

**Minutes of the Regular Monthly Meeting
Board of Directors
The Missouri Valley Community School District
Monday, November 16, 2009**

Call of Order

President Brenda Dooley called the meeting to order at 6:00 P.M. on Monday, November 16, 2009, at the District Office Board Room, 109 East Michigan Street, Missouri Valley, Iowa.

Roll Call

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

Absent: None

Also Present: Superintendent Tom Micek, Secretary Robyn Wohlers, Deidre Drees, Bill Huggett, Misty Graeve, Cathie Callaghan, Kim Crispin, Darcie Tierney, Sue Graeve, Cory Jackson, and Pete Graham

Approve Agenda

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

(Be it noted that Director Wilson joined the meeting at 6:01 P.M.)

Recognition of Visitors/Gifts/Services

President Dooley recognized Misty Graeve, who had asked to speak with the Board regarding class size. Ms. Graeve expressed her concern about student class-size, particularly in the fourth grade with 26 or 27 students per class, and having para-professionals grading papers and apparently taking the place of teachers. She also took issue with denying students recess as a means of discipline for the large, noisy classrooms. She implored the Board not to cut teachers, in this time of tough economic decisions. Cathie Callaghan and Darcie Tierney also briefly addressed the Board members in support of Ms. Graeve. President Dooley thanked the audience for the parental input, and several Board members and Principal Huggett also participated in the discussion. Supt. Tom Micek reported that the fourth grade teachers were seasoned staff members, and that the administration must consider special needs students and the possibility of combination classes rooms in future years.

Approval of Minutes

Director Wilson motioned to approve the Minutes of the regular Board meeting on October 19, 2009. Director Zaiser seconded the motion, which carried 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 October, 2009, were presented for the Board's review.

Board Bills

Additional bills brought before the Board totaled \$46,165.65. Director Ruffcorn made a motion to pay the bills submitted in the Board packet, plus additional pages of bills totaling \$46,165.65. Director Wilson seconded the motion. All Ayes; motion carried.

The bills totaled \$466,833.09 as follows: \$167,435.92 – General Operating Fund; \$0.00 – Management Fund; \$25,814.74 – Physical Plant and Equipment; \$126,671.30 – Capital Projects/1% Sales Tax Fund; \$109,680.19 – Debt Service Fund; \$20,545.01 – School Nutrition Fund; \$0.00 – Preschool Proprietary Fund; \$15,408.03 -- Student Activity Fund; \$0.00 – Trust Fund; and \$1,277.90 – Agency Fund.

ADMINISTRATION

Supervisory Reports

M.S./H.S. Co-Principal, Deidre Drees, explained that the focus on professional development was shifting away from standardized testing to daily instruction focused on reviewing the current curriculum and application to the Iowa Core Curriculum, doing meaningful and relevant work. Teachers are being challenged to re-think learning concepts for teaching students. Lisa Carter is an author that the district is using for staff development this year.

Elementary Principal, Bill Huggett, explained about vertical alignment and development of critically thinking students. The focus of the elementary professional development meetings this school year is Cognitively Guided Instruction. He thanked the PTO for their support with the Book Fair and other projects, and announced that the Iowa Tests of Basic Skills were given to students.

BOARD GOVERNANCE

Transfer of Funds

Director Wilson motioned to approve the transfer of \$109,480.19 from the Capital Projects Fund to the Debt Service Fund for payment of the revenue bonds interest and principal due December 1, 2009. Director Zaiser made the second, and the motion carried unanimously.

Approve Resolution Adopting Financial Workout Plan for ISCAP

The school district is required to provide the Iowa School Cash Anticipation Program (ISCAP) with a financial workout plan in order to have the availability to borrow money during the current and subsequent school years. Dr. Micek explained that a negative solvency ratio was the result of special education costs, carrying the preschool program without State funding, and not levying for cash flow, in addition to the bargaining settlement for 2007-08. He stressed that "solvency ratio" is a measure of cash at the end of the fiscal year, but not a measure of spending authority. The administration has already cut expenditures through different special education programs for students, reduced staff, and a shared superintendency, and has identified significant reductions to the General Fund expenditures for next year. He noted that continued efforts to cut expenses, the probability of raising property tax revenues, and levying to build a cash reserve would be prudent.

Director Ruffcorn motioned to approve the resolution adopting a financial workout plan for the Iowa School Cash Anticipation Program (ISCAP.) Director Wilson seconded it. All Ayes; motion carried.

Approve 2008-2009 Certified Annual Report

Dr. Micek explained that in conjunction with the audit, the Certified Annual Report must be filed with the Dept. of Education each autumn by the Business Manager/Board Secretary. Director Wilson motioned to approve the 2008-2009 Certified Annual Report, and Director Zaiser made the second. All Ayes; motion carried.

Approve SBRC Request for Negative Special Education Balance

Director Wilson motioned to approve a request to the SBRC (School Board Review Committee) seeking allowable growth and supplemental aid for a negative special education balance of \$41,549.24. Director Ruffcorn seconded that motion, which passed unanimously.

Approve Agreement for 2009-2010 Preschool Grant Award

Dr. Micek noted that categorical funding will be received for the Statewide Voluntary Preschool Program this year. Director Wilson motioned to approve an agreement with the Iowa Department of Education to receive the 2009-2010 Preschool Grant Award. The motion was seconded by Director Zaiser. All Ayes; motion carried.

Board Policies for Final Reading

Director Ruffcorn motioned to approve the following Board policies for final reading: #805.6, "Credit Cards" and #805.6R1, "Credit Cards, Administrative Regulation." Director Wilson made the second, and the motion passed unanimously.

HUMAN RESOURCES

Resignation Received

Director Zaiser motioned to approve administrative recommendation to accept the resignation from Ami Guinan, High School Associate. Director Haynes made the second. All Ayes; motion carried.

Coaching Contract Approved

Director Ruffcorn motioned to approve administrative recommendation to issue an employment contract to Jamie Wieme, Assistant High School Boys Basketball Coach. A second was made by Director Wilson. All Ayes; motion passed.

Assignments Approved

Director Wilson motioned to approve administrative recommendation to issue letters of assignment to: Kimberly McDowell, Cook's Helper; Jeff Miller, Junior High Boys Basketball Coach; Troy Maasen, Junior High Boys Basketball Coach; Jamie Fouts, Assistant High School Boys Basketball Coach; Robert Cunard, Junior High Girls Basketball Coach; Jim Hornbeck, Junior High Girls Basketball Coach; and Rick McHugh, Assistant High School Girls Basketball Coach. Director Zaiser seconded it. All Ayes; motion carried.

Director Wilson motioned to approve the administrative recommendation for revision to the Letter of Assignment for Alice Howerton, Cook's Helper. Second was made by Director Ruffcorn. All Ayes; motion passed.

Superintendent's Report

The theme of the monthly superintendent's report was financial uncertainty and "lean thinking." Dr. Micek explained that the 10% Across the Board Cut in fiscal year 2009-2010 amounts to \$446,000 for Missouri Valley Schools, with another anticipated 5% ATB reduction possible in January, 2010, for another \$223,000. For fiscal year 2010-2011, it is anticipated that there will be 0% Allowable Growth plus additional reductions to funding, an estimated enrollment decline of 33 students, a certain increase in IPERS contributions, and a projected 10-15% increase in health insurance premiums.

He stated that this dramatic reduction in revenues will require an equally dramatic reduction in General Fund expenditures, affecting the staffing ratios of certified staff, the number of classified staff, and a "lean thinking process," a mindset to focus on eliminating wasteful activities or those with less customer value. The administrators have looked at possible changes to busing, overtime, paper expense, trips/travel, and utilities expenses. Motion switches and energy-wise appliances will drive down consumable costs. He also advised the Board that consideration would need to be given to raising the tax levy for cash reserve.

Dr. Micek also noted that technology will continue to change what happens in schools, particularly at the junior-senior level. In the future, online courses could impact elective programs. There is a need to change the way teaching is currently being done, and exploration of “outside the box” types of options.

Director Ruffcorn asked for H.S. teacher Jamie Wieme’s class to come and demonstrate the Ipad Touches at a future Board meeting. President Dooley, Directors Ruffcorn and Wilson all commented on the good job being done to update the school’s website, both in appearance and in relative current information.

Adjournment

Director Wilson made a motion to adjourn the meeting, and Director Ruffcorn seconded it. All Ayes; motion carried. The meeting adjourned at 7:37 P.M.

/s/ Robyn Wohlers, Board Secretary-Treasurer