

**Minutes of the Regular Monthly Meeting  
Board of Directors  
The Missouri Valley Community School District  
Monday, August 16, 2010**

**Call of Order**

Following a brief tour of the school facilities beginning at 5:00, President Brenda Dooley called the meeting to order at 6:00 P.M. on Monday, August 16, 2010, at the District Office Board Room, 109 East Michigan Street, Missouri Valley, Iowa.

**Roll Call**

**Present:** Brenda Dooley, Michele Wilson, Dan Zaiser, and Kelley Ruffcorn

**Absent:** Roy Haynes

**Also Present:** Superintendent Tom Micek, Secretary Robyn Wohlers, Deidre Drees, Bill Huggett, Kristie Kruckman, Ashley Denton, Tina Clevenger, Stephanie Utman, and Mark Mahoney, *Missouri Valley Times-News* reporter

**Approve Agenda**

Director Ruffcorn approved the agenda as published, and Director Wilson seconded it. All Ayes; motion carried.

**Recognition of Visitors/Gifts/Services**

New staff members present, Tina Clevenger and Stephanie Utman, were introduced, and Ryan Victor, Keisha Anderson, Barb Collins, Kim Cox, Meg Sargent, and Jenna Layton were also named in accordance with their new positions.

**Approval of Minutes**

Director Wilson motioned to approve the Minutes of the regular Board meeting on July 19, 2010, as published. Director Zaiser seconded the motion, passing unanimously.

**Financial Reports**

The monthly financial reports for the General Operating, Management, PPEL, Capital Projects, Debt Service, Child Nutrition, Agency, Trust, and Activity Funds for the month of July, 2010, were presented for the Board's review.

**Board Bills**

Additional bills brought before the Board totaled \$331,137.49. Director Zaiser made a motion to pay the bills submitted in the Board packet, plus additional pages of bills totaling \$331,137.49. Director Ruffcorn seconded the motion. All Ayes; motion carried.

The bills totaled \$462,099.59 as follows: \$199,725.29 – General Operating Fund; \$0.00 – Management Fund; \$44,965.10 – Physical Plant and Equipment; \$206,627.46 – Capital Projects/1% Sales Tax Fund; \$0.00 – Debt Service Fund; \$110.00 – School Nutrition Fund; \$0.00 School Store Enterprise Fund; \$9,328.31 -- Student Activity Fund; \$0.00 – Trust Fund; and \$1,343.43 – Agency Fund.

Director Wilson motioned to approve the authorization for 2010-2011 Activity/Trust/Agency prepaid checks up to \$5,000, per the packet exhibit. Director Ruffcorn seconded it. All Ayes; motion carried.

## **ADMINISTRATION**

### ***Report on TeamMates Mentoring Program***

Ashley Denton, TeamMates Co-Chair, gave a report on the TeamMates Mentoring Program, which is beginning the third year at Missouri Valley Schools. She stated that statistics are indicating that MV students involved in the mentoring program showed a 64% increase in academic performance, and a 100% reduction in discipline referrals. The District had ended the 2009-2010 school year with 21 matches.

She announced that the Missouri Valley Chapter has been selected to participate in a pilot program to utilize a strength finder online tool. Missouri Valley was one of only eight chapters selected and the only Iowa school. She also revealed that mentor Kevin Christensen and student Justin Krum had been chosen for a very prestigious award, quite an honor for them as individuals and Missouri Valley as a chapter.

### ***Receive Report on AYP Results***

The Adequate Yearly Progress (AYP) report responds to the federal accountability portion of "No Child Left Behind." The building principals shared proficiency information, noting that the lower socio-economic group of students at the Middle School did not meet assessment goals. The principals explained that staff is engaged in appropriate strategies to assist in student achievement, including Second Chance Reading, JIST, LEXIA, ALEX, and home room tutoring, while professional development for teachers includes using Cognitively Guided Instruction (CGI) and Authentic Intellectual Work (AIW.) The staff is focused on a curriculum that will assist students with achieving proficiencies and reaching goals.

## **BOARD GOVERNANCE**

### ***Review of Preliminary Five-Year Facilities Plan***

Dr. Micek presented a preliminary Facilities and Maintenance Plan for 2011-2016. He explained that roofing repairs are estimated at one million dollars, but that additional analysis and competitive bidding would ensue. Priority items include acquisition of two buses, one with a lift; restoration of the H.S. gymnasium floor; H.S. gym bleacher upgrade; handicapped doors at the Elementary; H.S. Media Center floor renovation; and H.S. HVAC system repairs for a glycol leak or replacement parts. The Board agreed that having both phases of the H.S. HVAC project done was a huge positive for the district. President Dooley expressed concern for potential future problems with the proposed floodway expansion regulations that would encompass the football field/track area. Loan and bond repayments will be large portion of the expenditures pertaining to facilities in the next few years.

### ***Approve Signers for Checks/Warrants***

Director Ruffcorn motioned that the following officers of the Missouri Valley School Board and/or named designees are hereby authorized and directed to sign all payroll and accounts payable checks/warrants issued by the Missouri Valley Community School District for the 2010-2011 school year or until such time as a new authorization is approved. Checks/warrants may include one stamped signature, but shall require at least one live signature.

<u>Name</u>	<u>Title</u>
Brenda Dooley	Board President
Robyn Wohlers	Board Secretary/Treasurer
Dan Zaiser, alternate	Board Vice President
Dr. Thomas Micek, designee	Superintendent of Schools
Deidre Drees, Designee—A.T.A. accounts	H.S./M.S. Principal

Director Wilson seconded that motion. All Ayes; motion carried.

***Approve Administrative Designee to Sign Service Contracts***

Director Wilson motioned that Dr. Thomas Micek, Superintendent of Schools, shall be named as Board President Designee for signing service contracts, student contracted services, and any other routine contracts or agreements as necessary, in lieu of the Board President, for the 2010-2011 school year or until such time as a new authorization is approved. Those contracts will also be stamped with the signature of the Board President. Furthermore, employment contracts and letters of assignment shall be stamped with the signature of the Board President.

Director Zaiser made the second. All Ayes; motion carried.

***Declaration of District Procedure for Athletic Contracts***

Director Ruffcorn motioned that the stamped signature of the Board President, along with the actual written signature of the Athletic Director, Brian Knott, will be the District's procedure for athletic contracts for the 2010-2011 school year or until such time as a new authorization is approved. Second was made by Director Zaiser. All Ayes; motion carried.

***HUMAN RESOURCES***

***Resignation Accepted***

Director Wilson motioned to accept the resignation of Johnette Shreves, Elementary Associate. Director Ruffcorn made the second, and the motion passed unanimously.

***Approved Letters of Assignment***

Director Ruffcorn motioned to approve the administrative recommendation to issue Letters of Assignment to Barbara Collins, part-time District Office Secretary; Kimberly Cox, Preschool Associate; Margaret (Meg) Sargent, Elementary Associate; Jenna Layton, Elementary Associate; Kristen Miller, Assistant High School Volleyball Coach; and Tammy Gatrost, Junior Class Sponsor. Director Wilson made the second. All Ayes; motion carried.

***ADMINISTRATIVE REPORTS***

***Elementary School Principal***

Bill Huggett announced the Elementary Open House on the evening of August 18, that PTO had resumed meeting the fourth Monday of each month, there would be a pre-K Child Fair on August 23, and a meeting was scheduled to make parents aware of changes with the Iowa Core Curriculum. He noted that Preschool Open House would be August 31, and the preschool classes would begin the day after Labor Day.

***Middle School and High School Principals***

Kristie Kruckman, Assistant H.S./M.S. Principal, gave a technology update report for the district, noting that Microsoft settlement funding was used to purchase lots of new equipment. The technicians worked hard all summer to set up Google email for all staff members, as well as Gagle email accounts for all 6-12 students.

Deidre Drees stated that both principals had participated in numerous professional development opportunities over the summer months. She distributed a State

statistical handout regarding the district's career education programs, which indicated that MVHS has strong vocational programs and that students participating in the vocational curriculums consistently scored higher in math and reading proficiencies than the State target.

### ***Superintendent of Schools***

Dr. Micek announced that the Education Jobs bill passed through Congress and was signed by the President. This funding must be used for K-12 teacher salaries, benefits, and other expenses to retain existing employees, rehire positions, or create new positions. The funding cannot be used for administrative expenses, and will be distributed using weighted enrollment from the state aid formula. All funding will be distributed to K-12 schools districts in fiscal year 2011. Many questions still exist regarding this funding stream and requirements, but should be forthcoming soon. He stated that Missouri Valley CSD could receive an unexpected \$184,000; however, we were underfunded for the year, so the new funding could go toward offsetting that.

Supt. Micek concluded with upcoming dates to remember, noting the early Homecoming Week of September 7 through September 11, and the football team hosting Battle Creek/Ida Grove on Friday, Sept. 10. The Academic Awards Banquet will be on Sept. 2, with Troyce Fisher being the guest speaker. Also, there will be a variance in early dismissal times for staff development Wednesdays during the 2010-2011 school year. He also shared information that had been distributed to the staff entitled, "2010-2011...Reaching for Greatness."

### ***Adjournment***

The next regular meeting is scheduled for Monday, September 20, 2010, tentatively beginning at 6:00 P.M.

Director Wilson made a motion to adjourn the meeting, and Director Zaiser seconded it. All Ayes; motion carried. The meeting adjourned at 7:31 P.M.

/s/ Robyn Wohlers, Board Secretary-Treasurer