

**BAXTER COMMUNITY SCHOOL DISTRICT
ANNUAL/ORGANIZATIONAL/RETIRING BOARD MEETING
NOVEMBER 16, 2022
6:00 P.M.**

PRESENT: President Jon Northrup, Debbie Meyer, Colette Kunkel, Kim Tichy, Elementary Principal Zach Hasselbrink, Superintendent Mickolyn Clapper and Board Secretary Julie McWhirter. Board Member, Cory Robinson; and Secondary Principal, Rob Luther were absent due to prior commitments.

OTHERS PRESENT: Sue Atkinson

- I. Call to Order:** President Northrup called the board meeting to order at 6:00 p.m.
- II. Approval of Agenda:** Tichy moved, seconded by Meyer, to approve the agenda as presented. Motion carried (4y-0n).
- III. Review of Fiscal Year End 2022 Depository Statements:** Tichy moved, seconded by Meyer, to approve the 2021-22 fiscal year end depository statements for the district's accounts at State Savings Bank and Miles Capital. Motion carried (4y-0n).
- IV. Unfinished Business:** None
- V. Adjournment:** Kunkel moved, seconded by Meyer, to adjourn the meeting. The meeting adjourned at 6:03 p.m. Motion carried (4y-0n).

**BAXTER COMMUNITY SCHOOL DISTRICT
REGULAR BOARD MEETING
NOVEMBER 16, 2022**

- I. Call to Order:** President Northrup called the regular November meeting to order at 6:03 p.m.
- II. Election of Board President:** Tichy moved, seconded by Meyer, to nominate Cory Robinson for School Board President; no further nominations were brought forth. Motion carried (4y-0n).

In favor of Mr. Robinson's absence, Meyer moved, seconded by Kunkel, to approve Mr. Northrup carrying out the remainder of the November board meeting as president. Motion carried (4y-0n).

Dr. Clapper, fellow board members and administration thanked Mr. Northrup for his leadership as president for the last seven years. They recollected some of the milestones in his tenure as president.

- III. Approval of Agenda:** Kunkel moved, seconded by Meyer, to approve the agenda as presented. Motion carried (4y-0n).
- IV. Adopt Procedures, Date, and Time for Regular Board Meetings:** Meyer moved, seconded by Tichy, to continue to use Robert's Rules of Order for all board meetings and to meet on the third Wednesday of the month with 6:00 p.m. being the normal meeting time for all regular scheduled meetings. Motion carried (4y-0n).
- V. Approval of Consent Items:** Tichy moved, seconded by Meyer, to approve the payment of bills totaling \$108,819.41 and minutes of the October 19, 2022 board meeting as presented. Motion carried (4y-0n).

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- VI. Correspondence:** Dr. Clapper thanked the family of Marlene Meckley, a Baxter CSD graduate, for a very kind donation to be used for new stage lighting. Mr. Hasselbrink thanked State Savings Bank for their donation to also be used for new stage lighting. The donations are greatly appreciated.
- VII. Public Forum:** Sue Atkinson expanded on the email she previously sent to board members.
- VIII. Business Items:**
- A. PRINCIPALS' REPORT:** Each month, principals, Rob Luther and Zach Hasselbrink, share upcoming events or events from the past month.

Mr. Hasselbrink said that 98% of elementary student conferences were attended. We always strive for 100% attendance in the conferences. Conferences will be held next in the spring. He was thankful to the teachers for their diligence and preparation for the conferences so to be mindful of parents' time. Mr. Hasselbrink thanked Elementary Instructional Coach, Bri Crook, for expanding the WINN (What I Need Now) program to include math. Previously, the program only included reading. After assessing math screeners, admin and staff thought the need to expand the program to include math was warranted. Each trimester, as a part of their PL (Professional Learning) plan, teachers will share with their counterparts, highlights from recent attended conferences. Mr. Hasselbrink thanked Veteran, Greg Christianson for his instrumental organization of the annual Veterans' Day program. The Giving Tree has returned this year with the goals as used in the past. Stars will adorn the tree, for donors to pick, with wants from anonymous families in need for Christmas. Mr. Hasselbrink praised PE teachers Mrs. Boaz and Mr. Stribe for their amazing efforts in engaging students in classes. He is also excited for the elementary Christmas concert. After recently subbing in music, Mr. Hasselbrink was pleasantly surprised with the students' knowledge of the songs they will be singing.

Mr. Luther provided current events to board members prior to leaving for his previously scheduled engagement. He thanked FFA for providing t-shirts for all staff to promote the upcoming FFA week. Congratulations to freshman, Camryn Russell who became our first ever Baxter CSD diver and placed seventh at the state swimming and diving meet. Jake Travis was named football's District Defensive, Most Valuable Player of the Year. Callie Cross, Morgan Ratliff, and Regan Russell performed on the football All Iowa Honor Squad at the UNI-dome. Ms. Flanagan and several band members attended the Iowa Star Band Festival. Seventh and eighth graders went to Colo-NESCO CSD for a conference leadership day. Activities Director, Scott Pierce, took six high school leaders to a state leadership day at Wartburg College sponsored by IHSAA (Iowa High School Athletic Association). Prior to the state drill team competition in a few weeks, Baxter CSD drill team will perform for students and staff.

- B. COOPERATIVE AGREEMENT WITH GRINNELL AND BGM FOR SWIMMING AND DIVING:** Meyer moved, seconded by Tichy, to approve the 2022-23 cooperative sharing agreement for swimming and diving, as requested. Motion carried (4y-0n).
- C. SBRC APPLICATION 2022:** Tichy moved, seconded by Kunkel, to approve the administration's request to the School Budget Review Committee (SBRC) for a modified supplemental amount (MSA) of \$11,120 for a slight increase in certified enrollment and \$25,295 for open enrolled out students for the current year, for a total of \$36,415, as presented. Motion carried (4y-0n).

AYES: Meyer, Kunkel, Tichy, Northrup

NAYS: None

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D. K-12 LAU PLAN FOR SERVING ENGLISH LANGUAGE LEARNERS (ELL): Meyer moved, seconded by Tichy, to approve the 2022-23 K-12 LAU Plan for ELL (English Language Learners), as presented. Motion carried (4y-0n).

E. OPEN ENROLLMENT: None.

D. PERSONNEL: Tichy moved, seconded by Meyer, to approve contracts for Lindsay Bethards, as bus driver, and to include a reimbursement of \$850, equally, over a two year period with the promise of employment for two school years; Kristin Culp as assistant HS girls track coach; Katie Petermeier as assistant HS softball coach; Carter Nelsen as assistant HS baseball coach, as presented. Kyle Stribe was also approved as a volunteer HS boys' basketball coach as requested by head HS boys' basketball coach, Zach Hasselbrink and activities director, Scott Pierce. All approvals are pending proper licensure. Motion carried (4y-0n).

E. FACILITIES/GROUNDS/TRANSPORTATION: Meyer moved, seconded by Tichy, to approve the low bid from Ledford, from Marshalltown, for the removal of 59 diseased or dead trees at the sports complex, as recommended. Motion carried (4y-0n).

Meyer moved, seconded by Kunkel to approve the district's business use mileage reimbursement rate for each year to coincide with the IRS business use mileage reimbursement rate on January first of each year, as recommended. Employees are reimbursed for mileage when using their vehicle for district use when a district vehicle isn't available. The district's mileage reimbursement rate has not been increased in at least 15 years. Motion carried (4y-0n).

F. SUPERINTENDENT'S REPORT: Dr. Clapper commented on how pleased she is with the CTT (Collaborative Team Time). The collaboration happening between teachers and their counterparts. Administration is completing the first round of CSTAG (Comprehensive School Threat Assessment Guidelines) training. The training is an evidence-based model for schools to use in conducting threat assessments of students. Homeland Security assessed district building safety and security to provide recommendations as a step in acquiring significant funding in the Governor's Safety Initiative. The annual IASB Convention is this week. Dr. Clapper shared some of the feedback from the SIAC (School Improvement Advisory Committee) after their recent meeting. A reminder that the December board meeting will be held a week early, on December 14 at 6pm due to the winter break.

IX. Adjournment: Tichy moved, seconded by Meyer, to adjourn the meeting. The meeting adjourned at 7:11pm p.m. Motion carried (4y-0n).

The Annual Organizational/Retiring and regular November board meetings minutes will be presented for approval at the regular December board meeting.

Board President

Date

Board Secretary

Date

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