

Pella Community School Board of Directors  
 Work Session Meeting Minutes  
 November 13, 2023 Meeting Minutes

Item	Item Description
1	<b>Roll Call:</b> President Joan Corbin called the meeting to order at 4:30 PM. Members answering roll call are Elisa Klahsen, Tim Tripp, Gary Coppock, and Jesse Peterson.
2	<b>Receive Visitors/Public Forum:</b> President Joan Corbin welcomed the media attending the meeting and invited any in attendance to speak on any agenda items. No comments were received.
3	<b>Consent Agenda:</b>
a	<b>Approve minutes of previous meetings:</b> Board members reviewed the minutes of the October 23, 2023 Meetings. <b>Vote:</b> To approve the minutes as presented. <ul style="list-style-type: none"> <li>• <u>October 23, 2023 - Meeting Minutes</u></li> </ul>
b	<b>Approve invoices for payment:</b> Board members reviewed the invoices for November payment. <b>Vote:</b> To approve invoices as presented for payment. <ul style="list-style-type: none"> <li>• <u>November 13, 2023 Bills to Pay</u></li> <li>• <u>November 13, 2023 Prepaid Bills</u></li> </ul>
c	<b>Approve monthly financial reports:</b> Board members reviewed October Financial reports. <b>Vote:</b> To approve reports as presented. <ul style="list-style-type: none"> <li>• <u>Combined Balance Sheet</u></li> <li>• <u>MCB General Checking Account Reconciliation</u></li> <li>• <u>MCB Money Market Reconciliation</u></li> <li>• <u>Wells Fargo Account Reconciliation</u></li> <li>• <u>Board Budget Report</u></li> <li>• <u>Construction Financial Report</u></li> </ul>
d	<b>Approve personnel changes:</b> Board members reviewed personnel changes for November. <b>Vote:</b> To approve personnel changes as presented. <ul style="list-style-type: none"> <li>• Early Retirement               <ul style="list-style-type: none"> <li>○ Kathy DeVos</li> <li>○ Debbie Huisman</li> </ul> </li> <li>• Leave of Absence/Resignations               <ul style="list-style-type: none"> <li>○ Art Seddon - Madison Custodian</li> <li>○ <u>Eric Pingel</u> - MS Assistant Track</li> </ul> </li> <li>• New Hires               <ul style="list-style-type: none"> <li>○ Daniel Lehigh - MS Volunteer Wrestling Coach</li> <li>○ Bryson McGowan - HS Assistant Show Choir Director</li> <li>○ Dana Hall - JI Food Service</li> <li>○ Dougie Branson - Volunteer Girls Wrestling Coach (pending authorization)</li> <li>○ Bryant Hancock - Volunteer HS Boys and Girls Wrestling Coach</li> <li>○ Craig Douma - Volunteer HS Boys Basketball Coach (pending authorization)</li> </ul> </li> <li>• Transfers               <ul style="list-style-type: none"> <li>○ None</li> </ul> </li> </ul>
e	<b>Approve 2022-23 Fundraisers:</b> Board members reviewed Fundraiser Requests for November. <b>Vote:</b> To approve

	<p>fundraisers as presented, including:</p> <ul style="list-style-type: none"> <li>• <a href="#">Fundraising Request Form</a></li> </ul>
f	<p><b>Approve Change Orders:</b> Board members reviewed Change Orders. <b>Vote:</b> To approve Change Orders as presented, including:</p> <ul style="list-style-type: none"> <li>• <a href="#">Pella ECE CO22</a></li> <li>• <a href="#">Pella ECE CO23</a></li> <li>• <a href="#">Pella ECE CO24</a></li> <li>• <a href="#">Contingency Report</a></li> </ul>
4	<p><b>Consent agenda approval:</b> Motion by Tripp, Second by Coppock to approve the consent agenda as presented. All in favor, motion carried: 5-0.</p>
5	<p><b>Place additional items on agenda - adjust sequence, if necessary:</b> None.</p>
6	<p><b>Unfinished Business:</b> None</p>
7	<p><b>Public Hearing to Approve Plans, Specifications, Form of Contract and Estimated Cost for the Construction of Pella CSD Stadium Renovations:</b> President Joan Corbin opened the public hearing to approve plans, specifications, form of contract and estimated cost for the construction of Pella CSD Stadium Renovations at 4:39 PM. No comments received. Public hearing closed at 4:43 PM.</p> <ul style="list-style-type: none"> <li>• <a href="#">Drawings</a></li> <li>• <a href="#">Bidding Documents</a></li> <li>• <a href="#">Addendum 01</a></li> <li>• <a href="#">Addendum 02</a></li> <li>• <a href="#">Form of Contract</a></li> <li>• <a href="#">Estimated Cost</a></li> </ul>
8	<p><b>Public Hearing to Review and Award bids for Construction of Pella CSD Stadium Renovations:</b> President Joan Corbin opened the public hearing to review and award bids for the construction of Pella CSD Stadium Renovations at 4:43 PM. No comments received. Public hearing closed at 5:04 PM.</p> <ul style="list-style-type: none"> <li>• <a href="#">Unofficial Bid Results</a></li> <li>• <a href="#">DCI Recommendations</a></li> <li>• <a href="#">Budget Document</a></li> </ul>
9	<p><b>New Business:</b></p>
a	<p><b>DCI Construction: Pella Early Childhood and Jefferson/MS Monthly Report:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Report</a></li> </ul>
b	<p><b>Approve Plans, Specifications, Form of Contract and Estimated Cost for the Construction of Pella CSD Stadium Renovations:</b> Motion by Klahsen; Second by Tripp to approve the plans, specs, form of contract and estimated cost for the construction of Pella CSD stadium renovations as presented. All in favor, motion carried: 5-0.</p>
c	<p><b>Award of bids for Construction of Pella CSD Stadium Renovations:</b> Motion by Klahsen; Second by Coppock to award bids for construction of Pella CSD stadium renovations with all three alternates as presented. All in favor, motion carried: 4-1. Peterson dissented.</p>
d	<p><b>Ballot for election to the Heartland AEA Board of Education:</b> Motion by Coppock; Second by Tripp to approve the ballot for election to the Heartland AEA Board of Education for Steve Rose as presented. All in favor, motion carried: 5-0.</p> <ul style="list-style-type: none"> <li>• <a href="#">Letter and Ballot</a></li> </ul>

e	<b>Approve 23-24 Bus Driver Incentive Program:</b> Motion by Tripp; Second by Peterson to approve 23-24 bus driver incentive program as presented. All in favor, motion carried: 5-0. <ul style="list-style-type: none"> <li>• <u>Bus Driver Incentive Program</u></li> </ul>
f	<b>Review 100 Series of Board Policies:</b> Motion by Tripp; Second by Coppock to approve the review of the 100 series of Board Policies as presented. All opposed, motion failed: 0-5. Motion by Klahsen, Second by Coppock to table the review of the 100 series of board policies. All in favor, motion carried 5-0. <ul style="list-style-type: none"> <li>• <u>100 Policy Changes</u></li> </ul>
10	<b>Work Session</b>
a	Board Retreat Follow-up <ul style="list-style-type: none"> <li>• <u>Project Plan</u> <ul style="list-style-type: none"> <li>◦ <u>Sub Committee Structure</u></li> <li>◦ Review Board report protocol for principals</li> </ul> </li> </ul>
11	<b>Information &amp; Discussion:</b>
a	Superintendent video memo
12	<b>Tentative future meetings (all in High School Media Center):</b> <ul style="list-style-type: none"> <li>• Monday, November 27, 2023 at 4:30 PM: Regular Meeting &amp; Organizational Meeting</li> <li>• Monday, December 18, 2023 at 4:30 PM: Work Session &amp; Regular Meeting</li> </ul>
13	<b>Adjournment:</b> Motion by Tripp; Second by Coppock to adjourn the meeting. Meeting adjourned at 6:32 PM.

Approved: \_\_\_\_\_

Board President: \_\_\_\_\_

Board Secretary: \_\_\_\_\_