

## MEETING MINUTES

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### East Marshall Community School District

204 West Center Street

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Gilman, Iowa 50106

Ph. (641) 498-7481/Fax (641) 498-2035

Anthony Ryan, Superintendent

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|                    |                |                   |                  |
|--------------------|----------------|-------------------|------------------|
| Matt Rasmusson     | Kim Tarbell    | Cathy DeBondt     | Allison Frost    |
| High School Princ. | M.S. Princ.    | Elementary Princ. | Business Manager |
| (641) 479-2785     | (641) 498-7483 | (641) 476-3342    | (641) 498-7481   |

### NOTICE OF REGULAR BOARD MEETING

You are hereby notified that the Board of Education of the East Marshall Community School District will conduct a Regular School Board meeting at the East Marshall High School in LeGrand, Iowa on Monday, December 5th at 4:30pm. At the meeting, the tentative agenda will be as follows:

#### Attendees

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##### Voting Members

Andrea Terrones, Board President

Elizabeth Crandon, Board Vice President

Terri Hungerford, Board Member

AnnDee Bloom, Board Member

Holly Thomas, Board Member

##### Non-Voting Members

Anthony Ryan, Superintendent

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#### 1. Call Meeting to Order, Read the Mission Statement, and Approve Agenda

Chairman Terrones called the regular meeting to order at 4:33 p.m. Members Present: Andrea Terrones, Terri Hungerford, Ann Dee Bloom, and Holly Thomas. Members Absent: Elizabeth Crandon. Also in attendance are Principals Kim Tarbell and Matt Rasmusson; Administrative Assistant Allison Frost; Melissa Blohm, Trent Sinn, Sarah Schutt, and Jordan Augspurger.

Board President Andrea Terrones read the District's mission statement.

Motion to approve the agenda by Hungerford and second by Bloom.

Board Member Crandon joined the meeting via zoom at 4:45 p.m and left the meeting at 5:44 p.m.

Motion made by: Terri Hungerford  
Motion seconded by: AnnDee Bloom  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Not Present  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

## **2. Greet Visitors and Hear Citizen Concerns and Comments**

Board President Terrones greeted visitors. No comments or concerns were voiced by citizens in attendance.

## **3. Presentation: Curriculum Presentation.**

Mr. Ryan introduced Melissa Blohm, Curriculum Director. December Curriculum Presentations consisted of a data update, curriculum director role, and dyslexia. Sarah Schutt, Elementary Master Teacher presented data for the Elementary; Trent Sinn, Middle School Master Teacher and Principal Kim Tarbell presented data for the Middle School; Jordan Augspurger, High School Master Teacher, and Principal Matt Rasmusson presented data for the High School. Topics included in the presentations were: Multi-tiered system of supports for all students; GEI (General Education Intervention); Student Success Team; Individual Career Development Plans; MTSS/WIN; Professional Development; Student Intervention Team; and Data Driven Instruction.

Melissa Blohm, Curriculum Director, stated that she works for East Marshall one day per week. She presented Goals, Action Steps/Indicators of Success and a Dyslexia update.

## **4. Approve Consent Agenda**

The Board requested to pull Items D and G(a) from the consent agenda.

Motion made by Thomas to approve the consent agenda with pulling items D and G(a) to be reviewed separately. Second by Hungerford. All in Favor.

Motion made by: Holly Thomas  
Motion seconded by: Terri Hungerford  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Not Present  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

### **A. Good Things in Schools**

#### **a. Bells and Whistles**

#### **b. Other**

### **B. Approval of Board Meeting Minutes**

The Board approved minutes from the 11/21/2022 regular meeting.

**C. Approval of Bills, Invoices, and Financial Statements**

The Board approved Bills, Invoices, and Financial Statements as presented.

**D. Approve donations and fundraisers .**

Board member Hungerford advised that the invoice has to be paid before the company will send the items to the school for delivery. The Board agrees to approve the amount due of \$1,126.76 and requested for the invoice to be paid as soon as possible.

Board member Thomas had some questions regarding the Legends East Marshall Burger fundraiser. Legends is requesting a few students to help create the "East Marshall" burger and it will be featured on their menu. One dollar will be donated for each East Marshall burger sold. Mr. Ryan advised that it is left up to the school to determine what to do with the funds profited from this fundraiser.

Miss Breeden, FFA Advisor, requests a fundraiser of Valentines Day Cookies from "Memories of Ru". This will run from 1/30/23--2/10/23. Proceeds will be used for FFA events, banquets, and materials needed for plant sales.

Motion to approve fundraisers by Thomas and second by Hungerford. All in favor.

Motion made by: Holly Thomas

Motion seconded by: Terri Hungerford

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Not Present

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

**E. Approve Interagency Special Education Agreement(s).**

No Interagency Special Education Agreements to present.

**F. Approvals of Open Enrollment**

No Open Enrollments to present.

**a. Open Enrollment IN**

**b. Open Enrollment OUT**

**G. Approvals on Resignations, Retirements & Contracts**

The Board requested to pull Item G(a) to discuss further. Carla Laidig, 6th grade teacher, is requesting the board to reconsider their decision from the 11/21/22 meeting regarding the BoEE sanction. The Board reviewed the letter from Mrs. Laidig. Chairman Terrones made the motion to approve the request for her resignation with no sanctions made to her license. Second by Bloom. Terrones, Hungerford, Bloom and Crandon in favor. Thomas opposed.

Motion made by: Andrea Terrones

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - No

**a. Resignations**

**b. Retirements**

No retirements to present.

**c. Contracts**

Allison Frost approved as School Business Manager and Board Secretary. Initial contract will be prorated from a 260 day full contract. \$79,455 per 260 day contract, prorated from December 5, 2022 through June 20, 2023.

Tuition and books for the three accounting classes for Allison will also be reimbursed to her.

**H. Reports from Principals and Directors**

**a. High School, Middle School, and Elementary Principals**

The principal reports were presented and accepted.

**b. Buildings & Grounds Director**

**c. Technology Director Report**

**5. Discussion and Approval of Stipend Requests.**

Mr. Ryan advised that the finance committee met last week to discuss the stipend requests. After reviewing the criteria for stipend approval along with the specific situations of each staff member, it was decided that Mr. Hull met the criteria and will receive the stipend; Mrs. Crouse and Mrs. Dobson did not meet the criteria and will not receive the stipend. Discussion was also had considering a one-time monetary appreciation for all staff. After lengthy discussion on this topic, it was decided to table the topic for the time being as the board members would like some feedback as to what staff needs to feel appreciated.

Board member Crandon left the meeting via zoom at 5:44 p.m.

Motion to approve the stipend requests as stated above by Hungerford, Second by Bloom. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes  
Elizabeth Crandon - Not Present  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**6. Discussion on Possible Business Teacher Sharing Contract with BCLUW for 2022-2023.**

Mr. Ryan shared that we are in the early stages of teacher sharing discussions with BCLUW for a Business Teacher. Applicants are difficult to find in the Business Teaching area. Current discussions for sharing are for approximately 3 periods in the mornings. This will be discussed further at the January meeting.

**7. Approval of IASB Director District 5 Vote.**

The Board was presented with letters from both candidates, Mary Poulter and Chad Crabb. Board member Hungerford made the motion to nominate Mary Poulter. Second by Bloom. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Not Present

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

**8. Approval of SBRC Request for Special Education Costs for the Lied Center.**

Mr. Ryan stated this is an annual request for special education costs and that we do have an Interagency agreement with Waverly Shellrock CSD. They are requesting the approval of the application to the School Budget Review Committee in the amount of \$1701.76 for special education administration costs associated with the Lied Center Consortium program for the 2023-2024 school year.

Motion to approve by Hungerford and Second by Bloom.

Roll call vote: Hungerford, Yes; Terrones, Yes; Bloom, Yes; Thomas, Yes.

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

**9. Approval of SBRC Resolution on Modified Supplemental Aid/Amount Application for the Dropout Prevention Program.**

It was decided to table this item for now due to not having the state report for the next phase of Modified Supplemental Aid for Dropout Prevention (At-Risk). As of December 1st, the report has not opened.

**10. Approval of 101 Percent Budget Guarantee Resolution. (Roll Call)**

Mr. Ryan presented that annually, we approve a 101 Percent Budget Guarantee Resolution as part of the budgetary process. In the event that the state legislature does not approve an ample enough State Supplemental Aid percent increase, the 101 Percent Budget Guarantee is a safety net for the budget

during years of declining enrollment.

Resolution will be stated as such, "RESOLVED, that the Board of Directors of the East Marshall Community School District, will levy property tax for fiscal year 2023-2024 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa."

Motion made by Hungerford and Second by Bloom.

Roll call: Hungerford, Yes; Terrones, Yes; Bloom, Yes; Thomas; Yes.

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Not Present

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

#### **11. Board Professional Development Dialogue/Activity.**

Andrea Terrones lead this month's Board Professional Development Dialogue/Activity. She discussed Terrible Habits #11 and #12 from the book How to not be a Terrible School Board Member.

#### **12. Discussion on Legislative Dinner (Dec. 7th).**

The annual Legislative Dinner will be held on Wednesday December 7th at 6:00 p.m. at the High School. Four legislators have committed to attending: Representatives Fisher, Cahill, and Deyoe and Senator Edler.

#### **13. Approval of Appointment to Marshall County Conference Board**

Annually, we appoint a board member to serve on the Marshall County Conference Board. Motion made by Terrones to nominate Terri Hungerford to represent East Marshall. Second by Thomas. All in favor.

Motion made by: Andrea Terrones

Motion seconded by: Holly Thomas

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Not Present

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

#### **14. Discussion and Approval of Adding a Board Work Session Date in January.**

Mr. Ryan advised that the January Regular Board Meeting lands on a day off for teachers. We would like to consider adding a board work session meeting for a curriculum presentation on a day that teachers work. The Board decided to schedule a work session meeting for January 18, 2023 at 6:15 p.m. at the High School in LeGrand.

Motion to approve by Hungerford and Second by Thomas. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: Holly Thomas

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Not Present

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

#### **15. Superintendent Report.**

Mr. Ryan stated that the winter holiday concerts are occurring in the next few weeks; replacement of the light fixtures in the new gym is planned for the winter holiday break; Legislative Dinner is Wednesday night.

Mr. and Mrs. Ryan would like to wish the school board members and their families a festive and joyous holiday season.

#### **16. Adjourn**

Motion to adjourn at 6:49 p.m. by Hungerford and Second by Bloom. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Not Present

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes