

## Board Proceedings

The Board of Directors for the New Hampton Community School District met in regular session, Monday, November 21, 2016 in the High School Media Center. President Rosonke called the meeting to order at 6:30 pm with directors Denner, Schwickerath, Matthews, and Baltes, student member Holthaus, Superintendent Jurrens, and Board Secretary Ayers present.

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

Director Matthews moved to approve the consent agenda items: minutes of the October 17, 2016 regular session and the October 12, 2016 work session. Approve the October 2016 monthly financial report, and the November 2016 bill listing. Appoint Cheri Demaray (STAR Mentor). Approve the second reading of Board Policies 900 (Principles and Objectives for Community Relations), 901 (Public Communications), 901.1 (Public Examination of School District Records), 901.2 (Board of Directors and Community Relations), 902 (Press, Radio, and Television News Media), 902.1 (News Media Relations), 902.2 (News Conferences and Interviews), 902.3 (News Releases), 902.4 (Students and the News Media), 902.5 (Employees and the News Media), 902.6 (Live Broadcast or Videotaping), 903 (Other Intra-district Relations), 904 (Public Participation in the School District), 904.1 (School - Community Groups), 904.2 (Community Resource Persons), 904.3 (Visitors to School District Buildings & Sites), and 904.4 (Public Conduct on School Premises). Approve the first reading of Board Policies 904.5 (Distribution of Materials), 904.5R1 (Distribution of Materials Regulation), 905 (Community Activities Involving Students), 905.1 (Transporting Students in Private Vehicles), 905.2 (Advertising and Promotion), 905.3 (Use of School District Facilities & Equipment), 905.3E1 (Community Use of School District Buildings & Sites & Equipment Application Form), 905.3E2 (Community Use of School District Buildings and Sites & Equipment Indemnity and Liability Insurance Agreement), 905.3R1 (Community Use of School District Facilities Regulation & Equipment Regulation), 905.3R2 (Community Use of School District Buildings & Site & Equipment Fees Schedule), and 905.4 (Smoke-Free Environment). Director Baltes seconded the motion. Ayes: Denner, Schwickerath, Baltes, Matthews, and Rosonke. Nays: none.

Director Schwickerath moved to approve the final payment on the purchase of the DOT Building in the amount of \$95,490.00 using capital projects funds. Director Denner seconded the motion. Ayes: Matthews, Baltes, Denner, Schwickerath, and Rosonke. Nays: none.

The Board discussed selling lots from the DOT site. The consensus of the board was to wait until spring to make a decision on the sale of lots.

Superintendent Jurrens presented information on the lunch program that Charles City Schools use. The board instructed Jurrens to continue researching the information on contracted food service companies and include food service director Jodi Cerwinski on the decision making and report to the board.

Superintendent Jurrens informed the board that there are eighty three students involved in large group speech and requested the board approve an additional coach. Following the discussion director Baltes moved to approve an additional coach. Director Denner seconded the motion. Ayes: Matthews, Schwickerath, Denner, Baltes, and Rosonke. Nays: none.

Superintendent Jurrens and Karen Kayser-Kemp presented the district developed service plan for special education instruction delivery to the students. The board discussed the plan and director Baltes moved to approve the plan as presented. Director Matthews seconded the motion. Ayes: Denner, Schwickerath, Matthews, Baltes, and Rosonke. Nays: none.

Jurrens presented information on the way substitutes are acquired. Currently we have one person in the district responsible for doing this. This person works 42.5 hours per week and does a good job. However, as subs continue to get harder to find, this job has become more difficult. We have found a service that will contact subs for us using technology and actual people making phone calls. It will also eliminate our leave forms as that process will go online. Our staff members will be able to do a sub request from home at any time instead of having to wait to get to school and complete a form. This program would not include cooks, custodians, and bus drivers. It would focus on teachers and para-educators. In addition, the cost for this will come from PPEL/SAVE. It costs \$4,000 to set it up and then has an annual cost of \$3,190. I have contacted the person who currently does the sub calling that their hours will be reduced from 42.5 down to 35 hours per week. That savings in hours will pay for the annual costs. Following discussion of the sub calling program director Schwickerath moved to approve the agreement. Director Baltes seconded the motion. Ayes: Matthews, Denner, Baltes, Schwickerath, and Rosonke. Nays: none.

Superintendent Jurrens presented a list of students for approval for early graduation in January. Director Matthews moved to approve Nicol Erickson, Caitlin Pitzenberger, and Quentin Steege pending their completion of all graduation requirements. Director Denner seconded the motion. Ayes: Schwickerath, Baltes, Matthews, Denner, and Rosonke. Nays: none.

Superintendent Jurrens presented information on budget projections and early retirement.

The next board meeting will be Monday, December 19, 2016 at 5:30: pm.

Director Matthews moved to adjourn at 8:28 pm. Director Denner seconded the motion. Ayes: Schwickerath, Baltes, Denner, Matthews, and Rosonke. Nays: none.

**Monthly Bills  
November 2016  
General Fund (10)**

| <u>Vendor Name</u>                         | <u>Amount</u> | <u>Vendor Name</u>                                | <u>Amount</u> |
|--|---------------|---|---------------|
| Activities                                 | 85.00         | Mattke, Ashley                                    | 81.12         |
| Amazon                                     | 3,825.32      | Mayer-Johnson, Inc.                               | 198.00        |
| Black Hills Energy                         | 1,738.15      | Mercy Medical Center                              | 492.00        |
| Bowlaway Lanes                             | 90.00         | Mick Gage Plumbing                                | 407.55        |
| Burgart Tree Service                       | 262.50        | Miller, James                                     | 300.00        |
| Casey's General Store                      | 273.75        | Minnesota Center for Reading Research, University | 99.00         |
| Cedar Falls Community School               | 327.92        | Moss Enterprises                                  | 3,798.82      |
| CEV Multimedia                             | 4,450.00      | NAPA Auto Parts                                   | 95.26         |
| Chickasaw Chassis                          | 80.00         | New Hampton Tribune                               | 183.03        |
| Chickasaw Wellness Complex                 | 500.00        | Office World                                      | 158.87        |
| City Laundering Co.                        | 576.96        | Pete, Heidi                                       | 1,212.12      |
| City of New Hampton                        | 8,582.14      | Phillips Refrigeration                            | 35.00         |
| Crystal Ball Roller Rink                   | 285.00        | Plank Road Publishing                             | 45.35         |
| Decorah Community School District          | 27,009.24     | Principal Life Insurance Company                  | 700.67        |
| Department of Education                    | 40.00         | Quass, Jamie                                      | 17.16         |
| Edgenuity Inc;                             | 12,000.00     | Rasing, Ken                                       | 140.00        |
| Fareway                                    | 384.00        | Ricoh USA, INC                                    | 535.31        |
| Five Star Cooperative                      | 6,481.45      | Rieman Music, Inc                                 | 108.05        |
| Follett School Solutions, Inc              | 89.92         | Robinson Telecommunications                       | 240.00        |
| Grainger                                   | 96.95         | Russ, James                                       | 189.28        |
| Hanson Tire Service                        | 21.00         | Sandy's Sign Shop                                 | 115.00        |
| Hawkeye Alarm & Signal Co                  | 255.00        | Schluetter Body Shop                              | 125.00        |
| Hawkeye Community College                  | 604.60        | Schmitt, April                                    | 60.00         |
| Holiday Inn Des Moines-Airport/Conf Center | 212.80        | School Administrators of Iowa                     | 500.00        |
| Iowa Assoc. of School Boards               | 1,915.00      | School Specialty                                  | 905.37        |
| Iowa Department of Human Services          | 5,636.21      | Schueth Ace Hardware                              | 188.43        |
| Ipsen, Bill                                | 49.10         | Stanton Electric                                  | 731.07        |
| ITEC Conference, The                       | 515.00        | Subway  | 630.00        |
| J.W. Pepper & Son Inc.                     | 82.00         | Sunset Theatre                                    | 57.00         |
| Jendro Sanitation Services Inc             | 804.00        | Timberline Billing Service LLC                    | 380.98        |
| John Deere Financial                       | 129.98        | Turkey Valley Community School                    | 792.42        |
| K & W Motors                               | 2,921.82      | United States Cellular                            | 71.47         |
| Keystone Area Education                    | 459.00        | Vern Laures Chev-Buick                            | 109.90        |
| Kwik Star                                  | 1,577.95      | Vernier Software                                  | 62.76         |
| L & R Manufacturing, LLC                   | 120.27        | Visa  | 1,832.82      |
| Lakeshore Learning Materials               | 388.70        | Wagoner Bros. Repair                              | 2,734.98      |
| Lessin Supply Co.                          | 13.25         | West Music Company                                | 471.42        |
| Lynch Dallas, P.C.                         | 87.50         | WEX BANK  | 365.63        |
| MARCO                                      | 425.06        | Kirstin Widell                                    | 27.98         |
| Mason City Comm. School                    | 252.00        | Windstream  | 2,094.24      |

**Fund Total: 104,941.60**

| <b>Capital Projects (33)</b> |                              |                             | <b>Management (22)</b> |                  |
|------------------------------|------------------------------|-----------------------------|------------------------|------------------|
| Amazon                       | 4,199.26                     | Community Insurance of Iowa |                        | 12,009.00        |
| Heartland Technologies       | 2,083.00                     |                             | <b>Fund Total:</b>     | <b>12,009.00</b> |
| Peoples Company Trust        | 10,610.00                    |                             |                        |                  |
| School Specialty             | 1,349.00                     |                             | <b>PPEL (36)</b>       |                  |
| Turkey Valley Schools        | 2,645.18                     | Marco, Inc.                 |                        | 1,209.09         |
|                              |                              |                             | <b>Fund Total:</b>     | <b>1,209.09</b>  |
|                              | <b>Fund Total: 20,886.44</b> |                             |                        |                  |

Attest: December 19, 2016

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Joe Rosonke  
Board President

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Bob Ayers  
Board Secretary