

ALBURNETT COMMUNITY SCHOOLS

Home of the PIRATES

P.O. Box 400 • 131 Roosevelt Street, Alburnett, Iowa 52202

Regular Board Meeting Agenda Monday, February 19, 2024 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. 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. [January 15, 2024 Regular Meeting](#)

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 - None

E. Contract Approvals

1. Tim Wiggins - Sub Bus Driver
2. Jesse Moore - Sub Bus Driver
3. Core Ulferts - Sub Bus Driver
4. Nickalus Shaw - Head Golf Coach
5. Dustin Huinker - Assistant Baseball Coach

F. Education Agreements

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1. Corey Ulferts - Bus Driver License
- G. Contracted Service Renewals - None
- H. Shared Personnel Agreement Renewals - None
- I. Cooperative Sponsorship for Activities Renewals - None
- J. Out of State/Overnight Trips -
 1. Prostart: February 26-27th in DesMoines, IA

V. Board Reports

- A. Department Leaders - None
- B. Administrators - None
- C. Board Members
- D. Superintendent
 1. Budget
 2. Evidence of Standards
 - Facilities Evaluation Update (included with evidence of standards)
 3. Building project update

VI. Dialogue/Action Items

A. Proposed Property Tax Hearing

1. As per Iowa Code 24 (passed last legislative session), schools must hold a Proposed Property Tax Hearing. Per code, the earliest date we can hold the meeting is on March 25th.
2. The board will be asked to review tax asking options for publication. The board is not approving the final budget and tax asking during this meeting. Board action is to approve publication of the proposed property tax notice and date of the proposed property tax hearing. Administration recommends setting the date of the proposed property tax hearing for a special meeting at 5:30 p.m. on March 25th.

B. Board Meeting Date Change

1. Administration recommends moving the Board Meeting for March from the 18th to the 25th after the Proposed Property Tax Hearing at 6 pm.

C. Elementary Lockers

1. The PTO would like to provide funds for the purchase of lockers for the elementary. The PTO moved to commit \$15,000 now and proceeds from their fundraiser next year. The following are the estimates provided by three different companies for said lockers:
 - [Welter's](#)
 - [H2I](#)
 - Storage and Design Group
2. Administration recommends approving the Welter's bid and paying the difference between the bid and the amount provided by PTO based on next year's fundraiser.

D. Code of Conduct

1. [Final](#)

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2. Linked is the final draft of the Code of Conduct after a review by SIAC and administration. After the board reviews it, the administration recommends approving the code of conduct as written.
- E. [2022-2023 Audit](#)**
1. Administration will review highlights of the annual audit general findings and comments will be reviewed during the meeting, using the same format as previous years.
- F. [Alburnett Additions & Remodels - Change Order 020](#)**
1. Details of this change order are linked above.
- G. Board Policy 803.1 - Second Reading**
1. [Recommended Change](#)
 - Administration recommends the board approve the changes to board policy 803.1 as highlighted in the document.
- H. Board Policy 905.1R1 - Second Reading**
1. [Recommended Change](#)
 - Administration recommends approving the changes to board policy 905.1R1 as highlighted in the document.
- I. Transfer of Tax Credit**
1. [S179D Credit Letter](#)
 2. This letter would transfer eligible tax credits for green/energy efficient building to the designer of the building per the building owner's approval since we are not eligible as a government entity.
 3. Administration recommends approving the credit letter to transfer the tax deduction to OPN.
- J. Titan Agreements**
1. [Payment Processing Agreement](#)
 2. [Merchant Agreement for Service, Site, and Convenience Fee Processing](#)
 3. These are the agreements for the new fee service and lunch account service we will be using next year.
 4. Administration recommends approving the agreements.
- K. Change in Hourly Support Staff and Bus Driver Contracts**
1. Administration recommends the board change contract language in hourly support staff contracts and bus driver contracts starting the 24-25 school year. Administration recommends that the contract language change to automatically pay hourly support staff up to 2 days a year and to not deduct up to 2 days of pay for bus drivers for days missed with students related to weather or other emergencies that will not be made up with students.
 2. Additionally, administration recommends that the board affirms to do that this 23-24 school year.

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VII. Confirm Date and Time of Next Regular Board Meeting and Lighthouse Session

The next Regular Board Meeting will be at 6:00 p.m. on March 18, 2024 or March 25, 2024 depending on rescheduling action item.

The middle school lighthouse session will be at 6pm on Wednesday, February 28th in the auditorium.

VIII. Adjourn