

REGULAR BOARD MEETING North Polk Community School District Regular Board Meeting, Thursday, October 17, 2019, at 6:00 p.m.

BOARD MEMBERS PRESENT Joe Heintz, President presiding
Dave Potter
Keith Bormann
James Hill
Diane Lackore

SUPERVISORS PRESENT Dan Mart, Superintendent
Janet Hartwig, Acting Board Secretary
Seth Poldberg, High School Principal
Morgan Miller, Central Elementary Principal
Maranda Van Cleave, Director of Teaching and Learning
June Carstensen, Director of Building & Grounds
Scott Growdon, Director of Technology
Mike Pearson, Director of Transportation

VISITORS Sarah Aspengren, Travis Davis, Kristen Newell and Mary Schmelzer

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

ADOPTION OF MEETING AGENDA Moved by Dave Potter, seconded by Diane Lackore, it was **RESOLVED:**
To approve the agenda as presented.
Aye: Heintz, Potter, Hill, Lackore, Bormann
Nay: None

APPROVE BOARD MINUTES Moved by Diane Lackore, seconded by Dave Potter, it was **RESOLVED:**
To approve the minutes of the September 19th, 2019 regular board meeting, September 4th & 19th special board meetings as presented.

APPROVE PAYMENT OF MONTHLY BILLS & FINANCIALS To approve payment of the October 2019 bills and the September financials as presented.

ACCEPT STAFF RESIGNATIONS/APPROVE STAFF APPOINTMENTS To approve the following resignations:
1. Stephanie Franklin – West Sp Ed Associate
To approve the following appointments:
1. Sarah Aspengren – Board Secretary
2. Kelly Blaylock – Central Sp Ed Associate
3. Ryan Halterman – 7th grade girls basketball coach
4. Wendy Hicklin – West Sp Ed Associate
5. Pat Hoppenworth – van driver
To approve the District Administrative Assistant/Board Secretary job description.

**APPROVE NOVEMBER
ACTIVITIES CALENDAR**

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

**APPROVE
VENDOR/PARTNERSHIP
AGREEMENTS**

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

To approve the following vendor/partnership agreements:

1. Beautiful Beginnings Preschool Annual Agreement
2. City of Polk City
 - a. Agreement for fencing around intakes in the playground area.
3. Landscapes by Design
 - a. Trees for West (SAVE funds)
4. OPN – Architect services agreement
5. SilverStone Group – GASB 75 services
6. Star Equipment, LTD – Drop Deck Hydraulic Trailer (SAVE funds-B/G budget)
7. Total Quality – Snow Removal Contract
8. Walsh Door - Re-key Central Elementary (SAVE funds-B/G budget)

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

APPROVE BOARD SECRETARY

President Heintz Administered the Oath of Office to Sarah Aspengren.

**PUBLIC
COMMENTS/COMMUNICATIONS**

Diane Lackore thanked the Superintendent and Administrators for the high level of academic achievement while remaining fiscally responsible.

ADMINISTRATOR’S REPORTS

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

Mr. Poldberg, High School Principal, shared progress monitoring reported very strong data sets and ALICE drill was successfully conducted this past week.

Mr. Miller, Central Elementary Principal, shared how proud he is about the relationships that have been developed and the collaboration within the building.

Mrs. Van Cleave, Director of Teaching and Learning, shared about the collaboration cycle and teams. Next week North Polk will be taking 142 staff to the PLC conference for Professional Learning.

SUPERVISOR’S REPORTS

Mrs. Carstensen, Director of Building and Grounds, shared that she will be planting trees at West Elementary and she is planning ahead for the winter months.

Mr. Growdon, Director of Technology, shared that they will be busy with installing speakers in the middle school.

Mr. Pearson, Director of Transportation, shared that his department is fully operational.

APPROVE NEW BUSINESS

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

8th grade Music Trip – Annual trip to Kansas City on Saturday, April 27th 2020.

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

POLICY UPDATES/FIRST AND FINAL READINGS

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

Board Policy Updates

Final Readings: (updated due to legislation changes)

- a. 203 Board of Directors Conflict of Interest
- b. 210.6 Quorum
- c. 211 Open Meetings
- d. 501.5 Attendance Center Assignment
- e. 505.5 Graduation Requirements
- f. 711.7 School Bus Safety Instruction
- g. 711.10 School Bus Passenger Restraints

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

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

Final Readings: (present policy had these positions combined)

- a. 206.3 Secretary
- b. 206.4 Treasurer

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

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

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

To enter into closed session at 6:48 p.m. to discuss real estate per Iowa Code 21.5(1)(j).

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

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

Exited closed session at 7:28 p.m.

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

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

**CLOSED SESSION – IOWA CODE
21.5(1)(i) SUPERINTENDENT
EVALUATION**

**To enter into closed session at 7:32 p.m. to discuss superintendent's
evaluation per Iowa Code 21.5(1)(i).**

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

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

Exited closed session at 10:07 p.m.

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

COMMENTS

Board Comments:

ADJOURNMENT

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

To adjourn the meeting at 10:08 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

It is the policy of the North Polk Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices.