

Board Proceedings

The Board of Directors for the New Hampton Community School District met in regular session, Monday, April 17, 2017 in the High School Media Center. President Rosonke called the meeting to order at 6:30 pm with directors Schwickerath, Denner, Baltes, and Matthews, Student member Holthaus, Superintendent Jurrens, and Board Secretary Ayers present.

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

Director Matthews moved to open the public hearing for the 2017 – 2018 School Calendar. Director Baltes seconded the motion. Ayes: Denner, Schwickerath, Matthews, Baltes, and Rosonke. Nays: none.

President Rosonke opened the public hearing for the 2017 – 2018 School Calendar at 6:31 pm. There were no written or oral comments. Director Schwickerath moved to close the public hearing. Director Denner seconded the motion. Ayes: Denner, Matthews, Schwickerath, Baltes, and Rosonke.

President Rosonke closed the public hearing at 6:33 pm. Director Matthews moved to approve the FY 2018 School Calendar based on hours as presented. Director Denner seconded the motion. Ayes: Baltes, Matthews, Schwickerath, Denner, and Rosonke. Nays: none.

Director Denner moved to approve the consent agenda items, minutes of the March 20, 2017 regular session. Approve the March 2017 monthly financial report, and the April 2017 bill listing. Accept the resignation of Dixie Zeien (Para-Educator). Appoint Maggie Konecne (High School English). Approve the second reading of Board Policies 503.3 (Fines - Fees – Charges), 503.3E1 (Standard Fee Waiver Application), 503.3R1 (Student Fee Waiver and Reduction Procedures), 503.4 (Good Conduct Rule), 505.6 (Graduation Requirements), 505.7 (Early Graduation), 505.8 (Commencement), 505.9 (Parental Involvement), 506 (Student Records), 506.1 (Student Records Access), 506.1E1 (Student Records Checklist), 506.1E2 (Request of Nonparent for Examination or Copies of Student Records), 506.1E3 (Authorization for Release of Student Records), 506.1E4 (Request for Hearing on Correction of Student Records), 506.1E5 (Request for Examination of Student Records), 506.1E6 (Notification of Transfer of Student Records), 506.1E7 (Letter to Parent Regarding Receipt of a Subpoena), 506.1E8 (Juvenile Justice Agency Information Sharing Agreement), 506.1E9 (Annual Notice), 506.1E10 (Annual Notice Spanish Version), and 506.1R1 (Use of Student Records Regulation). First reading of first reading of Board Policies 506.2 (Student Directory Information), 506.2E1 (Authorization for Releasing Student Directory Info), 506.2R1 (Use of Directory Information), 506.3 (Student Photographs), 506.4 (Student Library Circulation Records), 507 (Student Health and Well-Being), 507.1 (Student Health and Immunization Certificates), 507.2 (Administration of Medication to Students), 507.2E1 (Authorization-Asthma or Airway Constricting Medication Self-Administration Consent Form), 507.2E2 (Parental Authorization and Release Form for the Administration of Prescription Medication to Students), 507.3 (Communicable Diseases – Students), 507.3E1 (Communicable Disease Chart), 507.3E2 (Reportable Infectious Diseases), 507.3E3 (Reporting Form), 507.4 (Student Illness or Injury at School), and 507.5 (Emergency Plans and Drills). Director Baltes seconded the motion. Ayes: Denner, Schwickerath, Baltes, Matthews, and Rosonke. Nays: none.

Director Schwickerath moved to accept the resolution directing the sale of \$10,000,000 of general obligation bonds and to accept bids by electronic bidding. Director Matthews seconded the motion and asked for an amendment to also approve section 5 on page 6. Director Schwickerath accepted the friendly amendment.

The Board of Directors of the New Hampton Community School District, in the Counties of Chickasaw and Howard, State of Iowa, met in regular session, in the High School Library, 710 West Main, New Hampton, Iowa 50659, at 6:30 o'clock P.M., on the above date. There were present President Rosonke, in the chair, and the following named Board Members: Baltes, Denner, Matthews, and Schwickerath.

The matter of the issuance of General Obligation School Bonds was discussed. It was the consensus that the District should offer for public sale the bonds described in the following resolution. Director Schwickerath moved to accept the resolution directing the sale of \$10,000,000 of general obligation bonds and to accept bids by electronic bidding. Director Matthews seconded the motion and asked for a friendly amendment to also include section 5 (Official Statement) on page 6. Director Schwickerath accepted the friendly amendment. Director Schwickerath introduced the following Resolution and moved its adoption. Director Matthews seconded the motion to adopt. The roll was called and the vote was: Ayes: Schwickerath, Baltes, Rosonke, Matthews, and Denner. Nays: none.

The President declared the Resolution adopted as follows:

RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF APPROXIMATELY \$10,000,000 general obligation school bonds, SERIES 2017, APPROVING ELECTRONIC BIDDING PROCEDURES AND APPROVING OFFICIAL STATEMENT

WHEREAS, at a special election of the qualified electors of the New Hampton Community School District in the Counties of Chickasaw and Howard, State of Iowa, held on February 7, 2017, the voters authorized the issuance of \$19,415,000 of General Obligation School Bonds for the District for the purpose of providing funds to build, furnish, and equip additions to

the High School facility for Middle School educational areas, with support and shared use areas including food service, vocational technologies, and multi-purpose/gymnasium spaces, and to remodel, repair and improve the facility and site; and

WHEREAS, none of the Bonds authorized at the election have been issued, and this Board finds it advisable and necessary that approximately \$10,000,000 of the bonds authorized at the election be offered for sale for the purpose authorized at the election; and

WHEREAS, the Board deems it in the best interests of the School District and the residents thereof to receive bids to purchase such General Obligation School Bonds by means of both sealed and electronic internet communication; and

WHEREAS, the Board has received information from its Financial Advisor, recommending the procedure for electronic bidding so as to provide for the integrity of the competitive bidding process and to facilitate the delivery of bids by interested parties:

NOW, THEREFORE, IT IS RESOLVED BY THE Board of Directors OF THE New Hampton Community School District IN THE COUNTIES OF Chickasaw and Howard, STATE OF IOWA:

Section 1. That the PARITY® Competitive Bidding System described in the Notice of Sale and the Electronic Bidding Procedures attached hereto are found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale of approximately \$10,000,000 General Obligation School Bonds, Series 2017.

Section 2. That all electronic bidding shall be submitted in substantial conformity with Iowa Code Section 75.14 and Chapter 554D.

Section 3. That General Obligation School Bonds, Series 2017, in the aggregate amount of approximately \$10,000,000, to be issued as referred to in the preamble of this Resolution, to be dated the date of delivery, will be offered for sale pursuant to published advertisement.

Section 4. That the Secretary of the Board of this School District publish notice of the sale of bonds at least once, the last one of which is not less than four days nor more than twenty days before the date of the sale. Publication will be in the New Hampton Tribune, a legal newspaper published wholly in the English language, published within the County in which the bonds are to be offered for sale or an adjacent County. Notice is given pursuant to Iowa Code chapter 75 that bids will be received and acted upon by this Board at a meeting to be held at 12:00 o'clock P.M. on May 1, 2017; the notice must be in substantially the following form:

NOTICE OF BOND SALE

Time and Place of Sale: Sealed bids or electronic bids for the sale of General Obligation School Bonds, Series 2017, of the New Hampton Community School District, in the Counties of Chickasaw and Howard, State of Iowa (the "Issuer"), will be received at the Office of the Superintendent until 10:00 o'clock A.M. on May 1, 2017. The bids will be publicly opened at that time and evaluated by the Superintendent, Board Secretary and Financial Advisor and referred for action at the meeting of the Board of Directors.

Sale and Award: The sale and award of the bonds will be held at the Board meeting scheduled on the same date.

The Bonds. The bonds to be offered are the following:

general obligation school bondS, SERIES 2017, in the principal amount of \$10,000,000* to be dated the date of delivery (the "Bonds").

*Subject to principal adjustment per the Terms of Offering.

Manner of Bidding: Open bids will not be received. No bid will be received after the time specified above for receiving bids. Bids will be received by any of the following methods:

- Sealed Bidding: Sealed bids or electronic proposals may be submitted and will be received at the Office of the Superintendent, New Hampton Community School District, New Hampton, Iowa.
- Electronic Bidding: Electronic bids via PARITY® will be received at the Office of the Superintendent, New Hampton Community School District, New Hampton, Iowa. The bids must be submitted through PARITY®.
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the Office of the Superintendent, New Hampton Community School District, New Hampton, Iowa, 641-394-2921. Electronic facsimile bids will be sealed and treated as sealed bids.

Official Statement: The Issuer has issued an Official Statement of information pertaining to the Bonds to be offered, including a statement of the Terms of Offering and an Official Bid Form, which is incorporated by reference as a part of this notice. The Official Statement may be obtained by request addressed to the Secretary of the Board of Directors, New Hampton Community School District, 710 W. Main Street, New Hampton, Iowa 50659; Telephone: 641-394-2134; or Matt Gillaspie, Piper Jaffray & Co., 3900 Ingersoll, Suite 110, Des Moines, Iowa 50312; Telephone: 515-247-2353.

Terms of Offering: All bids must be in conformity with and the sale must be in accordance with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed bonds without cost to the purchaser and all bids will be so

conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

By order of the Board of Directors of the New Hampton Community School District in the Counties of Chickasaw and Howard, State of Iowa.

Bob Ayers, Secretary of the Board of Directors of the New Hampton Community School District

Section 5. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Superintendent and Board Secretary, upon the advice of the District's Financial Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

PASSED AND APPROVED this 17th day of April, 2017.

Attest: April 17, 2017

Joe Rosonke
Board President

Bob Ayers
Board Secretary

Electronic Bidding Procedures

Electronic facsimile bids must be delivered according to the following procedures:

- 1) A fax number and a telephone number will be provided to potential bidders in the Official Terms of Offering and in the Official Bid Form included in the Official Statement.
- 2) On or before the day bids are to be taken, potential bidders may fax signed Official Bid Forms, without price or coupons, to the fax number included in the Official Statement.
- 3) Prior to the deadline for receiving bids:
 - a. Bidders may fax a completed and signed Official Bid Form to the number provided in the Official Terms of Offering; or
 - b. Bidders by fax or phone may provide the final price and coupons to be inserted in the previously provided signed Official Bid Form; or
 - c. The financial advisor may call potential bidders to request final price and coupons to be inserted in a previously provided signed Official Bid Form.

The financial advisor will note the price and coupon on the signed Official Bid Form if taken by telephone. The name of the bidder representative from whom the price and coupon were taken and the time at which they were taken must be noted on the Official Bid Form.

- 4) The financial advisor will verify the TIC and conformance with Official Terms of Offering.
- 5) Final bids will be sealed, submitted, and publicly opened by the Board's designated representative.
- 6) Subsequent to the receipt of bids, the bidder submitting the best bid will be called by the financial advisor to verify that it submitted the bid, to verify the terms, and to request re offering rates.

The telephone and fax lines at the offices of the School District will be kept open to the extent possible for an hour prior to the sale deadline. The financial advisor must not share non-public bid information of one underwriter with another underwriter or with anyone not officially involved with the bidding process.

Verification of the underwriter submitting the best bid via PARITY® may be relied upon by virtue of PARITY's® requirement of registration prior to submitting a bid.

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF CHICKASAW)

I, the undersigned Secretary of the Board of Directors of the New Hampton Community School District, in the Counties of Chickasaw and Howard, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the School District showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that the meeting and all action was duly and publicly held in accordance with a notice of meeting and a tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-

four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the School District or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand this 17th day of April, 2017.

Secretary of the Board of Directors of the New Hampton Community School District

STATE OF IOWA)
) SS: PUBLICATION CERTIFICATE
COUNTY OF Chickasaw)

I certify that I am the Secretary of the Board of Directors of the New Hampton Community School District in the Counties of Chickasaw and Howard, State of Iowa, and that as Secretary of the Board of Directors and by full authority from the Board of Directors, a NOTICE OF BOND SALE of which the clipping annexed to the publisher's affidavit attached, is in words and figures a correct and complete copy was published at least once, not less than four days nor more than twenty days prior to the date of the sale, in the New Hampton Tribune in New Hampton, Iowa, a legal newspaper published at least once weekly, printed wholly in the English language, published regularly and mailed through the post office of current entry for more than two years and which have had for more than two years a bona fide paid circulation recognized by the postal laws of the United States which is published in the County or a county contiguous to the place of sale, and has a general circulation, and that the Notice was published in the newspaper in all of the issues published and circulated on the following date: April 21, 2017.

Bob Ayers, Secretary of the Board of Directors of the New Hampton Community School District.

Superintendent Jurrens presented an invoice first payment to Facilities Cost Management for the work done up to this point in the amount of \$87,126 for the middle school addition. Director Baltes moved to approve the payment of the invoice to FCGM in the amount of \$87,126. Director Denner seconded the motion. Ayes: Matthews, Schwickerath, Denner, Baltes, and Rosonke. Nays: none.

Superintend Jurrens requested the Board approve the teaching staff for the FY 2018 school year. Director Matthews moved to approve the teaching staff for the FY 2018 school year. Director Denner seconded the motion. Ayes: Schwickerath, Baltes, Denner, Matthews, and Rosonke. Nays: none.

Director Baltes moved to renew membership in the Iowa School Finance Information Services for the FY 2018 school year. Director Matthews seconded the motion. Ayes: Denner, Schwickerath, Matthews, Baltes, and Rosonke. Nays: none.

Director Schwickerath moved to renew membership in the Iowa Association of School Boards for the FY 2018 school year. Director Denner seconded the motion. Ayes: Matthews, Baltes, Denner, Schwickerath, and Rosonke. Nays: none.

Director Denner moved to approve the EOP graduates and the Class of 2017, pending satisfactory completion of credits. Director Schwickerath seconded the motion. Ayes: Baltes, Matthews, Schwickerath, Denner, and Rosonke. Nays: none.

Superintendent Jurrens presented a request from Judy O'Donohoe and OM team members Katie Steinlage, Bailey Kreiner, Lauren Smith, Preston Trower, Conner Knoll, Zach Utley and Mason Lane of the 7th Grade OM Team Qualifying for World Finals at Michigan State University. The World Finals event will run from Wednesday, May 24, 2017 through Sunday, May 27, 2017. The cost of registration per team member is \$575, for a total cost of \$4,025. The team is asking for assistance with this cost from the School Board in the area of something between \$1,000 and \$1,500 and the use of the van. Sally Kreiner was present the Board meeting to answer questions as necessary on behalf of the team. Following discussion, Director Matthews moved to contribute \$1,000.00 of Talented and Gifted funds. Director Baltes seconded the motion. Ayes: Schwickerath, Denner, Baltes, Matthews, and Rosonke. Nays: none.

Superintendent Jurrens presented a quote from FM Controls to update the heating and cooling control system at the 206 West Main Street building for \$40,650.00. Following discussion of the repairs Director Baltes moved to accept the quote for updating the control system. Director Denner seconded the motion. Ayes: Schwickerath, Matthews, Denner, Baltes, and Rosonke. Nays: none.

Director Schwickerath moved to approve student teaching agreement with the University of Northern Iowa. Director Matthews seconded the motion. Ayes: Denner, Baltes, Matthews, Schwickerath, and Rosonke. Nays: none.

Director Matthews moved to approve the support staff contract for FY 2018. Director Schwickerath seconded the motion. Ayes: Baltes, Denner, Schwickerath, Matthews, and Rosonke. Nays: none.

Director Matthews moved accept the Request for Proposal for auditing services from Nolte, Cornman & Johnson, P.C. Director Schwickerath seconded the motion. Ayes: Baltes, Denner, Schwickerath, Matthews, and Rosonke. Nays: none.

Director Denner moved to adjourn at 7:35 pm. Director Matthews seconded the motion. Ayes: Schwickerath, Baltes, Matthews, Denner, and Rosonke. Nays: none.

**Monthly Bills
April 2017
General Fund (10)**

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Able Net Inc.	70.00	Mick Gage Plumbing	237.31
AC Supply	126.63	National Elevator Inspection Services, Inc	195.00
Advanced Systems	60.50	New Hampton Electric	148.20
Amazon	1,983.29	New Hampton Tribune	600.59
American Printing House for the Blind	24.50	Njus, Jodi	102.07
Auditor of State	625.00	Nolte, Cornman & Johnson	4,050.00
Bee Reading	83.00	Northeast Iowa Comm. College	38,298.21
Black Hills Energy	7,966.04	Office World	281.18
Bowlaway Lanes	90.00	Pitney Bowes Inc	405.00
Chickasaw Chassis	160.00	Polashek's Locker Service	165.82
Chickasaw Wellness Complex	500.00	Principal Life Insurance Company	700.67
Circle K Communications	227.60	Putnam Museum and Science Center	653.00
City Laundering Co.	560.42	Quass, Jamie	17.16
City of New Hampton	8,198.97	Quilter's Window	16.91
Crystal Ball Roller Rink	280.00	R & R Welding	252.60
Decorah Community School District	9,583.04	Ricoh USA, INC	199.10
Department of Education	1,040.00	Rieman Music, Inc	50.04
Dollar General Charged Sales	25.10	Russ, James	40.06
Dowd, Leo	12.48	School Specialty	48.50
EBSCO Information Services	256.75	Schueth Ace Hardware	317.52
EMS Detergent Services	190.00	Science Center of Iowa	9.00
Fareway	520.32	Screen Print To Go	20.00
Five Star Cooperative	6,530.27	Shopko Stores Operating Co., LLC	36.88
Follett School Solutions, Inc	139.40	Subway	283.50
Geerts Plumbing & Heating	406.60	Superior Lumber, Inc.	15.95
Hanson Tire Service	237.00	Swisher & Cohrt, P.L.C.	175.00
Hawkeye Community College	1,159.20	Timberline Billing Service LLC	1,241.54
Huber's	85.29	United Parcel Service	39.79
Iowa Reading Association	200.50	Vern Laures Chev-Buick	105.44
Jendro Sanitation Services Inc	804.00	Visa	2,215.57
Keystone Area Education	1,200.00	Wagoner Bros. Repair	3,259.37
Klunder's Kafe	95.84	Waterloo Center for the Arts	10.00
Kwik Star	2,203.10	Wenthold, Gretchen	13.26
MARCO	566.28	West Music Company	12.95
Martin Bros. Distributing	196.29	WEX BANK	359.09
Mattke, Ashley	118.56		
Mercy Medical Center	418.00		
		Fund Total:	101,520.25
	Management (22)		
EMC Insurance Companies	705.94		
	Fund Total:		
	705.94		
	Capital Projects (33)		
Amazon	17,020.69	Grant Wood Education Agency	7,732.95
Midwest Computer Products, Inc	568.00	Marco, Inc.	1,455.89
OXEN	1,117.00		
Terracon Consultants, Inc.	5,175.00		
	Fund Total:	Fund Total:	9,188.84
	23,880.69		

Attest: May 15, 2017

Joe Rosonke
Board President

Bob Ayers
Board Secretary