

**REGULAR BOARD MEETING**

**North Polk Community School District  
Regular Board Meeting, Tuesday, March 26, 2019, at 6:00 p.m.**

**BOARD MEMBERS PRESENT**

**Joe Heintz, President presiding  
Dave Potter  
Keith Bormann  
James Hill  
Diane Lackore (Arrived @ 6:10 p.m.)**

**SUPERVISORS PRESENT**

**Dan Mart, Superintendent  
Janet Hartwig, Acting Board Secretary  
Cynthia Phillips, High School Principal  
Morgan Miller, Central Elementary Principal  
Ann Mills, West Elementary Principal  
Maranda Van Cleave, Director of Teaching and Learning  
Mary Jane Stites, Director of Special Programs  
Rob Sinclair, Director of Activities  
Randy Carroll, Director of Grounds & Maintenance  
Scott Growdon, Director of Technology  
Jeff Reeves, Director of Food Service  
Mike Pearson, Director of Transportation**

**VISITORS**

**Cory Allison, David Johnson, Julie Stewart, Bob Brownell**

**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 Keith Bormann, it was RESOLVED:**

**To approve the agenda as presented.**

**Aye: Heintz, Potter, Bormann, Hill**

**Nay: None**

**POLK COUNTY SUPERVISORS PRESENTATION**

**Polk County Supervisor Bob Brownell and Julie Stewart from Prairie Meadows presented a check for \$22,212.94 from Prairie Meadows proceeds.**

**PUBLIC HEARING – FLEXIBILITY ACCOUNT**

**Public hearing was held regarding excess funds from the FY19 Home School Assistance Program to be transferred to the flexibility account. It has been certified that the statutory requirements for Homes School Assistance Program have been met. No public comments or questions. Public hearing closed at 6:04 p.m.**

**APPROVE BOARD MINUTES**

**To approve the minutes of the February 20, 2019 work session, February 21, 2019 regular board meeting, and March 5, 2019 special board meeting as presented.**

**APPROVE PAYMENT OF MONTHLY BILLS & FINANCIALS**

**To approve payment of the March 2019 bills and the February financials as presented.**

**ACCEPT STAFF RESIGNATIONS/APPROVE STAFF APPOINTMENTS**

**To accept the following resignations:**

- 1. Heather Groh –West Academic Interventionist**
- 2. Laura Thieben – Middle School Vocal Teacher**

To approve the following appointments:

1. Dustin Christensen – MS Baseball Coach
2. Kristina McKinzie – Central Special Education Paraeducator
3. Meredith Rumohr – 5<sup>th</sup> Grade Teacher
4. Sarah Skillern – Food Service

**APPROVE APRIL ACTIVITIES  
CALENDAR**

To approve the April 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. Big Tray Oven (\$15,156.00 Nutrition Fund)
2. Center Pointe Energy
3. Control Systems Specialists – upgrade system software to HTML (\$29,686.87)
4. E-Rate Contracts
5. Furniture & Equipment – bookshelves for six new classrooms at West (\$14,194.08 SAVE Fund)
6. Old Creamery Theatre - \$650.00
7. Sanford Harmony – Free curriculum to supplement curriculum currently taught to students. This is social emotional curriculum. In addition to the curriculum kits, Sanford Harmony will provide free trainings.
8. Storey Kenworthy – desks, credenzas, cabinets, tables & chairs for Transportation Office & Drivers’ room (\$15,556.43 SAVE Fund)
9. UMB- Notice of Agreement (Bankers Trust merger)

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

Aye: Heintz, Potter, Bormann, Hill, Lackore

Nay: None

**PUBLIC COMMENTS/  
COMMUNICATIONS**

2017-18 Graduation Rate, All State Speech, Europe Trip

**ADMINISTRATOR’S REPORTS**

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

Mrs. Phillips, High School Principal, shared about Early Warning System (EWS). The data from EWS will alert staff if a student falls into an at-risk category. Iowa Assessment testing will be during the week of April 15<sup>th</sup>.

Mr. Miller, Central Elementary Principal, shared about speaking to a panel of students at Iowa State University. Central has a lot of exciting Spring events coming up.

Mrs. Mills, West Elementary Principal, shared about parent teacher conferences. West had a 98% attendance with strong work samples from students.

Mrs. Van Cleave, Director of Teaching and Learning, shared about Iowa Assessments materials. Planning for summer and next year is in progress.

**Mrs. Stites, Director of Special Programs, shared about the Early Warning System (EWS) Audit. She will work with each Administrator on processes to utilize EWS in their respective buildings.**

**Mr. Sinclair, Activities Director, shared about hiring new coaches. He is thankful for an additional staff person being added.**

**SUPERVISOR'S REPORTS**

**Mr. Carroll, Director of Building and Grounds, shared about preparing for spring.**

**Mr. Reeves, Director of Food Service, shared his newest hire is a high school student and is a great fit.**

**Mr. Pearson, Director of Transportation, shared about The Environmental Protection Agency (EPA) awarded North Polk a \$20,000 grant to replace a diesel bus with a new gas bus.**

**Mr. Growdon, Director of Technology, shared about a new phone system soon to be implemented.**

**APPROVE 2018-19 ACADEMIC CALENDAR**

**To approve snow make up days as May 28, 29, 30 & 31, 2019 with an 11:30 a.m. dismissal for students on May 31, 2019. Teachers will have work time in the afternoon of May 31, 2019.**

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

**SET PUBLIC HEARING ON FY2020 BUDGET – APRIL 10, 2019 AT 5:30 PM**

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

**To set Wednesday, April 10, 2019 at 5:30 p.m. for the Public Hearing on the FY 2020 Budget. The hearing will be held at the North Polk CSD Administration Board Room.**

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

**RESCCHEDULE APRIL REGULAR BOARD MEETING/BILL APPROVAL**

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

**To approve the date change for the April Regular Board to Wednesday, April 24, 2019 at 6:00 p.m. and assign board member Dave Potter to review and approve bills prior to the meeting in order to avoid late fees & interest charges.**

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

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

**FLEXIBILITY ACCOUNT  
RESOLUTION**

To approve the following Resolution.

**WHEREAS, Iowa Code provides school districts with greater flexibility to transfer eligible funds to other specified purposes; WHEREAS, the Board, in consultation with its community, through a public hearing with notice, by the board passing a public hearing date on Tuesday, March 5, 2019 as prescribed by the Iowa Department of Education, has determined that excess funds in the flexibility account shall be used in order to purchase curriculum updates and provide technology enhancements in order to provide the best quality education and safety for the students of the school district; and WHEREAS, the Board, proposes to use \$100,000.00 from the flexibility account, which came from excess funds from FY18 from the Home School Assistance Program. It has been certified that the statutory requirements for Home School Assistance Program have been met and an approved copy of this board resolution submitted to the Iowa Department of Education.**

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

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

**APPROVE SALE OF  
EQUIPMENT**

To approve the sale of the following equipment:

1. Stationary recumbent bikes
2. Old Weight Racks
3. Old Weight Benches

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

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

**APPROVE RESOLUTION  
AUTHORIZING PRE-LEVY**

To approve the Resolution Authorizing the Redemption of General Obligation School Bonds, Series 2011, Dated September 15, 2011, Levying a Tax for Fiscal Year 2019-20 for the Redemption of General Obligation School Bonds.

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

**BOARD POLICY UPDATES**

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

The board of directors reviewed Board Policy 300 Series and held the first reading of 303.1 Administration Positions.

**Aye: Heintz, Potter, Bormann, Hill, Lackore**

**Nay: None**

**EXEMPT SESSION -  
NEGOTIATIONS**

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

Entered into exempt session at 7:07 p.m.

Returned from exempt session at 7:26 p.m.

**COMMENTS**

**Board - None**

**ADJOURNMENT**

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

**To adjourn the meeting at 7:36 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.**