

## GEORGE-LITTLE ROCK COMMUNITY SCHOOL

### BOARD OF EDUCATION MINUTES

The George-Little Rock Board of Education met for regular session on Monday, May 18, 2020 through a zoom session in the George-Little Rock School Central Office. Due to the COVID-19 pandemic and heightened public health risks, the in-person meeting was impractical and was held instead by electronic means rather than in person as allowed by Iowa Code Section 21.8. The zoom session and call in information was posted with the meeting agenda. Board President Kristi Landis called the meeting to order at 5:30 pm with the reciting of the Pledge of Allegiance. Board members present electronically were Kristi Landis, Wade Netten, Andrew Sprock, Austin Lloyd, and Jason Fugitt. Also in attendance electronically were Superintendent Pat O'Donnell, Board Secretary Cathy Bonestroo, Principal Steven Green, Principal Karie Aeikens and guests Valecia West, Reid Geerdes, Mitch Lupkes, Brian Luenberger, Tyler Glanzer, Dawn Arends, Ruth Ackerman, Nicole Lewis, Kristi Donaker, Michele Johnson, Geraldine Hassebroek, Darcy Hansmann, Dennis Winkowitsch, and Tom Luxford. Darcy Hansmann and Cathy Bonestroo were in the district central office in case visitors arrived or had questions.

A quorum was established.

Citizens were invited to address the board. No public comment was received.

Superintendent O'Donnell recognized the board of education for all their work, time commitment, and all they do for GLR. Certificates will be presented in person to the board at a later date. Teacher appreciation day was recognized for staff. Landis shared the board is planning a social before graduation for all staff. Superintendent O'Donnell recognized donations received from Land O Lakes and Farmers Coop Society for \$1000 each to the FFA, Frontier Insurance \$250 donation to the food backpack program, and George High School Class of 1969 \$50 donation in honor of classmate Betty Julius.

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

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

A motion to approve the bills was made by Fugitt, seconded by Sprock, and carried 5-0. Discussion was held on the Premier payment which was clarified as network and provider part of IT contract.

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

Superintendent O'Donnell provided updates on the COVID-19 guidance recently received from the State and updates from the TLC group meeting regarding the return to learn plan. He summarized the district can change the calendar if we want to start earlier, but it would be in addition to the 1080 hours/180 days and not taken from the school year. Some districts were considering moving the calendar but are having issues contractually. Right now, GLR has no intention of changing the calendar. The 40 page support document is broken into 7 essential areas – leadership, infrastructure, health and safety, Iowa academic standards, social-emotional-behavioral health (SEBH), equity, and data consideration. The leadership group has been broken into these 7 areas to review and determine what to consider in the plan for each area. O'Donnell recognized GLR is in a good spot for developing the plan and commended the leadership teams for their work. He shared on-site vs continuous learning and addressed how to prepare for learning gaps and predicts seeing a different education system in the fall. Focus will need to be how to assess and address needs by differentiating instruction. The PLC conference was discussed as wished was sooner but are holding free webinars right now. Three types of plans are discussed as continuous learning, hybrid learning plan, and on-site delivery.

The district received COVID funding of \$35,981 as part of the CARES Act money which can be used for any expenses due to COVID 19 with examples given of continuing to pay staff, safety and sanitizing, any extra expense or undue burden to the school from COVID. O'Donnell shared he is proud of the leadership team doing a great job. Updated representation is needed as we move forward with the role of SIAC with upcoming meetings and the larger stakeholder group to be defined. O'Donnell again shared there is no plan to start school early at this time. The staff have already had one day added for professional development paid outside of their contract and any additional days would have a budget impact. The district needs time for assessments to be completed and then time to analyze and prepare. Teaching at the student level will be the biggest challenge to the calendar at this time. Green shared we need to be forward thinking and focus on cohesiveness and cornerstone for reentry in August with a solid foundation.

O'Donnell shared the bus inspection report and that he followed up with Kevin shared director with HMS about 2 buses with non-major items. GLR Foundation list of members was presented. Landis reported on GLR foundation which meets annually to distribute foundation funds for senior scholarships. Awards will be shared at a virtual awards ceremony on May 19. She reported the same amount of applications as normal with the caliber of applications being very good and solid.

Principal Green presented on the joint return to learn plan, prom, and graduation. May 27 the governor is expected to make an announcement regarding COVID 19 which will impact the decision in regards to prom. DJ, caterer, and what it will look like if allowed to return has been discussed. If not allowing large groups, then prom would be cancelled and not rescheduled. July 5 graduation will be held in the traditional form or otherwise team up with Sioux County radio for virtual graduation. Survey results showed the graduates wanted to keep July 5 as graduation day either as traditional or virtual plan b option. Baccalaureate is planned for June 28 at Lyon County First Presbyterian Church with plan b virtual baccalaureate at Tab church.

Principal Aeikens shared preschool through 8<sup>th</sup> grade school items return drop off, with Green sharing high school and elementary drop off plans by grade. The awards night will be held virtually via Facebook live for senior awards, scholarship night, and athletic and all school awards. Moving updates were shared noting the buildings are a mess but in a good way and part of the process and will be great in the end. Staff have things moved from the elementary with the exception of 1 classroom. Helkenn, Lupkes, Luenberger, Vigdal, and Mauldin were recognized for finding help and muscles for the moving. Carpeting is completed in the high school and the relocation for the central offices. O'Donnell shared no one wanted COVID19, but it gave us the extra time to not rush the move through in 3 weeks in June. O'Donnell recognized the young men who worked hard in moving, noting small towns have good kids. He also complimented the principals and custodians for their work noting in the end it will look nice.

ESSA school improvement money and flex fund will be used for instructional materials and tools. New ARC curriculum was presented at \$84,875 for the second half of curriculum and total of 4 units completing the curriculum with great professional development service. ARC owes GLR for 1 day of PD from 2019-20 school year. All core curriculums planning to be updated and curriculum writing will take place in small group settings with experts coming to assist. Jill Hulshof, current MS principal in Sioux Center, recommended to be contracted to assist with science curriculum. All starting to come together with new curriculum for PK-8 math at \$3690, pre-calculus curriculum \$2453, multi-media curriculum \$3180 of which \$2600 is annually, and social studies of \$13,475.

O'Donnell shared the financial update before district projects were reviewed. PPEL property tax and surtax of \$1.67 for revenues of \$397,000 along with the penny sales tax (LOST/SAVE fund) carry over of

\$1.3 million with estimated \$447,000 in revenue at 95% then end of fiscal year the state balances out and the district usually gets a makeup payment in November. These funds will be used to cover the district projects. Doubt this year will reach total projected revenue due to lag on receipts. Proposed balances were shared if everything presented tonight was approved. HVAC project district wide was proposed within the original published budget for 19-20 and was in the multi-year plan and quite costly but is not included in presented projects. Multi-year project awareness and not to spend down too much was pointed out by Netten. O'Donnell stressed the district is refurbishing and doing some remodeling and needing to get some things up to date for our kids. Facility committee has discussed for current vs upcoming projects. Lloyd shared he appreciated the detailed look in specific funds. Sprock shared he wanted to not go over what we are taking in for revenues.

Netten and O'Donnell stated people need to understand the different funds for the district and what is allowed from the different funds. Projects do not come from the general operating fund where salaries and supplies are paid from, and the district must be fiscally responsible. O'Donnell shared we need to have functional and nice facilities within the district but not the Taj Mahal. Windows needed to be completed a long time ago. Furniture also not right and needs updating to serve students better and be functional and look nice. Netten noted no weight room numbers were presented and noted the past discussions of available space hoping it would be completed and yet not presented in the budget shared. O'Donnell shared a presentation would be shared later tonight regarding the weight room. Quote for where to put weight room will be presented, but still some issues with questions needing to be answered. Equipment approved last month so started on the path.

Expenditures were broken down by fund. Former ICN room is creating a sink and making bathroom to the north of ICN room an ADA accessible bathroom. Tore out carpet, now need to grind down lips on doorways. Tile is asbestos with possibility of disturbed so looking at containing vs taking out. Little Rock former FACS room will become kindergarten room with a bathroom added and an ADA bathroom from hallway for guests. Cameras at Little Rock will be updated for step 2 follow-up. Little Rock science flooring will be updated from tearing out science tables. O'Donnell asked for questions or need for clarifications. Fugitt questioned if items related to George elementary for converting to daycare are expected. O'Donnell shared we own building so updates to the building are on our side. Architect and fire marshal have gone through for the daycare. Marshal said everything is great and minimal remodeling is expected for the daycare. The weight room will need to be insulated from the daycare. Daycare will do their own cleaning. Rent will cover our expenses with a buffer. Daycare will be responsible for all supplies, furniture, cleaning, and liability insurance. Property insurance still provided by GLR and included in the rent.

Lupkes, Geerdes, and Luenberger presented the plan to move the weight room to the elementary using 2 rooms with a bid already received for cutting a double door opening between the two rooms. The weight room committee has met the past 4 years and keeps spinning out with engineers, architects, and quotes back with multiple options. A couple years ago a new building was presented at \$300,000 and the old metal shed/old concessions is not feasible for fire code and ceiling heights. It just makes sense to move to the north end of the elementary for 1680 square feet vs current 860 square feet for almost double the space. We have flooring to cover 1 ½ rooms. A hole in the wall would be ideal between the 2 rooms for supervision and moving equipment. Widening the classroom hallway door would allow to move equipment in and out. The bathroom is directly across the hallway for changing. Door in between the rooms is ideal for equipment moving instead of bringing out in the hallway with racks 6' wide vs taking them apart to go through regular doors. The door opening between the two rooms would also assist to monitor both rooms vs going out in hall to separate room for supervision. Geerdes presented the goal of

community vs school separation with Sprock questioning if one weight room for all to use. Nothing has been decided for sure for community vs student side. New equipment approved and ordered was for current weight room size so all of it could fit in one room with the ability to add more equipment and include biometrics. Summer program participants will all be able to fit.

Currently in the high school the weight room cannot be used during events, so this option members could still use weight room when currently they cannot. Plan for when to reopen the weight room was questioned. Public weight room, but still within a school so no coach to athlete contact at this time and not allowed to open right now. Post COVID it will be tough to have members in current weight room while moving for a period of time. What equipment will be taken from current weight room to new weight room was questioned. The plan is for new and majority of current equipment with some items from shed coming back into the weight room. It was noted that this is a huge opportunity to get everyone on the same page. Question was asked if members would be willing to pay a new higher rate. Remove some headaches if separate out to two rooms and less overlap and cost-effective manner. New weight room to start could possibly be over there by June 1. It was recommended to have the wall done first to protect the flooring. Push/Pedal/Pull new equipment is expected in the next week or two. 4 x 6 sectional flooring will be used. Showering is really not an issue as most do not shower after PE. Carpet is torn up, and we need to look at asbestos part of it. Cutting wall block for double doors will be cheaper if do the same time as ADA bathroom.

Card reader for community members would need to be added with Lupkes sharing need to add a chip on door estimated at a couple hundred dollars as already have motherboard. Cameras into weight room \$349 each with 2 cameras anticipated. Getting the hole done before equipment and flooring done was recommended. Asbestos company coming Wednesday morning. Chad Bechler subcontracted cutting hole to complete whenever we are ready. Doors between 2 rooms to be cut and finished is presented in project numbers with remaining needs presented later. Cameras, flooring ½ room of mats, drinking fountain, carpet out in only 1 room, quote for soundproofing also requested from the weight room committee to bring back to the board. O'Donnell suggested with the amount of discussion, he suggests the board consider pulling from the consent agenda and move to an action vote.

O'Donnell shared the financial services committee report noting certified teachers are paid for what they don't use for personal days, but classified staff do not have the option. It was recommended to either roll over or pay out remaining unused personal days to classified staff for current school year due to COVID. Many of these positions do not use subs when absent. O'Donnell recommended to do the same with vacation days. O'Donnell also presented adjusted wage updates for paras. Last approval with para discussion there was some confusion with certification and not presented appropriately. One-time hourly increase of \$.50 for para certification for those who did not move for education levels and are or were certified in addition to the \$.25 increase and must maintain their certification at district expense. The SIAC meeting will be held soon to meet requirements by law and was lost in shuffle of COVID issues with anticipated meeting the last week of May or first part of June noting by law membership must be approved by board.

The program sharing committee presented the Central Lyon athletic sharing agreement with significant changes regarding softball. GLR will still be the host school, but CL has built a new complex and previously held 1 game a year at CL and requested 50/50 for games and practices. Home games are at 9 games/year and first counter-offer was 75/25 with a compromise of 60/40 for games and practices with GLR hosting any extra games. GLR will host post-season games. Tournaments will rotate between GLR and CL. Softball has no admission charges, but entry fees are collected from tournaments. 14 tourney vs 18 tourney at 2 sites is a possibility with championship being held alternately. Agreement ended at

significantly better than where we started in negotiating agreement. Netten and Fugitt were recognized at doing a good job expressing with diplomacy about treatment of sharing agreement with good conversation held. Raised notion enough that hopefully they will think harder going into the future about asking for more and more of an actual combined/shared agreement recognizing that GLR is 50% of sharing agreement. Keep sharing agreement going into the future with give and take on both sides is needed. No specifics on MS baseball/softball were presented. Discussion was held on HS wrestling with us hosting more, but at this time tough to schedule meets and predict season by season. They know our desire to get to a point when able to host a dual during GLR homecoming in the future, but tough due to Siouxland wrestling schedule. Homecoming week one in LR for MS and one in HS same night could be possible. Past school year unlucky with dual hosted with SC Heelen numbers and talent down and Kingsley-Pierson dropped off, normally situation decent dual to host. End of day sharing costs, equal opportunity for gate revenue was expressed by Sprock.

Operational sharing committee reported shared transportation changed to Central Lyon instead of HMS with 1 additional day and excited about it and plans to start prior to July 1. Issues we had with sharing and transportation will be a much better situation for GLR. Grounds and operations sharing changed to Sibley-Ocheyedan instead of Sheldon with 1 less day a week with O'Donnell noting the difference coming from SO will be able to be at Little Rock occasionally. Sibley-Ocheyedan provides a lot of structure and guidance and not afraid to get hands dirty. Human resources sharing agreement will renew with all schools in agreement. GLR is currently at 15 students for operational sharing with a maximum allowed of 21 students for operational sharing funding.

Superintendent presented juvenile liaison contract for renewal, PD contract with Jill Hulshof with number based on per diem and mileage, licensed staff handbook with changes presented that with PD important in the district then no personal or medical leave will be allowed on PD days unless extenuating circumstances approved by superintendent. Preschool handbook was presented with change of days and times for preschool guidelines. Drop out at risk plan was presented with no changes except dates. Coaches handbook was presented with activity and field trip changes, concussion protocol, fundraising, and district receipts updates. Co-curricular code was also presented. Bloodborne pathogen handbook was presented with updates for document routes of exposure and how occurred, confidentiality, practices, and staff related training records. Substitute teacher handbook was presented noting no TB test will be required. Business procedures handbook was presented with changes for Total Stop charging, third week for board meetings, receipts for cash, and students should not be handling money or receipts. The required audit request for proposal was sent to 6 companies with the former auditor no longer presenting a bid as not able to fit into their schedule and they are ending their Iowa work. The only bid received was from King, Reinsch, Prosser & Co. from Sioux City who does several area schools. Bid was for \$13,000 for 19-20, \$13,500 for 20-21, and \$14,000 for 21-22 with it noted at a lower rate than the past.

O'Donnell presented updated job descriptions focusing on being uniform with a standard format. Summer school coordinator, HS credit recovery, NHS sponsor, school bus driver changed significantly with law included were presented for job descriptions.

Resignations were received from Brittany Negus, Melia Towne, and Kayla Walker. Board expressed appreciation for their service.

Recommendations for hire were presented for Kristi Luxford, HS language arts teacher at \$47,970 because of experience and degree; Eric Schafer, 5<sup>th</sup> grade teacher at \$31,250; Mitzi Wynia, NHS Sponsor at \$500; Alicia Bonestroo, part-time summer custodial at \$10.25/hour; Bev Woelber, part-time summer custodial at \$9.75/hour; Ken Roseberry, part-time seasonal grounds work at \$12.75/hour; Alex Bonestroo,

part-time seasonal buildings and grounds work at \$9.75/hour; Jim McConnell, transportation coordinator at \$12.35/hour at 5-10 hours/week and \$3500 towards insurance with O'Donnell noting he recommended a change for the transportation coordinator position. Clarification was requested for the transportation coordinator versus director position. O'Donnell shared the director oversees, arranges routes, and deals with maintenance and issues and has vehicles ready on a daily basis while the coordinator fills in the gaps with both positions working together.

O'Donnell shared the policy reviews were completed for the year with one update expected to be presented in June. The board was also reminded that handbooks are all an extension of board policy.

A motion to approve the adjusted returning para wage increase for a one-time \$.50/hour increase for paras who become certified or have been certified and did not move with the classification changes on the education level increases with it noted these paras would also receive the \$.25/hour increase for a total of \$.75/hour increase for returning certified paras without classification changes was made by Fugitt, seconded by Sprock, and carried 4-0 with Netten abstaining. It was clarified that if the classification or education level moves are not met, then the para receives a flat \$.25 /hour increase. Para certification will need to be maintained with classes paid at the district's expense. Paraprofessional starting pay will be \$9.75/hour. Paraprofessionals with certification and/or an associate's degree as outlined starting pay will be \$10.25/hour. Paraprofessionals with a bachelor's degree starting pay will be \$11.25/hour. Returning paras will receive a \$.25 increase in addition to moving to the starting pay as indicated if their hourly wage is below their classification based on education level.

A motion to approve payout of classified staff unused personal days was made by Lloyd, seconded by Sprock, and carried 5-0.

A motion to approve payout of classified staff unused vacation days was made by Sprock, seconded by Fugitt, and carried 5-0.

Fugitt recommended to pull the weight room relocation to the elementary from the consent agenda.

A motion to approve the remaining consent agenda items was made by Lloyd, seconded by Sprock, and carried 5-0. Consent agenda items approved included ARC curriculum bid for units 3 and 4 at \$84,525; SAVVAS social studies curriculum bid at \$13,475.26; updating the Little Rock FACS room to include a bathroom for an elementary classroom with bids approved from Ben's Plumbing for \$9500 and Cory Peters Construction for \$2750 with flooring, electrical, and air conditioner bids still coming; adding an ADA bathroom in Little Rock in the hall just off the former FACS room with bids approved from Ben's Plumbing for \$4750 and Cory Peters Construction for \$5200 with bids still coming for flooring and electrical; classroom furniture from Premier Furniture and Equipment for MS social studies room of 26 chairs and desks for \$7176, MS language arts room for 2 additional chairs and 1 table for \$431, MS science 14 tables for \$2590, and 36 desks for \$8100 for a total quote of \$18,297; additional lockers from Premier Furniture and Equipment for the MS and HS students for 65 lockers for \$16,895 installed; additional windows from Pella and Northern Plains Construction for \$18,047 for the Little Rock main floor; Orkin agreement for \$9,837 to address entry areas for pests from an inspection of the exterior of the building; additional summer projects totaling \$107,336 for a total of current approved summer projects of \$316,703 with some bids still awaited; SIAC committee membership list presented; Central Lyon athletic sharing agreement and rescinding contracts affected that will now be paid from the host district; Central Lyon shared transportation director agreement for 2 days per week at \$35,093.60; Sibley-Ocheyedan shared operations, buildings, and grounds director agreement for 1 day per week at \$9,624.80; shared human resources agreement with GLR holding the contract at \$34,938.40 for salary and benefits with the other 4 districts billed for their portion; juvenile liaison contract renewal; professional development

contract with Jill Hulshof for five ½ days training for \$1013 plus mileage between Sioux Center and George at \$.30/mile; 2020-21 licensed staff handbook; 2020-21 preschool handbook; 2020-21 drop out at risk plan; 2020-21 coaches handbook; 2020-21 co-curricular code; 2020-21 bloodborne pathogens handbook; 2020-21 substitute teacher handbook; 2020-21 business procedures handbook; 3 year audit bid with King, Reinsch, Prosser & Co for \$40,500; updated job descriptions for summer school coordinator, summer school HS credit recovery, NHS sponsor, and bus driver; resignations from Brittany Negus, Melia Towne, and Kayla Walker; recommendations for hire of Kristi Luxford (HS language arts teacher) for \$47,970; Jim McConnell (transportation coordinator) \$12.35/hour plus \$3500 district contribution towards insurance; Eric Schafer (5<sup>th</sup> grade teacher) \$31,250; Mitzi Wynia (NHS sponsor) \$500; Alicia Bonestroo (part-time summer custodian) \$10.25/hour; Bev Woelber (part-time summer custodian) \$9.75/hour; Ken Roseberry (part-time seasonal grounds work) \$12.75/hour; and Alex Bonestroo (part-time seasonal buildings/grounds work) \$9.75/hour.

A motion to approve to relocate the weight room to two rooms in the current elementary building was made by Fugitt, seconded by Netten, and carried 5-0. Sprock and Fugitt expressed appreciation for the feedback from the committee.

The updated schedule for upcoming meetings was reminded for June 15, July 20, August 17, and September 21.

Incoming Superintendent Tom Luxford was thanked for being in attendance electronically. O'Donnell shared he will be out of town this weekend for 4-5 days on the road to Arizona. Luxford expressed appreciation for participating in the meeting with admin and teacher leaders for the past month.

A motion to adjourn at 7:42 pm was made by Netten, seconded by Lloyd, and carried 5-0.