

**Adel DeSoto Minburn Community School District  
Annual Board Meeting  
District Administration Center, Adel, Iowa  
September 12, 2016  
6:00 P.M.**

**Attendance:**

Present:

Tim Canney  
Bart Banwart  
Kelli Book

Absent:

Rod Collins

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, Kelli Book, President Tim Canney, and Bart Banwart. Rod Collins was absent.

**Agenda:** It was moved by Banwart, seconded by Book, to adopt the agenda as presented. Motion carried unanimously. (Collins was absent.)

**Consent Agenda:** It was moved by Roby, seconded by Banwart, to approve the items under the consent agenda as presented. Motion carried unanimously. The regular meeting minutes from August 8, 2016 and the special meeting minutes from September 2, 2016 were approved. The August monthly financial bills/claims and reports were approved. A resignation from Jackie Jenkins, general food service worker was approved. Pending successful background checks, new contracts for 2016-17 were offered to Jody Cave, general food service worker, Sara Carmichael, associate (9/6/16), Thana Heller, softball coach, Katelyn Johnson, associate, Susan Joura-Freel, general food service worker, Emma Yori, associate, and Julie Wolf, general food service worker (9/1/16). Non-teaching coaching contracts were offered to Steve Cochran, girls' basketball coach; Alec Craigmile, cheer coach; Scott Crannell, wrestling coach; Kaitlyn Ferm, cheer coach; Chris Hatchitt, wrestling coach; Donald Hess, boys' basketball coach; Wayne Mager, basketball coach; and Justin Schmauss, wrestling coach. A reassignment for Tory Tracy from general food service worker to kitchen supervisor was announced. Nancy Gee presented Affidavits from Lincoln Savings Bank in Adel and Wells Fargo in Minneapolis showing the bank balances as of June 30, 2016. The Treasurer's Annual Report for Fiscal Year 2016 was presented to the Board with a financial trend-line report for the General Fund. The agreements for services/special education contracts were accepted. The Board had the first reading of Series 500 policies, "Students". The out of state travel for the 8<sup>th</sup> grade Washington D.C. trip in May and the FFA trip to Louisville, Kentucky in October were approved. The board appointed Matt Lohmann and Kim Anderson as Level I Investigators to investigate instances of alleged staff to student abuse; Darcy Simpson as homeless coordinator, and Nancy Gee as Equity/Affirmative Action Coordinator. Open enrollment in requests for 2016-17 were approved for Mallary and Spencer Zoet, from Dallas Center Grimes. Open

enrollment out requests for 2016-17 were approved for Andrew McCarthy to Waukee, and Alayna Younger to Winterset. Motion carried unanimously. (Collins was absent.)

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

**Focus on Learning:**

ACT 2016 Report: Superintendent Dufoe shared the 2016 ACT scores. The composite of 23.7 is the second highest score on record for ADM. The short-term district goal is 24. Mr. Griebel discussed plans to reach this goal.

Middle School Model Professional Learning Community (PLC) School: Middle School Principal Kim Timmerman and teachers Cassidy Noring and Steve Stanley reported on the recent honor received by the Middle School by Solution Tree. They discussed the application and the selection process. ADM Middle School is one of only two schools in Iowa with this honor.

School Board Learning: Superintendent Dufoe shared information regarding the School Board convention held in November.

**Election of Officers:** Board Secretary Nancy Gee opened the nominations for the office of President. Tim Canney was nominated and elected by acclamation. Board Secretary opened the nominations for the office of Vice-President. Kelli Book was nominated and elected by acclamation. Board Secretary administered the oath of office to the newly elected officers. President Canney assumed the chair from the Board Secretary.

**District Mission, Vision, Goals:** It was moved by Banwart, seconded by Roby to approve the district mission, vision, and goals. The new mission statement is "We are committed to engaging ALL students in a challenging and supportive environment that ensures ALL students learn at high levels." The motion carried unanimously. (Collins was absent.)

**Selection of Negotiation Team:** It was moved by Banwart, seconded by Book to have Rod Collins and Kim Roby continue their service on the Board's negotiation team. Motion carried unanimously. (Collins was absent.)

**IASB Legislative Delegate:** It was moved by Banwart, seconded Roby to have Kelli Book continue her service as the Board's IASB legislative delegate. Motion carried unanimously. (Collins was absent.)

**Superintendent Professional Development Plan 2016-17:** It was moved by Book, seconded by Roby to approve the professional development plan as presented which focuses on PLC's and curriculum revision. Motion carried unanimously. (Collins was absent.)

**Naming New “District Administration Center”:** It was moved by Book, seconded by Roby, to name the current administration center (formerly old Middle School) to “District Administration Center”. Motion carried unanimously. (Collins was absent.)

**Request of Allowable Growth and Supplement Aid for a Negative Special Education Balance:** The 2015-16 special education balance is a negative \$649,140,590. Last year that amount was \$592,526. School districts are allowed to request to the SBRC for supplemental aid in the form of spending authority (not cash). Current cash reserves are used for funding this deficit and thus one reason our solvency ratio is trending down. It was moved by Banwart, seconded by Roby to request allowable growth and supplement aid for this negative balance amount. Motion carried unanimously. (Collins was absent.)

**Part-time Custodian Position:** It was moved by Banwart, seconded by Book to approve a .5 FTE custodian position. Motion carried unanimously. (Collins was absent.)

Administrative Reports:

**Construction Update:** Tom Wollan from FRK reported on the final punch list items for the Middle School and High School. He also gave a timeline for the remaining items to be completed at the stadium for Phase I.

**Stadium Building – Phase II:** Tom Wollan and Vassil Petrov from FRK presented options for Phase II of the stadium building project. The base option is restrooms and a concession stand. Options are being considered to keep costs down, as sales tax dollars may be necessary for a future building project. The Board discussed the various options. A work session will be scheduled in the near future to go over designs.

**Activity Report:** Activity Director Reece Satre reported on the summer activities as well as a preview for fall.

**Adjournment:** It was moved by Banwart, seconded by Book to adjourn. The motion carried unanimously. President Canney adjourned the meeting at 8:04 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