



INDEPENDENCE COMMUNITY SCHOOL DISTRICT

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Independence, Iowa 50644

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Devin D. Embray
Superintendent

Charmaine Wickwire
Director of
Business Affairs
Board Secretary

September 18, 2009

To: All School Board Members

From: Devin Embray, Superintendent

Voting Orders:

Dawnye Sturtz – DD #2 '11

Charlie McCardle – DD # 3 '11

John Christensen – DD # 3 '09

Kathryn Jensen– DD # 1 '11

K.C. Robb – At-Large '09

Re: Working agenda for the regular meeting **Monday, September 21, 2009 at 7:00 p.m.** at the
School Administration Office, 1207 First Street West, Independence, Iowa

1. PLEDGE OF ALLEGIANCE

A. Call to order

B. Canvass of Board Election – receive and file.

C. Honor Board Member Kevin Robb for his service

2. ADJOURNMENT of Retiring Board

Motion

1. ORGANIZATIONAL MEETING

Call to Order

A. Administration of Oath to Elected Members – Board President Dawnye Sturtz will call the members of the board and board member elect to order; documenting those present and that there is a quorum. Dawnye Sturtz will administer the oath of office to the elected member.

B. Election of President and Oath of Office – Ballots will be distributed to the board members to vote for President of the School Board for 2009-2010. Members must sign the ballots so the votes can be recorded. A majority of those voting is necessary to elect. The oath of office will be administered to the new President.

Charmaine will read off the ballots of each member who was nominated and the nominated board member will be recorded.

C. Election of Vice President – Ballots will be distributed to the board members to vote for Vice President of the School Board for 2009-2010. Members must sign the ballots so the votes can be recorded. A majority of those voting is necessary to elect. The oath of office will be administered to the new Vice President.

Charmaine will read off the ballots of each member who was nominated and the nominated board member will be recorded.

D. Appointment of Board Treasurer - The oath of office will be administered to the new Board Treasurer. Motion

We need to have a Board Treasurer. I am recommending that we have Charmaine be the Treasurer.

E. Set meeting dates, times and places for 2009-2010. Presently the School Board meets on the third Monday of the month at 7:00 p.m. in the Central Administration Office Boardroom for regular meetings. Motion

Proposed Schedule

October 26, 2009 (Fourth Monday) *This is for the Board's consideration.*

There is a HS Vocal Concert on Monday, Oct. 19th.

Independence

November 16, 2009 Rowley

December 21, 2009 Independence

January 18, 2010 Brandon

February 22, 2010 (Fourth Monday) *This is for the Board's consideration.*

There is a HS Band & Vocal Concert on Monday, Feb. 15th.

Independence

March 15, 2010 Independence

April 19, 2010 Rowley

May 24, 2010 (Fourth Monday) *This is for the Board's consideration.*

Band Night is on Monday, May 17th.

Brandon

June 21, 2010 Independence

July 19, 2010 Independence

August 16, 2010 Independence

September 20, 2010 Independence

We need to set the dates for this coming school year. Above are the dates that correspond to the dates we met this past year. We did not change this past year's meeting for parent/teacher conferences but did for the choir night.

2. FRIEND OF EDUCATION

A. BankIowa

We would like to thank BankIowa for sponsoring the Staff Social on August 19, 2009 at Three Elms Golf Course.

B. Three Elms Golf Course

We would like to thank Three Elms Golf Course for sponsoring the Staff Social on August 19, 2009.

3. SPOTLIGHT ON EDUCATION

A. Mary O'Loughlin

We would like to recognize and honor Mary O'Loughlin for being named to the Class 1A Soccer Second Team All-State

B. Lyda Kennicker

We would like to recognize and honor Lyda Kennicker for being named to the Class 1A Soccer All-State Team Honorable Mention

C. Angie McCardle

We would like to recognize and honor Angie McCardle for being named to the Class 1A Soccer All-State Team Honorable Mention

4. CONSIDERATION OF ACTION ON CONSENT ITEMS

A. Approval of minutes of the regular meeting on August 17, 2009, the work session on August 17, 2009 and the joint meeting with the city, county and school on August 31, 2009. Motion 4.A.

I am seeking approval of the minutes.

B. Approval of agenda

Motion

I am seeking approval of the agenda.

C. Proposed Committee Assignments for 2009-2010. The Board will approve assignments. Motion

<u>Current Member</u>	<u>Current Member</u>	<u>New Member (Proposed)</u>
1. Building & Grounds	John Christensen	Stacy Henderson
2. Transportation	Kathryn Jensen	Stacy Henderson
3. Co-Curricular Activities	Charlie McCardle	Charlie McCardle
4. Review Board Meeting Bills	Dawnye Sturtz	Dawnye Sturtz
5. IASB – Legislative Network	Dawnye Sturtz	Dawnye Sturtz
6. IASB – Delegate Assembly I	Dawnye Sturtz	Dawnye Sturtz
7. Buchanan County Conference Board (1 year)	John Christensen	John Christensen
8. Mustang Foundation Board of Directors	Charlie McCardle	Charlie McCardle & John Christensen
9. Calendar Committee	Charlie McCardle	Charlie McCardle
10. Curriculum Coordinating Council (SIAC)	John Christiansen	Kathryn Jensen
11. Mentoring Advisory Board	Kathryn Jensen	John Christensen
12. Resource Enhancement And Protection (REAP) Committee	Kathryn Jensen	Stacy Henserson
13. Industrial Technology Advisory Committee	Dawnye Sturtz	Dawnye Sturtz
14. City/County/School Representatives	Kathryn Jensen & Dawnye Sturtz	Kathryn Jensen & Dawnye Sturtz

Second Readings:

	POLICY #	POLICY NAME
1.	700	Purpose of Non-Instructional and Business Services
2.	701.1	Fiscal Year
3.	701.2	Depository of Funds
4.	701.3	Classification of Accounts
5.	701.4	Transfer of Funds
6.	701.5	Financial Records
7.	702 and 702.1R1	Cash in School Buildings and Gate Receipts Regulation
8.	703.1	Budget Planning
9.	703.2	Spending Plan
10.	409.3, 409.3E1*, 409.3E2*, 409.3E. , 409.3R1* and 409.3R2* (Policy Primer)	Lic. Employee Fam and Medical Leave, Lic. Employee Fam and Medical Leave Notice To Employees, Lic. Employee Fam and Medical Leave Request Form, Lic. Employee Fam and Medical Leave Cert Form (Do Not need per IASB), Lic. Employee Fam and Medical Leave Regulation and Lic. Employee Fam and Medical Leave Definitions
11.	414.3*, 414.3E1*, 414.3E2*, 414.3E3 , 414.3R1* and 414.3R2* (Policy Primer)	Class Employee Fam and Medical Leave, Class. Employee Fam and Medical Leave Notice To Employees, Class Employee Fam and Medical Leave Request Form, Class. Employee Fam and Medical Leave Cert Form (Do Not Need per IASB), Class Employee Fam and Medical Leave Regulation and Class Employee Fam and Medical Leave Definitions
12.	203* (Policy Primer)	Board of Directors' Conflict of Interest
13.	401.3* (Policy Primer)	Employee Conflict of Interest

I am seeking approval of the above policies' second readings.

First Readings:

	POLICY #	POLICY NAME
1.	704.1*	Local-State-Federal-Miscellaneous Revenue
2.	704.2	Sale of Bonds
3.	704.3	Investments
4.	704.4	Gifts-Grants-Bequests
5.	704.5*	Student Activities Fund
6.	705.1*	Purchasing-Bidding
7.	705.2*	Requisitions and Purchase Orders
8.	705.3	Receiving Goods and Services
9.	705.4	Payment for Goods and Services
10.	705.5	Unpaid Warrants
11.	402.10 (new policy)	District Landline and Cellular Telephone Usage
12.	219.5*	Activity Passes for Board Members
13.	802.3*	Emergency Repairs
14.	401.17*	Internet Acceptable Use Policy For Staff <i>I am requesting the Board to waive the second reading of this policy.</i>
15.	605.6*, 605.6E1* & E2*, & 605.6R1*	Internet-Appropriate Use, Letter to Parents, Violation Notice & Regulation <i>I am requesting the Board to waive the second reading of this policy.</i>

I am seeking approval of the above policies' first readings.

E. TRANSFERS/REASSIGNMENTS

Motion 4.E.

NAME	PREVIOUS ASSIGNMENT	NEW ASSIGNMENT	DATE
Krista James	Central Office Assoc/Receptionist	MS 5.75 hr Sp Ed Assoc	09/09/09
Stephanie Peterson	MS 5.75 hr Sp Ed Student Assoc	MS 7.0 hr Sp Ed Stu Assoc	08/24/09
Christina Snyder	MS 5.5 hr Sp Ed Student Assoc	MS 5.5 hr Sp Ed Class Assoc	08/24/09

I am seeking approval of the above transfer(s)/reassignment(s).

F. NEW HIRES (pending acceptable background checks)

Motion 4.F.

NAME	ASSIGNMENT	SALARY	DATE
Heidi Brown	East 5.5 hr Sp Ed Student Associate	\$8.75/hr	09/08/09
Andrea Frisbey	Central Office Assoc/Receptionist	\$8.75/hr	09/08/09
Val Maximovich	Mentoring/Volunteer Coordinator	\$10.00/hr	09/01/09
Diane Shonka	MS 7.0 hr Sp Ed Student Associate	\$8.75/hr	08/24/09
Carol Smith	East 5.5 hr Sp Ed Student Associate	\$8.75/hr	09/08/09

I am seeking approval of the above hire(s).

G. RESIGNATIONS

Motion 4.G.

NAME	ASSIGNMENT	DATE
Mary Cooksley	Mustang Foundation Board	09/2009
Keith Smith	Mustang Foundation Board	09/12/2009

I am seeking approval of the above resignation(s).

H. Approval of Financial Reports

Motion 4.H.

1. Approval of Bills – Director Sturtz will have reviewed the bills
2. Vendor Report
3. Board Report

5. ANNOUNCEMENTS AND COMMUNICATIONS

- A. Comments from public
- B. Comments from Board
- C. Presentations
 1. The Bulletin Journal
 2. The News

6. REPORTS

A. Building Administrator Reports

6.A.

1. High School
2. Middle School
3. West Elementary
4. East Elementary/Early Childhood Center

B. Activities Director Report

6.B.

C. School Improvement/Curriculum Director's Report

6.C.

D. Technology Report

6.D.

E. Food Service Report

6.E.

F. Transportation/Building & Grounds Report

6.F.

7. OLD BUSINESS
- A. High School Project/Timeline Discussion 7.A.
I would like to have a discussion with the board of education as it pertains to the new high school project and time line. Please consider the attachments with this item. There is some concern as to the fast pace of the project's time line.
- B. High School Project/Timeline Motion
I am asking the board to make a motion based on the discussion above as it relates to the new high school project and its time line.
8. NEW BUSINESS
- A. Mustang Foundation Project Fund Motion 8.A.
I am seeking approval for the Mustang Foundation to take on the fund-raising campaign for the high school project by approving a special fund within the Foundation. This fund will be able to retain the revenue generated by the project. We plan on using pledge cards for this phase of the project.
- B. Future Business with Local Newspapers for Legal Items Discussion
After hearing both papers present their information I am asking that the Board engage with each other on what if anything they want to see change. If the board wants make a change to current practice we can have a motion item at our October regular meeting.
- C. District Website Discussion 8.C.
We have experienced a very difficult time with our Web Site. Steve and I have had many discussions on what our options are. Steve and I will present to the board the options we feel we have and are open for input.
- D. Physical Activity Policy Discussion 8.D.
This policy is a very difficult one for many of us and we are going to have to have a discussion concerning the implications that exist. The administrators will be present to help clarify or answer questions about this new law.
- E. Operation Family Pack Site Agreement 2009-2010 Motion 8.E.
I am seeking board approval to enter into an agreement with OFP for this year.
- F. Health Curriculum Motion 8.F.
I am seeking approval of the Health curriculum as presented.
- G. GLE & Summative Assessment Changes Motion 8.G.
I am seeking approval of the GLE and Summative changes as presented.
- H. Letter of Support for MHI. Motion. 8.H.
I am seeking board support for writing a letter of support for MHI.
- I. Consideration of Rescinding Expulsion Motion
We have a former student who has been expelled indefinitely who desires the board to reconsider their expulsion to allow dual enrollment. I am seeking the board's approval to schedule a closed session to hear the merits of this request.

Dawnye and I will attend the delegate assembly on Wednesday afternoon leaving Independence at approximately 9:00 A.M. The remainder of the Board that is attending the conference will join us that evening in Des Moines. I am recommending that the board members that can attend do so and that the trip is approved for those attending.

K. Fund-Raising Requests

Motion 8.K.

I am seeking approval of the following fund raising requests.

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
HS Cheerleaders	Pizza Ranch fund raiser	Uniforms		\$300	?
HS Cheerleaders	Sell old uniforms	State Wrestling & Clash expenses			When new uniforms are in
MS Science	Collect Milk Moola caps	Science equipment		\$100 - \$200	Throughout school year
Middle School	Collect Box Tops 3 times a year	Books for media center		\$800-\$1000	Throughout school year
MS 7 th & 8 th Grade Band	Sell Maroon Indee Band T-shirt & White Shorts	Summer uniforms for marching			08/26/09 - 09/05/09
MS Media Center	Sell books, software, pens & pencils	Books for media center to support curriculum		\$1500 - \$2000	08/28/09 - 09/03/09
HS Volleyball	Sell cookie dough	Uniforms, warm-ups & equipment		\$5000	08/28/09 - 09/07/09
HS Cheerleaders	Cheerleading Camp for 3 rd -8 th grade girls	Uniforms, State Wrestling and Clash		\$100	Football Season
HS Music Dept (Band & Choir)	Concession Stand for home Football, Basketball & Wrestling seasons	Supplies, music, equipment, awards etc.		\$6000 - \$8000 Split w/ Band & Choir	09/04/09 - 02/10/09
HS/MS Cross Country	Sell concessions at our home meet	Team incentives, banquet expenses		\$30 - \$50	09/26/09
HS Girls Basketball	Car Wash at Pinicon Ford; \$5.00 per car	New uniforms & new balls if needed		\$500	10/17/09
HS Cheerleaders	Bake sale, sell hot dogs at Car Wash on 10/17/09	State Wrestling & Clash expenses			10/17/09
HS Choir	Tickets/Admission to concert	Music, supplies that school does not pay for		\$300 - \$400	10/19/09
MS & HS Band and Choir	Fruit, cheese and sausage	Money for individual student trip accounts		\$2000 - \$3000	10/19/09 - 11/04/09

GROUP	DESCRIPTION OF EVENT	PURPOSE	START UP COSTS	TARGET AMOUNT	DATE
East Elem Fontana Adopt an Animal	Collect donations	Help fund the care/feeding of selected animals		\$600	October - November
MS 6 th Grade Science	Environmental T-shirts	Adopt acres of rainforest			November 2009
HS Speech	Pledges	Speech trip and materials		\$500	November 2009
HS Wrestling	Wrestling Tournament	State Wrestling		\$2125	12/05/2009
HS Band & Choir	Tickets/Admission to concert	Music, supplies etc that school does not pay for		\$400-\$500 ea for Band & Choir	12/07/09
HS Wrestling	Sell Chances for Left over T-Shirts	State Wrestling		\$200	12/10/09, 12/17/09, 01/07/2010 01/28/2010
HS Wrestling	Wrestling Tournament	State Wrestling		\$775	01/16/2010
MS Yearbook Committee	Sell MS Yearbook	MS Yearbook			01/04/2010 - 03/01/2010
HS Band & Choir	Admission to concert	Supplies, music, equipment etc.		\$300-\$400 ea for Band & Choir	02/15/09
MS & HS Band and Choir	Pizza and misc food items	Money for individual student trip accounts		\$2000 - \$3000	02/19/2010 - 03/03/2010
HS Speech	Theater-grams, roses	Speech trip and speech materials		\$300	Spring Musical
HS Musical	Tickets	Pay for musical expenses		\$0-\$1000	03/01/2010 - 03/20/0210
East Elem 2 nd Grade Read A Thon	Collect donations	Public library donation		\$600	Spring 2010
Jazz Camp	Jazz Camp/ Fee is \$70.00 per student	Collect money to pay for jazz camp faculty to be hired			07/18/2010 - 07/22/2010

9. ADJOURNMENT

Motion