

## Board Proceedings

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

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

Director Denner moved to approve the consent agenda. Approve minutes of the February 19, 2024, regular session. Approve the February monthly financial report and the March 2024 bill listing. Approve the resignation of Anthony Harris (JV Softball Coach), Jordan Rommes (assistant High School Boys Track), Alexis Martinek (JV Volleyball Coach), Steve Farrell (High School Special Education) at the end of the 2023-2024 school year. Approve recommendations for Cael Krueger (High School PE) pending licensure and background check. Krissy Anderson (7<sup>th</sup> Grade Boys Track), Gloria Bjergum (Full-time Cook) effective February 19, 2024. Michelle Lechtenberg (Part-time Cook). Dave Coltrain and Jason Meyerhoff as volunteer soccer coaches pending suitable licensure and passing appropriate background checks.

Second Reading 500-505.9 Objectives for Equal Educational Opportunities for Students, Student Attendance, Resident Students, Nonresident Students, Compulsory Attendance, Entrance – Admissions, Attendance Center Assignment, Student Transfers In, Student Transfers Out or Withdrawals, Student Attendance Records, Student Absences – Excused, Truancy - Unexcused Absences, Truancy-Unexcused Absences Regulation, Pregnant Students, Married Students, Students of Legal Age, Open Enrollment Transfers - Procedures as a Sending District, Open Enrollment Transfers - Procedures as a Receiving District, Homeless Children and Youth, Student Work Permits, Student Rights and Responsibilities, Student Appearance, Care of School Property/Vandalism, Use of Bicycles, Use of Motor Vehicles, Freedom of Expression, Student Complaints and Grievances, Student Lockers, Weapons, Smoking - Drinking – Drugs, Search and Seizure, Search and Seizure Checklist, Search and Seizure Regulation, Interviews of Students by Outside Agencies, Student Discipline, Student Conduct, Student Suspension, Expulsion, Fines - Fees – Charges, Standard Fee Waiver Application, Student Fee Waiver and Reduction Procedures, Good Conduct Rule, Corporal Punishment, Student Disclosure of Identity, Student Activities, Student Government, Student Organizations, Student Publications, Student Publications Code, Student Social Events, Student Performances, Student Fund Raising, Student Activity Program, Student Scholastic Achievement, Assignment of Courses, Student Progress Reports and Conferences, Student Promotion - Retention – Acceleration, Student Honors and Awards, Testing Programs, Graduation Requirements, Early Graduation, Commencement, Parental Involvement.

First Reading of Board policies 506-508.4: Student Records, Student Records Access, Student Records Checklist, Request of Nonparent for Examination or Copies of Student Records, Authorization for Release of Student Records, Request for Hearing on Correction of Student Records, Request for Examination of Student Records, Notification of Transfer of Student Records, Letter to Parent Regarding Receipt of a Subpoena, Juvenile Justice Agency Information Sharing Agreement, Annual Notice, Annual Notice (Spanish Version), Use of Student Records Regulation, Student Directory Information, Authorization for Releasing Student Directory Info, Use of Directory Information, Student Photographs, Student Library Circulation Records, Student Health and Well-Being, Student Health and Immunization Certificates, Administration of Medication to Students, Authorization-Asthma or Airway Constricting Medication Self Administration, Consent Form, Parental Authorization and Release Form for the Administration of Prescription Medication to Students, Communicable Diseases – Students, Communicable Disease Chart, Reportable Infectious Diseases, Reporting Form, Student Illness or Injury at School, Emergency Plans and Drills, Student Insurance, Custody and Parental Rights, Student Special Health Services, Special Health Services Regulation, Wellness, Appendix A Nutrition Education Promotion, Appendix B Physical Activity, Appendix C Other School-Based Activities That Promote Student Wellness, Appendix D Nutrition Guidelines for All Foods Available on Campus, Appendix E Plan for Measuring Implementation, Miscellaneous Student-Related Matters, Class or Student Group Gifts, Open Night, Student Telephone Calls, Supervision After School Events

Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to set the public hearing date for the 2024-2025 School Calendar on Monday, April 15, 2024, at 6:30pm in the High School Media Center. Director Ayers seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Director Denner moved to approve Second Reading board policies 705.1(R1), 705.1(R2), and 705.4(R1). Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Hacker Nelson representative Michelle Martinek presented the FY2023 Audit. Director N. Schwickerath moved to approve the FY2023 Audit. Director Ayers seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Preschool Teachers Ms. Bredman and Mrs. Knutson presented information on starting the Special Olympics in our school. Director N. Schwickerath moved to approve the startup of Special Olympics within the School. Director Denner seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding the use of the elementary playground during and after school. We've had some issues on the playground both during school and after school hours when the daycare is using it. Director A. Schwickerath moved to approve closing the playground from 8am to 5pm every weekday and will re-evaluate in May for summer hours. Director Denner seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding adding an additional four-year-old preschool section, keeping three-year-old preschool at 1 ½ sections and kindergarten at four sections for the upcoming 24-25 school year. All this is pending finding suitable classroom space. Director Denner moved to approve the additional sections. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding adding a Literacy Leader position. This person would also assist with managing the IRPs of the children who need them and would also work with our staff to help them prepare for their proficiency test. Early Literacy Funds will be used for this position. Director Denner moved to approve the addition of Literacy Leader Position for the 2024-2025 school year. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding a calendar change on May 1 2024. We would like to have a two-hour early dismissal for professional development on this day. Director N. Schwickerath moved to approve the calendar change. Director Denner seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented the following technology purchases for the next school year. (iPads, gumdrop cases and carrying bags). The total purchase for all items is \$36,390. This purchase will come out of SAVE. Director Denner moved to approve the technology purchase for the 24-25 school year. Director Ayers seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented a quote for a scissor lift to replace our current lift due to our current one not passing its safety inspection. Director N. Schwickerath moved to approve the quote from Mid County Machinery in the amount of \$13,000. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Director Denner moved to approve the AEA Cooperative Purchasing Agreement. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Director A. Schwickerath moved to approve the placement agreement with Morningside College. Director Denner seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Director N. Schwickerath moved to approve the agreement with Timberline. Director Ayers seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information on the shared programs (Soccer/Wrestling) we currently have with Turkey Valley CSD. Director Denner moved to approve the shared programs with Turkey Valley for the upcoming 2024-2025 school year. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Superintendent Jurrens presented information regarding certified staff contracts. Last year we settled on a 3% increase with an escalator/de escalator clause that said for every 5 students we increase or decrease we will add or subtract .1% to the settlement percentage with a maximum increase of 3.5%. We ended up increasing 40 students, so we are at the maximum increase amount of 3.5% Director Ayers moved to approve the 3.5% increase for the certified staff. Director Denner seconded the motion. President Matthews moved to amend the 3.5% increase and move the escalator up to 3.8%. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Director Denner moved to set the public hearing date for the Proposed Property Tax Levy on March 26<sup>th</sup> at 6:30pm in the New Hampton FCS room. Director N. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

Next regular meeting will be Monday, April 15, 2024, at 6:30 pm.

Director N. Schwickerath moved to adjourn the meeting at 8:07 pm. Director A. Schwickerath seconded the motion. Ayes: A. Schwickerath, Ayers, Denner, Matthews and N. Schwickerath. Nays: none.

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

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
AFLAC	90.27	New Hampton Electric	209.18
Ag Vantage FS	1,534.62	New Hampton Tribune	240.89
Amazon Capital Services	4,256.48	NHMU Fiber	310.00
Auto Value Parts Stores	191.76	Northeast Iowa Comm. College Student Accounts	24,768.50
Babbel	20,630.00	Office World	831.40
BirdBrain Technologies	1,750.00	Oriental Trading Company Brands, INC.	206.83
Casey's Business Account	71.59	Orkin	160.00
Chickasaw Wellness Complex	300.00	Paper Corporation, The	303.03
City Laundering Co.	1,023.52	Pinter, Joe	84.00
City of New Hampton	13,220.08	Pitney Bowes Inc	721.35
Counseling & Family Centered Services, Inc.	9,900.00	Poor Richards	1,925.00
Cresco Fitness Center	216.00	Premier Furniture & Equipment	2,179.46
Crystal Ball Roller Rink	555.00	Principal Life Insurance Company	975.63

Decorah Community School District	2,512.00	Read Naturally	920.00
Discount School Supply	138.31	Really Great Reading Company	35.95
Dollar Tree	33.75	Riceville Community Schools	192.40
Doors Inc.	188.00	Rieman Music, Inc	113.26
EMS Detergent Services	828.39	Rifton Equipment	125.25
Fareway	1,710.88	Riley's Inc.	119.95
Five Star Cooperative	4,778.28	Sam's Club	177.52
Fritcher, Katie	1,200.00	School Specialty, LLC	197.45
Funk, Marie	395.00	Schueth Ace Hardware	4,073.10
Geerts Plumbing & Heating	955.00	Science Center of Iowa	471.00
Herff Jones, Inc.	1,390.55	Scrubber City Inc.	142.94
Home Invasion Pest Control	70.00	South Winneshiek Comm. School	209.96
Huber's	9.58	Stanton Electric	316.56
Interstate All Battery Center	773.60	thyssenkrupp Elevator Corporation	181.05
Iowa Assoc. of School Boards	350.00	Timberline Billing Service LLC	112.34
Iowa Department of Human Services	785.40	Tyler Technologies, Inc.	26,146.98
Iowa Division of Criminal Investigation	500.00	Vern Laures Chev-Buick	1,824.44
J.W. Pepper & Son Inc.	827.49	VISA	389.00
Jendro Sanitation Services Inc	1,441.00	Vorwald, Bob	137.86
John Deere Financial	603.47	Vossberg, Nikkole	55.00
Keystone Area Education	924.75	Wagoner Bros. Repair	7,390.76
Kully Supply	122.80	Walmart.com	852.00
Kwik Star	1,239.83	Wartburg College	150.00
L & R Manufacturing, LLC	371.80	Washington National Ins. Co.	833.10
Lakeshore Learning Materials	359.84	Waterloo Blackhawks Hockey	180.00
Lechtenberg, Jessica	20.00	Waterloo Center for the Arts	20.00
Lechtenberg, Judy	7.50	Waverly Shell-Rock School	8,642.57
LS Supply & Rental	145.80	Weber Paper Company - Division of Capital Sanitary	506.55
Lunch Fund	310.37	West Music Company	155.94
Madison National Life Insurance	2,222.45	WEX BANK	456.73
Mick Gage Plumbing	454.71	Windstream	2,024.47
Midwest Bus Parts	176.25	Witmer Public Safety Group, Inc.	2,714.00

**Fund Total: \$172,369.52**

<b>Capital Projects</b>	<b>(33)</b>
Amazon Capital Services	338.48
Midwest Computer Products, Inc	2,745.00
Rieman Music, Inc	1,881.00
RJ Kool Company	3,207.50
VISA	62.36

**Fund Total: \$ 8,234.34**

<b>Physical Plant &amp; Equipment</b>	<b>(36)</b>
EH Electric, L.L.C.	638.29
Interstate Power Systems	1,875.05
Marco, Inc.	1,789.51
Wagoner Bros. Repair	10,607.62

**Fund Total: \$ 14,910.47**

<b>Debt Fund</b>	<b>(40)</b>
UMB Bank, N.A.	600.00

**Fund Total: \$ 600.00**

Attest: March 18, 2024

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Jay Matthews  
Board President

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Christy Roethler  
Board Secretary