

Board Proceedings

The Board of Directors for the New Hampton Community School District met in regular session, Monday, December 16, 2024, in the High School FCS Room. President Matthews called the meeting to order at 6:00pm with Directors Matthews, Denner, A. Schwickerath, N. Schwickerath, High School Principal Matthew Manson, and Board Secretary Roethler present. Director Ayers was absent.

Director Denner moved to approve the agenda with the exception of moving items VII. D (Activities Report) and X. A (Student Board Member Feedback) up on the agenda after item IV. (Consent Agenda) due to High School Christmas Concert. Director A. 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 November 18, 2024, regular session. Approve the November monthly financial report and the December 2024 bill listing. Approve the following resignation from Jordan Rommes Assistant Boys Track Coach for the 2025-2026 school year. Approve the following recommendations Brad Shatek as High School Boys Golf Coach for the 2024-2025 season. Caroline Laures as High School Business Teacher beginning at the start of the 2024-2025 second semester. 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 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.

Colin Larsen, from Larsen Landscaping presented a proposal to the board to regrade and irrigate the football field at no expense to the district. This project will be fully funded by generous donors. Director Denner moved to approve the project presented by Larsen. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

High School Business Teacher Kristina Anderson presented information on a dog bandana fundraiser that the FBLA (Future Business Leaders of America) would like to raise funds for upcoming events and membership fees. Director N. Schwickerath moved to approve the fundraiser. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director Denner moved to approve the purchase of 2024 Chrysler Pacifica Handicap accessible van from School Bus Sales in the amount of \$84,400.00. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve the purchase of New 2025 Chevrolet Suburban in the amount of \$63,785.50 from Vern Laures. 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 submit a request to the School Budget Review Committee for our At Risk/Dropout Prevention Funding for 2025-2026 school year in the amount of \$349,759.00 to support our students who are At Risk in each building. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

Director A. Schwickerath moved to approve the superintendent hiring committee list. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner, and N. Schwickerath. Nays: none.

The next regular board meeting will be January 20, 2025, at 5:30 pm. (Note time change)

Director A. Schwickerath moved to closed session Per Iowa Code Chapter 21.5(l)(i) a school board may enter closed session “To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when closed session is necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.” Director Denner seconded the motion. Roll Call Vote: Matthews – Yes, A. Schwickerath – Yes, Denner - Yes and Director N. Schwickerath recuse himself from the closed session due to conflict of interest. The Board entered the closed session at 7:10 pm.

Director A. Schwickerath moved to come out of closed session at 7:44pm. Director Denner seconded the motion. Roll Call Vote: Denner-Yes, A. Schwickerath – Yes, Matthews – Yes.

Director A. Schwickerath moved to terminate the employee contract between New Hampton CSD and Amy Kane. Director Denner seconded the motion. Ayes: A. Schwickerath, Matthews, Denner. Nays: none.

Director Denner moved to adjourn at 7:47pm. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Matthews, Denner. Nays: none.

**December 2024
General Fund (10)**

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
4 Seasons Fund Raising	3,895.70	Kwik Star	811.88
Advanced Environmental Testing and Abatement, Inc	760.00	LS Supply & Rental	809.48
AFLAC	90.27	Madison National Life Insurance	2,293.05
Ag Vantage FS	4,254.81	Mantronics	6,735.00
Amazon Capital Services	5,186.55	MARCO	106.75
Apptegy	7,875.00	McGraw Hill School Education Holdings LLC	687.14
Auto Value Parts Stores	32.48	Michaels, Eric	545.50
Bauler, Rachel	187.00	MICHO	72.83
Blackhawk Automatic Sprinkler	312.50	Midwest Floors L.L.C.	321.25
Bowlaway Lanes	200.00	Mohawk Electric	72.00
Brincks, Kristie	32.00	NAPA Auto Parts	88.50
Busti Lumber, Inc.	1,838.26	New Hampton Tribune	311.89
Casey's Business Account	195.00	NHMU Fiber	310.00
Cedar River Complex	210.00	Office World	1,048.72
Charles City Theatre	163.00	On Track Signs	1,113.00
Chemsearch	301.45	Orkin	80.00
Chickasaw Wellness Complex	300.00	Ortiz, Maria	51.75
City Laundering Co.	1,129.39	Pitney Bowes Inc	287.64
City of New Hampton	12,369.24	Principal Life Insurance Company	784.34
Counseling & Family Centered Services, Inc.	8,730.00	Quadient Finance	5,000.00
EMS Detergent Services	95.50	Rise Vision	324.00
Fareway	1,740.19	Roethler, Christy	12.00
Five Star Cooperative	4,459.54	Sam's Club	45.92
FM Controls, Inc.	415.00	School Bus Sales	1,191.27
Frisbey, Angela	465.00	Schueth Ace Hardware	2,324.47
Fritcher, Katie	997.50	Schumacher, Timothy	32.00
Full River Outpost	180.00	Screen Print To Go	14.00
Geerts Plumbing & Heating	409.81	Scrubber City Inc.	234.59
Generation Genius, Inc	124.49	Spratt, Damian	170.74
Glenn, Jill	16.00	Stanton Electric	484.15
Hackman, J	112.00	Subway	540.28
Hansen, Merlyn	90.00	Sweetwater Sound	3,747.58
Hanson Tire Service	43.00	Swisher & Cohrt, P.L.C.	140.00
Hart Smart Products	1,002.33	thyssenkrupp Elevator Corporation	181.05
Home Invasion Pest Control	70.00	Timberline Billing Service LLC	468.40
Hometown TV & Appl.	749.00	Ventris Learning	230.00
Interstate All Battery Center	284.90	Vern Laues Chev-Buick	96.19
Iowa Department of Human Services	3,401.97	VISA	1,537.26

Jaymar Business Forms, Inc.	188.02	Wagoner Bros. Repair	2,944.88
Jendro Sanitation Services Inc	1,641.00	Washington National Ins. Co.	800.10
John Deere Financial	231.36	Waverly Shell-Rock School	9,507.96
Jurrens, Jay	412.50	West Music Company	115.50
Kayser-Kemp, Karen	16.00	WEX BANK	523.11
Keystone Area Education	39,776.00	Windstream	1,897.29
		Fund Total:	\$ 154,077.22

Capital Projects	(33)
BlueAlly Technology Solutions, LLC	27,100.00
DOLLAMUA Sports Surfaces	12,628.00
Geerts Plumbing & Heating	2,729.03
Mick Gage Plumbing	19,541.23
New Hampton Electric	276.28
Primex	424.00
West Music Company	828.88
Fund Total:	\$ 63,527.42

Physical Plant & Equipment	(36)
Marco, Inc.	1,939.05
Fund Total:	\$ 1,939.05

Management	(22)
Community Insurance of Iowa	4,708.00
Fund Total:	\$ 6,647.05

Attest: December 16, 2024

Jay Matthews
Board President

Christy Roethler
Board Secretary