

**Adel DeSoto Minburn Community School District  
Regular Board Meeting  
District Administration Center, Adel, Iowa  
December 12, 2016  
6:00 P.M.**

**Attendance:**

Present:

President Tim Canney  
Vice President Kelli Book  
Director Bart Banwart  
Rod Collins  
Kim Roby

Absent:

Superintendent Greg Dufoe  
Secretary Nancy Gee

**Call to Order/Roll Call:** The meeting was called to order by President Tim Canney. Roll call was taken. Present were Rod Collins, Bart Banwart, Kim Roby, Vice President Kelli Book, and President Tim Canney. (Kelli Book left at 7:13 p.m.)

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

**Consent Agenda:** It was moved by Banwart, seconded by Roby to approve the items under the consent agenda as presented. Motion carried unanimously. Minutes, and financial reports were reviewed and accepted. The bills and claims were approved with a change to the payment to DDVI. The amount paid was \$15,000 less than presented so that the retainage balance would reflect \$20,000. Resignations for Kelli McIlheran, food service worker, effective December 2, 2016, and Emma Yori, teacher associate, effective December 13, 2016 were accepted. A resignation from Adam Plummer, math teacher, effective at the end of the 2016-17 school year was accepted. Pending successful background checks, contracts were offered to Jenny Fountas, associate, Lindy Johnson, associate (added position), and Mark Swan, night custodian. The Board approved the student trip to England through EF Tours. The Board had the second and final reading of the Board Policies 505.6, "Graduation Requirements", 505.6R1 "Graduation Requirements Issuance", 505.10, "Alternative Program Opportunities" and, 505.10R, "Alternative Programing Opportunities Issuance". The Board waived the second reading and approved the following policies due to legal revisions: 103, "Equal Opportunity", 103.E1, "Notice of Nondiscrimination", 103.R1, "Grievance Procedure", 502.13, "Equal Educational Opportunities; Prohibition of Harassment and Bullying of Students", and 502.13R1, "Student Harassment and Bullying Investigation Procedures". The 2017-18 preschool tuition of \$120/month was approved. The clinical field experience agreement with Luther College was approved. The lease agreement with Metro West consortium was approved. The agreement with Waukee to share the APEX program was approved. The Board approved the physical education waiver for grades 9-12 for 2017-18. Superintendent Dufoe reviewed the waiver language and rationale. The open enrollment-out requests for 2016-17 for Haylee and Kenadie Kamm to Waukee, and Piper Spera to Dallas Center Grimes were approved.

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

**Focus on Learning**

High School – Grading and TLC Report: High School Principal Lee Griebel and several teachers from the high school provided an overview and summary of grading practices at the high school. The high school is in the process of transitioning to standard based grading. Instructional Coaches Beth Basinger and Sarah Boesen updated the Board on their TLC work.

Technology Integrationist Position Description: Superintendent Dufoe shared the draft version for the Technology Integrationist position. This will be a key position for technology moving forward.

**Solution Tree – Hybrid Agreement:** It was moved by Banwart, seconded by Roby to approve the contract with Solution Tree for a hybrid Professional Learning Community (PLC) professional development set for August of 2017. Motion carried unanimously. (Book was absent.)

**The Promise of Iowa Campaign:** The Iowa Association of School Boards is asking local school boards to adopt a resolution to raise awareness of the need for increased support of public schools and to tell the story of the quality that currently exists. It was moved by Collins, seconded by Banwart to table this item to gather more information. Motion carried unanimously. (Book was absent.)

**Bus Bids:** It was moved by Collins, seconded by Banwart to table this item to gather more information. Motion carried unanimously. (Book was absent.)

**SBRC Approval for Woodward Academy Day school Administrative Costs:** ADM is in a consortium to provide services to students who attend the Woodward Academy Day School. ADM receives state supplementary assistance for the special education time provided to students. The District 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 requested for this year is \$3,312.69. It was moved by Banwart, seconded by Collins to apply to the SBRC for supplementary assistance. Motion carried unanimously.

**Administrative Reports:**

**Calendar Preview for 2017-18:** Superintendent Dufoe shared a draft calendar with the Board showing a school start date of August 23<sup>rd</sup>. He stated that there is still much work to be done regarding early-out days and winter break.

**Construction Update:** Superintendent Dufoe gave a brief update on the building projects.

**Adjournment:** It was moved by Banwart, seconded by Roby to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 7:40 p.m.

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Minutes approved as

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Tim Canney, President

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Dated

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Nancy Gee, Secretary