

Board Proceedings

The Board of Directors for the New Hampton Community School District met in regular session, Monday, November 18, 2024, in the High School FCS Room. President Matthews called the meeting to order at 6:30 pm with Directors Matthews, Denner, A. Schwickerath, N. Schwickerath, Superintendent Jurrens, and Board Secretary Roethler present. Director Ayers was absent.

Director Denner moved to approve the agenda. Director N. Schwickerath seconded the motion. Ayes: Matthews, Denner, A. Schwickerath and N. Schwickerath. Nays: none.

Director Denner moved to approve the consent agenda. Approve minutes of October 21, 2024, regular session, October 28th and November 5th Special Meetings. Approve the October monthly financial report and the November 2024 bill listing. Approve the following resignation from Patricia ten Hoeve (8th Grade Language Arts) and Mary Joyce Muetherthies (Title 1) effective at the end of the school year. Approve the following recommendations Carter Henry as our 9th grade boys' basketball coach. Josh Holthaus, Jordan Rommes and Michael Stille as volunteer wrestling coaches. Maggie Konecne as Assistant Middle School Music Director and Large Group Speech Coach. J Hackman as a full-time custodian retroactive back to November 4th. All new hires are pending obtaining suitable licensure and passing appropriate background checks. Director A. Schwickerath seconded the motion. Ayes: Matthews, Denner, A. Schwickerath and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve the Second Reading of Board Policy 503.8 Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence. 104, 104.R1 – Anti-Bullying/Harassment Policy and 104.E1, 104.E2, 104.E3 – Complaint Form. Director Denner seconded the motion. Ayes: Matthews, Denner, A. Schwickerath and N. Schwickerath. Nays: none.

Board Treasurer Roethler presented the FY24 treasurer's report. Director N. Schwickerath moved to approve the FY24 Treasurers Report. Director Denner seconded the motion. Ayes: Matthews, Denner, A. Schwickerath and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to adjourn the FY2024 School Board at 6:38pm. Director Denner seconded the motion. Ayes: Matthews, Denner, A. Schwickerath and N. Schwickerath. Nays: none.

Board Secretary Roethler called the 2024-2025 School Board Meeting to order at 6:39 pm.

Board Secretary Roethler asked for nominations for President. Director Denner nominated Jay Matthews for President. Director N. Schwickerath seconded the nomination. Board Secretary Roethler did a roll call vote. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none. Matthews was unanimously elected as president of the New Hampton School Board.

Board Secretary Roethler conceded the chair to president elect Matthews. President Matthews asked for nominations for vice-president. Director A. Schwickerath nominated N. Schwickerath as Vice President. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. N. Schwickerath was unanimously elected as vice-president of the New Hampton School Board.

Board Secretary Roethler Delivered the Oath of Office to President Matthews and Vice President N. Schwickerath.

Director N. Schwickerath moved to retain committee assignments as prior year. Directors Matthews, N. Schwickerath, and A. Schwickerath: Negotiation Committee; Directors Ayers and Denner: facilities committee; Directors A. Schwickerath and Denner: Transportation committee. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to appoint Steve Weidner as the school Attorney. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to appoint Jay Jurrens as the chief negotiator. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information on the abandonment of contract by paraeducator Kathy Porter Wacha. Director A. Schwickerath moved to terminate the contract and staff member. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding a Butter Braid Fundraiser to help with FCCLA expenses related to attending state competition. Director Denner moved to approve the fundraiser. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding concerns with the morning procedures at the downtown building. After discussions with Mrs. Steele (Elementary Principal) they have come up with a plan they believe is doable.

Director N. Schwickerath moved to approve the first reading of Policy 904.3 VISITORS TO SCHOOL DISTRICT BUILDINGS & SITES The board welcomes the interest of parents and other members of the school district community and invites them to visit the school buildings and sites; however, student and staff safety will always be a top priority for the district and procedures will be put in place to make sure everyone is safe. Visitors, which include persons other than employees or students, must notify the principal or his/her designee of their presence in the facility upon arrival. Persons who wish to visit a classroom while school is in session are asked to notify the principal and obtain approval from the principal prior to the visit so appropriate arrangements can be made and so

class disruption can be minimized. Teachers and other employees shall not take time from their duties to discuss matters with visitors. Visitors shall conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending school events. Visitors failing to conduct themselves accordingly may be asked to leave the premises. Children who wish to visit school must be accompanied by a parent or responsible adult. Parents who drop their children off at school and want to walk them to their classroom will follow the morning entry procedures as outlined in procedures 904.3P1. It shall be the responsibility of employees to report inappropriate conduct. It shall be the responsibility of the superintendent and principals to take the action necessary to cease the inappropriate conduct. If the superintendent or principals are not available, a school district employee shall act to cease the inappropriate conduct.

NEW HAMPTON ELEMENTARY SCHOOL MORNING DROP-OFF PROCEDURES The New Hampton Community School District is committed to providing all students, employees, and volunteers with a safe school environment. With this in mind, the district has adopted the following morning procedures for parents who want to drop off their students at the elementary school in the morning. 1. Parents of students in the district's three or four year old preschool programs may accompany their child to his/her classroom throughout the entire year. This is a requirement of our preschool standards due to the age of these children. 2. For the first two weeks of school in the fall, any parent of a Kindergarten through fourth grade child may walk his/her child to their classroom to make sure the child knows where he/she is going. This is optional if the child needs this assistance, and the parent may decide to stop accompanying them at any time before the first two weeks ends. 3. For weeks 3 and 4 of the new school year, parents of a kindergarten through first grade student will be allowed to accompany their child to their classroom if the parent feels it is necessary. This is optional based on the needs of the child and the parent may decide to end the accompaniment earlier if the child is finding his/her classroom satisfactorily. 4. Beginning with week 3 for second through 4th graders and beginning with week 5 for kindergarten and first graders the following procedure will be used. a. Any parent of a child in the above listed grades (K-1, or 2-4) will need to sign in on the sheet provided by the staff member at the playground door before entering the building. After dropping his/her child off at his/her classroom, the parent should exit via the same playground door and sign out on the sheet provided by the staff member. b. The purpose of this is to make sure the district knows what adults are present in the building at all times. This will help with the safety and security of our students and staff. These procedures will be put in place in January 2025 beginning with Number 4 above. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented a quote from BlueAlly Technologies for new Chromebooks for next year's incoming Freshman class. Superintendent Jurrens recommended accepting the BlueAlly quote for \$27,100. Director A. Schwickerath moved to approve the purchase of Chromebooks out of Save Funds for next year's Freshman class. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented quotes on a new postage machine that needs to be IMI Compliant (Intelligent Mail Indicia which implements new security and efficiency standards). The district received two quotes, one from Pitney Bowes in the amount of \$8,922.81 and one from Mantronic Mailing Systems, Inc. in the amount of \$6,095.00. Director A. Schwickerath moved to approve the purchase of the new postage machine from Mantronic. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve the districts LAU plan. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information on the Memorandum of Understanding with NICC for the career/counselor position. Director N. Schwickerath moved to approve the MOU with NICC. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information on the disposal of old High School Band uniforms. Director N. Schwickerath moved to approve the selling of the old uniforms for \$5 each and the disposal of the remainder. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved that the Board of Directors of the New Hampton Community School District approve the application to the School Budget Review Committee in the amount of \$1,743.34 for special education administrative costs associated with Lied Center Consortium program for the 2025-2026 school year. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve that the district's administration is authorized to submit a request to the School Budget Review Committee for a modified supplement amount of \$173,737 due to an increase of certified enrollment from the prior year. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve that the district's administration is authorized to submit a request to the School Budget Review Committee for a modified supplemental amount of \$35,295 related to the EL program for students who have exceeded five years of weighting that are included on the Fall 2024 certified enrollment head count. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve the mid-year graduates Jayden Jones, Adeda Usher, Alexandria Johnson, Kaylee Johnson, Autumn Tank, Logan Thiele, Zak Larson, Kayla Teel, Noelle Schwickerath, Alexander Chevchuc, Edward Arnold, and Re'Anna Barron. This pending satisfactory completion of all course work. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Superintendent Jurrens presented an early notification incentive for two additional staff members: John Bear and Susan Bouska if they choose to let the district know their plans of retirement by December 31, 2024. Director N. Schwickerath moved to approve this early retirement incentive of paying out \$50 per unused sick day if notice is given by December 31, 2024. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none

The next regular board meeting will be December 16, 2024, at 6:00 pm. (Note time change)

Director Denner moved to adjourn at 7:56 pm. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none

**Monthly Bills
November 2024
General Fund (10)**

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
95 Percent Group LLC	85.80	LessonPix Inc.	36.00
AdaptiveMall	309.73	LS Supply & Rental	886.10
AFLAC	90.27	Madison National Life Insurance	2,283.87
Ag Vantage FS	2,677.42	MakerBot Industries LLC	49.23
Amazon Capital Services	2,794.43	Martin Bros. Distributing	2,100.19
American Solutions for Business	324.00	Marv & Zip's Repair, Inc.	5,398.32
Auto Value Parts Stores	119.95	Max-Ability	7,368.00
Best Buy	58.83	McGraw Hill School Education Holdings LLC	360.49
Blackhawk Automatic Sprinkler	1,650.00	Mick Gage Plumbing	4,369.02
Brincks, Kristie	16.00	Mid-American Research Chemical	342.41
CDW Government, Inc.	144.00	Mohling, Shelley	16.00
Chickasaw Wellness Complex	300.00	NAPA Auto Parts	23.38
Circle K Communications	356.00	New Hampton Tribune	180.48
City Laundering Co.	1,066.38	NHMU Fiber	310.00
City of New Hampton	14,480.62	Northeast Iowa Community College Business and Northeast Iowa Community College	376.40 42.00
Counseling & Family Centered Services, Inc.	11,790.00	Office World	839.06
Crystal Ball Roller Rink	635.00	Ohrt's Smokehouse BBQ, LLC	881.60
Dollar General Charged Sales	8.50	Orkin	80.00
Dollar Tree	43.33	Pearson Education	4,660.00
Fareway	1,950.67	Pioneer Valley Books	360.80
Five Star Cooperative	4,251.06	Pitney Bowes Inc	348.58
Flite Test	79.46	Power Up Toys	135.99
FM Controls, Inc.	2,499.00	Principal Life Insurance Company	784.34
Frisbey, Angela	46.50	Really Great Reading Company	107.52
Fritcher, Katie	2,261.00	Riley's Inc.	119.95
Full River Outpost	150.00	Roethler, Christy	110.00
Geerts Plumbing & Heating	1,097.68	Schmitt, April	156.25
Glenn, Jill	88.00	School Administrators of Iowa	1,150.00
Good, Michelle	73.99	Schueth Ace Hardware	302.33
Hacker, Nelson, & Co. P.C.	12,500.00	Schumacher, Timothy	64.00
Hanson Tire Service	20.00	Scrubber City Inc.	321.45
Hawkeye Alarm & Signal Co	102.51	Sheraton Hotels	288.96
Heartland AEA 11	612.00	Swisher & Cohrt, P.L.C.	300.00
Home Invasion Pest Control	70.00	Teacher Innovations	54.00
Huinker, Bob	85.00	thyssenkrupp Elevator Corporation	181.05
IITEA	95.00	Timberline Billing Service LLC	3,569.45
Iowa Department of Education	50.00	Vern Laures Chev-Buick	3,594.21
Iowa Department of Human Services	25,924.63	VISA	1,720.43
Iowa State University	132.50	Wagoner Bros. Repair	7,881.36
Jaymar Business Forms, Inc.	359.94	Walmart.com	550.64
Jendro Sanitation Services Inc	1,717.64	Washington National Ins. Co.	800.10
JourneyEd.com.Inc	1,304.16	Weber Paper Company - Division of Capital Sanitary	31.53
Kayser-Kemp, Karen	32.00	West Music Company	122.04
Keystone Area Education	100.28	WEX BANK	500.42
Kuder, Inc.	3,062.00	Windstream	1,892.03
Kwik Star	179,738.30	Zoom Video Communicatinos Inc.	160.39
L & R Manufacturing, LLC	123.60		

Fund Total: \$ 331,687.55

Capital Projects

Hassman Construction	955.00
New Hampton Electric	204.30
Tyler Technologies, Inc.	205.00

(33)

Physical Plant & Equipment

EH Electric, L.L.C.	512.91
Marco, Inc.	1,789.51
Wagoner Bros. Repair	6,314.72

(36)

Fund Total: \$ 1,364.30

Fund Total: \$ 8,617.14

Attest: November 18, 2024

Jay Matthews
Board President

Christy Roethler
Board Secretary