

**REGULAR BOARD MEETING**

**North Polk Community School District  
Regular Board Meeting, Thursday, November 15, 2018, 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  
Lisa Lehms, Board Secretary  
Mary Jane Stites, Director of Special Programs  
Rob Sinclair, Director of Activities  
Randy Carroll, Director of Buildings and Grounds  
Scott Growdon, Director of Technology  
Mike Pearson, Director of Transportation**

**VISITORS**

**Janie Walter, Dilynn Adams, Taylor Adams, Taylor Albaugh, Dillon Hanlan, Brennan Gering, Ben Potter, Jessica Hebert, Taylor Currie**

**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 James Hill, it was RESOLVED:**

**To approve the agenda as presented.**

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

**EDUCATION SPOTLIGHT**

**North Polk FFA members shared about their weeklong experiences at the National FFA Convention. They talked about the Blue Room (different booths with new technology), they toured a Dairy and Pig farm, attended competitions that included Parliamentary procedures and attended a Garth Brooks concert. The students really appreciated the opportunity to attend the National Convention and thanked the board for allowing them that opportunity.**

**APPROVE BOARD MINUTES**

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

**To approve the minutes of the October 18, 2018 regular board meeting as presented.**

**APPROVE PAYMENT OF MONTHLY BILLS & FINANCIALS**

**To approve payment of the November 2018 bills and the October financials as presented.**

**ACCEPT STAFF RESIGNATIONS/APPROVE STAFF APPOINTMENTS**

**To approve the following resignations:**

- 1. Ann Bonewitz - .5 FTE Assistant Girls Soccer**
- 2. Jennifer Crespo – Foodservice**
- 3. Dean Lansman – Assistant HS Football Coach**
- 4. Laura Sarchet – West Special Education Associate**
- 5. Mary Schmelzer - .5 FTE HS Musical Assistant**
- 6. Amy Smock - Foodservice**

**To approve the following appointments:**

- 1. Tammy Berkenbosch – Central Special Education Associate**

2. Natalie Kalvik - .5 Assistant HS Musical
3. Greg Ostrander – HS Assistant Wrestling Coach
4. Destiny Rommel – Volunteer HS Wrestling Cheer Coach
5. Laura Thieben - .5 Assistant HS Musical

**APPROVE DECEMBER  
ACTIVITIES CALENDAR**

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

**APPROVE  
VENDOR/PARTNERSHIP  
AGREEMENTS**

To approve the following vendor/partnership agreements:

1. Dell – Server upgrades and district office machine upgrades(\$60,440.62)
2. E-Rate First – Erate filing service (\$3,750.00)
3. GTG – Substantial Completion of Bus Barn Project
4. Iowa Department of Human Services – Foster Care Services
5. Lifeworks – School based mental health services
6. Music Theatre International – HS Musical Contract (\$1,735.00)
7. Yellow Folder – scanning of personnel, student and administrative records (\$11,248.50 General Fund)

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

**PUBLIC COMMENTS/  
COMMUNICATIONS**

Reviewed ACT Summary report

**SUPERVISOR'S REPORTS**

Written reports from Phillips, Richards, Miller, Mills, Stites, Sinclair, Carroll, Growdon, Reeves and Pearson were accepted as presented.

Mr. Sinclair, Activities Director, shared about increase in number of wrestlers (now have 35) and he has been attending the Raccoon River Conference meetings and shared some differences between HOIAC and Raccoon River Conferences.

Mr. Carroll, Director of Building & Grounds, clarified the Total Quality snow removal contract.

Mr. Growdon, Director of Technology, shared about new servers and projector project. Also explained the Erate program, Dell quote and ISU student internship program.

Mr. Pearson, Director of Transportation, suggested we purchase a new gas bus. He will provide a quote for the December meeting. Also shared about submitting a grant for destroying an old bus. The grant is \$20,000.00 and it is awarded by lottery.

Mrs. Hebert, FFA Advisor, shared about fundraisers and upcoming service projects. She also thanked the board for allowing the FFA members the opportunity to attend the National FFA Convention. She also discussed conflicts with the State FFA Convention and Senior Trip with the Board.

**APPROVE SBRC REQUEST  
FOR ALLOWABLE GROWTH  
INCREASING ENROLLMENT  
AND ELL INSTRUCTION  
BEYOND 5 YEARS**

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

To approve SBRC request for Allowable Growth for FY 18 increasing enrollment (\$293,689.60) and ELL instruction beyond 5 years (\$1,481.92).

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

**BOARD POLICY UPDATES**

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

To approve the second and final readings of the following Board Policies:

1. 502.3 Student Expression
2. 604.6 Instruction at a Post-Secondary Institution
3. 712 Technology and Data Security
4. 712R1 Security Requirements of Third-Party Vendors Regulation
5. 804.2 District Emergency Operations Plans

Item #4 - Keith Bormann will provide requirements to pre-qualify contractors and safety expectations.

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

**COMMENTS**

Superintendent – Dr. Mart attended IASB Convention and shared about several topics of interest, which included new testing, technology, artificial intelligence and virtual technology. He also shared that Luana Savings Bank branch in Polk City has moved into their new building.

Business Manager – Mrs. Lehms shared about Fall Conference, new ESSA and facilities coding, received the draft copy of the audit and working on new financial reporting.

Board of Directors – Keith Bormann shared about attending the IASB Convention. Some items included social media tips & tricks, communications & evaluations. The next Work Session will be on Wednesday, December 5, 2018, at 6:00 p.m. at West Elementary Conference Room. Topic of work session will be Supplemental Pay and Contracts.

**ADJOURNMENT**

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

To adjourn the meeting at 7:46 p.m.

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

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Joe Heintz, President  
North Polk Community School District

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Lisa Lehms, Board Secretary  
North Polk Community School District

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