

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

## **Attendance:**

**Present:** \_\_\_\_\_ **Absent:** \_\_\_\_\_

Tim Canney

Bart Banwart

Kelli Book

Rod Collins

Kim Roby

Superintendent Greg Dufoe

## Secretary Nancy Gee

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

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

**Consent Agenda:** It was moved by Roby, seconded by Collins, to approve the items under the consent agenda as presented. Motion carried by 4 votes. Banwart abstained. Minutes, bills and claims, and financial reports were reviewed and accepted. A transfer of \$20,000 from Fund 33 to Fund 40 for tax levy abatement was approved.

Resignations/terminations were accepted for Marc McCartney, assistant football coach, Shelby Nelson, cheer and dance coach, Tim Pettit, assistant football coach, Bob Phillips, van driver (effective 2/24/15) and Mike Wilson, bus associate effective 3/12/15. All of the other resignations are effective at the end of this school year. Pending a successful background check, James Waddell was offered a contract for van driver, effective March 9, 2015. Pending successful background checks, new contracts for 2015-16 (except where noted) were offered to Leah Alliman, middle school social studies teacher, Elizabeth Basinger, high school ELA teacher and yearbook/newspaper advisor, Tyler Bohlke, high school science teacher, Kinzee Bryte, elementary guidance counselor, Morgan Cramer, elementary art teacher, Michelle Grimoskas, elementary teacher, Allison Ketter, food service director, Gabriel Parker, middle school technology teacher (pending licensure) and middle school baseball coach (coach for 2014-15 and 2015-16), Michael Parkinson, high school social studies teacher and assistant football coach, Jackson VerWoert, assistant high school baseball coach, (for 2014-15 pending licensure) and McKenzie Wallace, high school agriculture teacher and FFA sponsor. A new contract was offered to Elizabeth Knipper for academic decathlon sponsor. A transfer from middle school baseball coach to assistant high school baseball coach for 2014-15 was approved for Josh Mohr. The agreement with the City of Adel for the School Resource Officer for 2015-16 was approved. The following open enrollment out

for 2014-15 was approved: Kennedy Carbine to Van Meter and Levi Cline to West Des Moines. The following open enrollment in was approved for 2015-16: Alabama Astley from Waukee, Lauren Brady from Van Meter, Gambrel Deardorff from Perry, Corbin Etter from Granger, Paige Grasty from Waukee, Amanda Gustafson from Earlham, Anderson Osgood from Earlham, Tajen Ross from Waukee, and Breonna and Teagan Tolle from Perry. The following open enrollment out was approved for 2015-16: Owen Embree to CAM, Danielle and Lydia Georgick to West Central Valley, Isabella Gray to Dallas Center Grimes, Jacob Heileman to CAM, and Benjamin Sieleman to Earlham.

**Welcome of Visitors/Open Forum:** President Canney welcomed visitors and invited public comments during Open Forum. No one spoke.

**Public Hearing for Hours Versus Days Calendar:** President Canney called the public hearing open at 6:04 p.m. Being there were no written or verbal objections noted, he closed the hearing at 6:05 p.m.

**Public Hearing for Early Start Calendar:** President Canney called the public hearing open at 6:05 p.m. Being there were no written or verbal objections noted, he closed the hearing at 6:06 p.m.

**FRK Architects for Minburn Gym Project:** It was moved by Banwart, seconded by Book to hire FRK Architects for the work needed at the Minburn building gym. This project will be above the threshold that requires the competitive bidding process. The work will return the space to usable condition as an in-door baseball/softball/golf facility. The cost estimate for demolition of the gym and some of the surrounding spaces was higher than the renovation cost estimates. Motion carried unanimously.

**Track Repair Work:** It was moved by Roby, seconded by Book to approve the base price quote from Midwest Tennis and Track for the track repair of \$12,142. Motion carried unanimously.

**Portable Classroom Removal:** It was moved by Banwart, seconded by Collins to approve the quote from Turnkey to remove the two portable classrooms on the east side of the high school for \$17,763. The other quote received was \$39,940 from DDVI. Motion carried unanimously.

**Adel Elementary Change Order #3:** It was moved by Book, seconded by Roby to approve change order #3 for the Adel Elementary for a total add of \$654.07. Motion carried unanimously.

**2015-16 Lunch Prices:** It was moved by Banwart, seconded by Roby to approve the lunch price increase of five cents for adult lunch, K-5 lunch, 6-12 lunch, and adult breakfast. The student breakfast and milk amounts will not increase. Lunch prices must meet the requirements in Section 205 of the Healthy, Hunger-Free Kids Act of 2010. A Paid Lunch Equity tool was created to help School Food Authorities calculate their paid lunch price increase requirements and non-Federal source contributions to meet the requirements. Motion carried unanimously.

**2015-16 Budget Information:** Business Manager Gee presented the proposed 2015-16 certified budget information. The legislature has not set the state supplemental assistance rate (formerly called allowable growth rate) so the tax levy published will be based on a 4% state supplemental assistance (SSA) rate. Ms. Gee recommended publishing the budget at the highest possible tax levy rate (17.98) at this time as the District can lower the levy rate once the state supplemental assistance rate is set but cannot increase the rate.

The overall tax levy rate will increase between .36 cents and .41 cents depending on the SSA rate. The General Fund levy will see an increase between .45 cents and .50 cents due to the increased dropout prevention budget. The Debt Service levy will be reduced .09 cents because the second series of the bond was delayed a year. The Management levy increased slightly from 1.05037 to 1.05548.

The General Fund will see another decrease in the fund balance at the end of 2016 as the District is limited to levying additional cash because the fund balance at the end of 2014 exceeded 20% of total expenditures. The District has been spending the fund balance down for the past few years. The increase of the special education deficit is a concern and is projected to be close to \$700,000 for 2016. This will have a large impact on the fund balance at the end of 2016 and could increase the General Fund tax levy in future years if it continues.

Ms. Gee explained that the Certified Budget resources and expenditure totals (shown on the Notice of Public Hearing – Proposed Budget Summary) are estimated at a higher amount than the actual line item budget used by the District to control costs. The Proposed Budget Summary includes all funds even those that don't have any impact on the tax levy. The increase percentages shown are over the two-year period (2014 to 2016).

The Board also reviewed the Unspent Balance Worksheet, which calculates the estimated maximum spending authority for the General Fund. The District has been successful in keeping the General Fund expenses below the maximum spending authority set by the State. The District's enrollment increased by 48.5 students for the 2016 budget year and by 21.39 students for the current budget year. Enrollment and the state supplemental assistance rate greatly impact the maximum spending authority. The District also receives spending authority for the special education deficit.

**Set Public Hearing on the Fiscal Year 2016 Budget:** It was moved by Banwart, seconded by Roby to approve the proposed budget for publication and to set the public hearing on the 2015-16 budget for April 13, 2015 at 6:00 p.m. Motion carried unanimously.

**Set Public Hearing on the Children's Internet Protection Act (CIPA):** It was moved by Collins, seconded by Roby to set a public hearing on the CIPA for April 13, 2015 at 6:00 p.m. CIPA requires that all schools and libraries that receive federal funding establish certain protections for Internet users. Schools must filter Internet access to prevent users from accessing materials that are (a) obscene, (b) child pornography, or

(c) harmful to minors. It also requires that schools provide for educating minors about appropriate online behavior. Motion carried unanimously.

**Patient Protection and Affordable Care Act Resolution:** Director Banwart moved to adopt the Patient Protection and Affordable Care Act Resolution and Roby seconded. The resolution states, "Now Therefore, Be It Resolved, by the Board of Education of the Adel DeSoto Minburn Community School District by action at its March 9, 2015 meeting the following: (1) The Board shall comply with the requirements for the Patient Protection and Affordable Care Act to the best of its ability. (2) The Board delegates to the Superintendent, including his/her designee(s) to establish time periods, govern the measurement and tracking of employee hours, and/or otherwise establish procedures implementing and in accordance with Section 4980H." Motion carried unanimously.

**Certified Staff Increase for 2015-16:** It was moved by Banwart, seconded by Book to approve the new first grade teacher position (1.0 FTE) and a 4<sup>th</sup> or 5<sup>th</sup> grade (1.0) teacher position. Motion carried unanimously.

**Elementary Guided Reading Resource Order:** It was moved by Book, seconded by Roby to approve the elementary guided reading resource order as presented. This purchase is a result of the K-5 ELA curriculum revision work. Motion carried unanimously.

**Administrative Reports:**

2015-16 Calendar Drafts: Superintendent Dufoe shared three options for the 2015-16 calendar. One is based on a start date of August 24<sup>th</sup> (if allowed by the legislature) and the other two are with start dates of August 31<sup>st</sup>.

Agriculture Program Update: High School Principal Lee Griebel reported on the agriculture program, training for the new teacher and new courses for 2015-16.

K-5 and 6-12 ELA Curriculum Update: Elementary Principal Carole Erickson shared information on the process for the K-5 ELA curriculum choices. Superintendent Dufoe shared information for the 6-12 ELA curriculum work.

**Adjournment:** It was moved by Banwart, seconded by Roby, to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 7:02 p.m.

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Minutes approved as

Tim Canney, President

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Dated

Nancy Gee, Secretary