

Dallas Center-Grimes Community School District
Board of Directors Meeting
Monday, June 28, 2021 7:00 PM
Administration Center - Board Room
Grimes, Iowa 50111

Present: Directors Doug Rants, Ryan Carpenter, Mark Wills, Kathie Hicok, Sarah Wilson, and Marco Bejarno, Business Manager Michelle Wearmouth, Director of Teaching and Learning Lisa Clayberg, Director of Student Services Mary Jane Stites, Director of Communications Anne Wemhoff, Associate Superintendent Jill Van Woerkom and Superintendent Scott Grimes were present.

Absent: Directors Ronnie Wiedman and Marco Bejarno

Receive Visitors and Read Miscellaneous Communications

President Rants called the regular meeting to order at 7:10 p.m. Roll call was taken by the secretary and a quorum was acknowledged.

Approval of Agenda

Director Wills motioned, seconded by Director Wilson to approve the agenda as presented.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Approve Minutes of Previous Meeting (s)

Director Hicok motioned, seconded by Director Wills to approve the minutes from the regular board meeting on Monday, May 24, 2021.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Presentation of Bills for Approval

Director Carpenter motioned, seconded by Wilson to approve the bills as presented.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Consent Agenda

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

- a. Open enrollment
- b. Contract approvals, resignations, and changes
 - i. Contract approvals
 - 1. Brynn Hansen 5th Grade - MS
 - 2. Amanda Erps Art - NR
 - 3. Renae Conway Literacy Interventionist - DCE

- | | | |
|-----|-----------------|-----------------------------|
| 4. | Jennifer Senne | K-4 Music/5-6 Band |
| 5. | Matt Carl | Warehouse Coordinator |
| 6. | Renee Davenport | Varsity Show Choir |
| 7. | Kyle Korte | Volunteer FB |
| 8. | Brody VanDePol | Volunteer MS Softball Coach |
| 9. | Joshua Tucker | Head JV Volleyball Coach |
| 10. | Rod Roshek | School Bus Driver |
| 11. | Aimee Munson | Associate |
| 12. | Kirsten Lundy | Associate |
| 13. | Danielle Guntly | Language Arts - MS |
| 14. | Jake Lewis | Summer/Fall Strength Coach |
| 15. | Adam Juhl | Head 9th BB Coach |
| 16. | Madison McCann | 1st Grade - DCE |
- ii. Resignations
- | | | |
|-----|------------------|-----------------------|
| 1. | Pat Scholtes | Associate |
| 2. | Donna Niemeyer | Kindergarten - NR |
| 3. | Maranda Turner | Interpreter |
| 4. | Rodney Roshek | Custodian |
| 5. | Christy Leonard | Associate |
| 6. | Hailey Rusher | Associate |
| 7. | Colleen Briscoe | SPED - ME |
| 8. | Dusty Helmers | Associate |
| 9. | Marissa Freisen | FCS - MS |
| 10. | Dawn Wood | JV Volleyball Coach |
| 11. | Susan Brown | Librarian - DCE, HE |
| 12. | Julie Holland | Associate/Bus Driver |
| 13. | Paige Williams | Associate |
| 14. | Jessica Isaacson | 1st Grade - NR |
| 15. | Kelly Roach | Admin. Assistant - OV |
- iii. Changes
- | | | |
|----|-----------------|---------------------------------------|
| 1. | Becky Noah | to K from 2nd Gr. - NR |
| 2. | Katelyn Karlzen | Adding Secretary responsibilities- OV |
| 3. | Steve Ford | to Head Custodian - OV - from ME |
| 4. | Jeff Scrivner | to Head Custodian OV - from MS |
- c. Contract for special education services between Dallas Center - Grimes and Metro West Learning Center LLC
- d. Student Teaching and Practicum Agreement - Simpson College
- e. Student Teaching and Practicum Agreement - University of Iowa
- f. Student Teaching and Practicum Agreement - Iowa State University
- g. Renew Water Treatment Service Agreement with Garratt Callahan
- h. BCP Services Agreement 2021-22
- i. TLC Funded Positions
- j. Addendum to Employee Assistance Program Agreement (EAP) with Employee & Family Resources (EFR)
- k. Addendum to Student Assistance Program Agreement (SAP) with Employee & Family Resources (EFR)
- l. Local Agent Insurance Services Agreement 2021-22
- m. Taher Renewal for 2021-22
- n. Designated hot lunch representative Shauna Pertzsch, hearing officer Julie Stebbins, approve hot lunch application, and set charges.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Public Hearing and comment on ESSER 3 Use of Federal Funding

Business Manager Michelle Wearmouth reviewed the use of ESSER 1, State ESSER, ESSER 2, and FEMA funds in the fiscal year’s 2020 and 2021. She reviewed proposed use of ESSER 3 funds.

President Rants stated, “This is the time and place for the public hearing and for meeting on the matter of approving the proposed use of ESSER 3 Federal funding for the Dallas Center-Grimes Community School District. Are there any questions, comments, or objections from those present?” No one responded. President Rants asked, “Michelle Wearmouth, as Board Secretary have you had any objections or comments filed in the Secretary’s Office?” Mrs. Wearmouth indicated that no comments or objections have been filed. President Rants declared the hearing on approving proposed use of ESSER 3 Federal funding for the Dallas Center-Grimes Community School District to be closed.

Building Level Reports

Director of Teaching and Learning Lisa Clayberg and Director of Student Services Mary Jane Stites presented an overview of the TLC goals in the 2020-21 year and results, as well as supports and development for special programs.

Associate Superintendent

Associated Superintendent Jill Van Woerkom reviewed recent state reporting including Student Reporting in Iowa (SRI), Spring BEDS, Assessment Accountability, and the Career and Technical Education End of Year Report.

Associate Superintendent Jill Van Woerkom discussed high school PE Class request for PE exemption application for the 2021-22 school year. Mrs. Van Woerkom also reviewed the number of tentative online student numbers for the 2021-22 school year.

Superintendent

Superintendent Grimes reviewed building permit numbers noting 16 new permits for a total of 217. He reviewed the most recent staffing update and enrollment projections. Superintendent Grimes updated the Board on facility construction. He discussed 2022 Legislative priorities survey for Iowa Association of School Boards. Superintendent Grimes review construction at Oak View 7-8, the 5-6 building and high school.

Business Manager

Business Manager discussed the public budget comparison report and the revenue and expenditure report for the month of June 2021.

OLD BUSINESS

Second Reading of Board Policies

1. 404(409.2) - Employee Leaves of Absence - Renumbered and updated
2. 409.1(410.5) - Replacement (Interim Teachers) - Renumbered
3. 409.2(410.6) - Student Teachers - Renumbered
4. 409.2R(410.6R) - Student Teachers - Renumbered
5. 701.1(710.1) - Nutrition Program Sales and Account Balances - Renumbered and updated
6. 710.4 - Meal Charges - NEW to DCG
7. 704.6(701.1) - Funds Management - Renumbered and updated
8. 701.2 - Transfer of Funds - Updated
9. 701.3 - Financial Records - Updated
10. 704.9(702) - Cash in School Buildings - Renumbered and updated
11. 704.9R(702R) - Cash in School Buildings - Renumbered and updated
12. 703.1 - Budget Planning - updated
13. 704.1 - Local - State - Federal - Misc. Revenue - NEW to DCG
14. 704.14 (704.5) - Student Activity Funds - Renumbered and updated
15. 706.2 - Payroll Deductions - Updated
16. 706.3 - Pay Deductions - NEW to DCG
17. 707.2 (707.5) - Internal Controls - renumbered and updated
18. 707.5R - Internal Controls Procedures - NEW to DCG
19. 707.3 (707.4)- Audits - Renumbered and updated
20. 707.4 (707.1) - Secretary's Report - Renumbered
21. 704.2 - Tuition Fees - RESCIND(duplicate)
22. 707.1 (704.2) - Debt Management - Renumbered
23. 707.1R (704.2R) - Debt Management - Renumbered
24. 704.1 - Fiscal Monitoring – RESCIND (duplicate)
25. 704.1R - Fiscal Monitoring – RESCIND (duplicate)
26. 707.5 (707.2) - Treasurer's Annual Report - Renumbered and updated
27. 708.1(708) - Care, Maintenance and Disposal of School District Records -Renumbered/updated
28. 801.4 - Site Acquisition - Updated
29. 803.2 (803.1) - Sales & Disposal of Books, Equipment & Supplies - Renumbered and updated
30. 803.1 (803.2) - Lease, Sale or Disposal of School District Buildings & Site - Renumbered
31. 1003.5 (903.1) - School-Community Groups - Renumbered and updated
32. 903.2 - Community Resource Person and Volunteers - NEW to DCG
33. 904.1 - Transporting Students in Private Vehicles - NEW to DCG
34. 1004.1 (905.1) - Use of Facilities and Equipment - Renumbered
35. 1004.1R (905.1R) - Facility Use Guidelines - Renumbered
36. 1004.4 (905.2) - Tobacco/Nicotine-Free Environment - Renumbered and Updated

Director Carpenter motioned, seconded by Director Wills to approve Second Reading of listed policies as presented.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes
	Marco Bejarno	yes

NEW BUSINESS

Substitute Rates for 2021-22

ii. Substitute Staff Pay

Year	2020-21	Recommended 2021-22
Per Day	\$135.00	\$135.00
Substitute Teacher Incentive	\$500 for 50 full days / Additional \$500 for 100 full days	\$500 for 50 full days / Additional \$500 for 100 full days

iii. Non-Teachers

Position	2020-21	Recommended 2021-22
Substitute Bus Drivers	\$24.55	\$25.29
Bus Drivers/Extra Curricular: All	\$15.75	\$15.75
Secretary Substitute	\$14.00	\$14.00
Custodian Substitute	\$14.00	\$16.90
Associate Substitute	\$11.85	\$14.00

22. Director Hicok motioned, seconded by Director Wilson to approve the substitute rates for 2021-
Vote:

Doug Rants	yes
Kathie Hicok	yes
Sarah Wilson	yes
Mark Wills	yes
Ryan Carpenter	yes

Approve 2021-2022 Phone and Data Stipends

Director Wilson motioned, seconded by Director Hicok to approve 2021-2022 phone and data stipends.

Vote: Doug Rants	yes
Kathie Hicok	yes
Sarah Wilson	yes
Mark Wills	yes
Ryan Carpenter	yes

Approve High School PE Class Exemption Application 2021-2022 School Year

Director Wills motioned, seconded by Director Hicok to approve the High School PE Class Exemption Application 2021-2022 School Year.

Vote: Doug Rants	yes
Kathie Hicok	yes
Sarah Wilson	yes
Mark Wills	yes
Ryan Carpenter	yes

First Reading of Board Policies

1. 300 - Statement of Guiding Principles - Updated
2. 301.1 (302.1) - Superintendent of Schools Qualifications, Recruitment, Appointment - Renumbered and updated
3. 301.2 (302.1E1) -Superintendent of Schools Appointment - Renumbered and changed to an exhibit
4. 302.3 - Superintendent Salary and Other Compensation - NEW to DCG
5. 301.3 (302.4) - Superintendent of Schools - Functions - Renumbered and updated legal references
6. 301.4 (302.5) - Superintendent Evaluation - Renumbered and updated
7. 301.5 (302.6) - Superintendent Professional Development - Renumbered and updated
8. 302.7 - Superintendent Civic Activities - NEW to DCG
9. 302.8 - Superintendent Consulting/Outside Employment - NEW to DCG
10. 303.1 (303.2) - Administrator - Qualifications, Recruitment, Appointment - Renumbered and updated
11. 303.2 (303.2E1) - Building Principals - Appointments - Now an exhibit
12. 303.4 - Administrator Salary and Other Compensation - NEW to DCG
13. 303.3 (303.5) Administrator Duties - Renumbered and updated
14. 303.4 (303.6) Principal Evaluation - Renumbered and updated
15. 303.5 (303.7) - Administrators' Professional Development - Renumbered and updated
16. 303.9 - Administrator Consulting/Outside Employment - NEW to DCG
17. 304.1 - Development and Enforcement of Administrative Regulations - NEW to DCG
18. 304.2 - Monitoring of Administrative Regulations - NEW to DCG
19. 304 (305) - Administrative Code of Ethics - Renumbered and updated
20. 306 (305.1) - Administrative Cabinet - Renumbered and updated
21. 306.1 - Central Administration & Supervisory Personnel - No Change
22. 306.2 - Board Secretary - Rescind
23. 312.1 (303.3) - Administrative Personnel Employment - Individual Contracts - Renumbered and updated
24. 312.2 - Leave to Run for Public Office - Rescind
25. 314.2 -Administrative Personnel Contract Termination Resignation - Rescind
26. 314.3 - Administrative Personnel Contract Termination - Dismissal - Rescind
27. 314.5 (407.5) Administrative, Licensed & Management Employees Reduction in Force - Renumbered and updated
28. 307 - Communication Channels - NEW to DCG
29. 306 - Succession of Authority to the Superintendent - NEW to DCG

Director Wilson motioned, seconded by Director Carpenter to approve First Reading of listed policies as presented.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Financial Statements

Director Hicok motioned, seconded by Director Wills to approve the financial statements as presented for May 2021.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Board Commendations

- i. Many, many thanks to our North Ridge custodian, Darla VanKooten. Darla always cheerfully mixes up seven 5-gallon bucketfuls of tie-dye every spring for an enthusiastic crowd of 3rd graders. She has made our end of the year more colorful for thirteen years now! She didn't miss a beat, even this year, when she had so many additional responsibilities. Thanks so much for your help through the years with this fun tradition, Darla! - Jayna Gossling
- ii. I would like to recognize all of the amazing associates at South Prairie Elementary. They are always ready to step up whenever called upon! The relationship they build with the students is one of my favorite things to witness throughout the school year. - Tara McCaffery
- iii. I would also like to recognize the wonderful special education team at South Prairie. They are always there for me, but were especially there for me while I was on maternity leave this school year. I knew I could enjoy my time with my baby because they took care of anything and everything that came up while I was away. I would be lost without them! - Tara McCaffery
- iv. Theresa Sandstrom, Paul Nutting, and Chris Pappas have already been working hard getting our building clean and ready to go in the fall. I am already excited to come back in the fall to a clean building. - Patty Morris
- v. Sarah Schock's first year as administrative assistant has come to an end and she did phenomenal at navigating the responsibilities throughout the year. As the year progressed there were new things to learn, and she always jumped right in and figured everything out. Her hard work has been much appreciated. - Patty Morris

Director Hicok motioned, seconded by Director Carpenter to approve the board commendations.

Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

Written and oral communications - Next regular board meeting, tentatively Tuesday, July 20, 2021

Superintendent's Evaluation - Closed Session

Director Hicok moved, seconded by Director Wills to move into closed session per Iowa Code section 21.5 to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Time: 9:00 p.m.

Roll Call Vote:	Doug Rants	yes
	Kathie Hicok	yes
	Sarah Wilson	yes
	Mark Wills	yes
	Ryan Carpenter	yes

ADJOURNMENT

Director Wills motioned, seconded by Director Hicok to adjourn. Time: 10:27 p.m.

Respectfully submitted,

Michelle R. Wearmouth
Secretary to the Board

Approved in the meeting of:
July 22, 2021

Doug Rants, Board President