Adel DeSoto Minburn Board of Education
Regular Meeting – Monday, July 13. 2015
6:00 p.m. @ ADM MS Board Room

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

Absent: Tim Canney

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

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, transfers and financial reports were reviewed and accepted. The transfers approved included a transfer from the PPEL Fund to the Debt Service Fund for principal and interest payments for the Apple Lease ($120,530.61) and the bus lease ($19,828.02), a transfer of $26,000 from the Day Care Fund to the General Fund for excess profits, a transfer of $14,115 from the SILO/SAVE Fund to the Debt Service Fund for tax abatement, and a transfer from the Special Events account in the Activity Fund to the Athletic account in the activity fund of all but $50,000 to be left in the Special Events account. The Special Events account will be renamed “Concessions” and the Athletic account will be renamed Activity account. Resignations/terminations were accepted from Marvin Christensen; custodian, Leisa Hasty, driver, and Cassandra Oberembt, special education teacher if a suitable replacement can be secured. New contracts were approved for Alec Craigmile, cheer coach, Megan Godwin, food server/worker, Cris Ocak, football and basketball coach, and Gabe Parker, student council sponsor. Following successful background checks, new contracts were offered to JoAnne Avis, food server/worker, Cathy Bumann, driver, Lindsay Deitrick, teacher associate, and Amy Goos, office assistant. The following handbooks were approved: High School Staff, High School Student/Parent, Middle School Staff, Middle School Student/Parent, School Bus Driver, and School Transportation. For 2015-16, K-5-3-4 was accepted as the ADM organizational structure. Nancy Gee was appointed the District Secretary/Treasurer and the School Business Official, Darcy Simpson was appointed as the Level 1 Child Abuse Investigator, Greg Dufoe was appointed as Level 1 alternate and Gordy Shepherd was appointed as Level II Child Abuse Investigator. The Dallas County News was approved as the official publication for required legal documents. Open enrollment in requests for 2015-16 were approved for Joey Biondi.
from Waukee, Davin Deitrick from Perry, Carter and Claire Greenslade from Waukee, Audrey Hysell from Waukee, Addison and Caden Reynolds from Ankeny, Kinsey Shaw from West Central Valley, Brandon, Zachary, and Valerie Thompson from Perry, and Tavian Waters from West Central Valley. Open enrollment out requests for 2015-16 were approved for James Dorrian to Woodward Granger, Shari Ladd to Van Meter, Peyton Nixon to Woodward Granger, and Ashley Stodden to Dallas Center Grimes. An open enrollment in request for 2016-17 was approved for Colton Christenson from Panorama.

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

**Design Development for Minburn Roof Replacement Project:** Doug Cherveck from FRK & Associates presented the design plan for the Minburn Roof Replacement project. It was moved by Banwart, seconded by Book to approve the design for the Minburn Roof Replacement Project. Motion carried unanimously.

**Set Public Hearing for the Minburn Roof Replacement Project:** It was moved by Banwart, seconded by Collins to set the public hearing for the Minburn roof project for 6:00 p.m. on August 10, 2015 to be held at the ADM Middle School board room. The Notice for the Hearing will be published in the Dallas County News as required. Motion carried unanimously.

**Advertisement for Bid for Minburn Roof Replacement Project:** It was moved by Book, seconded by Collins to place an advertisement for bid for the Minburn Roof Replacement Project. Bids will be received before 2:00 p.m. on the 18th day of August. Motion carried unanimously.

**Change Order #5 for Adel Elementary:** It was moved by Banwart, seconded by Book to approve the change order for $23,914.11 for sod and additional casework in the kindergarten rooms and the office. Motion carried unanimously.

**Change Order #4 for DeSoto Intermediate:** It was moved by Collins, seconded by Banwart to approve the change order for $4,789.84 for work at the bus drop off, add a sink in the art room, and provide an extension of block wall. Motion carried unanimously.

**Change Order #1 for Middle School/High School:** It was moved by Collins, seconded by Book to approve the change order for a deduct of $49,922 which includes a credit for the building permit ($23,080) and a change of manufacturer of the tubular daylight system ($26,842). Motion carried unanimously.

**Change Order #1 for District Office Relocation (Old Middle School):** It was moved by Banwart, seconded by Collins to approve the change order for a deduct of $1,648 which includes a credit for the building permit ($2,900), eliminate wayfinding sign ($2,132), deleting the sink in workroom ($670), and an add to remove walls $4,054. Motion carried unanimously.
Resolution Naming Depositories: It was moved by Banwart and seconded by Book to accept the Resolution Naming Depositories for 2015-16. The depositories are Lincoln Savings Bank, Adel, Iowa, for a maximum of $35,000,000; Wells Fargo, Minneapolis, Minnesota, for a maximum of $1,000,000; and ISJIT, Des Moines, Iowa for a maximum of $500,000. Motion carried unanimously.

Market Factor Pay Resolution for 2015-16: Superintendent recommended approval of the Market Factor Pay Resolution for 2015-16 allowing the 2006-07 and 2007-08 market factor funding to be used for hard to hire positions, dual credit offerings, and Reading Recovery training. It was moved by Banwart, seconded by Book, to approve the Market Factor Pay Resolution as presented. Motion carried unanimously with a 4-0 roll call vote.

Approve Rental Fee for 2015-16 for Adel Parks & Recreation Use: Superintendent Dufoe stated that the rental fee has not changed for several years. The fee was originally set at $2,500 with the intent to raise it the second year. It was moved by Banwart, seconded by Book to increase the annual rental fee from $2,500 to $3,500 for 2015-16. Motion carried unanimously.

Facility Usage Guidelines: It was moved by Banwart, seconded by Book to approve the Facility Usage Guidelines. The only change from the draft approved in June was an increase to the maximum of two hours for youth sports teams’ practices per week in the gym spaces. Superintendent Dufoe reviewed some of the other changes to the original guidelines including the online request process, two week prior notice of event request, auditorium and kitchen use, increase to custodian fees, and eliminating private party uses such as birthday and graduation parties. Motion carried unanimously.

Tiger Drive Repair: It was moved by Banwart, seconded by Collins to approve the quote from Dykstra Concrete LLC for repairs to Tiger Drive and the parking lot for $74,718. One other quote was received from Carrick Concrete that exceeded $100,000. Motion carried unanimously.

Administrative Reports:

Athletic Masterplanning Update: Superintendent Dufoe gave an update on the site visits at Gilbert, North Polk, and Bondurant-Farrar. The committee will meet in August and start prioritizing needs.

District Goals: The Board reviewed the goals for 2015-16. Most of the goals were extensions of the current goals – providing continuity and sustainability.

Closed Session:

It was moved by Book, seconded by Banwart to enter into closed session for Board evaluation in an employment matter according to Iowa Code section 21.5(1)(i). A roll call vote was taken with all 4 members present voting aye. The time was 7:18 p.m.

The Board reconvened to open session at 7:45 p.m.
Adjournment: It was moved by Banwart, seconded by Book to adjourn. The motion carried unanimously. Acting President Roby adjourned the meeting at 7:45 p.m.