

July 20, 2020

The North Mahaska Board of Education met in regular session on July 20, 2020 at 6:00 p.m. in the elementary library New Sharon, Iowa. Those members present: Dirk Wilkin, Arvin DeBoef, Margaret Ratcliff, Keith Foster and Michelle Sampson. Also present: Angela Livezey, Amber Goemaat, Stacie Johannes, Brant Bollman, Ben Gannon with Design Construction Integration (DCI), Jennifer Swanson, Ryan Groom, Sarah McGriff and Cindy Quang.

Dirk Wilkin called the meeting to order at 6:00 p.m.

A motion was made by Foster and seconded by DeBoef to approve the agenda. Motion carried.

A motion was made by Foster and seconded by Ratcliff to approve the consent agenda. Motion carried.

COMMUNICATIONS

There was no written communication or public forum.

UPDATE FROM AD ON STRENGTH / CONDITIONING & ACTIVITIES / ATHLETICS

Mr. Groom presented the board information on the summer weight room procedures and practices. The weight room opened on July 1 and it has been a success. There are 5 groups of 10 students/coaches scheduled through-out the day. The groups are scheduled for certain times of the day to comply with the social distancing guidelines.

CONSTRUCTION UPDATE – DCI

Ben Gannon presented the board with an overview of the construction project. The project started on June 1st. The demolition of the existing fitness center has been removed from the northside of the school. The elementary classroom addition to the kindergarten wing is the main focus for the summer. The challenge for the start of the school year is the north door entry access for both the elementary and high school. During the construction, the building will not be accessible for the public to enter. The high school students will enter through the west doors in the morning and all visitors will need to enter through the high school main entrance (southside of the building). The elementary students and the public will need to enter through the elementary main entrance (southside of the building).

OLD BUSINESS

No old business at this time

NEW BUSINESS

APPROVE RESIGNATION

CINDY QUANG

A motion was made by DeBoef and seconded by Ratcliff to accept the resignation of Cindy Quang as the Business Manager/Board Secretary effective July 31, 2020. Motion carried.

APPROVAL OF STAFF

SCHOOL BUSINESS MANAGER/BOARD SECRETARY – SARAH MCGRIFF

A motion was made by Ratcliff and seconded by Foster to approve a letter of assignment to Sarah McGriff as a Business Manager/Board Secretary. Motion carried.

OFFICE STAFF (PROVIDING TRAINING) – LINDA HENDERSON

A motion was made by DeBoef and seconded by Sampson to approve a letter of assignment to Linda Henderson as an office staff to provide training in the amount of \$50/hour plus the cost of mileage. Motion carried.

STRAT II SPECIAL EDUCATION TEACHER – RYAN ANDERSON

A motion was made by Sampson and seconded by Ratcliff to approve a teaching contract to Ryan Anderson as a Strat II Special Education Teacher. Motion carried.

BUS DRIVER – BILL BLAKE

A motion was made by Foster and seconded by Sampson to approve a letter of assignment for Bill Blake as a Bus Route Driver. Motion carried.

PARA EDUCATOR – LINDY WRIGHT

A motion was made by Ratcliff and seconded by Foster to approve a letter of assignment for Lindy Wright as a para educator. Motion carried.

ELEMENTARY ADMINISTRATIVE ASSISTANT 1 YEAR POSITION – LINDSAY BANKES

A motion was made by DeBoef and seconded by Sampson to approve a letter of assignment for Lindsay Bankes as an elementary administrative assistant for 1 year. Motion carried.

APPROVE PAY FOR DONNA SPOESLTRA – NEW ASSIGNMENT

A motion was made by DeBoef and seconded by Ratcliff to approve a work assignment change for Donna Spoelstra as a high school administrative assistant with a pay increase of \$.50. Motion carried.

DISTRICT COMMUNICATIONS – RD KEEP

A motion was made by Ratcliff and seconded by Sampson to approve a letter of assignment for RD Keep as a district communication specialist in the amount of \$4,640 annually. Motion carried.

YEAR END CASH BALANCE OVERVIEW

Ms. Quang presented the board with a cash balance overview of the 2019-2020 school year for all funds except activity, nutrition and enterprise funds.

APPROVE ANNUAL WAGE REPORT

A motion was made by Ratcliff and seconded by Foster to approve the annual wage report for 2019-2020 to be published in the Oskaloosa Herald. Motion carried.

APPROVE TRANSFER OF FUNDS FROM WASHINGTON DC TRIP ACCOUNT TO JR/SR HIGH MISC ACCOUNT

A motion was made by DeBoef and seconded by Foster to approve the transfer balance of \$950 from the Washington DC Trip to the Jr/Sr High Miscellaneous Account. Motion carried.

CONSIDER APPROVAL OF OPEN ENROLLMENT REQUEST

A motion was made by DeBoef and seconded by Foster to approve the open enrollment request out for Lyrica Dursky to attend Pella Community School District. Motion carried.

2ND READING OF BOND DISCLOSURE POLICY

A motion was made by Ratcliff and seconded by Sampson to approve the 2nd Reading of the Bond Disclosure Policy. Motion carried.

APPROVE 2020-2021 JR./SR. HIGH HANDBOOK W/ TECHNOLOGY ADDENDUM

A motion was made by DeBoef and seconded by Ratcliff to approve the Jr./Sr. High Student Handbook with the technology addendum. Motion carried.

APPROVE 2020-2021 ELEMENTARY STUDENT HANDBOOK

A motion was made by Foster and seconded by DeBoef to approve the Elementary Student Handbook. Motion carried.

CONSIDER PURCHASE OF UTILITY TRACTOR WITH SNOW BLADE

Mrs. Livezey mentioned purchasing the utility tractor on a 5-year lease payment with zero percent interest.

A motion was made by Ratcliff and seconded by Foster to approve the Lowry Equipment lease-purchase agreement for 5 years zero percent interest for a new Kubota Utility Tractor with a snow blade in the amount of \$39,389.00 with a trade-in of the 1968 John Deere Tractor. Motion carried.

APPROVE BOARD POLICIES AS RECOMMENDED BY IASB FOR COVID-19 – 1st Reading of Board Policies

409.1 – EMPLOYEE VACATION-HOLIDAYS

A motion was made by DeBoef and seconded by Ratcliff to approve Option 2 of the 409.1 Board Policy. Motion carried.

409.2 – EMPLOYEE LEAVE OF ABSENCE

A motion was made by Ratcliff and seconded by Sampson to approve the 409.2 Board Policy. Motion carried

409.2E1 – EMERGENCY PAID SICK LEAVE REQUEST FORM

409.2E2 – EXPANDED FAMILY AND MEDICAL LEAVE REQUEST FORM

A motion was made by DeBoef and seconded by Sampson to approve the 409.2E1 and 409.2E2 Board Policies. Motion carried.

409.3 – FAMILY AND MEDICAL LEAVE

A motion was made by DeBoef and seconded by Foster to approve the 409.3 Board Policy with the year defined as the 12 weeks from the start of the 1st day of FMLA leave. Motion carried.

409.3E1 – FAMILY AND MEDICAL LEAVE NOTICE TO EMPLOYEE

409.3E2 – FAMILY AND MEDICAL REQUEST FORM

409.3R1 – FAMILY AND MEDICAL LEAVE REGULATION

409.3R2 – FAMILY AND MEDICAL LEAVE DEFINITIONS

A motion was made by Ratcliff and seconded by DeBoef to approve the 409.3E1, 409.3E2, 409.3R1 with defining year option 4 as “Rolling: Measure forward from the first day leave is used, or measured backward from the date leave is used” and 409.3R2 with choosing option 4 “Family and Medical leave are unpaid unless otherwise made available in the master agreement or staff handbook.” Motion carried.

414 – CLASSIFIED EMPLOYEE PROFESSIONAL PURPOSE LEAVE

A motion was made by Sampson and seconded by Foster to approve the 414 board policy stating “Application for the leave must be presented to the superintendent ‘7 calendar days’ prior to the meeting or conference.” Motion carried.

501.9 – STUDENT ABSENCES – EXCUSED

A motion was made Foster and seconded by DeBoef to approve ‘Students who wish to participate in school-sponsored activities must attend school ‘one-half day’ the day of the activity unless permission has been given by the principal for the student to be absent.’ Motion carried.

501.9E1 – REQUEST FOR REMOTE LEARNING FORM

A motion was made by DeBoef and seconded by Ratcliff to approve 501.9E1 board policy. Motion carried.

601.2 – SCHOOL DAY

A motion was made by Ratcliff and seconded by Sampson to approve 601.2 board policy. Motion carried.

604.11 – APPROPRIATE USE OF ONLINE LEARNING PLATFORMS

A motion was made by DeBoef and seconded by Sampson to approve 604.11 board policy. Motion carried.

907 – DISTRICT OPERATION DURING PUBLIC EMERGENCIES

A motion was made by Radcliff and seconded by Foster to approve 907 board policy with the changes as “During a declared public emergency, the school board delegates to the Superintendent the authority to determine whether to close the school with the guidance with the Iowa Department of Education and Public Health.” Motion carried.

907.R1 – DISTRICT OPERATION DURING A PUBLIC HEALTH EMERGENCY REGULATION

A motion was made by Foster and seconded by DeBoef to approve 907.R1 board policy choosing option 2. Motion carried.

PRINCIPAL’S REPORT

No Principal’s Report in July

SUPERINTENDENT’S REPORT

SCHOOL NURSE OPENING – RESCINDED

Mrs. Livezey mentioned that Nurse Julie Knoot will be staying at North Mahaska School District for the 2020-2021 school year.

RETURN TO LEARN PLAN UPDATE & REOPENING PLANNING

Mrs. Livezey presented the board with the return to learn plan and the reopening planning. The board has decided the district will not require staff and students to wear a mask. However, the board would highly recommend students and staff to wear a mask.

SHOOTING SPORTS

Mrs. Goemaat mentioned she is still in the process of looking for someone to be a volunteer coach for shooting sports.

SENIOR CLASS TRIP FUNDS

Mrs. Goemaat spoke with the senior class sponsor on what the district should spend for the remaining funds in the 2020 senior class fund. Since the senior trip was canceled due to COVID the balance will need to be spent on a public purpose. The senior class students presented the sponsors with options for purchase. The 2020 senior class will help decide on what will be purchased with these funds. No decisions had been made.

BOARD COMMENTS / THANK YOU NOTES

Mrs. Sampson asked about the return to play for fall sports. Mrs. Goemaat mentioned that the boys and girls Athletic Associations are planning for fall sports to begin, but guidance is still to come.

Mr. Wilkin asked about the annual wages that are published in the newspaper. Ms. Quang mentioned that wages can vary from one employee to the next pending other duties the employee is involved in. Some teachers are a coach and sponsor. The teacher's salaries may also differ pending years of experience and category of education. Another aspect of additional wages will depend on the health insurance package the employee selects. Employees may get Cash in Lieu of Insurance.

ADJOURN

A motion was made by DeBeof and seconded by Foster to adjourn the meeting at 8:54 p.m. Motion carried.

Cindy Quang
Board Secretary

Dirk Wilkin
Board President