

MAQUOKETA COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, SEPTEMBER 19, 2016

President Tabor called the annual meeting to order on Monday, September 19, 2016 at 6:01 p.m. at the Central Office. Directors Roeder, Tabor, Sybesma, Carson and Hayward were present. Supt. Hoover and Board Secretary Haxmeier were present. M. Wing, D. Cogan, J. Schmidt, S. Walker and P. Bollman were present. Kelly Gerlach of Maquoketa Sentinel Press, Teresa Hosch of KMAQ, and Dalton Brewster of Maquoketa Public Access represented the press. Spencer Owen representing the student senate was in attendance.

MOTION #018-16/17: M/Carson, 2<sup>nd</sup>/Sybesma to approve the agenda. 5 ayes, 0 nays motion carried.

MOTION #019-16/17: M/Roeder, 2<sup>nd</sup>/Hayward to approve the minutes of the meeting held on August 9, 2016 and August 15, 2016. 5 ayes, 0 nays motion carried.

Reception of Visitors and Informal Comments from the Public – None.

Annual Business – The Board reviewed the 2015/16 Combined Statement of Revenues and Expenditures as presented along with detailed reports of general fund revenue and expenditure reports for FY16. The Board also reviewed the activity and nutrition fund reports. Board Secretary Haxmeier presented and briefly explained the projected unspent balance report for FY16.

Old Business – None.

Board Comments: Several Board members commented on Homecoming going well.

MOTION #020-16/17: M/Hayward, 2<sup>nd</sup>/Roeder to adjourn the 2015-16 Board at 6:15 p.m. 5 ayes, 0 nays motion carried.

Board Secretary Haxmeier called the 2016-17 organizational meeting to order on Monday, September 19, 2016 at 6:16 p.m. Directors Roeder, Tabor, Sybesma, Carson and Hayward were present. Supt. Hoover and Board Secretary Haxmeier were present. M. Wing, D. Cogan, J. Schmidt, S. Walker and P. Bollman were present. Kelly Gerlach of Maquoketa Sentinel Press, Teresa Hosch of KMAQ, and Dalton Brewster of Maquoketa Public Access represented the press. Spencer Owen representing the student senate was in attendance.

MOTION #021-16/17: M/Tabor, 2<sup>nd</sup>/Hayward to approve the agenda. 5 ayes, 0 nays motion carried.

Organization and Assembling of the 2016-17 Board of Directors -

MOTION #022-16/17: Board Secretary Haxmeier called for nominations for Board President. David Sybesma was nominated, hearing no other comments, M/Tabor, 2<sup>nd</sup>/Hayward to cease nominations. Motion carried 5-0. A secret vote by paper was conducted. These papers were collected and read aloud, all directors voted for David Sybesma as Board President. Board Secretary administered the oath of office to Board President Sybesma.

- MOTION #023-16/17: Board Secretary Haxmeier called for nominations for Board Vice President. Tanya Roeder was nominated, hearing no other comments, M/Tabor, 2nd/Hayward to cease nominations. Motion carried 5-0. A secret vote by paper was conducted. These papers were collected by Board Secretary Haxmeier and read aloud, all Directors voted for Tanya Roeder as Vice President. Board Secretary administered the oath of office to Vice President Roeder. Newly elected Board President Sybesma will now preside over the meeting.
- MOTION #024-16/17: M/Roeder, 2<sup>nd</sup>/Hayward to amend the start time of meetings to 5:30 p.m. and approve the dates of meetings as follows: meetings will be held on the first and third Monday in the month of March. Meetings will be held on the third Monday of the month in July, August, September, October, November, December, January, May, and June. The February and April meetings will be held on the second Monday of the month. Motion carried 5-0.
- MOTION #025-16/17: M/Tabor, 2<sup>nd</sup>/Carson to approve the Board Policies as presently written. 5 ayes, motion carried.
- MOTION #026-16/17: M/Roeder, 2<sup>nd</sup>/Hayward to appoint Kristy Haxmeier as Board Secretary and Board Treasurer. Motion carried 5-0. Board President Sybesma administered the oath of office to Board Secretary & Treasurer Haxmeier.
- MOTION #027-16/17: M/Carson, 2<sup>nd</sup>/Hayward to designate the firm of Schoenthaler, Roberg, Bartelt and Kahler (and/or Steve Kahler) as local school attorney for the Maquoketa Community School District for the 2016-17 school year. 5 ayes, motion carried.
- MOTION #028-16/17: M/Tabor, 2<sup>nd</sup>/Roeder to designate Director of Operations, Mike Wing, as District Asbestos Plan Coordinator for the 2016-17 school year. 5 ayes, motion carried.
- MOTION #029-16/17: M/Hayward, 2<sup>nd</sup>/Carson to designate building administrators to serve as truancy officers for the 2016-17 school year. 5 ayes, motion carried.
- MOTION #030-16/17: M/Sybesma, 2<sup>nd</sup>/Carson to approve the named depositories and limits as presented. Director Roeder & Hayward abstained from the vote. 3 ayes, motion carried.
- MOTION #031-16/17: M/Tabor, 2<sup>nd</sup>/Carson to approve Director Mike Hayward to represent the Maquoketa CSD on the Maquoketa-Delwood Facilities Improvement Committee and Director Tanya Roeder to represent Maquoketa CSD on the Maquoketa-Andrew Facilities Committee. 5 ayes, motion carried.
- MOTION #032-16/17: M/Carson, 2<sup>nd</sup>/Roeder to appoint Brian Tabor to serve as representative on the Jackson County Conference Board. 5 ayes, motion carried.
- MOTION #033-16/17: M/Hayward, 2<sup>nd</sup>/Roeder to approve the Board building liaison appointments as presented below. 5 ayes, motion carried.  
Central Office – David Sybesma  
High School – Tanya Roeder  
Middle School – Lenke Carson

Cardinal Elementary – Mike Hayward  
Briggs Elementary – Brian Tabor

MOTION #034-16/17:

M/Roeder, 2<sup>nd</sup>/Hayward to approve the following consent agenda as amended to include an additional invoice listing: 5 ayes, 0 nays motion carried.

Agenda – Approved as published.

Registrations, Reimbursements & Selected Accounts Payable – Approved as presented, to include additional invoices, totaling \$1,201,873.34.

Financial Reports – The following reports for period ending August 31, 2016 were reviewed: Account Balances, Combined Statement of Revenues and Expenditures, Revenue Report, Activity Fund.

Resignations– Approved the following resignations:

- Beth Kasemodel as the Special Education Bus Aide effective immediately.
- Recommendations to Hire (all pending outcome of criminal background check & BOEE licensure)
- Patrick Lenz received a TLC stipend contract in the amount of \$2,021.11 in order to bring his minimum salary to \$33,500.
  - Bonnie Proshuto as High School Special Education Teacher Associate for the 2016-17 school year at a rate of \$9.64 + \$.15 stipend = \$9.79 per hour for 6.5 hours per day effective September 19, 2016.
  - Elizabeth Roling as Preschool Special Education Teacher Associate for the 2016-17 school year at a rate of \$9.64 + \$.15 stipend = \$9.79 per hour for 6.5 hours per day retroactive to August 15, 2016.
  - Stephanie Baas as High School LMC Teacher Education Teacher Associate for the 2016-17 school year at a rate of \$9.64 per hour for 6.85 hours per day retroactive to August 22, 2016.
  - Jordan Ehlers as the Color Guard for the 2016-17 school year to be paid at Level 3, Year 1; \$2,501.46.
  - Nicole Meyer as ESYS Special Education Teacher Associate at a rate of \$10.00 per hour retroactive to August 16, 2016.
  - Beth Kasemodel as Special Education Car/Suburban Driver for the 2016-17 school year at a rate of \$11.75 per hour for approximately 20 hours per week retroactive to August 23, 2016.

Teacher Associate Contract Amendments

- The contract for Agatha Derganz, Briggs Teacher Associate is being amended to increase her hours from 6.5 hpd to 6.75 hpd.
- The contract for Joyce Ostert, Briggs Teacher Associate is being amended to increase her hours from 6.5 hpd to 6.75 hpd.
- The contract for Vicki Bickford, Cardinal Teacher Associate is being amended to increase her hours from 6.75 hpd to 6.85 hpd.
- The contract for Deborah Willson, Middle School Teacher Associate is being amended to increase her hours from 5.2 hpd to 6.5 hpd.
- The contract for Heather Rath, Middle School Teacher Associate is being amended to increase her hours from 6.5 hpd to 6.75 hpd.
- The contract for Tammi Sagers, Cardinal Teacher Associate is being amended to include the \$.15 stipend for serving BD/Severe and Profound.
- The contract for Erin Novak, Cardinal Teacher Associate is being amended to include the \$.15 stipend for serving BD/Severe and Profound.

Teacher Horizontal Move - Contract Amendment

- Elizabeth Good contract amended to BA+15, Step 3 at a contract rate of \$35,571.15 (Schedule C).
- Jennifer Kizer contract amended to MA+15, Step 7 at a contract rate of \$45,172.21 (Schedule C).

#### Good News Administrative Reports

Good News Administrative Reports were reviewed with nothing additional to add.

#### General Business of the Board

- MOTION #035-16/17: M/Hayward, 2<sup>nd</sup>/Carson to appoint Director of Professional Growth and Student Learning, Jane Schmidt, Briggs Principal, Pat Bollman, High School Principal, Mark Vervaecke, and Superintendent Hoover to serve as district representatives on the 2016-17 Teacher Quality Committee. 5 ayes, motion carried.
- MOTION #036-16/17: M/Hayward, 2<sup>nd</sup>/Tabor to table the Maquoketa Cardinal Fundraiser items as requested. 5 ayes, motion carried.
- MOTION #037-16/17: M/Hayward, 2<sup>nd</sup>/Roeder approved the engagement letter with Nolte, Cornman & Johnson P.C. for services provided for the year ended June 30, 2016. 5 ayes, motion carried.
- MOTION #038-16/17: M/Tabor, 2<sup>nd</sup>/Roeder to approve the negative/positive activity fund transfer transaction as presented. 5 ayes, motion carried.
- MOTION #039-16/17: M/Hayward, 2<sup>nd</sup>/Roeder to approve the Special Education Supplement Deficit request to the SBRC in the amount of \$240,394.76. 5 ayes, motion carried.
- MOTION #040-16/17: M/Hayward, 2<sup>nd</sup>/Roeder to table the Costa Rica trip request. 5 ayes, motion carried.

Legislative Update: Nothing to report.

Superintendents Report: Superintendent Hoover informed the Board the official certified count date is October 3<sup>rd</sup> this year. IASB Convention is scheduled for November 16-17, 2016. The estimated FY17 Local Option Sales Tax Revenue sheet was reviewed as presented. Superintendent Hoover also extended an invitation to the Board for the Mississippi Bend AEA Board and Administration banquet that is scheduled for October 12, 2016.

The next regular meeting of the Board will be Monday, October 17, 2016 at 5:30 p.m. at Central Office.

President Sybesma adjourned the meeting at 7:04 p.m.

The Board entered into a work session.

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David Sybesma, President

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Kristy Haxmeier, Secretary