

October 16, 2023 Board Notes

4b. Nothing too remarkable in financials. We are running ahead, but that is expected with what we gave for salary increases and we've also had some additional supply items—specifically textbook and similar purchases to address reading concerns. No concerns from my end with this. Other balances are where we expect. I will discuss the management fund in New Business Item L.

4c. In the bill listing, I want to draw your attention to a couple of items. First, in the general fund, Imagine Learning for \$24,000. This is the renewal for Edgenuity, our online curriculum for credit recovery and the alternative school. You approved it last year for a 3 year term. They were going to bill us annually, but I asked them to bill the remaining two years so we can use ESSER funds to pay it. Second, in the Schoolhouse fund you will see a bill from Geerts. This is for the new air conditioning in the art room downtown—which went out at the hottest part of the beginning of the year and also for some work on our chiller in keeping the building cool. Finally, the Northern Cedar bill is for the roof work downtown. That finishes our summer projects.

4d. I recommend Jessica Patterson as a full-time custodian/bus driver. She will have 4 months to earn her bus driving license. We also have a resignation from Diane Lentz from her bus driving position effective December 31, 2023.

9a. We need to approve pay estimate 4 for the parking lot. It's for \$1,749.19. This is for the handicap parking signs.

9b. Now that the parking lot is complete, we can wrap it up and pay the retainage. I've been over the lot and it looks good. The grass seed is coming in and we are making good use of it. We owe \$33,015.94 for retainage and that will clear up that project.

9c. Each year our food service is audited by the state. They are required to update our meal charge policy to meet current guidelines. The updated policy that meets state requirements is what is being approved. You can see the policy attached.

9d. Also as a part of the nutrition audit, we needed to update our civil rights complaint procedure and also the form that a patron should use if they want to make a complaint against the district. This is approving both of these.

9e. We need to approve our Memorandum of Understanding with NICC for their services they provide us. I recommend we approve this.

9f. We need to approve our agreement with Hawkeye Community College to allow student placements within our school. This is a good experience for their students and good for our school. I recommend we approve this.

9g. We have a desk audit coming up in December and they are asking for these policies. I'm doing a special approval on these policies so we are sure we are in compliance. Some of them have been recently approved, but it's okay to approve them again.

9h. We need to approve our Vocational Rehabilitation Services plan with Iowa Workforce Development and the AEA. This provides assistance to some of our students after they graduate and at times while they are in school. This is a good program and I recommend we approve this.

9i. Effective July 1, 2023 each school building in Iowa must develop a discipline matrix to address violent behavior and threats within the building. They require board approval and we will publish them on our school website. You can see the attachments for what they are for each building.

9j. After we do Certified Enrollment, we are allowed to request Modified Supplement Amount from the School Budget Review Committee. Normally this pops up right after I certify enrollment, but it hasn't popped up yet at the Department of Ed website. I'm leaving this on the agenda in case it pops up before the board meeting. A reminder that this is not money, but spending authority that will add to our Unspent Authorized Budget. I estimate the total will be in excess of \$300,000 in spending authority.

9k. We can also ask for excess English Language Program costs that are not covered by other weightings. This is in response to the influx of non-English speakers across the state. Again, this is a request to the School Budget Review Committee for Modified Supplement Amount of \$36,222.42 for excessive costs. This would be added to our Unspent Authorized budget.

9l. Last year we did an early departure incentive for staff. If they let us know by December 31st, we gave them \$100 per unused sick day that they had at the end of the school year. The most they could have is 135 sick days if they don't use any this year. We did this so we could start the hiring process earlier and get the best candidates. It worked well as we filled our special ed positions, Ag position, and some classroom positions with some excellent candidates. We ended up short 1 teacher because of a late resignation who didn't do the early notification. We accomplished what we wanted to do. As this comes from the management fund, we have to discuss that its current level is only \$72,505.30. We have taxed for \$450,000 for this coming year. The primary things that come out of this are Property Casualty insurance, Early Retirement Benefits (i.e. health insurance for retirees when we offer it) and the last two years our natural gas insurance. We have two people still receiving early retirement benefits and that will end for one in January and the other in February and then we are done with any that we've offered in the past. I will be asking your permission to move the Natural Gas Insurance payment from the management fund to the General Fund and then use ESSER funds for that. That will help us make sure the ESSER funds are all used by the end of this year and it will provide a cushion and allow us to offer this program again.

9m. Last month we had some people come and present a request during the open forum for additional coaches. I've also had several discussions with parents about how activities are funded. It's become clear that many people don't understand how that works, so I will have a short presentation to explain how the revenue and expenses work for the activity fund.

9n. Certified Enrollment is due October 15th, so I will share the final numbers at the board meeting for your review.