

## MEETING MINUTES

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Please contact Superintendent Dr. Scott Blum or Michelle Wearmouth if you would like to speak about items appearing on the agenda at [scott.blum@dcgschools.com](mailto:scott.blum@dcgschools.com) or [michelle.wearmouth@dcgschools.com](mailto:michelle.wearmouth@dcgschools.com).

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

### 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

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

### 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. Lily Briggeman and Liliana Holcomb addressed the Board regarding arming teachers with guns based upon recent legislation. Kate Banasiak addressed the Board regarding class sizes for Dallas Center Elementary. Lily Briggeman addressed the Board concerning the concept of arming staff members and potential harm and mental distress that may cause. Liliana Holcomb addressed the Board concerning the concept of arming staff members and potential harm and mental distress that may cause. Kate Benesiak, parent, addressed the Board regarding class sizes.

#### **4. Approval of Agenda**

Approve Agenda as published.

Motion made by: Nancy Baker Curtis

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

#### **5. Approved minutes of previous meeting**

Approve the minutes from the regular board meeting on Monday, April 22 and the special board minutes of May 6, 2024.

Motion made by: Monica Malmberg

Motion seconded by: Nancy Baker Curtis

Voting:

Unanimously Approved

#### **6. Presentation of bills for approval**

Approve the bills as presented.

Motion made by: Brandon McNace

Motion seconded by: Nancy Baker Curtis

Voting:

Unanimously Approved

#### **7. Consent Agenda**

Approve the consent agreement as presented.

Motion made by: Monica Malmberg

Motion seconded by: Brandon McNace

Voting:

Unanimously Approved

##### **a. Open enrollment**

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

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

##### **d. Student Teaching and Practicum Agreement with Addendum - Simpson College**

##### **e. Student Teaching and Practicum Agreement with Grand Canyon University**

##### **f. Memorandum of Understanding with Grand View University**

- g. St. Cloud University Cooperative Agreement - Athletic Training Student**
- h. EFR Employee & Family Resources Annual Agreement 24-25 (EAP-Employee)**
- i. EFR Employee & Family Resources Annual Agreement 24-25 (SAP-Student)**
- j. Unity Point At Home Employee Services Agreement 24-25**
- k. Johnston Student School to Work Internship**
- l. Donation from FedEx**
- m. CSC Security Services Contract 2024-25**
- n. BCP Services Agreement 2024-2025**
- o. Prom Location Contract Spring 2025**
- p. IASB Membership Dues 2024-25**
- q. Policy Primer Renewal**

#### **8. RSP Presentation**

Mr. Rob Swarz , demographer, from RSP-Associates presented information on the enrollment outlook for the District. He noted the estimate in the report for an increase of approximately 400 students over the coming four years. He notes that this is a four percent decline over the last estimate.

#### **9. School Board member Recognition Month**

The Dallas Center-Grimes Community School District would like to express our gratitude to the DCG School Board. This group works collaboratively to support the needs of our students, staff and the community. Please join us in thanking these seven individuals during School Board Recognition Month. Dr. Blum thanked the Board on behalf of all students and staff members.

#### **10. Reports**

##### **a. Written Reports**

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

Steven Hopper, Director of Technology, discussed the District's technology plan for the future, successful resolutions to technology issues this year, and his department's areas of emphasis and growth. He reviewed grade level filtering protection for next year. He also discussed cyber-security controls in place. Board members asked questions about parent information regarding filtering tools, what products we utilize through AEA procurement, and

purchases for technology for students who have individual education plans.

Shana Olson, Director of Teaching and Learning, discussed DCG's instructional coaching program including matching professional development with the outcomes desired. She discussed the roles of curriculum facilitators and the new learning that group embarked upon this year. She discussed the PLC program and supporting people through complex changes, and building teacher efficacy. She also reviewed the 22 mentors that supported our first and second year teachers during this year and the new Mentor and Induction Program Guide that will be utilized in 2024-25.

### **c. Associate Superintendent**

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

Dr. Greg Carenza, Associate Superintendent, reviewed our third and final SIAC Meeting of the school year was held on Monday, April 29, 2024 at Dallas Center-Grimes High School.

#### **ii. Teacher Quality (TQ) Meeting Updates**

Dr. Carenza reviewed the Teacher Quality (TQ) Committee's final meeting of the year held Monday, May 13, 2024.

Highlights from this year's Teacher Quality meetings included:

1. Review of Teacher Quality (TQ) Committee responsibilities
2. Engaged in learning around school calendar planning.
3. Engaged in discussion around professional development needs (district wide)
4. Review of proposed calendar
5. Learning around the purpose/value of an Instructional Framework

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

Dr. Greg Carenza reviewed professional development that has occurred or is planned for May and June 2024.

### **d. Superintendent**

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

Dr. Scott Blum, Superintendent, reviewed building permits filed within the District in the month of April 2024. He notes 2 permits as the increase for April 2024.

#### **ii. Enrollment**

Dr. Scott Blum reviewed enrollment since the beginning of the school year.

#### **iii. Staff Update**

Dr. Blum reviewed staffing for the 2024-2025 school year.

#### **iv. Class Size Guidelines**

Dr. Blum reviewed current class size guidelines and noted that no changes are recommended. He discussed the placement of an additional kindergarten at South Prairie specifically due to numbers and potential for numbers. He discussed kindergarten enrollment at DCE and keep the resident student count at 24 but to allow up to three non-resident students who prefer this placement and add one general education associate to that section.

Director Dickinson asked for information on what is required for additional enrollment to add another kindergarten section in that building. Dr. Blum stated that we would need to achieve 17-18 students per section to make that consideration. Director McNace asked what would occur if numbers decline at Dallas Center elementary over the summer and a general education associate is not needed at that juncture. Dr. Blum stated that we would work to ensure that there is a position somewhere in the District as an associate in that event. Director Malmberg questioned if the Kindergarten roundup would be reintroduced in our district. Dr. Blum said many ideas are under consideration.

#### **v. Optional Kindergarten Information**

Dr. Blum stated that optional kindergarten at South Prairie will move to North Ridge Elementary.

#### **vi. Strategic Planning Information**

Dr. Blum and Dr. Carenza shared an update on district strategic planning next steps for our school district.

### **e. Business Manager**

#### **i. Revenue and Expenditure Summary Report**

Director of Business Services Michelle Wearmouth reviewed the revenue and expenditure summary for the month of May 2024.

#### **ii. Public Budget Comparison**

Director of Business Services Michelle Wearmouth reviewed the Public Budget Comparison report as of May 20, 2024.

### **f. Board Members**

## **11. Old Business**

#### **a. 2nd Reading of Listed Policies**

Approve the second Reading of listed policies that have either changed numbers to align

with IASB and/or were updated to align with current law.

804.06: Use of Recording Devices on School Property (*updated by DCG*)

804.06-R(1): Use of Recording Devices on School Property Regulation (*updated by DCG and updated title to correspond with policy*)

Motion made by: Meg Dickinson

Motion seconded by: Nancy Baker Curtis

Voting:

Unanimously Approved

## 12. New Business

### a. Class Size Guidelines for 24-25

Recommendation to table classroom guidelines for the 2024-2025 school year.

Motion made by: Meg Dickinson

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

### b. First Reading of Listed Board Policies

Approve First Reading of listed Policies:

411.02 Classified Employee Qualifications, Recruitment, Selection: *IASB Update*

504.05 Student Fundraising: *Rescind- New Policy at 705.07*

504.05R1 Student Fundraising Regulation: *Rescind - New Policy at 705.07R1*

504.05R2 Student Fundraising: *Rescind - New Policy at 705.07R1*

507.08R1 Student Special Health Services Regulation: *IASB Update*

704.01 Local-State-Federal-Miscellaneous Revenue: *IASB Update*

705.07 Fundraising Within the District: *New Policy*

705.07R1 Fundraising Within the District Regulation: *New Policy*

706.02 Payroll Deductions: *IASB Update*

706.03 Reduction in Employee Pay: *Name Change Only*

707.01 Presentation and Publication of Financial Information: *Currently Titled Secretary's Report - Combines IASB Policies and Updates (707.01, 707.02, 707.03)*

707.02 Treasurer's Annual Report: *Rescind to Combine*

707.04 Audit: *IASB Update*

707.06 Publication of Financial Reports: *Rescind to Combine*

Motion made by: Meg Dickinson

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

### c. Set Substitute Teacher pay for the 2024-25 School year and Substitute incentive

Maintain the substitute teacher pay at \$160 /full day, \$80/half day for the 2024-2025 school year, and to continue to substitute incentive plan for the 2024-25 school year.

Motion made by: Nancy Baker Curtis

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved

**d. School Fees and Nutrition prices for 24-25 school year**

Motion to approve school and nutrition prices as presented.

Motion made by: Monica Malmberg

Motion seconded by: Nick Fiala

Voting:

Unanimously Not Approved

**e. School Fees and Nutrition prices for 24-25 school year**

Table consideration of School Fees and Nutrition prices for the 2024-2025 school year until the May 28, 2024 special meeting.

Motion made by: Brandon McNace

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**f. Cooperative Sharing Agreement w/Johnston CSD**

Approve Cooperative Sharing Agreement w/Johnston CSD.

Motion made by: Shaylee Vander Velden

Motion seconded by: Meg Dickinson

Voting:

Unanimously Approved

**g. Deny Open Enrollment IN Application**

Deny Open Enrollment IN application for KA from North Polk CSD due to lack of space.

Motion made by: Monica Malmberg

Motion seconded by: Brandon McNace

Voting:

Unanimously Approved

**h. Three Year Audit Proposal from BerganKDV**

Approve and accept the three year audit proposal from BerganKDV for the terms listed:

\$34,900\* for the year ended June 30, 2024

\$36,600\* for the year ended June 30, 2025

\$38,700\* for the year ended June 30, 2026

\* Single audit fees, if applicable, will be in addition to this amount at \$4,000 - \$6,000 per major program.

Motion made by: Brandon McNace

Motion seconded by: Monica Malmberg

Voting:

Unanimously Approved

**i. Webspec Directory Scope Change**

To approve the Webspec Directory Scope Change for \$2600 to be paid after July 1, 2024.

Motion made by: Brandon McNace

Motion seconded by: Shaylee Vander Velden

Voting:

Unanimously Approved

**j. Accept Bids for Student Chromebook Refresh for 24-25**

Consider and accept into record the following bids for the 24-25 student Chromebook refresh.

<b>Vendor</b>	<b>Bid</b>	<b>Terms/Notes</b>
Blue Ally	\$293,300.00	Devices (\$319.00 ea.), Licenses (\$31.00 ea.)
Sterling Computers	\$309,799.00	Devices (\$337.11 ea.), Licenses (\$32.00 ea.)
IT Outlet	\$345,300.00	Devices (\$377.00 ea.), Licenses (\$30.00 ea.)
Embark IT	\$385,084.00	Devices (\$421.08 ea.), Licenses (\$30.56 ea.)

Motion made by: Meg Dickinson

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

**k. Award 24-25 Student Chromebook Refresh**

Award low bid to BlueAlly for the 24-25 student Chromebook refresh in the amount of \$293,300.00 and authorize the district to proceed with purchase.

Motion made by: Meg Dickinson

Motion seconded by: Nick Fiala

Voting:

Unanimously Approved

**l. Consider House File 2586**

Motion to opt out of participation House File 2586 considering arming staff with guns.



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

**m. Consider Second SRO Agreement - Amendment 1**

Approve Amendment one to the School Resource Officer (SRO) Agreement for 23-24, 24-25, 25-26, 26-27, 27-28, and 28-29 School Years.

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

**n. Financial Statements**

Approve the financial statements as presented for April 2024.

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

**o. Board Commendations**

Approve Board Commendations.

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

**13. Written and oral communications**

**a. Next regular and special board meeting dates**

Next regular board meeting, Monday, June 24, 2024.  
Next special board meeting, Tuesday, May 28, 2024 4:30 p.m. Closed Session  
Superintendent Evaluation.

**14. Adjourn Regular Meeting**

Adjourn. Time: 8:13 p.m.

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