

## CLARKE COMMUNITY SCHOOL DISTRICT

Board of Education Special Meeting  
Administrative Building – Via ZOOM  
June 16, 2020

President White called the meeting to order at 12:00 p.m. Board members present were Joe Deutsch, Robin Galvez, Shawna Henry, Wendy Short, and Dena White. Brian Crawford arrived at 12:01 and MacKenzie O’Hair arrived at 12:02 all via Zoom. Steve Seid, Superintendent and Ruth White, Business Manager were present along with two guests.

Galvez and Deutsch moved approval of the agenda. Motion carried (5-0).

Crawford and Short moved to approve the consent items. Motion carried (7-0).

- Personnel:
  - ✓ Resignations: Halee Cox, Associate and Donna Ruth-Hines, Food Service
  - ✓ Hires: Guadalupe Morales as ELL Interpreter, Becky Jones-Webb for Food and Clothing Pantry Leader, and Robin Enterline as Elementary BD Teacher
  - ✓ Transfer: Belinda Stuva from Elementary Associate to Preschool Program Associate
  - ✓ Adjustment in Hours: ELL Interpreter at secondary campus from 7.25 hours to 8 hour per day
  - ✓ Coursework Approval: Christine Stortenbecker, “Graduate Music Education Workshop II, IBA Conference 2020” 1 hour at University of Iowa

Galvez and Crawford moved to approve the tentative agreement with CCEA for 2020-21 for a package increase of 2.8604%. Motion carried (7-0).

Crawford and O’Hair moved to approve Administrator, Director, and Other groups at a 2.8604% package increase for 2020-2021. Motion carried (7-0).

Galvez and Short moved to amend the 20-21 School Calendar to correct day count adjustments. Motion carried (7-0).

Galvez and Crawford moved to approve the High School Handbook as presented. Motion carried (7-0).

Crawford and Galvez moved to approve the High School Faculty Handbook with corrected updates to the staff and schedule. Motion carried (7-0).

Galvez and Short moved to approve touchless flush valves and faucets in the restrooms they are currently remodeling at the secondary and elementary campuses for a total of \$26,510.00. Motion carried (7-0).

The Board adjourned at 12:27 p.m. following a motion by Crawford and O’Hair.

## CLARKE COMMUNITY SCHOOL DISTRICT

Regular Meeting of the Board of Education

Administrative Building – ZOOM Meeting

June 8, 2020

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O'Hair, Wendy Short and Dena White. Superintendent Steve Seid, Business Manager Ruth White, and several guests were also present all via Zoom.

Crawford and O'Hair moved to approve the agenda. Motion carried (7-0).

Deutsch and Crawford moved to approve the consent items excluding volunteer baseball coach. Motion carried (7-0).

- Board minutes: May 11, 2020 regular meeting and June 1, 2020 special meetings
- Personnel:
  - ✓ Resignation: Jamie Gelner, Elementary Title I teacher.
  - ✓ Hires: Abbey Fitzgerald, 9-12 Counselor with 15 flexible days of training in June 2020; and Michael McCartney, MS/HS Behavior Room Teacher.
  - ✓ Transfers: Charlene Hoover from Accounts Payable to High School Principal Secretary, Jennifer Swartz from 3rd Grade Teacher to Title I Teacher and Alexandria Gibson from 5th Grade Teacher to 3rd Grade Teacher.
- Payment of bills
- Financial reports

Crawford and Galvez moved to approve Conner Deutsch as volunteer baseball coach. Motion carried (6-0-1 Deutsch abstained).

The Board received facility and construction committee reports.

Received construction updates from Estes.

Open Enrollment has been approved for Aleeah Phillips from I-35 to Clarke; Cole and Jace Robins from Clarke to Murray.

O'Hair and Deutsch moved to approve the following construction change orders: Motion carried (7-0).

Caliber Concrete: Per PCO 050 Item # 001 ASI-011 Revise Site Pavement -\$10,339.00. The original Contract Value was \$2,035,200.00, sum of changes prior to change order -\$11,039.00, contract value was \$2,024,161.00, sum for this change order -\$10,339.00, the new contract will be \$2,013,822.00.

DDVI, Inc.: Per PCO 056 Item # 001 Change to Bull Nose CMU \$736.66. Item # 002 Beginning SP-a allowance is \$14,911, remaining allowance is \$14,174.34, -\$736.66. The original Contract value was \$658,100.00, this change order is \$0.00, the new contract will be \$658,100.00.

DDVI, Inc.: Per PCO 052 Item # 001 ASI-002 Modify Windows \$439.00. Item # 002 Beginning BP-A allowance is \$18,700, remaining allowance is \$18,261, -\$439.00. Per PCO 053 Item # 001 Furr Out Office Walls \$3,350.00. Item # 002 Beginning BP-A allowance is \$18,261, remaining allowance is \$14,911., -\$3,350.00. The original Contract value was \$658,100.00, this change order is \$0.00, the new contract will be \$658,100.00.

DDVI, Inc.: Per PCO 058 Item # 001 Replace Exterior Sheathing \$1,120.00. Item # 002 Two Hour Wall At Door 100 \$1,001.00. Item # 003 Shoring Locker Room 311 \$660.00. Item # 004 Framing Detail 3/A400 \$522.00. Item # 005 Beginning BP A allowance is \$7,394.86, remaining allowance is \$4,091.86. The original Contract value was \$2,045,000.00, sum of the prior change order \$771.00, contract prior to this change order \$2,045,771.00, this change order is \$0.00, the new contract will be \$2,045,771.00.

DDVI, Inc.: Per PCO 054 Item # 001 Apply Moisture Control for Epoxy Flooring in Lockers \$0.00. Item # 002 Beginning BP A allowance is \$10,884.86, remaining allowance is \$7,394.86, \$0.00. The original Contract value was \$2,045,000.00, sum of the prior change order \$771.00, contract prior to this change order \$2,045,771.00, this change order is \$0.00, the new contract will be \$2,045,771.00.

DDVI, Inc.: Per PCO 059 Item # 001 ASI-012 Relocate Conduits \$20,578.60. The original Contract value was \$2,045,000.00, sum of the prior change order \$771.00, contract prior to this change order \$2,045,771.00, this change order is \$20,578.60, the new contract will be \$2,066,349.60.

Katelman Steel Fabrication, Inc.: Per PCO 051 Item # 001 Infill Opening Vestibule 500 \$2,820.00. Item # 002 BP D beginning allowance is \$45,633.27, remaining allowance is \$42,813.27, - \$2,820.00. The original Contract value was \$686,000.00, sum of the prior change order \$3,110.07, contract prior to this change order \$689,110.07, this change order is \$0.00, the new contract will be \$689,110.07.

Keul Electric, Inc.: Per PCO 055 Item # 001 RFI-040 Replace Existing Electrical Panel \$2,540.00. Item # 002 BP C beginning allowance \$15,000, remaining allowance \$12,460.00, -\$2,540.00. The original Contract value was \$162,349.00, sum of the prior change order \$0.00, contract prior to this change order \$162,349.00, this change order is \$0.00, the new contract will be \$162,349.00.

Proctor Mechanical Corporation: Per PCO 060 Item # 001 Replace Copper Hot Water Lines \$5,642.00. Item # 002 BP B beginning allowance \$15,000, remaining allowance \$9,358.00, - \$5,642.00. The original Contract value was \$330,583.00, sum of the prior change order \$0.00, contract prior to this change order \$330,583.00, this change order is \$0.00, the new contract will be \$330,583.00.

Proctor Mechanical Corporation: Per PCO 057 Item # 001 Delete Floor Work Existing Lockers/Restrooms -\$35,000.00. The original Contract value was \$1,028,000.00, sum of the prior change order \$0.00, contract prior to this change order \$1,028,000.00, this change order is - \$35,000.00, the new contract will be \$993,000.00.

Van Maanen Electric, Inc.: Per PCO 061 Item # 001 ASI-012 Relocate Conduit & Panels \$29,611.11. The original Contract value was \$1,341,900.00, sum of the prior change order \$53,486.32, contract prior to this change order \$1,395,386.32, this change order is \$29,611.11, the new contract will be \$1,424,997.43.

Crawford and Short moved to approve Storey Kenworthy for furniture at the elementary campus for a total of \$25,471.59. Motion carried (7-0).

CMBA has submitted a quote to upgrade the Middle School Entry, this may be looked into as an update in the future.

Crawford and Galvez moved to approve the quote from OTUS for an online learning platform to be used for the next school year and beyond to support online and blended learning for K-12, for a cost of \$19,529.00. Motion carried (7-0).

Exit survey information was reported by Superintendent Seid.

Crawford and O'Hair moved to approve the agreement between Clarke CSD and Simpson College Teacher Education Program. Motion carried (7-0).

Crawford and Short moved to approve the tentative agreement with CBDA for 2020-21 for a package increase of 3.8435%. Motion carried (7-0).

Board packet distribution will change with more information provided on the Clarke website.

O'Hair and Galvez moved to approve the Secondary Counselor job description. Motion carried (7-0).

Crawford and Short moved to approve the updates to the Head Coach, Assistant Coach, 9th Grade Coach and Middle School Coaching job descriptions. Motion carried (7-0).

Deutsch and Galvez moved to approve the updates to the Library Associate job description. Motion carried (7-0).

Short and Deutsch moved to approve the updated course description book. Motion carried (7-0).

Crawford and Deutsch moved to update the camera system at the secondary campus from SCI Communications for a total of \$136,993.83. Motion carried (7-0).

Henry and O'Hair moved to approve the Middle School Student Handbook for 2020-21. Motion carried (7-0).

Short and O'Hair moved to approve the Middle School Faculty Handbook for 2020-21. Motion carried (7-0).

Galvez and Henry moved to approve the 504 Handbook. Motion carried (7-0).

Galvez and Crawford moved to amend 2020-21 School Calendar adding two teacher days August 10 and 11, 2020, change September 21, 2020, from a teacher professional development day to a teacher work day and change January 4 and 5, 2021 to no school days. Motion carried (7-0).

The Board received Principal, Director and Coordinator reports.

Superintendent Seid reported on return-to-learn, transportation, food service, baseball/softball, technology survey from Iowa Dept of Education, facilities.

First Reading of Board Policies: 503.3E1 – Standard Fee Waiver Application and 411.7  
Classified/Confidential/Director/Other Employee Evaluation.

Crawford and Galvez moved to approve the second reading of board policies: 501.10, Truancy – Unexcused Absences; 501.10R1, Truancy – Unexcused Absences Regulation; 502.7, Smoking – Drinking – Drugs; 502.8, Search and Seizure; 502.14, Student Work Permits; 502.15, Student Driver Permits; 507.1, Student Health and Immunization Certificates; and 507.9, Wellness Policy. Motion carried (7-0).

Items to consider for the future: board packet availability, elementary security cameras, landscaping, August grand openings at each campus.

Crawford and Galvez moved the board go into exempt session for negotiation strategy at 7:55 p.m. Motion carried (7-0).

The Board came out of exempt session at 8:37 p.m.

Short and O'Hair moved to go into Closed Session at 8:38 p.m. as per Section 21.5(1)i of the Iowa Code "To evaluate the professional competence of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session". Motion carried (7-0).

The Board returned to open session at 9:23 p.m.

The next regular board meeting scheduled for July 13<sup>th</sup>.

The Board adjourned at 9:24 p.m. following a motion by Galvez and Short.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Board of Education Special Meeting  
Administrative Building – Via ZOOM  
June 1, 2020

President White called the meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O’Hair, Wendy Short, Dena White all via Zoom. Steve Seid, Superintendent and Ruth White, Business Manager/Board Secretary were also present.

Galvez and Short moved approval of the agenda. Motion carried (7-0).

Crawford and Deutsch moved to go into Closed Session at 5:31 p.m. as per Section 21.5(1)i of the Iowa Code “To evaluate the professional competence of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session”. Motion carried (7-0).

The Board returned to open session at 8:31 p.m.

The Board adjourned at 8:32 p.m. following a motion by O’Hair and Galvez.

## CLARKE COMMUNITY SCHOOL DISTRICT

Board of Education Special Meeting  
Administrative Building – Via ZOOM  
June 1, 2020

President White called the meeting to order at 12:00 p.m. Board members present were Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O’Hair, Wendy Short, Dena White. Brian Crawford (arrived at 12:04) all via Zoom. Steve Seid, Superintendent and Ruth White, Business Manager were present along with two guests.

Henry and Galvez moved approval of the agenda. Motion carried (6-0).

Deutsch and Henry moved to approve the consent items. Motion carried (7-0).

- Personnel:
  - ✓ Resignations: Jennifer Scott, High School Counselor
  - ✓ Hires: Krista Payne, 4<sup>th</sup> Grade Teacher and 8<sup>th</sup> Grade Volleyball Coach; Robert Best, Assistant High School Football Coach; Lori Wood, Middle School Special Education Teacher; Stacey Manternach, Middle School Newspaper Sponsor; Molly Audlehelm, Middle School Student Council Sponsor; Shane Majerus, High School Student Council Advisor; and Maria Cummings, High School Spanish Teacher.
  - ✓ New Position: Additional associate in preschool for 2020-21 school year to support the third preschool/ECSE classroom.
  - ✓ Adjustment in Hours: All special education associates have the same start and end time per building. Elementary associate’s hours 7:45 to 3:15 per day and Secondary associate’s hours 7:45 to 3:30 per day.
  - ✓ Coursework Approval: Jerri Eakes, “Technology Integration in K-12 Schools”, “Conducting School- Based Action Research”, “Learning Environments: Design”, “Diversity & Identity in K-12 Schools”, “Issues in K-12 Assessment”, “Issues in US Schools”, “Multilingual Ed. & Applied Linguistics”, “Teaching/Learning for Global Perspectives”, and “Instructional Coaching for Teacher Excellence”, all 3 hours each at University of Iowa.

Crawford and Deutsch moved to approve the Educational Assistance Plan as presented. Motion carried (7-0).

Randy Bolton, Activities Director, updated the board on summer baseball/softball.

Galvez and Short moved to approve the preschool program associate job description. Motion carried (7-0).

Crawford and Galvez moved the board go into exempt session for negotiations strategy at 12:37 p.m. Motion carried (7-0).

The Board returned to open session at 1:04 p.m.

The Board adjourned at 1:04 p.m. following a motion by Galvez and Crawford.

## CLARKE COMMUNITY SCHOOL DISTRICT

Regular Meeting of the Board of Education

Administrative Building – Zoom Meeting

May 11, 2020

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O’Hair, Wendy Short, and Dena White. Superintendent Steve Seid, Business Manager Ruth White, and a few guests were present all via Zoom.

Crawford and Galvez moved approval of the amended agenda to move Grimes Asphalt and Paving Contract before Construction Change Orders under new business. Motion carried (7-0).

With May being school board recognition month the Clarke School Board members were spotlighted and will be presented certificates for their many hours of service.

Short and O’Hair moved to approve the Consent Items. Motion carried (7-0).

- Board minutes: April 13, 2020 regular meeting and April 30, 2020 special meeting
- Personnel:
  - ✓ Hires: Michael Fischels, HS PE/Health Teacher and Boy’s Varsity Basketball Coach.
  - ✓ Non Contract Renewal: Dayton Little, Elementary Associate.
  - ✓ Coursework Approvals: Christa Subbert, “Change MGMT in Education” and “Visionary School Leadership”, 3 hours each from Northwest Missouri State University and Chanell Gay “Challenge to Change, Inc”, 3 hours from Grand View University.
- Payment of bills
- Financial reports
- Early Graduation for Emma South for her request contingent upon satisfying all graduation requirements.

The Board received updates from the Facility and Construction Committees.

The Board received an update from Estes Construction.

Open Enrollment has been approved for Shawn Partlow and Sage Hildebrand from Clarke to Chariton and Korynna Olson from Chariton to Clarke.

Galvez and Crawford moved to deny the late filed open enrollment application for Nathan Allard from Clarke to Murray. Motion carried (7-0).

Short and Crawford moved to approve a quote for furniture for the secondary campus from Storey Kenworthy for a total of \$275,976.61. Motion carried (7-0).

Crawford and Henry moved to approve the contract with Grimes Asphalt and Paving Corporation for demolition of existing site pavement, furnish and install new curb and gutter, bituminous pavement, striping and consequential site work for \$700,000.00. Motion carried (7-0).

Crawford and Short moved to approve the following construction change orders:

Grimes Asphalt and Paving Corporation: Modify the bituminous pavement section to include 5” of bituminous pavement place in two (x2) lifts over 6” of new base aggregate over 12” of subgrade stabilization with 4% fly-ash. Modify the projection Construction Progressive Schedule to allow Phases 2/3 to be constructed concurrently. Repair pavement at the east drive and restripe the south parking lot as shown on Sheet C2.2 – Paving Plan – South, and denoted as “ALTERNATE #1”. Original Contract Price is \$700,000.00. Net change is \$(16,360.00). Contract Price with all Approved Change Orders is \$683,640.00.

Katelman Steel Fabrication, Inc.: Per PCOs 045-048. 045 Repair Anchor Bolts \$3,110.07. 046 001 Cut Structural Beams in Courtyard \$771.73. 046 002 Beginning allowance is \$49,025.00. This change is \$771.73. Remaining allowance is \$48,253.27. 047 001 Change AHU Supports in Area C \$600.00. 047 002 Beginning allowance is \$48,253.27. This change is \$600.00. Remaining allowance is \$47,653.27. 048 001 Provide Additional Lintels \$2,020.00. 048 002 Beginning allowance is \$47,653.27. This change is \$2,020.00. Remaining allowance is \$45,633.27.

Caliber Concrete: Per PCO 039 – Concrete Slab-on-Grade Lockers 310 & 311 \$37,904.00. Beginning BP L allowance is \$42,571.68. This change is \$37,904.00. Remaining allowance is \$4,667.68.

DDVI, Inc.: Per PCOs 040-041. Floor Removals in Existing Locker Rooms & Restrooms \$27,755.00. Beginning BP allowance is \$39,045.86. This change is \$27,755.00. Remaining allowance is \$11,290.86. Fur Out Existing Walls Room #223 & #228 \$406.00. Beginning BP allowance is \$11,290.86. This change is \$406.00. Remaining allowance is \$10,884.86.

DDVI, Inc.: Per PCO 042. ASI-001 Door and Hardware Modifications \$6,300.00. Beginning BP allowance is \$25,000.00. This change is \$6,300.00. Remaining allowance is \$18,700.00.

Seedorff Masonry, Inc.: Per PCOs 043-044. ASI-009 North Wall Room 115 <\$3,423.55>. Repair CMU at Existing Middle School Door Frame \$3,495.00. Beginning BP allowance is \$8,900.00. This change is \$3,495.00. Remaining allowance is \$5,405.00. Motion carried (7-0).

Galvez and Henry moved to approve the bid to sand and finish the elementary school gym floor from Glascock Floors Inc. for a total of \$11,142.81. Motion carried (7-0).

Henry and Short moved to approve the bid from Bud Jones Farms for hay ground at the bus barn site for \$70.00 per acre for a total of \$700.00. Motion carried (7-0).

Short and Henry moved to approve the bid from Jack Chesnut for Chesnut Lawn and Landscape for mowing and trimming at the elementary and secondary campus for \$790.00, baseball field \$85.00 and softball field for \$65.00 per time. Motion carried (5-2 Crawford and Short opposed).

Galvez and Crawford moved to approve the list of graduating seniors for 2019-20 pending completion of all requirements for a diploma. Motion carried (7-0).

Crawford and Short moved to accept the FY'2019 audit as presented. Motion carried (7-0).

Short and O'Hair moved to approve the tentative agreement with CCESA for 2020-21 for a package increase of 2.84080%. Motion carried (6-0-1 Deutsch abstained).

Short and Deutsch moved to approve allowing Clarke School related activities cords to be worn at graduation. Motion carried (7-0).

Discussion of summer school possibilities.

Discussed putting board packets online for availability to the public. A committee was formed to work on this including Superintendent Seid, Short, O'Hair, and Galvez.

The Board received reports from Principals and Directors.

Superintendent Seid reported on teacher appreciation, national nurse's week, continuous learning, and meal distribution.

First reading of Board Policies: 501.10, Truancy – Unexcused Absences; 501.10R1, Truancy – Unexcused Absences Regulation; 502.7, Smoking – Drinking – Drugs; 502.8, Search and Seizure; 502.14, Student Work Permits; 502.15, Student Driver Permits; 507.1, Student Health and Immunization Certificates; and 507.9, Wellness Policy.

Item to be considered for the next board agenda: Update on BD teacher positions.

The next regular board meeting is June 8, 2020.

The Board adjourned at 8:08 p.m. following a motion by Deutsch and Galvez.



# CLARKE COMMUNITY SCHOOL DISTRICT

Board of Education Special Meeting

Administrative Conference Room

April 30, 2020

Vice-President Deutsch called the meeting to order at 12:00 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O’Hair, Wendy Short and Dena White (arrived at 12:09) all via Zoom. Steve Seid, Superintendent and Ruth White, Business Manager were present.

Henry and Galvez moved approval of the agenda. Motion carried (6-0).

Galvez and Crawford moved to approve the consent items. Motion carried (6-0).

- Personnel:

- ✓ Resignations: Korey McKasson, Special Education Teacher and Middle School Student Council Advisor; Donald Ray, High School Spanish Teacher; Megan Christensen, 4th Grade Teacher; James Dingeman, Head Varsity Boys Basketball Coach; Laura Horton, Middle School Reading Teacher and Whitney Siefkas, High School Language Arts Teacher and Student Council Advisor
- ✓ Hires: Daniel Schmidt, Head High School Girls Basketball Coach; Shane Majerus, High School Social Studies Teacher; Amanda Abbott, Middle School Reading Teacher; Gina Sickels, Secondary Model Teacher; Brandi Boyd, Secondary Model Teacher; Becky Jones-Webb, Secondary Model Teacher; Morgan Singleton, Secondary Mentor Teacher; Mary Murphy, Secondary Mentor Teacher; Scott Bixby, Secondary Mentor Teacher; Stacia Watkins, Elementary Model Teacher; Rachel Glenn, Elementary Model Teacher; Sarah Coder, Elementary Model Teacher; Lakyn Matthews, Elementary Mentor Teacher; Alena Phillips, Elementary Mentor Teacher; Kimberly Adams, Elementary Mentor Teacher; Amy Tharp, Elementary Mentor Teacher; Amy Walker, Elementary Mentor Teacher and Stacia Watkins, Elementary Mentor Teacher.
- ✓ Transfers: Jared Gaskill, Assistant High School Football Coach to Head High School Football Coach; Mary Murphy, High School Reading to High School Language Arts Teacher effective for 2020-21 and Dave Allen from Custodian to Elementary Assistant Head Custodian effective 5/1/20.

Dena White took over as Board President upon arrival.

Crawford and Deutsch moved to approve the following resolution. Motion carried (7-0).

Resolution – Pandemic Response and Emergency Suspension of Policy

WHEREAS, Iowa Code Ch. 279.8 authorizes local school boards to govern their respective districts, including adopting policies for their own governance; and

WHEREAS the Board may, by formal action suspend or rescind board policy as deemed necessary, appropriate or in the best interests of the District; and

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic; and

WHEREAS, on March 13, 2020, the President of the United States declared a national state of emergency and on March 15, 2020 Iowa Governor Kim Reynolds recommended closure of all public and private K-12 schools in Iowa until April 13, 2020 to contain the spread of COVID-19; and

WHEREAS, on March 17, 2020, Iowa Governor Kim Reynolds declared a State of Public Health Disaster Emergency under the authority granted through Iowa Constitution, Art. IV, §§ 1, 8 and Iowa Code §§ 29C.6(1), 135.140(6), and 135.144 and directed implementation of the Iowa Department of Homeland Security and Emergency Management's Iowa Emergency Response Plan in response to the novel coronavirus (COVID-19); and

WHEREAS, most hourly non-exempt employees will be unable to report to work due to the District's closure and certified contract employees may be asked to work at remote locations to help provide continuity in educational services; and

WHEREAS, it fulfills a public purpose to continue to pay District hourly, long term substitutes, and classified non-exempt employees during this closure to prevent or contain the spread of COVID-19, to promote morale and to help retain current employees following the closure; and

WHEREAS, on March 17, 2020 the Iowa Legislature passed and the Governor signed SF 2408 granting waiver of the instructional time requirements in Iowa Code Ch. 279.10 for all public school districts closing before April 12, 2020 in order to prevent or contain the spread of COVID-19; and granting Governor Reynolds the ability to waive instructional time requirements for any public school district which closes on or after April 12, 2020 to prevent or contain the spread of COVID-19; and

WHEREAS, on April 17, 2020 Iowa Governor Kim Reynolds recommended extended closure of all public and private K-12 schools in Iowa through the 2019-2020 school year to contain the spread of COVID-19; and

WHEREAS, on April 17, 2020 Governor Reynolds and the Iowa Department of Education further recommended a waiver of instructional time requirements for the remainder of the 2019-2020 school year for school districts continuing to provide continuous learning through approved options; school districts will be required to submit to the Department of Education a Return to Learn Plan by July 1, 2020 describing ways the district intends to address disruptions to learning; and

WHEREAS, the Iowa Department of Education issued COVID-19 Guidance: Provision of Continuous Learning. This guidance allows school districts to provide either voluntary educational enrichment opportunities to students or required educational services. Voluntary educational enrichment opportunities provided to students where participation by students is not required and will not be graded other than voluntary completion of concurrent enrollment courses and credit recovery. Required educational services include educational services provided to students who are required to participate. Student work may be graded and credit may be awarded. Equity must be provided for and AEA services resume, to the extent possible, for required educational services. Competencies attained through either voluntary or required educational services may be considered if done on a voluntary basis they may only be considered after school returns to session.

NOW, THEREFORE BE IT RESOLVED, that the Clarke Community Schools School Board hereby suspends provisions of its board policies and/or whole policies, as identified by the District Superintendent or designee, if such suspension is necessary to implement written guidance from state or federal agencies relating to containing COVID-19 for the duration identified by the Governor of the State of Iowa, or as otherwise determined by the Board.

BE IT FURTHER RESOLVED that the District Superintendent will consult with and report to the Board as feasible and appropriate regarding the emergency closure and efforts to implement written guidance from health and government agencies.

BE IT FURTHER RESOLVED that the District Superintendent is authorized to close any school facility without further action by the Board of Directors through the end of the 2019-2020 academic year. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.

BE IT FURTHER RESOLVED that the District Superintendent shall follow all Iowa Department of Education guidance requiring the submission of a Return to Learn Plan for the District by July 1, 2020;

BE IT FURTHER RESOLVED that the District Superintendent is authorized, based upon the needs of the District and guidance from health and government agencies, to direct staff assignments during District closures, including but not limited to essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.

BE IT FURTHER RESOLVED that access to public school grounds and public school buildings of the District may be limited as directed by the Superintendent during District closures.

BE IT FURTHER RESOLVED that certified, exempt employees will remain employed during the school closure and until the number of days expressed in the contract have been fulfilled, unless otherwise approved by the Board. Days that contracted employees do not report for duty either onsite if deemed an essential employee; or from a remote location for all other employees due to closure, do not constitute a fulfilled contract day except to the extent those days are forgiven by the District.

BE IT FURTHER RESOLVED that in light of this District-wide emergency closure, the Board authorizes the Superintendent to place hourly and classified non-exempt employees on paid administrative leave and to continue to pay them until the number of days expressed in the contract have been fulfilled during the period of school closure.

BE IT FURTHER RESOLVED that the District has elected to provide voluntary educational enrichment opportunities to students in the district during this period of school closures.

BE IT FURTHER RESOLVED that in the interest of public health and/or to comply with federal or state health department recommendations or guidance, the Board encourages the public to attend or listen to its open public meetings on the internet and the Board may also limit public comment to written comments.

BE IT FURTHER RESOLVED that the board reserves the right to adjust board meeting dates, times, and locations during the district-wide emergency closure in a manner consistent with the Open Meetings law, and notes that any or all board members may attend board meetings electronically as permitted by law.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. This resolution will remain in full force and effect until it is rescinded or amended by subsequent action of the Board. Adopted and approved this 30th day of April, 2020.

The Board adjourned at 12:12 p.m. following a motion by O-Hair and Short.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Regular Meeting of the Board of Education

Administrative Conference Room

April 13, 2020

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, MacKenzie O'Hair, Wendy Short and Dena White. Shawna Henry was absent. Superintendent Steve Seid, Business Manager Ruth White, and a few guests all via Zoom.

Deutsch and Crawford moved approval of the agenda. Motion carried (6-0).

The public hearing for the 2020-21 school calendar was held with no public comments. Galvez and Deutsch moved to approve the 2020-21 school calendar as presented. Motion carried (6-0).

The public hearing for Fiscal Year '21 Certified Budget was held with no public comments. O'Hair and Deutsch moved to adopt the Fiscal Year '21 Budget at a proposed property tax rate of \$15.69130 per \$1,000 taxable valuation with 5% income surtax in Voted PPEL. Motion carried (5-1 Crawford voting Nay).

Crawford and Short moved to approve the Consent Items. Motion carried (6-0).

- Board minutes: March 9<sup>th</sup> regular meeting; March 13, 24 and 30<sup>th</sup> special meetings
- Personnel:
  - ✓ Hires: Alexandria Gibson as 5th Grade Teacher; Danelly Barajas as 2nd Grade Teacher; Stephan Maras as MS/HS ELL Teacher; Daniel Schmidt as Elementary PE Teacher; Charles Powell as HS Science Teacher and Jason Liegois as MS/HS Special Education Teacher
  - ✓ Transfers: Alena Phillips 2nd Grade to 5th Grade Teacher and Sue Peters from associate to Sign Language Interpreter
  - ✓ New Positions: ESYS for summer 2020, teachers: Michelle Lehman 22.5 hours, Tracy Berryhill 10 hours, Kristin Mundy 15 hours, Susan Tridle 9 hours – all at \$19.00 per hour plus FICA & IPERS; and Paras: Janelle Smith 12 hours, Susan Peters 6 hours, Mary Oehlert 6 hours, Kimberly Ladd 6 hours and 1 additional para for 6 hours
  - ✓ Coursework Approvals: Jennifer Swartz, "Success Factors for Literacy in Elementary Grades" and "Classroom Instruction That Improves Student Learning", 3 hours each at Colorado State University
- Payment of bills
- Financial reports

The Board received updates from the facility and construction committees; as well as updates from Estes and CMBA on the construction projects.

Crawford and Galvez moved to approve change order for Air Con Mechanical: ASI-004 Fire Marshal Requirements \$24,772.35. Beginning BP L allowance is \$35,000.00 less this change of \$24,772.35, remaining allowance is \$10,227.65. Motion carried (6-0).

Open Enrollment requests have been approved for Lane and Kiera O'Hair from Mormon Trail to Clarke and Shyanne Brown from Clarke to CAM.

Crawford and Deutsch moved to approve the timeline waiver to continue negotiations after May 31, 2020 with Clarke Community Education Association; and waive the April 15, 2020, completion of negotiations or impasse procedures with Clarke Community Educational Services Association and with Clarke Bus Drivers Association. Motion carried (6-0).

Deutsch and Galvez moved to approve the Educational Services Contracts with Southwestern Community College for 2020 summer career academy from May 26, 2020 to August 21, 2020 to provide Welding Technology Career Academy and Health Science Career Academy. Arts and Sciences and Career and Technical Education courses for the 2020-21 school year to provide Automotive Repair Technology and Carpentry and Building Trades; Carpentry and Building Trades Career Academy. The following classes taught at Clarke by a Clarke teacher: College Algebra, Statistics, Calculus I, Calculus II, Calculus III, Math for Liberal Arts, Technical Math, Survey of Animal Industry and Introduction to Education. Arts and Sciences; Health Career Academy; Information Technology Systems Networking Career Academy and Electrical Technology Career Academy; Welding Career Academy and Auto Collision Repair/Refinish. Motion carried (6-0).

Crawford and Deutsch moved to approve Grimes Asphalt for the pavement reconstruction around the secondary campus for the total of \$683,640.00. Motion carried (6-0).

Galvez and Short moved to approve the contract for field experiences for the 2020-21 academic year between University of Northern Iowa and Clarke Community School District. Motion carried (6-0).

Galvez and O'Hair moved to approve the membership renewal with the Iowa Associate of School Boards for the annual cost of \$4,665.00. Motion carried (6-0).

Short and Crawford moved to approve the following resolution. Motion carried (6-0).

Resolution – Pandemic Response and Emergency Suspension of Policy

WHEREAS, Iowa Code Ch. 279.8 authorizes local school boards to govern their respective districts, including adopting policies for their own governance; and

WHEREAS the Board may, by formal, action suspend or rescind board policy as deemed necessary, appropriate or in the best interests of the District; and

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic; and

WHEREAS, on March 13, 2020, the President of the United States declared a national state of emergency and on March 15, 2020 Iowa Governor Kim Reynolds recommended closure of all public and private K-12 schools in Iowa until April 13, 2020 to contain the spread of COVID-19; and

WHEREAS, on March 17, 2020, Iowa Governor Kim Reynolds declared a State of Public Health Disaster Emergency under the authority granted through Iowa Constitution, Art. IV, §§ 1, 8 and Iowa Code §§ 29C.6(1), 135.140(6), and 135.144 and directed implementation of the Iowa Department of Homeland Security and Emergency Management's Iowa Emergency Response Plan in response to the novel coronavirus (COVID-19); and

WHEREAS, most hourly non-exempt employees will be unable to report to work due to the District's closure and certified contract employees may be asked to work at remote locations to help provide continuity in educational services; and

WHEREAS, it fulfills a public purpose to continue to pay District hourly and classified non-exempt employees during this closure to prevent or contain the spread of COVID-19, to promote morale and to help retain current employees following the closure; and

WHEREAS, on March 17, 2020 the Iowa Legislature passed and the Governor signed SF 2408 granting waiver of the instructional time requirements in Iowa Code Ch. 279.10 for all public school districts closing before April 12, 2020 in order to prevent or contain the spread of COVID-19; and granting Governor Reynolds the ability to waive instructional time requirements for any public school district which closes on or after April 12, 2020 to prevent or contain the spread of COVID-19; and

WHEREAS, on April 2, 2020 Iowa Governor Kim Reynolds recommended extended closure of all public and private K-12 schools in Iowa until April 30, 2020 to contain the spread of COVID-19; and

WHEREAS, the Iowa Department of Education, which has the authority to establish and interpret graduation requirements, and to oversee other crucial aspects of public education is providing written guidance to Iowa school districts on issues related to COVID -19, including but not limited to student attendance, distance/online learning, high school credit, meal distribution, and other issues; and

WHEREAS, the Iowa Department of Education issued COVID-19 Guidance: Provision of Continuous Learning. This guidance allows school districts to provide either voluntary educational enrichment opportunities to students or required educational services. Voluntary educational enrichment opportunities include educational opportunities provided to students where participation by students is not required and will not be graded other than voluntary completion of concurrent enrollment courses and credit recovery. Required educational services include educational services provided to students who are required to participate. Student work may be graded and credit may be awarded. Equity must be provided for and AEA services resume, to the extent possible, for required educational services. Competencies attained through either voluntary or required educational services may be considered; if done on a voluntary basis they may only be considered after school returns to session.

NOW, THEREFORE BE IT RESOLVED, that the Clarke Community School Board hereby suspends provisions of its board policies and/or whole policies, as identified by the District Superintendent or

designee, if such suspension is necessary to implement written guidance from state or federal agencies relating to containing COVID-19 for the duration identified in the Governor's State of Public Health Emergency declaration of March 17, 2020, or as otherwise determined by the Board.

BE IT FURTHER RESOLVED that the District Superintendent will consult with and report to the Board as feasible and appropriate regarding the emergency closure and efforts to implement written guidance from health and government agencies.

BE IT FURTHER RESOLVED that the District Superintendent is authorized to close any school facility without further action by the Board of Directors. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.

BE IT FURTHER RESOLVED that the District Superintendent is authorized, based upon the needs of the District and guidance from health and government agencies, to direct staff assignments during District closures, including but not limited to essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.

BE IT FURTHER RESOLVED that access to public school grounds and public school buildings of the District may be limited as directed by the Superintendent during District closures.

BE IT FURTHER RESOLVED that certified, exempt employees will remain employed during the school closure and until the number of days expressed on the contract have been fulfilled, unless otherwise approved by the Board. Days that contracted employees do not report for duty either on site if deemed an essential employee; or from a remote location for all other employees due to closure, do not constitute a fulfilled contract day except to the extent those days are forgiven by the District.

BE IT FURTHER RESOLVED that in light of this District-wide emergency closure, the Board authorizes the Superintendent to place hourly and classified non-exempt employees on paid administrative leave and to continue to pay them until the number of days expressed in the contract have been fulfilled during the period of school closure.

BE IT FURTHER RESOLVED that the District has elected to provide voluntary educational enrichment opportunities to students in the district during this period of school closures.

BE IT FURTHER RESOLVED that in the interest of public health and/or to comply with federal or state health department recommendations or guidance, the Board encourages the public to attend or listen to its open public meetings video conference, and/or the internet and the Board may also limit public comment to written comments.

BE IT FURTHER RESOLVED that the board reserves the right to adjust board meeting dates, times, and locations during the district-wide emergency closure in a manner consistent with the Open Meetings law, and notes that any or all board members may attend board meetings electronically as permitted by law.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. This resolution will remain in full force and effect until it is rescinded or amended by subsequent action of the Board.

Adopted and approved this 13th day of April 2020.

Crawford and Short moved to approve leaving registration book fees at \$60.00 per student with a family maximum of \$150.00. Motion carried (6-0).

Short and Galvez moved to approve a 5¢ increase to student meals and no change in athletic fees for the 2020-21 school year. Motion carried (6-0).

Crawford and Short moved to waive the graduation requirement of the portfolio for the class of 2020. Motion carried (6-0).

Crawford and Galvez moved to approve 30 Interactive Projectors in the following areas: 6 new classrooms in the High School, 8 new classrooms in the Middle school, 2 flexible classroom areas or

commons areas in the HS/MS building, 1 cafeteria, 3 existing classroom that have never had projectors installed, 6 projectors, promethean boards or smart boards that need to be replaced in the HS/MS building and 4 classrooms in the Elementary building for \$88,318.50. Motion carried (6-0).

The Board received Principal, Director, and Coordinator reports.

Superintendent Seid reported on banners for seniors, food distribution, and online learning.

Items to be considered for the next board agenda include: cords at graduation, summer school public app.

Crawford and Galvez moved to go into exempt session for negotiation strategy at 7:30 p.m. Motion carried (6-0).

The board returned to open session at 7:50 p.m.

The next regular board meeting is May 11, 2020.

The Board adjourned at 7:50 p.m. following a motion by Crawford and Short.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Board of Education Special Meeting

Administrative Conference Room

March 30, 2020

President White called the meeting to order at 12:02 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, MacKenzie O’Hair, Wendy Short and Dena White all via Zoom. Shawna Henry was absent. Steve Seid, Superintendent and Ruth White, Business Manager were present in the conference room.

Crawford and Galvez moved approval of the agenda. Motion carried (6-0).

Short and O’Hair moved to go into closed session “according to Chapter 21.5(1)(i) of the Iowa Code, to evaluate the professional competence of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session”. Roll Call Vote (6-0).

The Board went into closed session at 12:05 p.m. and returned to open session at 12:23 p.m.

Crawford and Deutsch moved to approve the resignation and separation agreement with Duane Matthes. Motion carried (6-0).

The Board adjourned at 12:25 p.m. following a motion by Galvez and Short.



**CLARKE COMMUNITY SCHOOL DISTRICT**

Board of Education Special Meeting

Administrative Conference Room

March 24, 2020

President White called the meeting to order at 12:00 noon. Board members present were Brian Crawford (via zoom), Joe Deutsch, Robin Galvez (via zoom), Shawna Henry (via zoom), MacKenzie O’Hair (via zoom), Wendy Short (via zoom) and Dena White. Steve Seid, Superintendent and Ruth White, Business Manager were also present.

Henry and Galvez moved approval of the agenda. Motion carried (7-0).

Henry and Galvez moved to approve the following resolution. Motion carried (7-0).

Resolution – Pandemic Response and Emergency Suspension of Policy

WHEREAS, Iowa Code Ch. 279.8 authorizes local school boards to govern their respective districts, including adopting policies for their own governance; and

WHEREAS the Board may, by formal, action suspend or rescind board policy as deemed necessary, appropriate or in the best interests of the District; and

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic; and

WHEREAS, on March 13, 2020, the President of the United States declared a national state of emergency and on March 15, 2020 Iowa Governor Kim Reynolds recommended closure of all public and private K-12 schools in Iowa until April 13, 2020 to contain the spread of COVID-19; and

WHEREAS, on March 17, 2020, Iowa Governor Kim Reynolds declared a State of Public Health Disaster Emergency under the authority granted through Iowa Constitution, Art. IV, §§ 1, 8 and Iowa Code §§ 29C.6(1), 135.140(6), and 135.144 and directed implementation of the Iowa Department of Homeland Security and Emergency Management’s Iowa Emergency Response Plan in response to the novel coronavirus (COVID-19); and

WHEREAS, most hourly non-exempt employees will be unable to report to work due to the District’s closure and certified contract employees may be asked to work at remote locations to help provide continuity in educational services; and

WHEREAS, it fulfills a public purpose to continue to pay District hourly non-exempt employees during this closure to prevent or contain the spread of COVID-19, to promote morale and to help retain current employees following the closure; and

WHEREAS, on March 17, 2020 the Iowa Legislature passed and the Governor signed SF 2408 granting waiver of the instructional time requirements in Iowa Code Ch. 279.10 for all public school districts closing before April 12, 2020 in order to prevent or contain the spread of COVID-19; and granting Governor Reynolds the ability to waive instructional time requirements for any public school district which closes on or after April 12, 2020 to prevent or contain the spread of COVID-19; and

WHEREAS, the Iowa Department of Education, which has the authority to establish and interpret graduation requirements, and to oversee other crucial aspects of public education is providing written guidance to Iowa school districts on issues related to COVID -19, including but not limited to student attendance, distance/online learning, high school credit, meal distribution, and other issues; and

NOW, THEREFORE BE IT RESOLVED, that the Clarke Community School Board hereby suspends provisions of its board policies and/or whole policies, as identified by the District Superintendent or designee, if such suspension is necessary to implement written guidance from state or federal agencies relating to containing COVID-19 for the duration identified in the Governor’s State of Public Health Emergency declaration of March 17, 2020, or as otherwise determined by the Board.

BE IT FURTHER RESOLVED that the District Superintendent will consult with and report to the Board as feasible and appropriate regarding the emergency closure and efforts to implement written guidance from health and government agencies.

BE IT FURTHER RESOLVED that the District Superintendent is authorized to close any school facility without further action by the Board of Directors. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.

BE IT FURTHER RESOLVED that the District Superintendent is authorized, based upon the needs of the District and guidance from health and government agencies, to direct staff assignments during District closures, including but not limited to emergency employees who must report to work or work remotely, employees who may be reassigned, and employees whose services are not needed.

BE IT FURTHER RESOLVED that access to public school grounds and public school buildings of the District may be limited as directed by the Superintendent during District closures.

BE IT FURTHER RESOLVED that certified, exempt employees will remain employed during the school closure and receive their regular salary and benefits in accordance with the pay schedule, unless otherwise approved by the Board. During such time certified employees may be requested to provide resources, communication, serve on committees or other tasks in compliance with mandates, board policies, and applicable Iowa code.

BE IT FURTHER RESOLVED that in light of this District-wide emergency closure, the Board authorizes the Superintendent to continue to pay hourly non-exempt and long term substitute employees up to April 13, 2020 during the period of school closure, and the Board shall reevaluate this authority for any school closure lasting longer than April 12, 2020. The District will identify emergency non-exempt employees and these employees will work on site and/or remotely to continue to keep the district operational. Critical functions will be maintained such as payroll, employee benefits, board support, custodial and maintenance services, nutrition services for students and coordination and communication with officials and Clarke CSD stakeholders. The District understands that roles identified as emergency may change over the course of this time.

BE IT FURTHER RESOLVED that in the interest of public health and/or to comply with federal or state health department recommendations or guidance, the Board may limit the number of people who can physically attend Board meetings and may also limit public comment to written comments.

BE IT FURTHER RESOLVED that the board reserves the right to adjust board meeting dates, times, and locations during the district-wide emergency closure in a manner consistent with the Open Meetings law, and notes that any or all board members may attend board meetings electronically as permitted by law.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. This resolution will remain in full force and effect until it is rescinded or amended by subsequent action of the Board.

Adopted and approved this 24th day of March, 2020.

The Board adjourned at 12:13 p.m. following a motion by Crawford and Deutsch.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Board of Education Special Meeting

Administrative Conference Room

March 13, 2020

President White called the meeting to order at 12:00 noon. Board members present were Brian Crawford (via phone), Joe Deutsch, Robin Galvez (via phone), Shawna Henry, MacKenzie O'Hair, Wendy Short (via phone) and Dena White. Steve Seid, Superintendent Ruth White, Business Manager and 4 guests were also present.

President White amended the agenda to add discussion on Coronavirus.

Crawford and Deutsch moved approval of the amended agenda. Motion carried (7-0).

Deutsch and Henry moved to approve the following hires: Fallon Reicks, MS/HS ELL Teacher; Crystal Locke, MS Reading Teacher; Edward Stoll as Transportation Director; Shane Majerus, Assistant High School Track Coach; Dee Blackford, Assistant Middle School Track Coach; and the following transfers: Paul Henry from Custodian to Elementary Head Custodian; Jerry Graeve from Night Custodian to Day Custodian; Robert Best from Assistant High School Track Coach to High School Head Boys Track Coach. Motion carried (7-0).

Short and Galvez moved to resend the denials and approve open enrollment for Ayden Wallace, Tryce Rychnovsky, Peaton Wright all from Clarke to Murray; Kelsey Haltom from Clarke to CAM; Endora and Keltin Fox from Clarke to Central Decatur and Justin Smith- Rhodes from Clarke to Clayton Ridge. Motion carried (7-0).

Galvez and Henry moved to approve a late filed open enrollment for Haley Rhodes from Clarke to Clayton Ridge. Motion carried (7-0).

Discussion was held concerning Coronavirus.

The Board adjourned at 1:05 p.m. following a motion by Deutsch and Henry.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Regular Meeting of the Board of Education  
Central Office Board Room  
March 9, 2020

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, MacKenzie O'Hair, Wendy Short and Dena White. Shawna Henry was absent. Superintendent Steve Seid, Business Manager Ruth White, and several guests were present.

The agenda was amended with a correction on Snyder payment amount; and to table action on the Varsity Group Advertising Contract. Deutsch and Galvez moved approval of the amended agenda. Motion carried (6-0).

Clarke Speech Team and Teachers who attended "Get Your Teach On" conference were spotlighted.

During public comments CCOPS members spoke about the possibility of adding honor cords from additional groups being allowed to be worn at graduation.

Galvez and Crawford moved to approve the consent items. Motion carried (6-0).

- Board minutes: February 10th and 17<sup>th</sup> meetings
- Personnel:
  - ✓ Resignations: Jessica Fridley, 7-12 ELL Teacher; Christa Subbert, Head High School Girls Basketball Coach; and Duane Matthes as Head High School Boys Track Coach
  - ✓ Hires: Shelby Kentner, ECSE Preschool Associate; Joni Readout, MS Math; Alisha Evans, 3rd Grade Teacher; and Courtney Phelps ECSE Teacher
  - ✓ Transfers: Doug May, Elementary PE to MS PE/Health; Susan Tridle, 7-12 BD Teacher to MS/HS Special Education – Functional Classroom Teacher; Michaela Lane from Special Ed Teacher to K-12 TLC Sped Coach; Tara Norman from 3rd Grade to 2nd Grade Teacher; Kelly Myers from 5th Grade to HS Science Teacher; and Dave Henderson from HS PE/Health to Clarke Learning Center Teacher
  - ✓ New Positions: Additional custodian at the secondary campus
  - ✓ Coursework Approvals: Kimberly Adams, "Intro to Grad Study and Research" and "Learning, Development & Motivation", 3 hours each from Buena Vista University
  - ✓ Master's Degree Approvals: Kimberly Adams, Master of Education Teacher Leadership, Curriculum & Instruction, anticipated graduation Summer 2021; and Christa Subbert, Master of Education in Curriculum and Instruction – General, anticipated graduation June 2021
  - ✓ Early Retirement: Pam Jass for early retirement and upon acceptance of early retirement, letter of resignation to be effective at the end of the 19-20 contract
- Payment of Bills
- Financial Reports
- Early Graduation Requests: Hannah Webb and Marissa Utley for their requests contingent upon satisfying all graduation requirements
- Out of State Travel for National Speech and Debate Contest in Albuquerque, New Mexico June 13-20, 2020

Report updates from the facility and construction committees.

Updates from Estes and CMBA Architects.

Crawford and Deutsch moved to approve the bid from Larson Engineering, Inc. for parking lot lighting improvements at the High School parking lot with new LED lighting and electrical distribution for the east parking lot addition of the student parking for \$20,000. Motion carried (6-0).

Crawford and Short moved to approve construction change orders for:

- Joiner Construction: PR-002 Sanitary & Storm Changes \$21,780.00. Beginning allowance is \$370,820, this change is \$21,780.00, remaining allowance is \$392,600.00.
- Seedorff Masonry, Inc.: Added rebar to area C foundation wall. Beginning BP E allowance is \$10,000.00, this change is \$1,100.00, remaining allowance is \$8,900.00.
- Van Maanen Electric, Inc.: ASI-003 Submittal Electrical Revisions \$6,764.38. Beginning BP M allowance \$20,000.00, this change \$6,764.37, remaining allowance is \$13,235.62.
- Van Maanen Electric, Inc.: ASI-004 Fire Marshal Requirements \$9,173.01. Beginning BP M allowance is \$13,235.62, this change is \$9,173.01, remaining allowance is \$4,062.61.

- Van Maanen Electric, Inc.: Replace fire alarm devices in existing HS/MS \$53,486.32.
  - Katelman Steel Fabrication, Inc.: ASI-008 Modify Lintel at Precast Opening \$975.00. Beginning BP D allowance is \$50,000.00, this change is \$975.00, remaining allowance is \$49,025.00.
- Motion carried (6-0).

Clarke Bus Drivers spoke to the Board about their concerns with discipline, lack of drivers, and number of students being transported.

Open enrollment requests have been approved for Hunter Housberg from Mormon Trail to Clarke; Declan McCoy, Keylee Halls, Evan Ross, and Lauren Nold from Clarke to Murray; Noah Black, Charlotte Harger and Hunter Bingham Clarke to I-35; Trenton VanDeBoe from Clarke to Central Decatur; Chance and Regan Oberembt from Clarke to Indianola.

Crawford and Galvez moved to deny open enrollment applications from Ayden Wallace, Tryce Rychnovsky and Paeton Wright from Clarke to Murray; Kelsey Haltom from Clarke to CAM; Justin Smith-Rhodes from Clarke to Clayton Ridge; Endora and Keltin Fox from Clarke to Central Decatur. Motion carried (6-0).

Short and Deutsch moved to approve late filed open enrollment applications due to family moves for William Gillis from Clarke to Central Decatur; Chloe and Mildred Reynolds and Lessie Wilborn from Chariton to Clarke and Cody Wittenauer from Central Decatur to Clarke. Motion carried (6-0).

Crawford and Deutsch moved to approve the bid from Environmental Property Solutions for asbestos removal during spring break for both the middle school (\$4,920.00) and elementary (\$2,065.00) for a total of \$6,985.00. Also asbestos removal at the elementary in June for a total of \$21,480.00. Motion carried (6-0).

Short and Galvez moved to approve payment to Snyder Plumbing LLC for work completed during the construction/remodel at the secondary campus for \$14,882.44. Motion carried (6-0).

Allison Hemesath reported on her role as Social Worker for Clarke Community School District.

Crawford and Galvez moved to accept the bid to repair, clean, prime and paint the track from Fisher Tracks for the amount of \$87,230.00; with an addition amount to address the hump across the track from installation of the turf drainage line up to \$2,000.00. Motion carried (6-0).

Action was tabled on an advertising contract with Varsity Group.

Action was tabled on the elementary PTCO to apply for a Pillars Grant through Clarke County Development Corporation for playground equipment.

Crawford and Short moved to update MS/HS ELL Teacher job description. Motion carried (6-0).

Galvez and O'Hair moved to update the Transportation Director job description. Motion carried (6-0).

Deutsch and Short moved to update Mechanic Assistant Job Description. Motion carried (6-0).

Galvez and Short moved to approve the budget guarantee resolution: RESOLVED, that the Board of Directors of Clarke Community School District, will levy property taxes for fiscal year 2020-2021 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa. Motion carried (6-0).

Budget proposal for FY'21 will be brought before the board at a public hearing on April 13, 2020.

Building climate survey results were reviewed.

Principal, Director and Coordinators reports were submitted for review and questions.

Superintendent Seid reported on transportation director interviews, Coronavirus, surveys, transportation for spring sports, and construction/facility walkthrough.

Crawford and O'Hair moved to go into exempt session at 8:25 p.m. as permitted in Iowa Code 20.17(3) to discuss negotiations strategy. Motion carried (6-0).

The Board returned to open session at 9:42 p.m.

Next board meeting is scheduled for April 13, 2020.

The Board adjourned at 9:42 p.m. following a motion by Short and Galvez.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Special Meeting of the Board of Education

Administrative Conference Room

February 17, 2020

President White called the meeting to order at 6:00 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O'Hair, Wendy Short and Dena White. Superintendent Steve Seid and Business Manager Ruth White were also present.

Crawford and Galvez moved approval of the agenda. Motion carried (7-0).

Galvez and O'Hair moved the Board adjourn to closed session at 6:03 p.m. as permitted in Iowa Code 21.5(1)i to evaluate the professional competence of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Roll Call vote showed were Crawford, Deutsch, Galvez, Henry, O'Hair, Short and White voting aye. There were no nay votes.

The Board returned to open session at 7:12 p.m.

The Board adjourned at 7:12 p.m. following a motion by Crawford and Galvez.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Regular Meeting of the Board of Education  
HS / MS LMC  
February 10, 2020

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O'Hair, Wendy Short and Dena White. Superintendent Steve Seid, Business Manager Ruth White, and several guests were present.

Henry and Galvez moved approval of the agenda. Motion carried (7-0).

Clarke bowling students expressed thanks for team support during public comments.

Henry and Galvez moved to approve the Consent Items. Motion carried (7-0).

- Board minutes: January 13<sup>th</sup> regular meeting
- Personnel:
  - ✓ Resignation: Jessica McCoy, 2nd grade teacher; Rick Perin, Transportation Director
  - ✓ Hires: Teresa White, MS/HS Interpreter and Shane Majerus, HS Science
  - ✓ Transfers: Ronda Wishon from MS Reading to MS Science
  - ✓ New Positions: HS Science Teacher, MS/HS ELL Teacher, MS PE/Health Teacher, and a 9th grade Baseball Coaching position
  - ✓ Termination of Contract: Mindi Woodson, Elementary Behavior Disorder Special Education Teacher and Brittney Buchanan, Sign Language Interpreter
  - ✓ Early Retirement: Ann Lovell, Marlene Burgus, James Courcier and Steven Harvey have turned in applications for early retirement and upon acceptance of early retirement, letters of resignation to be effective at the end of their 19-20 contracts. Wylladene Smith has turned in an application for early retirement and upon acceptance of early retirement, letter of resignation to be effective April 22, 2020. Ruth White has turned in an application for early retirement and upon acceptance of early retirement, letter of resignation to be effective between June 30, 2020 and January 29, 2021.
- Coursework Approvals: Whitney Siefkas, "Practicum for a Guaranteed & Viable Curriculum" and "Practicum in School Leadership K-12" 3 hours each at Northwest Missouri State University
- Payment of bills
- Financial reports

Reports were received from the Facility and Construction committees.

Estes and CMBA Architects reported to the board on construction.

Galvez and Short moved to approve the following elementary building construction bids: DDVI for \$658,100.00 for Bid Package A – General Trades Work Base Bid (\$555,000) plus installation of exterior windows in north wing from Bid Alternate #2 (\$102,500); and replacing galvanized water piping from Bid Alternate #4 (\$600).

Proctor Mechanical for \$330,583.00 for Bid Package B – Mechanical / Plumbing Work Base Bid (\$247,932) plus exterior windows in north wing from Bid Alternate #2 (\$1,690) plus replacing galvanized water piping from Bid Alternate #4 (\$80,961).

Keul Electric for \$162,349.00 for Bid Package C – Electrical / Fire Protection Work Base Bid (\$138,900) plus upgrade fire alarm panel from Bid Alternate #3 (\$23,449).

Motion carried (7-0).

Crawford and Deutsch moved to approve the following construction change orders: DDVI, Inc: Area C blocking infill \$2,101.00. Beginning BP A allowance is \$41,146.86, this change is (\$2,101.00), remaining allowance is \$39,045.86.

Caliber Concrete: ASI-004 Add Sidewalk Per Fire Marshal \$324.00. Beginning BP B allowance \$75,000, remaining allowance is \$74,676.00.



Caliber Concrete: Winter Conditions area C \$29,466.09. Beginning BP B allowance is \$74,676.00, this change is (\$29,466.09), remaining allowance is \$45,209.91. Temporary Gravel Access Road – Area A, C and D \$2,638.23. Beginning BP B allowance is \$45,209.91, this change is (\$2,638.23), remaining allowance is \$42,571.68.

Hopkins Roofing, Inc.: Repair Fire Damage (\$771.00). The original contract value was \$549,000.00, sum of prior changes (\$494.66) remaining allowance \$548,505.34. This change order is (771.00) leaving remaining allowance of \$547,734.34.

Hopkins Roofing, Inc.: New 5# ABC Fire Extinguisher with wall hook (\$494.66). The original contract was \$549,000.00. This change order (\$494.66), remaining allowance \$548,505.34. Motion carried (7-0).

Open enrollments have been approved for Bensen Roe, Corbin Gray and Benjamin Maiden from Clarke to I-35; Denver Ernst from Clarke to Southeast Warren for 2020-21.

Crawford and Henry moved to approve late filed open enrollment applications for 2019-20 for Cana Zimmerman from Clarke to Indianola and for Jared and Leah Frederick from Clarke to Murray. Motion carried (7-0).

CST discussed the coordination of services directed by the school district.

Cris McAfee, Staci Tull, and Pam Jass shared information from the National SAM Conference they attended.

Galvez and Crawford moved to approve the estimate from Glascock Floors Inc. for sanding and finishing the middle school gym floors for a total of \$18,424.80. Motion carried (7-0).

Crawford and Galvez moved to approve parking lot reconstruction at the secondary campus. The project will include curb and gutter replacement as necessary, new striping to allow for 2-way traffic throughout and an existing concrete retaining wall repair for \$566,725.50. Motion carried (7-0).

Galvez and White left the meeting at 6:50 p.m. Vice-President Deutsch took over the meeting.

No action was taken following parking lot lighting improvements at the secondary campus.

Crawford and Henry moved to approve TLC changes for the 2020-2021 school year as presented with no change on the budget. Motion carried (5-0).

Crawford and Henry moved to approve tennis court resurfacing bid from Surface Pro for the total of \$23,250.00. Motion carried (5-0).

Reviewed results of an employee benefits package administered by Clarke Administrative team.

Discussed the shortage of ELL staff.

Set February 17<sup>th</sup> at 6:00 p.m. for Superintendent's evaluation.

Principal, Director and Coordinators reports were submitted for review and questions.

Galvez and White returned to the meeting at 8:08 p.m. The meeting was turned back over to President White.

Superintendent Seid reported on: therapy animal decision, recent technology issues, National SAM conference.

Items suggested for the next board agenda: transportation for spring sports, parking lot lights, construction walkthrough, facility tour.

The Board adjourned at 8:35 p.m. following a motion by Crawford and Henry.

Next board meeting is scheduled for March 9, 2020.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Meeting of the Board of Education  
HS / MS LMC  
January 13, 2020

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O'Hair, Wendy Short and Dena White. Superintendent Steve Seid, Administrative Assistant Staci Tull and several guests were also present.

Deutsch and Crawford moved approval of the agenda. Motion carried (7-0).

Tara Norman was spotlighted for "Excellence in Teaching about Agriculture".

Crawford and Galvez moved to approve the consent items. Motion carried (7-0).

- Board minutes: December 9, 2019
- Personnel:
  - ✓ Resignations: Citlalic Hurtado, 9-12 ELL Interpreter
  - ✓ Non Contract Renewal: Jan McCoy and Teresa Hagen, Small Vehicle Drivers
  - ✓ Hires: Laura Hiatt, Small Vehicle Driver; Anthony Battani, Assistant Golf Coach; Doug Heaberlin, Volunteer MS/HS Wrestling Coach; Jarod Gaskill, Volunteer Golf Coach; Brent Tisl MS/HS Behavior Special Education Teacher
  - ✓ Early Retirement: Ron Pendegraft, Brenda Ellis, Jeff Ehrhardt and Lori Ehrhardt upon acceptance of early retirement, letters of resignation to be effective at the end of this school year
  - ✓ Coursework Approvals: Kathy Burk, "Literacy for Grades 5-8", "Diagnostic Teaching of Reading and Assessment" 3 hours each and "Literacy Capstone" 1 hour all at Morningside College
  - ✓ Payment of bills
  - ✓ Financial reports

Received updates from Facility committee and construction committee.

Construction reports were received from Estes Construction.

Galvez and Short moved to approve change orders for DDVI, Inc.: Per PCO's 020-022, beginning allowance \$47,500.00, ASI-004 Fire Marshal Required Changes \$950.14, remaining allowance is \$46,549.86; Wall for Roof Termination – Area A New Lockers \$2,593.00, remaining allowance is \$43,956.86; ASI-007 – Add Door in Fire Room 416 \$2,810.00, remaining allowance is \$41,416.86. Motion carried (7-0).

Bill Ludwig from William J. Ludwig and Associates, LTD presented information on the 2020 Vision, 2030 Goals for the I-35 Corridor Study.

Members of Clarke County Organization of Philanthropic Services "CCOPS" presented information on their organization, their purpose and spreading their word.

Randy Bolton presented a strategic plan for moving forward in advancing the Clarke Activities and the branding of Clarke.

Open enrollment has been approved for Grayson and Clayton Holman from Clarke to I35, and Waylon Smith from Clarke to Murray.

Deutsch and Crawford moved to deny the late filed open enrollment application for Paeton Norma Jean Wright for 2019-20 from Clarke to Murray. Motion carried (7-0).

Deutsch and Galvez moved to appoint Brian Crawford and MacKenzie O'Hair to serve on the construction committee. Motion carried (7-0).

Crawford and Galvez moved to approve the proposal from Heritage Interiors LLC for classroom remodel's as the secondary campus. Room 107 = \$2,361.60, Room 109 LVP = \$7,036.61, Room 203 = \$2,489.21, Room 204 = \$2,872.00, Room 205 \$2,361.60, Room 206 \$2,361.60, Room 207 \$2,361.60, Room 209 \$2,361.60, Room 210 \$2,361.60, Room 211 \$2,361.60, Room 213 \$2,361.60, Room 306 \$3,290.81. Grand total for this remodel project is \$34,581.43. Motion carried (7-0).

Crawford and Short moved to approve the proposal from Storey Kenworthy for building furnishings for the Elementary and Secondary remodel as well as inventory assessment and planning. Design Development, Space Planning and Document Creation (70 hours), Existing Inventory Assessment (10 hours) and Project Management (20 hours) for a total of 100 hours at \$65.00 per hour for a total of \$6,500.00. Motion carried (7-0).

Director Galvez introduced the following Resolution and moved that it be adopted. Director Deutsch seconded the motion to adopt. The roll was called and the vote was:

AYES: Crawford, Deutsch, Galvez, Henry, O'Hair, Short, White

NAYS: \_\_\_\_\_

Whereupon, the President declared the Resolution duly adopted as follows:

#### RESOLUTION FOR A CONVEYANCE OF REAL PROPERTY

WHEREAS, pursuant to notice published as required by law, the Board of Directors of the Clarke Community School District on the 13th day of January, 2020 held a hearing on the proposal to convey an interest in real property and the extent of objections received from residents or property owners as to said proposed transaction has been fully considered; and, accordingly the following action is now considered to be in the best interests of the District and residents thereof:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CLARKE COMMUNITY SCHOOL DISTRICT:

That the real property described herein shall be conveyed by the District to the City of Osceola, Iowa for good and valuable consideration. Conveyance by the District shall be by Deed without Warranty.

The Board President and Secretary are authorized to sign all conveyance documents for the real property described herein.

The Board President, Secretary, Superintendent, and administrative officers of the District are authorized to take all actions necessary to complete the above-described transaction, including execution of ancillary documents.

The real property is legally described as follows:

A tract of land in the Northwest Quarter of the Northwest Quarter (NW ¼ NW ¼) of Section Seventeen (17), Township Seventy-two (72) North, Range Twenty-five (25) West of the 5th P.M., more particularly described as commencing at a point 105 feet following the West line of Federal Highway No. 69 (f/k/a Federal Highway No. 65), South of the point where the former North corporation line of the City of Osceola, Iowa, intersects the West line of Federal Highway No. 69, which highway coincides with Main Street in the City of Osceola, Iowa, and running from said point of beginning due West a distance of 208.7 feet, thence South and slightly West to parallel with the West line of said Federal Highway No. 69 a distance of approximately 290 feet, or to the South line of the tract conveyed to Warren M. Hart and Jacob S. Hart by Deed which is of record in Book 33, Page 289 of the Deed Records of Clarke

County, Iowa, thence due East a distance of 208.7 feet or to the West line of said Highway No. 69, thence North and slightly East following the West line of said Highway to the place of beginning, EXCEPTING the North 185 feet thereof.

Galvez and Henry moved to approve the replacement of the two boilers at the secondary campus in the amount of \$130,000.00 from Hildreth Company. Motion carried (7-0).

Action was tabled on the Larson Engineering, Inc. proposal.

Principal, Director and Coordinators reports were submitted for review and questions.

Superintendent Seid reported on I-35 Corridor review and Elementary remodel.

Items to consider for the next board meeting: Employee benefits package, Shortage of ELL's at each building and starting pay for ELL's.

The next school board meeting is scheduled for February 10<sup>th</sup>.

The Board adjourned at 8:30 p.m. following a motion by Deutsch and Short.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Regular Meeting of the Board of Education

HS / MS LMC

December 9, 2019

President White called the regular meeting to order at 5:30 p.m. Board members present were James Bair, Brian Crawford, Joe Deutsch, Robin Galvez, Lori Helgevold, Shawna Henry and Dena White. Superintendent Steve Seid, Business Manager Ruth White, and several guests were present.

Crawford and Galvez moved approval of the agenda. Motion carried (7-0).

Deutsch and Henry moved approval of the minutes from the November 11<sup>th</sup> meeting. Motion carried (7-0).

Crawford and Helgevold moved to accept the official election results from the County Auditor and Board of Supervisors for the Board of Directors election. Shawna Henry was elected for Director District #1, Brian Crawford was elected for Director District #4, and Wendy Short was elected for Director District #5, and MacKenzie O'Hair was elected for the At-Large Director District. Motion carried (7-0).

Galvez and Henry moved approval of the second reading of Board Policies - 203, Board of Directors' Conflict of Interest; 206.2, Vice-President; 307, Communication Channels; 501.5, Attendance Center Assignment; 505.5, Graduation Requirements and 603.1, Basic Instruction Program. Motion carried (7-0).

The Board adjourned at 5:32 p.m. following a motion by Helgevold and Galvez.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Organizational Meeting of the Board of Education  
HS / MS LMC  
December 9, 2019

President pro-tem Ruth White called the organizational meeting to order at 5:34 p.m.

Oath of Office was given to newly elected board members by Ruth White.

Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry, MacKenzie O'Hair, Wendy Short, and Dena White. Superintendent Steve Seid, Business Manager Ruth White, and several guests were present.

Galvez and Henry moved approval of the agenda. Motion carried (7-0).

Galvez and Deutsch moved to nominate Dena White for Board President. No further nominations. Motion carried (7-0). Oath of Office was given to White as Board President by Ruth White, Board Secretary.

Dena White assumed the chair.

Henry and Galvez moved to nominate Deutsch for Board Vice-President. No further nominations. Motion carried (7-0). Oath of Office was given to Deutsch as Board Vice-President by Ruth White, Board Secretary.

Construction reports were received from Estes Construction and CMBA Architects.

Crawford and Galvez moved to approve Construction Change orders for: **Absolute Group**: Per PCO 016 Credit for Contract Allowance BP B-1 -\$24,221.00; **Vanderpool Construction**: Remove Rubble discovered in new entrance drive \$8,112.50, BP D-2 beginning balance \$10,000.00, remaining allowance is \$1,887.50; and **Vanderpool Construction**: Remove Centerline Pavement Markings \$2,045.00, BP D-2 Beginning balance: -\$1,887.50, remaining allowance \$0.00. Motion carried (7-0).

Danielle Hainfield, Attorney at Ahlers & Cooney PC, presented information on the parameters and duties of school board members, board policies as they pertain to board members, open meeting laws, closed session guidelines, and parliamentary procedures.

Open Enrollment has been approved for Kenrick Anderson from Clarke to Murray.

Henry, Galvez, Short and O'Hair shared information they gathered from the annual IASB Convention.

Crawford left the meeting at 6:48 p.m.

Galvez and Deutsch moved to approve the following Resolution. Motion Carried (6-0).

RESOLUTION

**WHEREAS**, the Board of Directors of the Clarke Community School District has received a proposal to convey an interest in real property to the City of Osceola, Iowa for good and valuable consideration. The property is legally described as follows:

A tract of land in the Northwest Quarter of the Northwest Quarter (NW ¼ NW ¼) of Section Seventeen (17), Township Seventy-two (72) North, Range Twenty-five (25) West of the 5th P.M., more particularly described as commencing at a point 105 feet following the West line of Federal Highway No. 69 (f/k/a Federal Highway No. 65), South of the point where the former North corporation line of the City of Osceola, Iowa, intersects the West line of Federal Highway No. 69, which highway coincides with Main Street in the City of Osceola, Iowa, and

running from said point of beginning due West a distance of 208.7 feet, thence South and slightly West to parallel with the West line of said Federal Highway No. 69 a distance of approximately 290 feet, or to the South line of the tract conveyed to Warren M. Hart and Jacob S. Hart by Deed which is of record in Book 33, Page 289 of the Deed Records of Clarke County, Iowa, thence due East a distance of 208.7 feet or to the West line of said Highway No. 69, thence North and slightly East following the West line of said Highway to the place of beginning, EXCEPTING the North 185 feet thereof.

**WHEREAS**, it is appropriate pursuant to Iowa Code Section 297.22 to publish a Notice of the proposed conveyance and of the hearing and to receive and consider objections and petitions.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Clarke Community School District:

That this Board shall set a public hearing on the conveyance of the above described Property for January 13, 2020, at 5:30 p.m. in the High School/Middle School LMC located at 800 N. Jackson, Osceola, Iowa.

That the Secretary is authorized and directed to prepare, publish, and distribute the Notice of Hearing.

PASSED AND APPROVED this 9th day of December, 2019.

CLARKE COMMUNITY SCHOOL DISTRICT Dena White, Board President

\*\*\*\*\*

Henry and Galvez moved to approve the updated special education classroom teacher job description. Motion carried (6-0).

Galvez and Deutsch moved to ask for permission from the School Budget Review Committee to allow the district to ask for taxing authority for modified supplemental funding for open enrollment out for \$248,558.00 and ELL beyond 5 years for \$98,384.00. Motion carried (6-0).

Deutsch and Henry moved to approve the consent items. Motion carried (6-0).

- Personnel:
  - ✓ Early Retirement: Deborah Rowe, at the end of this school year
  - ✓ Hires: Manuel Cisneros Gomez, Mechanic Assistant; Cindi Ford, part-time food service; Bridgett Martinez-Johnson, MS/HS ELL Interpreter
  - ✓ Transfers: Ashley Dudney, associate transferring from Secondary to Elementary to meet student needs and adjust hours from 7 1/4 to 7 per day
  - ✓ Increase in hours: Food service workers hours; Cathy Rommes, from 2 3/4 hrs/day to 3 hrs/day and Deb Overstreet, from 2 1/2 hrs/day to 3 1/2 hrs/day
  - ✓ New Position: Associate for the Preschool program to meet the increase of incoming students
  - ✓ Coursework Approvals: April Smith, "Personal and Family Finance" 3 hours, "Individual and Family Development and Health" 3 hours, "Short Course: Housing" 3 hours, and "Educational Principals for Family and Consumer Sciences" 4 hours, all courses with Iowa State University
- Payment of bills
- Financial reports
- Out of State travel for the speech team to travel to Millard North High School in Millard, NE on January 11, 2020 and to Omaha Westside High School in Omaha, NE on January 17, 2020 to attend speech contests
- Early graduation request for Mary Jaurigue contingent upon satisfying all graduation requirements

Received updates from the facility and construction committees.



Principal, Director and Coordinators reports were submitted for review and questions.

Superintendent Seid reported on IASB convention, State SAM convention, attendance policy committee, and secondary walkthroughs.

Deutsch and Galvez moved to set the 2<sup>nd</sup> Monday of the month at 5:30 p.m. for regular meetings of the board. Motion carried (6-0).

Deutsch and Henry moved the board name the Osceola Sentinel-Tribune as the Clarke Community School District official publication. Motion carried (6-0).

Deutsch and Short moved to appoint Henry and Galvez to serve on the Superintendent's Advisory Committee for reviewing board policies. Motion carried (6-0).

Deutsch and Galvez moved to appoint Crawford and Henry on the Facility Committee. Motion carried (6-0).

Galvez and Deutsch moved to appoint the following board members to serve on negotiations:

CCEA: Henry and Short

CCESA: White and Galvez

Drivers: Crawford and Deutsch

Motion carried (6-0).

Henry and Deutsch moved to appoint O'Hair to serve on the County Conference Board. Motion carried (6-0).

The Board adjourned at 7:53 p.m. following a motion by Deutsch and O'Hair.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Meeting of the Board of Education  
HS / MS LCM  
November 11, 2019

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Lori Helgevold, Shawna Henry and Dena White. James Bair was absent. Superintendent Steve Seid, Business Manager Ruth White and a few guests were also present.

Henry and Galvez moved approval of the agenda. Motion carried (6-0).

Helgevold and Crawford moved to approve the consent items. Motion carried (6-0).

- Board minutes: October 14 regular meeting, October 23 special meeting
- Personnel:
  - ✓ Resignations: Vicenta Arellano, ELL Interpreter
  - ✓ Hires: Scott Campfield, MS Wrestling
  - ✓ Non-Acceptance of contract: Bianca Arias, ELL Interpreter
  - ✓ Coursework Approvals: Walker Adams, "Promotion Creativity and Thinking Skills for Gifted Learners" 3 hours Buena Vista
  - ✓ Master's Degree Approvals: Allison Graesing, Masters of Arts in Education, anticipated May 27, 2020; Jerri Eakes-Murphy, Masters: Teaching, Leadership & Cultural Competency, anticipated Spring 2021
- Payment of bills
- Financial reports
- Early graduation requests for Manuel Flores, Mary Husted, Shayla Sitzman and Ana Negrete contingent upon satisfying all graduation requirements

Received updates from the facility and construction committees.

Received updates on Phase II construction projects from Estes Construction.

Crawford and Henry moved to approve the request for additional services for replacement of galvanized piping and fixtures at the elementary in the amount of \$4,000.00. Motion carried (6-0).

Helgevold and Galvez moved to deny the late filed open enrollment application for Maggie Chamberlain from Murray to Clarke. Motion carried (6-0).

Crawford and Deutsch moved to accept the bid for snow removal from Bud Jones Construction for 2019-2020 for \$75.00 per hour per rig. Motion carried (6-0).

Helgevold and Henry moved to approve the 28 E Agreement with Woodward Academy to provide educational services to Clarke District students until June 30, 2020. Motion carried (6-0).

Deutsch and Galvez moved to approve the Cooperative Agreement with Iowa State University for Clinical Placement for a period of five calendar years. Motion carried (6-0).

Galvez and Helgevold moved to accept the bid from Agriland FS, Inc. for Bulk Gasoline and Diesel Fuel for a period of three years. Motion carried (6-0).

Galvez and Helgevold moved to accept the bid of \$3,650.00 from Brian Bradshaw for the Bonaza Air Management Fire Suppression System Paint Booth. Motion carried (5-1 Crawford opposed).

Henry and Helgevold moved a approve the Paraprofessional Handbook specific to the preschool. Motion carried (6-0).

Principal, Director and Coordinators reports were submitted for review and questions.

Superintendent Seid reported on the Veterans Day Programs, Leadership Day at the Elementary, construction project update, and I-35 Corridor meeting.

First Reading Board Policies – 203, Board of Directors’ Conflict of Interest; 206.2, Vice-President; 307, Communication Channels; 501.5, Attendance Center Assignment; 505.5, Graduation Requirements and 603.1, Basic Instruction Program.

Items to consider for the next board meeting: Update on classroom visits and walkthroughs at the secondary building.

The next school board meeting is scheduled for December 9<sup>th</sup>.

The Board adjourned at 7:22 p.m. following a motion by Crawford and Deutsch.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Board of Education Special Meeting

Administrative Conference Room

October 23, 2019

President White called the meeting to order at 4:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Lori Helgevold, Shawna Henry, and Dena White. James Bair was absent. Steve Seid, Superintendent and Ruth White, Business Manager and 6 guests were also present.

Galvez and Helgevold moved approval of the agenda. Motion carried (6-0).

Crawford and Henry moved to approve the resignation of Karen Smith, Preschool Associate; hire Bianca Arias and Maribel Monjaras, Secondary ELL Interpreters; transfer Gloria Becerra from Elementary Food Service 2.25 hrs/day to Preschool Associate 7 hrs/day (M-Th) and Janelle Smith, Secondary 1:1 Associate to Elementary 1:1 Associate. Motion carried (6-0).

Crawford and Duetsch moved to approve Lori Helgevold as Assistant Bowling Coach. Motion Carried (5-0-1 Helgevold abstained).

The Board adjourned at 4:31 p.m. following a motion by Helgevold and Henry.

The special board meeting was followed by a workshop to discuss elementary building remodel.

## **CLARKE COMMUNITY SCHOOL DISTRICT**

Regular Meeting of the Board of Education

HS/MS LMC

October 14, 2019

President White called the meeting to order at 5:30 p.m. Board members present were James Bair, Brian Crawford, Joe Deutsch, Robin Galvez, Lori Helgevold, Shawna Henry and Dena White. Superintendent Steve Seid, Business Manager Ruth White and several guests were present.

Helgevold and Galvez moved approval of the agenda. Motion carried (7-0).

Mel Miller spoke during public comments regarding the perception of CCEA involvement in decisions regarding teacher transfers.

Helgevold and Crawford moved to approve the consent items. Motion carried (7-0).

- Board minutes: September 9, 2019 regular meeting and September 16, 2019 special meeting.
- Personnel:
  - ✓ Resignations: Debra Holmes, HS Special Ed Teacher effective September 30, 2019; Maria Salinas and Nayely Salinas, ELL Interpreters.
  - ✓ Transfers: Anna Beckett, Secondary 1:1 Associate to Elementary Library Associate; Ashley Dudney, Elementary 1:1 Associate to Secondary 1:1 Associate.
  - ✓ New Positions: Middle School ELL Interpreter 8hrs/day position to meet student needs.
  - ✓ Increase in hours: Linda Pate, Secondary 1:1 Associate from 7.25 hrs/day to 7.75 hrs/day to meet student needs.
  - ✓ Coursework Approvals: Allison Graesing, "Action Research 1", "Action Research 2" 3 hours each, Clarke University.
- Payment of bills
- Financial reports
- Early graduation requests: Logan Wilson, Bradley Spidle, Alexis Knight, Alayna Constant, Gage Eggman and Lucas Henry for their requests contingent upon satisfying all graduation requirements.

Principal/Director/Coordinator reports were discussed.

Galvez left meeting at 6:45 p.m.

Committee reports on facility and construction progress.

Superintendent Seid reported on: facility update, Tuesday talk, and fidelity checklist walkthroughs.

Received updates on Phase II construction projects from Estes Construction.

Open Enrollment updates for information only: Cheyenne Turner and Aiden Haskell from Clarke to Clayton Ridge; Archer Jackson from Clarke to Mormon Trail, Aaden Minnick from Clarke to I-35; Dafne and Neith Castillo Lopez from Clarke to Central Decatur; Marlee and Lily Busick from Clarke to Murray.

Crawford and Bair moved to approve the following construction project change orders:  
DCLI, LLC: Provide a credit for the unused portion of the contract allowance per specification section 01 12 13 Summary of Multiple Contracts -\$15,000.00.

Caliber Concrete: Deduct for RFI-013 Change Courtyard Foundation Wall -\$32,039.00.

Joiner Construction: Core New Invert into Catch Basin #1 \$2,000.00. Beginning BP C allowance \$10,000.00, remaining allowance is \$8,000.00 -\$2,000.00.

Joiner Construction: Sanitary north of Locker Addition \$8,820.00. Beginning BP C allowance \$8,000.00, remaining allowance is \$0.00 -\$8,000.00.

Seedorff Masonry, Inc.: RFI-013 Change Courtyard Foundation Wall \$30,433.00.

Motion carried (6-0).

Bair and Crawford moved to approve Galvez as the IASB delegate assembly representative for Clarke Community Schools. Motion carried (6-0).

Deutsch and Henry moved to approve \$503,559.17 allowable growth and supplemental aid for a negative special education balance. Motion carried (6-0).

Helgevold and Henry moved to approve the agreement with Deaf Services Unlimited for on-site interpreting in the amount of \$75.00/hour. Motion carried (6-0).

Items suggested for the next board agenda: Roles and responsibilities of school board, IASB Convention.

The next regular meeting will be November 11, 2019.

The board adjourned at 7:38 p.m. following a motion by Crawford and Bair.

**CLARKE COMMUNITY SCHOOL DISTRICT**

Special Meeting of the Board of Education

Administrative Building

September 16, 2019

President White called the meeting to order at 12:00 noon. Board members present were James Bair, Brian Crawford, Joe Deutsch (via phone), Robin Galvez, Lori Helgevold (via phone), Shawna Henry and Dena White (via phone). Steve Seid, Ruth White and Shane Stephens were also present.

Galvez and Henry moved approval of the agenda. Motion carried (7-0).

Galvez and Bair moved to table action on the resolution calling for a hearing regarding a recreational trail easement on district property. Motion carried (7-0).

Crawford and Bair moved to approve the updated library associate job description. Motion carried (7-0).

Crawford and Galvez moved to go into Closed Session at 12:20 p.m. as per Section 21.5(1)i of the Iowa Code. "To evaluate the professional competence of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session". Motion carried (7-0)

The Board came out of closed session at 12:47 p.m.

Crawford and Galvez moved to issue a contract to Jane Busby as high school science teacher for \$33,000.00 plus \$610.00 per month insurance credit; extrapolated to 72 days. Motion carried (7-0).

The Board adjourned at 12:49 p.m. following a motion by Galvez and Bair.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Meeting of the Board of Education  
HS/MS LMC  
September 9, 2019

President White called the regular meeting to order at 5:30 p.m. Board members present were James Bair, Brian Crawford, Joe Deutsch, Robin Galvez, Lori Helgevold, Shawna Henry and Dena White. Superintendent Steve Seid, Business Manager Ruth White and several guests were also present.

Duetsch suggested moving Randy Bolton, Elliott Oil, Adidas Agreement, and Sportsmanship Letter up on the agenda to allow Mr. Bolton to leave for other job commitments.

Galvez and Henry moved approval of the amended agenda. Motion carried (7-0).

Randy Bolton, Activities Director reported to the board.

Deutsch and Henry moved to approve the agreement with Elliot Oil to implement a community pump to support the athletic programs at Clarke. Motion carried (7-0).

Crawford and Galvez moved to approve the agreement with Adidas and The Graphic Edge for discount on school apparel beginning 9/1/19 thru 6/30/24 and will renew every year. Motion carried (7-0).

Iowa High School Athletic Association sent a memo regarding IHSAA Member Schools with no Ejections during 2018-2019 Sport Seasons.

Crawford and Galvez moved to approve the consent items. Motion carried (7-0).

- Board minutes: August 19, 2019
- Personnel:
  - ✓ Hires: Citlalic Hurtado, 9-12 Interpreter; Jane Busby, 9-12 Science (Fall semester only); Kirsten DeVary, Assistant Cheerleading Coach; Brittany Vidales, Elementary Student Council Sponsor
  - ✓ Increase in hours: Melissa Sitzman, Elementary Associate from 6.5 hrs/day to 7.5 hrs/day to meet the needs of the students.
  - ✓ Movement Across Salary Schedule: BA to BA+15 – Kathy Burk; BA to BA+27 – Beth Comer; BA+27 to MA - Kelly Myers; BA+15 to BA+27 – Kris Campfield; BA+27 to MA – Jessica Fridley; MA to MA+15 - Tanya Hardy; BA+15 to MA – Lakyn Mathews, BA to BA+15 Jennifer Swartz.
  - ✓ New Positions: Anthony Battani and Korey McKasson to run the Middle School's after school program on Tuesday's and Thursday's from 3:45PM to 4:45PM at a rate of \$17.07 per hour plus FICA and IPERS.
  - ✓ Coursework Approvals: Hannah Kraushaar, "Applied Behavior Analysis" 4 hours, "Educational Assessment" 3 hours and "K-8 Mid/Moderate Math" 2 hours, Morningside College. Whitney Siefkas, "Multicultural Education for Diversity, Equity & Inclusion" and "School Law" both 3 hours, Northwest Missouri State University.
- Approval of Bills
- Out of State Travel: Karina Kelso to take the High School Band to World's of Fun in Kansas City, Missouri, May 2, 2020. Brandi Boyd to take 10 FFA members and herself to National FFA Convention in Indianapolis, Indiana in October.
- Payroll report
- Approve Early Graduation - Ayla George for her request contingent upon satisfying all graduation requirements.

Principal/Director/Coordinator Reports.



Committee Reports: Bullying Task Force / Facility Committee / Construction Committee Progress / Estes Construction.

Crawford and Bair moved to approve the change order with Estes for \$11,260.00 for providing additional services for changing from a private drive to a public roadway. Motion carried (7-0).

Discussed safety with construction projects going on around the district.

Open Enrollment has been approved for Keira Nelson from Central Decatur to Clarke; Colton Cottrell from Clarke to I-35; Braxton Ergo and Marques Schneider from Clarke to Murray; Knox Otto from Clarke to Colfax-Mingo.

Action was tabled on the Recreational Trail easement.

Helgevold and Galvez moved to approve the hold harmless agreement for the property located at 225 West Shaw Osceola, IA for temporary parking for the secondary campus. This agreement would be retroactive beginning August 20, 2019. Motion carried (7-0).

Galvez and Bair moved to approve the agreement which Children and Families of Iowa to provide school-based mental health services. This is a 12 month agreement going from July 1, 2019 to June 30, 2020 and will be reviewed annually. Motion carried (7-0).

Helgevold and Henry moved to approve an internship training program with Altec to provide a training plan for students of Clarke School. Motion carried (7-0).

Galvez and Crawford moved to approve the agreement with Graceland University AmeriCorps Youth Launch and Program Partners for the 2019-2020 school year on a Quarter-Time (450 hours) basis. Motion carried (7-0).

Crawford and Helgevold moved to approve a 36 month lease for Chromebooks for a total of \$562,705. Motion carried (7-0).

Deutsch and Galvez moved to appoint board members Henry and Helgevold to serve on the Superintendent's Advisory Committee for reviewing board policies. Motion carried (7-0).

Superintendent Seid reported on fidelity checklist walkthroughs, Tuesday talks, Clarke School and community network, and a personal thank you to board members and staff.

The next school board meeting is scheduled for October 14<sup>th</sup>.

The Board adjourned at 7:00 p.m. following a motion by Galvez and Crawford.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Meeting of the Board of Education  
HS / MS LMC  
August 19, 2019

President White called the regular meeting to order at 5:30 p.m. Board members present were James Bair, Joe Deutsch, Robin Galvez, Shawna Henry and Dena White. Lori Helgevold arrived at 6:04 p.m. Brian Crawford was absent. Superintendent Steve Seid, Business Manager Ruth White and several guests were also present.

Deutsch and Bair moved approval of the agenda. Motion carried (5-0).

Clint McAfee spoke during public comments about concern with the lack of a Biology teacher and starting the school year off with a substitute teacher.

Deutsch and Henry moved to approve the consent items. Motion carried (5-0).

- Board minutes: July 15<sup>th</sup> regular meeting; August 7<sup>th</sup> and 12<sup>th</sup> special meetings
- Personnel:
  - ✓ Resignations: Julieann Barr as Elementary Librarian
  - ✓ Hires: Steve Smith, Small Vehicle Route Driver; Stephenie Keller, Secondary Food Service 7¾ hours/day
  - ✓ Transfers: Korey McKasson, Special Education to 8<sup>th</sup> Grade Resource Teacher
  - ✓ Change of Positions/Hours: Kelly Wiley, change from ½ time Elementary and ½ time HS/MS to full time HS/MS Librarian; Brittney Buchanan, change hours from 7.25 to 7.5 per day; Ann Fantz, Elementary 1-4 Science to Elementary Media Specialist
- Payment of bills

The Board received principal / director / coordinator reports.

The Board received Committee updates from the Bullying Task Force, Facility Committee, and Construction Committee progress report.

Bair and Deutsch moved to table action on the Estes Construction change order until requested information is received. Motion carried (6-0).

Open Enrollments for 2019-20 James Jackson and Jasmine Mathes from Clarke to Murray; Braden and Darren Dwight from Clarke to East Union; Ryan Thomas, Skyler Carrico and Oakley Morris from Clarke to I-35.

Helgevold and Deutsch moved to deny a late filed open enrollment request for Anjali Zamora from Clarke to Clayton Ridge. Motion carried (6-0).

Superintendent's Advisory Committee will continue to work on board policy this fall regarding therapy animals.

CMBA Architects and building/district administration have met on next steps to address the water issue at the original section of the elementary building.

Helgevold and Henry moved to approve the Emergency Operations Plans. Motion carried (6-0).

Galvez and Helgevold moved to approve the updated Anti-Bullying handbook for the Elementary, Middle and High Schools. Motion carried (6-0).

Bair and Galvez moved to approve America's Best Water Treaters, Inc for water management program for 1 year beginning 8/29/19 for an annual cost of \$3,432.00. Motion carried (6-0).

Helgevold and Henry moved to approve an addendum for additional services provided by Timberline Billing through June 30, 2021. Motion carried (6-0).

Galvez and Helgevold moved to table action until the September meeting on an offer from Elliott Oil to support the school district by adding Clark Community School District name and logo on a gas pump at the BP Convenience store in Osceola. Elliott Oil Co. would donate \$.02 per gallon purchased at the pump to the school district to support programs as designated by the administration. Motion carried (6-0).

Deutsch and Henry moved to approve an agreement with Buena Vista University for field experience, student teaching, practicum and internship. This agreement will be effective July 1, 2019 - June 30, 2022. Motion carried (6-0).

Bair and Galvez moved to approve an agreement with Loffredo Fresh Produce Co. Inc. for the upcoming school year. Motion carried (6-0).

Bair and Helgevold moved to partner with Iowa State University for our Science Bound program. Motion carried (6-0).

Helgevold and Henry moved to approve the Elementary Staff handbook for 2019-20. Motion carried (6-0).

Helgevold and Henry moved to approve a contract with Hanson Interpreting for Interpreter services at a rate of \$50.00 per hours including travel time during the agreement with a minimum 2 hours charge. The contract will be effective August 19, 2019 unless terminated by either party. Motion carried (6-0).

Superintendent Seid reported on the administration team, class of 2019 accomplishments; and new/returning staff.

Items to consider for the next board meeting: Estes change order, Elliott Oil offer, safety with construction projects, and science teacher search.

The next school board meeting is scheduled for September 9<sup>th</sup> at 5:30 p.m.

The Board adjourned at 7:22 p.m. following a motion by Helgevold and Henry.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Special Meeting of the Board of Education  
Administrative Conference Room  
August 12, 2019

President White called the special meeting to order at 12:00 noon. Board members present were Brian Crawford, Robin Galvez, James Bair, Lori Helgevold (via phone), Shawna Henry (via phone), and Dena White (via phone). Joe Deutsch was absent. Superintendent Steve Seid and Payroll Clerk April Hughes were also present

Crawford and Bair moved approval of the agenda. Motion carried (6-0).

Crawford and Bair moved to approve the consent items. Motion carried (6-0).

- Personnel:
  - ✓ Resignations: Dave Henderson as 8<sup>th</sup> Grade boys' basketball coach beginning 2019-20 season contingent on finding a suitable replacement
  - ✓ Hires: Tiffany Shepherd, 1<sup>st</sup> Grade Teacher; Debra Overstreet, Elementary Part time Food Service Worker 2.5 hrs/day, Walker Adams, Assistant HS Football Coach.
  - ✓ Transfers: Scott Bixby, MS Special Ed to 6<sup>th</sup> Grade Social Studies.

The Board adjourned at 12:05 p.m. following a motion by Crawford and Galvez.

## CLARKE COMMUNITY SCHOOL DISTRICT

Special Meeting of the Board of Education

Administrative Conference Room

August 7, 2019

President White called the special meeting to order at 12:00 noon. Board members present were Brian Crawford, Joe Deutsch (via phone), Robin Galvez, Lori Helgevold, and Dena White (via phone). James Bair and Shawna Henry were absent. Superintendent Steve Seid, Business Manager Ruth White and two guests were also present.

Galvez and Helgevold moved approval of the agenda. Motion carried (5-0).

Deutsch and Crawford moved to approve the consent items. Motion carried (5-0).

- Personnel:
  - ✓ Resignations: Bridget Reyna, 1<sup>st</sup> Grade Teacher; Donald Waltz, Yellow Bus Driver
  - ✓ Hires: Karen Smith, Preschool ECSE Associate; Hannah Kraushaar, 7<sup>th</sup> Grade Special Education Teacher, Kristin Mundy, Elementary BD Teacher; Mindi Woodson, Elementary BD Teacher; Maria Pedro-Francisco, Preschool 1:1 Associate; Matt Bell, MS 7<sup>th</sup> Grade Volleyball; Dave Henderson, Secondary Lead Teacher, Alena Phillips, TLCS Elementary Lead Teacher; Jamie Gelner, TLCS Elementary Lead Teacher
  - ✓ Transfers: Molly Fitzpatrick, Elementary TAG Teacher to Elementary Instructional Coach; Susan Peters, Sign Interpreter to Elementary 1:1 Associate; Thomas Kedley 8<sup>th</sup> Grade Social Studies to Secondary Success Coach; Stacey Manternach, 6<sup>th</sup> Grade Social Studies to 7<sup>th</sup> Grade Social Studies; Anthony Battani, 7<sup>th</sup> Grade Social Studies to 8<sup>th</sup> Grade Social Studies; Walker Adams, 8<sup>th</sup> Grade Science to Elementary TAG; Peggy Lundquist, HS Science/Biology to 8<sup>th</sup> Grade Science; Martha Contreas, ELL Associate/Interpreter to Elementary Food Service 7 hrs/day
  - ✓ Increase Days: Increase Ronda Piercall's contract days to include 4 days prior to school start and 4 days after the last day of school to meet student needs
- Set a \$25 million per account depository limit with First National Bank as our official bank and set a \$10 million limit for 19-20 for GWB or ASB if the district would move some of our investments
- Ruth White as Board Secretary and Treasurer for 19-20
- Ahler's Law Firm as Clarke Community School District legal counsel
- Middle School Principal, Jeff Sogard, as harassment grievance office and Elementary Principal, Jody Kerchal, as alternate
- Curriculum Director, Jean Bahls, as equity coordinator
- Middle School Principal, Jeff Sogard, as Level I child abuse investigator, Elementary School Principal, Jody Kerchal, as alternate Level I child abuse investigator and the Clarke County Sheriff as Level II child abuse investigator.
- Curriculum Director, Jean Bahls as Title IX Coordinator and High School Principal, Shane Stephens, as alternate
- Willy Smith as Hazardous Material Coordinator for 19-20

Oath of office was administered to Ruth White by President White.

Crawford and Helgevold moved to approve the athletic trainer contract with Greater Regional for the 2019-20 school year for total cost of \$1,250.00 and to include additional services and fees as described in the contract. Motion carried (5-0).

The Board adjourned at 12:20 p.m. following a motion by Helgevold and Galvez.

**CLARKE COMMUNITY SCHOOL DISTRICT**  
Meeting of the Board of Education  
HS / MS LMC  
July 15, 2019

President White called the regular meeting to order at 5:30 p.m. Board members present were Brian Crawford, Joe Deutsch, Robin Galvez, Shawna Henry and Dena White. James Bair and Lori Helgevold were absent. Superintendent Steve Seid, Business Manager Ruth White and several guests were also present.

Crawford and Galvez moved approval of the agenda. Motion carried (5-0).

Deutsch and Henry moved to approve the consent items. Motion carried (5-0).

- Board minutes: June 17 regular meeting & June 24, 2019 special meeting
- Personnel:
  - ✓ Resignations: Jeff Beener - 7th Grade Resource Math Teacher, Assistant HS Football Coach, Washington DC Sponsor and Archery Club Sponsor; Sarah Perry – Preschool Associate; Marcia Bailey – Bus Driver with request to be placed on the substitute driver list
  - ✓ Hires: Mark Dorr – Bus Driver; Lindsay Rains – Director of Special Education, 504’s and CPI
  - ✓ Transfers: Mary Murphy – High School Reading; Tanya McCloney – Head Cook at High School; Randy Bolton, Activities Director; April Smith – FCCLA Advisor; Rebecca Kedley - Assistant Elementary Principal
- Payment of bills

The Board received Principal, Director and Coordinator reports.

The Board received Committee updates from the Bullying Task Force, Facility Committee, and a Construction Committee update from Estes Construction.

Open Enrollments for 2019-20 Elizabeth Curry from Clarke to I-35; and Robert Rodriguez from Clarke to East Union.

Deutsch and Crawford moved to approve the elementary student handbook for 2019-20 as presented. Motion carried (5-0).

Deutsch and Henry moved to approve the elementary staff handbook for 2019-20 as presented. Motion carried (5-0).

Crawford and Deutsch moved to approve the middle school parent-student handbook for 2019-20 as presented. Motion carried (5-0).

Henry and Galvez moved to approve the middle school faculty handbook for 2019-20 as presented. Motion carried (5-0).

The Clarke County Engineer and three Supervisors spoke to the board about the County roads and duties covered by the county maintenance employees.

Deutsch and Crawford moved to approve the high school student handbook for 2019-20 as presented. Motion carried (5-0).

Crawford and Henry moved to approve the high school faculty handbook for 2019-20 as presented. Motion carried (5-0).

Crawford and Galvez moved to approve Anderson Erickson for dairy products for the 2019-2020 school-year. Motion carried (5-0).

Deutsch and Henry moved to approve Bimbo Bakeries USA for bakery products for the 2019-2020 school-year. Motion carried (5-0).

Galvez and Henry moved to approve the \$660.00 hay ground bid from Mike McCloney for Team Freeman. Motion carried (5-0).

Crawford and Galvez moved to approve the bid from Modern Engineering to update and fix the sound system for the football, baseball and softball fields for a total of \$14,242.00. Motion carried (5-0).

Crawford and Deutsch moved to approve Phase 2 Construction Project Change Orders for:

**Absolute Group:** Add scope due to RFI #3, site electrical feeder and pole receptacles \$3,689.00; Beginning BP B-1 allowance \$25,000.00, remaining allowance \$24,221.00 (\$779.00); Deduct due to RFI #1, site fencing (\$2,910.00), Net dollar change \$0.00;

**Seedorff Masonry, Inc.:** Masonry VE items (\$55,589.00);

**Summit Companies:** Add Bid Alternate #1 – Fire Sprinkler System for Phase 2022 \$29,465.00;

**Joiner Construction:** Remove Grease Interceptor from Scope of Work (\$25,000.00);

**Vanderpool Construction:** Entrance Drive – PR002 Attachment Drawings C4 by Larson dated 4- 16-19 in regards to Water Separations \$1,035.50; BP d-1 beginning balance \$20,000.00, remaining allowance \$18,964.50 (\$1,035.50); Water Service Changes \$4,316.94; Beginning BP D-1 balance \$18,964.50, remaining allowance \$14,647.56 (\$4,316.94); Gas Main Conflicts \$39,583.97; Beginning BP D-1 balance (\$14,647.56), remaining balance \$0.00; RFP #03 dated 17-Apr-19 with attachments C1, C2, C3, C4 and C5 (\$15,902.31);

**Caliber Concrete:** Per Alternate #1 of the Contract Documents dated 1 February 2019 remove and replace existing bituminous pavement and perform associated site work \$21,000.00;

and table action on the change order for Estes Construction: Provide additional CM services for the change from a private drive to a public entrance road \$27,600.00. Motion carried (5-0).

Crawford and Galvez moved to approve the following Phase 2 AIA Documents:

Bid Package E– Masonry: Seedorff Masonry Inc. \$1,197,351.

Bid Package F– Roofing & Sheet Metal: Hopkins Roofing \$549,000.

Bid Package H– Glazing: Mid-American Glazing \$172,663.

Bid Package I– Food Service Equipment: Hoeckenburgs \$351,078.

Bid Package J– Fire Protection: Summit Fire Protection \$359,950.

Bid Package A– General Trades: DDVI, Inc. \$1,975,000, Alt. 1 \$70,000; Total \$2,045,000.

Bid Package K – Plumbing: Proctor Mechanical Corp. \$941,000, Alt. 1 \$87,000; Total \$1,028,000.

Bid Package L– HVAC: Air Con Mechanical Corp. \$1,669,434, Alt. 1 \$83,838; Total \$1,753,272.

Bid Package M– Electrical: Van Maanen Electric \$1,315,000, Alt. 1 \$26,900; Total \$1,341,900.

Motion carried (5-0).

Henry and Galvez moved to change the date of the August board meeting to August 19, 2019. Motion carried (5-0).

Galvez and Henry moved to approve the job description update for Special Education, 504 and CPI Director. Motion carried (5-0).

Deutsch and Crawford moved to approve the job description update for Activity Director. Motion carried (5-0).

Deutsch and Henry moved to approve the job description update for TLC Success Coach. Motion carried (5-0).

Galvez and Crawford moved to approve the job description update for Assistant Elementary Principal to 225 day contract. Motion carried (5-0).

Crawford and Henry moved to approve the Second Reading of Board Policies: 213 Public participation in Board Meetings; REMOVE 213.1R1 General Complaints by Citizens; NEW 213.1 Public Complaints; REMOVE 402.5 Public Complaints about Employees; NEW 712 Technology and Data Security; NEW 712R1 Security Requirements of Third-Party Vendors Regulation; 401.7 employee Travel Compensation; 410.10 Credit Cards; 401.12 Employee use of Cell Phones; 401.12R1 Employee use of Cell Phones Regulation; 704.5 Student Activities Fund; NEW 705.4 Expenditures for a Public Purpose; NEW 705.4R1 Use of Public Funds Regulation; 707.5 Internal Controls; 707.5R1 Internal Controls Procedures; 905.1 Community use of School District Facilities & Equipment; REMOVE 804.2 Warning System and Emergency Plans; REMOVE 804.3 Bomb Threats; NEW 804.2 District Emergency Operations Plans; 502.3 Student Expression; 505.1 Student Progress Reports and Conferences; 505.2 Student Promotion – Retention – Acceleration; 505.5 Graduation Requirements; 602.1 Curriculum Development; 604.6 Instruction at a Post-Secondary Educational Institution; 604.10 Online Courses; 704.3 Investments; 705.1 Purchasing – Bidding; 710.2 Free or Reduced Price Meals Eligibility; 710.4 Meal Charges; 505.8 Parent and Family Engagement Districtwide Policy; NEW 508.8R1 Parent and Family Engagement Building-Level Regulation; 204 Code of Ethics; NEW 401.6 Limitations to Employment References; 504.3 Student Publications; 504.3R1 Student Publications Code. Motion carried (5-0).

Superintendent Seid reported on Tuesday Talk.

Items to consider for the next board meeting: update on therapy dog, water at elementary, parking back up plans during construction and site map of plans to show public.

The next school board meeting is scheduled for August 19<sup>th</sup> at 5:30 p.m.

The Board adjourned at 7:05 p.m. following a motion by Galvez and Deutsch.