

**Humboldt Community School District
Board of Education Regular Meeting
November 20, 2023**

The Humboldt School Board of Education held a regular meeting at 5:30pm on Monday, November 20, 2023 at the Administration Office Board Room. Roll Call-Satern-Aye, Mertz-Aye, Clark-Aye, and Myott-Aye. Davis was absent. Also present were Administrators, Jenna Haselhuhn, Cassie Smith, Travis Sprague and Ryan Fedders, Phil Monson of the Humboldt Independent, Rachel Brown with the AEA, Jennifer Savery, Andrea Laubenthal, Susan Blanchard, Melinda Busick, Jason Eygabroad with Beck Engineering, Champions for Children Award Winners, Board Secretary, Rhiannon Lange, and Superintendent, Jim Murray.

President Satern called the meeting to order at 5:30pm. Mertz moved, Myott seconded approval of the meeting agenda with additions of Item 6.1 Payment of Bills and Item 18. Early Retirement. Motion carried unanimously.

No one was present to speak during Open Forum.

President Satern presented Champions for Children Awards to Shelly Gerjets and Vanesa Wirtz for Supporting and Helping EL Students, and Michelle Armitage for Going above and beyond for students.

Vanesa Wirtz left the meeting at 5:36pm.

Mertz moved, Clark seconded to approve the General Business Consent Items: **Minutes** of the October 16, 2023 Regular Board Meeting, **Financial Reports, Bills for Payment, Open Enrollment Requests:** Khia Torgerson (8th) from Humboldt to CAM for 2023-2024, Lillian Jones (8th) from Humboldt to Clayton Ridge for 2023-2024, Grace Moser (9th) from Humboldt to Fort Dodge for 2023-2024, Maci Ihle (7th) from Humboldt to Clayton Ridge for 2023-2024

Personnel –Contract Amendments/Modifications: Salary Upgrade of Doug VanPelt from MA to MA+15

Personnel Resignation: Robin Kinnan as MS Para effective November 1, 2023

Personnel Recommendations: Jennifer Newell as Assistant HS Girls Wrestling Coach for 2023-2024, Emily Wiebke as Choreographer Fall Musical for 2023-2024, Tara Lucke as MS Para for 2023-2024, and Dana Westphal as Maintenance Assistant for 2023-2024. Motion carried unanimously.

Secretary Lange reviewed the official report from the Humboldt County Auditor and Board of Supervisors for the November 7, 2023 school board election is as follows:

For the office of Director District II there were 374 total votes cast with Kristi Clark receiving 357 of those votes. For District IV, there were 374 total votes cast with Jim Mertz receiving 370 of those votes.

Mertz, moved, Myott seconded to adjourn the Retiring Board. The meeting adjourned at 5:43pm.

Secretary Lange called the new board to order at 5:44p.m. Roll Call-Clark-Aye, Mertz-Aye, Satern-and Myott-Aye. Davis was absent. Lange administered the Oath of Office to the newly elected board members of Clark and Mertz.

Lange called for nominations for Board President. Mertz nominated Tate Satern as President and Myott seconded. There were no further nominations. Tate Satern was elected President of the Humboldt Board Of Education. The oath of office was administered to Satern for Board President.

President Satern called for nominations for Board Vice President. Clark nominated Mertz as Vice President. Mertz nominated Clark. Myott nominated Davis. There were no further nominations. A vote was taken and Mertz was elected Vice President of the Humboldt Board Of Education. The oath of office was administered to Mertz for Board Vice President.

The board set the following committee appointments:

Delegate Assembly-Jim Mertz

County Conference Board-Shane Davis

Education Foundation-Bob Myott

Negotiations Team-Tate Satern and Jim Mertz

Policy Review-Bob Myott

District Advisory (SIAC)-Shane Davis

Facility Committee-Kristi Clark and Tate Satern

The board set the time and place for board meetings to the same time and place as last year, 5:30pm on the 3rd Mondays of the month at the Central Administration Office, unless otherwise noted.

Myott moved, Mertz seconded to approve the remaining agenda. Motion carried unanimously.

Middle School Principal, Cassie Smith, Jennifer Savery and Andrea Laubenthal presented information on New Staff, Curriculum Updates, PBIS, and ESSA/MTSS update.

Michelle Armitage and Susan Blanchard left the meeting at 6:00pm.

Melinda Busick, Food Service Supervisor for Opaa! reported on the school breakfast/lunch program.

Jennifer Savery left the meeting at 6:15pm.

Superintendent Murray updated the board on Facilities-Wildcat Athletic Center, Taft Elementary Project, HS Front Office, and ALPHA, discussed Staffing and Budget Workshop in December.

President Satern and Vice President Mertz reported on the Iowa Association of School Boards Convention that was held November 15th and 16th.

Jason Eygabroad with Beck Engineering discussed the Proposed Plans and Specifications for the Football Field Project to start in April.

Mertz moved, Myott seconded to approve to set the date, time and place for a Public Hearing on the Plans, Specifications, Form of Contract and Estimated Total Cost of the Football Field Project to be December 18, 2023 at 5:30pm at the District Office-Board Room. Motion carried unanimously.

Myott moved, Clark seconded to approve the Specifications and Letting of Bids for the Football Field Project. Date, time and place for opening of bids is set for December 14, 2023 at 2:00pm at the District Office-Board Room. Motion carried unanimously.

Clark moved, Mertz seconded to approve District Officials of Rhiannon Lange as Board Secretary and Lisa Thul as Board Treasurer for 2023-2024. The oath of office was given to Secretary Lange. The oath of office will be given to Lisa Thul at a later date. Motion carried unanimously.

Myott moved, Clark seconded to approve the appointment of Ahlers & Cooney, P.C. as Legal Counsel for 2023-2024. Motion carried unanimously.

Mertz moved, Myott seconded to approve the SBRC application request for Modified Supplemental Amount of \$77,708 for Open Enrolled Out Students not included in the district's previous year's certified enrollment count. Motion carried unanimously.

Myott moved, Clark seconded to authorize to submit a request to the SBRC for a Modified Supplemental amount of \$21,607 for providing instructional services to English Learner students being served beyond the five years of weightings. Motion carried unanimously.

Clark moved, Mertz seconded to approve the Official Publication of the Humboldt Independent for 2023-2024. Motion carried unanimously.

Mertz moved, Clark seconded to approve the Early Retirements of Becky Ross as Elementary Teacher effective at the end of the school year, Kathy Stover as Middle School Teacher effective May 24, 2024 and Darlene Smith as Middle School Secretary effective May 31, 2024. Motion carried unanimously.

Shelly Gerjets and Andrea Laubenthal left the meeting at 6:43pm.

Mertz moved, Myott seconded to approve to purchase a Case IH Skid Loader for \$95,778.05 with a Lease Agreement of \$16,080.41 with Attachments. Motion carried unanimously.

Myott moved, Clark seconded to approve Policies for first read with changes:

- 401.5R1 Employee Records Regulation
- 401.5R2 Use and Secure Policy for National Criminal History Record Information (CHRI)
- 413.2 Classified Employee Retirement
- 409.1 Employee Vacation-Holidays
- 409.2 Employee Leaves of Absence
- 409.3 Employee Family and Medical Leave
- 409.3R1 Employee Family and Medical Leave Regulation
- 409.3R2 Employee Family and Medical Leave Definitions
- 409.3E1 Employee Family and Medical Leave Notice to Employees
- 409.3E2 Employee Family and Medical Leave Request Form
- 401.1 Equal Employment Opportunity
- 503.1 Student Conduct
- 503.1R1 Student Conduct-Regulation

- 503.2 Expulsion
- 503.8R1 Student Threats of Violence and Incidents of Violence Regulation
- 605.3R1 Reconsideration of Instructional and Library Materials Regulation
- 701.5R1 Fiscal Management-Financial Metrics

Motion carried unanimously.

Clark moved, Mertz seconded to approve Policies for second read:

- 802.2 Requests for Improvements
- 804.5 Stock Prescription Medication Supply-**Rescind**
- 804.5E1 Parental Authorization and Release Form for the Administration of a Voluntary School Supply of Stock Medication for Life Threatening Incidents-**Rescind**
- 503.8 Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence
- 905.1A Use and Care of School Property
- 406.1 Licensed Employee Compensation
- 406.2 Licensed Employee Compensation Advancement
- 406.3 Licensed Employee Continued Education Credit
- 406.4 Licensed Employee Compensation for Extra Duty
- 406.5 Licensed Employee Group Insurance Benefits
- 406.6 Licensed Employee Tax Shelter Program
- 407.1 Licensed Employee Resignation
- 407.2 Licensed Employee Contract Release
- 407.3 Licensed Employee Retirement
- 407.3B Licensed Employee Voluntary Early Retirement
- 407.4 Licensed Employee Suspension
- 407.5 Licensed Employee Reduction in Force
- 408.1 Licensed Employee Professional Development
- 408.2 Licensed Employee Publication or Creation of Materials
- 408.3 Licensed Employee Tutoring
- 413.2B Classified Employee Voluntary Early Retirement

Motion carried unanimously.

Vice President Mertz thanked the Administrators for all they do for the district.

Mertz moved, Myott seconded, the meeting be adjourned. The meeting adjourned at 6:50p.m.

Tate Satern, President

Rhiannon Lange, Secretary