

ALBURNETT COMMUNITY SCHOOLS

Home of the PIRATES

P.O. Box 400 • 131 Roosevelt Street, Alburnett, Iowa 52202

Regular Board Meeting Agenda
Board Room
Monday, March 16, 2020
6:00 p.m.

***Mission Statement:** The Alburnett Community School District will provide educational opportunities which enable students to become confident, competent, and responsible contributors to society.*

Tentative Agenda:

I. Call to Order / Roll Call

II. Approve Agenda

III. Welcome Visitors

A. Public Hearing for 2020-2021 Calendar - Hours vs. Days - 6:00 p.m.

B. Public Comments to the Board

Blue Cards are provided to facilitate public comments to the board. These cards are located in the hall and should be given to the Board Secretary prior to the start of the Regular Meeting. During this Public Comment portion of the agenda, the board may receive comments on items that are not on the agenda. If a member of the public wishes to speak on an agenda item, the Board will hear their comments when that item is addressed. Twenty minutes are allotted for public comments either now or further in the meeting with a 5-minute time limit per person, if needed. The board may choose to extend this time if they wish, but that is a board decision. The board does not need to respond to any comments made. All parties are reminded that public comment specific to any employee is not appropriate in an open meeting. Members of the public are encouraged to visit directly with employees and/or administrators to resolve their concerns.

IV. Board Reports

~~A. Department Heads – Transportation~~

~~B. Curriculum Departments – none~~

~~C. Principals~~

~~D. Business Manager~~

E. Board Members

F. Superintendent

1. COVID-19 Response

2. Facility Project

3. Iowa BIG 2020-2021

4. Extracurricular Participation

5. Contract Negotiation Process

6. Teacher Leader Positions

7. Operational Sharing

8. Administrator Positions

V. Consent Agenda

Approval of the Consent Agenda approves all of the agenda items listed under this heading without further discussion or

review. Any board member may remove any item from the Consent Agenda and that item will be considered separately after the vote on the Consent Agenda. If Board members have questions about the items on the Consent Agenda, they should ask about them prior to the meeting or ask that the specific item for which they have a question be removed from the Consent Agenda. Administration recommends that the Board approve the Consent Agenda items as listed below.

A. Minutes

1. [February 17, 2020 Regular Meeting](#)
2. [March 9, 2020 Special Meeting](#)

B. Financial Reports

1. [Cash report](#)

C. Invoices

1. [Bills paid prior to Board Meeting](#)
2. [Bills to be paid](#)

D. Resignations

1. Kellie Osbeck, MS Language Arts (2019-2020)
2. Kathleen King, Food Service
3. Matt Winter, JH Boys Basketball Coach

E. Contract Approvals

1. Nick Wooldrik, JH Baseball Coach (2019-2020)
2. Ashley Shultz, JH Volleyball Coach

F. Out of State/Overnight Trips

1. HS Science Students & Mr. Nall, Midwest Student Research Symposium, May 1-3, University of Wisconsin Madison

VI. Dialogue/Action Items

A. [2020-2021 District Calendar](#)

The 2020-2021 school calendar has been prepared by a committee of administration and teachers. Items of note include:

- August 24 - 1st day of school
- August 24 & 25 1:00 dismissal (comp for family visits)
- Reduce Friday dismissals to once a month, 1:00 dismissal
- Flexible scheduling of Parent-Teacher Conferences
- Last day May 26
- Make up days - February 15, March 17, May 27 and beyond

B. [2020-2021 Employee Handbook](#)

Recommended changes are highlighted and as follows:

- P7 - update calendar
- P16 - Teachers subbing for teachers
- P17 - Employee Use of Cell Phones - update to match new 401.12
- P24 - Staff Technology Use / Social Networking - update to match new 401.13R1
- P25 - Child Abuse Reporting - update to match new 402.2
- P30 - Anti-Bullying and Anti-Harassment - update to match new 104 & 104.R1
- P32 - Employee Injury on the Job - update to match current practice
- P33 - Substance Free Workplace - update to match new 403.5E1

C. [Employee Job Descriptions](#)

We have completed a comprehensive review of district job descriptions.

D. Employee Wellness Program Allocation

We introduced this item as information at the February board meeting and now seek board approval on an annual expenditure amount.

E. Audit Services

As required every three years, Harley sent out RFPs for audit services covering the period of three years ending June 30, 2022. We received three letters declining to submit an RFP, three non-responses, and two complete RFPs.

Nolte Cornman & Johnson P.C.: Newton, IA: Sent two agreements, one for a one-year period and the other for a three-year period.

Cost:

FY20 \$8600.00

FY21 \$9000.00

FY22 \$9400.00

Community CPA & Associates, Inc.: Des Moines, IA:

Cost:

FY20 \$9475.00

FY21 \$9075.00

FY22 \$9075.00

Harley is recommending the board award services to Nottle Cornman & Johnson P.C. using the three year agreement.

For comparison:

FY15 Audit fees: \$6700.00

FY16 Audit fees: \$7200.00

FY17 Audit fees: \$7500.00

FY18 Audit fees: \$7800.00

FY19 Audit fees: \$8200.00

F. Junior Achievement Program Agreement

The agreement allows us to continue to utilize the Junior Achievement curriculum offerings. We recommend approval as a means to addressing 21st Century Skills portions of the Iowa Core Curriculum.

G. Memorandum of Understanding with GWAEA

GWAEA has received funding to partner with school districts for mental health counseling services. Given our existing contract with Covenant Family Solutions for site-based mental health services, this agreement will provide \$5,000 to Alburnett to support this service.

H. Disposition of Obsolete Equipment - 1979 Truck

The Alburnett district uses [GovDeals](#) to allow public access for bidding on items the district was no longer using. At the present time, administration recommends the board authorize the online auction sale of the 1979 truck.

I. Board Self-Evaluation Process

Prior to last year, the board used a traditional survey-based self-evaluation based on the standards for school boards. Last year we tried a different exercise around board priorities, still around the

standards for school boards, but in a way to encourage more board table discussion. The board will need to decide which direction you would like to take this for the April meeting.

J. [Complex Concrete Quote](#)

The board is asked to approve an estimate of \$6,500 for concrete near and around the south side of the concession stand. The district has a private donation of \$2,000 to assist with the cost. This will be a PPEL or SAVE expenditure.

VII. Confirm Date and Time of Next Meeting

The next Regular Board Meeting will be at 6:00 p.m. on April 20, 2020.

VIII. Adjourn