



## MEETING MINUTES

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### East Marshall Community School District

204 West Center Street

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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
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### TENTATIVE AGENDA

#### 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 District Office in Gilman, Iowa on Monday, September 18 at 6:30pm.

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 6:30 p.m. Those in attendance are President Andrea Terrones, Vice President Elizabeth Crandon, Board Members Terri Hungerford, Ann Dee Bloom, and Holly Thomas; Principals Cathy DeBondt and Matt Rasmusson; Superintendent Anthony Ryan, Board Secretary Allison Frost; FFA Advisor Haley Breeden and 3 FFA students; Trent Sinn, and Sean Thurm.

Mission Statement read by Hungerford. Motion made by Thomas to approve the agenda and second made by Crandon. All in favor.

Motion made by: Holly Thomas

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

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

Terrones greeted visitors in attendance.

## **3. Staff Presentation(s): FFA Presentation for National Convention**

FFA advisor Haley Breeden and 3 FFA students gave a presentation on their request to attend the National FFA Convention. This is an annual request and is recommended to be approved by Superintendent Ryan. The Board thanked the group for the presentation.

## **4. Approve Consent Agenda**

Motion made by Crandon to approve the Consent Agenda, with the exception of pulling Items F (HumanEx agreement) and J (Resignations) for further review. Second made by Hungerford. All in favor.

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

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

#### **b. Other**

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

Minutes from August 21, 2023 meeting are approved.

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

Approval of Bills, Invoices and Financial Statement as presented.

### **D. Approve donations and fundraisers .**

Fundraisers approved:

\*Haley Breeden/FFA: Fruit Sales through 4 Seasons 10/03/23-11/06/23. Profits will go towards FFA activities and events.

\*Class of 2025: Bricktown Popcorn Sales at the end of September/October. Profits will go towards the class of 2025 graduation and prom.

\*Class of 2025: Pie Sales in November/December. Profits will go towards the class of 2025 graduation and prom.

Donation approved:

From Period Pouch Project: Period pouches and other feminine hygiene products will be given to 4th-8th grade girls as needed.

**E. Approval of Student Trip to FFA National Convention.**

Approval of the student trip to FFA National Convention. This is for 3 students and 1 advisor.

**F. Approval of Agreement with HumanEx.**

Item F (Human Ex agreement) Discussion: The board asked for clarification on the pricing and packages being offered and about the Legacy Summit in June 2024. Mr. Ryan explained the breakdown of the pricing and the different packages being offered. The board requests more information about the HumanEx offerings before making a decision. Motion to Table this item was made by Thomas and Second by Crandon. All in Favor

Motion made by: Holly Thomas  
Motion seconded by: Elizabeth Crandon

Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**G. Approval of Interfund Transfers.**

No Interfund Transfers to present.

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

Approval of Interagency Special Education Agreement with GMG.

**I. Approvals of Open Enrollment**

**a. Open Enrollment IN**

Open Enrollments In to East Marshall approved for the 2023-2024 year:  
Lancelot Gaston--KDG--From Grinnell; Kaylynn Kelly--7th grade--From Grinnell.

**b. Open Enrollment OUT**

Open Enrollments Out of East Marshall for the 2023-2024 year:  
Daniel Carter--9th--to Marshalltown; Sierra Wolf--7th--to Marshalltown; Brinleigh Lytle--7th--to West Marshall; Bryce Lytle--3rd--to West Marshall; Kehlani Isabella Oden Saldivar--KDG--to Marshalltown.

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

**a. Resignations**

Resignations presented: Emily Roozeboom, K-8 Art Teacher effective 09/11/2023; Stacy Roberts, Elementary Secretary effective 09/15/2023.

Item J (Resignations) Discussion: The board asked for an update on the progress of replacing the Art teacher that recently resigned. Mr. Ryan stated that the district has the position advertised and has been utilizing current staff to teach the Art classes for the time being. Motion to approve Item J made by Crandon and Second made by Bloom. All in favor.

Motion made by: Elizabeth Crandon  
Motion seconded by: AnnDee Bloom  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**b. Retirements**

**c. Contracts**

The following contracts were approved: Chris Hungerford as High School Head Boys Basketball Coach \$4,794.00; Sarah Steddom Elementary Yearbook \$938.00; Sean Thurm High School Head Girls Basketball Coach \$5,127.00; Janine Anderson District Office Administrative Assistant/Accountspayable \$22.80/hour; Joe Corbin Middle School Yearbook \$1189; Increase Michelle Devig's hours from 7.25 to 7.5 hours/day. Matt Bowie contract adjustment to volunteer coaching.

**K. Reports from Principals and Directors**

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

Principals' reports were read, as presented.

**b. Buildings & Grounds Director**

**c. Technology Director Report**

**5. Discussion of Updates on Door Construction at High School.**

Mr. Ryan advised the board that the construction on the high school doors continues to move forward. We are waiting for door plans that include "elevation" to be presented to the architect and approved by the architect prior to the ordering of the doors. Once approved, Estes will move forward with the next steps.

**6. Discussion on Facility Planning Committee Meeting.**

Mr. Ryan stated that he has been in communication with Tyler Riley (FEH) about the facility planning committee meeting. We believe the first meeting went very well. The date scheduled for the next meeting is September 27th and it will be at the middle school. The start time will be 6:00 p.m. Mr. Ryan encourages board members to be present for the meetings. More information will be provided for patrons, such as enrollment data, enrollment projections and financial information as the meetings progress.

**7. Receive and Approve Local Education Agency's Certified Annual Report (CAR).**

Receive and approve Local Education Agency's Certified Annual Report (CAR). Mr. Ryan and Allison Frost presented the board with reports from the CAR (Certified Annual Report).

Roll Call Vote: Terrones-Aye; Crandon-Aye; Hungerford-Aye; Bloom-Aye; Thomas-Aye.

Motion made by: Holly Thomas  
Motion seconded by: Terri Hungerford  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**8. Receive and Approve Request for Allowable Growth and Supplemental Aid for Negative Special Education Balance (Special Education Budgetary Report).**

Mr. Ryan and Allison Frost presented the board with the Special Education Budgetary report. The Special Education Balance is presented for approval.  
Motion to approve the Special Education Budgetary Report made by Bloom and second by Hungerford.  
All in favor.

Roll Call Vote: Terrones-Aye; Crandon-Aye; Hungerford-Aye; Bloom-Aye; Thomas-Aye.

Motion made by: AnnDee Bloom  
Motion seconded by: Terri Hungerford  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**9. Receive and Approve Transportation Annual Reports.**

Mr. Ryan and Allison Frost presented the Annual Transportation reports.  
Motion made by Crandon to approve the Annual Transportation Reports and second by Hungerford. All in favor.

Roll Call Vote: Terrones-Aye; Crandon-Aye; Hungerford-Aye; Bloom-Aye; Thomas-Aye.

Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**10. Approval of Snow Removal Bids for the 2023-2024 Winter.**

The snow removal bids for Laurel and Gilman for this coming winter have been received. We have two bids this year. The two bids are presented to the board. The board requested to receive references before making a decision on the bids. Motion to Table the approval of Snow Removal bids made 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 - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**11. Discussion and Approval of Graduation Processes for Spring 2024.**

The board continued discussion from the August meeting regarding graduation processes for Spring 2024. After lengthy discussions, the board decided to recognize the candidates that would qualify for Valedictorian and Salutatorian based on high school grades, minus any college course grades due to MCC grades not being available at the time of East Marshall's graduation in 2024. Students that will speak at the graduation ceremony will come from this group of students that have met the qualifications of Valedictorian/Salutatorian. Motion to approve made by Hungerford and second by Crandon. All in favor.

Motion made by: Terri Hungerford

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**12. Approval of Second and Final Reading of Policy Review Series 200 and 400.**

Series 200 and Series 400 are presented for the approval of Second and Final Reading.

Motion to approve made by Thomas and second by Crandon. All in favor.

Motion made by: Holly Thomas

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
Terri Hungerford - Yes  
AnnDee Bloom - Yes  
Holly Thomas - Yes

**13. Discussion of Legislative Dinner Dec. 6th.**

Mr. Ryan stated that the Legislative Dinner will be held on December 6th at the High School. He was in contact with Dean Fisher last week and will continue to communicate with other legislators.

**14. Board Professional Development Dialogue/Activity.**

Board member Thomas led the group discussion on the final two chapters of "How Not To Be A Terrible Board Member". Chapter 27: Accepting Gifts and Chapter 28: Radiating Negative Energy.

**15. Superintendent Report.**

Mr. Ryan covered the following topics during his Superintendent Report:

\*On October 2nd, we will continue to work on our district initiative for professional development

trainings.

\*The high school doors construction project continues to progress forward.

\* The first set of annual bus evacuations drills have occurred and the sessions went well.

\* The next scheduled facility planning committee is scheduled for September 27. The meeting will be at the middle school and will begin at 6:00pm. Letters to the committee members have been mailed.

\*Last spring it was requested to have a “consideration committee” research a four day week academic calendar. Mr. Thurm and I will be leading this committee. The committee will begin meeting in the near future.

\*The emergency radios ordered through the Governor’s School Safety initiative have arrived in each school building.

\*We continue to work with HumanEx and Consultant Kim with our staff. Each school building has its own committee that aligns with the work of the district as a whole.

\*We will begin the review of the special education delivery plan in the near future. This plan is to be renewed every 5 years.

\* The DLT team continues to plan board meeting presentations. The DLT team also continues to plan professional development activities around the established initiatives.

\* The track has been resurfaced. The construction crew plans to return in roughly two weeks to complete the painting of the track. It has been advised to stay off of the track until two weeks have passed.

#### **16. Closed Session pursuant to Code of Iowa 21.5.1(i).**

Closed Session pursuant to Code of Iowa 21.5.1(i), *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.*

Motion for Closed Session at 8:24 p.m. by Crandon, Second by Thomas. Roll Call Vote: Terrones-Aye; Crandon-Aye; Hungerford-Aye; Bloom-Aye; Thomas-Aye.

Motion made by: Elizabeth Crandon

Motion seconded by: Holly Thomas

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

#### **17. Adjourn**

Motion to Adjourn the Regular Meeting made by Crandon at 9:30 p.m. Second by Bloom. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

Terri Hungerford - Yes

AnnDee Bloom - Yes

Holly Thomas - Yes

