Adel DeSoto Minburn Board of Education  
Regular Meeting – Monday, February 9, 2015  
6:00 p.m. @ ADM MS Board Room

**Attendance:**

Present:  
Tim Canney  
Bart Banwart  
Kelli Book  
Rod Collins  
Kim Roby  
Superintendent Greg Dufoe  
Secretary Nancy Gee

Absent:  

**Call to Order/Roll Call:** President Tim Canney called the meeting to order. Roll call was taken. Present were Vice President Kim Roby, Kelli Book, President Tim Canney, Rod Collins, and Bart Banwart.

**Agenda:** It was moved by Roby, seconded by Banwart to adopt the agenda as presented. Motion carried unanimously.

**Consent Agenda:** It was moved by Banwart, seconded by Book, to approve the items under the consent agenda as presented. Motion carried unanimously. Minutes, bills and claims, and financial reports were reviewed and accepted. Resignations were accepted from Edward Kline, van driver, effective 12/15/14 and Alecia Werner, soccer coach. New contracts were offered to Liz Anderson, day care director, effective for 2015-16, Emilie Bowlin, associate, Mike Wilson, bus associate/monitor, and Steve Smith, mini bus driver pending employment requirement completion. The following transfers for 2015-16 were announced: Kaitlyn Ferm from assistant cheer coach to head cheer coach and Sara Huston from 4th grade teacher to 7th grade English. The Board had the second and final reading of Board Policy 505.6, “Graduation Requirements”. The High School Course Catalog for 2015-16 was approved with several changes and additions including an AP Studio Art course, PLTW Computer Science Applications, an Applied English and Communications course and ADM Singers course. A job description for Bus Monitor was approved. The Board reviewed the Hazardous Chemical Plan. An open enrollment in request for 2014-15 for Emily Garcia from Des Moines was approved. The following open enrollment out requests for 2014-15 were approved: Frank, Morgan, and Stephanie Davidson to Van Meter, and Dalton Michaelson to Perry. Open enrollment in requests for 2015-16 were approved for Addison Brandt from Perry, Eric Castro from Perry, Wyatt Grieser from West Central Valley, Brady Johns from Waukee, and Hudson Hawkins from Earlham. The open enrollment out request for 2015-16 for Austin Croat to Van Meter and Peyton Sturtz to Van Meter were approved.
Welcome of Visitors/Open Forum: President Canney welcomed visitors and invited public comments during Open Forum. No one spoke.

Approval of School Bus Bid: Two bids were received for a Transit style 84-passenger bus with undercarriage. It was moved by Book, seconded by Roby to approve the bid from Thomas Built Buses for $101,236. The other bid received from School Bus Sales did not follow all of the specifications listed. Motion carried unanimously.

2015-16 School Fees: It was moved by Banwart, seconded by Roby to approve the increase of $10 for preschool fees for 2015-16. All other fees will remain the same with the exception of lunch and activity fees. The activity and lunch fees will be reviewed at a later date. Motion carried unanimously.

Continuation of RevTrak Fee Waiver: RevTrak is an online payment system that integrates with the student software (Infinite Campus) for school and lunch fees. The Board waived the user fee of $2.00 for the 2014-15 school year to promote more users due to the efficiencies of using RevTrak with Infinite Campus. The results increased usage by 172%. It was moved by Banwart, seconded by Book to continue the waiver. Motion carried unanimously.

Set Public Hearing for HS/MS Project & District Office Renovation at the Old Middle School: It was approved by Book, seconded by Roby to set a public hearing for the High School and Middle School additions and renovation and the district office renovation at the old Middle School for March 30, 2015 at 5:30 p.m. in the Board room. Motion carried unanimously.

Advertisement for Bid for the High School/Middle School Project: It was approved by Banwart, seconded by Collins to advertise for bid the High School/Middle School Project and to set the date to receive bids on March 12, 2015 before 2:00 p.m. Motion carried unanimously.

Advertisement for Bid for the District Office Renovation (Old Middle School) Project: It was approved by Banwart, seconded by Book to advertise for bid the District Office Renovation at the Old Middle School Project and to set the date to receive bids on March 26, 2015 before 2:00 p.m. Motion carried unanimously.

Construction Document Approval for High School/Middle School Project and the District Office Renovation (Old Middle School): Tom Wollan from FRK presented the construction documents. It was approved by Book, seconded by Roby to approve the documents as presented. Motion carried unanimously.

Set Public Hearing for Hours Versus Days Calendar: It was moved by Collins, seconded by Roby to set a public hearing for the hours versus days calendar for March 9, 2015 at 6:00 p.m. in the Board room. Motion carried unanimously.
Set Public Hearing for Early Start Calendar: It was moved by Roby, seconded by Banwart to set a public hearing for the early start calendar for March 9, 2015 at 6:00 p.m. in the Board room. Motion carried unanimously.

Administrative Reports:

2015-2016 Calendar: Superintendent Dufoe shared information regarding the waiver requirements for an early start calendar, hours versus days, and possible legislative compromise for an August 24th start date.

Construction Update: Lucas Ashe, Director of Buildings and Grounds gave the board an update on the progress at the Adel Elementary and DeSoto Intermediate buildings.

2015-2016 Preliminary Budget Information: Business Manager Nancy Gee shared preliminary budget information for Fiscal Year 2016. She reported on the taxable valuations, enrollment changes and taxing and spending authority for the 2016 budget. The General Fund levy is expected to increase by .43 due to the dropout prevention budget. The overall tax levy will not be known until the legislature sets the supplemental aid (allowable growth rate).

Adjournment: It was moved by Roby, seconded by Book, to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 7:24 p.m.

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Minutes approved as  Tim Canney, President

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Dated  Nancy Gee, Secretary