

## WESTERN DUBUQUE COUNTY COMMUNITY SCHOOL DISTRICT

Board of Education  
Regular Meeting Minutes  
April 11, 2016 6:00 P.M.

### Call to Order:

Board President Mark Knuth called the meeting to order at 6:03 p.m. in the Board Room, District Administration Office, Farley, Iowa, with a moment of silence and reading of District Mission and Core Values.

### Roll Call:

Present were President Mark Knuth, Vice-President Chad Vaske, Board members John Lembezeder, Jessica Pape, Mark Tilson, and Superintendent Rick Colpitts.

### Approval of Agenda:

Motion by Pape, second by Tilson to approve the agenda as published with the following additions as presented. Motion passed 5-0.

#### VI. Consent Agenda

##### 2. Personnel

##### b. Employment

18. Kay Heiberger, Asst. Girls' Golf, WDHS, \$2,342.40
19. Katelyn Till, Asst. HS Musical Dir., CHS, \$1,171.20

### Welcome to Visitors, Press, Staff, etc.:

Open Forum: No comments or communications were received.

### Approval of Minutes and Bills:

1. Minutes of March 14, 2016 work session and regular session meetings. Motion by Vaske, second by Lembezeder to approve the minutes as presented. Motion passed 5-0.
2. Bills and Claims for the month of March. Motion by Tilson, second by Pape to approve the bills for March as presented. Motion passed 5-0.

### Reports:

1. Principals' Reports: Principal Tesha Ruley acknowledged School Counselor Jane Boffelli and Instructors Sarah Palmer, Kathryn Pancratz, and Stephanie Rickels for their work in preparation for Iowa Assessments and ELPA testing; parents wrote letters to students prior to Iowa Assessments; April Poetry month; Cougar Pride Day April 20; Prom April 30; Principal Shari Sutton thanked Board members and Superintendent Colpitts for Board visit to PES; \$5,000 Grant from McGraw-Hill used to purchase iPad minis; PES 3<sup>rd</sup> and 4<sup>th</sup> graders attended WDHS production *The Little Mermaid*; PES music program April 19; 3<sup>rd</sup> and 4<sup>th</sup> graders to golf at Thunder Hills; thirty special needs students to participate in summer program; Instructional Rounds (monthly Principal meetings held in school buildings with classroom visits) are generating conversations among principals regarding all levels of instruction, PK-12, including grade levels outside their typical oversight. Focus areas are selected by Principal of school building being visited with goal being authentically engaged students.
2. Superintendent's Report: Mr. Colpitts reported the following: 1) SIAC meeting topics covered last week included: communication survey results, new logo, new website, salutatorian/valedictorian and other options, and trimester schedule. Next year will look to extend SIAC membership to persons without direct ties to the school. 2) New Superintendent Mentor, Neil Mullen from Union CSD, visited last month and toured all buildings. Superintendent Mullen has extensive experience with financials and facilities and was impressed with what he saw at Western Dubuque. 3) CHS FFA Banquet a great event attended by 410 people. 4) Superintendent Colpitts enjoyed teaching Junior Achievement at EES & PES and the opportunity to get in the school buildings. 5) SSA has been set at 2.25% for next school year; not an appropriate funding level but the District is in good financial condition due to enrollment growth and strong financial leadership.

3. Cascade Junior/Senior High School Building Highlights: Building Principal Greg VanderLugt introduced Instructors Lacey Wolter, Alisha Smith and Jacob Brindle who presented an overview to the Board regarding new course offerings availed students following the change to trimester schedule, including foundation skills for ACT and college in general, Leadership class, Forensic Science, Wildlife Management, new junior high writing and math classes and Read 180.

**Consent Agenda:** Motion by Vaske, second by Lembezeder, to approve the consent agenda as presented. Motion passed 5-0.

1. Financial Reports of District
2. Personnel

- a. Resignations

1. Michele Bowles, HS Drama Director, WDHS
2. Jennifer Cartee, Asst. Boys' MS Track, DMIS, after 2016 season
3. Chris Johnson, 7<sup>th</sup> Boys' Basketball, DMIS
4. Peggy Keegan, Asst. MS Drama Director, DMIS
5. Jennifer Kerr, Voc. Family & Consumer Science Teacher, CHS
6. Jordan Krueger, .8 FTE Pre-Kindergarten Teacher, DES
7. Al Marshall, Varsity Boys' Basketball Coach, CHS
8. Tim Nieman, Asst. Girls' Soccer Coach, WDHS

- b. Employment

1. Rufus Bennett, Alternative Program Teacher, WDHS, B.A., Step 4 of 2016-17 Teachers' Salary Schedule
2. Jennifer Cartee, 2016 Asst. Boys' MS Track, DMIS, \$1,171.20
3. Diana Cook, Additional .1 FTE as Spec. Ed. Teacher for 2016-17, CES
4. Eric DeSousa, Additional .5 FTE as Spec. Ed. Teacher for 2016-17, CES
5. Dan Doyle, Asst. Boys' Tennis Coach, WDHS, \$2,342.40
6. Nicholas Elsinger, Asst. Varsity Track, WDHS, \$2,928.00
7. Brandon Gibbs, Asst. Boys' Soccer, WDHS, \$2,342.40
8. Ryan Hoerner, Math Teacher, WDHS, B.A., Step 8 of 2016-17 Teachers' Salary Schedule
9. Ryan Hoerner, Asst. Varsity Football, WDHS, 12% of 2016-17 Base Salary
10. Emma Horst, English Teacher, WDHS, B.A., Step 1 of 2016-17 Teachers' Salary Schedule
11. Brady Knepper, Additional .4 FTE as Elem. Teacher for 2016-17, PES
12. Brynn Kolpin, Spec. Ed. Teacher, CHS, M.A., Step 3 of 2016-17 Teachers' Salary Schedule
13. Rebecca Maher, 1/3 Asst. HS Instrumental Musical Dir., CHS, \$390.39
14. Lora Messer, Additional .2 FTE as Kindergarten Teacher for 2016-17, FES
15. Andrew Reinert, Science Teacher, WDHS, M.A., Step 10 of 2016-17 Teachers' Salary Schedule
16. Andrew Reinert, Asst. Varsity Football, WDHS, 12% of 2016-17 Base Salary
17. Dan Wendler, Building Principal, BES & CES, effective 7/1/2016, \$82,500.00
18. Kay Heiberger, Asst. Girls' Golf, WDHS, \$2,342.40
19. Katelyn Till, Asst. HS Musical Dir., CHS, \$1,171.20

3. Out of State Travel - None
4. Policy Revisions 2nd Readings - None
5. Equipment/Fund Raising Project Requests - None
6. Resolutions – None

**Old Business:**

Change Public Hearing Date on Cascade Elementary Project from May 9<sup>th</sup> to May 23<sup>rd</sup>. Motion by Lembezeder, second by Tilson to move the Public Hearing Date on the Cascade Elementary Project from May 9<sup>th</sup> to May 23<sup>rd</sup> at 6:00 p.m. Business Manager Mark Frasher indicated Neumann Monson Architects requested two additional weeks to prepare plans. The request will not delay the completion schedule for the project. Motion passed 5-0.

**New Business:**

1. Public Hearing for 2015-16 Budget Amendment. Motion by Pape, second by Vaske to open the public hearing for the 2015-16 Budget Amendment. Motion passed 5-0. No public comments were received. Motion by Tilson, second by Pape to close the public hearing. Motion passed 5-0.
2. Approval of 2015-16 Budget Amendment. Motion by Pape, second by Tilson to approve the 2015-16 Budget Amendment for Total Support Services from \$11,789,326 to \$11,823,072 for computer network upgrades; and Total Other Expenditures from \$4,317,339 to \$6,089,382 due to timing of construction projects. Motion passed 5-0.
3. Public Hearing for 2016-17 Budget. Motion by Lembezeder, second by Vaske to open the public hearing for the 2016-17 Budget. Motion passed 5-0. No public comments were received. Motion by Tilson, second by Lembezeder to close the public hearing. Motion passed 5-0.
4. Approval of 2016-17 Budget. Motion by Pape, second by Tilson to approve the proposed 2016-17 budget. Motion passed 5-0.

**2016-17 Proposed Budget**

<u>Area</u>	<u>Amount</u>
Instruction	\$25,627,802
Total Support Services	\$11,989,729
Non-Instructional Programs	\$2,002,371
Total Other Expenditures	<u>\$10,763,462</u>
Total All Expenses	\$50,383,364

5. Public Hearing for Cascade HS Roof Repair Project. Motion by Vaske, second by Lembezeder to open the public hearing. Motion passed 5-0. No public comments were received. Motion by Vaske, second by Lembezeder to close the public hearing. Motion passed 5-0.
6. Approval of proposed plans, specifications, form of contract, estimated total cost, and award of bid for Cascade HS Roof Repair Project. Motion by Tilson, second by Pape to approve the proposed plans, specifications, form of contract, estimated total cost and award the bid for the Cascade HS Roof Repair Project to Advance Builders Corporation at a cost of \$145,000. Motion passed 5-0. Director of Maintenance and Transportation Bob Hingtgen indicated an 8,200 square foot roof area over the kitchen and locker rooms needs replacement with completion slated for this summer.
7. Public Hearing for sale of real estate commonly referred to as Webber Manufacturing Building. Motion by Pape, second by Tilson to open the public hearing for sale of real estate commonly referred to as Webber Manufacturing Building. Motion passed 5-0. No public comments were received. Motion by Lembezeder, second by Vaske to close the public hearing. Motion passed 5-0.
8. Approval of Resolution authorizing sale of real estate commonly referred to as Webber Manufacturing Building to Cascade Municipal Utilities. Motion by Vaske, second by Lembezeder to approve the resolution authorizing the sale of real estate commonly referred to as the Webber Manufacturing Building to Cascade Municipal Utilities for \$261,000.00. Board President Knuth thanked Business Manager Mark Frasher for his time and efforts in the sale of the building. Motion passed 5-0.

RESOLUTION AUTHORIZING THE SALE OF REAL ESTATE TO CASCADE MUNICIPAL UTILITIES BY THE  
WESTERN DUBUQUE COUNTY COMMUNITY SCHOOL DISTRICT

WHEREAS, the Board of Directors of the Western Dubuque County Community School District desires to sell certain real estate in the City of Cascade, Iowa; and

WHEREAS, pursuant to Iowa Code Section 297.22, the Board of Directors published notice of its proposal to sell certain real estate and further published notice of the public hearing on said resolution, which was published on March 23<sup>rd</sup>, 2016.

NOW THEREFORE, BE IT RESOLVED, that the Western Dubuque County Community School District sell to Cascade Municipal Utilities that certain real estate locally known as 109 Adams Street SE in the City of Cascade, Iowa, and legally described as "Lots 1 and 2, and the south one-half of Lot 8, in Block 10; Lots 3 and 4, in Block 17; and that part of Vacated Langworthy Avenue SE lying between Lots 5, 6, 7 and 8, in Block 10, and Lots 1, 2, 3, and 4, in Block 17; all in Second Union Addition to East Cascade; in the City of Cascade, Iowa, according to the Plat thereof in Deed Record "S", Page 184, records of Dubuque County, Iowa; AND Lots 5, 6, 7 and the north one-half of Lot 8, in Block 10, in Second Union Addition to East Cascade; in the City of Cascade, Iowa, according to the Plat thereof" for the total consideration of \$261,000.00 and other valuable consideration.

FURTHER RESOLVED, that the President and Secretary of the Board be and they are hereby authorized and empowered to execute the Offer to Buy Real Estate and Acceptance and upon receipt of the total consideration that the President and Secretary of the Board be and they are hereby authorized and empowered to execute and deliver a Deed transferring the above reference property to Cascade Municipal Utilities.

9. Approval of First Reading of Board Policies 502.1 – 504.6. Motion by Lembezeder, second by Pape to approve the first reading of Board Policies 502.1 – 504.6 in regard to students. Motion passed 5-0. Board policies are reviewed on a five-year rotation cycle.
10. Approval of Employment of Sheila Schmidt, FES Building Principal/District Special Education Director, \$82,000.00. Motion by Tilson, second by Pape to approve the employment of Sheila Schmidt as FES Building Principal and District Special Education Director beginning July 1, 2016 at a salary of \$82,000.00. Motion passed 5-0.

**Adjournment:** Motion by Pape, second by Tilson to adjourn. Motion passed 5-0. The meeting adjourned at 7:02 p.m. on April 11, 2016.

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Jeni Schindler  
Board Secretary

Date

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Mark Knuth  
President, Board of Education

Date