

## Minutes for November 17, 2021 Central Decatur Board of Education Meeting

The Central Decatur Community School Board of Education met in regular session for the organizational/regular meeting in the High School Library and via Google Meet on Wednesday, November 17, 2021.

Board members present: Amber Swartz, Cayle Buckingham, Andrew Sullivan, and Sean Saxton. Cassy Allen joined electronically.

Board members absent: None

Others in attendance were: Amy Whittington, Dan Johnson, Zach Clark, Chris Coffelt, Becky Broich, and two guests.

Board Secretary Becky Broich called the meeting to order at 7:51 p.m.

### ORGANIZATIONAL PROCEDURES:

- The oath of office was administered to elected Board Directors Amber Swartz, Cassy Allen, Andrew Sullivan, and Sean Saxton.
- The election of officers was held.
  - For the position of President, Andrew Sullivan nominated Amber Swartz and Cassy Allen nominated Cayle Buckingham. No further nominations were made. Roll call vote was as follows: Cassy Allen and Cayle Buckingham for Buckingham and Andrew Sullivan, Sean Saxton, and Amber Swartz for Swartz. The oath of office was administered to Amber Swartz as Board President.
  - Andrew Sullivan nominated Cassy Allen for the position of Vice-President. No further nominations were made. The board voted unanimously for Cassy Allen to serve as Vice-President of the Board. The oath of office was administered to the Board Vice-President.
- The board appointed Becky Broich as Board Secretary/Treasurer. **Motion** by Buckingham, second by Sullivan. Motion carried unanimously. The oath of office was administered.
- The board decided that regular meetings will be held on the second Tuesday of the month at 7:15 p.m. in the high school library. This is a change from previously and may change back to Wednesday if scheduling conflicts arise.
- The Board approved the appointment of Verle Norris as the school attorney, with the use of Lynch Dallas PC, as needed. **Motion** by Buckingham, second by Allen. Motion carried unanimously.
- The board designated Great Western Bank and Farmers Bank as the District's depositories and established \$8,000,000.00 as the District's maximum deposit to each. **Motion** by Saxton, second by Buckingham. Motion carried unanimously.
- The Board designated The Leon Journal as Central Decatur's official newspaper publication. **Motion** by Allen, second by Sullivan. Motion carried unanimously.

### CONSENSUS ITEMS AND REPORTS:

The following consent items were approved:

- The agenda for November 17, 2021 organizational/regular meeting.
- Financial reports for the following funds for October: General, Management, Physical Plant and Equipment Levy, Capital Projects, Debt Service, Activity, Scholarship, Lunch, and Partial Self-Insurance.  
Summary list of bills:

|              |              |                  |             |                      |             |
|--------------|--------------|------------------|-------------|----------------------|-------------|
| General Fund | \$165,042.50 | Activity Fund    | \$35,391.47 | PPEL Fund            | \$6,352.98  |
| Lunch Fund   | \$35,094.81  | Capital Projects | \$41,352.27 | Bond & Interest Fund | \$33,937.50 |
- Funds in the amount of \$7,303.91 will be transferred from the general fund to the lunch fund and \$63,819.45 from the general fund to the capital projects fund. This transfer provides the funds with a portion of the federal COVID-19 funding (Education Stabilization Fund-Elementary and Secondary School Emergency Relief Fund II – ESSER II) for COVID-19 expenses incurred.
- Two open enrollment applications were approved to attend CD. One from Lamoni CSD for 2021-2022 due to a change in residence and one from Clarke CSD for 2022-2023.
- There were no fundraising requests.  
**Motion** by Buckingham, second by Allen. Motion carried unanimously.

#### ACTION ITEMS:

- The board discussed the latest COVID-19 guidance, status in Decatur County and the District, and revisions to the Return to Learn Plan. Information can be found on the school's website: [www.centraldecatur.org](http://www.centraldecatur.org). Click on "District" then Return to Learn (R2L). Current revisions to the R2L Plan include removal of the "essential worker" category so that students and staff both follow the Iowa Department of Public Health guidelines of ten days of isolation from the onset of symptoms or date of a positive test. Parents should quarantine their child if they have been exposed to an individual in the household with COVID-19, unless they are vaccinated and asymptomatic. The revisions were approved. **Motion** by Sullivan, second by Allen. Motion carried unanimously.
- Action item #4 – District Facility Projects was moved up in the meeting to accommodate schedules.
  - AD Zach Clark reviewed the requirement for the use of basketball shot clocks beginning the 2022-2023 season and associated costs. The board approved the purchase from H2I Group for shot clocks in the amount of \$8,600 and \$5,700 to update the scoreboard controls and receivers. **Motion** by Allen, second by Saxton. Opposed by Buckingham. Motion carried 4-1.
  - The board awarded the following bids received:
    - Leon Recycling & Auto Parts – 2004 Thomas Freightliner Bus, 65 passenger for \$1,257 and 2005 Thomas Freightliner Bus 42 passenger for \$1,257.
    - Living Hope Church – 2003 Advance Advenger Ride On Auto Scrubber for \$1,005.**Motion** by Buckingham, second by Allen. Motion carried unanimously.
- The Board reviewed the October 2021 certified enrollment, K-12 student demographic data and student participation data in college and career courses. The board approved the annual review of district, attendance center and course enrollment data. **Motion** by Buckingham, second by Allen. Motion carried unanimously.
- The board approved to renew the Recycling Disposal Agreement and the 28E Agreement for use of the wash bays located at the Transportation Facility. **Motion** by Sullivan, second by Allen. Motion carried unanimously.
- The Board approved the School Budget Review Committee application for modified supplemental amount for \$42,288 due to open enrolled out students on the October 2021 count for whom CD is required to pay tuition in the current year to the receiving district and were not on the October 2020 count (6 students). **Motion** by Saxton, second by Buckingham. Motion carried unanimously.
- Personnel:
  - The board approved Chad Ray as Assistant Junior High Girls Basketball Coach. **Motion** by Allen, second by Sullivan. Motion carried unanimously.
  - Classified staff hires: Jill Sage as one-on-one special education para and Diane VanLaar as a cook.

#### INFORMATION ITEMS:

- The 400 series of board policy pertains to employees and is the next series up for review. Sub-committee members Amber Swartz and Cassy Allen will work with Superintendent Coffelt to review and provide recommendations for board approval.
- Upcoming Dates:
  - a. Regular Meeting: Tuesday, December 14, 2021 at 7:15 p.m. – High School Library/Google Meet.
  - b. Joint Board Session with Lamoni Board of Education date and time yet to be determined.

#### ADJOURNMENT:

Sullivan moved the meeting be adjourned at 9:59 p.m. Second by Buckingham.

---

Amber Swartz, President

---

Becky Broich, Board Secretary