

Instructional Support Program Public Hearing & Regular Meeting
Gilbert Community School District
Monday, March 8, 2021
6:00 p.m.

District Office Conference Room

Due to the Public State of Emergency COVID-19 situation, the maximum number of attendees allowed to attend the meeting in person at the District Office Conference Room will be limited to 10 people at one time. The Board determined that it is impossible and impractical for all members to be physically present at this meeting due to the COVID-19 pandemic, and that it is necessary to conduct the meeting by electronic means. The Board has provided public access via YouTube and Zoom:

YouTube = <http://bit.ly/gilbert-live>

Public Zoom = <http://bit.ly/GilbertCSD-3-8-21>

If there are any technical difficulties or if you need an accommodation to access the meeting, please contact 515-232-3740 or schoolboard@gilbertcsd.org

The District is not responsible for a delay, interruptions or outages caused by YouTube. Please visit the Public Zoom if there are issues with YouTube.

Please visit <http://www.gilbertcsd.org/district/school-board/> for any updates in regards to an active or upcoming meeting.

INSTRUCTIONAL SUPPORT PROGRAM PUBLIC HEARING

Written public comments or a request to participate can be sent to schoolboard@gilbertcsd.org or hopkings@gilbertcsd.org by 4:00 p.m.
Monday, March 8, 2021

1. President Opens the Public Hearing 6:00
2. Public Input on the Proposal to Continue Participation in the Instructional Support Program for a Period of Five Years, Commencing with the Fiscal Year Ending June 30, 2023
3. President Adjourns the Public Hearing

REGULAR MEETING TENTATIVE AGENDA

4. Call to Order
5. Roll Call
6. Approval of Agenda
7. Public Forum
8. **ORAL REPORTS**
 - 8.01. Administrator Reports
 - A. Test Data Update – Carrie Clark
 - B. Return to Learn Updates
 - 8.02. Announcements/Celebrations
 - 8.03. Board Reports
 - A. Future Meetings
9. **OLD BUSINESS**
 - 9.01. Second Reading of the following Policies Due to Chapter 103 State Board of Education Approved Changes that took Effect January 20, 2021 and the expiration of the FFCRA that occurred on December 31, 2020, which were Adopted/Revised/Retracted at the February 8, 2021 meeting due to an Emergency Situation as provided in Board Policy 209.2:
 - A. 409.2 – Employee Leaves of Absence (Revision)
 - B. 409.2E1 – Emergency Paid Sick Leave Request Form Under the Families First Coronavirus Response Act (FFCRA) (Revision)
 - C. 409.2E2 – Expanded Family and Medical Leave Request Form Under the Families First Coronavirus Response Act (FFCRA) (Retraction)
 - D. 503.1 – Student Conduct (Revision)
 - E. 503.5 – Corporal Punishment, Mechanical Restraint and Prone Restraint (Revision)
 - F. 503.6 – Physical Restraint and Seclusion of Students (New)
 - G. 503.6R1 – Use of Physical Restraint and Seclusion with Students (New)
 - H. 503.6E1 – Use of Physical Restraint and/or Seclusion Documentation Form (New)
 - I. 503.6E2 – Debriefing Letter to Guardian of Student Involved in an Occurrence Where Physical Restraint and/or Seclusion was Used (New)
 - J. 503.6E3 – Debriefing Meeting Document (New)

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9.02. Second Reading of Amended/Reviewed Board Policy, with Possible Action to Waive Third Reading and Approve

A. 501.15 - Open Enrollment Transfers- Procedures as a Receiving District Gilbert

10. NEW BUSINESS

6:30

10.01. CONSTRUCTION

A. Story Construction Updates & Cost/Budget Summary – Adam Papesh, Story Construction

1. Review Accepted/Denied Change Requests/Change Directives <\$10,000

A. CCD-058 – \$1,584.00, CCD-065 – \$1,507.03, CCD-071 - \$158.00

2. Consider/Approve Change Orders

A. No. 12 BP 04-1 – Seedorff Masonry, Inc. – \$1,507.03

B. No. 4 BP 08-1 – Orning Glass Co., Inc. - \$ 3,273.00

3. Consider/Approve to Accept the following substantial completion forms and final payment applications, as being fully complete and establishes the date of acceptance of its completion as March 8, 2021 (payments will be held for 31 days-April 8, 2021)

A. BP No. 04-1 – Seedorff Masonry, Inc. - \$72,056.41

B. BP No. 08-1 – Orning Glass Co., Inc. - \$ 10,934.40

10.02. Consider/Approve Middle School Grading Proposal to Shift from Trimesters to Semesters Starting 2021-22 School Year

10.03. Consider/Approve Resolution to Continued Participation in the Instructional Support Program for a Period of Five Years Commencing with the Fiscal Year Ending June 30, 2023

10.04. Consider/Approve Bond Counsel and Disclosure Counsel Engagement Agreement Proposed Issuance of Approximately \$4,315,000 General Obligation School Refunding Bonds, Series 2021 (the “Bonds”), Ahlers & Cooney, P.C. as Bond and Disclosure Counsel

10.05. Consider/Approve Financial Services Agreement with Piper Sandler and Amendment to Dissemination Agent Agreement for the Proposed Issuance of Approximately \$4,315,000 General Obligation School Refunding Bonds, Series 2021

10.06. Consider/Approve Resolution Fixing the Date of Sale, Approving Electronic Bidding Procedures and Approving Official Statement for Approximately \$4,315,000 General Obligation School Refunding Bonds, Series 2021

10.07. Review 2021-22 Proposed Certified Budget, Set Public Hearing Monday, April 12, 2021 at 6:00 p.m.

10.08. Discuss 2021-22 Proposed District Calendar, Set Public Hearing Monday, April 12, 2021 at 6:10 p.m.

10.09. Consider/Approve Cooperative Agreement with University of Northern Iowa and Cooperating Educational Agencies for the 2021-22 Academic Year

10.10. Consider/Approve a Superintendent of Schools Contract with Christine Trujillo for a Three Year Period, Commencing July 1, 2021 through June 30, 2024 with an Annual Salary of \$170,000 for the First Year of the Contract and an Agreement to provide \$7,500 for Moving Expenses to Relocate and Reside within the Gilbert CSD within Six Months

10.11. First Reading of Reviewed/Amended/New Board Policies

A. 400 Role of and Guiding Principle for Employees

B. 401.1 Equal Employment Opportunity

C. 401.2 Employee Conflict of Interest

D. 401.3 Nepotism

E. 401.4 Employee Complaints

F. 401.5 Employee Records

G. 401.5R1 Employee Records Regulations

H. 401.6 Limitations to Employment References

I. 401.7 Employee Travel Compensation

J. 401.8 Recognition for Service of Employees

K. 401.9 Employee Political Activity

L. 401.10 Credit and Procurement Cards

M. 401.11 Employee Orientation

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- N. 401.12 Employee Use of Cell Phones
- O. 401.12R1 Employee Use of Cell Phones (**New**)
- P. 402.1 Release of Credit Information
- Q. 402.2 Child Abuse Reporting
- R. 402.3 Abuse of Students by School District Employees
- S. 402.4 Gifts to Employees
- T. 402.6 Employee Outside Employment
- U. 403.1 Employee Physical Examinations
- V. 403.2 Employee Injury on the Job
- W. 403.3 Communicable Diseases-Employees
- X. 403.3E1 Hepatitis B Vaccine Information and Record
- Y. 403.3R1 Universal Precautions Regulations
- Z. 403.4 Hazardous Chemical Disclosure
- AA. 403.5 Substance Free Workplace
- AB. 403.5E1 Substance Free Workplace Notice to Employees
- AC. 403.5R1 Substance Free Workplace Regulations
- AD. 403.6 Drug and Alcohol Testing Program
- AE. 403.6E1 Drug and Alcohol Testing Program Notice to Employees
- AF. 403.6E2 Drug and Alcohol Program and Pre-Employment Testing Acknowledgment Form
- AG. 403.6E3 Drug and Alcohol Testing Program and Pre-Employment Testing Written Consent to Share Information (**New**)

10.12. Financial Reports Summary

11. **CONSENT AGENDA**

7:30

- 11.01. Minutes of February 8th, February 17th and March 1st Meetings
- 11.02. Bills
- 11.03. Financial Reports
- 11.04. Personnel
 - A. Resignations/Hirings
- 11.05. Open Enrollment
- 11.06. Fundraisers

12. **Calendar**

7:45

- 12.01. March 22 – Bond Sale (Bids Due 1:00 p.m.)
- 12.02. March 22 – Special Board Meeting 6:00 p.m. via Zoom
- 12.03. April 12 – Regular Board Meeting/2021-22 Budget Hearing/2021-22 Calendar Hearing 6:00 p.m

13. **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:

Andrew Ricklefs, President
Jeff Mosiman, Vice-President
Tyler Holck
John Nelson
Deb Ordal

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