

BOARD OF TRUSTEES MEETING MINUTES

December 18th, 2018

5:30pm in CONFERENCE ROOM, BUILDING 4

Call to Order, Pledge of Allegiance, Roll

A regular meeting of Board of Trustees was called to order at 5:32pm by Chairman Ryan Van Ballegooyen

Trustees Present: Richard Pope, Jack Lackman, Missy Jones and Kelley Oakes. A quorum was present.

Trustees Absent: none

Administration Present: Superintendent Nathan Schmitz, Principal Mike Rice, Principal Jesse Moore and Business Manager Julie Copeman

Public Present: Shane Swandal, Jennifer Hoffman, Lexie Rice, Carol Phillips, Kenna Whelchel, Vikki Green, Katie Baier, Lindsey Parsons,

Public Comment – Shane Swandal, Jennifer Hoffman, Carol Phillips and Vikki Green.

Motion was made to Amend the Agenda to add one more Letter of Resignation & Hire one more Para.

Motion: Kelly Second: Ryan Passed: 5:0

Reports and Recognitions

A. Administration Report

- a. **Superintendent:** Mr. Schmitz stated we own the land, all documents are signed.
- b. **Middle school Principal:** Mr. Rice stated Elder Grove lost a friend and Rocky staff stepped up and volunteers allowed our teachers and staff attend the funeral. We are greatly thankful.
- c. **Elementary Principal:** Mr. Moore stated a local doctor observed an IEP and said it was the best he has seen and wanted to help the school, so he decided to donate \$3,000. Parent Teacher Conferences went great. Parents loved new online scheduling software.

B. Technology Report: Tech Club is helping with copiers, sound system, and barcode system.

C. Financial Report: P-cards have arrived and been distributed to appropriate staff members. Julie is working on end of year tax forms: W-2's and 1099. .

D. Student Council Report: Ten food boxes were donated to families for Thanksgiving. Leftover food donated to the food bank. Student designed their own t-shirt. Still running the concession stand as a fundraiser. Trying to raise money for a "Healthy Vending Machine". They want to make a donation to a child abuse prevention group, have not decided on one yet. Outlaw's Unite have had their first meeting.

E. Correspondence: Nurse & Board Administrator Publication

Consent Agenda:

A. **Minutes** – Regular meeting minutes October 23, 2018 & November 27, 2018

B. **Claims Clearing Warrants #9017990 - 9018042, 9011843 - 9018065 & 9018066 - 9018101.**

C. **TR-35**

A motion was made to approve the consent agenda.

Motion: Rich Second: Luke Passed: 5:0

Discussion

A. **Out of District Students** – A motion was made to approve out of district student G.S.

Motion: Missy Second: Rich Passed: 5:0

B. **Accept Resignation** – A motion was made to accept the resignation of Pam Reeves effective Dec 6, Katie Lees effective Dec 21 and Debbie Schutt effective Dec 14.

Motion: Rich Second: Kelley Passed: 5:0

C. **Approve hiring of new secretary and para** - A motion was made to hire Dawn Dorhauer as new secretary, Kelsey Hunter and Emily Vandersloot as new paraprofessionals.

Motion: Missy Second: Kelley Passed: 5:0

Discussion was had about the new paraprofessional being hired. Motion stands.

- D. Policy 7405 for Procurement Cards** - First reading no action needed.
- E. Increase Clerk/Business Manager to full time** - A motion was made to increase the Clerk/Business Manager to full time.
Motion: Ryan Second: Kelley Passed: 5:0
- F. RFP for Security Guard** - Per Superintendent Schmitz, zero proposals received, because no one was familiar with the process of an RFP. Other schools have hired and are using their own employee as security, which is new. He would like to keep all possibilities on the table. A motion was made to table the RFP discussion until January 2019.
Motion: Rich Second: Missy Passed: 5:0
- G. Strategic Plan and Action Plan**– Motion was made to accept the Strategic Plan and Action Plan from Debra Silk.
Motion: Ryan Second: Rich Passed: 5:0
- H. Gutters and Snow Breaks on Building #2** - A motion was made to open for discussion the choosing of a contractor to replace the gutters and snow breaks.
Motion: Ryan Second: Kelley Passed: 5:0
A discussion was had about the quotes. Board wants to make sure proper materials are used. The original motion of selecting a contractor to replace the Gutters and Snow breaks did not pass.
Motion: Ryan Second: Kelley Failed: 0:5
A new motion was made to allow admin to choose a contractor at their discretion and based on appropriate materials.
Motion: Rich Second: Missy Passed: 5:0
- I. Approve adding Dawn Dorhauer to the Activities & Lunch Bank Account:** A motion was made to add Dawn Dorhauer to the Activities and Lunch Bank Account.
Motion: Rich Second: Missy Passed: 5:0
- J. Superintendent Survey Results** – Superintendent Schmitz presented the results of the first survey. Vikki Green commented saying some of the questions were outdated and should be updated before the spring survey.
- K. Superintendent Evaluation** - Public Comment: Shane Swandal, Jenn Hoffman, Carol Phillips, Vikki Green and Rich Pope all addressed the board and gave positive statements with regards to Superintendent Schmitz. Chair Van Ballegooyen call for Executive Session at 7:00pm to discuss Superintendent Schmitz evaluation. Regular Session resumed 7:38pm.
- L. Ratify trustee resignation and declare trustee vacancy** – A motion was made to accept the resignation of Luke Lackman. A vacancy was declared.
Motion: Missy Second: Kelley Passed: 4:0

The next board meeting is Tuesday, January 22, 2018 at 5:30P.M.

Adjournment

Chairman Van Ballegooyen adjourned the meeting at 7:43pm

Signed:

Attest:

Ryan Van Ballegooyen, Chairman Date

Julie Copeman, District Clerk Date