

MINUTES OF THE
MONTHLY BOARD MEETING
OF THE BOARD OF EDUCATION
IKM-MANNING COMMUNITY SCHOOL DISTRICT
THURSDAY, AUGUST 11, 2011
7:00 P.M.

ROLL CALL

IKM-Manning Directors Present: Lynn Barry, David Heller, Scott Hodne, Kenny Juhl, Dennis Kasparbauer,

IKM-Manning Directors Absent: Amy Ferneding, Eric Ramsey

Administrators Present: Superintendent Dr. Thomas Ward, Principals Sharon Whitson, Brian Wall, Curriculum Director Denise Wall

Secretary: Mary Heller

Guests: Elizabeth Book, Andrea Gawley, Amy Keller, Pam Kusel, Kathy Lage, Dawn Lorenzen, Amy Osborne, and Virginia Rasmussen

Location: IKM-Manning Central Office in Manilla

Call Regular Meeting to Order/Approve Agenda

President Dennis Kasparbauer called the regular meeting to order at 7:00 p.m. and announced the agenda. Heller made the motion seconded by Barry to approve the agenda and the motion carried unanimously.

Communications

School board election is Tuesday, September 13, with the following individuals whom have filed for the open positions:

Lynn Barry, At Large Director District

David Heller, Director District 2A

Scott Hodne, Director District 1A

Larry Lesle, At Large Director District

Superintendent Ward then noted to board members that the IKM-Manning district will only have one polling site, which will be Manilla City Hall for this election. Prior to the next school board election, Marsha Carter, Shelby County Auditor, encourages the district to move this polling site, possibly to the middle school gymnasium which would offer more room for equipment and voters. She also encourages voters of the district to complete and return Absentee Ballot Request Forms and vote by Absentee Ballot. The Absentee Ballot process is quick, easy, and saves the need to travel to the polling site. Absentee Ballot Request Forms will be available at all IKM-Manning school offices, City Halls, and Post Offices throughout the district.

Administration Reports

Principal Wall noted that the Manning high school/elementary building is ready for the new year. Custodians have been very busy, along with teachers getting rooms ready for students. 9-12 enrollment looks to be in the 240 area, Principal Wall will have an update at the September meeting of the board. Orientation was this week, with a great turnout. Open house in the high school and Manning elementary will be Monday, September 15th from 5:00 to 6:30 p.m.

Principal Whitson provided board members with a Middle Schedule Draft for 2011-12. She then noted that the current middle school enrollment count is 216 students, which is up 12 students over the 2010-

2011 school year. The 2011-2012 schedule will offer exploratory classes which she is very excited about. Included in these exploratory classes will be 2 tech classes and Study Skills for 7th graders in the first semester. 5th and 6th grade students will all have a study hall at the end of the day which will allow them to seek help from teachers if necessary. Orientation in the middle school will be Tuesday, September 16th at 7:00 p.m. The custodial staff and teachers have worked very hard to be ready for students. Chris Macumber and Debbie Musfeldt have been very instrumental in setting schedules for students, which is very much appreciated. The middle school will have 2 Tech rooms, one will be PC and the other MAC which will be very beneficial to all students. Open house in the middle school will be Tuesday, September 16th from 5:00 to 6:30 p.m.

Principal Hammrich was unable to attend this meeting. Superintendent Ward provided board members with a report on the Irwin and Manning Elementary sites. Custodial staff have been very busy getting buildings ready for the 2011-2012 school year. At the Irwin site lunchroom and kitchen light replacement and laminate projects are complete; wood chips have been added to the playground area; 23 new computers have been received for the computer lab; Bonnie Heller and Jordan Kenkel worked on library automation; the large water heater has been replaced with two smaller water heaters; and the preschool area has been fenced. At the Manning site the computer lab also has new computers; custodial staff and teachers have been very busy getting ready for the school year; the new Manning Elementary Secretary, Shannon Rogge, is catching on quickly to her new duties. She also noted that 5 2nd grade students will be traveling to Manning from the Manilla area. Carla Head, newly hired paraeducator will transport these students at the beginning and the end of each day. Open house in the Irwin Elementary will be Tuesday, September 16th from 5:00 to 6:30 p.m.

Curriculum Director Denise Wall presented the board with a student achievement update updates in all IKM-Manning buildings. She provided board members with District-Wide Assessment Testing Dates and a listing of all testing materials used district wide, which include: 1) DIBELS (Dynamic indicators of Basic Early Literacy Skills) assesses the acquisition of early literacy skills in Kindergarten through 6th grade. This test is given three times per year and aids in early identification of students who are not progressing as expected; 2) easyCBM Math is computer based and helps pinpoint instructional areas of concern which enables teachers to screen, monitor progress, and plan instructional interventions. This test is also given three times per year to grades Kindergarten through 6th grade; 3) PSAT (Preliminary SAT/National merit Scholarship Qualifying Test) is given to the top 10% at the 11th grade level. This test measures Critical reading skills, Math problem-solving skills, and Writing skills and gives students feedback which is necessary for college, and enters them in the competition for the National Merit Scholarship; 4) MAP (Measures of Academic Progress) a computer based, individualized test given twice per year and assesses achievement in reading, math, and/or science; 5) PLAN which helps students at the 10th grade level build a solid foundation for future academic and career success; 6) ASVAB (Armed Services Vocational Aptitude Battery) given to students in grade 11, is the most widely used multiple-aptitude test battery in the world. This test measures students' strengths, weaknesses, and potential for future success, providing career information for various civilian and military occupations; 7) IARA (Iowa Algebra Readiness Assessment) a computer based test given at the 7th and 8th grade level assists in (1) determining the algebra readiness of students, (2) determining initial placement of students in secondary mathematics curriculum, (3) identifies student strengths and weaknesses, and (4) evaluates instructional programs; 8) Iowa Tests (formerly ITBS/ITED) is given at the K-12 grade level reports individual and group progress and growth. This test is used to track students from grade to grade and is used for AYP Determination.

Superintendent Ward reported to the board in the following areas:

1. Members of the Fine Arts Boosters were present to discuss the \$20,000 W. Timmerman Grant received for renovations of the Auditorium in the Manning high school. The Fine Arts Boosters have also received \$6,000 in various other donations for this project. Total cost of the project

will be \$46,000. In writing the grant, monies from the district were included in the projection. Superintendent Ward will look at the current budget and respond back the the board and the Fine Arts Boosters as to the availability of funds for this renovation.

2. Updated board members on building, grounds, and transportation issues, giving the board a summary of the recent Fire Marshal Inspection, hereto attached, wherein he will reply with a plan of action from the district in a timely manner.
3. SAI Conference August 3rd and 4th and the *Rising to Greatness* report received at the convention, encouraging all board members to look this over as the Governor, and Commissioner are very proactive for change in the educational system. The district will need to evaluate what will be the best for IKM-Manning students, as changes are coming.
4. Manning Elementary mold test which came back all clear.
5. Manning walk around was completed August 2nd. Dr. Ward will report on this at a later date.
6. Dave Rohe, Transportation Director has had back surgery this week. Kevin McConnell will handle all transportation needs in Dave's absence. Dave, Kevin and Superintendent Ward will meet to finalize bus routes for the 1st day of school.
7. The IASB Convention which will be held November 16th and 17th. Superintendent Ward encouraged all board members to attend as this is a very beneficial convention. Upcoming changes in education will be discussed at length.
8. Superintendent Ward met with the Booster Club, noting that the district is fortunate to have such an organization that puts so much back into the district for students.
9. With reference to a Needs Assessment, Superintendent Ward would like to have a plan in place by January, 2012. Hiring an architect to report on buildings is not cost effective. Superintendent Ward would rather form a committee of community members who would put together a survey of questions that would be made available to patrons of the district to get an idea of what the community thinks are the needs of the district. This survey would be available on the school website, along with being sent out to patrons of the district.
10. Communication within the district is a concern. The district needs to update the current telephone system for communication purposes between the three sites, along with efficiency in use of the districts' student data base program, JMC. Superintendent will meet with district telephone companies and report back to the board on this issue.
11. Monday, August 15th at 8:00 a.m., in the Manning site cafeteria, is the school year opening workshop with administration, board members, and all employees. Superintendent Ward invited all board members to attend. Introductions will begin at 8:30 a.m. in the auditorium.
12. Lastly, Superintendent Ward noted that he will contact board members with tentative early September dates for building walk-throughs, and that the August payroll will be disbursed on August 18th, rather than August 19th, due to the merge at Bank Iowa in Manilla.

Discussion Items

Superintendent Ward discussed the possibility of adding a Student Representative to the Board, noting this to be an excellent way to get input from students. The 9-12 Principal and Guidance Counselor would recommend one or two students to serve on the board, with Superintendent Ward making the choice of one student. General consensus of the board is that this is a great idea, they would welcome a Student Representative.

Action items

Approve Consent Agenda.

The consent items were presented to board members prior to the meeting, for their inspection. Hodne made the motion seconded by Lynn to approve consent items 6.1 through 6.6 as follows, and the motion carried unanimously:

6.1 Approve Consent Agenda

- A. Minutes
- B. The payment of August 2011 bills in the Operating Fund in the amount of \$90,204.25, in the Capital Projects Fund in the amount of \$3,371.89, in the Management Fund in the amount of \$125,691.00, in the Activity Fund in the amount of \$2,504.44, and in the Nutrition Fund in the amount of \$614.94.
- C-E. Activity, Food Service, and Board Secretary/Manager Reports, to approve the monthly financial statements for the Operating, Management, Capital Projects, Debt Service, PPEL, Activity, and Nutrition Funds, of the IKM-Manning Community School for the month of July, 2011.

6.2 Approve Contract with Iowa School Board Association for Policy Primer.

6.3 Approve Contract with Leader Services as the Iowa Medicaid Direct Service Billing Provider.

6.4 Approve Contract with the 2nd Judicial District Juvenile Court Services for a School-Based Supervision Program. Gerri Ann Wagner serves the district in this program.

6.5 Approve Reimbursable Status for Unemployment Insurance Contributions to Iowa Workforce Development.

6.6 Approve Templeton Savings Bank as an IKM-Manning Depository for the 2011-2012 school year with a depository limit of \$200,000, and Shelby County State Bank, Irwin as an IKM-Manning Depository for the 2011-2012 school year with a depository limit of \$3,500,000.00.

Personnel Items.

Approve Contracts. Hodne made the motion seconded by Barry to approve offering the following positions and changes to personnel as listed below and the motion carried unanimously.

Kristie Borkowski/Paraeducator-Manilla Site	Annual Salary	\$14,196.00
Jared Merkel/Pareducator-Manning Site	Annual Salary	\$ 14,196.00
Carla Head/Pareducator-PS/Irwin Site	Annual Salary	\$ 14,196.00
Kristin Dreyer Salary Schedule Move BA+10, Step 12 To BA+20 Step 13	Annual Salary	\$53,026.00

Superintendent Ward requested that the board approve the movement of Carol Kenkel from a 75% position to a 100% position so that the district could utilize 25% of her time in the Physical Education program at the Irwin elementary site. District cost for this increased position is \$16,086.65, which includes salary and benefits. Heller made the motion seconded by Juhl to offer Carol Kenkel a full time, 100% position for the 2011-2012 school year and the motion carried unanimously.

Board Reports and Communications.

The next regular meeting of the board will be September 15, 2011, due to the school election which will be September 13, 2011, in the IKM-Manning High School Office, Manning. The board will have the Organizational Meeting this evening also.

Future agenda items will consist of Audit Bids for the three year period of the years 2011-2012, 2012-2013, and 2013-2014; attendance at the Iowa School Board Association Conference in November; a follow up to the Transition of a New Superintendent board workshop, a budget report, and updates on items discussed at this meeting.

Adjournment.

There being no further business to come before the meeting, Heller made the motion to adjourn seconded by Hodne and the motion carried unanimously. The meeting adjourned at 8:25 p.m.

Denny Kasparbauer, President

Attest:

Mary K. Heller, Secretary