

**BAXTER COMMUNITY SCHOOL DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 16, 2024  
6P.M.**

**PRESENT:** President Cory Robinson, Jon Northrup, Tyler Akins, Ashley Kucera, Ray Hauser, Superintendent, Chris Petersen, Elementary Principal, Zach Hasselbrink, Secondary Principal, Clay Harrold, and Board Secretary, Julie McWhirter.

**OTHERS PRESENT:** Sue Atkinson; secondary teacher, Fran DeVore

**I. Call to Order:** President Robinson called the October meeting to order at 6:00 P.M.

**II. Approval of Agenda:** Northrup, moved, seconded by Akins to approve the agenda as presented. Motion carried (5y-0n).

**III. Approval of Consent Items:** Northrup moved, seconded by Hauser, to approve the payment of bills totaling \$100,766.79 and minutes of the September 18, 2024 regular board meeting as presented. Motion carried (5y-0n).

**IV. Correspondence:** None

**V. Public Forum:** Sue Atkinson shared additional information on an email she sent earlier to board members.

**VI. Business Items:**

**A. PRINCIPAL REPORTS:** Each month, principals, Zach Hasselbrink, and Clay Harrold, share activities during the past month.

**B. PARTICIPATION IN IOWA DRUG AND ALCOHOL TESTING PROGRAM:** Akins moved, seconded by Hauser, to approve the continuation of the IASB state approved testing program for bus drivers for the 2024 calendar year, as recommended. Motion carried (5y-0n).

**C. SIAC Committee:** Northrup moved, seconded by Akins, to approve the following 2024-25 SIAC (School Improvement Advisory Committee) members: Community member Nancy Foreman; parents Jennifer Anderegg, Lindsay Bethards, Betsy Damman, Jerrica Mortensen; students Nicole Bunse, Alyvia Burdess, Colton Moffitt, Perrin Sulze; elementary teachers Wyatt Eide, Casey O'Roake, elementary guidance counselor, Jill Halter; elementary principal, Zach Hasselbrink; secondary teachers Ryan Hermes, Kayla Mason; secondary guidance counselor, Travis Dee; secondary principal, Clay Harrold; board members Ray Hauser, Ashley Kucera, as presented. Motion carried (5y-0n).

**D. Wellness Plan/Board Policy:** Akins moved, seconded by Hauser to waive the second reading and approve the triennially updated Wellness Board Policy, Code 504.16; and the Wellness Progress Report, as recommended. Motion carried (5y-0n).

**E. Negative Meal Accounts:** Superintendent, Chris Petersen and business manager, Julie McWhirter updated board members of a recent agreement with third party debt collection agency, Credit Bureau Services of Iowa, after board directed administration last month to seek an

outside agency to provide debt collection services of negative accounts. Board also directed McWhirter to, immediately, submit for collection any accounts that are negative and no longer active. After some discussion, board members gave guidance on criterion regarding when to send negative accounts to the collection agency for collection.

- F. Sub Teacher Pay:** Kucera moved, seconded by Hauser, to approve an increase to substitute teacher pay to \$125 from \$105 per day, as recommended, to stay competitive with other districts in the area. Motion carried (5y-0n).

Mr. Petersen said that, likely, administration would bring this item to board members over the next two years as well to increase pay for substitute teachers, as a stepped approach to bring the district's pay in line with other districts' pay.

- G. Open Enrollment:** Northrup moved, seconded by Kucera, to approve an open enrollment out application from Jessica James and Justin James for their daughter, Jenna, to continue to attend Colfax-Mingo CSD after a move into Baxter CSD, as recommended. Motion carried (5y-0n).

- H. FACILITIES, GROUNDS, & TRANSPORTATION:** Mr. Petersen shared a tentative three phase-four year plan for roof replacement on district buildings.

- I. PERSONNEL:** Northrup moved, seconded by Akins, to approve a resignation from Lindsay Bethards as route bus driver, as requested. Motion carried (5y-0n).

Mrs. Bethards will continue to be a substitute driver when time and scheduling allows.

Akins moved, seconded by Kucera, to approve a bus driver contract for Caitlyn Neisen; and Chad Maxwell as volunteer assistant coach for the HS girls' basketball team, as requested. Motion carried (5y-0n).

- J. 2024-25 DISTRICT ENROLLMENT:** Mr. Petersen shared certified and open enrollment numbers with board members. The enrollment data date was October 1. While we always strive to increase enrollment, he was happy to report that the *certified* enrollment, which is the *resident* student enrollment, increased by one. The goal is always to increase or steady the *resident* certified enrollment number.

- K. SUPERINTENDENT REPORT:** Board members moved the November board meeting to the second Wednesday in November, November 13, due to the annual IASB (Iowa Association of School Boards) convention on November 21 in which board members will attend.

Mr. Petersen indicated that after him and board secretary, Julie McWhirter, intensely reviewed the Board Policies 400's-600's as a scheduled annual review, it will take some additional time to review, update, and remove policy duplicity. Admin will present the board policies to board members for a second and final reading prior to the end of this fiscal year.

Petersen thanked elementary principal, Mr. Hasselbrink and secondary principal, Clay Harrold for what they do for Baxter CSD as a whole and specifically for Baxter CSD students. October is National Principals Month.

He requested guidance on permitting third party businesses/organizations to use the district logos/likeness. After discussion, Petersen will approve the use of district logos/likeness by third party businesses/associations, where applicable, on a case-by-case basis, to verify no inappropriate or illegal use.

A community member and district coach requested to provide labor for a breezeway from the multipurpose room to the dedicated restroom next to the multipurpose room and on the east side of the bus barn; and to construct an office/storage/weight in space for wrestlers. Board members

are in favor of the breezeway; and would like some research into temporary barriers for the office/storage/weight in space.

The formerly known Wellness Center committee is now defunct; and district personnel will complete Wellness Center operations as was done in the past. Two former committee members, Josh Warkentin and Megan Van Beek, will continue to provide guidance to the district, as users of the Wellness Center.

Petersen shared the following tentative dates:

February 19<sup>th</sup> for the annual board facility tour at 4:30pm (prior to regular board meeting)


March 12<sup>th</sup> for the March board meeting to avoid spring break week

March 4 and March 6, from 5-9pm for the annual board work sessions

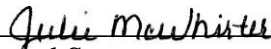
April 9<sup>th</sup> for the April board meeting to approve the 2025-26 District Budget by the deadline.

**VII. Adjournment:** Northrup moved, seconded by Akins, to adjourn the meeting. The meeting adjourned at 7:29pm. Motion carried (5y-0n).

At the regular October board meeting, board members will approve the August board meeting minutes.

  
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Board President

\_\_\_\_\_  
11/13/2024  
Date

  
\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
11/13/2024  
Date