



## MEETING MINUTES

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

### Attendance

#### Voting Members

Ryan Carpenter, President  
Monica Malmberg, Vice-President  
Brandon McNace, 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 requested to speak.

### 4. Approval of Agenda

Approve Agenda as published.

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

### 5. Approve Minutes of Previous Meeting

Approve the minutes from the regular board meeting on Monday, August 25, 2025.

Motion made by: Monica Malmberg  
Motion seconded by: Shaylee Vander Velden  
Voting:  
Unanimously Approved

### 6. Presentation of Bills for Approval

Approve the bills as presented.

Motion made by: Shaylee Vander Velden  
Motion seconded by: Nick Fiala  
Voting:  
Unanimously Approved

### 7. Consent Agenda

Approve the consent agenda as presented.

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

#### a. Open Enrollment

#### b. Contract Approvals / Resignations / Changes

#### c. Interagency Agreements for Special Education



d. Nursing Practicum Placement Master Agreement

e. Briar Cliff University Nursing Clinical Agreement

f. Bound Activities Software Agreement 25-26

g. Vector Solutions Annual Renewal

h. Trademark License Agreements

i. Classic Events Rental Agreement

j. Bus Driver Supplemental Pay Agreement

k. Fundraising Activities for 2025-26

l. Lau Plan Annual Review

m. Custodial & Maintenance Job Descriptions

## 8. Reports

a. Written Reports

b. Building Level Report Presentation

High School Principal, Matthew Blackmore, discussed high school professional development with the theme "Mustang University - All means all". He reviewed new programs, including learning walks and the ties to the strategic plan.

c. Associate Superintendent

i. State Reporting

Dr. Greg Carenza reviewed state reporting that has been filed and will be filed during the upcoming weeks.

ii. Professional Development

Dr. Carenza reviewed professional development at both the building and district levels.

iii. Anti-Bullying and Harassment Update

Dr. Carenza reviewed anti-bullying activities and trainings held within the district.

d. Superintendent

i. Building Permits within the District

Dr. Scott Blum reviewed building permits filed within the district.

ii. Enrollment

Dr. Blum reviewed enrollment changes at the current time. October 1 is count date and more information will be presented as that approaches.

iii. Facilities Master Plan

Dr. Blum reviewed the groups that he has presented to regarding the Facilities Master Plan. He noted that OPN has begun steering committee meetings beginning with the high school.

iv. IASB Convention and Delegate Assembly

Dr. Blum reviewed the upcoming IASB Convention and Delegate Assembly.

v. Creator Award

Dr. Blum reviewed the winners of the most recent creator awards supporting one of the five strategic areas.

e. Business Manager

i. Certified Annual Report Review (CAR)



Business manager Michelle Wearmouth reviewed the Certified Annual Report. The Certified Annual Report was filed with the Department of Education by September 15, 2025 and includes audited financials.

**ii. Special Ed. Supplement (SES) to the CAR**

In addition to the Certified Annual Report, also submitted is the Special Education Supplement to the Certified Annual Report for the fiscal year 2024-2025. Mrs. Michelle Wearmouth reviewed the Special Education Supplement noting that the deficit decreased from \$2,494,699.86 to \$2,467,926.31, a slight decrease of \$26,773.55. In New Business, there will be a recommendation to authorize the administration to request modified allowable growth for the deficit balance of \$2,467,926.31.

**iii. Annual Transportation Report**

Business Manager Michelle Wearmouth reviewed the Annual Transportation Report for the 2024-2025 fiscal year.

**f. Board Members**

**9. Old Business**

**10. New Business**

**a. 2025-2026 SIAC Committee Members**

Approve the list of SIAC Members for the 2025-2026 School Year.

Motion made by: Monica Malmberg

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**b. 2024-25 Certified Annual Report**

Accept into record the Certified Annual Financial Report for FY 2024-25.

Motion made by: Brandon McNace

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved

**c. Special Education Supplement and Request to SBRC for Allowable Growth & Supplemental Aid for a Negative Special Education balance for the 2023-24 school year**

Accept into record the 2024-25 Special Education Supplement to the Certified Annual report and request allowable growth and supplemental aid for a negative special education balance for the 2024-2025 school year in the amount of \$2,467,926.31

Motion made by: Brandon McNace

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

**d. Annual Transportation Report**

Accept into record the 2024-2025 Annual Transportation Report.

Motion made by: Meg Dickinson

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

**e. ParentSquare Secure Docs Agreement**

Approve the two year ParentSquare Secure Docs add-on feature agreement for an annual cost of \$3,676.00 and a prorated cost of \$2,757.00 for the 25-26 school year.

Motion made by: Shaylee Vander Velden

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**f. DeCarlo Demolition Scope of Work**

Approve the Scope of Work proposal for the demolition of work at the Dallas Center Sports Complex. This includes the demolition, removal and disposal of the Concession Stand Building located north of the bleachers, the Restroom Building and the West Concession Stand Building, including the concrete slabs and footings on each building at a total cost of \$27,250.00.



Motion made by: Monica Malmberg

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

**g. First Reading of Listed Policies**

Approve the first reading of listed policies that were updated to align with current law and administrative changes.

**New Policies**

401.12 Employee Use of Cell Phones

401.12-R(1) Employee Use of Cell Phones - Regulation

506.02-R(1) Student Directory Information - Use of Directory Information

906 Unmanned Aircraft/Drones

906-E(1) Unmanned Aircraft/Drones

**Administrative Updates (policies with suggested changes)**

102-E(6) Equal Educational Opportunity -Disposition of Complaint Form

506.02-E(1) Student Directory Information - Authorization for Releasing Information

507.03 Communicable Diseases

507.03-R(1) Communicable Diseases - Regulation

507.04 Injury or Illness at School

507.04-R(1) Injury or Illness at School

507.16 Life-Threatening Allergy Policy

602.29-R(1) Dual Enrollment

607.04 Class Size - Class Grouping

**IASB Primer Updates**

**Annual/Mandatory Review (no changes recommended)**

100 Legal Status of the School District

101 Educational Philosophy

103 Long-Range Needs Assessment

103-R(1) Long-Range Needs Assessment - Administrative Regs

403.02 Employee Injury on the Job

403.03 Communicable Diseases - Employees

403.03-R(1) Communicable Diseases - Employees - Universal Precautions

403.03-E(1) Communicable Diseases - Employees - Hepatitis B Vaccine Information and Record

505.08 Parent and Family Engagement District-Wide Policy

505.08-R(1) Parent and Family Engagement District-Wide Policy

506.02 Student Directory Information

602.29 Dual Enrollment

607.04-R(1) Class Size - Class Grouping

707.07 Fraud Reporting

707.08 Personally Identifiable Protection

709 Insurance Programs

**Rescind**

Motion made by: Meg Dickinson

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

**h. Resolution to Set a Public Hearing to Consider Exchange of Real Estate with the City of Dallas Center, Iowa**

Approve the resolution to set a public hearing for October 27, 2025 to consider a real estate exchange agreement between the City of Dallas Center and Dallas Center-Grimes CSD.

Motion made by: Brandon McNace

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**i. Sale of School Bus on GovDeals**

Approve the sale of Bus 27 on GovDeals.

Motion made by: Monica Malmberg

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved



Unanimously Approved

**j. Financial Statements**

Approve the financial statements as presented for August 2025.

Motion made by: Meg Dickinson  
Motion seconded by: Shaylee Vander Velden  
Voting:  
Unanimously Approved

**k. Board Commendations**

Approve Board Commendations.

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

**I. Closed Session Pursuant to Iowa Code Chapter 21.5(1)(c)**

Move to enter into closed session under Iowa Code 21.5(1)(c) of the open meetings law to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Time: 6:28 p.m.

Motion made by: Shaylee Vander Velden  
Motion seconded by: Meg Dickinson  
Voting:  
Ryan Carpenter - Yes  
Monica Malmberg - Yes  
Brandon McNace - Yes  
Nick Fiala - Yes  
Shaylee Vander Velden - Yes  
Meg Dickinson - Yes

**m. Settlement and Release for Loss Covered Under Property Casualty Insurance**

Approve the Settlement and Release document.

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

**11. Written and Oral Communications**

**a. Next Regular Board Meeting**

Next regular board meeting is Monday, October 27, 2025.

**12. Adjourn Regular Meeting**

Motion to adjourn at 6:55 p.m.

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