

MAQUOKETA COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
OCTOBER 15, 2018

Vice President Sybesma called the regular meeting of the Maquoketa Community School Board to order on October 15, 2018 at 5:38 p.m. at the Central Office. Directors Sybesma, Carson, Herring and Roeder were present. Director Hayward was absent. Supt. Hoover and Board Secretary Haxmeier were present. Others in attendance: M. Vervaecke, C. Bonjour, D. Selzer, A. Bonjour and P. Bollman. Sara Millhouse from the Maquoketa Sentinel Press, Theresa Hosch from KMAQ, and Mary Hayward from local access represented the press. Others in attendance: Bob Gavin, Buddy Atienza, Mike Tucker, Sarah Rodriguez, Emily Henneman, Molly Fewell, and several government students.

MOTION #058-18/19: M/Carson, 2<sup>nd</sup>/Roeder to open the public hearing on the proposed Goodenow Field project. 4 ayes, motion carried. The public hearing opened at 5:39 p.m. Buddy Atienza said the Friends of Goodenow Field were happy with the bid results.

MOTION #059-18/19: M/Herring, 2<sup>nd</sup>/Roeder to close the public hearing on the proposed Goodenow Field project. 4 ayes, motion carried. The public hearing closed at 5:40 p.m.

MOTION #060-18/19: M/Roeder, 2<sup>nd</sup>/Carson to approve the following consent agenda as amended to include additional bills: 4 ayes, 0 nays motion carried.  
Agenda – Approved as published.  
Minutes – Approved the organizational meeting held on September 17, 2018, and the special board meeting held on September 24, 2018.  
Registrations, Reimbursements & Selected Accounts Payable – Approved as presented, totaling \$770,376.79.  
Financial Reports – The following reports for period ending September 30, 2018 were reviewed: Account Balances, Combined Statement of Revenues and Expenditures, Revenue Report, General Fund Expenditures Report, Activity Fund, Nutrition Fund Report, and the Quarterly Investment Report.  
Resignations: None.  
Recommendations to Hire/Transfers (all pending outcome of criminal background check & BOEE licensure if applicable):

- Ashley Lane as Middle School Special Education Teacher Associate for the 2018-19 school year. Ms. Lane will be paid \$10.19 per hour (10.04+.15 BD stipend) for 6.75 hours per day.
- Jennifer Shoaff as Middle School Special Education Teacher Associate for the 2018-19 school year. Ms. Shoaff will be paid \$10.19 per hour (10.04+.15 BD stipend) for 6.75 hours per day.
- Brandi Hass as Cardinal Elementary Induction Mentor Coach for the 2018-19 school year. Ms. Hass will be paid a \$250.00 stipend.

Fundraisers were approved as presented.  
Out of State Functions

- Julie Brown requested permission for High School Special Education Students to attend the Happy Joe's Christmas Party in Moline on December 4, 2018 at the Taxslayer Center.
- Emily Henneman requested approval for a Spanish trip to the Dominican Republic in July 2020.

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

## Spotlight on Education

- Briggs Elementary Vocal and Band Teacher Molly Fewell presented a music video about never giving up based on the book “The Dot” by Peter Reynolds.

Good News Administrator Reports – Reviewed as presented.

Board Comments – Lenke Carson thanked the admin team and commented on the level of excitement when talking about the kids of our District.

## General Business of the Board

MOTION #061-18/19: M/Roeder, 2nd/Carson to approve the School Improvement Advisory Committee membership as presented. 4 ayes, motion carried.

MOTION #062-18/19: M/Carson, 2nd/Roeder to approve the policies in Chapter 4 as revised. 4 ayes, motion carried.

- 400 Statement of Guiding Principles – no change
- 401 Guided Policy Statement-no change
- 401.1 Equal Employment Opportunity-Change in legal and address from of federal office; remove marital status in 401.1R1, change Compliance Officer to Angie Scholl
- 401.2 Employee Conflict of Interest-Para. 1-Employees’ and change shall to is; Para. 3, 2<sup>nd</sup> sentence from shall to will
- 401.3 Relations to Professional Staff (Nepotism)- no change
- 401.4 Employee Complaints-Iowa Code change
- 401.5 Personnel & School Record Maintenance & Release Guidelines-no change
- 401.7 Employee Travel Compensation-Raise rates on lodging to \$175.00; breakfast \$10.00, lunch \$15.00 and dinner \$25.00
- 401.8 School Employees Retirement-no change
- 401.9 Employee Political Activity-no change
- 401.10 Credit Cards-Para. 1- added “payment of claims related to professional development of the board and employees” relating to actual and necessary expenses
- 401.12 Dismissal-no change
- 401.13 Initial Application Procedures for Certified & Classified Employees- Filing: Applicants apply via [www.teachiowa.gov](http://www.teachiowa.gov); Processing applications: added Administrators are responsible for reviewing documents; Classified Employees also apply via [www.teachiowa.gov](http://www.teachiowa.gov)
- 402.2 Child Abuse Reporting-change in legal reference, removed two hours; changed reports to reporter
- 402.3 Abuse of Students by School District Employees-no change
- 402.4 Gifts to Employees-removed “is engaged in activities which are regulated.....”, “items or services solicited or given to a state, national,.....”, “Items of food and drink with a value of les than three dollars...”
- 402.5 Public Complaints about Employees-remove policy per IASB
- 402.6 Employee Outside Employment-no change
- 402.7 Providing Inservice or Consulting Service by District Employees-removed “Service on a North Central Association evaluation team.....”
- 403.1 Physical Examinations-remove tuberculosis testing, added “the performance of duties” in lieu of payment of salary, added “upon initial hire” for school bus drivers and added the cost of bus driver renewal physicals to maximum allowed every two years.
- 403.3 Communicable Diseases-Employees-change in legal reference
- 403.4 Hazardous Chemical Program-no change
- 403.5 Substance-Free Workplace-no change
- 403.6 Drug & Alcohol Testing Program–change in IASB drug and alcohol testing website, 403.6E1 change Superintendent to Director of Transportation, 40.6E2 deleted statement #4 and added

#4 and #5

- 404.4 Ethics for District Personnel–no change
- 405.1 Certification- removed paragraph 2 related to NCA
- 405.2 Licensed Employee Qualifications, Recruitment, Selection-change in legal reference
- 405.4 Continuing Contracts-no change
- 405.6 Assignment and Transfer, Certificated Personnel- change in legal reference
- 405.8 Licensed Employee Evaluation-change in legal reference, added licensed employees requirements regarding job performance
- 405.9 Licensed Employee Probationary Status-no change
- 406.1 Salary Placement-Change title of policy to “ Licensed Employee Compensation” per IASB
- 406.4 Extra Service-change in legal reference
- 406.5 Health and Life Insurance-no change
- 406.6 Employee Tax Shelter Program- change in legal reference
- 406.7 Student Teaching-no change
- 407.1 Resignation/Contract Release of Certificated Personnel-no change
- 407.3 Employee Retirement-no change
- 407.4 Suspension of Certified Personnel-no change
- 407.5 Employee Reduction in Force- change in legal reference
- 407.6 Employee Early Retirement-no change
- 408.1 Certified Personnel Professional Development-change in legal reference
- 408.2 Ownership of Materials Created by District Employees-no change
- 408.3 Tutoring-no change
- 409.3 Family and Medical Leave–change in legal reference, replaced 409.3E
- 409.5 Licensed Employee Political Leave-no change
- 409.7 Licensed Employee Military Leave-no change
- 410.1 Substitutes for Teaching- change in paragraph 2 reflecting the new Absence Management system for indicating subs, and added under Recording Of Substitutes the daily substitute sign in sheet verifying the sub has reported for the day.
- 410.3 Supervision of Pupils, Classified Personnel-no change
- 411.2 Classified Employee-Qualifications, Recruitment, Selection-change in legal reference
- 411.3 Classified Continuing Contract-no change
- 411.4 Classified Employee Licensing/Certificaton-change in legal reference
- 411.6 Assignment, Transfer and Promotion-Classified-no change
- 411.7 Evaluation-Classified Personnel- change in legal reference
- 411.9 Organizations – Classified Personnel-no change
- 411.10 Substitutes-Classified personnel-no change
- 411.11 Grievances-Non-Certificated Personnel-delete per IASB
- 412.2 Fair Labor Standards Act and Compensatory Time-Classified Personnel-no change
- 412.3 Insurance-Classified Personnel-no change
- 413.1 Resignation-Classified Personnel-no change
- 413.3 Suspension of Classified Personnel-change in cross reference
- 413.4 Dismissal-Classified Personnel-no change

- MOTION #063-18/19: M/Roeder, 2nd/Carson to authorize and allow planning to proceed with the District Health Fair and Wellness Activity for the 2018-19 school year. The maximum budget has been set at \$20,000 with all funding to come from the Health Fund. 4 ayes, motion carried.
- MOTION #064-18/19: M/Herring, 2nd/Roeder to reject all bids at this time for the Ag Learning Center. This project will be re-bid when adequate funds have been raised. 4 ayes, motion carried.
- MOTION #065-18/19: M/Carson, 2nd/Roeder to approve the bids from Sheets Design Build, LLC for a low bid total of \$438,500 for the Goodenow field project. 4 ayes, motion carried.

Legislative Update: Reminder that this is an election year. Please vote.

Superintendent's Report: Superintendent Hoover went over reminders which included the joint meeting with Delwood will be held on November 19<sup>th</sup> at Delwood beginning at 5:30 p.m. Parent Teacher Conferences will be held on October 24<sup>th</sup> and 25<sup>th</sup> and there will be no school on Friday, October 26<sup>th</sup>. IASB convention is November 14-15. Certified Enrollment was finalized at the end of the day on October 15<sup>th</sup> and certified enrollment count declined by 30.17 students. Fusion Forward analytics for the month of September were reviewed. Professional development schedule was reviewed.

MOTION #066-18/19: M/Roeder, 2<sup>nd</sup>/Carson to move into closed session to discuss a possible real estate transaction pursuant to Iowa Code 21.5(1)(j). A roll call vote was taken: Carson – Aye, Sybesma – Aye, Herring – Aye, Roeder – Aye.

The Board entered closed session at 6:31 p.m.

M/Roeder, 2<sup>nd</sup>/Carson to move out of closed session and back into open session. A roll call vote was taken: Carson – Aye, Sybesma – Aye, Herring – Aye, Roeder – Aye.

The Board entered back into open session at 6:34 p.m. No further action was taken concerning the closed session.

MOTION #067-18/19: M/Roeder, 2<sup>nd</sup>/Carson to move into closed session to evaluate the professional competency of an individual pursuant to Iowa Code 21.5(1)(i). A roll call vote was taken: Carson – Aye, Sybesma – Aye, Herring – Aye, Roeder – Aye.

The Board entered closed session at 6:34 p.m.

M/Carson, 2<sup>nd</sup>/Roeder to move out of closed session and back into open session. A roll call vote was taken: Carson – Aye, Sybesma – Aye, Herring – Aye, Roeder – Aye.

The Board entered back into open session at 6:49 p.m. No further action was taken concerning the closed session.

Vice President Sybesma adjourned the meeting at 6:50 p.m.

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David Sybesma, Vice President

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Kristy Haxmeier, Secretary