

THE HARRIS-LAKE PARK COMMUNITY SCHOOL DISTRICT BOARD OF EDUCATION MET IN ROOM 9B OF THE MIDDLE/HIGH SCHOOL ON OCTOBER 16TH, 2018 AT 5:00 P.M. FOR THE PURPOSE OF HOLDING THE REGULAR MONTHLY MEETING. PRESENT WERE THE FOLLOWING PERSONS: Directors Harmon, Elser and Bensley; Superintendent Irwin, Principal Hiemstra and Secretary Gunderson. Business teacher, Karla Kyle, was also present. Director Hibma and President Stahly were absent.

The Board began the meeting with the Pledge of Allegiance.

The regular meeting was called to order by Vice-President Harmon at 5:00pm.

A motion was made by Director Elser, seconded by Bensley to approve agenda as printed. Motion carried 3-0.

Director Elser made a motion, seconded by Bensley, that the Board approve the bills from the General Fund in the amount of \$267,642.23, bills from the Activity Fund in the amount of \$9,207.66 from the Capital Projects Fund in the amount of \$323.25, in the PPEL Fund in the amount of \$1,560.00, from the Management Fund in the amount of \$535.54 and from the Food Service Fund in the amount of \$23,716.95 and also approve the minutes, Secretary's Reports, Activity and Food Service Reports. Motion carried 3-0.

(The bills are listed at the end of this document and by this mention become a part hereof.)

The following Board policies were given to the Board for review: 205.5-Board of Directors and Superintendent, 205.6-Board of Directors and District Personnel, 205.7-Board of Directors and Area Education Agency, 205.8-Board of Directors and Adjoining District School Boards, 205.9-Board of Directors and Elected Officials, 205.10-Authorization for Use of Credit Cards, 206-Board Member Service, 206.1-New Board Member Orientation, 206.1E-Board Member Orientation, 206.2-Board Member Development Opportunities and 206.3-Board Member Insurance. Director Elser made a motion, seconded by Bensley to approve the second reading of the above mentioned Board policies. Motion carried 3-0.

Business Teacher ,Karla Kyle, reported to the Board. She recently started using a program called Mindtap for her Intro to Computers class. She teaches this class as dual credit with Iowa Lakes Community College. Intro to Accounting and Accounting are also dual credit classes with ILCC. She uses a budget simulation software called Banzai for her personal finance class. Her goal would be to improve on the OJT (On the Job Training) program.

Elementary Principal, Andy Irwin, reported the Fastbridge Assessments are complete. They are now able to identify the needs of students going forward.

Secondary Principal, Greg Hiemstra, reported he has been performing classroom walkthroughs. Walkthroughs are used to give teachers immediate feedback on their instructional strategies. The classroom is observed for 5-10 minutes of time and key areas are looked at by the principal. For example, how the teacher is using technology. Mr. Hiemstra shared some of his walkthrough reports with the Board. Mr. Hiemstra, with the help of Mrs. Delaney, sent out a google doc survey asking how many schools have junior high athletics during 8th period of the school day. Of the 32 schools that responded only 4 schools have JH athletics during the school day. The rest of the schools have practices before and after school.

Superintendent Andy Irwin reported we are continuing our partnership with the YMCA. Students in 4th grade receive a free membership and we send students to their splash program.

Director Elser made a motion, seconded by Bensley to approve the resignation from Katie Goodell as Special Education Associate. Motion carried 3-0.

Director Elser made a motion, seconded by Bensley to approve the contract with Judy Brueggeman as State Data and Reporting Coordinator. Motion carried 3-0.

Director Elser made a motion, seconded by Bensley to approve the early graduation request from Aaron Erne. Motion carried 3-0.

The Board would like to renew the Instructional Support Levy. Harris-Lake Park has had the instructional support levy in place for many years. This board approved levy renews every five years and helps pay for general fund expenditures such as salaries, benefits and supplies. A hearing regarding the Instructional Support Levy has been set for November 19th, 2018 at 6:00pm.

Director Bensley made a motion seconded by Elser to approve the purchase of Dell Chromebooks for the 9-12th grades from Erb's Technology in the amount of \$38,625.00. Motion carried 3-0.

Superintendent Irwin reported on the certified enrollment. We are down 8.6 students from a year ago at this time. Our projected certified enrollment trend is to hold right around 300 until some of our larger classes graduate. We are still on the positive side of open enrollment. We will look at students served in a future Board meeting.

A Capital Projects update was given by Superintendent Irwin. G&R Controls has started servicing the HVAC at Harris-Lake Park. So far the belts/filters on the rooftop of the MS/HS have been taken care of as well as the boiler at the elementary. For a fee, G&R will do a study on the elementary HVAC detailing future needs and costs. Our building plans are now on a digital drive for future use.

The following Board Policies were given to the Board for review: 300-Statement of Guiding Principles for Administration, 301-Superintendent of Schools, 301.1-Superintendent of Schools: Qualifications, Recruitment, Appointment, 301.2-Superintendent of Schools: Appointment, 301.3-Superintendent of Schools: Functions, 301.3E- Superintendent of Schools: Job Description, 301.4-Superintendent of Schools: Evaluation, 301.4E- Superintendent's Evaluation, 302.1-Building Principals: Qualifications, Recruitment, Appointment, 302.2-Building Principals: Appointments, 302.3-Building Principals: Functions, 302.4-Building Principals: Evaluation, 302.4R- Principals Job Description, 302.4E- Principal's Formal Evaluation Report, 303.1-Management Team and 304-Director of Technology Operations. Director Elser made a motion, seconded by Bensley to approve the first reading of the above mentioned Board policies. Superintendent Irwin will look into suspending policy 304-Director of Technology Operations due to the fact that we currently outsource our technology services. Motion carried 3-0.

Vice-President Harmon adjourned the meeting @ 6:10 pm.

The next regular meeting will be held Monday, November 19th, 2018 @ 6:00pm in room 9B of the MS/HS building.

Mindy Gunderson
Board Secretary

Douglas Stahly
President, Board of Education