



## MEETING MINUTES

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**East Marshall Community School District**  
204 West Center Street  
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Anthony Ryan, Superintendent  
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### TENTATIVE AGENDA

#### NOTICE OF REGULAR BOARD MEETING

You are hereby notified that the Board of Education of the East Marshall Community School District will conduct a Regular School Board meeting at the District Office in Gilman, Iowa on Wednesday, June 12, 2024 at 6:30pm.  
At the meeting, the tentative agenda will be as follows:

#### **Attendees**

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##### **Voting Members**

Andrea Terrones, Board President  
Elizabeth Crandon, Board Vice President  
AnnDee Bloom, Board Member  
Lisa Meling, Board Member  
Megan Ruopp, Board Member

##### **Non-Voting Members**

Anthony Ryan, Superintendent

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#### **1. Call Meeting to Order, Read the Mission Statement, and Approve Agenda**

Board President Terrones called the Regular Meeting to Order at 6:32 p.m. Those in attendance are Andrea Terrones, Ann Dee Bloom, Lisa Meling, and Megan Ruopp; Superintendent Anthony Ryan; Administrative Assistant Janine Anderson; Matt Gillaspie with Piper Sandler is present, via Zoom. Elizabeth Crandon arrived at 6:35 p.m.

Ruopp read the Mission Statement. Motion by Meling to approve the agenda; second by Bloom. All in favor.

Motion made by: Megan Ruopp

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

## **2. Greet Visitors and Hear Citizen Concerns and Comments.**

No citizens in attendance.

## **3. Staff Presentation(s): Piper/Sander - Matt G.**

Matt Gillaspie, via zoom, presented the board with an overview on the bonding process and financial information.

## **4. Approve Consent Agenda**

Ruopp made the motion to approve the Consent Agenda, as presented, and requested for Items G (Approval of Annual milk, gas, LP, and diesel bids), Item I (Approval of 2024-2025 Tentative Negotiations Agreement with EMEA), Item K (Approval of Retention payments for Returning Staff), and Item N (Approval of Contracts) to be pulled for discussion. Second by Bloom. All in favor.

Motion made by: Megan Ruopp

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

### **A. Good Things in Schools**

**a. Bells and Whistles**

**b. Other**

### **B. Approval of Board Meeting Minutes**

Approval of minutes from 5/20/2024 Regular Board meeting and 6/5/2024 Work Session.

### **C. Approval of Bills, Invoices, and Financial Statements**

Approval of Bills, Invoices and Financial Statements as presented.

### **D. Approve donations and fundraisers .**

Fundraiser approval: Request from Nick Goodrich for the annual Beck's field day in August 2024. To be used to purchase items for the cross country team.

### **E. Approval of Interfund Transfers.**

No interfund transfers to approve.

**F. Approval of Movie License Agreement.**

Approval of Movie License Agreement with Swank. K12 streaming and licensing renewal is \$2,000.00

**G. Approval of Annual Milk, Gas, LP, and Diesel Bids.**

Item pulled for further discussion by the board. LP bid awarded to Heartland; Diesel bid awarded to New Century FS; Milk bid awarded to A & E Dairy; and Gas bid awarded to Tom's Tire. Rates/bids approved as presented in attachment.

Motion to approve the bids made by Ruopp; second by Meling. All in favor.

Motion made by: Megan Ruopp

Motion seconded by: Lisa Meling

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

**H. Approve Interagency Special Education Agreement(s).**

No Interagency Special Education Agreements to approve.

**I. Approval of 2024-2025 Tentative Negotiations Agreement with EMEA.**

Item pulled for further discussion by the board. The EMEA and Board of Education have agreed to the Base Salary increase of \$900 for the 2024-2025 school year. Motion to approve the Negotiations Agreement with EMEA made by Meling; second by Ruopp. All in favor.

Motion made by: Lisa Meling

Motion seconded by: Megan Ruopp

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

**J. Approval of 2023-2024 Personnel Recommendations.**

Approval of 2023-2024 Personnel REcommendations as presented.

**K. Approval of Retention Payments for Returning Staff.**

Item K pulled for further discussion by the board. Motion by Crandon to approve the contract signing retention payments using ESSER funds for returning staff; second by Ruopp. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Megan Ruopp

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes  
AnnDee Bloom - Yes  
Lisa Meling - Yes  
Megan Ruopp - Yes

#### **L. Approval of Hourly Staff Pay Adjustments.**

The Finance Committee met and discussed entry level hourly pay rates for hourly employees. Employees in each job description that fall below the "entry wage" will be moved up to the new "entry wage". No employee will be below the entry wage. Effective 7/1/2024, entry wages will be: Associate \$13.09; Secretary \$15.00; Cook \$12.50; Head Cook \$13.09; Custodian \$14.23; Head Custodian \$16.50; Sub Rates are 97% of entry wage: Sub Associate \$12.70; Sub Secretary \$14.55; Sub Cook \$12.12; Sub Custodian \$13.80; Summer Help \$13.80.

#### **M. Approvals of Open Enrollment**

##### **a. Open Enrollment IN**

Approval of Open Enrollment IN to East Marshall for 2024-2025: Benjamin Sutherland, 5th grade, from Marshalltown.

##### **b. Open Enrollment OUT**

Approval of Open Enrollment OUT of East Marshall for 2024-2025: Thomas Devick, 3rd grade, to Marshalltown; Alice Davis, 7th grade, to Marshalltown.

#### **N. Approvals on Resignations, Retirements & Contracts**

##### **a. Resignations**

Approval of the following resignations at the end of the 2023-2024 school year: Isabelle Hendricks, Associate; Joe Terrones, Associate.

##### **b. Retirements**

None

##### **c. Contracts**

Item pulled due to a late addition of a new hire. Kaydence Devig at \$13.00 for Summer School Associate. Motion by Crandon and Second by Bloom. All in favor.

The following contracts were approved, as presented, for the 2024-2025 year: Jason Condon as High School Assistant Volleyball Coach at \$2,456; Scott Ranck as High School Head Volleyball Coach at \$4,850; Randall Meyers as High School Associate at \$13.09/hour; Jordan Rubenbauer as Elementary Secretary at \$15.60/hour.

We are also recommending the extra stipends for our two junior high summer sports coaches. The student participant numbers out for each sport support hiring a second coach for each sport in junior high. However, each coach took on the duties to coach both 7th grade and 8th grade. It is recommended to approve the paying of the stipend for the second coach in each sport.

Matt Bowie: Current coaching middle school baseball: Full stipend

Kayla Stone: Current coaching middle school softball: Stipend will be split by percentage with

Jary Hoskey.

Motion made by: Elizabeth Crandon  
Motion seconded by: AnnDee Bloom  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
AnnDee Bloom - Yes  
Lisa Meling - Yes  
Megan Ruopp - Yes

## **O. Reports from Principals and Directors**

### **a. High School, Middle School, and Elementary Principals**

### **b. Buildings & Grounds Director**

### **c. Technology Director Report**

## **5. Discussion and Approval of Authorizing FEH Architects to Design a Facilities Project Description and Estimated Project Cost..**

This is a formal action item authorizing FEH Architects to move forward with drafting of plans, drawings, and cost estimations.

Crandon motions to approve authorizing FEH Architects to design a construction project description and project amount from discussions at the June 5th board meeting. Second by Meling. All in favor.

Motion made by: Elizabeth Crandon  
Motion seconded by: Lisa Meling  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
AnnDee Bloom - Yes  
Lisa Meling - Yes  
Megan Ruopp - Yes

## **6. Approval of Date for Work Session (FEH Architects).**

Approval of Work Session scheduled for June 26, 2024. Motion made by Crandon to approve the work session; second by Ruopp. All in favor.

Motion made by: Elizabeth Crandon  
Motion seconded by: Megan Ruopp  
Voting:  
Andrea Terrones - Yes  
Elizabeth Crandon - Yes  
AnnDee Bloom - Yes  
Lisa Meling - Yes  
Megan Ruopp - Yes

## **7. Discussion and Review of the Barker Guidelines.**

The Barker Guidelines were developed by the State Board of Education and provide guidelines dealing

with local board decisions involving the closing and/or restructuring of attendance centers. These guidelines were considered for discussion.

**8. Approval of Resolution Establishing Services with Central Rivers AEA for the 2024-2025 School Year.**

Mr. Ryan explained that the law requires that we charge market rate:

AEA's Benchmarked against other vendors.

Compared with our Educational Service Agency (ESA) colleagues in Nebraska and Wisconsin whose daily rate includes salary, benefits, travel & prep time, mileage, and a service fee. This ranges from \$900-\$1200/day.

Reviewed the average cost per day across the nine AEAs which is \$917 (considering the factors described above).

Reviewed the Iowa Department of Administrative Services (DAS) administrative fee allowance which is 14%.

In consideration of this research, the rate for a day of consulting time for 2024-25, as we transition to a service for a fee model, will be \$900/day or \$450/half day.

Motion made by Ruopp to approve the Resolution Establishing Services with Central Rivers AEA for the 2024-2025 school year; second by Meling. All in favor.

Motion made by: Megan Ruopp

Motion seconded by: Lisa Meling

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

**9. Approval of 2024-2025 Student Handbook Updates.**

Mr. Ryan explained that we do not have any updates for approval for this board meeting. However, we will have some updates to approve at either the July 17 or the August board meeting. Some topics we are working through are student cell phone parameters, student dress code updates, and legislative changes of abuse investigations/classification. Motion by Meling to table this Agenda Item to July or August meeting; second by Crandon. All in favor.

Motion made by: Lisa Meling

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

**10. Approval of IRVECA Renewal.**

This is an annual grant that we receive benefits from. We participate in this each year. This grant reimburses early childhood transportation costs. There is a criteria that must be met to receive the benefits of this grant. A correction needs to be made to bullet item 2.0 so that it reads the correct number of days. Motion by Crandon to approve the IRVECA renewal agreement with the corrections made; second by Bloom. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

#### **11. Approval of Internet Jamf Subscription Renewal.**

Motion made by Crandon to approve the Jamf subscription renewal as presented, at \$9,264; second by Bloom. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

#### **12. Approval of 2024-2025 Concurrent Enrollment and Summer SCCP Offerings Contract with Iowa Valley Community College.**

Approval of 2024-2025 Concurrent Enrollment and Summer SCCP Offerings Contract with Iowa Valley Community College. The annual Senior Year Plus agreement is presented for 2024-2025 school year.

There is also an agreement for specific summer courses. The summer courses have only been offered during the last three or four years. This is a grant and not a concurrent enrollment scenario.

Motion made by Ruopp to approve the 2024-2025 Concurrent Enrollment and Summer SCCP offerings contract with Iowa Valley Community College; Second by Crandon. All in favor.

Motion made by: Megan Ruopp

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

#### **13. Approval of Annual Liability Insurance (EMC/Jester) Renewal and Premiums.**

The annual liability insurance with EMC is presented for approval. We anticipated increases to the annual premium. The workers' compensation amount increased due to internal claims within East Marshall CSD.

The increase of the property portion of the annual premium is \$245,963.89. The increase in workers' compensation is \$86,020. The breakdown of the premiums was shared and discussed. The total increase from 2023 to 2024 is roughly \$20,000.

Motion made by Crandon to approve the Annual Liability Insurance (EMC/Jester) Renewal and

Premiums; Second by Meling.

Motion made by: Elizabeth Crandon

Motion seconded by: Lisa Meling

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

#### **14. Approval of Purchase of New School Van.**

Mr. Ryan explained: As discussed at an earlier school board meeting, it is being recommended to approve the purchase of a new school van that will be specific to special education. The purchase of the van will be with special education funding. Quotes are following:

- Stew Hansen Dodge: \$41,985,
- Dewey Dodge Jeep: \$43,993,
- Karl Auto Group: \$47,924.36.

It is recommended to accept and purchase a van (2024, Chrysler, Pacifica, 4DR WGN, Touring L) from Stew Hansen Dodge. This will be purchased exclusively for special education transportation needs.

Motion made by Crandon to approve the purchase of a van from Stew Hansen Dodge at \$41,985, for Special Education purposes; Second by Ruopp. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Megan Ruopp

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

#### **15. Discussion and Approval of 2024 IASB Legislative Priorities.**

Motion made by Bloom to table this agenda item until the July meeting; second by Crandon. All in favor.

Motion made by: AnnDee Bloom

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

#### **16. Approval of 2024-2025 School Registration Fees and Lunch/Breakfast Fees**

The recommended school student fees are attached for consideration and approval. Meal fees have a



minimal increase. Book fees have increased, as well. Last year we did not increase the book fees.

Motion made by Crandon to approve the 2024-2025 School Registration Fees and Lunch/Breakfast fees, as presented; second by Ruopp. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Megan Ruopp

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes

### **17. Discussion of Evaluation Processes.**

Discussion on the evaluation process of the school board and superintendent. The school board evaluation is due by the end of August; the Superintendent's evaluation is due by the end of September.

### **18. Board Professional Development Dialogue/Activity.**

It was decided to table the Board professional Development Dialogue Activity until next Regular board meeting.

### **19. Superintendent Report**

Mr. Ryan discussed the following topics for the Superintendent's Report:

\*The DLT spent three days last week at a training session focused on classroom rotation vision.

\*The Pre-school playground construction is underway.

\*The Laurel gym floor replacement is underway.

\*We are wrapping up 2023-2024 items in the business office.

\*Tyler Riley and I continue to discuss the facilities planning project. Plan on several more work sessions over the summer.

\*Allison Frot, Trent Sinn, Joe Corbin and I spent a lot of time working through the new monies allowed by the new minimum teacher salary legislation.

\*There is an application with the Department of Education to supplement a one-time funding for hourly staff. This is not a large amount of money for our district; we continue to work through this process.

\*Summer sports schedules wrap up sooner than usual this year due to calendar "reset" for annual schedules.

### **20. Adjourn**

Motion made by Meling at 10:36 p.m. to Adjourn; second by Crandon. All in favor.

Motion made by: Lisa Meling

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Megan Ruopp - Yes