

Regular Board Meeting Agenda
Monday, July 17, 2023
6:00 p.m.
Board Room, Alburnett School

Mission Statement: The Alburnett Community School District will provide educational opportunities which enable students to become confident, competent, and responsible contributors to society..

Tentative Agenda:

I. Call to Order / Roll Call

II. Approve Agenda

III. Welcome Visitors

A. Public Comments to the Board

During this Public Comment portion of the agenda, the board may receive comments on items that are or are not on the agenda. Twenty minutes are allotted for public comments, with a 5-minute time limit per person, if needed. The board may choose to extend this time if they wish, but that is a board decision. The board does not need to respond to any comments made. All parties are reminded that public comment specific to any employee is not appropriate in an open meeting. Members of the public are encouraged to visit directly with employees and/or administrators to resolve their concerns.

IV. Board Reports

- A. Department Leaders - none
- B. Curriculum Departments - none
- C. Administrators - none
- D. Business Manager
- E. Board Members
- F. Superintendent
 - 1. Construction update
 - 2. Newsletter

V. Consent Agenda

Approval of the Consent Agenda approves all of the agenda items listed under this heading without further discussion or review. Any board member may remove any item from the Consent Agenda and that item will be considered separately after the vote on the Consent Agenda. If Board members have questions about the items on the Consent Agenda, they should ask about them prior to the meeting or ask that the specific item for which they have a question be removed from the Consent Agenda. Administration recommends that the Board approve the Consent Agenda items as listed below.

A. Minutes

- 1. [June 19, 2023 Regular Meeting Minutes](#)

B. Financial Reports

- 1. [Cash Report](#)
- 2. [Expenses to Published Budget](#)

- C. Invoices
 - 1. [Checks cut Prior to Board Meeting](#)
 - 2. [Bills to be paid](#) - Bills added Monday
- D. Resignations
 - 1. Austin Stallman - Assistant Baseball Coach
- E. Contract Approvals - none
- F. Contracted Service Renewals - none
- G. Shared Personnel Agreement Renewals - none
- H. Cooperative Sponsorship for Activities Renewals - none
- I. Out of State/Overnight Trips - none

VI. Dialogue/Action Items

A. Appoint Board Secretary/Treasurer

- 1. It is recommended that the board appoint Harley McBurney as Board Secretary/Treasurer

B. Appoint Board Counsel

- 1. [Ahlers and Cooney Firm Services, Experience and Information](#)
- 2. [Holland, Michael, Raiber & Sittig Firm Services, Experience and Information](#)
 - It is the administration's recommendation to proceed with appointing Ahlers and Cooney Firm as legal counsel. Based on their team approach and vast experience in a wide range of educational related issues. Additionally, the current administration has a current working relationship with the firm.

C. [Resolution of Financial Depository](#)

- 1. The resolution is linked above.

D. Appoint Level I and Level II Investigators

- 1. Each school district is required to have Level I and Level II investigators. Alburnett Board Policy 402.3 provides for this requirement. These are individuals who investigate allegations of abuse of students by district employees. A Level I investigator determines whether there is sufficient evidence for a significant investigation to occur. If the Level I investigator finds in the affirmative, the matter is turned over to the Level II investigator. Administration recommends the board appoint the building principals as the Level I investigators and the Linn County Sheriff as Level II investigator and to utilize Anne Morgan as a 3rd party Level I or Level II investigator if there is ever a conflict of interest.
 - [Anne Morgan](#)

E. Teacher Quality Committee Appointments

- 1. The Student Achievement and Teacher Quality Act requires each district to have a Teacher Quality Committee made up of equal representation of administrators and teachers. Administration recommends that the Board appoint Will Dible, Bailey Wright, Josh Henriksen, and Brian Moretz as the administrators to serve as the administrative portion of this committee.

F. IASB Legislative Priorities

- 1. [Last year's priorities and all possible priorities](#)
 - The priorities you chose last year are at the top and also are highlighted below
- 2. [Recommendations](#)

- I have shortened the list down to 10 that I would recommend. You will need to choose four of them for me to submit.

G. OPN Architects Contract Extension

1. [Contract Extension](#)
2. The building project was estimated to be completed in December of 2022. OPN has already worked past what was allotted in the budget. It is recommended that we extend the contract as listed in the linked document to continue to receive OPN services through completion of the project.

H. 3DE MOU

1. [Agreement](#)
2. [Addendum](#) - includes cost to the school and amount covered by Junior Achievement (JA)
3. It is recommended that we approve the agreement with 3DE with the added addendum.

I. Student Handbook

1. [This linked document](#) contains the proposed changes for the student handbook for the upcoming school year. The handbook will need to be amended after the Iowa Department of Education releases guidance on the discipline policy required by HF 604. Board policy will also need to be adopted at that time per HF 604. This is stated in the linked aforementioned changes in the handbook. It is recommended that we approve the handbook for the 23-24 school year with the changes in this linked document.
2. It is recommended that we utilize this year to perform a review of the code of conduct. The recommended members of the review team will include the Alburnett School Improvement Advisory Committee (SIAC), Brian Moretz, Nick Wooldrick, Will Dible and a board member.

J. Board Policies for Review - First Reading

1. [502.4](#)
2. [503.1](#)
3. [503.4](#)
4. [104](#)
5. Per board policy 209.6, the board must review policy at least once every 5 years. The above policies were tabled in the spring review. This is the first reading of the policies for discussion with revision and approval in August.

K. [Alburnett Additions & Remodels - Change Order 017](#)

1. Details of this change order are linked above.

L. Emergency Operation Plan

1. Beginning July 1, 2019, Iowa school boards are required to annually approve an emergency plan. Administration recommends no changes to the plan as approved last year. If the board is comfortable to approve without a full review, a closed session would not be necessary.
2. The plans are to be considered confidential, therefore the motion below is recommended if you wish to review the details of the plan.
 - The proposed plan must be approved in open meeting.

3. Closed Session for Emergency Plan pursuant to Iowa Code 21.5(1)(a)
“I move that we hold a closed session as authorized by section 21.5(1) (a) of the open meetings law to review or discuss records which are required or authorized to be kept confidential.”

VII. Confirm Date and Time of Next Regular Board Meeting

The next Regular Board Meeting will be at 6:00 p.m. on August 21, 2023.

VIII. Adjourn