Adel DeSoto Minburn Board of Education
Regular Meeting – Monday, December 14, 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 Banwart 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 Nancy Abbot, driver, John Begley, track coach, and Sierra England, soccer coach. Pending successful background checks, new contracts for the current school year were offered to Sarah Hartwigsen, food service cashier/server, effective 11/12/15; Tricia Garton, 2nd grade teacher, effective 1/4/16, Wayne Mager, boys’ basketball coach, and Lori Richardson, sub bus driver, effective 12/9/15. December non-teaching contracts were offered to: Jeff Abbas, girls’ soccer coach, Nicole Blackford, softball coach, Jason Book, baseball coach, Rick Dillinger, softball coach, Thomas Horton, boys’ soccer coach, John Kotz, golf coach, Brandi Rose, softball coach, Joe Roth, boys’ soccer coach, Bill Shields, boys’ soccer coach, and Jackson VerWoert, baseball coach. A request from Julie Morris for a 90-day unpaid leave from her contract was approved. A transfer from middle school baseball coach to assistant high school baseball coach was granted for Gabe Parker. The Board approved the revisions to the Before and After School Day Care Program Parent and Staff Handbooks. The General Operating Procedures for Food Safety Handbook was approved. The student teaching contract with Drake University was approved. The Board had the first reading of Board Policies, Series 100. Requests for open enrollment in for 2015-16 were approved for Jade, Mason and Sasha Acaley, from Perry, Henry and Tucker Krug, from Earlham, and Ellah, Kalista and Trent Townsley from Waukee. Requests for open enrollment out for 2015-16 for Gabriel Button to Van Meter and Chelsey Grabler to Dallas Center Grimes were
approved. A request for open enrollment in for 2016-17 for Tyler Smith from West Des Moines was approved. A request for open enrollment out for 2016-17 for Jensen Bennewitz to Dallas Center Grimes was approved.

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

**5Cast Financial Projection Software:** It was moved by Book, seconded by Collins to approve the two-year contract with 5Cast for financial projection software at a cost of $4,000 per year. This software will be purchased with PPEL Funds. Motion carried unanimously.

**District Administration Center Furniture and Equipment Order:** It was moved by Banwart, seconded by Book to approve the furniture and equipment order from Storey Kenworthy for the newly remodeled administration center for $78,143.92. The administration center is comprised of offices for the superintendent and business department, building and grounds director, and technology department. The new board room and a large professional development room are also located at the new administration center. Motion carried unanimously.

**High School/Middle School Partial Furniture Order:** It was moved by Collins, seconded by Book to approve the furniture order from Storey Kenworthy for the newly remodeled high school cafeteria and office spaces at the middle school and high school for $158,057.48. Motion carried unanimously.

**Change Order #5 for DeSoto Intermediate:** It was moved by Banwart, seconded by Roby to approve change order #5 for DeSoto Intermediate in the amount of $5,293.28. This change order includes: removing existing concrete to existing loading dock and pouring new concrete for $1,577.56; providing drywall in the cafeteria at removal of existing tack surface for $420.18; providing wall infill and window glazing replacement for $2,902.42; and providing and connecting a new door hold open to existing door hold open near lunch room for $393.12. Motion carried unanimously.

**Change Order #6 for Adel Elementary:** It was moved by Book, seconded by Roby to approve change order #6 for Adel Elementary in the amount of $32,123.88. This change order includes: providing supplemental drain tile for $7,708.88; providing a hard connection at west roof drains of $21,007.64; providing leveling at music room and teachers’ lounge for $789.60; replacing damaged and worn ceiling pads for $2,007.84; box in conduit and column at music room for $761.40; connect existing hot water heater in nurse’s office for $529.60; modify existing plumbing in teachers’ lounge and boiler room for $298.92; and a deduct of $980.00 to eliminate sod north of new playground. Motion carried unanimously.

**AIA Contract with FRK and Associates:** It was moved by Roby, seconded by Book to approve the AIA contract with FRK and Associates. This contract will be in place for the Phase I athletic facility work. Motion carried unanimously.

**Phase I Athletic Improvement Schematic Design:** It was moved by Banwart, seconded by Book to approve the Phase I athletic improvements schematic design as presented. Tom
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Wollan from FRK presented the schematic design for the new track, turf field, and baseball and softball field lighting. Motion carried unanimously.

**Adel Elementary Playground Purchase:** It was moved by Book, seconded by Roby to approve the playground equipment quote from Boland Recreation for $54,773. This purchase will be paid with proceeds from the Adel Elementary Tigers in Training fundraiser and an additional $12,000 from the SILO/SAVE Fund. The installation will be sometime next spring or summer. Motion carried unanimously.

**Teacher Leadership (TLC) Coaching Positions:** It was moved by Roby, seconded by Book to approve the following Teacher Leadership Coaching positions: Ann Heitz, (1.0 FTE) Special Education Instructional Coach; Amanda Parker, (.5 FTE) for Math/Science Instructional Coach for grades 3-5; Bethany Paul, (.5 FTE) Math/Science Instructional Coach for grades PK-2; Lori Boston (.5 FTE) Math Instructional Coach for grades 6-8; Hallie Edgerly, (.5 FTE) Science Instructional Coach for grades 6-8; and Sarah Boesen, (.5 FTE) Science Instructional Coach for grades 9-12. Motion carried unanimously.

**Bus Bids:** Transportation Director Richard Beechum received two bids for a new Transit Style 84-passerger bus. A bid from Thomas Built Buses was submitted for $102,924, and a bid was received from School Bus Sales for $103,597. It was moved by Book, seconded by Roby to approve the bid from Thomas Built Buses for $102,924. The bus will be delivered after July 1, 2016 and will be paid with PPEL Funds. Motion carried unanimously.

**SBRC Approval for Woodward Academy Dayschool Administrative Costs:** ADM is in a consortium to provide services to students who attend the Woodward Academy Dayschool. We receive state supplementary assistance for the special education time provided to the student. We can apply for additional state supplementary assistance for part of the administrative costs by applying to the School Budget Review Committee (SBRC). The estimated SBRC amount we are requesting is $1,521.99. It was moved by Banwart, seconded by Roby to apply to the SBRC for $1,521.99 supplementary assistance. Motion carried unanimously.

**Administrative Reports:**

**Elementary Reading Program:** Adel Elementary Principal Carole Erickson reviewed the article “What Really Matters When Working with Struggling Readers” by Richard Allington and gave information regarding the early literacy legislation and ADM’s approach to these requirements.

**Technology Update – Next Generation:** Technology Director Adam Kurth gave an update on the process under way to determine our “next generation” of technology now that we are about halfway through our PPEL-financed technology improvements.

**Smarter Balanced Assessment Information:** Superintendent Dufoe gave the Board information provided by the Department of Education regarding the anticipated change to Smarter Balance as our statewide accountability test in 2016-17.
Attendance Center Rankings: Superintendent Dufoe discussed the Attendance Center Rankings that will be released to the public on Wednesday. The eight educational measures are proficiency; closing achievement gap; college and career-ready growth; annual expected growth, college and career readiness; graduation rate, attendance; and staff retention. School ratings represent a combination of scores on the eight measures.

Adjournment: It was moved by Collins, seconded by Roby to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 7:37 p.m.

Minutes approved as

Tim Canney, President

Dated

Nancy Gee, Secretary