

REGULAR SESSION
Monday, May 11, 2020

The Board of Education met in regular session in the MS/HS Library. President Joely Swenson called the meeting to order at 6:00 p.m. with the following members present: Dave Gordon and Jay Moline. Leigh Miller and Meryl Scarrow were present via teleconferencing. Also present: Superintendent Ken Howard, Board Secretary Janet Greufe and Director of Technology Loyal Winborn. Secondary Principal Scott Dryer was present via teleconference. Staci Winborn was also present. Loyal Winborn left at 6:45 p.m.

The meeting was available live through YouTube.

APPROVE AGENDA: Motion by Gordon, second by Moline to approve the agenda. Motion carried unanimously.

RECOGNITION AND PRESENTATION OF IASB CERTIFICATES TO THE SOUTH HAMILTON DIRECTORS: In commemoration of National School Board Appreciation Month, Superintendent Howard presented certificates and thanked the Board for their service to the district.

PUBLIC FORUM/VISITORS: None.

APPROVE CONSENT AGENDA: Motion by Moline, second by Gordon to approve the consent agenda consisting of the following items:

- Approval of Minutes of the April 13, 2020 Regular Session, April 21, 2020 Special Session and April 30, 2020 Special Session.
- Approval of financial reports for April
 - Operating Fund
 - Gross Salary 433,533.69 Medicare 6,051.10
 - Disability Insurance 753.79 FICA 25,873.48
 - Health Insurance 50,672.70 IPERS 40,925.59
 - Total Payroll 557,810.35
- Approval of Flexible Benefit reimbursements for April for \$1,497.03
- Approval of bills from all funds for May
- Approval of Debt Service Payment for \$524,868.75 – Series 2016 GO Bonds
- Approval of Debt Service Payment for \$190,881.25 – Series 2017 PPEL Loan Notes
- Approval of Debt Service Escrow Payment for \$215,000 – Series 2016 GO Bonds
- Approval of 2020-21 Memberships to Iowa School Finance Information Services (ISFIS) and Iowa Association of School Boards (IASB)
- Open Enrollments:

<u>Student(s)</u>	<u>Grade</u>	<u>Parent(s)</u>	<u>From</u>	<u>To</u>	<u>Year</u>
Addilyn Schaa	1	Dan/Shelby Schaa	Webster City	South Hamilton	2020-21
Isabelle Schaa	K	Dan/Shelby Schaa	Webster City	South Hamilton	2020-21

Motion carried unanimously.

BOARD LEARNING SESSION: Overview of the district’s para-educators’ professional development training through Prairie Lakes Area Education Agency.

DIRECTOR OF TECHNOLOGY: Loyal Winborn reported computer purchases are on a three-year cycle and this is the year for teacher computers to be purchased.

ACTIVITIES DIRECTOR: Todd Coy submitted a written report that included summer sports update; the district's weight room and gyms remain closed; athletic fields have been aerated, sprayed and fertilized; thanked South High Pride for funding to rebuild the baseball pitcher's mound and home plate area; all returning letter winners will receive an athletic letter for the spring sport; and all seniors that have participated in the sport in the past will receive an athletic letter.

DIRECTOR OF TRANSPORTATION: No report submitted.

DIRECTOR OF BUILDINGS & GROUNDS: No report submitted.

ELEMENTARY PRINCIPAL: No report submitted.

SECONDARY PRINCIPAL: Scott Dryer reported on the senior award program and graduation ceremony plans; thanked Mr. Coy and Mr. Owen for preparing the stage, Mr. Winborn for setting up the technology, Angela Hewitt for agreeing to be the official photographer and the custodians for sprucing-up the grounds for the ceremony; and explained the 4th quarter/2nd semester grading plan options for middle school/high school students.

SUPERINTENDENT: Ken Howard explained preschool transportation refunds to parents/guardians that prepaid; the refund plan for second semester milk tickets; and shared the March/April Grab'N'Go meal numbers. Mrs. Greufe discussed the eligible expenses for the CARES Act Grant funding – the district will receive \$51,198 for expenses incurred due to the coronavirus pandemic.

SECOND/FINAL READING BOARD POLICIES OF POLICY PRIMER UPDATES: Motion by Gordon, second by Moline to approve the final reading of the following board policies: 203 – Board of Directors' Conflict of Interest, 204 Code of Ethics, 206.2 Vice President; 213 Public Participation in Board Meetings; 213.1 Public Complaints; Rescind 213.1R1 General Complaints by Citizens, 307 Communication Channels, 401.6 Limitations to Employment References, 401.7 Employee Travel Compensation, 401.10 Credit and Procurement Cards, 401.12 Employee Use of Cell Phones, 401.12R1 Employee Use of Cell Phones Regulation, Rescind 402.5 Public Complaints about Employees, 501.5 Attendance Center Assignment, 505.5 Graduation Requirements, 603.1 Basic Instruction Program, 707.5 Internal Controls, 707.5R1 Internal Controls Procedure, 905.1 Community Use of School District Facilities & Equipment. Motion carried unanimously.

2020-2021 SCHOOL CALENDAR/EDUCATIONAL DELIVERY PROCESS: School districts will be required to submit a Return-To-Learn Plan to the Iowa Department of Education by July 1, 2020 which may include starting classes before August 24th. How learning will be offered in the fall will depend on the recommendations from the Centers for Disease Control & Prevention (CDC), state public health department, and Governor Reynolds. The starting date for staff members returning in the fall is yet to be determined and will be noted as such on their employment contract for 2020-2021.

UNSPENT AUTHORIZED BUDGET UPDATE: Projections indicate a negative unspent authorized budget balance at the end of 2019-2020 school year. Due to an increase in budget enrollment and a decrease in staff and other expenses projections indicate a positive unspent authorized budget balance at the end of 2020-2021. SBRC requires a positive unspent balance at the end of the district's two-year reduction plan – 2020-2021 will be the district's second year of the submitted plan.

APPROVE GRADUATING CLASS OF 2020: Motion by Gordon, second by Miller to approve the 58 graduates in the Class of 2020 pending completion of all graduation requirements. Motion carried unanimously. Commencement is Sunday, May 17, 2020 at 2:00 p.m.

2020 SPRING/SUMMER COACHES CONTRACT PAYOUT: Motion by Scarrow, second by Miller to approve paying the 2020 spring and summer coaching contracts in their entirety. Motion carried unanimously.

RATIFY 2020-2021 MASTER CONTRACT AGREEMENT WITH SOUTH HAMILTON EDUCATION ASSOCIATION (SHEA): Motion by Moline, second by Miller to ratify the 2020-2021 Master Contract Agreement with SHEA as follows: no increase to the BA 0 base wage; return to 4% step indices on Salary Schedule 12A; employees will remain on the same step and lane placement in 2020-21 as in 2019-20 for Schedule 12A and Schedule 12B; cover single medical insurance premium increase; and remove all permissive and illegal topics of bargaining with the exception of retaining salary Schedule 12A and Salary Schedule 12B for a package cost of \$28,752 or 0.65% increase. Motion carried unanimously.

2020-2021 CLASSIFIED STAFF/ADMINISTRATION WAGE/SALARY INCREASE: Motion by Gordon, second by Miller to approve a salary/wage freeze for all classified staff and administration, and approve the appropriate medical insurance premium increase. Motion carried unanimously.

ISSUANCE OF 2020-2021 EMPLOYEE CONTRACTS: Motion by Scarrow, second by Miller to issue 2020-2021 employee contracts as listed in the board packet. Motion carried unanimously.

HAWKEYE CLEANING SERVICE CONTRACT RENEWAL: Discussion was held as to the advantages/disadvantages to continuing the cleaning service contract with Hawkeye Cleaning Service, Fort Dodge. Motion by Gordon, second by Moline to discontinue the contract with Hawkeye Cleaning Service, Fort Dodge for future service. Motion carried unanimously.

FIRST READING BOARD POLICIES OF POLICY PRIMER UPDATES: Motion by Miller, second by Scarrow to approve the first reading of the following board policies: 105 Assistance Animals, 202.3 Term of Office, 606.3 Animals in the Classroom, 804.2 District Emergency Operations Plans, Rescind 804.2 Warning System and Emergency Plans, Rescind 804.3 Bomb Threats. Motion carried unanimously.

PERSONNEL: *Resignations:* Motion by Moline, second by Gordon to accept the resignation from Landon Quam as the 2020 Junior High Baseball Coach. Motion carried unanimously. Motion by Gordon, second by Moline to accept the resignation from Emily Bochmann as the Boys Cross Country Head Coach. Motion carried unanimously. *New Hire:* Motion by Gordon, second by Miller to approve the hire of Kayla Schaufenbuel as 1.0 FTE Math Teacher and Head Volleyball Coach. Motion carried unanimously. *Transfer:* Motion by Moline, second by Gordon to approve the transfer of Leah Consier from 5th grade teacher to 2nd grade teacher. Motion carried unanimously.

ADDITIONAL ANNOUNCEMENTS/CONCERNS: President Swenson stated concerns with any teacher not teaching a full-load during the 2020-21 school year will cause the teaching contract to be considered null and void.

REVIEW BOARD "TALKING POINTS" FOR PUBLIC and COLLEGIAL DOCUMENTATION OF BOARD/SUPERINTENDENT GOAL PROGRESS INDICATORS: The Board reviewed the meeting and highlighted indicators that demonstrated measurable progress toward established Board/Superintendent Goals. Superintendent Howard will record the indicators.

ADJOURN: President Swenson declared the meeting adjourned at 6:55 p.m.

Joely Swenson
President, Board of Directors

Janet Greufe
Secretary, Board of Directors