

REGULAR BOARD MEETING

**North Polk Community School District
Regular Board Meeting, Thursday, July 18, 2019, at 6:00 p.m.**

BOARD MEMBERS PRESENT

**Joe Heintz, President presiding
Dave Potter
Keith Bormann-arrived @ 6:01 p.m.
James Hill
Diane Lackore**

SUPERVISORS PRESENT

**Dan Mart, Superintendent
Janet Hartwig, Acting Board Secretary
Seth Poldberg, High School Principal
Jon Richards, Middle School Principal
Morgan Miller, Central Elementary Principal
Mary Jane Stites, Director of Special Programs
Rob Sinclair, Director of Activities
June Carstensen, Director of Building & Grounds
Scott Growdon, Director of Technology
Mike Pearson, Director of Transportation**

VISITORS

Ryan Toney, Kay Ferin, Jason Morse and Brigett DeVoss

CALL TO ORDER

The meeting was called to order by President Heintz at 6:00 p.m.

Moved by Diane Lackore, seconded by Dave Potter, it was RESOLVED:

ADOPTION OF MEETING AGENDA

To approve the agenda as presented.

**Aye: Heintz, Potter, Hill, Lackore
Nay: None**

Moved by Dave Potter, seconded by James Hill, it was RESOLVED:

APPROVE BOARD MINUTES

To approve the minutes of the June 20th, 2019 regular board meeting, June 26th and July 2nd, 2019 special board meetings as presented.

APPROVE PAYMENT OF MONTHLY BILLS & FINANCIALS

To approve payment of the July 2019 bills and the June financials as presented.

ACCEPT STAFF RESIGNATIONS/APPROVE STAFF APPOINTMENTS

To accept the following resignations:

- 1. Katherine Bates – Food Service**
- 2. Melanie Hill – 4th Grade Teacher @West**

To approve the following appointments:

- 1. Morgan Block – West Elementary Special Education Teacher**
- 2. Barb Burrack – bus driver**
- 3. Katie Chrichton – Assistant HS Volleyball Coach**
- 4. Zachary Howell – MS Play Director**
- 5. Taylor McCombs – HS Assistant Dance**
- 6. Rob Sinclair – High School Assistant Principal**
- 7. Sophie Stargel – West Kindergarten Teacher**
- 8. Tia Stubbs – increase to 1.0 FTE (share with MS for exploratories)**

9. Emily Young – MS Student Council

To approve Separation Agreement – Lisa Lehms

To approve Administrator Vacation Payout – Cynthia Phillips

**APPROVE AUGUST
ACTIVITIES CALENDAR**

To approve the August activities calendar as presented and authorize advance payment for related dues or fees.

**APPROVE
VENDOR/PARTNERSHIP
AGREEMENTS**

Moved by Diane Lackore, seconded by Keith Bormann, it was RESOLVED:

To approve the following vendor/partnership agreements:

- 1. Ankeny**
 - a. Share Ag Classes (Ag Mechanics and Ag Business) Ankeny Student will attend class at North Polk.**
- 2. Ballard CSD**
 - a. Shared Director of Special Programs-FT for one year 2019-2020**
 - b. Shared FCS Teacher**
- 3. Bondurant-Farrar CSD**
 - a. Shared Communications Director**
- 4. Child serve**
 - a. Skilled nursing contract for student**
- 5. Graphic Edge - Tabled**
- 6. Pepsi**
- 7. Polk County Early Childhood agreement**
- 8. Specialty Underwriters-breakdown insurance**
- 9. Stew Hansen-mini van**

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

**PUBLIC COMMENTS/
COMMUNICATIONS**

P & M Apparel Presentation – Ryan Toney and Kay Ferrin

ADMINISTRATOR’S REPORTS

Written reports from Poldberg, Richards, Miller, Allison, Van Cleave, Stites, Sinclair, Carstensen, Hartgers, Growdon and Pearson were accepted as presented.

Mr. Poldberg, High School Principal, thanked everyone for this great opportunity here at North Polk and is very excited to get started with his new staff.

Mr. Richards, Middle School Principal, welcomed Mr. Ben Wolf to his team and they are working hard with building goals, along with roles and responsibilities, as they approach the new school year.

Mr. Miller, Central Elementary Principal, thanked the custodial staff for their hard work in his building. Also shared that the enrollment in his building

changes daily and is excited to start the new school year.

Mrs. Stites, Director of Special Programs, is excited to have new administrators on board this year and will continue to work with staffing needs at the MS/HS.

Mr. Sinclair, Activities Director, shared about the Baseball and Softball seasons. Both have had fantastic seasons with Baseball still going. Go Comets!

Mrs. Carstensen, Director of Building and Grounds, shared about how excited she is for this new position. The buildings are looking great.

SUPERVISOR'S REPORTS

Mr. Growdon, Director of Technology, presented a comprehensive 4 year technology plan and budget.

Mr. Pearson, Director of Transportation, shared about a conference he just attended; seatbelts on a bus will be in the future for safety purposes.

Moved by Diane Lackore, seconded by James Hill, it was **RESOLVED**:

APPROVE NEW BUSINESS

Designate Superintendent to Approve Contracts and Agreements

1. Special Education contracts for students not attending North Polk
2. Student Teaching/Practicum agreements
3. Contracts related to the senior class trip, DJ services, and Jr/Sr Prom
4. Curricular orders due to additional class sections or increase course enrollment that exceed \$5000.
5. Gold Assessments for Preschool

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

Moved by Keith Bormann, seconded by Dave Potter, it was **RESOLVED**:

Mandatory Program Coordinators

1. Civil Rights Coordinator (affirmative action, equity, Title IX, Title VI, and Title II)-Mary Jane Stites
2. Homeless & Migrant Coordinator- Mary Jane Stites
3. Level I Investigator, Maranda Van Cleave; alternate, Morgan Miller

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

Moved by James Hill, seconded by Diane Lackore, it was **RESOLVED**:

Handbooks

1. **Activities – Added Overlapping Practices & Events, Academic & Attendance Policy, changed 6:00 p.m. practices in May to the 1st Wednesday. The AD will facilitate the discussion between coaches. Tabled Dual Sports**
2. **Middle School**

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

City of Polk City update

1. **Mayor Morse & Bridget De Voss spoke to the Board regarding the upcoming RVTV event. This will be on September 9th and the City would like North Polk School to participate.**

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

**CLOSED SESSION – IOWA
CODE 21.5(1)(j) REAL ESTATE**

Moved by Dave Potter, seconded by James Hill, it was RESOLVED:

To enter into closed session at 7:53 p.m. to discuss real estate per Iowa Code 21.5(1)(j).

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

Move by Dave Potter, seconded by Keith Bormann, it was RESOLVED:

Exited closed session at 8:39 p.m.

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

Moved by James Hill, seconded by Diane Lackore, it was RESOLVED:

Board Policy Review/Updates

1. **Reviewed 100 & 400 Series**
2. **First Reading of Policy 401.12 Employee Cell Phone Use**

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

Moved by Diane Lackore, seconded by James Hill, it was RESOLVED:

Instrument Purchases (\$14,850) - PPEL

1. **Marching Bass Drum-\$750**
2. **Bass Clarinet-\$1,750**
3. **Vibes-\$3,450**
4. **Percussion Frames-\$8,900**

Aye: Heintz, Potter, Bormann, Hill, Lackore
Nay: None

Moved by Diane Lackore, seconded by Keith Bormann, it was RESOLVED:

Technology Purchases - SAVE

- 1. Acer Chromebook Spin 11 (450) - \$159,750.00**
- 2. Inspiron Chromebook 14I (50) - \$23,750.00**
- 3. AirTame 2 w/PoE (27) - \$12,420.00**
- 4. AMP-HDTR62 (24) – \$8,520.00**
- 5. Additional Carts (14) - \$12,250.00**
- 6. OptiPlex 5060 Micro (28) - \$17,914.12**
- 7. HP 23.8” FHD IPS Monitor (28) - \$3,359.44**

Aye: Heintz, Potter, Bormann, Hill, Lackore
Nay: None

Moved by Dave Potter, seconded by Diane Lackore, it was RESOLVED:

Polk County Multi-Jurisdictional Local Hazard Mitigation Plan

- 1. Approve North Polk as part of this plan to be eligible for federal emergency funds if ever needed.**

Aye: Heintz, Potter, Bormann, Hill, Lackore
Nay: None

COMMENTS

Board Comments: After careful consideration, The Board believes now is not the time to enter into a sole vendor agreement for clothing.

ADJOURNMENT

Moved by Keith Bormann, seconded by James Hill, it was RESOLVED:

To adjourn the meeting at 9:14 p.m.

Aye: Heintz, Potter, Bormann, Hill, Lackore
Nay: None

Joe Heintz, President
North Polk Community School District

Janet Hartwig, Acting Board Secretary
North Polk Community School District

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