

**ALBURNETT COMMUNITY SCHOOL DISTRICT**  
**Regular Board Meeting Agenda**  
**Board Room**  
**Monday, December 17, 2012**  
**7:00 p.m.**

*Mission Statement: The Alburnett Community School District will provide educational opportunities which enable students to become confident, competent, and responsible contributors to society.*

**I. Call to Order / Role Call:** The regular board meeting was called to order by Jennifer Slife, Board President at 7:03 p.m. Members present by Roll Call were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. Others present: Principals Josh Henriksen and Julie Lines, Director of Curriculum and Instruction Luann Byerly, Superintendent Dani Trimble, and Board Secretary Rhonda Lange.

**II. Approve Agenda:** Jason Martin moved and David Kirk seconded to approve the agenda as presented. Votes of Ayes were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

**III. Welcome Visitors:** Margaret Burns

A. Public Comments to the Board

Daniel Schon and Joey Freeland reported on the desire to write a cell phone application that would send messages from information on our website/calendars. The messages would be reminders about evening activities, organizational meetings, changes to school day hours, weather related announcements, or other special information. Mr. Henriksen explained to the board that this type of project is what he would like to see more of our students do as real world learning.

**IV. Board Reports**

A. Superintendent Report:

Mrs. Trimble reviewed the response received from the Cedar Rapids district regarding our busses picking up students in the Cedar Rapids district. She state Mrs. Lines has informed families that we will be continuing routes as is for the current school year. She also pointed out the response makes it clear this practice will not continue beyond this year. Mrs. Trimble presented last year's General Fund balance at this time was \$825,437. However, this balance included a cash flow loan balance of \$672,160, so the net General Fund balance in November, 2011 was \$153,277. In the financial report summary this month, the General Fund balance is \$746,606. The cash flow loan balance is currently \$200,000, making the net General Fund balance \$546,606. She then explained that Rhonda and she have completed a line item budget to work from this year. At this point in the year, we are 42% of the way through the year yet comparing to the line item, we are 21.39% through the budget. Keep in mind that many of the larger and difficult to predict expenses come at certain times of the year. Also, it is worth noting that we have expensed \$21,424.37 more than this same time last year, which is 4.4% more. Along with this, keep in mind that revenue is higher than last year as well. Mrs. Trimble updated the board regarding a meeting held last Friday with Chris DeGroot from Neumann Monson. She concluded her report showing a new projection tool provided by IASB that explains the impact of the possible Allowable Growth scenarios this year.

B. Director of Curriculum and Instruction:

Mrs. Byerly and Mr. Henriksen reported together at this time. Mr. Henriksen stated they are looking at new graduation requirement due to restructuring of some of our departments, courses, and the implementation of the common core. Mrs. Byerly expects there will be requests to

change course requirements in some areas. She explained the current requirements for the different areas of study. They also explained the possibility of students increasing the number of classes taken per day and also the possible opportunity of anytime anywhere learning. Students could complete internships and cadet teaching as well as earn credit in activities that may be doing outside of school if they can show they met standards, competencies', and hour requirements. Mrs. Byerly also mentioned they will be looking at standards based curriculum with perhaps a movement towards a graduation requirement of meeting the Iowa Common Core.

C. Principals:

Mrs. Lines reported the elementary iPads have arrived and the teachers will be getting one to work with for a month. They will have training from AEA staff on January 3<sup>rd</sup>. In February the iPads will then be available for classroom use. She informed the board that Mrs. Byerly and she had the opportunity to attend a workshop at Grant Wood where they presented the work of Drs. McKenna and Walpole. She stated they have the books and are introducing this concept to the teaching staff. This type of instruction has two elements in its block. They are large and small group reading and interactive read alongs and a 50/50 mix of fiction and nonfiction work. T also has a prescribed method of planning reading skills that is based on research and includes phonics, vocabulary and ready skills work.

D. Board Secretary:

Rhonda Lange informed the board of research being done regarding new options available with her Software Unlimited program. After a recent conversion there is opportunity to have WebLink. This would allow new technology for processing requisitions and purchase orders. The program could make this process paperless instead of a four-part form. Currently, Mr. Ferguson is working on the technology needs for the system to work efficiently on our system. More details will be available in the near future.

E. Board Members:

Jennifer Slife everyone for all the work and research they are doing. She stated it is very exciting to hear about the many possibilities being considered to help our students.

F. Booster Club:

None

G. Foundation:

None

## V. Consent Agenda

*Administration recommends the Board approve the Consent Agenda items as listed below.*

A. Minutes

1. November 19, 2012 Regular Meeting
2. November 26, 2012 Work Session

B. Financial Reports

C. Invoices

General Fund - \$146,380.92, Management Fund - \$0.00, PPEL Fund - \$0.00, Capital Projects Fund - \$0.00, LOST Fund - \$8,300.00, Debt Services Fund - \$0.00, Activity Fund - \$42,315.11, Trust Fund - \$0.00, and Nutrition Fund - \$16,406.80.

PLEASE SEE THE ATTACHED LIST OF PAID BILLS

D. Resignations

None

E. Contract Approvals

1. Matt Strand, Boys Head Track Coach
2. Jacob Fishell, Boys Asst. Track Coach
3. Amy Bautista, Head Golf Coach

4.

F. Out of State/Overnight Trips

None

Jason Martin moved and David Kirk seconded to approve the consent agenda items as presented.

Votes of Aye were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife.

There were no Nay votes. Motion carried.

## VI. Dialogue/Action Items

### A. Bids for Obsolete Equipment

Mrs. Trimble presented to the board the one bid received to purchase the 1995 Chevy Suburban that has been advertised. The bid is from Daniel Peterson for \$527. She stated Bus Mechanic, Craig Titler researched the salvage value and they recommend the board accept this bid.

Jason Martin moved and Kala Liebe seconded to accept the bid from Daniel Peterson of \$527 to purchase the 1995 Suburban. Votes of Aye were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

### B. Appointment of Linn County Conference Board Member

Mrs. Trimble informed the board that the Conference Board is comprised of the supervisors, the mayors of the towns in the county, and one school board member from each school district. The Conference Board normally meets twice each year between January and March, and is tasked with overseeing the Linn County Assessor's Office and their budget. She asked the board to discuss the appointment of a member to this Conference Board.

After discussion it was decided the board president should represent the Alburnett Board on the County Conference. Jason Martin moved and David Kirk seconded for Board President, Jennifer Slife to represent the Alburnett board on the Linn County Conference Board. Votes of Aye were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

### C. IASB District #6a Director Ballot

Mrs. Trimble explained that during the IASB District Caucus held at the Delegate Assembly, David Law of Marion Independent was nominated for a one-year term on the IASB Board of Directors. She asked the board to decide if they would like to cast a vote on this matter.

Discussion was held. David Kirk was the delegate for Alburnett during the assembly and informed the board of what he knew from the assembly regarding Mr. Law.

David Kirk moved and Kala Liebe seconded to cast a vote in support of David Law of Marion Independent Schools for a one-year term on the IASB Board of Directors. Votes of Aye were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

### D. 2012-13 Board Goals

The following are the Long-Range and Annual Goals as developed at the Work Session in November and Mrs. Trimble recommended the board approve these goals as presented.

**Long-Range Goal #1** Continuously support a sound educational environment that fosters innovation and adaptation to a constantly changing system, supports the use of the characteristics of effective instruction, and prepares students to be college, career, and citizenship ready.

**Annual Goal 1.1** Investigate emerging technologies and instructional strategies, including 1-to-1 computing, for the purpose of improving student achievement and student engagement through student collaboration, problem-solving, and critical thinking.

**Annual Goal 1.2** Nurture school and community partnerships to support a shared vision of quality education.

**Annual Goal 1.3** Investigate the feasibility of running a preschool program.

**Long-Range Goal #2 Eliminate financial debt and have a positive solvency ratio.**

**Annual Goal 2.1** Improve the financial position of the district by \$100,000 by July, 2013.

**Long-Range Goal #3 Continue to improve facilities in support of a technology-rich, engaging, effective, and positive teaching and learning environment.**

**Annual Goal 3.1** Maintain a long-range, five-year, facilities plan.

**Annual Goal 3.2** Develop Phase 2 or 3.

**Annual Goal 3.3** Make preparations to assume responsibility for the Foundation property.

Mrs. Trimble also reviewed a working draft of the Action Plan associated with these goals. She welcomed any discussion or questions from the Board about this plan.

Kala Liebe moved and David Kirk seconded to approve the 2012-2013 Long-Range and Annual goals as presented. Votes of Ayes were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

#### **E. Superintendent Evaluation Process**

Mrs. Trimble reviewed that the evaluation process for superintendents is currently designed to utilize a three-year rotation in which a full evaluation happens in Year 1, followed by annual updates in Years 2 and 3. She presented the board with the full evaluation tool to be used this year. She explained the evaluation should be completed so that the board can do a review at the January Board Meeting. The board's completed forms should be returned to Rhonda by Monday, January 14 in order to allow time for compiling prior to the January meeting. After some discussion it was determined the evaluation forms would be made into a Google survey form. This way the forms would be completed by the board and then submitted. The evaluations will be accumulated and the results will automatically be compiled saving time for Rhonda and also keeping all answers confidential. Mrs. Trimble detailed the process that will be taken after the evaluation forms are compiled.

#### **F. PPEL/LOST Projects**

Mrs. Trimble informed the board of three estimates for installing the stadium lights at the football/baseball field.

Bray Electric, Inc. (Curtis Schantz)	\$22,280
Duball Electric Inc.	\$59,975
Price Industrial	\$135,553

The board reviewed the estimates and held discussion. Mrs. Trimble also shared her worksheet for available funds for the project. She has this project is on the list and in the projected expenses from one-cent sales tax revenue.

Jason Martin moved to approve the installation of the lights at the football/baseball field using the Bray Electric, Inc.'s bid of \$22,280. Discussion was held regarding what funds to be used for the project and whether or not to use the balance from the sale of property that is in the PPEL Fund.

Jason Martin rescinded his motion at this time. More discussion was held.

David Kirk moved to approve the installation of the lights at the football/baseball field using the Bray Electric, Inc.'s bid of \$22,280 with the project funded first from the baseball proceeds in the PPEL account and the remaining balance to be paid from LOST funds. Jason Martin seconded the motion. Votes of Aye were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

**VII. Discussion/Correspondence Items**

**A. Correspondence Items**

**B. Other**

**VIII. Confirm Date and Time of Next Meeting**

The next scheduled meeting of the Board will be a Regular Meeting at 7:00 p.m. on January 21, 2013. This meeting will be held in the Board Room.

**IX. Adjourn**

Kala Liebe moved and Avery Reed seconded to adjourn the Regular Board meeting at 8:25 p.m. Votes of Aye were: David Kirk, Kala Liebe, Jason Martin, Avery Reed, and Jennifer Slife. There were no Nay votes. Motion carried.

These are unofficial board minutes. Official minutes may be seen in the board secretary's office.