



MEETING MINUTES

East Marshall Community School District
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NOTICE OF ANNUAL AND REGULAR BOARD MEETING

You are hereby notified that the Board of Education of the East Marshall Community School District will conduct an Annual and Regular School Board meeting in the District Office in Gilman, Iowa on Monday, November 18th, 2024 at 6:00pm. At the meeting, the tentative agenda will be as follows:

Attendees

Voting Members

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

Non-Voting Members

Anthony Ryan, Superintendent
Allison Frost, Business Manager

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

President Terrones called the Regular meeting to order at 6:00 p.m. Meling read the mission statement. Motion by Bloom to approve the agenda with a second by Crandon. All in favor.

Those in attendance are Andrea Terrones, Lisa Meling, Ann Dee Bloom, and Elizabeth Crandon. Megan Ruopp not present. Also in attendance: Anthony Ryan, Superintendent; Allison Frost, Board Secretary.

Motion made by: AnnDee Bloom

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes
Lisa Meling - Yes

2. Greet Visitors and Hear Citizen Concerns and Comments

No citizens in attendance.

3. Closed Session pursuant to Iowa Code, Section 21.5(1)(a) to review or discuss records which are required or authorized by state or federal law to be kept confidential and Section 21.5 (1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

At 6:01 p.m., Meling made the motion to go into Closed Session, pursuant to Iowa Code Section 21.5(1)(a) to review or discuss records which are required or authorized by state or federal law to be kept confidential and Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Second made by Bloom. All in favor.

Roll Call Vote to move to Closed Session: Bloom-Aye; Meling-Aye; Terrones-Aye; Crandon-Aye.

Motion to Adjourn from Closed Session made by Meling at 8:01 p.m.; second by Bloom. All In favor.

Roll Call Vote to Adjourn Closed Session and return to Open Session: Crandon-Aye; Meling-Aye; Terrones-Aye; Bloom-Aye.

Motion made by: Lisa Meling

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

4. Open Session.

After a brief break, open session begins at 8:05 p.m.

A. Open session will commence at approximately 7:30pm

B. Staff Presentations:

No presentations scheduled.

5. Approve Consent Agenda

Motion by Crandon to approve the consent agenda, as presented; 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

A. Good Things in Schools

a. Bells and Whistles

b. Other

B. Approval of Minutes From Previous Meetings.

Approval of minutes from 10/21/2024 meeting, as presented.

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

Approval of Bills, Invoices, and Financial Statements, as presented.

D. Approval of Interfund Transfers.

Approval of the following Interfund Transfer(s): Insurance for the 2024-2025 school year:

1. Transfer any insurance deductible from Management Fund 22 to General Fund 10 for insurance losses paid by the General Fund, as needed.
2. Transfer \$70,343.20 from the General Fund 10 to Self-Insurance Fund 71 for self-insurance claims for employees on the District's partially self-funded health insurance plan.
3. Transfer \$10,036.80 from Management Fund 22 to Self-Insurance Fund 71 for self-insurance claims for retirees on the District's partially self-funded health insurance plan.
4. Transfer \$3,576.80 from Nutrition Fund 61 to Self-Insurance Fund 71 for self-insurance claims for employees on the District's partially self-funded health insurance plan.

E. Approve donations and fundraisers .

Approval of the following fundraising requests:

*Request from Dana Wheater for a raffle of 10 lb pork loins at basketball games. Funds to be used for activities and food for the after prom in 2025.

*Request from Kim Tarbell to host events in the MS gym, using the concession stand as well. Events such as movies on the big screen, dodgeball, dances, etc. The first event is scheduled for 12/6/24: Showing The Grinch after the basketball game. No other dates scheduled at this time, but would like to do monthly or bi-monthly. Funds will be put into PBIS or Mustang Strong.

*Request from Brenda Liddle for Club's Choice fundraising. Funds to be used for Band music, band trips and materials. This is for 5th-8th grade.

F. Approve Interagency Special Education Agreement(s).

No Interagency Special Education Agreements to approve.

G. Approvals of Open Enrollment

a. Open Enrollment IN

b. Open Enrollment OUT

Approval of the following Open Enrollments Out of East Marshall for the 2024-2025 year:

Mariah Duffy, 11th grade, to MVA (Marshalltown Virtual Academy)

Levi Anthony Tague, 12th grade, MVA (Marshalltown Virtual Academy)

H. Approvals on Resignations, Retirements & Contracts

a. Resignations

Approval of the following resignations:

*Pete Drury as the Middle School Football coach, effective immediately

*Sean Thurm as the High School Student Council Sponsor, at the end of the 2024-2025 year

*Sheryl Mullikin as the High School Musical Director, effective immediately

b. Retirements

c. Contracts

Approval of the following contracts:

Gunner Straight as 2nd shift Middle Custodian at \$14.23/hour, starting 11/18/24

Nick Meling as a Volunteer Wrestling Coach

Ryan Valline as a Volunteer Wrestling Coach

Dawn Allison as Middle School Boys Basketball Coach, \$2,402.00

Dana Wheater as Mentor, \$500

I. Reports from Principals and Directors

a. High School, Middle School, and Elementary Principals

b. Buildings & Grounds Director

c. Technology Director Report

6. Discussion of FEH Architects and Facilities Planning Updates.

Mr. Ryan stated that the bond vote received a 53% yes vote. There needed to be a 60% yes vote for the bond to pass. 53% is a strong number in regards to presenting this request for the first time. Many school districts in Iowa struggled to pass the bond request. This agenda item allows continued conversation about next steps and planning for facilities. The board expressed that they would like to continue discussion on the topic at future meetings.

7. Approval of Second and Final Reading of Policy Series 800 Five Year Review and Vol. 32 #4 Policy Primer Legislative Session, Title IX, and Chronic Absenteeism.

Motion by Crandon to approve the Second and Final Reading of Policy Series 800 Five Year Review and Vol. 32 #4 Policy Primer Legislative Session, Title IX, and Chronic Absenteeism. All are approved, with the exception of 106 and 106.01 (part of of Vol. 32 #4). The board decided to table this specific policy due to needing more information. 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

8. Approval of Van Purchase.

Motion by Crandon to approve the purchase of a 2024 Ford 12 passenger transit van from Jensen Ford at \$58,620.00. 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

9. Approval of SBRC Request for Increased Allowable Growth for Enrollment, Open Enrollment Out, and LEP.

Mr. Ryan explained that this SBRC request is an annual request for Open Enrollment Out and LEP students. There are specific criteria to be met in order to be awarded the amount of authority requested. It is recommended to approve the request to SBRC for the authorization of the following allowable growth amounts, per state reporting.

The district's administration is authorized to submit a request to the School Budget Review Committee for a modified supplemental amount of \$108,712 for Open Enrollment Out students who were not included in the district's previous year certified enrollment count;

\$0 for LEP Instruction Beyond 5 Years. Our district has EL students, but the technical criteria to be awarded the "authority" is not met.

Motion by Crandon to approve the SBRC request for Increased Allowable Growth for Enrollment, Open Enrollment Out, and LEP; 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

10. Discussion of Media Recording of Board Meetings.

The board has expressed the desire to have the board meetings recorded. Kole, Technology Director, is researching different options to place permanent equipment in the district office to allow for easy programming of recording. He is waiting for some responses from vendors.

11. Approval to Move to Annual Meeting

Motion by Crandon to Move to the Annual/Organizational Meeting; 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

12. Annual Meeting

A. Call Meeting to Order, Roll Call, Read the Mission Statement, and Appointment of Officers.

Terrones called the Annual Meeting to order at 9:00 p.m. Secretary Frost took roll call to determine a quorum. Members present: Andrea Terrones, Lisa Meling, Ann Dee Bloom, and Elizabeth Crandon. Members Absent: Megan Ruopp. Crandon read the mission statement.

Roll Call: Terrones-Aye; Bloom-Aye; Meling-Aye, Crandon-Aye.

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

a. Appoint Temporary President to Reside Nomination of Board President.

Motion by Meling to nominate Anthony Ryan as the Temporary Board President to conduct the management of nominations; 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

b. Election of President (Oath of Office Administered by Board Secretary).

Mr. Ryan called for nominations for Board President. Terrones nominates Meling; second by Crandon. Meling nominates Terrones, second by Bloom; Motion by Crandon and second by Terrones to cease nominations for Board President. Motion by Terrones and second by Crandon to appoint Lisa Meling as Board President.

Roll Call: Meling: Nay; Crandon: Aye; Terrones: Aye; Bloom: Aye. The motion carried and the election for president ceases. The oath of office was administered to Lisa Meling.

Motion made by: Andrea Terrones

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - No

c. Election of Vice President (Oath of Office Administered by Board Secretary).

Chairman Meling called for nominations for Board Vice President. Crandon nominates Megan Ruopp and second by Terrones. Motion by Crandon; second by Bloom to cease nominations for

vice president. Motion by Crandon and second by Meling to appoint Megan Ruopp as vice president.

Roll Call: Crandon: Aye; Bloom: Aye; Terrones: Aye; Meling: Aye. The motion carried. Oath of office for vice president will be administered by Frost at a future date due to Ruopp not present.

Motion made by: Elizabeth Crandon

Motion seconded by: AnnDee Bloom

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

d. Appointment of Board Secretary and Treasurer (Oath of Office Administered by Board President).

Chairman Meling called for nominations for Board Secretary and Treasurer. Terrones nominates Allison Frost; second by Crandon. Motion by Bloom and second by Crandon to appoint Allison Frost as Board Secretary and Treasurer.

Roll Call: Meling: Aye; Crandon: Aye; Bloom: Aye; Terrones: Aye. The motion carried. Oath of office administered to Frost.

Motion made by: AnnDee Bloom

Motion seconded by: Elizabeth Crandon

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

13. Approval of Naming Bank Depositories.

Motion by Crandon, second by Terrones to name Citizens Savings Bank of Gilman, LeGrand, and Marshalltown as a depository bank for \$15,000,000 for all funds; First Interstate Bank in Marshalltown as a depository bank for \$15,000,000 for all funds; and ISJIT as a depository bank for \$15,000,000 for all funds. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Andrea Terrones

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

14. Approval of Bank Account Authorized Signers.

Motion by Crandon and second by Terrones to authorize Lisa Meling and Megan Ruopp as bank authorized signers on all accounts at Citizens Savings Bank, First Interstate Bank. These names are in addition to the previously approved signers (Allison Frost, Janine Anderson, and Anthony Ryan).

Motion made by: Elizabeth Crandon

Motion seconded by: Andrea Terrones

Voting:

Andrea Terrones - Yes

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

15. Approval of Interim Payment of Bills.

Motion by Terrones and second by Crandon to approve the Interim Payment of Bills per board policy 705.3. All in favor.

Motion made by: Andrea Terrones
Motion seconded by: Elizabeth Crandon

Voting:
Andrea Terrones - Yes
Elizabeth Crandon - Yes
AnnDee Bloom - Yes
Lisa Meling - Yes

16. Approval of President's Designee to Sign Checks and Use Signature Stamp on Approved Contracts.

Motion by Crandon and second by Terrones to authorize Janine Anderson to sign school district warrants as the Board President's designee, and to authorize the use of the Board President's signature stamp to sign employment contracts that have been approved by the Board and official's contracts as presented by the district's Activities Director. All in favor.

Motion made by: Elizabeth Crandon
Motion seconded by: Andrea Terrones

Voting:
Andrea Terrones - Yes
Elizabeth Crandon - Yes
AnnDee Bloom - Yes
Lisa Meling - Yes

17. Approval Board Meeting Dates for 2024-2025 School Year.

Motion by Crandon and second by Terrones to approve the board meetings dates for 2024-2025, as presented, with the exception of the April 2025 date possibly changing due to the Annual Budget due date and the May 2025 meeting date has now been changed to May 20, 2025. All in favor.

Motion made by: Elizabeth Crandon
Motion seconded by: Andrea Terrones

Voting:
Andrea Terrones - Yes
Elizabeth Crandon - Yes
AnnDee Bloom - Yes
Lisa Meling - Yes

18. Approval of Naming of Official Publication.

Motion by Terrones and second by Crandon to name the Times Republican from Marshalltown as the official publication of the District. All in favor.

Motion made by: Andrea Terrones
Motion seconded by: Elizabeth Crandon

Voting:
Andrea Terrones - Yes

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

19. Approval of Legal Counsel Appointment/Representation for the Year.

Motion by Crandon and second by Terrones to approve Ahlers & Cooney as the district's legal counsel.
All in favor.

Motion made by: Elizabeth Crandon
Motion seconded by: Andrea Terrones

Voting:
Andrea Terrones - Yes
Elizabeth Crandon - Yes
AnnDee Bloom - Yes
Lisa Meling - Yes

20. Appointment of Committees.

Motion by Crandon and second by Bloom to approve the appointment of Committees as follows:
Negotiations: All board members as members and Mr. Ryan as the Chief Negotiator for the District
Insurance: Lisa Meling and Elizabeth Crandon
Marshall County Compensation Board: Andrea Terrones
Finance: Ann Dee Bloom and Elizabeth Crandon
Community Leadership Team: Andrea Terrones and Megan Ruopp
Policy: None appointed at this time

Motion made by: Elizabeth Crandon
Motion seconded by: AnnDee Bloom

Voting:
Andrea Terrones - Yes
Elizabeth Crandon - Yes
AnnDee Bloom - Yes
Lisa Meling - Yes

21. Approval of the Prom Banquet Hall Contract with Pilgrim Heights for Prom 2025.

Motion by Terrones and second by Crandon to approve the contract with Pilgrim Heights for Prom 2025, at a rental of \$1500.

Motion made by: Andrea Terrones
Motion seconded by: Elizabeth Crandon

Voting:
Andrea Terrones - Yes
Elizabeth Crandon - Yes
AnnDee Bloom - Yes
Lisa Meling - Yes

22. Approval of 2024-2025 School Calendar Adjustment for Teacher Professional Development.

Motion by Terrones and second by Crandon to approve the following 2024-2025 calendar change:
Changing the student no-school/PD day from February 24, 2025 to February 4, 2025. February 4, 2025 will now be the student no-school/PD day and February 24, 2025 will now be a regular scheduled school day for students and staff.

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

23. Approval of Accepting Bid for Mass Notification Updates Using the School Safety Grant.

Mr. Ryan explained that this is part of the School Safety Grant initiative. To use this grant we have to update and improve school safety topics that were listed in a vulnerability study. The governor's office contracted with the company that toured our facilities, and they provided insights/options for us. Each school building receives \$50,000 to cover most of the costs of upgrades. Upgrading to a more up-to-date mass notification system is our best choice of the options within the vulnerability study. This will, also, upgrade the PA system approach in a couple of our buildings, which is a desire of the principals. There will be some added costs beyond the \$50,000 grant. The added costs are worth the safety upgrades and benefits.

As of Friday afternoon, we are waiting for one of the vendors to provide a quote/bid for the project.

Motion by Crandon and second by Terrones to Table this item for a Special Meeting, once all bids/quotes have been received. All in favor.

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

24. Approval of 101 Percent Budget Guarantee Resolution. (Roll Call)

Mr. Ryan explained to the board that annually, we approve a 101 Percent Budget Guarantee Resolution as part of the budgetary process. In the event that the state legislature does not approve an ample enough State Supplemental Aid percent increase, the 101 Percent Budget Guarantee is a safety net for the budget during years of declining enrollment.

Motion by Terrones and second by Crandon: Resolution: "RESOLVED, that the Board of Directors of the East Marshall Community School District, will levy property tax for fiscal year 2025-2026 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa."

Roll Call Vote: Bloom: Aye; Terrones: Aye; Crandon: Aye; Meling: Aye.

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

25. Board Professional Development Dialogue/Activity.

The board discussed Chapter 6 of "The School Board Member's Guidebook".

26. Discussion on Legislative Dinner (Dec. 4th).

Mr. Ryan stated that we have confirmation from several area districts of those that plan to attend. In addition, Dean Fisher plans to attend and possibly David Blom.

27. Superintendent Report.

Mr. Ryan discussed the following items:

- *The DLT team is requesting to make a school calendar adjustment (previous agenda item)
- *Four-Day Calendar topic: This was brought up in the past as a desire for the district to look into. It was put on hold until after the bond vote to continue the research and consideration.
- *The AC project at the elementary is in the intital stages of construction. Planning is coming together and the project is expected to be completed by the end of the calendar year.
- *Mr. Ryan and principals were in the classrooms often last week--It was good to see the teachers in action and classroom instruction at it's best. Teachers have been open-minded to the new curriculum and approaches of learning.
- *Delann is doing fabulous job with leading the special education department and special education teachers.
- *Annual IASB convention is next week, November 21st.

28. Adjourn

Motion by Crandon and second by Terrones to Adjourn at 10:02 p.m. All in favor.

Motion made by: Elizabeth Crandon

Motion seconded by: Andrea Terrones

Voting:

Andrea Terrones - Yes

Elizabeth Crandon - Yes

AnnDee Bloom - Yes

Lisa Meling - Yes

Andrea Terrones, Board President

Allison Frost