

MAQUOKETA COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
MONDAY, JUNE 13, 2011

Pres. Schwenker called the regular meeting to order on Monday, June 13, 2011 at 6:10 p.m. at Central Office. Directors Tabor, Pape, Hudrlik, and Schwenker were present. Director Hawks and Supt. Huckstadt were absent. Board Secretary McKeon and Administrators H Snell, C Snell, J Bollman and Vervaecke were present. Also in attendance were: Dustin Cogan, Mindy Orris, Jeff Reinhart, and Blake Pauls. Sherri Melvold of KMAQ and Kelly Gerlach of Maquoketa Sentinel Press represented the press.

MOTION #166-10/11: Motion/Pape, 2nd/Hudrlik to approve the following consent agenda items:
Agenda – Approved as presented.
Minutes – Approve the minutes of the regular meeting held on May 23, 2011 as amended to include correction to motion #159-10/11, in that the Board did not approve the bid to Seven Hills for \$23,460 for the Asphalt pad.
Registrations, Reimbursements and Selected Accounts Payable – Approved as presented totaling \$1,161,903.17.
Financial Reports – The following reports for period ending May 31, 2011 were reviewed: Account Balance at Maquoketa State Bank; Combined Statement of Revenues and Expenditures; Revenue Report; General Fund & Non Budgeted Expenditure Detail Report; Activity Fund Balance Report; and Nutrition Fund Report.
Resignations – Approved the resignations of the following: Chance Jenkins as the Assistant Boys’ Soccer Coach effective at the end of the 2011 season pending the hiring for the Assistant Boys’ Track Coach; and Chance Jenkins as the Freshman Girls’ Basketball Coach effective immediately pending hiring for the Sophomore Girls’ Basketball Coaching position.
Recommendations to Hire – Approve the following: 1) Middle School Summer School positions for period of June 6 – 23, 2011 - Chance Jenkins and Kelly Benhart as associates for \$10.00 per hour for a total of 18 hours each; and Jessica Willimack and Rachelle Kober as teachers at \$25 per hour for a total of 20 hours each paid through DECAT funding and \$20 per hour for a total of 5 hours each paid by the district for training/planning. 2) Briggs Summer School Teachers for period of June 7 – 28, 2011 – Sherry Bickford, Laura Coleman, Karen Penningroth, Beth Hillebrand and Jamie Johnson at \$25.00 per hour for a total of 10.5 hours each paid through DECAT funding and \$20.00 per hour for 5.5 hours each paid by the district for training/planning; 3) Teri Hicks as a Food Service Worker for the 2011-12 school year at \$8.30 per hour for 3 hours per day; 4) Chance Jenkins as the Assistant Boys’ Track Coach for the 2011-12 school year at Level 3, Year 1 on the supplemental salary schedule; 5) Chance Jenkins as the Sophomore Girls’ Basketball Coach for the 2011-12 school year at Level 3, Year 2 on the supplemental salary schedule; 6) Danny Mayo as the Assistant Football Coach for the 2011-12 school year at Level 3, Year 1 on the supplemental salary schedule; and 7) Extended Year Special Education Teacher Contracts at \$20 per hour – Cari Klemme for 42 hours, Julie Neyens for 44 hours, Megan Bahlmann for up to 44 hours, Ellen Waldorf for 28 hours, and Laura Coleman for 32 hours. And Extended Year Special

Education Associate Contract to Amanda Phanor at \$10 per hour for a total of 40 hours.

Contract Amendment – Approved the contract amendment of Mindy Williams for horizontal movement on the salary schedule from BA+15, Step 5 to MA Step 6.

Four ayes, motion carried.

Pres. Schwenker announced the Board will proceed to Item #VI. General Business of the Board, Consideration & Approval of Bid for Lighting Project – Cardinal Elementary, since representatives from West Plains Engineering are present to provide information.

Jeff Reinhart and Blake Pauls of West Plains Engineering provided information about the public hearing and opening of bids for the Cardinal Elementary Lighting Project. Lead-time for supplies impacted the bids. Three bids were received and all identified an estimated amount of lead-time with their bids. The bids received were: GPX Electric for \$155,230; DeLancy Electric for \$147,978; and Trenkamp Electric for \$110,000. Trenkamp Electric confirmed their bid and expressed a desire to move forward. Mr. Reinhart recommended the district accept the bid from Trenkamp Electric. End date of the project is August 5, 2011.

MOTION #167-10/11: Motion/Tabor, 2nd/Pape to approve the Cardinal Elementary Lighting Project bid from Trenkamp Electric for \$110,000. Four ayes, motion carried.

Under Good News, the following gave Administrative Reports: Cardinal Elementary Principal J Bollman; Director of School Improvement H Snell; and Technology Coordinator D Cogan.

Under Board Comments, a request was made to consider moving graduation for the Class of 2012 to a week earlier. Principal Vervaecke said he would research this with the Guidance Dept. and staff and report back to the Board.

MOTION #168-10/11: Motion/Pape, 2nd/Tabor to approve the Student Handbooks for Cardinal Elementary, Briggs Elementary, High School and Pre-School for the 2011-12 school year as presented. Four ayes, motion carried.

MOTION #169-10/11: Motion/Tabor, 2nd/Pape to approve the PK-8 Iowa Core Implementation Plan as presented. Four ayes, motion carried.

MOTION #170-10/11: Motion/Tabor, 2nd/Hudrlik to approve extending authority to Business Coordinator, Barb McKeon, to pay bills incurred during fiscal year 2011 in accordance with the requirements of GAAP reporting. Four ayes, motion carried.

MOTION #171-10/11: Motion/Pape, 2nd/Tabor to approve the renewal application for the 2011-12 Food and Nutrition Programs establishing reduced breakfast, reduced lunch and reduced snack prices at the maximum amount allowed. Four ayes, motion carried.

MOTION #172-10/11: Motion/Pape, 2nd/Tabor to approve the low bid for the Briggs Elementary Play Pad project from Seven Hills Paving in the amount of \$36,600.00. Four ayes, motion carried.

- MOTION #173-10/11: Motion/Hudrlik, 2nd/Pape to approve the bid for Sidewalk and Handicap Access Ramp at the High School and Cardinal Elementary School project from Rivers Construction in the amount of \$11,715. Four ayes, motion carried.
- MOTION #174-10/11: Motion/Hudrlik, 2nd/Tabor to approve the low bid for the Door and Hardware Replacement Projects at Briggs Elementary and High School to Zephyr Aluminum, Inc. in the amount of \$9,119.00. Four ayes, motion carried.
- MOTION #175-10/11: Motion/Pape, 2nd/Hudrlik to approve the bid for the Air Exchangers to Improve Ventilation in Middle School Boys' & Girls' Locker Rooms to Well's Plumbing and Heating in the amount of \$13,272.00. Four ayes, motion carried.
- MOTION #176-10/11: Motion/Tabor, 2nd/Hudrlik to move ahead with the 1 to 1 Laptop Initiative and that Technology Coordinator to proceed with purchasing the equipment, software and other required items from the Physical Plant and Equipment Fund and the Statewide Sales Tax (SAVE) Fund to implement the initiative. Four ayes, motion carried.
- MOTION #177-10/11: Motion/Pape, 2nd/Hudrlik to retain the services of R.J. Lee & Associates, LLP for Annual Consulting and Marketplace Evaluation services for the 2011-12 and 2012-13 school years at a cost of \$10,000 each year with the fees for the services to be paid from the Health Fund. Four ayes, motion carried.
- MOTION #178-10/11: Motion/Hudrlik, 2nd/Tabor to approve the Teacher Salary Supplement payments as presented. Four ayes, motion carried.
- MOTION #179-10/11: Motion/Tabor, 2nd/Hudrlik that the Board ratify the 2011-12 and 2012-13 MEA Settlement Conditions as presented. The 2011-12 Base Salary (Schedule A) will increase \$100 to \$26,040. The settlement cost estimate for regular education teachers & nurses only without TSS is 3.1%. The 2012-13 settlement package will be 2.9%. The costing of the wage and benefit package shall be based on calculations including regular education teacher staff and nurses only, excluding Teacher Salary Supplement Funds. No change to Health and Major Medical Insurance and Letter of Understanding. Increased Vocal Music Accompanist from \$950 to \$1,200 and added Bowling Coach to Level VI of Supplemental Salary Schedule. The agreement includes a reopener and all other terms and conditions remain as currently written. Four ayes, motion carried.
- MOTION #180-10/11: Motion/Hudrlik, 2nd/Pape to approve the contract settlements for the Administrators as presented. The following Administrators contracts will increase by \$3,300.37, of which \$2,558 was a portion of the old Administrator Quality Pay and \$742.37 is the wage increase of a 2.5% package settlement. The 2011-12 contracts are:
- | | |
|-----------------|-------------|
| Christine Snell | \$74,542.62 |
| Mark Vervaecke | \$90,420.21 |

Tracy Wilkins	\$71,342.62
Kevin Bowman	\$71,342.61
Joan Bollman	\$67,920.21
Pat Bollman	\$78,805.56
Helen Snell	\$78,200.28

The following performance based compensation component shall remain in the Administrative settlement conditions:

Performance-Based Compensation: A reduction in compensation in the amount of \$2,558 shall be imposed in the administrator's contract if the following components are not satisfactorily completed in a timely manner:

- A. Completion of comprehensive staff evaluations and annual review/update of Yearly Career Development Plans.
- B. Completion of annual report to the Board of Directors regarding district/building initiatives and the impact on student achievement.
- C. Curriculum Director:
 - Oversight and compliance review of the Preschool Program.
 - Oversight and coordination of the district's testing program to include final data and analysis and Adequate Yearly Progress Report for each attendance center.

The compensation reduction shall be made at the Superintendent's recommendation and shall be deducted in equal installments of the June 15 through July 15 payroll.

All other terms and conditions to remain status quo as outlined in the Administrator Settlement Conditions.

Four ayes, motion carried.

MOTION #181-10/11: Motion/Hudrlik, 2nd/Tabor to approve the agreement with the Service Employees International Union, Local 199-Custodians for the 2011-12 and 2012-13 contract as presented. Each step in Appendix A, Wage will increase by \$.20 per hour for 2011-12 and another \$.20 for 2012-13. The insurance premium credit will increase \$40, from \$60 per month to \$100 per month for 2011-12 and in year two of the agreement, the premium credit will increase up to \$40 per month (up to \$140 from \$100) to be applied to the potential family health insurance premium increase for the 2012-13 School Year. To be applied to the employee share of the family health insurance premium. The Family Illness Language changed in that dependent in dependent children is removed and parents-in-laws is removed. Vacation Language is as follows: 7.2 - Approval - Employees eligible for vacation must seek approval from the immediate supervisor and/or Superintendent for the time period desired. Vacations must be coordinated with the workload for that position. Vacation awarded on July 1 in any given year must be utilized prior to the start of the next contract year. (Example: Vacation awarded on July 1, 2011 must be utilized by June 30, 2012.) The Superintendent may grant exceptions to this deadline for good reason. Negotiations for the 2012-2013 contract will be reopened on insurance if the family health insurance premium exceeds the

additional \$40/Month as stated above. All other settlement Conditions to remain status quo. Four ayes, motion carried.

Superintendent's Annual Performance Review and Possible Action Regarding Superintendent's Contract was tabled, due to the absence of Superintendent Huckstadt. Discussion was made regarding whether a special meeting should be held or wait until the regular July meeting for the two agenda items. Business Coordinator McKeon shared that payroll information should be known by June 27, 2011 for the change to be included in the July 1 payroll. The Superintendent contract is July 1 to June 30th. She also reported the contract is a rolling 3-year contract and thought the July 2011 payroll could reflect the current salary, with any action by the Board for next school year could be retroactive to July 1. If such, an adjustment would be made to future payrolls. The decision was made to include the two agenda items on the July 18, 2011 agenda. If a special meeting would otherwise be needed, could then add the items to the agenda at that time.

Under Superintendent's Report: District 6 Meeting is June 28, 2011 at 6 p.m. at North Scott High School, Eldridge; and IASB Fiscal Conference is July 20, 2011 in Ames; anyone interested in running for School Board may obtain information from Board Secretary McKeon at Central Office. A minimum of 50 signatures is required on nomination papers. Key dates for the upcoming 2011 School Board Election include the first day to pick up papers is Monday, July 11, 2011 and last day to submit papers to Central Office is Thursday, August 4, 2011 at 5 p.m. A staffing update was provided in the board packet. Included is identified reductions of \$302,300 and status of current staffing considerations.

President Schwenker announced the Board would go into exempt session following the meeting for the purpose of discussing negotiations strategies. The next regular meeting of the Board will be held on May 23, 2011 at 5:15 p.m. for the Superintendent Annual Performance Review with the regular meeting to follow at 6 p.m. at Central Office.

Pres. Schwenker adjourned the meeting at 7:40 p.m.

William Schwenker, President

Barbara A. McKeon, Secretary