



**COMMUNITY SCHOOL DISTRICT OF FORT DODGE, IOWA**

**MINUTES OF BOARD OF EDUCATION MEETING**

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Regular Meeting

June 24, 2013

The Regular Meeting of the Board of Directors, Community School District, Fort Dodge, Iowa, was called to order by President Cochrane at 6:10 p.m. in the Board Room.

Members present : Mr. Cochrane, Mr. Forsythe, Mr. Kent, Ms. Merz, Ms. Peterson, Mr. Rogers, and Mr. Wagner.

Members absent : None.

Others present : Superintendent Van Zyl, Assistant Superintendent/Board Secretary Hughes, Director of Financial Services Hansel, Owner Construction Representative Albrecht, Communications Director Lane, Director of Buildings and Grounds Filloon, FDSH Principal Keane, FDSH Assistant Principal Astor, CSI Project Manager Woolery, and a mass media representative.

Approval of the Agenda

Moved by Rogers, seconded by Peterson, to approve the board agenda as presented. Seven voting aye, no nays, motion carried.

Consent Agenda

Moved by Forsythe, seconded by Merz, to approve the following consent agenda items: 3.1) approval of the minutes of the June 10, 2013, regular meeting; 3.2) allow payment of the attached listing of bills from the general, management, physical plant and equipment, capital projects, activity, and nutrition funds; 3.3) approval of personnel; 3.4) approval of open enrollment requests: from Shane Bailey, for Patrick Bailey, requesting open enrollment to the Humboldt Community School District; from Effie Hill, for Keegan Crouse, Kolten Crouse, and Kyler Crouse, requesting open enrollment to the Fort Dodge Community School District from the Manson Community School District; from Kathy Dencklau, for Austin Dencklau and Brandon Dencklau, requesting open enrollment to the Fort Dodge Community School District from the Eagle Grove Community School District; and from Christine and Scott Bergren, for Kylie Bergren, requesting open enrollment to the Manson Community School District; and 3.5) approval of health, life, dental, and long term disability insurance rates for the 2013–2014 fiscal year. Seven voting aye, no nays, motion carried.

Communications

Comments from the public: no public comments were offered.

Brandon Woolery, CSI Project Manager, presented a progress report on the New Middle School Project. Board members asked questions related to the status of project completion.

Action Items/Presentations/Discussions

Moved by Rogers, seconded by Kent, to approve a resolution authorizing a loan from the Capital Projects Fund to the Physical Plant and Equipment Fund of up to \$153,000 for cash flow purposes for the 2013-2014 fiscal year to be repaid by June 30, 2014, with interest payable at the ISCAP loan rate for the Dodger Stadium Athletic Field Replacement Project. A roll call vote was taken; Wagner voted aye, Cochrane voted aye, Forsythe voted aye, Kent voted aye, Merz voted aye, Peterson voted aye, and Rogers voted aye. Seven voting aye, no nays, motion carried.

Moved by Rogers, seconded by Merz, to approve a resolution to conduct a public hearing to consider continued participation in the Instructional Support Program. A roll call vote was taken; Cochrane voted aye, Forsythe voted aye, Kent voted aye, Merz voted aye, Peterson voted aye, Rogers voted aye, and Wagner voted aye. Seven voting aye, no nays, motion carried.

Moved by Forsythe, seconded by Merz, to accept the monthly financial reports for the period April 30, 2013, through May 31, 2013. Seven voting aye, no nays, motion carried.

Moved by Rogers, seconded by Merz, to approve the second reading of the review/revision of the following Board Policy and Procedures: 800.1 - Use of District Facilities, Procedures Exhibit 800.1A - Use of District Facilities Procedure, Procedures Exhibit 800.1B - Use of District Facilities Regulations, Procedures Exhibit 800.1C - Use of District Facilities, Non-School Related Activity, Additional Billing for Services or Equipment, Procedures Exhibit 800.1D, Attachment B – Class Breakdown for Fee Structure, and Procedures Exhibit 800.1E - Facility Fee Schedule. Seven voting aye, no nays, motion carried.

Assistant Superintendent Hughes offered an update of the 2013-2014 district-wide staffing changes. Board members asked questions and shared in the discussion.

Moved by Rogers, seconded by Merz, to approve the reduction of Karen Moe, Computer Instructor, due to reduction and realignment of staff, budgetary constraints, restructuring of District programs and services, and compliances with the staff reduction procedures of the collective bargaining unit. A roll call vote was taken; Forsythe voted aye, Kent voted aye, Merz voted aye, Peterson voted aye, Rogers voted aye, Wagner voted aye, and Cochrane voted aye. Seven voting aye, no nays, motion carried.

Moved by Merz, seconded by Forsythe, to approve the reduction of Deb Tvrdik, Math Instructor, due to reduction and realignment of staff, budgetary constraints, restructuring of District programs and services, and compliances with the staff reduction procedures of the collective bargaining unit. A roll call vote was taken; Kent voted aye, Merz voted aye, Peterson voted aye, Rogers voted aye, Wagner voted aye, Cochrane voted aye, and Forsythe voted aye. Seven voting aye, no nays, motion carried.

Moved by Forsythe, seconded by Wagner, to approve the reduction of Jennifer Knutsen, Debate Coach, due to budgetary constraints. A roll call vote was taken; Merz voted aye, Peterson voted aye, Rogers voted aye, Wagner voted aye, Cochrane voted aye, Forsythe voted aye, and Kent voted aye. Seven voting aye, no nays, motion carried.

Moved by Wagner, seconded by Kent, to approve the reduction of Joseph Svendsen, Assistant Debate Coach, due to budgetary constraints. A roll call vote was taken; Peterson voted aye, Rogers voted aye, Wagner voted aye, Cochrane voted aye, Forsythe voted aye, Kent voted aye, and Merz voted aye. Seven voting aye, no nays, motion carried.

Moved by Kent, seconded by Peterson, to approve the reduction of Laura Libby Vinger, Secondary Literacy Coach, due to budgetary constraints and elimination of the Secondary Literacy Coach position. A roll call vote was taken; Rogers voted aye, Wagner voted aye, Cochrane voted aye, Forsythe voted aye, Kent voted aye, Merz voted aye, and Peterson voted aye. Seven voting aye, no nays, motion carried.

Superintendent Van Zyl led a discussion on the upcoming September 10, 2013, School Board Election. Three Board Member's seats are up for election: Cochrane, Forsythe, and Merz. Ms. Merz announced that she will not be seeking re-election. Nomination papers for school board positions are available at the Central Administrative Offices. A minimum of fifty (50) signatures are needed to gain ballot access. Nomination papers must be completed and returned to Board Secretary Hughes at the Central Administrative Offices no earlier than 8:00 a.m. on July 8, 2013, and no later than 4:30 p.m. on August 1, 2013. Board members asked questions and shared in the discussion.

#### Communications/Updates

Superintendent's Update: (1) Superintendent Van Zyl updated the Board on the process of transition of insurance enrollment for United Health Care; (2) Rachel's Challenge leadership staff members will be attending a summit in Houston, Texas; (3) financial auditors will be in on Thursday, June 27, 2013; (4) Butler Elementary interviews will occur the week of July 1, 2013; (5) summer activities and final staff hiring processes were mentioned; and (6) discussion was held about the baby grand piano that is located at Phillips Middle School.

#### Board Update and Committee Reports:

##### Board Committees:

Health and Safety/Policy: no report; schedule to be sent out.

Long Range Planning/Finance: no report; schedule to be sent out.

Capital Projects: no report; schedule to be sent out.

Negotiations: no report; schedule to be sent out.

Communications: no report; schedule to be sent out.

##### Board Representation on a Committee:

Foundation: Pontius application has been submitted.

Comprehensive School Improvement: will meet at beginning of 2013-2014.

Curriculum, Instruction & Assessment Advisory Committee: will meet at beginning of 2013-2014.

#### Adjournment

Moved by Forsythe, seconded by Peterson, to adjourn the meeting at 7:00 p.m. All present voting aye, motion carried.

Robert L. Hughes  
Board Secretary