

**Minutes of the May 7th, 2018  
Regular Board Meeting  
Starmont Community School District Board of Directors**

**1. Call to Order Regular School Board Meeting**

The Starmont Community School District Board held its regular board meeting on Monday, May 7, 2018, at the High School Conference Room. President Puffett called the meeting to order at 6:30 PM. Members present: Doug Puffett, Julie Uhlenkamp, Kevin Powell. Absent: Shane Paris, Darren West. Administration present: Superintendent, Troy Heller; MS/HS Principal, Jason Yessak; Elementary Principal, Sandy Klaus; Curriculum Coordinator, Patty Briggs; Business Manager/Board Secretary, Robyn Hosch.

**2. Receive Communications and Visitors**

The meeting began by recognizing and thanking the current board members in honor of Board Recognition Month as well as congratulating the following people on their retirement: Janaan German, Joei Hayes, Sandy Klaus, Sue Klett, Susie Tjaden, Jim Walker. Thank you board members for all you do, and thank you retirees for your years of service to Starmont!

TLC Coach, Laura Bilden, and teacher, Sue Klett, presented on their TLC coaching experience. They shared what worked, what did not, and had students there to talk about their views on the experience, too.

**3. Consent Agenda**

- a. Approve Agenda
- b. Approve Minutes – April 9, 2018
- c. Approve Monthly Financial Reports
- d. Approve Monthly Bills
- e. Approve Personnel Recommendations & Resignations

**Hiring:**

1. Samantha Speaker as MS English/Reading teacher and NHS Sponsor- \$31,290 + TSS monies for teaching and \$312.90 as NHS Sponsor
2. Robert Goedken as golf and softball volunteer
3. Patty Briggs as TLC/PK-12 Curriculum Director- \$55,289 + TSS monies + \$8,000 TLC Stipend
4. All winter sports coaching and sponsor contracts for the 2018-19 season

**Resignations:**

1. Janaan German- bus driver & kitchen aide. Thank you for your 17 years of service, and happy retirement, Janaan!

Motion by Uhlenkamp to approve the consent agenda, Powell seconded, motion carried 3-0.

**4. Review and Consider Approving Elementary Handbooks: Child Care Center Parent Handbook, CCC Employee Handbook, Preschool Handbook, K-5 Handbook**

Principal Klaus was present to discuss the changes made to the aforementioned handbooks. The minor changes made were in regards to daycare rates and fees, unreturned books, and excessive absences. Motion by Powell to approve the Child Care Center Parent, Child Care Center Employee, Preschool, and K-5 Handbooks for the 2018-19 school year, Uhlenkamp seconded, motion carried 3-0.

**5. Review and Consider Approving Reading Curriculum & Science Materials**

A list of science and reading items were presented that would help replace current, outdated supplies and help struggling readers. Motion by Uhlenkamp to purchase the presented K-12 science materials totaling \$21,268.47 and the reading curriculum materials for \$1,700, for a total cost of \$22,968.47, Powell seconded, motion carried 3-0.

**6. Review and Consider Approving 2017-18 List of Eligible Graduating Seniors**

Motion by Powell to approve the list of graduates for the Class of 2018 as presented, conditional upon satisfactory completion of all graduation requirements, Uhlenkamp seconded, motion carried 3-0.

**7. Review and Consider Approving 28E Agreement with West Central for Agriculture Program**

Motion by Uhlenkamp to approve the 2018-19 28E agreement with West Central for the shared agriculture program, as presented, Powell seconded, motion carried 3-0.

**8. Review and Consider Approving Oelwein Sharing Contract for Librarian**

Due to concerns over the mileage compensation clause in the sharing agreement, the board would like to table this item until clarification is gained. Motion by Powell to lay the Oelwein sharing contract for a librarian on the table, Uhlenkamp seconded, motion carried 3-0.

**9. Review and Consider Approving 2018-19 Administrative Raises (HR, BM, HS Princ., FD)**

Motion by Uhlenkamp to approve the \$1,000 raises for each the HR Director, Business Manager, and HS Principal for the 2018-19 year and the \$500 raise for the Food Service Director for the 2018-19 year, Powell seconded, motion carried 3-0.

**10. Review Daycare Updates**

Hosch had updated daycare financials to review with the board, which outlined the sources of revenues and expenses for every month this year, the comparison between the revenues and expenses on a monthly basis, as well as an explanation of where the fund balance is currently at and where it is predicted to be at by the end of the school year.

**11. Review and Consider Approving Daycare Fundraiser**

Motion by Uhlenkamp to approve the presented daycare fundraising letter, Powell seconded, motion carried 3-0.

**12. Review and Consider Approving Eliminating 1 Student School Day on FY18 Calendar**

Motion by Powell to approve June 1<sup>st</sup>, 2018, with a 12:45 dismissal, be the last student contact day of the FY18 school calendar, barring no other unforeseen circumstances arise that could interfere with this, Uhlenkamp seconded, motion carried 3-0.

**13. Elementary Principal's Report/Curriculum Coordinator's Report**

Klaus would like to publicly recognize and thank Julie Riechers for all her work on the *Healthy Schools Healthy Students* grant that was awarded to Starmont this year. With this board meeting being Klaus's last one before retirement, she also wanted to thank the board and the Starmont community for their support over the past 19 years!

Briggs reported on the various fast-approaching assessments/surveys and also reported that standards are being reviewed and professional development is being analyzed district-wide to start gaining ideas of what to revamp as we head into the next school year.

**14. MS/HS Principal's Report/Athletic Director's Report**

Yessak would like to commend the volleyball team and its coaches for the high honors received by Regional Family Hospital. The volleyball team and coaches have been very involved in giving back to its communities and has now raised over \$5,000 towards breast cancer. Because of this Regional Family Hospital has recognized their generous donations by placing a brick on their Wall of Fame in the Starmont volleyball team's name. Senior Awards Night is May 15<sup>th</sup> at 7:00, and graduation is May 20<sup>th</sup> at 1:00. He also wanted to recognize the FFA State award winners and the Robotics team for placing 24<sup>th</sup> out of 64 in the World Championships. Great job Stars and coaches!

Whittle's report gave quick updates on the various activities and mentioned gratitude for those who helped at the track meets and prom this year. He also wanted to mention a congrats to the FFA State award winners and Robotics team.

**15. Review and Consider Approving 2018-19 Equipment Breakdown Insurance**

Motion by Uhlenkamp to approve the 2018-19 equipment breakdown insurance renewal in the amount of \$25,000, Puffett yielded the chair to Powell then Puffett seconded, nay by Powell, motion carried 2-1.

**16. Review and Consider Approving 2018-19 Student Teaching Contract with Luther College**

Motion by Powell to approve the 2018-19 student teaching contract with Luther College, Uhlenkamp seconded, motion carried 3-0.

**17. Review and Consider Approving Updates to Job Description Handbook**

Heller presented the updated job descriptions for the Home Liaison and Therapist positions. Motion by Uhlenkamp to approve the presented updates to the job description handbook, Powell seconded, motion carried 3-0.

**18. Review and Consider Approving Full-Time Substitute Position**

The board did ask that this position be reviewed on an annual basis and did want clarification on whether or not the position would be part of any association or not. Motion by Powell to approve the creation of a full-time substitute teaching position, Uhlenkamp seconded, motion carried 3-0.

**19. Review and Consider Approving Elementary Kitchen Oven Bids**

Motion by Uhlenkamp to approve purchasing the presented oven and proofing cabinet bid from Martin Brothers in the total amount of \$8,447.50, Powell seconded, motion carried 3-0.

**20. Review and Consider Approving Spectator Gym Scoreboard Bids**

Motion by Powell to approve purchasing the presented scoreboard and score table from Iowa Direct in the total amount of \$21,500, Uhlenkamp seconded, motion carried 3-0.

**21. Review and Consider Approving Concrete Construction by FB Field/BB Diamond**

Motion by Uhlenkamp to approve the presented Swales Construction concrete bid for the football field and baseball diamond in the total amount of \$14,809, Powell seconded, motion carried 3-0.

**22. Review and Consider Approving Greenhouse Remodeling Bid**

Motion by Powell to approve the presented Swales Construction greenhouse remodeling bid in the total amount of \$25,900, with \$10,000 coming from FFA (grant) funds, and \$15,900 coming from district funds, Uhlenkamp seconded, motion carried 3-0.

**23. Review and Consider Approving Tuck Pointing Project**

Motion by Uhlenkamp to approve the presented Seedorff tuck pointing bid in the estimated amount of \$15,000, Powell seconded, motion carried 3-0.

**24. Review and Consider Approving Cafeteria Painting**

Motion by Powell to approve the presented Young's Painting bid for the HS cafeteria summer painting in the total amount of \$7,575.25, Uhlenkamp seconded, motion carried 3-0.

**25. Superintendent's Report**

Heller reminded the board there will be a brief May 17<sup>th</sup> teleconference board meeting to open bids for the science room renovations. He also informed the board that the school will be offering old chromebooks for sale to the public in the very near future.

**26. Set Date for June School Board Meeting**

The next regularly-scheduled school board meeting will be held on June 11<sup>th</sup>, 2018, at 6:30 PM in the HS Conference Room.

**27. Adjourn**

Motion by Uhlenkamp to adjourn, Powell seconded, meeting adjourned at 9:20 PM.

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Douglas Puffett, Board President

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Robyn Hosch, Board Secretary