

## Minutes for November 15, 2023 Central Decatur Board of Education Meeting

The Central Decatur Community School Board of Education met in regular session for the annual/organizational meeting in the High School Library on Wednesday, November 15, 2023.

Board members present: Cassy Allen, Amber Swartz, Sean Saxton, Andrew Sullivan, and Nick Tharp.

Board members absent: None

Others in attendance: Alli Theisen via Google Meet, Chris Coffelt, Becky Broich and three guests.

Board President Swartz called the meeting to order at 7:33 p.m.

### CONSENSUS ITEMS AND REPORTS:

The following consent items were approved:

- The agenda for November 15, 2023.
- Minutes of the previous meeting on October 18, 2023.
- Financial reports for the following funds for October 2023: General, Management, Physical Plant and Equipment Levy, Capital Projects, Bond and Interest, Partial-Self Insurance Fund, Activity, Scholarship, and Lunch.
- Summary list of bills for November:  
General Fund \$140,027.65; Activity Fund \$59,536.42; Lunch Fund \$44,105.32; PPEL Fund \$4,424.30; Capital Projects Fund \$61,631.51; Bond and Interest Fund: \$26,062.50.
- Funds in the amount of \$7,144.87 will be transferred from the General Fund to the Lunch Fund. This transfer provides the Lunch Fund with a portion of the federal COVID-19 funding (American Rescue Plan Elementary and Secondary School Emergency Relief –ESSER III) for COVID-19 expenses incurred.
- There were no open enrollment applications.
- The following fundraising requests were approved: Class of 2025 – Pizza Hut and Prom T-shirts; Yearbook – Business advertising packages.

**Motion** to approve all items listed in Consensus Items and Reports listed above by Allen, second by Sullivan. Motion carried unanimously.

### ORGANIZATIONAL PROCEDURES:

- The board accepted the Abstract of Votes from the November 7, 2023 City-School Election, confirming the following Directors: Sean Saxton – At-Large Director Seat, Andrew Sullivan – Director District 2, and Nick Tharp – Director District 3, each for four year terms. The Abstract of Votes also confirmed passage of “Central Decatur School – Public Measure GC” for the Revenue Purpose Statement (RPS) with 76% support allowing the District to continue to access SAVE funds through 2050 and supporting investments in technology, transportation, and facilities. **Motion** by Allen, second by Sullivan. Motion carried unanimously. The oath of office was administered to the reelected directors.
- The election of officers was held.
  - Sullivan nominated Amber Swartz for the position of President. No further nominations were made. The board voted unanimously for Amber Swartz to serve as President of the Board. The oath of office was administered to Amber Swartz as Board President.
  - 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 Cassy Allen as Board Vice-President.
- The board appointed Becky Broich as Board Secretary/Treasurer. **Motion** by Allen, second by Sullivan. Motion carried unanimously. The oath of office was administered.
- The board decided that regular meetings will continue to be held on the third Wednesday of the month at 7:30 p.m. in the high school library.
- The Board approved the appointment of Verle Norris and Ahlers & Cooney, P.C. as school attorneys. **Motion** by Saxton, second by Sullivan. Motion carried unanimously.
- The board designated First Interstate Bank, Farmers Bank, and Iowa Schools Joint Investment Trust (ISJIT) as the District’s depositories and established \$6,000,000.00 as the District’s maximum deposit to each. **Motion** by Saxton, second by Allen. Motion carried unanimously.
- The Board designated The Leon Journal as Central Decatur’s official newspaper publication. **Motion** by Allen, second by Tharp. Motion carried unanimously.

Superintendent Coffelt and Board Secretary Becky Broich shared 2022-2023 fiscal year end reports, including: the Certified Budget Comparison, Unspent Balance History, Revenue and Expenditure Categories and Amounts, Sped and Transportation Costs, and CD Trial Balance. The board approved reports to close out the 2022-23 fiscal year. **Motion** by Allen, second by Tharp; Motion carried unanimously.

#### ACTION ITEMS:

- District Projects/Purchases
  - Estes Construction Project Engineer Alli Theisen reviewed progress for District HVAC projects. The Board approved Change Order #014 for expansion tank insulation in the amount of \$371.00. **Motion** by Allen, second by Saxton. Motion carried unanimously.
  - There are a few minor items to complete on the junior high/high school gym floor, but students are able to practice and have PE as of this week.
  - The Board will begin the process to select a new architecture and design firm for facility master planning services.
- The Board approved the renewal of snow removal contract with DCLI, Inc with a \$5 increase in hourly rates for the 2023-2024 winter season. **Motion** by Tharp, second by Allen. Motion carried unanimously.
- The board approved renewal of the Recycling Disposal Agreement and the 28E Agreement for use of the wash bays located at the Transportation Facility with Decatur County. **Motion** by Allen, second by Tharp. Motion carried unanimously.
- The board approved casting a ballot for Raymond Storm for Green Hills AEA, Director District 1 for a four year term. **Motion** by Allen, second by Saxton. Motion carried unanimously.
- Personnel:
  - The Board approved the resignations of Peyton Pedersen, MS Boys Basketball Coach and Kelly Hinds, North Elementary Office Manager with appreciation for her 27+ years of service to the District. **Motion** by Allen, second by Tharp. Motion carried unanimously.
  - The Board approved the following hires: Jessica Muller, MS English Teacher beginning January 2024; Zach Mendenhall, Head MS Boys Basketball Coach; and Colby Wilken, Assistant MS Wrestling Coach. **Motion** by Allen, second by Sullivan. Motion carried unanimously.
  - The Board was notified of the following classified staff hire: Andrew Birge, Activity Custodian.
  - The Board discussed whether to offer the early retirement incentive. A decision will be made at the December meeting. The Board will also review the early notification incentive.
  - The Board approved the increase of the certified long-term substitute rate to \$183.25 per day. A sub that has worked ten consecutive days in the same assignment will be paid the long-term sub rate for each day they remain in that assignment. **Motion** by Tharp, second by Allen. Motion carried unanimously.

#### INFORMATION ITEMS:

- Superintendent Coffelt reviewed the School Improvement Advisory Committee (SIAC) purpose and October 23 meeting. Minutes of the meeting were reviewed with Directors. Significant educational topics addressed by SIAC included potential benefits and considerations of a 4-day school week structure, staff recruitment and retention, renewal of the RPS and District communication strategies
- Upcoming Dates:
  - a. November 16: 2023 IASB Annual Convention
  - b. December 6: Joint Board Session w. Lamoni Board of Education @ 7:00 pm - CD High School Library
  - c. December 20: Board of Education Regular Meeting @ 7:30 pm - High School Library

Sullivan moved the meeting adjourn at 8:56 p.m. Second by Allen.

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Amber Swartz, President

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Becky Broich, Board Secretary