

Dallas Center-Grimes Community School District
Board of Directors Meeting
Monday, July 22, 2019, 7:00 PM
Heritage Elementary
Grimes, Iowa 50111

Present: Directors Doug Rants, Doug Rothfus, Kathie Hicok, Mark Wills, Sarah Wilson, Director of Student Services Angela Dvorak, Business Manager Michelle Wearmouth and Superintendent Scott Grimes.

Absent: Director Ronnie Wiedman and Director Marco Bejarno.

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
	Mark Wills	yes

Approved minutes of previous meeting (s)

Director Hicok motioned, seconded by Director Wills to approve the minutes from the regular board meeting on Monday, June 24, 2019.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Presentation of bills for approval

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

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Appoint and swear in Treasurer and Secretary

Director Hicok motioned, seconded by Director Wilson to appoint Michelle Wearmouth as board secretary and treasurer at the salary set.

Consent Agenda

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

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

i. Contract approvals

- 1. Nicki Acton

Preschool SpEd Associate

- | | |
|--------------------|------------------------------------|
| 2. Amy Christensen | Preschool SpEd Associate |
| 3. Molly Anderson | Preschool SpEd Associate |
| 4. London Davis | Custodian - HS |
| 5. Matthew Vance | Custodian - HE |
| 6. Tanya Jackson | SpEd Associate |
| 7. Mike Rubio | School Bus Driver |
| 8. Doyle Gillis | School Bus Driver |
| 9. Jeffrey Roorda | School Bus Driver |
| 10. Sherrie Bowen | Associate |
| 11. Vickie Ruggles | Special Education Associate |
| 12. Leah Johnson | Special Education Associate |
| 13. Jake Lewis | Strength and Conditioning Coach |
| 14. Jake Lewis | Physical Education Teacher - HS |
| 15. Jake Gibson | Volunteer 9th grade Football Coach |
| 16. Jordan Weaver | SpEd Associate |
| 17. Stacie Walker | Mentor – NR Elem |
| 18. Sally Brown | Mentor – Meadows |
| 19. Heidi Borton | Mentor – SP Elem |
- ii. **Resignations**
- | | |
|----------------|-------------------------------|
| 1. Barb Evans | Associate - DC Elem. |
| 2. Brock Yossi | Assistant Activities Director |
| 3. Bre Tisl | Associate - DC Elem. |
- iii. **Changes**
- | | |
|----------------|--|
| 1. Alexa Wille | 5 th grade to 3 rd grade SP elem |
|----------------|--|
- c. Polk County Early Childhood Iowa (Board), United Way of Central Iowa (UWCI) as fiscal agent and Dallas Center-Grimes School District
- d. Annual Maintenance July 2019- July 2019 Workers’ Right to Know
- e. Job Description - Administrative Assistant - Operations / Transportation
- f. Job Description - Associate Athletic Director / Events Coordinator
- g. Inter-Agency Agreement with Woodward-Granger CSD (1 student OUT)
- h. Activity Fund Balance Transfer
- i. Approval of District Handbooks
- i. To view all handbooks, a separate link will be sent to a google folder that will contain the handbooks. Changes signified highlights in any of the handbooks. Most are required language changes and update of dates that follow this school year. The district will be working towards a secondary student handbook, elementary student handbook, and a district wide staff handbook for next year.
- Transportation Handbook
 - District Wide Classified Staff Handbook
 - District Wide Teacher Handbook
 - Middle School Staff Handbook
 - Middle School Student Handbook
 - High School Staff Handbook
 - High School Student Handbook
 - Meadows Staff Handbook
 - Meadows Student Handbook
 - Elementary Student Handbook
 - Elementary Staff Handbooks (Heritage, NR, SP, DCE)
 - Optional Kindergarten Handbook
 - Coaches Handbook
 - Student Athletic Handbook

- Paraeducator Handbook
- j. Approve the paper for official publication *Dallas County News*
- k. Approve school attorney - Ahlers, Cooney, Dorweiler, Haynie, Smith & Allbee, P.C.
- l. Approve depositories with limits
- m. Surety Bond for Board Secretary \$500,000
- n. Employee and Family Resources, Inc. for student assistance and employee assistance programs

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Reports

RSP & Associates enrollment projection and analysis

Mr. Rob Swartz of RSP Associates provided the Board with an enrollment analysis and projection. Projections currently indicate an enrollment increase of 3.6% to 4.8% over the upcoming five year period. It was noted that capacity challenges will occur until the opening of the new middle school in 2021-22, and it is important for the Board to consider future high school capacity in the next five years.

DC-G Education Foundation Annual Presentation

Several members of the DC-G Education Foundation presented information to the school board regarding the success of the Foundation in the last year and exciting plans for the upcoming year. Mitzi Chizek

Associate Superintendent of School Improvement Report

Mrs. Jill Van Woerkom, Associate Superintendent of School Improvement discussed summer activities to improve instruction including a team attending the PLC Conference, and a two day training session, Self-Assessment of MTSS Implementation (SAMI), attended by many staff. She also discussed new teacher orientation planning currently underway, and all staff days at the beginning of the year August 19-22. She noted that we are pleased to include Dr. Joe Sanfelippo, Superintendent of the Fall Creek School District and winner of the Innovative District award in 2016 and 2017, in our school year kickoff presentation to staff.

Superintendent Report

Superintendent Scott Grimes discussed building permits within the district. Superintendent Grimes reviewed the Board’s results for the call for 2019-20 Legislative Action Priorities for IASB.

Superintendent Grimes reviewed the upcoming staff tailgate which is scheduled for September 13, 2019. Superintendent Grimes reviewed class size and enrollment. He also updated the Board on the construction of the 7-8 facility.

Superintendent Grimes asked the Board to choose a date for short special board meeting to hold a public hearing on the project, documents, and estimate of cost for DC-G administration building. Bid day is August 20, 2019 for this project and this public hearing must be advertised and conducted prior to board action to approve bids at the next regular meeting. The Board chose August 19, 2019 for this special meeting.

Superintendent Grimes reviewed the proposed contract and work for a DC-G application to allow parents, students, staff, and community members to have information easily accessible. The company providing the process to manage the application is Apptegy.

Business Manager Report

Mrs. Wearmouth presented the Levy Review July 2019. She also reviewed the material event notice to the EMMA platform of paying agent change. Mrs. Wearmouth reviewed the proposed stipend for health associates for 2019-2020 of .75/hour and data associated with the stipend recommendation.

Mrs. Wearmouth reviewed district boundary issues in Polk County with Johnston CSD and plans to amend conflicted boundaries.

Old Business – none.

NEW BUSINESS

Deny the 2019-2020 Open Enrollment application in for MS, due to late application, filed after the deadline of March 1, 2019, and does not meet good cause

Director Hicok motioned, seconded by Director Wills to deny the 2019-2020 Open Enrollment application IN for MS, due to late application, filed after the deadline of March 1, 2019, and does not meet good cause.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Deny the 2019-2020 Open Enrollment application out for DT, due to late application, filed after the deadline of March 1, 2019, and does not meet good cause

Director Wills motioned, seconded by Director Rants to deny the 2019-2020 Open Enrollment application OUT for DT, due to late application, filed after the deadline of March 1, 2019, and does not meet good cause.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Approve the 2019-20 Legislative Action Priorities

Director Hicok motioned, seconded by Director Wills to approve the 2019-20 Legislative Action Priorities selected by the DC-G board members and send to IASB.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Approve Pay Stipend - July 2019 (Health Associates)

Director Wilson motioned, seconded by Director Rants to approve a Pay Stipend for Health Associates for 2019-20.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Approve additional exchange students to enroll at Dallas Center-Grimes for the 2019-2020 school year, board approval is needed when more than 3 exchange students enroll

Director Wilson motioned, seconded by Director Wills to approve additional exchange students to enroll at Dallas Center-Grimes for the 2019-2020 school year, board approval is needed when more than 3 exchange students enroll.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Approve Construction Documents and authorize FRK architects & engineers to receive bids for the New Administration Building

Director Wills motioned, seconded by Director Rants to approve the Construction Documents and authorize FRK architects & engineers to receive bids for the New Administration Building.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Resolution to set a Public Hearing for the proposed plan, specifications or contract for, and estimate of total cost of the new Administration Building at a special board meeting scheduled for August 19, 2019 at 7:00 a.m. at Heritage Elementary

Director Rants motioned, seconded by Director Wilson to approve the Resolution to set a Public Hearing for the proposed plan, specifications or contract for, and estimate of total cost of the new Administration Building at a special board meeting scheduled for August 19, 2019, 2019 at 7:00 a.m. at Heritage Elementary.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Apptegy Contract

Director Hicok motioned, seconded by Director Wills to approve the Apptegy Contract.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Waivers and consents to any actual or potential, or perceived conflict of interest associated with Ahlers & Cooney, P.C.'s representation of Dallas Center-Grimes Community School District and the other public school districts in Polk County, Iowa with respect to the parties' joint resolution of a boundary issue

Director Wilson motioned, seconded by Director Wills to approve the waiver and consent to any actual or potential, or perceived conflict of interest associated with Ahlers & Cooney, P.C.'s representation of Dallas Center-Grimes Community School District and the other public school districts in Polk County, Iowa with respect to the parties' joint resolution of a boundary issue.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

First Reading Board Policy 304 Administrator Code of Ethics

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

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Financial Statements

Director Rants motioned, seconded by Director Wills to approve the financial statements as presented for June 2019.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Board Commendations

Director Wills motioned, seconded by Director Wilson to approve the board commendations listing.

- i. Chris Schmidt has given her free time to tutor three of our ELL students, at South Prairie, this summer to keep them supported. She picks them up, works with each of them individually and then takes them home. She did this twice a week June-July 2nd. Kellee Andrews
- ii. I would like to commend Jordan Sump for all of his efforts this summer in the weight room. With the transition of individuals leading the program, Jordan has stepped up and been a guiding individual to help push our student athletes to the next level. His time commitment and energy has not gone unnoticed, and our programs benefit from having him there to lead the charge. Adam McDonnell
- iii. Thank you to Jill Van Woerkom and Lisa Clayberg for all their enthusiasm and support in the SAMI process. Way to hit the ground running!! We are thrilled to have you on our team!! Deb Cale, Diann Williamson, Patty Morris, and April Heitland
- iv. While many are vacationing throughout the summer, Darwin Yossi and his tech team are hard at work. THANK YOU for making sure computers are ready for new staff and new equipment is programmed and organized for use in the 2019-

20 school year. Your hard work is greatly appreciated! **Deb Cale, Diann Williamson, Patty Morris, and April Heitland**

- v. Thanks to Darwin Yossi and the tech department for getting all of our new technology ready and dispersed to our building! April Heitland
- vi. Thank you to Heidi Washington and Adam Tjeerdsma for taking care of our technology at North Ridge over the summer. April Heitland
- vii. Thanks to Angela Dvorak for all of the work and coordination of the SDI work the past school year. Deb Cale, April Heitland, Patty Morris, and Diann Williamson
- viii. Thank you to the DC-G PTO for all of the support with both time and funds to support all of the students and teachers at DC-G last school year. Deb Cale, April Heitland, Patty Morris and Diann Williamson
- ix. Thank you to Tom Cooper, Dallas Center Elementary Custodian, we appreciate everything that you do for us. Whatever we ask of you, you are always willing to accommodate the needs of the administration office staff. Administration Office Staff
- x. Steve Schlafke was inducted recently into the National High School Athletic Coaches Association Hall of Fame! See enclosure for what was read at the softball game Ladies and Gentlemen please direct your attention to the home plate area. We are very honored to recognize Head Coach Steve Schlafke for his recent induction into the National High School Athletic Coaches Association's Hall of Fame! His 1,215 softball wins ranks seventh all time in Iowa and 2nd among active coaches. He reached that 1000th win in 2014. His teams have won 14 regional championships and qualified for the state tournament 14 times. They have three state runner-up finishes and three state championships under his leadership. Over 20 of his players have gone on to play at the collegiate level. He received a Golden Plaque of Distinction presented by the Iowa Girls' Athletic Union, was the Iowa girls' softball coach of the year at the 4A level in 2013, 2014, and 2015. He received district coach of the year honors eight times. He was inducted into the Iowa Girls' Athletic Union Coaches Hall of Fame in 2000. Coach Schlafke is married to his wife LuAnn, and they have two children: Kasey and Yana. Coach has spent 42 years in education with the past 16 being at Dallas Center Grimes.
Ladies and Gentlemen the newest inductee into the National High School Athletic Coaches Association Hall of Fame.....Mr. Steve Schlafke!!!!!!
all game Monday, July 1st! Awesome recognition! Brent Buttjer

Written and oral communications - Next regular board meeting, Monday, August 26, 2019

ADJOURNMENT

Director Rants moved, seconded by Director Wills to adjourn. Time: 8:56 p.m.

Vote:	Doug Rothfus	yes
	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes

Respectfully submitted,

Michelle R. Wearmouth
Secretary to the Board

Approved in the meeting of:
August 26, 2019

Doug Rothfus, Board President