

***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, February 27, 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**

Talented and Gifted Education Coordinator Becki Kaiser was recognized for her honor as a MATHCOUNTS Coach of the Year. The honor was recently awarded by the Grenville M Dodge Chapter of the Iowa Engineering Society which includes thirteen counties from western Iowa.

Special recognition was given to State Wrestling Champion Seth Esaias, Teammates Geoff Sellers and Jordan Vrba. Also honored were Head Coach Tiegen Podliska and Assistant Coaches Mark Lovelace and Mitch Rice. Following award certificates, the Directors recessed for a time of celebration with everyone that was honored.

The Directors welcomed Mrs. Karen Dean, Homeschool and Educational Consultant. Mrs. Dean shared information about online schools such as the one recently begun in the Cumberland Massena Anita School District. The Directors learned about possible limitations for online learning and concerns for any Red Oak families who may consider open enrollment in the Cumberland Massena Anita School District.

**APPROVAL OF AGENDA**

Director Dilley moved with a second by Director Drey to approve the agenda as presented. The motion carried unanimously.

**CONSENT AGENDA**

Director Drey moved with a second by Director Dilley to approve the agenda removing 5.3 Personnel Considerations to later in the meeting. The following consent agenda items were approved:

- Approval of minutes from February 13, 2012
- Approval of monthly business reports
- Final reading and approval of policies: 405.1 Licensed Employee Defined; 405.2 Licensed Employee Qualifications, Recruitment, Selection; 405.3 Licensed Employee Individual Contracts; 405.4 Licensed Employee Continuing Contracts; 405.5 Licensed Employee Work Day; 405.6 Licensed Employee Assignment; 405.7 Licensed Employee Transfers; 405.8 Licensed Employee Evaluation; 405.9 Licensed Employee Probationary Status; 406.1 Licensed Employee Salary Schedule; 406.2 Licensed Employee Salary Schedule Advancement; 406.3 Licensed Employee Continued Education Credit; 406.4 Licensed Employee Compensation for Extra Duty; 406.5 Licensed Employee Group Insurance Benefits; 406.6 Licensed Employee Tax Shelter Programs; 407.1 Licensed Employee Resignation; 407.2 Licensed Employee Contract Release; 407.3 Licensed Employee Retirement; 407.4 Licensed Employee Suspension; 407.5 Licensed Employee Reduction in Force; 408.1 Licensed Employee Professional Development; 408.2 Licensed Employee Publication or Creation of Materials; 408.3 Licensed Employee Tutoring.

The motion carried unanimously.

## **NEW BUSINESS**

### **SCHOOL CALENDAR**

The Directors received a recommendation from the School Calendar Committee as presented by Human Resources Director Deb Drey. Director Drey moved with a second by Director Griffen to set a public hearing for the new school calendar on March 12, 2012 at 6:30 pm. The motion carried unanimously.

### **FOOD SERVICE**

Food Service Director Sharon Foote recommended the replacement of convection/steamer equipment for Inman Primary School. Planned repairs for the current equipment would total nearly \$11,000. After reviewing competitive bids, Director Drey moved with a second by Director Hayes to purchase the new equipment from Martin Brothers at a cost of \$15,140. The motion carried unanimously.

### **SUMMER FOOD SERVICE PROGRAM**

Director Dilley moved with a second by Director Hayes to approve the summer food service program for 2012. The motion carried unanimously.

### **CHILD NUTRITION PRICE INCREASE**

Director Hayes moved with a second by Director Drey to authorize a five cent (.05) increase to lunch prices for the 2012-2013 school year. Aye: Hayes, Dilley, Fellers, Drey. Nay: Griffen.

### **JOB DESCRIPTIONS REVIEW**

Job description updates were provided by the Superintendent for primary school office secretary, assistant principal/director of activities, and custodial positions. Director Dilley moved with a second by Director Drey to approve the job description for the Inman Primary School building secretary, and the Assistant High School Principal/Activities Director with changes as submitted. The motion was withdrawn and resubmitted by Director Dilley with a second by Director Drey approving the job description for the Inman Primary School building secretary, and changes as submitted for the Assistant High School Principal/Activities Director pending the addition of a paragraph on additional duties. Final approvals will be provided at the March 12 board meeting.

### **BOARD POLICIES ONGOING REVIEW**

Director Dilley moved with a second by Director Griffen to approve the review of board policies with no revisions: Code No. 409.1 Employee Vacation – Holidays – Personal Leave; 409.2 Licensed Employee Personal Illness Leave; 409.3 Licensed Employee Family and Medical Leave; 409.4 Licensed Employee Bereavement/Emergency Leave; 409.5 Licensed Employee Political Leave; 409.6 Licensed Employee Jury Duty Leave; 409.7 Licensed Employee Military Service Leave; 409.8 Licensed Employee Unpaid Leave; 410.1 Substitute Teachers; 410.2 Summer School Licensed Employees; 410.3 Truancy Officer; 410.4 Para-Professional; 411.1 Support Staff Employee Defined; 411.2 Support Staff Employee – Qualifications, Recruitment, Selection; 411.3 Support Staff Employee Contracts; 411.4 Support Staff Employee Licensing/Certification; 411.5 Support Staff Employee Assignment; 411.6 Support Staff Employee Transfers; 411.7 Support Staff Employee Evaluation; 411.8 Support Staff Probationary Status. The motion carried unanimously.

### **PERSONNEL CONSIDERATIONS**

Director Dilley moved with a second by Director Hayes to accept the resignation from Cathern Forward, food service worker and Leanne Fluckey, middle school yearbook sponsor and student council co-sponsor at the end of the 2011-2012 school year. The motion carried unanimously.

**ADJOURNMENT**

Director Drey moved with a second by Director Griffen to adjourn at 9:04 p.m. The next regular Board Meeting will be held on Monday, March 12, 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