

## MEETING MINUTES

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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](mailto:scott.blum@dcgschools.com) or [michelle.wearmouth@dcgschools.com](mailto:michelle.wearmouth@dcgschools.com).

### Attendance

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#### 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. Mr. Mike Buckalew addressed the board regarding youth programs available through American Legion Post #49.

### 4. Approval of Agenda

Approve Agenda as published.

Motion made by: Brandon McNace

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

## **5. Approved Minutes of Previous Meeting**

Approve the minutes from the regular board meeting on Monday, September 30, 2024.

Motion made by: Brandon McNace

Motion seconded by: Nancy Baker Curtis

Voting:

Unanimously Approved

## **6. Presentation of Bills for Approval**

Approve the bills as presented.

Motion made by: Meg Dickinson

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: Shaylee Vander Velden

Voting:

Unanimously Approved

### **a. Open Enrollment**

### **b. Contract Approvals, Resignations, and Changes**

### **c. DCG Staff Committee Work Outside of DCG Organization 2024-25**

### **d. Interagency Agreements for Special Education**

### **e. Fundraising Activities for 2024-25**

### **f. Setpoint Mechanical Service Agreement**

### **g. MOA with IVRS and Heartland AEA**

### **h. MOU with Heartland AEA for Gifted and Talented Consultant**

## **8. Public Hearing for the Proposed Conveyance of Real Property**

President Ryan Carpenter opened the public hearing stating, "This is the time and place for the public hearing and meeting on the matter of the proposed conveyance of interests in real property, and that notice of the proposed action had been published pursuant to the provisions of Section 297.22(1) of the Code of Iowa. Are there any questions, comments, or objections

from those present?" No one responded. President Carpenter then asked, "Michelle Wearmouth, Board Secretary, have you had any objections filed in the Secretary's office?" Mrs. Wearmouth indicated that no objections have been filed. President Carpenter declared the hearing on the matter of the conveyance of real property is closed.

## **9. Reports**

### **a. Written Reports**

### **b. Building Level Reports**

Oak View Principal Joan Cundiff presented the 2024-2025 building goals for Oak View. Those include that staff will engage in data every two weeks to focus on improvement, that all students will establish and maintain positive relationships and activities focus on fostering these, and staff and students will learn and apply growth mindset strategies throughout the year.

### **c. Associate Superintendent**

#### **i. State Reporting Updates**

Dr. Greg Carenza presented updates regarding state reporting including certified enrollment, updates to our various plans, and other fall reporting.

#### **ii. Civil Rights Data Collection (23-24 School Year)**

Dr. Greg Carenza reported on the Civil Rights Data Collection submitted for the 2023-2024 school year.

#### **iii. Professional Development**

##### **1. October Professional Development Learning and Work**

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

#### **iv. School Improvement Advisory Committee (SIAC) Update**

Dr. Carenza updated the board on the most recent school improvement advisory committee's meeting and upcoming work on February 3, 2025.

#### **v. Teacher Quality (TQ) Meetings Update**

Dr. Carenza reviewed Teacher Quality committee meetings and work completed.

#### **vi. District Career and Academic Planning (DCAP)**

Dr. Carenza reviewed the District Career and Academic Planning (DCAP) team and the work completed in October to promote career programming K-12 and plans for the upcoming months.

#### **d. Superintendent**

##### **i. Building Permits within the District**

Dr. Blum reviewed building permits filed within the district.

##### **ii. Strategic Plan Update**

Dr. Blum reviewed the work to develop the District's Strategic Plan with Teamworks, LLC and multiple stakeholder meetings that were held. Surveys to various groups will go out soon, and feedback will help us to determine the next steps.

##### **iii. 2024-25 Certified Enrollment**

Dr. Blum reviewed 2024-2025 Certified enrollment. He noted that resident enrollment declined 55.29 students, and tuition in/open enrolled students increased by 32.30 students.

##### **iv. Superintendent Goals for 2024-25**

Dr. Blum reviewed superintendent goals for 2024-25 including Strategic Planning: Develop and Implement a 3-Year District Strategic Plan and Facilities Master Plan Implementation.

#### **e. Business Manager**

##### **i. Public Budget Comparison Report**

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

##### **ii. LEP Allowable Costs Application to the SBRC**

Director of Business Services Michelle Wearmouth reviewed the LEP Allowable Costs Application to the School Budget Review Committee, noting that the district may request Modified Supplemental Authority (MSA) from the SBRC for the costs in excess of weightings and/or other resources for providing it's Limited English Proficiency (LEP) program. The calculation utilizes costs for students who were served in an English Language Learner (ELL) program during the 2023-2024 school year. She noted that resources to provide ELL Services in 23-24 were \$153,987.32 and expenditures to provide ELL Services in 23-24 were \$222,528.84. The district has the opportunity to request the maximum remaining amount as MSA \$68,541.52 from the SBRC.

#### **f. Board Members**

### **10. Old Business**

#### **a. Second Reading of Board Policies listed below.**

Approve second reading of listed policies:

**NEW Policies**

405.06 Licensed Employee Assignment

411.05 Classified Employee Assignment

503.08-R(1) Student Threat of Violence and Incidents of Violence

503.09 Student Use of Personal Electronic Devices

503.09-R(1) Student Use of Personal Electronic Devices Regulation

**Administrative Updates**

408.03 Licensed Employee Tutoring

502.10 Student Use of Motor Vehicles

505.05-R(1) Graduation Requirements

602.30 Virtual/On-Line Courses

604.11 Guidelines for the Use of Professional Therapy Dogs

802.04 Fixed Assets Management System

802.04-R(1) Fixed Assets Management System

**IASB Primer Updates**

603.01 Basic Instruction Program

**Mandatory Review (no changes recommended)**

505.08 Parent and Family Engagement District-Wide Policy

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

604.11-R(1) Guidelines for the Use of Professional Therapy Dogs - Handler Ethics

604.11-E(1) Guidelines for the Use of Professional Therapy Dogs - Professional Therapy Dogs

606.03 Animals in the Classroom

Motion made by: Meg Dickinson

Motion seconded by: Nancy Baker Curtis

Voting:

Unanimously Approved

## **11. New Business**

### **a. Students Graduation Early**

Approve the list of students working to graduate at the end of Term 1, Term 2, and Term 3. These students are all on track to complete DCG Graduation Requirements at the end of the noted term.

**First Term:**

Ava Van Scoy

**2nd Term:**

Maxwell Aswegan  
Devon Cochran  
Kenny Harman  
Isak Kekic  
Trevone King  
Ryan LaPoint  
Gabe Madsen  
Sofia Newell  
Aidan Ohl  
Jason Roland  
Sage Staker  
Zoey Towel  
Madison Walker  
Ella Ward

**3rd Term:**

Joel Storey

Motion made by: Meg Dickinson

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

**b. American Education Week Proclamation**

Approve the proclamation designating the week of November 18-22, 2024 as American Education Week at the Dallas Center-Grimes, and to thank the students, patrons, and staff for their contribution to education at Dallas Center-Grimes.

Motion made by: Monica Malmberg

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved

**c. LEP Allowable Costs**

Authorize district administration to submit a request to the School Budget Review Committee (SBRC) for a modified supplemental amount of \$68,541.52 due to excess costs of providing the EL program in the prior year.

Motion made by: Shaylee Vander Velden

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

**d. 1st Reading of Listed Policies**

Approve the first 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: Meg Dickinson

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

### **e. 1st Reading of Policy 407.06 Certified Employee Early Retirement Incentive**

Approve the first 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: Monica Malmberg

Motion seconded by: Brandon McNace

Voting:

Unanimously Approved

### **f. Resolution Authorizing Conveyance of Interests In Real Property**

Approve and convey by Resolution certain interests in real property to the City of Grimes, including fee simple title, permanent public utility easements and temporary construction easements, which interests are further described in Exhibit A.

Roll Call:

Motion made by: Monica Malmberg

Motion seconded by: Brandon McNace

Voting:

Unanimously Approved

**g. Certificate of Substantial Completion for High School Corridor Project**

Approve the Certificate of Substantial Completion for the High School Corridor Project.

Motion made by: Nancy Baker Curtis

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**h. Resolution for Final Acceptance and Closing Final Project Costs for the Public Improvement Contract With DDVI, Inc. for HS Addition and Renovation Phase 1**

Approve Resolution for Final Acceptance and Closing Final Project Costs for the Public Improvement Contract with DDVI, Inc.

Motion made by: Shaylee Vander Velden

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

**i. Accept into Record Bids Received for Used School Buses**

Accept the listed bids for used transit style front-engine school buses into record.

- Truck Center (Des Moines) no bid submitted
- Hoglund Bus (Marshalltown) no bid submitted
- School Bus Sales (Waterloo): 4 buses at \$92,500 each
- Masters Bus Sales (Kansas City) no bid submitted

Motion made by: Nancy Baker Curtis

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**j. Award Bid for Used School Buses**

Approve and award the bid to School Bus Sales in Waterloo, Iowa for the purchase of 4 used school buses at \$92,500 each with each bus being fully inspected and all repairs made prior to delivery/payment and each bus equipped with a 24/7 Camera System.



Motion made by: Monica Malmberg  
Motion seconded by: Nancy Baker Curtis  
Voting:  
Unanimously Approved

**k. Approve 2024-25 Resignation/Retirement Early Notification Incentive**

Approve the 2024-25 Resignation/Retirement Early Notification Incentive.

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

**l. Consider Snow Removal Bids 24-25**

The recommendation is to accept all bids into record, and approve both bids (Mahon Trucking and Morin Renovations) at the facilities designated in each bid.

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

**m. Superintendent Goals 2024-25**

Approve 2024-25 goals of the superintendent.

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

**n. Financial Statements**

Approve the financial statements as presented for September 2024.

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

**o. Board Commendations**

Approve Board Commendations.

Motion made by: Meg Dickinson  
Motion seconded by: Nancy Baker Curtis  
Voting:  
Unanimously Approved

## **12. Written and oral communications**

### **a. Next regular board meeting,**

Next regular board meeting, Monday, November 25, 2024.

## **13. Adjourn Regular Meeting**

Motion to adjourn at 6:55 p.m.

Motion made by: Meg Dickinson

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved