GEORGE-LITTLE ROCK COMMUNITY SCHOOL

BOARD OF EDUCATION MINUTES

The George-Little Rock Board of Education met for regular session on Tuesday, June 16, 2020 in the Superintendent Office/Board Room in George. The board members met in person while the public was able to join the meeting through a zoom session due to the COVID-19 pandemic and heightened public health risks. The in-person meeting was impractical for everyone and was held instead by electronic means rather than in person for the public as allowed by Iowa Code Section 21.8. The zoom session and call in information were posted with the meeting agenda. Board President Kristi Landis called the meeting to order at 5:34 pm with the reciting of the Pledge of Allegiance. Board members present were Kristi Landis, Andrew Sprock, Jason Fugitt, Wade Netten, and Austin Lloyd. Also in attendance were Superintendent Pat O’Donnell, Board Secretary Cathy Bonestroo, Principal Karie Aeikens, Incoming Superintendent Tom Luxford, and Darcy Hansmann. Principal Steven Green, Sherri Kruse, Dawn Arends, Valecia West, Kristi Donaker, and Rose Grant & Aleene Williams from Grant & Williams joined via zoom or phone.

A quorum was established. Citizens were invited to address the board. Valecia West addressed the board about cutting the art funding sharing with the cuts she can’t do a quality curriculum and 3D clay projects would be cut after this next year as can use carry over supplies this year. She noted she does not see why a $400 cut for art supplies is necessary. West shared the new kiln purchased 2 years ago would not be needed if unable to do clay projects. She stated no explanation has been given from admin as to the reasons for the cuts. West referred to former funding allowed and requested funding be returned. O’Donnell shared admin will discuss and continue to examine. No other public comment was received.

President Landis recognized Interim Superintendent Pat O’Donnell for his last board meeting and all he did during his time with the district. O’Donnell shared he is impressed by the people he worked with and the board and looks forward to Tom’s leadership. He encouraged everyone to think back to the beginning of the year and look what we accomplished. O’Donnell thanked the board and everyone who supported him in the position noting he enjoyed being around good people. Landis recognized we moved on many issues and made the most of the school year. Fugitt thanked O’Donnell for his leadership. Sprock thanked him for the teaching and support received as a new board member. Lloyd thanked him for his mentorship. Netten thanked him noting we have been through a lot of superintendents and the excellent job done at moving the district forward for the district’s future. O’Donnell complimented the board noting we are set with a good board and encouraged everyone to stay true to the mission of the school district and what is important, and we will be ok.

Superintendent O’Donnell individually recognized the food service staff and volunteers for COVID and summer meals including Colleen Trei, Tammie Drown, Delores Krull, Rosalie Arends, Kayla Walker, Sam Everhart, Geraldine Hassebroek, Karie Aeikens, Kim Terhark, Jill Netten, Jim McConnell, Reid Geerdes, Brian Luenberger, Dan Helkenn, Kris Hamilton, Kristi Donaker, Trish Hengeveld, Nyla Hellinga, Shari Kruse, Susue Cortez, Crystal deBoer, Paul Van Briesen, and Beth Slykhuis. He shared summer meals will continue through July 31. Realignment movers and volunteers were also recognized who were coordinated by Mitch, Reid, and Mr. Green. He noted the kids were unbelievable with some showing up every time called. Movers recognized included Mitch Lupkes, Reid Geerdes, Brian Luenberger, Tim Mauldin, Thomas Vigdal, Tyler Glanzer, Matthew Everhart, Sam Gruis, Wyatt Krull, Taylor Putnam, Lane Kruger, Evan Kruger, Drew Denekas, Max DeBoer, Tyler Greve, Hunter Kruger, Michael Denekas, Josh Hansmann, Alex Bonestroo, Will Nagel, Dorian Johnson, Max Gruis, Lyle Moore, and Sean Dykstra. Ken Roseberry was also recognized for all that he does for the GLR district often unrecognized with O’Donnell noting he is a true mustang. O’Donnell noted there are always people who step up during tough times and servant’s hearts are recognized. O’Donnell also noted that COVID saved the district with giving extra time for the realignment move. CFE donation to the FFA Farm of $213.75 was recognized with partnered promotion with Purina.

A motion to adopt the agenda was made by Netten, seconded by Lloyd, and carried 5-0 noting the addition of the June 15 meeting minutes.

Aleene with Grant and Williams presented regarding the 2018-19 audit. She shared the financial statements are very similar to the past recognizing GLR has a good business manager who does an excellent job. Aleene reported on 4 findings in the audit report. Financial statement preparation and internal controls as normally a finding due to time constraints auditor prepares statements which is normal for the district size. Information was reported from numerous constituents of former employee taking equipment during employment and was reported to Iowa Auditor General Office. She recommended increased security to prevent in the future including continuation of the purchase order system for all purchasing and equipment, small tools and inventory, and increased cameras. She noted the largest equipment which was taken and personally used was returned to the district sharing this is not allowable by Iowa Code. Electronic disbursement procedures finding was reported by Bonestroo with one payroll check and reported to the police. Aleene noted a lot of people stealing payroll checks for other disbursements on a regular basis with hundreds of cases every month infiltrating computer systems. She reported on an audit seminar which shared the dangers of internet systems and firewalls and everything in system is regularly penetrated over 6 months before it is caught. IPERS program actually had similar direct deposit disappearing with 100 retired employees who lost one month of retirement checks. Encouraged all district staff to be very careful particularly with attachments and aware that firewalls are not always effective with no fool proof way of protecting at all times. She also shared that it was recommended to not use zoom at this seminar. She noted the district changed to have document approvals required in person after the disbursement incident. Approval of disposal of assets was also noted with it the second time for the occurrence with it also happening years ago with lockers. She shared that a number of sources reported lighting fixtures taken and installed elsewhere in George with prior superintendent believed to have given approval. She stressed that this is not allowed by state statute for any piece of equipment or anything bought with school district money. Public hearing and advertise for sale is the only way to dispose of district items. She shared awareness of last year’s garage sale also having some issues. She shared she understands an online auction company will handle in the future after board approved and recognized it as the best practice with good safeguards and giving the district the best price possible. She shared the equipment/assets findings has been filed with Jim Cunningham from Iowa Auditor General’s office and will be turned over to county attorney for processing and determination of possible charges. President Landis thanked Aleene for presenting.

A motion to approve the board minutes was made by Sprock, seconded by Netten, and carried 5-0.

A motion to approve the bills was made by Lloyd, seconded by Fugitt, and carried 5-0.

A motion to approve the financial reports was made by Sprock, seconded by Lloyd, and carried 5-0.

Superintendent O’Donnell shared the professional development plan, unpacking of the standards, purchasing of instructional materials, and outlining PD for next year with the PLC conference. COVID preparedness includes developing alignment for no gaps and overlaps, interventions in place to catch kids up from comprehensive status and accelerated learning for position of success. Template from State of Iowa was received today with the plan itself being a checklist to report and list what is really going on in the district. The return to learn plan includes continuous learning if we don’t come back, hybrid learning with some on site and some online, and all on site learning. Data gathered from parents, students, and staff from surveys were used for input. Social, emotional, behavioral, safety and health need to be addressed recognizing students have been out of school 5 ½ months. Timeline and action steps being developed for continuous plan and do the same for the other plans. O’Donnell recognized teachers, Melinda from AEA, Tom’s involvement and the expected smooth transfer of leadership.

SBRC (School Budget Review Committee who controls spending authority) correspondence was shared recognizing different time and certain needs with some things you can do in response to the pandemic. LCRF funds were questioned with 1st quarter check now received and notification of no 2nd quarter check expected, and 3rd and 4th quarter checks being limited. Bonestroo noted this will impact the district’s miscellaneous income and therefore spending authority. One-time money and “soft money” was recognized to not put into recurring and ongoing expenses. Maximize use of spending authority was discussed with using categorical/restricted funding first when possible which does also spend down the general fund. Building budgets have been implemented for the principals to divide within their buildings. Other revenue streams and federal programs will need to be considered and how to move forward with unique situation we are in right now.

Principal Green gave an update on prom and the screening process and social distancing that will take place. Grand march will be outside with tickets sold. Dinner is catered and will follow health and safety guidelines including the waiters and waitresses attire while serving. Green visited with Sheri and Darcy for attendance numbers with 63 total students with all forms submitted. Number includes outside of district numbers with 17 seniors and 25 juniors from GLR, plus 10 wait staff, and staff members for a total of about 80 people. What other districts are doing was questioned with most having dinner, grand march, and games. West Lyon, South O’Brien, and West Sioux cancelled prom. Landis recognized staff and parents and all the extra work to make it memorable. O’Donnell complimented Olivia Johnson, Emily Greve, and Mackenzie Post for their presentation to the administration regarding prom and their good vision. Baccalaureate has moved to Tabernacle Church on June 28 at 7 pm due to size and safest place for attendance and great sound system to livestream. Graduation will be July 5 at 2:00 pm teamed with Sioux County Radio to be broadcasted live and livestreamed too. Graduation will not be using bleachers and strict guidelines received was shared with the board. Impossible to use bleachers with guidance received, so chairs will be placed across the entire gymnasium for families, board, and guest speakers. More information will be coming in the near future. Details being finalized with Michael Lewis with Sioux County Radio. There will be no band but all recorded music. If shaking hands is allowed and who is doing what was questioned. Specific details in guidelines sent to the board was again noted.

Principal Aeikens shared updates on the moving with most items moved to the correct buildings except science. New door handles being installed and FACS room windows installed this week in MS/HS building. MS science curriculum of $10,548.90 and ARC school pace upgrade of $2000 were shared with groups identifying needs of the district. $2000 can be taken off and be added anytime if don’t come back in the fall. All reading teachers TK-12 were in LR with Sara Youngers from AEA and unpacked and read standards for each grade and developed power standards and vertical alignment for each grade no matter who the teacher is which was compared to ARC materials and standards. Science, social studies, and math groups met in George and did the same thing and identified resources we had. Give the teachers the training, put tools in their hands was again emphasized. ARC changed PD pricing and $7000 less than planned on and bill as get PD. Preschool next year will be Monday, Tuesday, Thursday, and Friday which is changed with Wednesdays off. It will again be in George in the mornings and in Little Rock in the afternoons. The possibility of transporting TK as well to daycares and George is being researched.

Superintendent O’Donnell shared asbestos removal has begun for the new weight room and former ICN room. Weight room updates were shared with the block cut noting the door will now be $1500 as a larger door was needed. Door for hallway will be wider with closing up the original door, soundproofing, and flooring will also be done in the weight room. Additional MS science room flooring (former ICN), wall removal/opening in the former central office between the middle room and former superintendent office, Little Rock bathroom electrical, time clock update for subs to check in and allow sub search for when subs are needed, and air conditioning in Kindergarten (former LR FACS) and EL room on the Little Rock second floor were all presented.

Daycare projects to date were presented for adding a window in the director’s office by the east door, possibly adding a camera at the end of the east hallway, an exit to the outside, and an additional sink and divider. Traffic patterns for pickup and drop-offs will be discussed. Access to the school internet was also questioned if ok. Phone will be theirs with their own line, but will be part of IP internet phones of the district. Directional signs for offices, gymnasium, and softball field were discussed, along with daycare directional signs and the daycare sign which will be their responsibility but would like consistent with district signs. Furnishings will also be the daycare responsibility. Since the building is still active with the preschool, daycare kids can participate in free and reduced lunches. Restrooms were questioned but it was noted that almost all rooms already have restrooms. Extra room (room 9) has been requested by the daycare for a play area for when kids can’t go outside. Playground schedule with preschool and daycare and regulations for how many kids allowed with supervision needs to be worked out. Liability insurance will be responsibility of daycare. Regulations on preschool playgrounds will be researched. Fall surface is ok. Equipment needs to possibly be updated for safety. Excited for the partnerships on both sides. Rent will be pro-rated based on square footage with utilities, property insurance, own cleaning, own liability insurance, cushion but don’t want to make money but cover costs and keep fees reasonable is the goal. Hallway wall is still a possibility for dividing with doors. Internet bandwidth will need to be looked into by Mitch but believed bandwidth should be fine. Office area between the 2 middle bathrooms will be GLR lounge and copy room. Middle restrooms have room for benches for weight room changes. Remaining rooms in the former elementary building will be rooms for the superintendent, central offices, art room, tech coordinator, weight room, and a room for tech/NCC classes. FOBS for weight room need to be figured out. Weight room will be off limits for majority of hours that the daycare is running. Another door is possible in the future plans to go directly to the weight room

Financial services committee update was shared. Rosalie Arends returned her signed work agreement but noted only $.24 above those being hired noting domino affect and difficult to address, so increase to $10.50/hour was presented. Transportation Director $50/month cell phone reimbursement with $25 deducted monthly from Central Lyon invoice was presented along with transportation coordinator $50/month cell phone reimbursement and request to work remotely from office uptown for scheduling. Jeremy and Jim are working on bus routes with all the realignment routes and shuttles.

Staff pay was discussed with paying all staff through COVID19 although some not working all their hours. COVID pay ends at time contract or work agreement ends and will going with what’s normal when officially into summer was recommended.

School Improvement Advisory Committee required by law and mainly functions to look at long term and annual goals for math, science, and reading and voice from community to board. Long range or annual goals for math or science were not found, but did find reading goals. Determine assessments for science and then set goals. Math recommendation and updates on the reading were shared along with bullying and harassment goal and concerns. Layout of the building and how MS fits in and what it looks like going forward with activities was also discussed. Staff morale and staff turnover long-time issues for the district were expressed noting some turnover were staff living in other districts and getting jobs where they live. Early contracts and good candidate pool were again stressed. Proposed realistic increase to 73% was noted as an adjustment for the annual goal for math.

Superintendent reported on disposal of surplus inventory and assets classifying items to use, value for others to auction, and junk got rid of. Advertised, public hearing held and online auction will take place. TV’s charged for removal through an e-recycler due to mercury content. Update bank names to add incoming superintendent Tom Luxford and remove Pat O’Donnell effective July 1, update copier lease to add faxing in the offices through the copiers, bread bid, milk bid, lunch prices, ala carte, registration, parent student handbook, LAU plan (English Learner Plan), and Gallagher agreement were all presented.

Resignation was received from Kendra Reitsma who was thanked for her service. Recommendations for hire were presented with softball/baseball game manager temporary to enforce COVID requirements of social distancing as required.

Policy review of 405.02 Licensed Employee Qualifications, Recruitment, and Selection was presented for what is brought into the district for previous experience with board always having the right to give more years for actual teaching years.

A motion to approve the disposal of public assets through Klaassen online auction and dispose of what does not sell and PC Sweep e-recycler for TVs and technology was made by Netten, seconded by Sprock, and carried 5-0. Public hearing was held June 15.

A motion to approve the SIAC recommendations was made by Fugitt, seconded by Lloyd, and carried 5-0.

A motion to approve the 2018-19 audit was made by Netten, seconded by Fugitt, and carried 5-0. O’Donnell recognized Bonestroo for her good work.

A motion to approve the update of bank and ISJIT accounts effective July 1 to add Tom Luxford and remove Pat O’Donnell was made by Fugitt, seconded by Sprock, and carried 5-0.

A motion to approve the consent agenda items was made by Lloyd, seconded by Sprock, and carried 5-0. Consent agenda items included purchase of MS science curriculum from McGraw Hill for $10,548.90; additional projects including asbestos removal bid of $10,351.50, weight room update projects, MS science room floor, removing wall in former superintendent office, electrical for LR bathrooms, timeclock upgrade, and air conditioning for kindergarten and EL second floor room in LR; approval of obtaining bids for daycare projects; classified staff wage adjustment for Rosalie Arends to $10.50/hour; transportation director and coordinator cell phone reimbursement of $50/month; transportation coordinator to work remotely; COVID pay and leave plan following contracts starting with summer schedule; Century Business lease amendment; 2020-21 bread bid to Casey’s Bakery; 2020-21 milk bid to Deans Foods; 2020-21 lunch price increase of $.05 for lunch prices of breakfast students at $1.45, adults at $1.95 and lunch TK-5th at $2.45, 6-12 at $2.75, and adults at $3.85 which is increase of $.10 as state required; 2020-21 lunch ala carte list and pricing, 2020-21 registration and activity ticket fees to remain the same, 2020-21 parent student handbook, 2020-21 LAU plan, Gallagher agreement for GASB75, first reading waiving the second reading of Policy 405.02, and Kendra Reitsma resignation. Recommendations for hire was also part of the consent agenda which included Nathan Klingenberg as assistant varsity baseball coach at $2583 rescinding the MS baseball coach, Bethany Specht as MS volleyball coach at $1538, Bryan Paulson as MS girls basketball coach at $2153, Bryan Paulson as assistant cross country coach at $2952 noting it was formerly paid through Central Lyon but now contracts are through the host district, Doreen Mammenga as part-time paraprofessional up to 29 hours/week at $9.75/hour, Doris Kracht as special ed bus route driver at $50/round trip route to Sioux Falls twice a day, Lee Hilbrands as substitute bus driver, Marvin Winkel as substitute bus driver, and Brian Luenberger as SB/BB game manager for COVID enforcement at $50/game. Mentor teachers presented for hire in consent agenda at $1500 each included Brenda Sandbulte, Brian Luenberger, Lissa Harson, Thomas Vigdal, Sharon Klaahsen, Stacie Ver Steeg, Mitzi Wynia, Russ Verberg, Amy Schmidt, and Kim Dykstra

Landis reminded the board of the July 20 work session with Incoming Superintendent Tom Luxford and the regular board meeting to follow, August 17 board meeting, September 21 board meeting and the July 5 teacher/staff appreciation with board members requested to be in attendance prior to the graduation ceremony.

Superintendent O’Donnell recognized the board members by presenting their school board recognition certificates from the May meeting.

A motion to adjourn at 7:15 pm was made by Lloyd, seconded by Netten, and carried 5-0.