

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

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1. The Algona CSD Board of Education will meet in regular session on Monday, March 14 at 7 p.m., in the PAC Board Room.
2. **Monthly Warrants and Financial Statements:** Financial statements are routine for this month. I will provide an overview of the certified budget during the Superintendent Report. **This will need a motion/second/approval.**
3. **Communications to the Board:** We will have a High School Vocal Music performance for our enjoyment! Mr. Orban will have some students who will perform for us in the PAC and then we will transition back to the Board Room.
4. **Superintendent's Report:** For my report, I will review the Certified Budget that Mary Beth and I have been preparing over the past weeks. We will not be certifying the budget tonight, I will be simply sharing all of the information with you. This will give you the opportunity to ask questions and/or voice concerns before we certify and approve the budget in April.
  - a. As part of my review, I will go through what the "certified budget" is, and what we will actually certify in April.
  - b. I will also review key variables that impact property tax. Certified enrollment is the number one driver of our property tax and the amount of money that we need. The other variables that we have control over are the cash reserve levy (we will tax for less cash this year than last) and the management levy (we will increase this levy to cover expenses including early retirement).
  - c. I will also review the sources of our spending authority
  - d. We will discuss the property taxes that are levied for the general fund and the property tax components that make up the General Fund (Uniform Levy, Additional Levy, Instructional Support Levy, Cash Reserve Levy).
  - e. We will also review the Non-General Fund levies (Management, PPEL)
  - f. I will conclude by once again the reviewing the expenditures that we will be certifying in April as well as the proposed tax rate to be certified in April.

**NEW BUSINESS:**

5. **Iowa Rural Teacher & Paraeducator Pipeline Grant Program Participation:** The State of Iowa developed a Teacher and Paraeducator apprenticeship program to be started next year. In order to participate in the program, a cohort of at least 10 people is needed to apply for the grant. I would recommend approval of the agreement with Western Governors University to participate in the Iowa Rural Teacher and Paraeducator Registered Apprenticeship Pipeline Consortium Grant Program. WGU will write the grant and our people who are interested in the program will take their course from WGU. This is in an online format which will have the flexibility that would be important for our current Teacher Associates who are now working for the Algona CSD. **This will need a motion/second/approval.**

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6. **Approve Algona Association of Educators (AAE) Agreement:** Board will review and approve the tentative agreement with the Algona Association of Educators. I have linked the Tentative Agreement that has been signed by both parties. Base increase of \$1,000 to \$38,124, a \$1,000 increase on the supplemental salary schedule, a flat increase of \$2,100 per teacher with an additional \$500 for teachers with 15 years of experience or less, plus FICA/IPERS. We also added that employees will be paid \$22 each time they cover another teacher's class during their own prep period. Employee will be paid \$44 each time they cover another teacher's 82-minute block period during their own prep period. Final addition will be that an employee has the option to convert 12-sick days to 1-personal day. The employee may make this conversion for an additional personal day one time each year. **This will need a motion/second/approval.**
7. **Approve \$1,000 payment for teaching staff including 14 teachers who are not included in Iowa Teacher Retention Program:** Governor Reynolds created an Executive Order that would pay teacher \$1,000 as part of the Iowa Teacher Retention Program. Teacher Eligibility Criteria is listed below:
  - a. Hold a valid practitioner's license under Iowa Code chapter 272;
  - b. Be a full-time (1.0 FTE as their teaching contract), in-person classroom teacher;
  - c. Complete the remainder of this current school year's teaching assignment;
  - d. Have been hired as a full time, in-person classroom teacher by October 1, 2021
  - e. Not be on administrative leave for disciplinary reasons

- We have 14 teachers who work for us and would not be included in the state program. I would recommend we make a one time payment to these 14 teachers to be paid out of the Districts ESSER dollars. **This will need a motion/second/approval.**
8. **Approve \$500 payment for all full-time staff members:** Due to systemic staff shortages in the state, in anticipation of continued shortages and to reinforce our desire to retain our employees, I recommend we pay all active full time continuing staff in the Algona Community School District a one-time \$500 incentive to be paid on December 1st, 2022, if staff members return their contract or letter of assignment one week after receiving. This payment would come out of ESSER reserve funds. **This will need a motion/second/approval.**
9. **Approve additional 2nd Grade Section for 2022-2023:** This year we expanded 1st Grade to 5 sections with 102 students. We are also anticipating 102 1st students for next year and will need that additional section again. We will be sending 102 1st grade students to 2nd grade for next year. I would recommend the addition of a 5th 2nd grade section for the 2022-2023 school year for the 102 students anticipated in the Grade. We do have the space for the section. **This will need a motion/second/approval.**
10. **Athletic Sharing Agreements for 2022-2023:** We need to approve our athletic sharing agreements for the 2022-2023 school year as the following: Wrestling (Garrigan), Girls Swimming (ELC, Garrigan and Emmetsburg, and Boys Swimming (Fort Dodge). **This will need a motion/second/approval.**
11. **Approve Local Government Risk Pool Commission Natural Gas Program Agreement:** The Risk pool program stabilizes natural gas prices for public entities. The Total Premium shall be set as the sum of all of the District Enrolled meters (each building). The premium is \$13,000 higher than

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last year. I recommend that the Risk Pool premium again be paid out of the Management Fund as it was the past two years. **This will need a motion/second/approval.**

12. **Approve AEA Purchasing Agreement:** This is an annual agreement that we approve that allows us to purchase different products (including food and supplies) from the AEA purchasing vendor list. This allows for a significant financial savings for districts who are part of the AEA purchasing group. **This will need a motion/second/approval.**

13. **600 Series First Reading:** There is only one change that needs to be made to the 600 series. Policy 603.2: Summer School Instruction, needs to have the first bullet removed *“Beginning in the summer of 2017, the district shall offer, unless a waiver from this requirement is granted by the Iowa Department of Education, a intensive summer literacy program for students assessed as exhibiting a substantial deficiency in reading. The applicable legal requirements for the intensive summer literacy program, including, but not limited to those relating to criteria and notification, shall be followed.”*

- I want to take this opportunity to also highlight policy 605.1R1 - Selection for Instructional Materials”. This policy outlines the selection of materials and that process is delegated to professionals trained and licensed (District Librarian for example).
- Policy 605.3 - Objection to Instructional Materials, describes how members of the school district community may object to the instructional materials utilized in the school district and ask for their use to be reconsidered.
- Policy 605.3E1 then outlines the procedure to be followed by the reconsideration committee (including who shall be on the committee) and committee would make a final recommendation to the superintendent.

#### 14. **Open Enrollment:**

2021-2022

1. Aeris Kruse - (9th Grade) North Union to Algona
2. Evan Kruse - (7th Grade) North Union to Algona
3. Isaac Kruse - (10th Grade) North Union to Algona

2022-2023

1. Paige Meendering - (12th Grade) Algona to Humboldt
2. Briggs Patten - (Kdg) Algona to Forest City
3. Paisley Patten - (Kdg) Algona to Forest City

I recommend approval of all of these open enrollments as they have all met deadlines or meet state requirements for approval.

**This will need a motion/second/approval.**

#### **PERSONNEL:**

##### 15. **New Contracts:**

- a. Mary Foth – Volunteer Assistant (Spring Play)
- b. Ben Kern – Volunteer Boys Golf Coach
- c. Danelle VanGorkom – Central Administration Secretary/Bookkeeper (\$17.47/ hr for an estimated 40 hours a week).

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- d. Molly Henderson – 5-12 Grade TAG (Hard to fill bonus \$5,000-yr 1, \$3,000-yr 2, \$2,000-yr3)
- e. Justine Garman – 7th Grade Girls Basketball

16. Resignations

- a. Jordan Buhs – Middle School Math
- b. Penny Rahm – Central Admin Secretary/Bookkeeper
- c. Kathy Briener (retirement) – PAC Manager/AD Secretary
- d. Kevin Hoover (retirement) – Transportation
- e. Vickie Kaiser (retirement) – Middle School Teacher Associate
- f. Mary Beth Cooper (retirement) June 30 – Board Secretary/Business Manager
- g. Kim Eischeid – Food Service
- h. Molly Henderson – Middle School Science

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