Fees	80.00
		264,368.28

Administrative Reports

Paul Southwell submitted the following report- The Roundy staff is continuing our work in PBIS, currently we have finished planning for our first school-wide celebration that the students earned through their collection of blue tickets, given in recognition of exceptional character. Additionally, our PBIS team is working hard to come to consensus around the systems we use in the discipline of children and seeking to align our practices to the ideal of restorative justice, wherein all discipline has as its goal the restoration of relationships and community for the child who engaged in unexpected behaviors. Our school began administering the FAST assessment this morning, which should provide additional information to our staff to better target instruction and intervention for our students. For the first time in a few years our staff has opted to conduct parent teacher conferences from within their classrooms rather than in the gym. This was done for a few reasons, namely that we are no longer departmentalized by subject that thus families do not have as many teachers to meet with, we believe conversations can be more candid with the increased privacy, and the quieter setting should help conversations to be more productive. Finally, our students recently enjoyed interacting with members of our volunteer fire department this past Friday, getting to learn about their work and the equipment that they use as well as what to do in case of an emergency. We look forward to finishing out the quarter strong!

Tyler Hotz (AD)– submitted the following report--The seasons for all fall sports are nearing an end and the Winter season is right around the corner. Volleyball has their first round of regionals Tuesday, October 17th @ Danville 7pm. Cross country has their state qualifying meet Thursday, October 19th @ Solon 3pm. Football has its final game Friday, October 20th @ Van Buren 7pm. Girls basketball begins Monday, November 6th and boys' basketball and wrestling begin Monday, November 13th.

(Principal) The last month has been busy. We have had Studio Math twice now where our math teachers get on the job training for different mathematical teaching strategies. We have taken care of school pictures and hosted a blood drive. Great work from Steve Riley and Sarah Milder for organizing those events. We have instituted our Check In/Check Out intervention for students with difficulties for being on time and behavior issues. I personally drove a bus route and now know where the Totemeier family resides. We continue our work aligning our instruction for each class to the core and moving forward to creating kids friendly learning objectives followed by formative assessments for students.

Neil Mills—reported that the district received an insurance dividend from EMC Insurance of \$12,421.06. Central office has been working on staff beds and certified enrollment. Our enrollment is down 13.2 students for a total certified enrollment of 783.9. Our open enrollment out is 121 and our open enrollment in is 10. Lastly Tyson has started its fall classed meeting four days a week.

Gary Benda submitted the following report— I wanted to mention that I thought Columbus did a very nice job of pulling off their Columbus Day festivities despite the rain. A comment that I would also make that if I had received a call to allow some of the activities to be moved inside of one of our gyms instead of the fire station, I would have been hard-pressed to say “no”. We lost three switches due to lightning. They run around \$4,000/each. This is typically covered by PPEL/SAVE. This week will be my final plea to attend the IASB Convention. Registration ends October 30. As of right now, I am planning on attending November 15 only. Parent-Teacher Conferences are October 24 and 26. As a reminder we will have early dismissal those days and conferences are from 4-8pm. We will also have our normal early dismissal on October 25. There will be no school October 27. Our certified enrollment is down 13.2 students (we are at 783.9). That is a budget drop of 13.2 students x \$6664 = \$87,964.80. Something the board might want to consider is shifting our graduation date to May 19. This year Wapello, L-M, WMU and Mediapolis all have graduation within an hour or so May 20. This could create conflict for students and families alike. My first year we had a negative Unspent Balance of \$368,000, last year at this time we had a positive Unspent Balance of \$260,000. This year we are projecting over \$800,000. Our budget continues to work as we spend down categorical funds and decrease expenses.

Board Reports

Andy White—Tyler Hotz gave Andy a tour of all the athletic facilities. He had been to several football games, and he is proud of all the students efforts.

Bob Schwab—Nothing at this time

Eric Totemeier—Nothing at this time

Maria Gomez—Nothing at this time

Dave Duncan—Nothing at this time

Unfinished Business

Winfield Mt Union 28E Agreement for Wrestling: WMU has hired Brady Milder as their coach under the prior 28E agreement prior to the amendment made at the August board meeting. We need to “return to the original 28E agreement with WMU.”

Maria Gomez made a motion to approve the original Winfield Mt Union 28E Agreement for Wrestling.

Seconded by Eric Totemeier. Motion carried 5-0

At the August Meeting Joy Lekwa moved to “Accept using Pcards as long as it is in compliance with board policy”. Pcards like any other warrant for items purchased through the approval process (purchase order) of the district are within board policy. When Tashia Wheeler was completing the application for Pcards they require a copy of the board minutes stating the monthly limit be submitted with the application, the board needs to state the limit in their motion.

Maria Gomez made a motion to approve the Pcard usage up to a \$50,000 monthly limit.

Andy White seconded. Motion carried 5-0.

Secondary Building ADA Compliance: Elevator requirements for wheelchair access and ADA needs were discussed. The projected cost for putting in the elevator, ensuring the restrooms are ADA compliant, concession stand refit and a safety hood/fan for the kitchen, the approximate total for all of these projects is \$900,000. There has been community discussion about how much to update the building. Previous improvements; \$7,400,000 wrestling room, central office and new gym were paid for through SAVE. Gary Benda suggested that our Buildings and Grounds Committee meet with Todd Heck and Rob Edwards and get a list of projects that need to be completed. Gary would then further recommend that the community be brought in and made aware of these plans and then solicit the community for what their long-term vision is for this building and the district.

New Business

Maria Gomez made a motion to approve the following resignations:

Sarah Milder - JH Baseball Coach

Sarah Milder – Head Girls Varsity Soccer Coach,

Mark Robinson – Sophomore Sponsor

Kassaundra Veach – Vocational Ag Teacher and FFA Advisor (Pending suitable replacement).

Seconded by Andy White. Motion carried 5-0

Eric Totemeier made a motion to approve the following new hires:

Sarah Milder – Sophomore Sponsor

Alfredo Piedra – Head Girls Varsity Soccer Coach,

Andy Nelson – Long Term Sub for Kelly Tyler extended to November 3rd

Anna Lowe -- AG Teacher/FFA Sponsor

Matt McAfee – Play Sponsor

Seconded by Maria Gomez. Motion carried 5-0

Maria Gomez made a motion to approve the following fundraisers:

Girls Basketball - Working at Thirsty Camel and selling posters – Tyler Hotz

Girls Basketball – Clothing – Tyler Hotz

Sophomore Class Jr Prom – Cookie Dough – Sarah Milder

FCCLA – Blood Donation – Sarah Milder

FCS – Pampered Chef – Sarah Milder

Seconded by Bob Schwab. Motion carried 5-0.

Maria Gomez made a motion to approve open enrollment for Michael Torres.

Seconded by Bob Schwab. Motion carried 5-0.

Andy White made a motion to approve open enrollment for Cheyenne Penrod, Hailey Penrod, Jaxon Herline.

Eric Totemeier seconded. Motion carried 5-0.

Bob Coil president of Columbus Community Softball Corporation is requesting to use the Columbus facilities for free.

Andy White made a motion to approve the Columbus Community Softball Corporation to use the school facilities for free for the current year, and exempt Columbus Community Softball Corporation from the \$1million liability insurance requirement to \$500,000 in liability insurance and they will add Columbus CSD to their wavier for use of the facilities.

Seconded by Eric Totemeier. Motion carried 5-0.

Maria Gomez made a motion to approve early graduation for the following students as long as all requirements are met.

Paola Garcia Tapia

Biak Chin Tial

Miriam Lopez Escalante

Gary Benda made a reminder to the board, if these students do not complete their graduation requirements by December 22, they will complete the 2nd semester with us and have the opportunity to graduate at the same time as the other seniors.

Seconded by Eric Totemeier. Motion carried 5-0.

Gary Benda discussed security for the middle school gym. New doors for the gym will be around \$11,000. That come from PPEL/SAVE. Gary doesn't have a timeline for installation. This will be a band aide to the problem. We could experience the same issue with our auditorium. As a reminder, Gary suggested that our Buildings and Grounds Committee meet with Todd Heck and Rob Edwards and get a list of projects that need to be completed. Gary would then further recommend that the community be brought in, and be made aware of these plans and then solicited for what their long-term vision is for this building and the district.

Andy White made a motion to table middle school gym security until the November meeting.

Seconded by Bob Schwab. Motion carried 5-0.

The board packet process was discussed and timelines were presented to the board for items to be put in the packet. Maria Gomez moved to have the draft agenda available after the superintendent and board president have reviewed, and the board packet available as soon as possible.

Seconded by Bob Schwab. Motion carried 5-0

Gary Benda discussed the LED Lighting, Phase 2. LED lights were placed in the parking lots and Roundy gym. That were paid from PPEL/SAVE. It was discussed, would the board like to move on to the next phase of this plan which would be hallways and classroom. The total cost for and LED refit was around \$190,000. Gary again, suggested that our Buildings and Grounds Committee meet with Todd Heck and Rob Edwards and get a list of projects that need to be completed. He would then further recommend that the community be brought in, and be made aware of these plans and then solicit for what their long-term vision is for the building and the district.

Neil Mills presented financials from the Washington Community YMCA on the profit and loss from the pool during the past summer. There was total revenue of \$34,144.92 and expenses of \$28,007.20 and the Washington Y had indirect expenses of \$1,555.30 for a net profit to the YMCA of \$4,582.42.

Gary Benda discussed offering early retirement, in his experience every district has offered an “early” retirement option every 3-5 years. They offer this consistently so that employees can plan when it is best for them to retire. This year marks the third year since it was last offered. Currently the policy is any salaried staff member who turns 55 and has 10 years in the district can take advantage of this offering. Currently we have 16 potential salaried employees who could take advantage of that if offered. Not all teachers would take advantage of this and not all employees who are eligible are teachers. We would have trouble filling at least 6 of those positions and maybe more. Our student achievement might continue to suffer until those new teachers gained experience in the classroom. However, we would realize a tremendous savings if we are able to fill those positions with new teachers. The potential savings would be well over \$100,000 depending on the number of teachers who took advantage of that option. If we were to offer it to all employees (that has not been done as far as I know) the number of eligible employees rises to 25, but the saving will not drastically increase because they are not salaried employees, and they do not carry health insurance. Under the previous plan, employees who would receive 50% of their base salary (minus TSS) in two payments per year over 4 years. That payment comes from the management fund. As a part of the previous plan, salaried employees were allowed to sell back their sick days at a rate dependent upon their years of service to the district. That payment would come from the general fund. However, Gary has been working with our lawyer to get that rewritten. The benefit will still be the same to the staff member, however we will be able to pull that expense out of the Management Fund. This will save the district money that can be used to compensate for shrinking enrollment. The question he is asking the board to consider for next month, is does the district want to offer that retirement incentive again this year?

Gary Benda discussed options for the PERL Levy. Gary 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. We would ask the Washington YMCA about their availability to offer summer programs for our youth. A second option might be to contact those summer programs and allow the YMCA to manage and direct these activities, but have the PERL Levy help offset some of their expenses. A third option would be to make our weight room open to the public during the summer and some evenings during the year. We could use the money to offset the costs of supervisors and for maintenance on the equipment. Gary is asking the board to read and 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.

Gary Benda discussed the Para-education Increase of 25 cents per hour upon certification with the board. The elementary is a Title I building, their associates now have to either have; their Para-Educator endorsement, a two year or a four-year degree. They used to be able to get around that by passing the COMPASS Test. That test is no longer being used by community colleges. That means our associates need one of those three alternatives. Our associates at the secondary building are under no such requirement. That could and would create an effect of not being able to hire associates for our elementary, nor can we easily move associates between buildings as needed. In order to avoid that, Mr. Benda is proposing that the district offer an incentive of an additional 25 cents/hour for any associate who completes their para-educator endorsement and continues with the necessary professional development to maintain their endorsement. It would cost an associate around \$300 to get their endorsement and about \$100 every five years to maintain it. Gary reminded the board that we are a school, we should value education and generally speaking education's value is displayed in wage. He is asking the board to consider this proposal and it would begin next school year. We currently have 4 of 25 associates who have their para-educator endorsement. We have others who have a two or a four-year degree. However, those degrees are not in fields that are related to education. Mr. Benda would recommend they do not receive that pay incentive unless they can show how that field is closely related to the job we ask them to do as a para-educator.

Columbus schools have adopted four of the School Improvement Advisory Committee goals from last year. In the past the board generally appoints the superintendent to appoint a committee. There are outlines to show makeup of the committee but it does not say by position or title who makes up the committee. It is traditionally who can show up at the meetings. In the past two years, the people who showed up consistently were about 4 or 5 people. Mr. Benda would recommend that board use SIAC this year to help build a strategic Building and Grounds plan for 3, 5, 10 and 20 years to shape the future of our district.

Mallory Smith offered to organize this group again. Mr. Benda reached out to her shortly after the beginning of the school year. The board may appoint a board member and a member of the administration if they so choose. SIAC is a volunteer group that strives for the betterment of the school district.

Gary Benda discussed the email procedures with the board stating that information could be sent out in emails to all board members, but replies should be to Gary Benda, Neil Mills and the board president. Reply all should not be used as this creates a violation of the open meetings law, if more than two board members are in the reply it constitutes a quorum.

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

Meeting Adjourned at 9:31.

Work session for district goals was held after the meeting.

Dave Duncan, School Board President

Neil Mills, School Board Secretary