

**BENTON COMMUNITY SCHOOL DISTRICT
IN THE COUNTIES OF TAMA, BENTON, AND IOWA, STATE OF IOWA
BENTON REGULAR BOARD MEETING, WEDNESDAY, OCTOBER 16, 2019, 7:00 PM
BENTON COMMUNITY CENTRAL ADMINISTRATION OFFICE BOARD ROOM
304 1ST STREET, VAN HORNE, IOWA 52346**

Work Session Opened: 6:00 P.M. with a call to order by Board President Pat Stepanek.

Work Session Document:

DRAFT [Goals - draft of process, questions, goal development](#)

[Goal #1](#) - CURRICULUM

[Goal #2](#) - HUMAN CAPITAL

[Goal #3](#) - BOARD DEVELOPMENT

[Goal #4](#) - INFRASTRUCTURE AND FACILITIES

[Goal #5](#) -MARKETING AND CUSTOMER SATISFACTION

Information - Fusion Farm

Present: Directors Pat Stepanek, Theresa Thompson, Theresa Ludeking, Matt Nolte, Shannon Feuerbach

Also Present: Dr. Ewell, Dr. Bieschke, Doug Embray, Ryan Junge, Rob Arnold, Phil Eastman, Jason West, Anna Upah, Emily Upah, and Shawn Pfiffner

Dr. Ewell provided an overview of work session expectations. The Board reviewed district goals and processed questions for curriculum, human capital, board development, infrastructure and facilities, and marketing and customer satisfaction. The Board would like to explore further education with data driven learning, new state assessments, Iowa core, alternative assessment research for non-traditional students, demographics for employment with the district, teacher leadership, encouragement to advanced studies for employees in field of employment, more balanced media coverage for the school district, further explanation of superintendent evaluation tool, explore better ways to reach various stakeholder groups in the community for promotion of the school system, work with building administrators on the capacity for facilities and enrollment patterns, prepare and release RFP for facilities study and demographics research, explore ways to further the culture of belonging within the school system, and work to define what the district can actually sustain in marketing promotions for school system.

Dr. Ewell outlined future work on narrowing the focus for each goal. Dates for future work sessions were shared with the intent to work within one goal area with each future meeting. Information was shared on Fusion Farm, a marketing firm that can provide guidance on public school promotions.

President Stepanek closed the work session at 7:04 P.M.

*Handouts were provided for each goal section to board and attendees and provided for record.

Regular Board Meeting Call to Order: 7:06 P.M.

Attendance: Directors Feuerbach, Ludeking, Nolte, Stepanek and Thompson.

Absent: Becker and Reinhardt. A Quorum was declared present.

ALSO PRESENT: Dr. Ewell, Dr. Bieschke, Doug Embray, Ryan Junge, Rob Arnold, Phil Eastman, Jason West, Anna Upah, Emily Upah, Shawn Pfiffner, and Tim Lyons.

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Delegations, Communications, Considerations of Additional Items for the Agenda

a. [IASB LEGISLATIVE ITEMS](#)

- i. Be prepared to discuss and choose 4

Dr. Ewell shared the IASB Legislative goals. Board discussed last year's selections and reviewed handout provided. Board members will email Dr. Ewell selections and they will be provided to President Stepanek for the November delegate assembly.

Open Forum

No Public Comment

Action #43 Approval of Agenda

Motion by Becker, second by Thompson to approve agenda as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #44 Transportation

- Dr. Ewell recommended the bus specifications and bid procedures be approved as presented.
- Tim Lyons, Transportation Director, presented the RFP and specs for purchasing 2 new school buses for the 2020-21 school year. Buses are now required (all new purchases), to have seat belts.
 - [Bus Bid 77 pass 2019-2020 Propane Bus 20](#)
 - [Bus Bid 77 pass 2019-2020 Propane Bus 12](#)

Motion by Nolte, second by Ludeking to approve release of bus specifications as presented for purchase in FY 21.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

BENTON REGULAR BOARD MEETING

Page 2 – October 16, 2019

Action #45 Business Services

Doug Embray reported on the following and Dr. Ewell and Mr. Embray recommended approval of the Financial Reports as presented:

- [PRELIMINARY WARRANTS](#)
- [ADDITIONAL WARRANTS](#)
- [SUMMARY OF WARRANTS BY FUND](#)

Motion by Thompson, second by Feuerbach to approve warrant list as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #46 Financial Reports

- [GENERAL FUND REPORT](#)
- [ALL FUNDS REPORT](#)

Motion by Nolte, second by Feuerbach to approve financial reports as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #47 [BOND 2019 SERIES TRANSFER FUND 40 TO Fund 33](#)

Motion by Thompson, second by Feuerbach to approve transfer of as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #48 [District Storage Garage Sale FY 20](#)

Motion by Nolte, second by Ludeking to approve District Storage Sale as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Administrator Reports

- A combined administration report will be linked to review. Click [HERE](#) for the Admin. Report.
- If you have questions, please ask one of the admin. or directors during the meeting. Thank you!

BENTON REGULAR BOARD MEETING

Page 3 – October 16, 2019

Action #49 Bowling Club

Mr. Pfiffner shared information regarding the inception of a Bowling Club: Recommendation, procedures, Fall/Winter Coaches, Activity Sponsors. Dr. Ewell recommended the approval of this club.

Motion by Nolte, second by Ludeking to approve FY 20 Bowling Club as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Certified Enrollment Report

Dr. Ewell & Mr. Embray provided reports on enrollment and current budget projections.

[Certified Enrollment - FY20](#)

[Enrollment Summary](#)

[New Money Projections Enrollment FY 20](#)

Grantwood schools - [Certified Enrollment trends - 2015 - 2018](#) - info only.

Dr. Ewell shared updated enrollment data that suggests a slight increase in enrollment for the school district. Several issues have developed with the software the Department of Education is using so an extension has been applied to the annual count process through October 31, 2019. *Handouts provided for board review.

Action #50 Facilities

Doug Embray and Dr. Ewell recommend the following Facility Study Requests For Proposal (RFP) and direct the superintendent and associate superintendent to seek RFP's to begin the study and strategic planning.

[Facilities Study Proposal](#)

[Facilities RFP Facilities Master Plan Benton CSD FY 20](#)

Motion by Thompson, second by Feuerbach to approve release of RFP for Facilities Master Planning for Benton Community to six vendors: OPN, Shive Hattery, Estesee, Structure, Cooperative Strategies and Legat.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #51 POLICY

Dr. Ewell recommended review and revisions of the following policies as presented.

- [Policy 200](#) - Statement of Guiding Principles For the Board of Directors
- [Policy 200.1](#) - Organization of the Board
- [Policy 201](#) - Board of Directors Elections
- [Policy 704.5](#) - Non-Instructional Operations and Business Services - Investments
- [Policy 210.2](#) - Regular Board Meetings

BENTON REGULAR BOARD MEETING

Page 4 – October 16, 2019

- [Policy 202.2](#) - Oath of Office
- [Policy 803.1](#) - Disposition of Obsolete Equipment
- [Policy 210.1](#) - Annual Meeting
- [Policy 210.3](#) - Special Board Meeting
- [Policy 210.5](#) - Work Sessions
- [Policy 210.7](#) - Notice of Board Meetings
- [Policy 210.8](#) - Quorum
- [Policy 210.9](#) - Individual Authority
- [Policy 210.10](#) - Meetings of the Board
- [Policy 210.12](#) - Board Meeting Agenda
- [Policy 211](#) - Open Meetings
- [Policy 212](#) - Closed Session
- [Policy 214](#) - Public Hearings
- [Policy 216.1](#) - Compensation for Expenses

Motion by Nolte, second by Thompson to approve board policy as presented for revision and IASB recommendation as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #52 CONSENT AGENDA

Dr. Ewell recommended the approval of the entire consent agenda. (Note: Board members can approve the consent agenda in its entirety. Typically, a consent agenda is approved as a whole. If one of the items needs to be pulled out and tabled, the Board has that prerogative.)

Motion by Thompson, second by Feuerbach to approve consent agenda as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

PERSONNEL

- Hires - Recommendations
 - Jake Voss- 7/8th grade assistant wrestling coach
 - Tamara Abkes - shared guidance counselor with Vinton
 - Katie Nimtzy – Spring Play Director recommendation
- RESIGNATIONS
 - Sarah Ary- Associate, Atkins Center

BENTON REGULAR BOARD MEETING

Page 5 – October 16, 2019

APPROVAL OF MINUTES

[September 16 Board Work Session](#)

[September 18 Work and Regular Board Meeting](#)

[October 8th Closed Session Board Meeting](#)

- Student Activity Trip Request Approvals - None
- Open Enrollment
- Contracts
 - [Kirkwood - Patient Care Academy](#)

UPCOMING EVENTS

Superintendent information

- Mayors/area leaders Luncheon: optional dates - Nov. 11, 13, 15
- Example policy - from Urbandale - [Naming of District Facilities](#) and Events
 - Discussion - next meeting - naming rights with donations
 - a. No policy specifically on this
 - b. We do have policy on [Gifts, Grants and Bequests](#) (Policy 704.6)
- SRO information
- Work Session - before Nov. 18, to brainstorm on buildings & capacity
- [Learning opportunities for the board at regular meetings](#)
- [School Board Election timelines](#)
 - [City/School Election notice](#)
- Next meeting -
 - Closed Session - Oct. 21, 7:00 p.m.
 - Work Session - suggested date - 1st week of Nov? 6:00 p.m.
 - Nov. 18 - 7:00 p.m. next Regular meeting, Organizational Meeting, elect officers
- IASB State Convention - Nov.
 - a. [Iowa Association of School Boards - state meeting - Nov. 20-21](#)
 - i. Attending? Please indicate days, hotel needed, etc. at [THIS LINK](#)
 - ii. I have registered board members & your hotel room.

BENTON REGULAR BOARD MEETING

Page 6 – October 16, 2019

Action #53 Closed Session

Motion by Nolte, second by Thompson to move to closed session per Iowa Code 21.5(e) to discuss whether to conduct a hearing or to conduct hearings to suspend or expel a student, unless an open session is requested by the student or a parent or guardian of the student if the student is a minor.

Roll Call Vote: Feuerbach, Ludeking, Nolte, Stepanek and Thompson.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Meeting Closed 9:40 P.M.

Action #54 Open Session

Motion by Thompson, second by Ludeking to move from closed session to open session.

Roll Call Vote: Feuerbach, Ludeking, Nolte, Stepanek and Thompson

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Board Session Opened 9:54 P.M.

Action #55 Motion by Nolte, second by Ludeking to accept terms of the consent agreement as presented.

Roll Call Vote: Feuerbach, Ludeking, Nolte, Stepanek, and Thompson.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action #56 ADJOURNMENT 9:58 P.M.

Motion by Thompson, second by Ludeking to adjourn meeting.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

By: _____
Doug Embray, Board Secretary

The Benton Board of Directors approved the record of proceedings on _____. I hereby declare these minutes a permanent public record of this District.

By: _____
Patrick Stepanek, Board President

Sent to: Cedar Valley Times and Jan Andreesen (Benton webpage):