

## Board Proceedings

The Board of Directors for the New Hampton Community School District met in regular session, Monday, April 14, 2014 in the High School Media Center. President Rasmussen called the meeting to order at 6:30 pm with directors Ewert, Denner, Rosonke, Baltes, Superintendent Jurrens, and Board Secretary Ayers.

Director Denner moved to approve the agenda. Director Baltes seconded the motion. Ayes: Rosonke, Ewert, Baltes, Denner, and Rasmussen. Nays: none.

President Rasmussen opened the 2014 - 2015 Budget Public Hearing at 6:31 pm. There were no written or oral comments. President Rasmussen closed the public hearing at 6:33 pm.

Director Rosonke moved to approve the 2014- 2015 Budget as published. Director Denner seconded the motion. Ayes: Ewert, Baltes, Rosonke, Denner, and Rasmussen. Nays: none.

Board President Rasmussen opened the public hearing to amend the budget for 2013 – 2014 at 6:34 pm. There were no oral or written comments. President Rasmussen closed the public hearing at 6:36 pm.

Director Denner moved to approve the 2013 – 2014 budget amendment for Instruction from \$8,374,058 to \$8,967,929 because of additional technology purchases. Amend other expenditures from \$973,615 to \$3,006,827 for redemption of sales tax bonds. Director Ewert seconded the motion. Ayes: Rosonke, Denner, Ewert, Baltes, and Rasmussen. Nays: none.

Director Ewert moved to approve the consent agenda items: minutes of the March 10, 2014 regular session, the March 24, 2014 special/work session, and the March 27, 2014 special joint session with Turkey Valley. Approve the March 2014 monthly financial report and the April 2014 bill listing. Approve Jeff Monteith as the Extended Learning Program instructor. Accept the resignation of Ryan Grey, Jane Thronson, and reduction of Linn Thronson to half time. Director Baltes seconded the motion. Ayes: Rosonke, Denner, Baltes, Ewert, and Rasmussen. Nays: none.

After discussion of Board Policies 605 (Instructional Materials), 605.1 (Instructional Materials Selection ), 605.1R1 (Selection of Instructional Materials), 605.2 (Instructional Materials Inspection), 605.3 (Objection to Instructional Materials), 605.3E1 (Instructions to the Reconsideration Committee), 605.3E2 (Reconsideration of Instructional Materials), 605.3E3 (Sample Letter to Individual Challenging Instructional Materials), and 605.3R1 (Reconsideration of Instructional Materials Regulation) director Denner moved to approve the second reading. Director Rosonke seconded the motion. Ayes: Ewert, Baltes, Denner, Rosonke, and Rasmussen. Nays: none.

After discussion of Board Policies 605.4 (Technology and Instructional Materials), 605.5 (Media Centers), 605.6 (Internet - Appropriate Use), 605.6E1 (Internet Access Permission Letter to Parents), 605.6E2 (Internet Appropriate Use Violation Notice), 605.6R1 (Internet - Appropriate Use Regulation), 606 (Instructional Arrangements), 606.1 (Shared Students), and 606.2 (Class Size - Class Grouping) director Baltes moved to approve the first reading. Director Ewert seconded the motion. Ayes: Denner, Rosonke, Ewert, Baltes, and Rasmussen. Nays: none.

Superintendent Jurrens presented the bids for the site survey at the High School. Director Rosonke moved to accept the bid of HR Surveying of New Hampton in the amount of \$8,700.00 for Topo Site Survey and \$10,200.00 for Topo Survey with Pins. Fehr Gram Engineering of West Union, Joodjer Land Surveying of Clarksville, and Olsson Associate of West Des Moines also submitted bids. Director Denner seconded the bid. Ayes: Ewert, Baltes, Denner, Rosonke, and Rasmussen. Nays: none.

Superintendent Jurrens presented the bids for Geo Technical Soil Testing. Director Denner moved to accept the bid of Terracon Consultants of Cedar Falls in the amount of \$7,000.00. Olsson Associates also submitted a bid. Director Ewert seconded the motion. Ayes: Baltes, Rosonke, Ewert, Denner, and Rasmussen. Nays: none.

The Board reviewed the contract with Facilities Cost Management Group and reaffirmed their intent to go forward.

Superintendent Jurrens presented bids for a new mower with a snow blower, and broom attachments. Jurrens recommends that we purchase a unit from Bodensteiner Implement Co. in the amount of \$34,075.00 using sales tax funds. Kubota also submitted a bid. Director Ewert moved to accept the mower as bid from Bodensteiner Implement Co. Director Rosonke seconded the motion. Ayes: Baltes, Denner, Rosonke, Ewert, and Rasmussen. Nays: none.

Superintendent Jurrens presented the two bids that were received from K & W motors and Vern Laues. Jurrens recommended that we purchase the 2015 GMC Yukon from K & W in the amount of \$36,426.50 and the 2014 Chevrolet

Equinox in the amount of \$21,795.00 from Vern Laures Auto Center. Director Denner moved to purchase both vehicles as bid. Director Baltes seconded the motion. Ayes: Ewert, Rosonke, Baltes, Denner, and Rasmussen. Nays: none.

Superintendent Jurrens reported that multiple requests for bids from auditors were sent out and only received one back from Nolte, Cornman & Johnson whom we have been using in the past. Jurrens recommended the Board accept Nolte, Cornman & Johnson's proposal. Director Rosonke moved to accept the bid. Director Denner seconded the motion. Ayes: Ewert, Baltes, Denner, Rosonke, and Rasmussen. Nays: none.

Director Ewert moved to approve a student teaching placement agreement with Wartburg College. Director Rosonke seconded the motion. Ayes: Baltes, Denner, Rosonke, Ewert, and Rasmussen. Nays: none.

Superintendent Jurrens reported that last fall we had one of our floor boards break during a game at the football stadium. Fortunately, no one was hurt. We need to either redo all the floor boards and steps or we could redo the stadium. It needs painting and modifications to make it handicapped accessible. Jurrens presented a quote to do these upgrades. After discussion of the project, by consensus of the Board, they tabled the discussion and requested additional information.

Superintendent Jurrens informed the board that we have more than sixty 7<sup>th</sup> and 8<sup>th</sup> grade students participating in the girls track program. The district has one 7<sup>th</sup> grade girls track coach and one 8<sup>th</sup> grade girls track coach. The District's threshold is 30 girls. Jurrens recommended the board approve Jennifer Gilbert as an assistant coach. Director Ewert moved to approve an assistant girl's track coach for the 7<sup>th</sup> and 8<sup>th</sup> grade track. Director Rosonke seconded the motion. Ayes: Baltes, Denner, Rosonke, Ewert, and Rasmussen.

Director Baltes moved to approve the following students who are scheduled to graduate on time, in May with the class of 2014: Ashley Anderson, Will Baltes, Kyle Blaylock, Richelle Boehmer, Taylor Boos, Livia Brinza (Foreign Exchange Student), Lance Brown, Chase Christoph, Eric Denner, Kara Denner, Jackie Diaz, Leanna Dixon, Tyler Erdahl, Alex Erion, Megan Fitzgerald, Katerina Fox, Lindsey Gaul, Jairo Gaytan, Allie Geerts, Rose Geerts, Bethany Glaser, Michi Goodwin, Liz Gorman, Emily Hammel, Bryan Hauser, Jordan Heit, Brooke Hoey, Matt Holschlag, Walker Howe, \*Wan Seon Jin (Foreign Exchange Student), Chance Johnson, Andrew Kasuboski, Michael Kramer, Melissa Krizan, Shawn Kuehn, Shawnessy Lau, Liz Laures, Brooke Loftus, Maria Manukian (Foreign Exchange Student), Tabitha Mettner, Callie Mihm, Humberto Moncada, Nicole Mulford, Abby Nie, Austin Nystel, Jasmin Ollendick, Koltin Pfaffle, Evan Rausch, Noelle Rosonke, Elisa Russ, David Sabelka, Luke Schluetter, Jina Scholbrock, Lucas Schuchhardt, Alex Schulz, Jesse Schwickerath, Nathan Scott, Marshall Sinnwell, Kyle Smith, Tanner Sorensen, Cassie Storlie, Levi Suhr, Faith Tank, Corey Thronson, Marc Thronson, Keaton Tolliver, Paola Torres, Michael Tupper, Kayla Usher, Colton Utley, Kali Wegman, Justin Wheelock, Beth Wickham, Cody Wuchter, Jess Zeien (finished in December), and Zach Zeien upon satisfactory completions of requirements. Director Denner seconded the motion. Ayes: Rosonke, Ewert, Denner, Baltes, and Rasmussen.

Director Denner moved to approve the FFA fund raiser for the Relay for Life. Director Rosonke seconded the motion. Ayes: Ewert, Baltes, Rosonke, Denner, and Rasmussen.

Superintendent Jurrens informed the board that Mr. Russ is running the greenhouse, vineyard, and now adding community gardens to what he does. In addition he works with students at the fair and visits with them on their summer projects. He currently gets five extra days to do all of this and the reality is he is putting in a lot more time to make our program what it is. Jurrens recommended the board expand his contract to twenty extra days in the summer from the current five. Director Denner moved to increase Mr. Russ's contract to twenty days. Director Baltes seconded the motion. Ayes: Rosonke, Ewert, Baltes, Denner, and Rasmussen. Nays: none.

Superintendent Jurrens requested the board to increase the elementary/middle school art to a full time position. It is currently a .75 time position. Jurrens reported that Mrs. Kennelly applied for the high school position. Jurrens also believes that in planning the hiring of the position, it appeared like we would need it to be full time in order to attract the best candidates. If it was going to be full time, Mrs. Kennelly would prefer to stay at that level. In addition, Mrs. Kennelly has been putting in more than ¾ time this year. We have needs for more time, but everyone has made it work this year. We have a total of 9 applicants for the high school position. With all of this in mind, I recommend we make the elementary/middle school art position a full time position. Director Denner moved to increase the elementary/middle school art position to full time. Director Rosonke seconded the motion. Ayes: Ewert, Baltes, Rosonke, Denner, and Rasmussen. Nays: none.

Superintendent Jurrens recommended the board approve raises for the central office staff. Jurrens recommended Bob Ayers receive a 3% increase or \$2,195, Sue Bouska receive 3.86% or \$2,195, and Alice Miller receive \$3,195 or 9.27%, Jeremiah Cantu receive \$4,000 or 9.57%, and Jodi Hollister 80 cents per hour or 3.8%. Jurrens reported that Jeremiah Cantu is

currently paid significantly below what others in his position receive. The range in our conference is \$45,000 at Allamakee to \$91,000 at Waverly-Shell Rock for the same position. This will bring Jeremiah up to \$40,100. When I consider the additional responsibilities Alice Miller has and the 12 month contract she has, her salary is not commensurate with her position and responsibilities in my office. She currently makes \$28,688 and will go to \$31,883. Director Denner moved to approve the increase in salaries as proposed. Director Rosonke seconded the motion. Ayes: Ewert, Baltes, Rosonke, Denner, and Rasmussen. Nays: none.

Superintendent Jurrens recommends a 3% increase for Kelly O'Donnell (\$2,490) and Sarah Updegraff (\$3,240). Susan Anderson is significantly below other middle school principals. She is \$19,188 below the state average and \$15,327 below schools similar in size. To start catching her up, I recommend a \$6,000 increase for her or 7.52%. Director Rosonke moved to approve the increase in salaries as proposed for the administrative team. Director Ewert seconded the motion. Ayes: Baltes, Denner, Ewert, Rosonke, and Rasmussen. Nays: none.

The Board discussed the elementary principal position. Following input from the audience, superintendent Jurrens, and current principals director Rosonke moved to hire an elementary principal. Director Baltes seconded the motion. Ayes: Ewert, Denner Baltes, Rosonke, and Rasmussen. Nays: none.

Superintendent Jurrens handed out copies of the FY 2013 financial audit to the board. The following concerns were noted: Internal controls. We always see this because of the limited staff; Board policies not updated within last five years. They have been updated, but the dates hadn't been updated. We will get that taken care of; giving gift cards and gift certificates for top sellers in fund raisers is not an appropriate purpose for district funds; certified enrollment was understated by 4.25 students. We have corrected it and made the adjustment for next school year; the yearbook balance in the Activity fund continues to be a deficit of \$24,998 and nutrition had a deficit of \$6,356. We have addressed the nutrition concern and continue to work on the yearbook deficit; fundraisers, when a student group or club donates money to a cause from fundraising, the specific group must be noted when the fundraiser is approved.

The next regularly scheduled meeting will be May 12, 2014 at 6:30 pm.

Director Baltes moved to adjourn at 9:28 pm. Director Rosonke seconded the motion. Ayes: Denner, Ewert, Rosonke, Baltes, and Rasmussen. Nays: none.

**Monthly Bills  
April 2014  
General Fund (10)**

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Advanced Systems	315.37	Mick Gage Plumbing	1,681.33
Amazon	403.24	Midwest Group Benefits, Inc.	971.75
Auditor of State	625.00	Nashua-Plainfield Comm School	7,126.20
Ayers, Bob	100.00	New Hampton Auto Body	75.00
Best Western Plus University Park Inn & Suites	98.56	New Hampton Drivers Ed School LLC	19,095.00
Black Hills Energy	13,639.37	New Hampton Tribune	255.17
CARQUEST OF NEW HAMPTON	354.82	Nolte, Cornman & Johnson	3,150.00
Charles City Comm School	5,061.48	Northeast Iowa Comm. College	85.00
Chickasaw Wellness Complex	500.00	Northern Cedar Service	819.50
Circle K Communications	1,718.51	Office World	17.60
City of New Hampton	8,712.84	Perfection Learning Corp.	277.70
Clayton Ridge Community School District	1,500.25	Pete, Heidi	994.50
College Board AP	267.00	Pitney Bowes	405.00
Decker Sporting Good	244.00	Principal Life Insurance Company	1,105.71
Decorah Community School District	24,882.32	Reserve Account	3,000.00
Decorah Mobile Glass, Inc.	179.66	Riceville Community Schools	3,000.50
Dubuque Comm School District	2,656.08	Ricoh USA, INC	795.84
Fandel, Megan	147.42	Rieman Music, Inc	312.19
Fareway	266.16	Riley's Inc.	811.55
Fax Gilbert Programs, Inc.	300.00	School Specialty	98.00
Five Star Cooperative	10,813.80	Schueth Ace Hardware	305.87
Follett Library Resources	808.32	Screen Print To Go	47.00
Freerking, Russ	225.00	Seery Telecommunications	174.65
Geerts Plumbing & Heating	33.45	Shopko Stores Operating Co., LLC	7.98
Gilbert Towing & Radiator	65.00	Solution Tree	14,467.00

Hanson Tire Service	34.00	Stanton Electric	184.93
Hawkeye Community College	3,045.60	Steve Smith Snow Removal	150.00
Herff Jones, Inc.	474.99	Sumner, Diane	100.00
Huinker, Bob	60.00	Superior Lumber, Inc.	47.51
Iowa Communications Network	434.24	Superior Welding Supply	308.44
Iowa Department of Human Services	338.36	Swisher & Cohrt, P.L.C.	181.50
Iowa School Finance Info. Service	3,459.55	United Parcel Service	30.66
Iowa Workforce Development	225.00	Vern Laures Chev-Buick	29.50
Jendro Sanitation Services Inc	776.00	Vernier Software	21.00
K & W Motors	4,669.55	Visa	370.95
Kepharts Music Center	91.00	Wagoner Bros. Repair	6,640.34
Keystone Area Education	22.34	Weber Paper Company	525.40
Kully Supply	266.63	West Music Company	158.45
L & R Manufacturing, LLC	210.90	WEX BANK	360.65
Lechtenberg, Judy	14.00	Windstream	790.76
MARCO	1,118.84		
Martin Bros. Distributing	137.82		
Mercy Medical Center	252.00		
		<b>Fund Total:</b>	<b>158,528.6</b>

**Capital Projects (33)**

<u>Vendor Name</u>	<u>Amount</u>
Pro-Vision Video System	6,217.83
Pyramid School Products	1,441.98

**Fund Total: 7,659.81**

Attest: May 12, 2014



Tom Rasmussen  
Board President



Bob Ayers  
Board Secretary