

**MAQUOKETA COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
JULY 13, 2020  
MAQUOKETA HIGH SCHOOL GYM  
TIME: 6:00 PM**

You are invited to a Zoom webinar.  
When: Jul 13, 2020, 06:00 PM Central Time (US and Canada)  
Topic: 7.13.2020 REGULAR BOARD MEETING

Please click the link below to join the webinar:  
<https://maquoketaschools.zoom.us/j/92925653199?pwd=RU1BS1RSR0ptYXRWMDZVYk4rNkNZUT09>  
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- I. ROLL CALL
- II. CONSENT AGENDA
  - A. APPROVAL OF AGENDA
  - B. MINUTES OF PREVIOUS MEETING(S)
  - C. REGISTRATIONS, REIMBURSEMENTS AND SELECTED ACCOUNTS PAYABLE
  - D. REVIEW OF FINANCIAL REPORTS
  - E. RESIGNATIONS
  - F. RECOMMENDATION TO HIRE
  - G. CONTINUATION OF SCHOOL RESOURCE OFFICER PROGRAM-FY21
- III. RECEPTION OF VISITORS AND INFORMAL COMMENTS FROM THE PUBLIC
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- VI. GENERAL BUSINESS OF THE BOARD
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    - 2. RENEWAL OF 28-E SERVICE AGREEMENT WITH CLINTON COMMUNITY COLLEGE
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    - 1. APPROVAL OF PAYABLE ACTIVITY EXTRA DUTY POSITIONS
    - 2. 2020-21 SUBSTITUTE WAGES
  - C. POLICY AND INSTRUCTION
    - 1. 2021 IASB LEGISLATIVE PLATFORM
    - 2. PROPOSED REGISTRATION FEE SCHEDULES FOR 2020-21
    - 3. SECOND AND FINAL READING OF BOARD POLICY: 401.6
    - 4. FIRST READING OF BOARD POLICY: 711.10
- VII. LEGISLATIVE UPDATE
  - A. TERRY CREEGAN- LEGISLATIVE ACTION NETWORK REPRESENTATIVE

VIII. SUPERINTENDENT'S REPORT

- A. UPCOMING EVENTS- Ground Breaking ceremony for Ag Bldg (in a few weeks)
- B. RETURN TO LEARN PLAN (Last week in July)

IX. ANNUAL SUPERINTENDENT EVALUATION

- A. THE BOARD WILL GO INTO CLOSED SESSION IN ORDER TO EVALUATE THE PROFESSIONAL COMPETENCY OF THE SUPERINTENDENT PER IOWA CODE 21.5(1)(i).

X. ADJOURNMENT

THE BOARD MAY ENTER A WORK SESSION ON RETURN TO LEARN PLAN FOLLOWING THE CLOSED SESSION.

**The next regularly scheduled meeting of the Board will be held on August 17, 2020, at 5:30 pm, location TBD.**

**I. ROLL CALL**

**II. CONSENT AGENDA**

**A. APPROVAL OF AGENDA**

**B. MINUTES OF THE [SPECIAL MEETING HELD ON JUNE 1, 2020](#) AND THE [REGULAR MEETING HELD ON JUNE 15, 2020](#).**

**C. [REGISTRATIONS, REIMBURSEMENTS & SELECTED ACCOUNTS PAYABLE](#)**

Enclosed are the bills being presented for approval at the July 13, 2020 meeting.

**D. REVIEW OF FINANCIAL REPORTS**

1. [ACCOUNT BALANCE](#)
2. [COMBINED STATEMENT & BUDGET RECAP](#)
3. [REVENUE REPORT](#)
4. [GENERAL FUND EXPENDITURE REPORT](#)
5. [ACTIVITY FUND REPORT](#)
6. [NUTRITION FUND REPORT](#)

**E. RESIGNATIONS**

**1. [MIDDLE SCHOOL DEAN OF STUDENTS](#)**

The district has received the resignation from Angela Scholl as the Middle School Dean of Students effective immediately.

**2. [BRIGGS TEACHER ASSOCIATE](#)**

The district has received the resignation from Daryn Brants as a Briggs Teacher Associate effective immediately.

**F. [RECOMMENDATION TO HIRE](#) (pending licensure and criminal background check)**

**1. [MIDDLE SCHOOL DEAN OF STUDENTS](#)**

Middle School Principal, Amanda Bonjour, is recommending the hiring of Jillian Bresnan as the Middle School Dean of Students for the 2020-21 school year. Ms. Bresnan will be paid \$75,000.00 for a 220-day contract.

**2. [MIDDLE SCHOOL TEACHER ASSOCIATES](#)**

**1. Middle School Principal, Amanda Bonjour, is recommending the hiring of Jessica Green as the Middle School Special Education Teacher Associate for the 2020-21 school year. Ms. Green will be paid for 6.5 hours per day at \$11.76 per hour.**

**2. Middle School Principal, Amanda Bonjour, is recommending the hiring of Cindy Starr as the Middle School Self Contained Classroom Special Education Teacher Associate for the 2020-21 school year. Ms. Starr will be paid for 7 hours per day at \$11.24 per hour.**

**3. [JUVENILE COURT LIAISON](#)**

High School Principal, Mark Vervaecke, is recommending the hiring of Courtney Hickson as the Juvenile Court Liaison for the 2020-21 school year. Ms. Hickson will be paid \$38,000.00 for a 220-day contract.

**G. CONTINUATION OF SCHOOL RESOURCE OFFICER PROGRAM-FY21**

Based on estimates provided by the City of Maquoketa, the cost for the School Resource Officer will be \$96,482.60, which equates to \$48,241.30 district cost. This is an increased cost to the district of \$2,283.66 from FY-20.

It is recommended that the Board approves the continuation of the 28-E Agreement with the City of Maquoketa to share the cost of the School Resource Officer Program at a cost of \$48,241.30.

**Recommendation:** Approve items in the consent agenda as presented.

**Action Item:** Motion needed to approve the items in the consent agenda.

**III. RECEPTION OF VISITORS & INFORMAL COMMENTS FROM THE PUBLIC**

**IV. GOOD NEWS**

**V. BOARD COMMENTS**

**VI. GENERAL BUSINESS OF THE BOARD**

**A. BUSINESS AFFAIRS**

**1. REQUEST FOR AUTHORITY TO SIGN CONTRACTS AND AGREEMENTS ON BEHALF OF THE DISTRICT**

Throughout the school year contracts and agreements come to the District for the following services:

- a. Special Education service contracts for resident eligible students served by other Districts and Area Education Agencies.
- b. Special Education service contracts we provide for eligible non-resident students.
- c. Agreements with area colleges/universities for the placement of student teachers in the District.
- d. Agreements with local entities for placing students in Health Science Education Programs to do clinical work and/or job shadowing.

The Special Education contracts are often very specific to the needs of an individual student based on the level of service prescribed in the Individual Education Plan. The Iowa Department of Education requires that contracts be in place whenever students reside in one district but receive services in another district or by another service provider.

The number of agreements with colleges/universities and other local entities can vary from year-to-year and is typically driven by the number of students in each program.

To facilitate and streamline the procedures for these kinds of agreements, the Board may authorize Superintendent Hoover to sign these kinds of contracts on their behalf.

**Recommendation:** This decision can be made at the Board's discretion.

**Action Item: Motion Needed.**

2. **RENEWAL OF 28-E SERVICE AGREEMENT WITH CLINTON COMMUNITY COLLEGE**

Enclosed for the Board's consideration and possible approval is the renewal of the Service Agreement between the Maquoketa Community School District and Clinton Community College for mowing, snow removal, and emergency technology services for the 2020-21 school year.

The enclosed agreement is proposed with an increase in costs to reflect costs that are incurred to the district when performing these services. All costs and fees will be re-evaluated prior to the renewal of an agreement for the 2021-2022 school year.

**Recommendation:** It is recommended the Board approve the Sharing Agreement for Support Services with Clinton Community College for the 2020-2021 school year as presented.

**Action Item: Motion Needed.**

**B. PERSONNEL**

1. **APPROVAL OF PAYABLE ACTIVITY EXTRA DUTY POSITIONS**

Activities Director, Tom Gruenwald has compiled a list of payable activity extra duty positions and recommended rates of pay. To ensure consistency, these positions and corresponding rates of pay will be presented to the Board each summer moving forward. Funding for these positions will be an activity fund expense and all rates of pay will be effective starting July 1, 2020.

MS Events:

- Ticket Taking and Concessions- \$10.00 per hour
- All event game workers- \$10.00 per hour. (line judges, bench/table works, finish line, etc.)

HS Events:

- Concession prep – \$10.00 per hour
- Ticket Taking – \$10.00 per hour
- All event game workers – \$10.00 per hour. With the exception of wrestling operators for home wrestling meets. They will be paid \$75.00 for the Zimmerman tournament and \$50.00 for a wrestling night as there is required training for these events.
- Announcing - Basketball – \$35.00 per event
- Announcing – Wrestling – \$35.00 per event

**Recommendation:** It is recommended that the Board of Directors approve the payable athletic positions and rates of pay as presented.

**Action Item: Motion Needed.**

**2. 2020-21 SUBSTITUTE WAGES**

The following 2020-21 substitute wages are presented as recommendations for the Board’s consideration. The Board may make any adjustments deemed appropriate.

**a. Substitute Teachers**

**Teacher sub pay is paid at an hourly rate based on 7.75 hours per day (8:00 a.m. – 3:45 p.m.) It is recommended to increase teacher sub-hourly rates by \$5.00 per day for the 2020-21 school year.**

**Details are provided below for the Board’s review.**

Two levels of pay for substitute teachers:

Level 1 - [1-10 days]

Level 2 - [11+ days in consecutive service]

<u>Level</u>	<u>2019-20</u>	<u>2020/2021</u>
I	\$125 (hourly rate \$16.13)	<b>\$16.78 per hour or full day (7.75 hours) of \$130.00</b>
II	\$155 (hourly rate \$20.00)	<b>\$20.65 per hour or full day (7.75 hours) of \$160.00</b>

**b. Substitute Wages: Associates / Secretaries / Custodians / School Nurses / Bus Drivers**

**It is recommended to increase all substitute hourly wages listed below by \$.25 for the 2020-21 school year. Details are provided below for the Board’s review.**

	<u>Current Rate per hr.</u>	<u>Proposed 2020-21</u>
Custodians:	\$10.15	\$10.40 (+\$.25)
Teacher Associates:	\$ 9.70	\$9.95
Secretarial:	\$ 9.70	\$9.95
Nurse RN:	\$14.55	\$14.80
Nurse LPN:	\$12.45	\$12.70
Special Needs Car/Suburban:	\$12.30	\$12.55
Special Ed Bus Driver:	\$11.90	\$12.15
Substitute Bus Drivers-Routes:	\$17.70	\$17.95
Sub. Bus Driver Training:	\$11.50	\$11.75

Long Term Substitute Adjustment: Individuals who sub 11+ consecutive days in the same assignment shall receive an extra \$0.25 per hour unless this would exceed the beginning rate of pay on the established wage schedule. In which case, the employee will receive the beginning rate of pay as per the established wage schedule for the area in which they are subbing.

**Recommendation:** It is recommended that the Board of Directors make any adjustments deemed appropriate and approve the substitute rates for the 2020-21 school year.

**Action Item: Motion Needed.**

**C. POLICY AND INSTRUCTION**

**1. 2021 IASB LEGISLATIVE PLATFORM**

IASB requests that school boards spend some time during the summer months analyzing, discussing, and voting on their top FOUR legislative priorities for next year.

Appointing Your Legislative Action Network (LAN) Member: School Boards are asked to appoint their 2020-2021 LAN member at the same meeting the Board votes on their four legislative priorities for 2021. Director Creegan has served as the Board’s Legislative Action Network representative since December 2019.

**Please review and be prepared to recommend what you believe should be the TOP ‘4’ priorities for IASB during the upcoming legislative year. The Board is also to identify the LAN member!**

**Recommendation:** It is recommended that the Board of Directors discuss and reach a consensus regarding the legislative priorities for the 2021 session and appoint the LAN member for the school district.

**Action Item: Motion Needed.**

**2. PROPOSED REGISTRATION FEE SCHEDULES FOR 2020-21**

The Board of Directors annually reviews and establishes fees charged by the District. The list below has been reviewed by the Business Manager, Kristy Haxmeier. The District is planning registration processes similar to last year with a single registration site at the high school.

For the Board’s reference, the current fee structure is listed below. The following are presented as suggested rates. The book fees have been at the same level for the past ten years. The Board may establish rates and fees as deemed appropriate.

<b>Book Fees:</b>	Current	Suggested FY-21 Rate:	
Pre-Kind. 5 yr old	\$30.00	\$30.00	(NO CHANGE)
Kind. - 5th Grade:	\$30.00	\$30.00	(NO CHANGE)
6-8 Grades:	\$45.00	\$45.00	(NO CHANGE)
9-12 Grades:	\$50.00	\$50.00	(NO CHANGE)

**Activity Tickets:**

2020-21 Student Activity Ticket:	\$50.00	(NO CHANGE)
10 Punch Pass:	\$45.00	(NO CHANGE)
2020-21 Adult Activity Ticket:	\$100.00	(NO CHANGE)
Senior Pass (Age 60+):	FREE	(NO CHANGE)
Family Pass**	\$250.00	(NEW!!)

\*\*Family Passes can include passes up to TWO adults plus an unlimited number of kids that reside within the household.

**Food Service:**

<b>Breakfast:</b>	Current Fees:	Suggested FY-21 rate:	
Elementary	\$2.10	\$2.20	(+\$0.10)
Middle School	\$2.20	\$2.30	(+\$0.10)
High School	\$2.20	\$2.30	(+\$0.10)
Extra Breakfast Entrée	\$1.45	\$1.55	(+\$0.10)
Adults	\$2.80	\$2.90	(+\$0.10)
<b>Lunch:</b>			
Elementary	\$2.75	\$2.85	(+\$0.10)
Middle School	\$2.85	\$2.95	(+\$0.10)
High School	\$2.85	\$2.95	(+\$0.10)
Adults	\$3.90	\$4.00	(+\$0.10)
Extra Lunch Entree	\$1.85	\$1.95	(+\$0.10)
Single Milk:	\$0.55/carton	\$0.65/carton	(+\$0.10)

**Recommendation:** It is recommended that the Board of Directors establish and take action on the fee structures and meal prices for the 2020-21 school year.

**Action Item: Motion Needed.**

**3. SECOND AND FINAL READING OF BOARD POLICY**

401.6 Limitations to Employment References

The following policy was reviewed, revised, and adopted at the first reading level during the June 15, 2020 meeting. Board policies must go through two readings and the Board of Education can elect to waive the 3rd and final reading.

**Recommendation:** It is recommended that the Board of Education approve policy 401.6 Limitations to Employment References at the second reading level and waive the 3rd reading.

**Action Item: Motion Needed.**

**4. FIRST READING OF BOARD POLICY**

711.10 School Bus Passenger Restraints

This new policy has been created in response to changes to the Iowa Administrative Code, which require school districts to purchase buses with three-point lap-shoulder belts when purchasing new buses. The Administrative code changes also require all districts to have a policy in place requiring the use of those belts when provided in buses. The law does not require retrofitting of existing school buses.

**Recommendation:** It is recommended that the Board of Directors approve the first reading of policy 711.10 School Bus Passenger Restraints.

**Action Item: Motion Needed.**

**VII. LEGISLATIVE UPDATE**

**A. TERRY CREEGAN - LEGISLATIVE ACTION NETWORK REPRESENTATIVE**



## VIII. SUPERINTENDENT'S REPORT

### A. UPCOMING EVENTS:

#### 1. REGISTRATION DATE 2020-21

August 4 from 11:00 AM – 7:00 PM

Registration will take place at the Maquoketa High School for those unable to register from home via the online paperless registration option. An announcement will be made on social media and a school messenger call will be sent out once online registration is available. New families to Maquoketa Schools are encouraged to call the Central Office at 563-652-4984.

#### 2. SCHOOL RESUMES AUGUST 24TH - RETURN TO LEARN DETAILS WILL BE RELEASED IN THE COMING WEEKS.

#### 3. [VISION TO LEARN](#)- A thank you from Vision to Learn was provided for the Board.

#### 4. GROUNDBREAKING CEREMONY FOR AG BUILDING (in a few weeks)

### B. RETURN TO LEARN PLAN-(last week in July)

## IX. ANNUAL SUPERINTENDENT EVALUATION

- A. The Board will go into closed session in order to evaluate the professional competency of the Superintendent.

Possible Motion to Go into Closed Session - Roll call vote

Possible Motion to Return to Open Session - Roll call vote

Possible Motion Concerning Iowa Code 21.5(1)(i)

## X. ADJOURNMENT

THE BOARD MAY ENTER A WORK SESSION ON THE RETURN TO LEARN PLAN FOLLOWING THE CLOSED SESSION.

**The next regularly scheduled meeting of the Board will be held on August 17, 2020, at 5:30 pm, location TBD.**