

**Annual Meeting of the Board of Education
Gilbert Community School District
Tuesday, November 19, 2019
6:00 p.m.
District Office Conference Room**

TENTATIVE AGENDA

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| 1. | <u>Call to Order</u> | 6:00 |
| 2. | <u>Roll Call</u> | |
| 3. | <u>Approval of Agenda</u> | |
| 4. | <u>CONSENT AGENDA</u> | 6:05 |
| 4.01. | Minutes of October 14, October 30, and October 31, 2019 | |
| 4.02. | Bills | |
| 4.03. | Financial Reports – June 30, 2019 – Certified Annual Report (CAR), Special Education Supplement (SES) and Transportation Report | |
| 4.04. | Preliminary Auditor Comments from FY19 District Audit held on Monday, October 21 st | |
| 5. | <u>Certify Election Results from November 5, 2019</u> | |
| 6. | <u>Introduction/Recognition of Board Members</u> | 6:15 |
| 7. | <u>Adjournment</u> | |

**Organizational Meeting of the Board of Education
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6:30 p.m.
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TENTATIVE AGENDA

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| 8. | <u>Call to Order- Secretary Hopkins</u> | 6:30 |
| 9. | <u>Roll Call- Secretary Hopkins</u> | |
| 10. | <u>REORGANIZATION OF THE BOARD</u> | |
| 10.01. | Swear in New Directors - Oath of Office – Secretary Hopkins | |
| 10.02. | Election of Board President | |
| 10.03. | Election of Vice President | |
| 10.04. | Appoint Board Secretary/Treasurer | |
| 10.05. | Swear in Officers – Oath of Office – Secretary Hopkins | |
| 10.06. | Select Meeting Site, Date, Time and Location | |
| | A. District Office Conference Room, 2 nd Monday of each Month at 6:00 p.m. | |
| 10.07. | Name <i>Ames Tribune</i> as Official Publication | |
| 10.08. | Designate Ahlers & Cooney Law Firm as Legal Counsel | |
| 10.09. | Board Member Committee/Assignments | |
| | A. Finance/Negotiations – | |
| | B. Facilities – | |
| | C. Policies – | |
| 11. | <u>PUBLIC FORUM</u> | |
| 12. | <u>ORAL REPORTS</u> | 6:45 |
| 12.01. | Board Reports | |
| | A. Danielle Jess Haindfield – Ahlers & Cooney Legal Update | |
| | B. IASB Annual Convention and Delegate Assembly – Wednesday/Thursday, November 20 & 21 | |
| 12.02. | 2019-20 District Priorities/Annual Goals | |
| 12.03. | Administrator Reports | |
| | A. EdLeader21 Houston Conference Report | |
| 12.04. | Announcements/Celebrations | |
| 13. | <u>OLD BUSINESS</u> | |
| 13.01. | Land Option Discussion/Possible Action | |

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14. NEW BUSINESS

7:15

- 14.01. Consider/Approve Proposal for Infinite Campus Student Information System for the 2020-21 School Year – Cassie Wendt, Registrar
- 14.02. **CONSTRUCTION**
 - A. Story Construction Updates & Cost/Budget Summary – Adam Papesh, Story Construction/Sam Stagg, HAILA
 - 1. Accepted/Denied Change Requests/Change Directives <\$10,000 – CR-031, CR-042, CR-060, CR-063, CR-063R, CR-067, CR-070, CR-074, CR-075, CR-076, CR-078, CR-079, CR-080, CR-081, CR-084, CR-085, CR-090 and CR-091
 - 2. Change Order No. 4 – BP No. 03-1-Core Structural Services, LLC – \$1,990
 - 3. Change Order No. 4 – BP No. 04-1-Seedorff Masonry, Inc. – (\$14,719)
 - 4. Change Order No. 2 – BP No. 05-1-Core Structural Services, LLC - \$1,305.99
 - 5. Change Order No. 5 – BP No. 06-1-R.H. Grabau Construction, Inc. - \$19,213.33
 - 6. Change Order No. 5 – BP No. 06-2-R.H. Grabau Construction, Inc. - \$936.70
 - 7. Change Order No. 3 – BP No. 09-1-Hilsabeck Schacht, Inc. - \$6,656
 - 8. Change Order No. 4 - BP No. 09-1-Hilsabeck Schacht, Inc. - \$18,585
 - 9. Change Order No. 2 – BP No. 09-2-Phillips Floors, Inc. - \$1,972
 - 10. Change Order No. 2 – BP No. 15-1-Midwest Automatic Fire Sprinkler Co. - \$1,691
 - 11. Change Order No. 3 – BP No. 15-1-Midwest Automatic Fire Sprinkler Co. – (\$103)
 - 12. Change Order No. 4 – BP No. 15-2-ACI Mechanical, Inc. - \$57,825
 - 13. Change Order No. 5 – BP No. 15-2-ACI Mechanical, Inc. - \$2,091
 - 14. Change Order No. 5 – BP No. 16-1-Van Maanen Electric, Inc. - \$23,178
 - 15. Change Order No. 6 – BP No. 16-1-Van Maanen Electric, Inc. - \$5,164.58
 - 16. Change Order No. 2 – BP No. 16-2-Nelson Electric Company of Central Iowa, LC - \$225
 - B. Owner Architect Contractor (OAC) Meeting Agenda/Minutes/Site Notes – October 8, October 22, and November 5, 2019 - 10:00 AM
- 14.03. First Reading of Amended Board Policy 502.7-Smoking-Drinking-Drugs
- 14.04. Consider/Approve Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent, Bond Registrar and Transfer Agent Agreement and Authorizing the Execution of Same for \$7,540,000 School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds, Series 2019
- 14.05. Consider/Approve Tax Exemption Certificate for Refunding Bonds, Series 2019
- 14.06. Consider/Approve Resolution Authorizing the Terms of Issuance and Providing for and Securing the Payment of School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds, Series 2019
- 14.07. Summary of Financial Reports
- 14.08. Public Forum

15. CONSENT AGENDA

8:15

- 15.01. Designate Depository Banks for 2019-20, Availa Bank with a limit of \$15,000,000, ISJIT with a limit of \$15,000,000 and UMB with a limit of \$100,000
- 15.02. Appoint Vic Vanderpool as Level 1 Designated Investigator and Carrie Clark, Staci Edwards, Amy Griffin and Mike Danilson, as alternate investigators of abuse of students by District Employees
- 15.03. Appoint Carrie Clark as Equity Coordinator and Section 504 Coordinator and Appoint Lindsey Beecher as Title IX Coordinator
- 15.04. Financial Reports
- 15.05. Personnel
 - A. Resignations/Hirings
 - B. Early Retirement Application(s)
- 15.06. Open Enrollment
- 15.07. Fundraisers

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16. Calendar

8:30

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| 16.01. | November 20-21 | IASB Annual Convention |
| | December 2 | Closing Date/Call of 2012 and 2013 SAVE Revenue Bonds |
| | December 9 | 6:00 PM Regular Board Meeting/State of the District Presentation |
| | January 13 | 6:00 PM Regular Board Meeting |

17. Adjournment

BOARD MEETING PROCEDURES AND GUIDELINES

Welcome to a meeting of the Board of Education of the Gilbert Community School District, Gilbert, Iowa.

The purpose of this document is to inform you how the board of education is structured and how it operates.

Local control of public education is one of the cornerstones of a free society. The people exercise that control through their board of education. So that you can take a more active part in its deliberations and operations, this brochure will explain how you can bring matters of concern to the attention of the board.

The Gilbert Community School Board of Education is composed of five citizens elected to serve overlapping terms of four years each. At the end of each term, a board member wishing to continue their unsalaried service to the community must be re-elected to an additional four year term. State law does not limit the number of terms a member may serve. Voting for school board positions takes place on the first Tuesday after the first Monday in November in odd-numbered years.

Current board members are:

Deb Ordal, President

John Nelson, Vice-President

Tyler Holck

Kim Mosiman

Andrew Ricklefs

The superintendent of schools is appointed by the board of education and acts as its executive officer in administering their policies in the operation of the schools. They also acts as advisor in keeping the board informed of the needs and progress of the schools. The superintendent is available to the board as a professional resource, and his recommendations normally precede board action on questions relating to recruitment and supervision of professional staff, selection of instructional materials, and development of curriculum.

The board of education meets regularly on the second Monday of each month in the district conference room of the intermediate school building. Meetings are called at 6:00 p.m.

In accordance with the Iowa Code when it is necessary to hold a meeting other than the scheduled time, the nature of the meeting shall be stated in the minutes.

Meetings of the board of education follow an agenda prepared by the superintendent of schools. The agenda items constitute concerns of the superintendent, board of directors, staff members, and district patrons. Individuals who want to place an item on the agenda should contact the superintendent 7 days before the meeting. One of the first items on the agenda is a Public Forum, the recognition of visitors and representatives who may wish to address the board. A visitor, who has been granted permission to speak, may make a statement, express their viewpoint or ask a question regarding matters related to the school system. Persons addressing the board are asked to limit remarks to 5 minutes or less.

Information considered of interest to the general public that is not confidential in nature will be available at the meeting.

One of the responsibilities of the board president is to conduct an orderly meeting in a professional manner. If comments are inappropriate or are not germane to the discussion, the president may take appropriate action.

Thank you for joining us. We appreciate your suggestions and concerns.

We look forward to your continued interest in and support of the Gilbert Community Schools.

The Board of Education