

Colfax-Mingo Community School District  
Board of Directors Regular Board Meeting  
Colfax-Mingo Central Office-Video/Phone Conference Call  
Monday, March 23, 2020

1. Call regular meeting to order and determination of quorum: President Patrick Utz called the meeting to order at 6:00 pm. Present: Mary Poulter, Chet Williams, Dawn Gibson, Jan Myers, Doug Van Dyke, Jan Myers, Mardell Tomlonovic. Administrators present: Superintendent Anderson, Principal Summy and Principal Jones, and Director Beals.  
The Board met in a video/phone conference call originating from CMCSO Central Office to comply with recommended safety practices in regard to COVID-19. Per Iowa Code Section 21.8, when an in-person meeting is "impossible or impractical," a governmental body is permitted to conduct a meeting by electronic means.
2. Approval of Agenda: Superintendent Anderson requested the agenda be amended to move Action Items: 9.8, 9.9, and 9.10 on the agenda to follow Personnel. This to accommodate the schedule of our guests, the DLR Group, who will be presenting. Poulter moved, Van Dyke seconded to approve the agenda as amended. 7-0.
3. Public Hearing for 2020-2021 School Calendar  
Per Iowa Code 279.10, the Board of Directors of a school district will hold a public hearing on any proposed school calendar prior to adopting the school calendar. No written or oral comments were received.
4. Recognition of Guests: None presented.
5. Administrator Reports: The Board reviewed reports from Elementary Principal Summy and Jr/Sr High Principal Jones. Operations and Maintenance Director Monty Beals presented an overview of progress since his employment. The Board learned of the MaintainX software program he implemented to track outstanding work orders, and staff utilizations for various projects, along with information on other department
6. Superintendent's Report – Superintendent Anderson has been meeting with administration to work on leadership skills and strategies to build curriculum and culture as education moves into the 21<sup>st</sup> century. He will bring details of this process to the April 6 work session. He and the administrators plan to attend a conference in Austin, TX this summer. The Jr/Sr high school gym HVAC unit has been installed and is operational. The decision to add a social worker has been delayed for 2020-2021. There were no applicants. Superintendent Anderson has met with the AFSCME representatives and their chief negotiator to discuss wages for 2020-2021. No decisions yet. The Board reviewed the open enrollment status. Open enroll out up fourteen, open enroll in up eleven. The Board reviewed information from the DLR Group regarding site lay-outs, grading, water run-off, and work to do in the right field of the baseball field.
7. Committee Reports: Board members Poulter and Utz gave an update on the Labor Management Committee's work on certified and non-certified handbooks. The intent is to present at the April 20 board meeting.
8. Consent Agenda
  - 8.1. Tomlonovic moved, Poulter seconded to approve the minutes of the 2/24, 3/11, and the 3/16 regular, special and emergency board meetings. Motion carried 7-0.
  - 8.2. Poulter moved, Tomlonovic seconded to approve the March 2020 payables. Motion carried 7-0.
  - 8.3. Tomlonovic moved, Van Dyke seconded to approve the February 2020 financials. Motion carried 7-0.
9. Action Items:
  - 9.1. Personnel:

Williams moved, Tomlonovic seconded to approve the hire of Erin Engle as Elementary Instructional Coach for the 2020-2021 school year. Motion carried 7-0.

Tomlonovic moved, Williams seconded to approve the resignation of Zach Tomas as Jr High girls' assistant basketball coach, and Erin Engle as elementary teacher, both effective at the end of the school year. Motion carried 7-0.

- 9.2. Myers, Poulter moved to approve the 2020-2021 CMCS D School Calendar as presented, and for which the public hearing has been in compliance with Iowa Code. Motion carried 7-0.
- 9.3. Gibson moved, Tomlonovic seconded to approve the Resolution declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the Community School District for certain original expenditures paid in connection with specified Projects. Motion carried 7-0.
- 9.4. Poulter moved, Myers seconded to approve Grife IT to provide contracted technology services for the district for the 2020-2021 fiscal year. Motion carried 7-0.
- 9.5. Van Dyke moved, Tomlonovic seconded to approve Depository Limits to recognize Bank Iowa, which bought First State Bank of Colfax during the fiscal year, and to increase Bank Iowa limits to include SAVE Revenue Bonds sold January 2020. Motion carried 7-0.

Chet Williams exited the meeting at 7:00 pm due to appointment.

- 9.6. Myers moved, Tomlonovic approved the summer 2020 mowing agreements with the City of Colfax, and the City of Mingo, to mow school properties in the respective towns, and the contract with Joel Sage to mow the outlying areas around the buildings at the Mingo site. Motion carried 6-0.
  - 9.7. Poulter moved, Tomlonovic seconded to approve the Design Development Submittal and proceed to the Construction Documentation Phase for the Colfax-Mingo High School Athletic Improvements project. Motion carried 6-0.
  - 9.8. Van Dyke moved, Tomlonovic seconded to approve Bid Date of April 16, 2020 for Athletic Improvements Pre-Grading Contract. Motion carried 6-0.
  - 9.9. Myers moved, Tomlonovic seconded to approve Public Hearing Date of April 20, 2020 for Athletic Improvements Pre-Grading Contract. Motion carried 6-0.
  - 9.10. Poulter moved, Van Dyke seconded to approve Public Hearing Date of April 6, 2020 for the Disposition of Buildings Previously Used as a Schoolhouse Site, and Other Real Property. Motion carried 6-0.
  - 9.11. Poulter moved, Van Dyke seconded to approve Public Hearing Date of April 6, 2020 for the Disposition of Buildings Previously Used as a Schoolhouse Site, and Other Real Property. Motion carried 6-0.
  - 9.12. Poulter moved, Van Dyke seconded to approve compensation from March 23 through April 12 to Durham to preserve staff. Motion carried 6-0.
  - 9.13. No special meetings required at this time. No board action required.
  - 9.14. Tomlonovic moved, Myers seconded to approve the agreements with UNI for student teaching opportunities in the 2019-2020 school year.
  - 9.15. Poulter moved, Tomlonovic seconded to approve the Pandemic Response and Emergency Suspension of Policy Resolution as presented. Motion carried 6-0.
  - 9.16. The Board moved into Exempt Session pursuant to Iowa Code section 20.17(3) to discuss strategy in matters relating to employment negotiations.
  - 9.17. Myers moved, Tomlonovic seconded to approve extending a contract to Superintendent Anderson beyond the 2020-2021 school year to include the 2021-22 and 2022-23 school years as well. Motion carried 6-0.
10. Discussion Items
    - 10.1. Superintendent Anderson provided updates on several COVID-19 issues:  
Paying employees while on pandemic leave, or directing them to file for unemployment, is being considered in all districts. Legal advice leans toward unemployment filings, and the State indicates that the purpose of state aid is to pay employees; if not used, the State may

retain it. Unemployment due to COVID-19 will not be charged to the employer. The State is clear that there should not be any online learning happening; however, the federal government recently directed states to pursue virtual classrooms. More information is forthcoming. Superintendent Anderson asked the Board to be considering the district will go on these issues and others, in the event school is cancelled beyond April 12.

- 10.2. Superintendent Anderson provided information on the employment process for district employees. He reminded the Board that employing competent personnel is his responsibility, and the Board should put trust in him to accomplish this.
  - 10.3. The Board reviewed the evaluation forms and process that Superintendent Anderson implements.
  - 10.4. Board Take-Away - The Board summed meeting highlights as moving successfully through the obstacles caused by COVID-19 issues, extension of the Superintendent's contract, progress on the athletic complex, and the Board's first successful Google Hangout meeting.
11. Adjournment Van Dyke moved to adjourn. Motion carried 6-0. Time: 8:26 pm