

**Adel DeSoto Minburn Community School District  
Regular Board Meeting  
District Administration Center, Adel, Iowa  
August 8, 2016  
6:00 P.M.**

**Attendance:**

Present:

President Tim Canney  
Director Bart Banwart

Absent:

Director Kelli Book

Director Rod Collins  
Vice President Kim Roby

Superintendent Greg Dufoe  
Secretary Nancy Gee

**Call to Order/Roll Call:** President Tim Canney called the meeting to order. Roll call was taken. Present were Vice President Kim Roby, President Tim Canney, and Rod Collins. Bart Banwart arrived at 6:15 p.m.

**Adoption of Agenda:** It was moved by Roby, seconded by Collins to approve the agenda as presented. Motion carried unanimously. (Banwart and Book were absent.)

**Consent Agenda:** It was moved by Collins, seconded by Roby, to approve the items under the consent agenda as presented. Motion carried unanimously. (Banwart and Book were absent.) Minutes, bills and claims, and financial reports were reviewed and accepted. Resignations/terminations were accepted from Sue Core, general food service worker, Hallie Edgerly, assistant softball coach, Katie Fyfe, assistant softball coach, Sarah Hartwigsen, general food service worker, Mia Kirkpatrick, associate, Rhonda Leach-Becker, general food service worker, and Joanne Wetrich, kitchen supervisor. Following successful background checks, new contracts were offered to Steve Blazek, assistant boys' basketball coach, Chris Hatchitt, middle school football coach, Robert Paterson, bus driver, Cody Smith, middle school boys' basketball coach, Tara Stoner, bus driver, Cory Thompson, assistant football coach, and Julie Wolf, mini bus driver. Reassignments were announced for Sarah Hartwigsen from van driver to mini bus driver and Tammy Stevens from bus associate to van driver. The following handbooks were approved as presented: High School Parent/Student Handbook, High School Staff Handbook, Middle School Staff Handbook, School Bus Driver's Handbook, Transportation Student Handbook, Student Activities Handbook, and Coaches/Sponsor Activities Handbook. An additional bus route was approved due to the increase in riders. The Board approved the following administrators to the Teacher Quality committee: Greg Dufoe, Kim Timmerman, Carole Erickson, and Jodi Banse. Open enrollment requests to ADM for 2016-17 were approved for Liam Cooperrider from Dallas Center Grimes and Mathue Gruver from Earlham. Open enrollment requests out were approved for Jessica Bales to Dallas Center Grimes, Lily Hanson to West Central Valley, and Jonah and Natalie Smeenk to West Des Moines.

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

**Focus on Learning:** Superintendent Dufoe previewed upcoming work with the teaching staff focused on Professional Learning Communities (PLC's). The board will consider the collective commitments and goals from the PLC's in September. The board also reviewed the Iowa Association of School Boards learning opportunities for board members.

**Board Collective Commitments:** It was moved by Roby, seconded by Collins to approve the board's collective commitments as part of the board's PLC Four Pillars work at the June work session. Those collective commitments are: 1) We commit to high expectations for student achievement and quality instruction. 2) We commit to developing clear goals to achieve our vision and keeping these goals as our top priorities. 3) We commit to a collaborative relationship with staff and the community. 4) We commit to spending time focused on ways to improve student achievement and instruction. 5) We commit to studying and monitoring data and use it to drive continuous improvement. 6) We commit to leading as a united team with the superintendent. 7) We commit to on-going board team training on topics related to our improvement effort. Motion carried unanimously. (Book was absent.)

**Change Order #4 for High School/Middle School Addition/Renovations:** It was moved by Banwart, seconded by Roby to approve change order #4 for a total of \$17,831.61. This change order includes skim coating walls in the conference room (\$2,436.28), wiring of light switch and outlet on reception wall (\$1,119.55), fire alarm revisions (\$1,786.00), controls to existing boilers (\$7,079.00), remove base cabinet for nurse (\$856.00), revisions to classroom (\$3,259.71) and to provide walk-off stair (\$1,295.07). Motion carried unanimously. (Book was absent.)

**Van Purchase:** It was moved by Banwart, seconded by Roby to approve the quote from Karl's Chevrolet at the price of \$26,559.82 for an 8/9-passenger van. This van will replace our current 2003 six-cylinder van (#40), which has 210,000 miles on it and will not pass State inspections. A quote was also received from Bob Brown's Chevrolet. Motion carried unanimously. (Book was absent.)

**Administration of the 403b Plan:** It was approved by Roby, seconded by Collins to have the District continue with the "Core" providers for the Retirement Investors Club (R.I.C.) 403b program. The R.I.C. extensively reviews the investment selection for the Core providers with low fees to plan participants including startup fees, annual management fees, no rollover fees, etc. and the primary reason for this recommendation. Motion carried unanimously. (Book was absent.)

**Legislative Resolutions:** The Board discussed the IASB Legislative Action Priorities. It was moved by Collins, seconded by Roby to submit Resolution 1 which supports research-based initiatives, Resolution 8 which supports access to and funding for mental health services for children, Resolution 20 which supports school funding, and Resolution 28 which supports preserving the integrity of the statewide penny sales tax for school infrastructure. Motion carried unanimously. (Book was absent.)

**Resolution to Close Open Enrollment in Special Education 2017-18:** It was moved by Banwart, seconded by Roby to accept the Resolution to Close Open Enrollment in Special Education for 2017-18. Motion carried by 4 yes votes. (Book was absent.) That resolution states,

*Whereas, the School District has considered its policies and procedures relating to the acceptance of open enrollment applications into the District; and whereas, after reviewing the current and anticipated enrollment in the District's special education classrooms, it has been determined that there is insufficient classroom space to accept and enroll additional students from outside the District; It is Hereby Resolved that the District will not accept open enrollment applications into the special education classrooms now through the next school year.*

Administrative Reports:

**Construction Report:** Director of Buildings and Grounds Lucas Asche gave an update on the middle school and high school projects as wells as Phase I of the Stadium project. The punch lists at both buildings are being finalized. The cafeteria floor has been replaced. The stadium will be ready for the first varsity football game but some lower level games may be moved or postponed. The track will not be completely cured at this time so precautions will be taken to protect the track.

**District Office Building Name:** Superintendent Dufoe asked for the board's input on naming the district office building. The recommended name by Mr. Dufoe was ADM District Administration Center. This will be brought to the board in September so signs can be made.

**Homecoming 2016:** Superintendent Dufoe reported on changes to Homecoming for this year. The parade route will be changed and the time will start later so the community can be more involved. A festival is planned following the parade. The "Tiger Fest" is planned for Thursday night, September 8<sup>th</sup>.

**Pre-Service Schedule Review:** The pre-service schedule for the staff was presented. New teachers will be here this Friday, August 12<sup>th</sup>. All teachers will begin on Tuesday, August 16<sup>th</sup>.

**Transportation-Ride Zones:** Transportation Director Richard Beechum provided information for the Board to consider as enrollment growth continues to affect the transportation department. The law states that every school district shall provide transportation for elementary pupils if they live more than two miles from school and for

high school pupils if they live more than three miles from school. ADM has been transporting students that live more than 4 blocks from the school. If the district continues this practice, he stated we might need to purchase two buses each year. He presented an option that would include a walk zone and ride zone with a walking school bus set up in walk zone areas for elementary students. More information will be provided for discussion at future board meetings.

**Closed Session for Board Evaluation in an Employment Matter according to Iowa Code Section 21.5(1)(i):** It was moved by Banwart, seconded by Collins to go into closed session at 7:02 p.m. A roll call vote was taken with all members voting yes. Book was absent.

**Reconvene:** The Board reconvened into open session at 7:23 p.m.

**Adjournment:** It was moved by Banwart, seconded by Roby to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 7:24 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