

MEETING MINUTES

Please contact Superintendent Dr. Scott Blum or Board Secretary Michelle Wearmouth if you would like to speak about items appearing on the agenda at scott.blum@dcgschools.com or michelle.wearmouth@dcgschools.com

Link to meeting details: <https://tinyurl.com/DCGSimbli>

Attendance

Voting Members

Ryan Carpenter, President
Monica Malmberg, Vice-President
Brandon McNace, Board Director
Nancy Baker Curtis, Board Director
Nick Fiala, Board Director
Shaylee Vander Velden, Board Director
Meg Dickinson, Board Director

Non-Voting Members

Scott Blum, Superintendent
Mr. Greg Carenza, Associate Superintendent
Michelle Wearmouth, Board Secretary

1. Members present/Acknowledge quorum

Board President Ryan Carpenter called the regular meeting to order at 5:30 p.m. A roll call was taken by the secretary and a quorum was acknowledged.

2. Pledge of Allegiance

President Ryan Carpenter led the Pledge of Allegiance for those present.

3. Receive Visitors and Read Miscellaneous Communications

President Carpenter welcomed visitors and asked if there were any visitors who wished to speak to an item on the agenda. No one spoke.

4. Approval of Agenda

Approve Agenda as published including one additional graduate for early graduation.

Motion made by: Nick Fiala

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved

5. Appoint a Temporary Chair Person

Dr. Blum volunteered to serve as temporary chair person.

6. Elect President / Give Oath of Office

Director Malmberg nominated Director Carpenter as President. A motion for unanimous voice vote was taken and passed.

7. Elect Vice-President / Give Oath of Office

Director McNace nominated Director Malmberg as vice-president. A unanimous voice vote was taken and passed.

The Oath of Office was administered to President Carpenter and Vice-President Malmberg.

8. Approved Minutes of Previous Meetings

Approve the minutes from the regular board meeting on Monday, October 28, 2024 and the special meeting on November 12, 2024.

Motion made by: Nick Fiala

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

9. Presentation of Bills for Approval

Approve the bills as presented.

Motion made by: Nancy Baker Curtis

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

10. Consent Agenda

Approve the consent agreement as presented.

Motion made by: Brandon McNace

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

a. Open enrollment

b. Contract Approvals, Resignations and Changes

- c. Interagency Agreements for Special Education
- d. Student Teaching and Practicum Agreement
- e. Heartland Co-op Repeater Tower Rental Agreement for Bus Communications
- f. Grand View University Student Nursing Agreement
- g. Depositories With Limits

11. Reports

a. Written Reports

b. Building Level Reports

Transportation Director Jeff Wolfe was unable to attend the meeting and will appear at a later date.

c. Travis Donahue Presenter

High School Principal Travis Donahue presented information regarding current high school physical education course offerings and proposed course offerings. Principal Donahue noted that students would continue to have the same number of course offerings. Discussion was held on the proposed sunset of the honors diploma in 2027 and other distinctions of high honors based on GPA.

d. Associate Superintendent

i. State Reporting Updates

Dr. Greg Carenza presented updates regarding state reporting including Preschool Desk Audit and IDEA Desk Audit.

ii. Professional Development

Dr. Greg Carenza updated the board on professional development work completed in the month of November 2024.

iii. Teacher Quality (TQ) Committee Updates

Dr. Carenza reviewed Teacher Quality committee meetings and work that was completed in November 2024.

iv. TAG Program Review Update

Dr. Carenza discussed the recent TAG program review, a timeline of meetings and stakeholders involved.

v. 2024 Iowa School Performance Profiles (ISPP)

Dr. Carenza reviewed the 2024 Iowa School Performance profiles (ISPP) as the Iowa Department of Education (IDOE) completed the fall 2024 report that was released to school districts and the public last week. There are many changes that have gone into the Iowa School Performance Profiles, and it is important to understand how those changes affect the school rating.

Dr. Carenza revisited the Every Student Succeeds Act established in 2015, and the plan and revisions that the district has been functioning under in recent years and changes for FY24. He noted that an overall school rating does not provide all contextual information nor a conclusion about the quality of staff or about ongoing work.

Director Baker-Curtis asked questions regarding interventions for English Language Learners and further supports that may be needed.

Dr. Carenza reviewed the elementary scoring profile of South Prairie Elementary as an example of data to review. He noted that two elementary schools were rated exceptional. He reviewed the scoring profile of the high school, which includes more criteria than the elementary example. He noted that the High School and Oak View included all subgroups.

Dr. Carenza stated that next steps include sharing information with parents and the greater school community hold an in-service with building teams throughout the district to help explain how the ISPP is developed. From that point, immediate action steps for our district will continue to grow from the review of data. Director Dickinson suggested a board workshop to further review the data. President Carpenter thanked Dr. Carenza for a thorough explanation of the profile data.

e. Superintendent

i. Building Permits within the District

Dr. Blum reviewed building permits filed within the district.

ii. Enrollment

Dr. Blum reviewed enrollment changes along with an updated format for reporting to the board.

iii. Facilities

Dr. Blum discussed construction at district facilities and the first meeting with OPN Architects tomorrow.

iv. Little Hawkeye Conference Update

Dr. Blum provided an update regarding the Little Hawkeye Conference including the possible increase of additional school(s) and recent discussions among superintendents regarding the CIML.

f. Business Manager

i. Revenue and Expenditure Summary Report

Director of Business Services Michelle Wearmouth reviewed the revenue and expenditure comparison report for the month ending November 2024.

ii. Public Budget Comparison

Director of Business Services Michelle Wearmouth reviewed the Public Budget Comparison Report for the month of November 2024.

iii. SBRC Application for MSA for Increased Open Enrollment Out and EL Beyond 5 years

Director of Business Services Michelle Wearmouth reviewed the application to the school budget review committee that allows districts to request modified supplemental amount (MSA) for increased open enrollment out for students not on the previous year's count. Our current year Open Enrollment Out not on the PY headcount was 49.50 with 0.00 of those receiving authority through the above MSA request leaving our final eligible request at 49.50. When multiplied by the previous year District Cost per pupil of \$7,826 plus \$377.74 TLC plus \$76 PD plus \$82.78 EIC equals a request for **\$413,944.74**. She stated that districts may also request modified supplemental amount (MSA) spending authority for the costs of providing instructional services to limited English proficient (LEP) students being served beyond the five years of weightings. We have 15.0 students qualifying for weighting totaling a request of **\$25,434.50**.

Mrs. Wearmouth indicated that this is a total request to the SBRC for MSA of **\$439,379.24**, and the board will consider this request in New Business. Modified Supplemental Amount (MSA) is *spending authority* granted by the School Budget Review Committee (SBRC) under their authority, not cash. Cash utilized to support this spending authority is from the fund balance in the General Fund.

iv. Upcoming Board action on a Resolution to call an election for regarding Revenue Purpose Statement and Voted PPEL renewal

As discussed with the Board earlier this year, Director of Business Services Michelle Wearmouth stated that the Voted Physical Plant and Equipment Levy expires June 30, 2026 and the Revenue Purpose Statement for SAVE local option sales tax dollars is in need of renewal and both require a vote of the public. Thus, our legal counsel has prepared a resolution for the Board to consider on December 16, 2024 titled "*Resolution Ordering Election on the Question of Continuing to Levy a Voter Approved Physical Plant and Equipment Property Tax; Resolution Approving Revenue Purpose Statement, Ordering an Election on a Revenue Purpose Statement to Authorize Expenditures From Revenue Received From the State Secure an Advanced Vision for Education Fund; and Ordering the Publication of a Notice of Election,*" which directs the County Commissioner of Elections to call an election on March 4, 2025."

g. Board Members

i. Report on IASB Annual Convention

Director Dickinson stated that she participated as the delegate for the IASB Delegate

Assembly, which sets the tone for the IASB Legislative platform. She attended the student success breakout session highlighting work that boards are completing across the state processing data-driven information. She gave examples of work to keep students engaged towards graduation. She also attended a break-out session regarding artificial intelligence. Director Vander Velden discussed the keynote speakers, including awareness of poverty barriers and the impact on students. She attended the Beyond the Scoreboard session regarding sportsmanship and student committees who lead their sections at games. She also attended a session regarding traditional salary schedules versus innovative salary schedules.

Director Baker Curtis discussed the keynote address on transforming school culture and work to retain staff. She would like to work on some of these items at regularly scheduled work sessions, allowing them to be proactive and responsive to the needs of the school district.

12. Old Business

a. Second Reading of Listed Policies

Approve 2nd reading of listed policies:

NEW Policies

506.01-E(8) Education Records Access - Juvenile Justice Agency Information Sharing Agreement

Administrative Updates (policies with suggested changes)

106 Discrimination and Harassment Based on Sex

106-R(1) Discrimination and Harassment Based on Sex - DCG procedures manual

106-R(2) Discrimination and Harassment Based on Sex - DCG Title IX Form Bank

603.02* Field Trips and Excursions

IASB Primer Updates

Annual/Mandatory Review (no changes recommended)

501 Student Attendance Philosophy

506.01 Student Records Access

506.01-R(1) Student Records Access

506.01-E(1) Student Records Access - Request of nonpatent exam/copies of education records

506.01-E(2) Student Records Access - Auth for Release of Education Records

506.01-E(3) Student Records Access - Request for Hearing on Correction of Records

506.01-E(4) Student Records Access - Request for Examination of Records

506.01E-(5) Student Records Access - Notification of Transfer of Records

506.01E-(6) Student Records Access - Receipt of Subpoena

506.01E-(7) Student Records Access - Annual Notice

801.02 School Facilities Surveys

804.04 Bomb Threats

Rescind

603.15 Academic Freedom
603.15-R(1) Academic Freedom

Motion made by: Brandon McNace
Motion seconded by: Shaylee Vander Velden
Voting:
Unanimously Approved

b. Second Reading of Policy 407.06 Certified Employee Early Retirement Incentive

Approve the second reading of Policy 407.06 Certified Employee Early Retirement Incentive with the ten years of service option with language and date changes as presented.

Motion made by: Meg Dickinson
Motion seconded by: Monica Malmberg
Voting:
Unanimously Approved

13. New Business

a. Set Monthly Meeting Days, Time (5:30 p.m.), and Location

Set the regular monthly meeting of the Board for 5:30 PM, on the fourth Monday of each month, (except for the months of December 2024, March 2025, May 2025, and July 2025). All Board meetings shall be in the Boardroom at the Administration Center unless otherwise published.

Motion made by: Monica Malmberg
Motion seconded by: Nick Fiala
Voting:
Unanimously Approved

Director Dickinson asked about scheduling work sessions. President Carpenter reviewed the three planned work sessions and exempt or closed sessions typically held. He stated that we can certainly increase the number of work sessions, and board members will be surveyed regarding topics and availability.

b. Board committees: School and District Level, IASB Delegate, County Conference Boards

Approve all required district committees/School and District level, IASB Delegate and Alternate, and county conference boards as discussed.

Motion made by: Brandon McNace
Motion seconded by: Meg Dickinson
Voting:
Unanimously Approved

c. Request to SBRC for Modified Supplemental Authority (MSA) for On-time Increased

Enrollment Out and the EL Beyond 5 years

Approve a request to the SBRC for MSA for \$413,944.74 for MSA due to increased open enrollment out and \$25,434.50 MSA for EL students served beyond five years for a total request for MSA of \$439,379.24.

Motion made by: Brandon McNace

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved

d. Deny Open Enrollment Out Application

Deny Open Enrollment Out application for SM to Urbandale CSD due to lack of good cause.

Motion made by: Nancy Baker Curtis

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

e. 1st Reading of Listed Policies

Approve first reading of 310.03 Administrative Structure with no changes.

Motion made by: Meg Dickinson

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

f. Students Graduating Early

Approve the list of students working to graduate at the end of Term 2. These students are all on track to complete DCG Graduation Requirements.

Maliya Carlson

Caleb Cully

Emma Evans

Grace Hemann - with Core Diploma

Emily Romig

Cash Stevens

Brittney Macke

Motion made by: Brandon McNace

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

g. Consider Contract for DCG Activities Director

Approve the contract of Activities Director to Madison Melchert in the amount of \$115,000 with standard administrative benefit package for the 25-26 school year.

Motion made by: Brandon McNace
Motion seconded by: Monica Malmberg
Voting:
Unanimously Approved

h. Contract Change Order No. 1 for DCG High School Corridor Addition for General Work, Including Mechanical and Electrical

Approve Contract Change No 1 that includes an addition of \$2,704.61 for general contract work, including mechanical and electrical for the DCG High School corridor project.

Motion made by: Brandon McNace
Motion seconded by: Shaylee Vander Velden
Voting:
Unanimously Approved

i. Contract Change Order No. 2 for DCG High School Corridor Addition for General Work, Including Mechanical and Electrical

Approve Contract Change No 2 that includes a subtraction of \$22,295.39 for general contract work, including mechanical and electrical, for the DCG High School corridor project.

Motion made by: Brandon McNace
Motion seconded by: Shaylee Vander Velden
Voting:
Unanimously Approved

j. Consider High School PE Course Replacement

Approve high school physical education course replacement for the 2025-26 school year.

Motion made by: Nick Fiala
Motion seconded by: Meg Dickinson
Voting:
Unanimously Approved

k. Consider 2025-2026 High School Course Description Book

Approve the 2025-2026 DCG High School Course Description Book.

Motion made by: Shaylee Vander Velden
Motion seconded by: Nancy Baker Curtis
Voting:
Unanimously Approved

l. Sale of Items on GovDeals

Approve the sale of listed items on GovDeals.

Motion made by: Brandon McNace
Motion seconded by: Shaylee Vander Velden
Voting:

Unanimously Approved

m. Financial Statements

Approve the financial statements as presented for October 2024.

Motion made by: Nancy Baker Curtis

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

n. Board Commendations

Approve Board Commendations.

Motion made by: Meg Dickinson

Motion seconded by: Nancy Baker Curtis

Voting:

Unanimously Approved

14. Written and Oral Communications

a. Next Regular Board Meeting

Next regular board meeting is Monday, December 16, 2024.

15. Adjourn Regular Meeting

Adjourn. Time: 7:27 p.m.

Motion made by: Meg Dickinson

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved