

Colfax-Mingo Community School District
Board of Directors Regular Board Meeting
Colfax-Mingo Central Office
Monday, December 20, 2021

1. Call regular meeting to order and determination of quorum: President Chet Williams called the meeting to order at 6:00 pm. Present: Patrick Utz via Zoom, Mary Poulter, Dawn Gibson, Kendra Perry, Jan Myers and Mardell Tomlonovic. Administrators present: Superintendent Anderson, Principal Summy, and Principal Lancaster.
2. Tomlonovic moved, Myers seconded to approve the agenda as presented. Motion carried 7-0.
3. 3. Recognition of Guests: None registered
4. Administrative Reports:

Dr. Wendy Anderson reported on professional development at the building level, based on high reliability and safe and collaborative culture criteria. Goal is to build an instructional framework using common practices and resources applicable to PK-12, common core instruction, evaluation guides, and assessments, and multi-tier support. Developing this system is a three to five year process. Dr. Anderson reports staff are receptive to this system, and are interested in results.

Special Education Director Stephanie Ver Helst reviewed special education student counts and status in the district this year. They are focused on instruction that closes the gap to a student's IEP goals. If the gap is not closing, change the instruction. Teachers are empowered to help the student by looking for patterns, and using evidence-based material. The paraprofessionals are using instructional routines, which are guided and matched practices. Ms. Ver Helst reports that the current IEP criteria is cumbersome, but does provide opportunities to identify and analyze. There is a new IEP system that she will look to implement by September 2022. It will have a parent portal, and will require staff training
5. Superintendent's Report: The Board will be participating in a school board development program offered by UNI in March. There is no new information to share regarding redistricting within Iowa school districts. There will be a tour of the buildings at the January 3 work session, to include a demonstration of the updated ventilation controls system at the elementary. The stay on the OSHA vaccination has been lifted. Schools have until January 10, 2022 to approve the applicable board policy, and staff must adhere to the testing requirements by February 9, 2022. Superintendent Anderson reported on developing education programs to encourage students to enter the teaching profession. Incentives include stipends toward tuitions if employed as a paraprofessional while pursuing post-secondary program, and a guarantee of interview if qualified for open positions. Grading trends shared by the Superintendent show progress over last year, but not yet pre-pandemic status.
6. Consent Agenda:
 - 6.1. Myers moved, Tomlonovic seconded to approve the minutes of the 11/15 regular and 12/6 special board meetings as presented. Motion carried 7-0.
 - 6.2. Utz moved, Myers seconded to approve the December 2021 payables as presented. Motion carried 7-0.
 - 6.3. Myers moved, Tomlonovic seconded to approve the October 2021 financials as presented. Motion carried 7-0.
 - 6.4. Change orders: None
7. Action Items:
 - 7.1. Personnel Matters:

Poulter moved, Myers seconded to approve the following: Resignations: Debra Hodgson as Board Secretary, Board Treasurer, and School Business Official, effective June 30, 2022, and Kristen Duchene as paraprofessional effective January 10, 2022. Motion carried 7-0.

Superintendent Anderson also informed the Board that internal transfers of paraprofessionals will result in a need for a specific transportation paraprofessional position.

Tomlonovic moved, Poulter seconded to approve the hiring of Gabe Simpson as head junior high boys' basketball coach, and Kendra Jackson as paraprofessional. Motion carried 7-0.

- 7.2. Myers moved, Gibson seconded to approve the resolution ordering an election on the question of continuing to levy and impose a voter-approved physical plant and equipment property tax, to be effective the year ending June 30, 2024, for ten years, and at the property tax rate of \$1.34/\$1,000 assessed value, and income surtax on the state individual income tax of each income taxpayer resident in the school district on December 31, for each calendar year beginning 2023. Motion carried 7-0.
- 7.3. Poulter moved, Perry seconded to approve the 2021-2022 adult meal ticket price be raised from \$3.85 to \$3.95 per guidelines issued by the USDA. Motion carried 7-0.
- 7.4. Tomlonovic moved, Gibson seconded to approve the 2022-2023 At-Risk/Drop-out Plan as presented. Motion carried 7-0. The Board will consider funding for this program at the January board meeting.
- 7.5. There are no special board meeting dates scheduled at this time. There will be a meeting on Monday, January 3, 2022, which will include a tour of the facilities.
- 7.6. Poulter moved, Perry seconded to approve the recommendation to enter into a three-year contract with Street Smarts to provide the drivers' education program to the district, effective 1/2022 through 12/2024; and the business associate agreement between Claim Aid and the district regarding criteria for Medicaid reporting, effective until either party provides reason for termination. Motion carried 7-0.

8. Discussion Items:

- 8.1. Committee Updates: Policy Committee has reviewed the 200 series, and will next review the 700 series. The Communications and Public Relations Committee are preparing for a district promotion blast beginning in March, to include Facebook postings, and a video production. The Calendar Committee continues to study the incorporation of breaks at appropriate times in the calendar, and also early-out/late-start situations, considering student impact. The Facilities Committee identified priorities as painting, flooring, and furniture update rotations in all classrooms, a successful VPPEL campaign, and terrazzo floors polished with diamond-cut method to extend life of the finish, and reduce maintenance. The Labor Committee reported both unions are represented, input has been positive and the conversations highlight areas of success and proposed improvement.
- 8.2. Superintendent Anderson provided an example of the Strategic Plan, and updated external and internal vision, values, and commitment statements. The Board approved of the format and messages. The staff will also review and provide feedback, as well as the SIAC Committee. Final results will be presented to the Board for approval, and implemented FY23.
- 8.3. The Board reviewed the spring 2021 ISASP results. Congratulations to the elementary for their High Performing status. The secondary received an acceptable rating, and is emphasizing methods to improve on this status for the next ISASP's. Superintendent Anderson shared a letter that has been sent to the public explaining these results.
- 8.4. The Board again reviewed the VPPEL timeline, and discussed dates to address the public with information regarding this levy, including some virtual town hall meetings, media blasts, mailings, public events, and newsletter articles.

8.5. Superintendent Anderson presented information on a new opportunity to provide a retention stipend, funded by ESSER monies, to staff. The pandemic/coronavirus has required major manipulations by all staff to continue a viable learning environment. In light of new and ongoing challenges, and the inability to maintain adequate support and substitute staffing, the Board was in agreement that the staff receive a stipend.

Poulter moved, Myers seconded the motion that, due to systemic staff shortages in the state, staff vacancies in our district, in anticipation of continued shortages and additional responsibilities, and anticipation of additional duties for all staff to assist with on-site, on-going pandemic mitigation, and to reinforce our desire to retain our employees, the Board recommends the district pay all active continuing staff at Colfax-Mingo CSD (excluding Schedule E staff and substitutes) a one-time stipend of \$585.45, funded by ESSER reserves, as allowed.

Motion carried 7-0.

Continued Board discussion about covid cases in classrooms, and how the district may make such information available to the public without jeopardizing confidentiality guidelines. This would allow parents to make choices whether to have their children attend classes, or practice mitigation efforts. Superintendent Anderson will consider additional information to be shared on the district's website.

9. Adjournment: Tomlonovic motioned to adjourn. Motion carried 7-0. 7:43 pm.

APPROVAL Chet Williams
Chet Williams, Board of Directors President

ATTEST Debra A. Hodgson
Debra A. Hodgson, Board of Directors Secretary