

TO: Members of the Board of Education
RE: General Information for the Board
From: Joe Carter

1-4. The Algona CSD Board of Education will meet in regular session on Monday, November 13 at 7 p.m., in the PAC Board Room.

5. Communications to the Board (Algona FFA Members - National Convention Trip)

6. **Monthly Warrants and Financial Statements:** There are always three reports that I look closely at each month. The first is the Monthly Ending Balances. It is valuable to review this report to see if how much we have in specific accounts. Secondly, I look at the Rev-Exp report. This compares our Rev-Exp from the previous year. Currently, our Revenues and Expenses have increased from last year as expected, we are anticipating our expenses this year to be larger than our revenues. Finally, I look at our cash in the bank. Our cash-in-bank balance is what allows us to spend more than what we bring in this year. **This will need a motion/second/approval.**

7. Superintendent's Report:

- a. **Certified Enrollment** Our Certified enrollment is up to 104.21 students. Certified enrollment drives our per-pupil funding for the 2024-2025 school year. Overall, 7.79 fewer students are attending the Algona CSD this year than last. I would anticipate our enrollment to drop the next two years as we have classes of 119 and 130 graduating.
- b. **Classified Staff Early Retirement Program:** In 2021, we passed an early retirement program for Classified Staff. To be eligible for the program, a person must have 25 years of full-time service in the district. The benefit in 2021 was 25% of the employee's previous year's earnings plus \$25 per unused sick day. We have ten staff members who would be eligible for this year. Replacing all ten of these employees at entry-level wages would have a savings of possibly \$80,000. The one-time cost of this program would be \$122,000. If the board were interested in the program, I would recommend a cap of 5 per year. I could bring back a proposal at the December meeting if the board were interested.

8. Administrative Report: Elementary Admin – The Importance of Content-Rich Curriculum

9. OLD BUSINESS:

- a. **Second Reading Board Policies:** The district does not have policy 405.08: Licensed Employee Evaluation. We do have the legal requirements as part of our collective bargaining agreement with the Teachers Association, but we should also have this as board policy. We will adapt the IASB recommended policy to match the evaluation processes and procedures we use in the District. Policies 408.2 Licensed Employee Publication or Creation of Material and 408.3 Licensed Employee Tutoring are also being reviewed. They currently match the IASB recommendations. This is the second reading and **will need a motion/second/approval.**

8. NEW BUSINESS:

- a. **First Reading of Board Policies:** These are all updates that are from the IASB Primer update. The first change is to policy 401.1, Equal Employment Opportunity. This is an update to the paragraph involving background checks. It also updates the Equal Employment Opportunity address and contact, which is required by law to be part of the policy.

The second update is to 503.1, Student Conduct. We do not have R(1), this is a new addition including probation, in-school suspension, out-of-school suspension, and suspension of special education students.

The final addition is policy 503.8, Model Policy for Discipline. This is a new required policy due to new legislation. The Administrative Team and I have developed this policy based on the Iowa Department of Education model policy.

- b. **Approve Sharing Agreements in Girls Wrestling:** We have had three schools, Bishop Garrigan, North Union, and North Iowa, inquire about sharing girls wrestling. Currently there are not any classifications in High School Girls Wrestling. I recommend \$200/wrestler and that they provide transportation to Algona High School. **This will need a motion/second/approval.**
- c. **Teacher Associate Substitute Rate:** I propose increasing the Teacher Associate Substitute Rate to \$11.15, the former hiring rate for Teacher Associates. We could consider raising this amount to \$13/hr, which is not the hiring rate for Teacher Associates. **This will need a motion/second/approval.**
- d. **Resolutions: for \$19.750,000 School Infrastructure Sales, Services and Use Tax Revenue:**
 - i. **Resolution Appointing Paying Agent, Bond Registrar and Transfer Agent Agreement and Authorizing the Execution of the Same**
 - 1. We appoint UMB Bank of Des Moines as the paying agent between the District and Iowa State Bank. **This will need a motion/second/approval.**
 - ii. **Approval of Tax Exemption Certificate**
 - 1. Simply approving our tax exemption **This will need a motion/second/approval.**
 - iii. **Resolution Authorizing the Terms of Issuance and Providing for and Securing the Payment of School Infrastructure Sales, Services, and Use**
 - 1. Approving use of Sales Tax dollars for the project. **This will need a motion/second/approval.**
- e. **Appointment of Successor Trustee for the Thompson Trust:** The Thompson Scholarship was established in 1955 by Willard E. Thompson of La Jolla, California. The beneficiary in the trust agreement is Algona High School. Part of the trust agreement says that the money must always be in any national bank. Most recently, the money has been with Bank of America, which recently got out of the Trust business and found the American National Bank of Texas as a replacement. The trust agreement says that only the Algona Community School Board must approve a successor trustee. **This will need a motion/second/approval.**
- f. **Open Enrollment:** We have one open enrollment application that has met the guidelines for approval. **This will need a motion/second/approval.**

9. PERSONNEL:

1. New Contracts:

- a. Brent Owen – Volunteer HS/MS Girls Wrestling
- b. Brian Morgan – Volunteer HS/MS Boys Wrestling
- c. Jeremy Rummer – Volunteer MS Boys Wrestling
- d. Jay Bjustrom – Volunteer HS Boys Wrestling
- e. Corey Bjustrom – Volunteer HS Boys Wrestling
- f. Chad Slagle – Volunteer HS Boys Wrestling
- g. Cole Johnson – MS Boys Wrestling Coach
- h. Adrianna Posey – MS Teacher Associate
- i. Trevor Arnold – Freshmen Boys Basketball
- j. Blair Bradley – 7th Grade Boys Basketball (1 Year)
- k. Cameron Rindone – Volunteer HS Boys Basketball
- l. Paul Jorgenson – Bus Driver

This will need a motion/second/approval.