

Dallas Center-Grimes Community School District
Board of Directors Meeting
Monday, August 26, 2019
Heritage Elementary at 7:00 PM Room 208
Grimes, Iowa 50111

Present: Directors Doug Rants, Doug Rothfus, Kathie Hicok, Mark Wills, Sarah Wilson, Ronnie Wilson, Marco Bejarno, Business Manager Michelle Wearmouth, Associate Superintendent of School Improvement Jill Van Woerkom, and Superintendent Scott Grimes.

Absent: None.

Receive visitors and read miscellaneous communications

President Rothfus called the regular meeting to order at 7:00 p.m. Roll call was taken by the secretary and a quorum was acknowledged.

Approval of Agenda

Director Rants moved, seconded by Director Wilson to approve the agenda as presented.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Approved minutes of previous meeting (s)

Director Rants motioned, seconded by Director Bejarno to approve the minutes from the regular board meeting on Monday, July 22, 2019 and the special board meeting on Monday, August 19, 2019.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Presentation of bills for approval

Director Rants motioned, seconded by Director Wills to approve the bills as presented.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Consent Agenda

Director Wiedman motioned, seconded by Director Rants to approve the consent agenda consisting of:

- a. Open enrollment
- b. Contract approvals, resignations, and changes
 - i. **Contract approvals**

Jessica Reeck	Special Education Associate
Melissa Campbell	TLC Mentor - SP Elem.
Randy Hull	Journeyman Electrician
 - ii. **Resignations**

Morgan Parkhill	Special Education Associate
Rob Croushore	Bus Driver
Jennifer Marrs	Special Education Associate
 - iii. **Changes**

Khye Kading	From Sub Bus Driver to Bus Driver
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- c. Inter-Agency Contract for Special Education Instructional Program - 2019-2020 School Year - (1) student - Storm Lake CSD
- d. Employee Services Agreement - Contract with UnityPoint at Home (UPAH) to purchase nursing services for certain students under District’s responsibility and UPAH desires to render such services
- e. IASB GASB 45 Services Agreement
- f. Approve Title 1 Representative - Debra Cale
- g. Approve district evaluation instruments - no changes
- h. Buena Vista University - Student Teaching and Practicum Agreement
- i. Designated hot lunch representative, hearing officer, approve hot lunch application, and set charges
- j. 28E Contract for the 19/20 Grandwood school year

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Associate Superintendent of School Improvement Report

Associate superintendent of school improvement discussed the back to school meetings and trainings, and state reporting updates.

Superintendent Report

Superintendent Grimes discussed building permits filed within the district, updated the board on new staff, discussed the upcoming IASB Convention and Delegate Assembly, and reviewed enrollment. He also discussed the staff tailgate to be held September 13, 2019 from 5:30 to 7:00 p.m.

Business Manager Report

Business Manager Michelle Wearmouth discussed the school board election calendar. She also reviewed the proposed resolution regarding auditing of bills and claims for payment prior to board presentation.

OLD BUSINESS

Second Reading Board Policy 304 Administrator Code of Ethics

Director Hicok motioned, seconded by Director Wills to approve the second reading of Policy 304 Administrator Code of Ethics.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

NEW BUSINESS

Resolution for authorization of payment of bills prior to full board approval

Director Wills motioned, seconded by Director Bejarno to approve In accordance with the authority granted to the Board in Iowa Code Section 279.30, the Board hereby authorizes that upon approval by the Superintendent or its designee, the Secretary of the Board may issue payments for reasonable and necessary District expenses when the Board is not in session and prior to Board approval of the payment, provided the expense claims are verified as valid by the Board Secretary prior to payment and each payment is made for the purpose stated and only to the person performing the service or presenting a verified bill. All bills for which payments are issued prior to audit and allowance by the Board must be acted upon by the Board at its next meeting and shall be entered in the regular minutes of the board secretary.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Accept and consider construction bids for the new Administration Building project

Director Hicok motioned, seconded by Director Wiedman to accept into record the bids received for the new Administration Building project.

Name	Bid	Name	Bid
Core Structural Svcs	3,275,000	Edge Commercial	3,178,000
Rochon Corp.	2,987,000	DDVI	3,142,000
Lang Construction Group	3,378,000	Cerebral Group	3,295,700
OLP Construction	2,975,000	Woodriff Construction	3,237,500
Henkel Construction	3,243,000	Ball Team LLC	3,169,000
Estes Construction	3,436,000	Christner Construction	3,025,000

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Resolution making award of construction bids for the new Administration Building project

Director Hicok motioned, seconded by Director Wiedman to approve awarding the bid for the new Administration Building project to OLP Construction, LLC, with a base bid of \$2,975,000.00.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Approve notice to proceed with the new Administration Building project, pending final contract approval with the Districts legal counsel.”

Director Wills motioned, seconded by Director Bejarno to approve a notice to proceed with the new Administration Building project, pending final contract approval with the Districts legal counsel.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Approve to not implement Early Retirement Policy - 2019-2020

Director Wiedman motioned, seconded by Director Rants to approve the resolution to not implement Early Retirement Policy for 2019-2020 school year.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Deny the 2019-2020 Open Enrollment IN application for JH, due to late application, filed after the deadline of March 1, 2019

Director Wills motioned, seconded by Director Rants to deny the 2019-2020 Open Enrollment IN application for JH due to late application, filed after the deadline of March 1, 2019.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Deny the 2019-2020 Open Enrollment IN application for JM, due to late application, filed after the deadline of March 1, 2019

Director Hicok motioned, seconded by Director Wiedman to deny the 2019-2020 Open Enrollment IN application for JM due to late application, filed after the deadline of March 1, 2019.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Financial Statements

Director Bejarno motioned, seconded by Director Hicok to approve the financial statements as presented for July 2019.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Board Commendations

Director Bejarno motioned, seconded by Director Wilson to approve the board commendations consisting of the following:

- i. I'd like to extend a big thank you to Kristin Chavez for immediately jumping in to the heavy workload occurring in the business office this summer. She is learning a new role in school improvement yet still found time to recognize an area in the business office with heavy workload and jump in to help out during this peak period. She's added new ideas and has improved processes in her very short time in the administration offices, and we're thrilled that she's come to join us and appreciate her helping hand. Michelle Wearmouth
- ii. I'd like to welcome Rachael Jorgensen to the lead payroll role, and thank her for additional time and effort, and some very long hours of work, as she adapts to this role at the most critical payroll time of the year while still doing her current position. Rachael has been with the District since November 2018 but has become an immediate asset to the business office and has provided customer service to the entire district. Michelle Wearmouth
- iii. A big thank you to DeEtta Rosa for helping us manage change as we move into the StreetSmarts drivers education program for 2019-2020. This has been a change that requires her to be the front person for questions and adaptations to the way we have done driver's education in the past, and she's been helpful to all and adaptive to the changes needed to make the new program successful. Michelle Wearmouth
- iv. I'd like to take a moment to recognize the efforts and customer service of Cindy Ford and Julie Stebbins during 'the summer-that-never-was (2019)' in the administration office. In a year with a record number of new employees and the associated paperwork, several new administrators and assisting them in becoming part of the DC-G family, processing thousands of dollars of materials to prepare for 2019-2020, and other endless paperwork while students and teachers were gone for the summer. They've done all of this with long hours and continuing smiles on their faces, and I appreciate their efforts very much. Michelle Wearmouth
- v. I'd like to thank Lynette Groenenboom for all her work to streamline the online registration reporting. She has jumped right in to the new role reviewing the needs of the business office

along with convenience to the customer and improved processes along the way. Her work has been integral to the successes we have seen this summer. Michelle Wearmouth

- vi. I would like to recognize and celebrate Amy Maxfield. She came into her new position as Administrative Assistant at Heritage Elementary, and has absolutely hit the ground running. She's eager to learn and always willing to lend a helping hand with a smile and a positive attitude. Way to go, Amy! You're rocking it. The staff and students are so lucky to have you!
Kristin Chavez
- vii. Theresa Sandstrom, Joe Edmundson, and Chris Pappas have done a great job of getting our building clean and ready for our students. They have worked hard all summer to have us ready.
Patty Morris
- viii. To Lacey Sedrel for all the work on our new PBIS posters. They look amazing hanging up in the hallways. Patty Morris
- ix. To April Heitland, Diann Williamson, and Deb Cale for all the days spent interviewing and working together to hire all the needed associates and staff for our buildings. It takes great teamwork to make it all happen. Patty Morris
- x. Thank you to Joey Hepworth, Cody Milburn, and Deanna Weber for their hard work in getting our building ready this summer! April Heitland
- xi. Thank you to Rachel Schepler, Jolie Morgan, Cody Charles, Ben Twigg, Danie Clancy, Travis Donahue, Kathryn Hopper, Austin Roy, Brent Buttjer, Donna Sevenich, and the entire high school student council for hosting a fantastic orientation for our incoming sophomores and new students to DC-G! They put a great deal of time and energy in to making these students feel welcome and excited about a great school year! Scott Blum
- xii. Thank you to Betsy Grove, Valerie Hawthorne, and Brenda Smith for all of their hard work this summer taking care of the needs for our teachers, kids and families! Scott Blum
- xiii. Thank you to Sean Shatava, Joel Eitman and crew for making the building look great to start the school year. How a school building looks is such a critical component to the feeling our kids and teachers have about the overall environment of the school. Scott Blum
- xiv. Thank you to Amber Anderson, Dallas Center Elementary Building Custodian, we appreciate everything that you do for us. We are always asking for something, and you are always here and ready to help us out with whatever we need. The Administration Office
- xv. Rob Croushore - bus driver for the Fillie Softball team the past two summers. Very dependable and always gets us to our away games on time, helps load and unload the bus, and has a real interest in our team. A great supporter of our program. Steve Schlafke
- xvi. Stan Manning - has been our field preparation coordinator the past four seasons. Has done much behind the scenes work on his own time to make our game fields look great as well as helping to prepare our spring ball fields for home games. His leadership amongst the parents to organize the preparation of our fields for games and tournaments has allowed the coaches to coach. Steve Schlake
- xvii. Adam McDonnell - former teacher and leader in the weight room - his guidance and leadership in the weight room over the past three years has made a great impact on the strength and condition of our softball players and his work is a big reason leading to the Fillies success. Steve Schlafke
- xviii. Jerod Torrey - head trainer for the high school athletes - does a great job in helping our players recover from injury and getting them back on the field at the appropriate time. Steve Schlafke
- xix. Daryl Haynes has stepped up and learned the process of painting our practice fields and game field. The activities department appreciates his willingness to help us prepare our fields for our kids, coaches, and directors. Thank you Daryl!! Brent Buttjer
- xx. Thank you to Donna Sevenich and the Taher staff for their amazing service and gracious welcome for new staff to DCG. The food and drinks that were provided, festive atmosphere, and genuine care that new staff were greeted into a welcoming atmosphere was so appreciated.

The hours spent preparing and the extra touches really were terrific! Lisa Clayberg and Jill Van Woerkom

- xxi. The ESL teachers would like to express our appreciation to Angela Dvorak, Sarah Hinrichs, and Melinda Bryan in the Student Services department. We feel fortunate to work with people who are genuinely interested in our program and are so supportive. For three years they, along with teachers who are a part of the ELL cohort have helped write grants for Title III funds through Heartland AEA. With the grant money (approximately \$15,000) we have been able to purchase a plethora of great supplemental materials for ESOL students K-12. Last year we were also awarded up to \$5,000 in a Family Engagement grant. Without the drive and support of Angela, Sarah, Melinda, and the entire ESL cohort, these resources would not be available to our students. We are so thankful for their continued support! Sincerely, Harka Biswa, LaRee Hawks & Diane Messerli
- xxii. I would like to thank the following district staff: Melinda Bryan, Sarah Hinrichs, Kathy Fistler, Stephanie Rupp, as well as AEA Staff including: Justin Larson, Kyra Wilcox-Conley, Keyea Fowles, Jana Schneckloth, Misty Christensen, Penny Hudson, Kim Alex, Ev VanHouten-VanPelt, Amy Ripp, Kelsey Hunerdosse for assisting with the Special Education Training on August 21st and supporting over 120 of our special education teachers, associates, and related staff in preparing for the beginning of the school year. Due to their hard work in planning the professional development, the special education staff had an amazing training full of great activities and learning experiences! Angela Dvorak
- xxiii. I would like to thank Sarah Hinrichs and the school nurses Kathy Fistler, Stephanie Rupp, Cara Piepho, and Sara Walsh for providing the Response Team training on August 12th to all of our building Response Team/Safety Team members. The teams learned how to respond to a variety of health and medical situations. I would also like to thank the Dallas County EMTs for providing the Stop the Bleed training to all of our team members. This training was very informative and helped us prepare for the beginning of the year. Angela Dvorak

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Written and oral communications - Next regular board meeting, Monday, September 23, 2019 (4th Monday)

ADJOURNMENT

Director Rants moved, seconded by Director Wiedman to adjourn. Time: 7:27 p.m.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Marco Bejarno	yes
	Mark Wills	yes
	Ronnie Wiedman	yes

Respectfully submitted,

Michelle R. Wearmouth
Secretary to the Board

Approved in the meeting of:
September 23, 2019



Doug Rothfus, Board President