

Colfax-Mingo Community School District  
Board of Directors Regular and Organizational Board Meeting  
Video/Phone Conference Call - Originating from CMCSO Central Office  
Monday, November 16, 2020

In compliance 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.

November 5, 2020, Jasper County reached a 20% positivity rate for coronavirus. CMCSO will Virtual Distance Learn until Thursday, November 19.

1. Call regular meeting to order and determination of quorum: President Patrick Utz called the meeting to order at 6:00 pm. Present: Chet Williams, Mary Poulter, Jan Myers, Dawn Gibson, Doug Van Dyke, Mardell Tomlonovic. Administrators present: Superintendent Anderson, Principal Summy and Principal Jones.
2. Poulter moved, Tomlonovic seconded to approve the agenda as presented. Motion carried 7-0.
3. Consent Agenda:
  - 3.1. Tomlonovic moved, Williams seconded to approve the minutes of the 10/19 regular, and 11/2 and 11/11 special board meetings as presented. Motion carried 7-0.
  - 3.2. Myers moved, Williams seconded to approve the November 2020 payables as presented. Motion carried 7-0.
  - 3.3. Tomlonovic moved, Myers seconded to approve the October financials as presented. Motion carried 7-0.
4. There were no action items to address.  
Board paused at 6:05 to listen to Governor Reynold's address to the State re: COVID-19 mitigation.
5. Appoint Superintendent as Temporary Chair: After the Governor's address, Superintendent Anderson was appointed as temporary chair.
6. With the regular business for the 2019-2020 year concluded, Superintendent Anderson declared the 2019-2020 Board Sine Die. Time: 6:19 pm.

**Organizational Board Meeting**

1. Temporary Chairperson Superintendent Anderson presided at the opening of the annual meeting at 6:19 pm and called the organizational meeting of 2020-2021 to order and determination of a quorum. Present: Board members Doug Van Dyke, Jan Myers, Patrick Utz, Mary Poulter, Dawn Gibson, Chet Williams and Mardell Tomlonovic.
2. Administer Oath of Office to New Board Members: No new board members
3. Temporary Chairperson Superintendent Anderson called for nominations for Board President.  
Tomlonovic moved to nominate Patrick Utz for Board President.  
Poulter moved to nominate Chet Williams for Board President.  
Nominations ceased.  
On the motion of Utz for board president: Tomlonovic, Williams.  
On the motion of Williams for board president: Poulter, Myers, Gibson, Van Dyke, and Utz.  
Temporary Chairperson Anderson delivered the oath of office to Board President Williams.  
President Williams assumed the chair of Board President for the 2020-2021 school year.
4. President Williams called for nominations for Board Vice-President.  
Utz moved to nominate Mardell Tomlonovic for Board Vice-President.  
Poulter moved to nominate Dawn Gibson as Board Vice-President.  
Williams moved to nominate Patrick Utz as Board Vice-President.  
Nominations ceased.  
On the motion of Tomlonovic for board vice-president: none  
On the motion of Gibson for board vice-president: Van Dyke, Poulter  
On the motion of Utz for board vice-president: Williams, Gibson, Myers, Utz, and Tomlonovic  
Utz assumed the chair of Board Vice-President for the 2020-2021 school year.  
President Williams delivered the oath of office to Board Vice-President Utz.
5. Poulter moved, Tomlonovic seconded to approve the agenda as presented. Motion carried 7-0.
6. Recognition of Guests: None registered.

7. Administration Reports: Behavior Interventionist Surprenant reported on the SEL (Social/Emotional Learning) component of the Return to Learn plan. This program has provided critical support and collaboration for the staff to check in on each other and students, and to establish zones of regulation. They continue to focus on mental health well-being, and team-building exercises.

Special Education Director Tina Ross informed the Board that all Individualized Education Programs (IEP's) have been updated to include the Hybrid model, and also the Virtual Distance Learning model. IEP's will continue to be modified, with teacher input, to address student learning needs. Paraprofessionals are still available in virtual mode, too, to provide support to students daily. Paraprofessionals at the high school are piloting online forms to file Medicaid expenses, and once refined, will be expanded to the elementary. Director Ross reported that seven students met their IEP goals and were moved out of special education status. Congratulations to these students.

Elementary: Principal Summy reported eighty-five percent participation in the virtual parent/teacher conferences. There were technical barriers for some, to whom the staff will reach out to follow up. Although the building is empty of students due to virtual, Principal Summy is pleased to see staff actively interacting virtually with students daily. Approximately thirty students have taken advantage of the daycare opportunities during this virtual period. The paraprofessionals have been champions to oversee student activities and provide educational support where needed. Social distancing continues throughout the building. Military recognition activities include thank you cards and a Tigerhawk pin to each military member for whom they have information, and the elementary plans to send care packages overseas at the end November. The PTA Book Fair, while not as robust as past year, still provided each student with a free book. Thank you to the PTA, for this student support.

Jr/Sr High: Principal Jones is revamping community services hours relative to Covid-19 guidelines and concerns. He plans to reinstate Open Campus for seniors only, and for their first block or last block of each day only. He has restructured the Orange/Blue Hybrid plan in anticipation of students' return on November 20. He had positive feedback on virtual conferences, but low parent attendance. The staff will be moving away from multiple learning formats and to one main format that will sync distance and onsite learning more readily.
8. Superintendent's Report

Thank you to Board members that helped at the Mingo walk-through on October 31. Over 150 people attended and more than \$2,000 was collected through the bid process for obsolete assets.

The asbestos abatement process on the three-story building is in process, in preparation for demolition. There will be a final abatement in the spring, which is estimated to be approximately \$6,000.

Superintendent Anderson provided some historic outsourced snow removal costs, and also a plan to bring this function in house. Even with the additional snow removal equipment that will be required, should be fiscally advantageous by reducing expenditures. This transition will begin this season, with the assumption some outsourcing may be necessary at times.

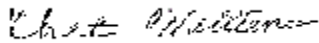
Superintendent Anderson provided summary of Ahlers' legal expenses of past years, and their legal fee schedule. The science position at the high school has been posted for second semester. He plans to post the Technology position in January, interview in February, and to bring someone on board in March to transition with support from Grife IT.

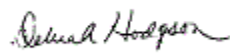
Board members thanked Superintendent Anderson for the video and other updates to the community on the Return-to-Learn plan, as changes occurred rapidly. Superintendent Anderson provided some data trends regarding student and staff absenteeism due to coronavirus.

Thank you to Principal Summy and Principal Jones for recognizing community veterans, as the school was unable to host a Veteran's Day ceremony this year. Principal Jones coordinated with Mayor Mast in a joint recognition session with the City of Colfax.

The school has provided fifty-seven hotspot internet devices for families needing internet access. These are programmed to be used in conjunction with the school's distance learning programs only, and cannot be accessed for individual use. Reminder to board members to register and attend the virtual Iowa Association of School Board's annual conference this week.
9. Action Items:
  - 9.1. Van Dyke moved, Myers seconded to approve the following: the hire of Ben Ferkin and Dylan Berkey as co-assistant high school football coaches, and Dave Bracewell as assistant high school boys' basketball coach, and the resignation of Megan Overton as associate, all effective immediately. Motion carried 7-0.

- 9.2. Utz moved, Van Dyke seconded to approve the recommendation to authorize the district's administration to submit a request to the School Budget Review Committee in the amount of \$119, 024 for modified supplemental allowance for open enrolled out students not included in the district's previous year's certified enrollment count. Motion carried 7-0.
- 9.3. Poulter moved, Tomlonovic seconded to approve the 2020-2021 early graduates as presented. Motion carried 7-0.
- 9.4. Gibson moved, Utz seconded to approve the District Needs Assessment Survey questions as reviewed by the SIAC Committee and presented. Motion carried 7-0.
- 9.5. Poulter moved, Myers seconded to approve the change to board meeting dates for January, February and March to the second Monday of those months, due to holiday and no-school day conflicts: January 11, February 8, and March 8. Motion carried 7-0.
- 9.6. Van Dyke moved, Gibson seconded to approve December 21, 2020 as the Public Hearing Date for the Disposition of Building previously used as a schoolhouse site. Motion carried 7-0.
- 9.7. Utz moved, Tomlonovic seconded to approve the DLR Group for services to develop plans and specifications for the disposition of school property located at 307 W. Mohawk Drive in Mingo. Motion carried 7-0.
- 9.8. Van Dyke moved, Poulter seconded to approve Civil Design Advantage for \$9,900 to provide site survey services of school property located at 307 W. Mohawk Drive in Mingo. Motion carried 7-0.
- 9.9. Van Dyke moved, Myers seconded to approve February 8, 2021 as the Public Hearing Date for Plans, Specs, Form of Contract, and Estimated Cost of the Disposition of school property located at 307 W. Mohawk Drive in Mingo. Motion carried 7-0.
- 9.10. Tomlonovic moved, Utz seconded to approve the 2021 Automated Logic Service Agreement to provide software services and monitoring for the HVAC system at the Jr/Sr High building. Motion carried 7-0.
10. Discussion Items:
- 10.1. 2020-2021 CMCSO Board Goals  
Vice-President Utz will prepare and forward a list of board goals to board members. The Board will take action on these goals at the December 21 board meeting. The goals will provide the framework to build trust and a relationship with the Superintendent and the community. The Board will consider board-building conversations and exercises be placed on each monthly agenda to keep their goals in the forefront.
- 10.2. Early Retirement Package Scenarios  
The Board continued discussion regarding the offer of an Early Retirement Plan to qualifying staff this 2020-2021 school year. The intent, and the historical use, of the program is to provide an opportunity to decrease budget expenses through voluntary attrition. In light of the current trauma on the educational system caused by the pandemic, the concern of additional negative impact on programs and students if veteran staff left was the determining factor the Board cited to decline to offer early retirement this year.
- 10.3. Superintendent Evaluation  
The Board will discuss the evaluation tool they plan to use and also consider some dates for the evaluation. This could be a closed session at a scheduled board meeting or work session, along with a mid-year review of performance to date. The Board will continue with the process they used last spring.
11. Board Take-Away: Board discussion was valuable, and in spite of pandemic, the education program remains priority and moves forward. In addition, the Board is proud of the former graduates who return to volunteer, coach, and serve as mentors to the current Tigerhawk students.
- Van Dyke moved to adjourn. Motion carried 7-0. Time: 7:45 pm

APPROVAL  Chet Williams, Board of Directors President

ATTEST  Debra A. Hodgson, Board of Directors Secretary