

***Red Oak Community School District***  
**Regular Meeting of the Board of Directors**

Meeting Location: Sue Wagaman Board Room, Red Oak CSD Administrative Center  
 Red Oak Technology Center-Red Oak High School Campus  
 Monday, March 12, 2012

This regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Lee Fellers at 6:00 p.m.

**PRESENT:**

**Directors:** Lee Fellers, Warren Hayes, Paul Griffen, Bill Drey, Elizabeth Dilley,  
 Terry Schmidt, Superintendent, Shirley Maxwell, Board Secretary

**VISITORS AND PRESENTATIONS**

Special recognition was given to the State Bowling Teams, Individual State Speech contest results, 2012 Fine Arts Performance of Bandtasia and the H.S. Production of Once Upon A Mattress, Red Oak FFA members successes at the Southwest District FFA Convention, and the Tiger Boys' Basketball Team post season honors.

**APPROVAL OF AGENDA**

Director Drey moved with a second by Director Hayes to approve the agenda as presented. The motion carried unanimously. Director Drey moved with a second by Director Hayes to reconsider the approval of the agenda. It was voted to reconsider the motion. The motion carried unanimously. Director Hayes moved with a second by Director Dilley to approve the agenda moving item 6.2.5 Board of Directors Continuing Education to follow 6.2.9 Board Policy Updates and Revisions. The motion carried unanimously.

**DISTRICT RECYCLING PROJECT**

The Directors received an updated report about Project ROAR (Red Oak Always Recycles) from organizers Melinda Smits and Jennifer Horner. Director Dilley moved with a second by Director Griffen that the board approve a written letter of intent committing \$2,000 from the Red Oak School District for the Red Oak Recycling Project. The motion carried unanimously.

**PROM**

The Directors welcomed Mrs. Diana McDowell who requested the board review the current guideline banning freshmen students from participation in prom activities. The board requested ROHS Principal Sherman solicit input from the ROHS Student Council before making any reconsideration of the current rule. An update will be brought to the Directors at the March 26 meeting.

**CONSENT AGENDA**

Director Dilley moved with a second by Director Drey to approve the agenda as approved:

- Approval of minutes from February 27, 2012
- Approval of monthly business reports
- Approval of an open enrollment request for a family from the Griswold School District
- Final approval to revised job descriptions for Lead Custodian, Custodian, Inman Primary School Office Secretary, and High School Assistant Principal/Director of Activities
- Final reading and approval of policies: Code 409.1 Employee Vacation, Holidays, Personal Leave; 409.3 Licensed Employee Family and Medical Leave; 411.2 Support Staff Employee-Qualifications, Recruitment, Selection; 411.4 Support Staff Employee Licensing/Certification; 411.8 Support Staff Employee Probationary Status

- Final approval was given to revised job descriptions for Lead Custodian, Custodian, Inman Primary School Office Secretary, and High School Assistant Principal/Director of Activities.

The motion carried unanimously.

## **NEW BUSINESS**

### **PUBLIC HEARING FOR THE 2012-2013 SCHOOL CALENDAR**

A public hearing was held concerning the 2012-2013 school calendar. No members of the public were present to make comment concerning the proposed calendar. Director Drey moved with a second by Director Griffen to approve the 2012-2013 school calendar as presented. The motion carried unanimously.

### **HUMAN RESOURCES REPORT**

Human Resources Director Deb Drey provided a report on the annual Medicaid reimbursement which helps offset the high costs involved with special education services. The Directors heard a report on the modernization of another human resources function in the area of payroll processing. Director Hayes moved with a second by Director Drey to purchase the Time Clock Management System as proposed which will serve 150 employees. The initial cost is \$7,430.40 with an additional \$1,238.40 per year for each of the next two years. The motion carried unanimously.

### **PERSONNEL CONSIDERATIONS**

Director Dilley moved with a second by Director Drey to approve a contract for Adrian Guerra as a 40 hour lead custodian at the High School effective immediately. The motion carried unanimously.

Director Drey moved with a second by Director Hayes to approve a contract for James Solt as a custodian at the Webster Building with additional duty of food van driver. The motion carried unanimously.

Director Griffen moved with a second by Director Drey to approve a contract for Dustin Dunkeson as Middle School Girls Track Coach for the 2011-2012 school year. The motion carried unanimously.

Director Hayes moved with a second by Director Dilley to approve a contract for Henry Devito to serve as the Computer Network Technician for Red Oak Schools at a salary of \$50,000 per year with a performance incentive stipulation. The motion carried unanimously.

### **SHARED MANAGEMENT POSITIONS**

Director Hayes moved with a second by Director Dilley to give tentative approval to the shared operational management positions of business manager with Stanton Community School District and transportation manager with the Villisca Community School District for the 2012-2013 school year. The motion carried unanimously.

### **BOARD POLICIES ONGOING REVIEW**

Director Griffen moved with a second by Director Dilley to affirm the unchanged policies as presented and to accept the changes in other policies as proposed and accepting "Option II" for board policy 412.3 Support Staff Employee Group Insurance Benefits. Policies approved: 412.1 Support Staff Employee Compensation; 412.2 Support Staff Employee Wage and Overtime Compensation; 412.3 Support Staff Employee Group Insurance Benefits; 412.4 Support Staff Employee Tax Shelter Programs; 413.1 Support Staff Employee Resignation; 413.2 Support Staff Employee Retirement; 413.3 Support Staff Employee Discipline; 413.4 Support Staff Employee Dismissal of Employment; 413.5 Support Staff Employee Reduction in Force. The motion carried unanimously.

**ADJOURNMENT**

Director Dilley moved with a second by Director Drey to adjourn at 9:01 p.m. The next regular Board Meeting will be held on Monday, March 26, 2012, at 6:00 p.m. in the Sue Wagaman Board Room at the Red Oak Administrative Center, 2011 N 8<sup>th</sup> Street, Red Oak. The motion carried unanimously.

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Lee Fellers, President

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Shirley Maxwell, Board Secretary