

# EAST MARSHALL COMMUNITY SCHOOL

## *Regular Meeting*

August 19, 2019

The Board for the East Marshall Community School District met in a Regular Session on 8/19/19 in the board room at the East Marshall District Office in Gilman at 6:30 p.m. Members Present: Craig Mommer, Elizabeth Crandon, Terry Thompson, Ann Dee Bloom, Phil Anderson. Absent: None. Also present: Superintendent Anthony Ryan, Business Manager/Board Secretary Riley Myers, Principals Cathy DeBondt, Janelle Pirkl, Matt Rasmusson, Sarah Schutt.

Chairman Mommer called the regular meeting to order at 6:30 p.m. Board Secretary Riley Myers took roll call to determine a quorum for the meeting. Members Present: Craig Mommer, Elizabeth Crandon, Terry Thompson, Ann Dee Bloom, Phil Anderson. Members Absent: None. Board Member Bloom read the District's mission statement.

**APPROVE AGENDA:** Motion by Thompson, second by Bloom to approve the agenda as presented. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**CONSENT AGENDA:** Mr. Ryan recommended to add the Middle School Technology Director contract to the agenda. The Board discussed and added the contract to the consent agenda. Mr. Ryan presented the following consent agenda items to the Board: 3A) Bells and Whistles reports; 3B) Approve minutes from the July 17, 2019 regular meeting and August 14, 2019 special meeting; 3C) Approve bills, invoices, and financial statements; 3D) Approve the following fundraisers: Freethrow-a-thon for basketball team, Tip night at Pizza Ranch for PBIS school store and celebrations, Working concession stands at High School for PBIS school store, Cookie/Snack fundraising for PBIS school store; 3E) Approve the 28E Sharing Agreement with Grinnell for Payroll; 3F) Approve the contract with Sports Plus; 3G) Approve the IRVECAB Contract for Transportation Services; 3H.a.) Approve the following open enrollment in applications for 19-20 meeting good cause for Isadora Arbuckle-4<sup>th</sup>, Ariella Jurado-Kdg, Kaylynn Housley-8<sup>th</sup>, Sawyer Atwood-Housley-5<sup>th</sup>, Ameliyah Mendoza-Moore-1<sup>st</sup>, Kaitlyn Leavy-6<sup>th</sup>. Approve the recommendation to deny the following open enrollment in application for 19-20 for Hutch Wise-9<sup>th</sup>; 3H.b.) Approve the following open enrollment out application for 19-20 meeting good cause for Caleb Najar-Kdg, Meleidy Gonzalez-Kdg, Mykel Ratcliff-10<sup>th</sup>, Noah Ratcliff-11<sup>th</sup>, Natalie Haines-2<sup>nd</sup>; 3I.c.) Approve the following contracts for Jessica Gish as Middle School Special Education Associate at \$9.60/hr, Jordan Scull as Middle School Technology Director at \$3,183, and Rick Ray as Sub Bus Driver; 3J) Reports from the principals and directors as presented in the Board Packet.

Motion by Thompson, second by Crandon to approve the consent agenda as presented. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None.

**APPROVE WEBSITE SERVICES CONTRACT WITH JUICEBOX:** Elementary Master Teacher Sarah Schutt presented to the Board about the School Website. The PR Committee met throughout the year to discuss the best way to get the East Marshall image out to the public. It was decided that the School Website was a bit outdated and time to update it. The Committee met with a couple different website developers and decided that Juicebox was the best company. The estimated amount would be \$29,000 divided between three years, along with a \$160 per month hosting cost. The Board had many questions that needed further research. The Board suggested having a phone conference with the owner of Juicebox to have some questions answered.

Motion by Crandon, second by Bloom to table the website approval until further discussion. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**APPROVE COOLER DONATION TO BOOSTERS:** Motion by Crandon, second by Bloom to donate the three coolers to the Boosters with the contingent they remove the coolers by a certain date. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**APPROVE LEARNING LAB TIME TO MIDDLE SCHOOL CURRICULAR SCHOOL DAY:** Motion by Thompson, second by Bloom to approve the learning lab time to Middle School curricular school day. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**APPROVE CONCURRENT ENROLLMENT CONTRACT WITH IOWA VALLEY COMMUNITY COLLEGE:** Motion by Crandon, second by Thompson approve the concurrent enrollment contract with Iowa Valley Community College. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**APPROVE IASB ANNUAL CONFERENCE DELEGATE:** Motion by Thompson, second by Bloom to nominate Board Member Crandon as Delegate. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**APPROVE INTERFUND TRANSFERS:** Mrs. Myers stated to the Board that the interfund transfers are the partial self-funded insurance plan the school offers for the employees. The transfer is to make sure the fund has sufficient funds to cover claims for year. Motion by Thompson, second by Crandon to approve the interfund transfers of \$13,551.80 from Management, \$1,262.40 from Lunch Fund, and \$56,604.80 from General Fund to Insurance Fund. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**APPROVE EMPLOYEE HANDBOOK:** There was some discussion on how to adjust some legal language. It was recommended to have the attorney look over the wording and ask some questions as well. Motion by Crandon, second by Thompson to table the approval of the employee handbook until further notice. Ayes: Mommer, Crandon, Thompson, Bloom, Anderson. Nays: None. The motion carried.

**DISCUSS POLICY, ROLES, AND DUE PROCESS PROCEDURES:** The Board discussed the wording of Board Policies dealing with bullying for students and staff. The Board discussed the due process procedures. The Board also looked at another school districts policy to compare to what the East Marshall's policy states. It was determined that more research will be conducted.

**REPORT FROM SUPERINTENDENT:** Mr. Ryan provided an update to the Board on the following items: First day for all certified staff is Tuesday, August 20<sup>th</sup> and the first day with students is Friday, August 23<sup>rd</sup>; Online registration was successful and thanked everyone involved; School bus purchases in the future will require to have safety belts for passengers; Robb Gage and Mr. Ryan toured the district and reviewed any updates that were done over the summer; Auditors came to conduct the FY19 audit with the exit interview taking place on August 16<sup>th</sup>; Research continues on the surveys; Having set guidelines for "branding" our district will be further discussed; Mr. Ryan took some vacation time at the end of July and early August.

**DISCUSS BOARD AND ADMINISTRATOR NEWSLETTER:** Mr. Ryan presented the Board and Administrator newsletter. This month's newsletter covered the following topics: Developing a superintendent's entry plan, Part 1; Don't obsess over how the money is spent, monitor; and Neighbor request to fix school equipment: Handle or forward to superintendent?

**ADJOURN:** Motion by Thompson, second by Crandon to adjourn the meeting at 9:27 p.m. Carried unanimously.

**Attest:** Riley Myers, Board Secretary

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Riley Myers, Board Secretary

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Craig Mommer, Board President