



# ***Red Oak Community School District***

***904 Broad Street***

***Red Oak, Iowa 51566***

***www.redoakschooldistrict.com***

## **Regular Board of Directors Meeting**

Meeting Location: Sue Wagaman Board Room and the Superintendent's Office  
Webster Building

Tuesday, May 10, 2011 – 5:00 pm

### **- Agenda -**

- 1.0 Call to Order – Board of Directors President Lee Fellers, Superintendent's Office
- 2.0 Roll Call – Board of Directors Secretary Shirley Maxwell
- 3.0 Approval of the Agenda – President Lee Fellers
- 4.0 Department of Education Accreditation Interview of Directors – Sue Wagaman Board Room

### ***- Break, Return to the Superintendent's Office -***

#### 5.0 Communications

- 5.1 Good News and Affirmations from Red Oak Schools
- 5.2 Visitors and Presentations – no visitors and presentations are planned
- 5.3 Correspondence – as needed

#### 6.0 Consent Agenda

- 6.1 Review and Approval of Minutes from April 25, 2011
- 6.2 Review and Approval of Monthly Business Reports

#### 7.0 General Business for the Board of Directors

- 7.1 Old Business – none
- 7.2 New Business

##### 7.2.1 Closed Session per Section 21.5(1) I of the Iowa Code

“I move to enter a closed session at \_\_\_\_\_ p.m. per section 21.5(1)i [To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.]”

Red Oak Community School District Board of Directors  
5.10.2011

7.2.2 Personnel Considerations

8.0 Reports – none anticipated

9.0 Next Board of Directors Meeting:      Monday, May 23, 2011 – 6:00 pm  
Sue Wagaman Board Room  
Webster Building

10.0 Adjournment

Item 4.0 Department of Education Accreditation Interview of Directors  
– Sue Wagaman Board Room

**Background Information:** The Directors are asked to move into the Board Room to participate in the 2011 Department of Education Accreditation Program. The Red Oak Directors will be interviewed by various team members.

Shown below are the anticipated questions. Team members may have additional inquiry.

**Questions:**

**Vision, Mission, Goals; Leadership**

1. How does the board maintain focus on the district's current vision, mission, and goals?

**Vision, Mission, Goals; Leadership; Collaborative Relationships; Curriculum and Instruction**

2. How are stakeholders involved in determining goals for the improvement of students' academic success and social / emotional well-being?
3. How is the district / school preparing students for the 21st Century?

**Collaborative Relationships; Monitoring and Accountability**

4. How does the school board communicate district / school information to the public regarding finances, student achievement, and other aspects of the district / school?

**Leadership; Monitoring and Accountability**

5. What aspects of the evaluation of the superintendent are most beneficial to the board and the superintendent in their work toward continuous improvement?
6. What expectations does the board hold for the role of the district's equity coordinator in providing equity in programs and employment? Please provide examples.

Item 4.0 – continued

**Collaborative Relationships**

7. In what ways does the district / school and its local and regional community share resources?

**Professional Development**

8. How is the school board kept informed of the district's / school's professional development focus and results?

9. How does the board plan for its own professional development?

**Vision, Mission, Goals; Leadership; Monitoring and Accountability**

10. Please share what you believe to be your district's / school's:

- Accomplishments over the past five years
- Obstacles delaying progress
- Changes hoped to be achieved in the next five years

## Item 5.0 Communications

### **5.1 Good News and Affirmations from Red Oak Schools**

School administrators and department directors will share 'good news' with the directors this evening and encourage the governing body to also share positive events happening in the lives of the school community.

### **5.2 Visitors and Presentations**

(none planned)

### **5.3 Correspondence**

Any correspondence received and important to the governing body is shared at the table.

## Item 6.0 Consent Agenda

**BACKGROUND INFORMATION:** The following items are presented for approval in one formal motion. Should any director have a question or would like for an item to be placed on the regular discussion agenda, please notify Board Secretary Shirley Maxwell in advance of the meeting.

Enclosed are reference pages for:

### **6.1 Review and Approval of the Minutes from April 25, 2011**

The minutes are enclosed for your review. Unless there are suggested changes, they are submitted for approval by Board Secretary Shirley Maxwell.

### **6.2 Review and Approval of the Monthly Business Reports**

Payment vouchers are ready for approval. There could be some last minute bills for payment placed at the table prior to the meeting. Business Manager Shirley Maxwell is available to answer any questions concerning the expenditures.

**SUGGESTED BOARD ACTION:** It is recommended the board of directors approve the following consent agenda items:

- Minutes from May 25, 2011
- Monthly business reports as presented

***Red Oak Community School District***  
**Regular Board of Directors Meeting**

Meeting Location: Sue Wagaman Board Room, Webster Building, Red Oak, Iowa  
Monday, April 25, 2011

This regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Lee Fellers at 6:00 p.m.

**PRESENT: Directors:** Lee Fellers, Charla Schmid, Elizabeth Dilley, Warren Hayes, Paul Griffen, Terry Schmidt, Superintendent & Shirley Maxwell, Board Secretary

**APPROVAL OF AGENDA**

Director Schmid moved and Director Griffen seconded to approve the agenda as presented. The motion carried unanimously.

**CONSENT AGENDA**

Director Dilley moved and Director Hayes seconded to approve the consent agenda as presented. The motion carried unanimously.

- Approval of minutes from April 11, 14 and 18, 2011
- Approval of monthly business reports
- Accept resignation of Kimberly Reeve as Middle School Play Director

**FACILITIES AND OPERATIONS**

Director Griffen moved and Director Hayes seconded to purchase the Hustler mower from Dickel Duit Outdoor Power, Inc. at a cost of \$8,520. The motion carried unanimously.

**AUDITING SERVICES**

Director Schmid moved and Director Hayes seconded to accept the audit proposal from Bruce Frink for the 2010-2011 school year at a cost of \$7,000. The motion carried unanimously.

**PERSONNEL CONSIDERATIONS**

Director Dilley moved and Director Griffen seconded to accept the resignation of Andy Yost from all teaching and coaching responsibilities at the end of the 2010-11 school year. The motion carried unanimously.

Director Griffen moved and Director Schmid seconded to accept the resignation of Don Hamernik as Washington Intermediate School Custodian with an exit date to be determined later. The motion carried unanimously.

**GRADUATION LIST**

Director Dilley moved and Director Griffen seconded to approve the administrative list of graduating seniors for 2011, pending the senior has completed all graduation requirements. Certificates of attendance will be presented to foreign exchange and home schooled students. The motion carried unanimously.

**ADJOURNMENT**

Director Dilley moved, Director Griffen seconded to adjourn the meeting at 6:35 p.m. The next Board of Directors meeting will be held on Monday, May 9, 2011 at 6:00 p.m., in the Sue Wagaman Board Room at the Webster Building. The motion carried unanimously.

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Lee Fellers, President

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Shirley Maxwell, Board Secretary



<u>Vendor Name</u>	<u>Invoice</u>	<u>Amount</u>	
<u>Account Number</u>	<u>Description</u>		<u>Amount</u>
<u>Checking</u>	1		
Checking Account: 1	Fund: 10 OPERATING FUND		
MEDICA COM	04302011	937.50	
10 0010 2236 000 0000 536	INTERNET		937.50
			Vendor Total: 937.50
MEIRER, ROBERT	05012011	61.08	
10 0010 2310 000 0000 580	TRAVEL REIMBURSEMENT		61.08
			Vendor Total: 61.08
MIDAMERICAN ENERGY	04202011	12,041.57	
10 1911 2600 000 0000 622	KWH 1940		191.41
10 1913 2600 000 0000 622	KWH 1		2.53
10 1914 2600 000 0000 622	KWH 15600		1,129.72
10 2020 2600 000 0000 622	KWH 20400		1,452.72
10 0030 2600 000 0000 622	KWH 1140		116.60
10 1913 2600 000 0000 622	KWH 34500		2,540.32
10 3230 2600 000 0000 622	KWH 61200		3,467.72
10 3900 2600 000 0000 621	THERMS 829		564.47
10 0020 2600 000 0000 622	KWH 1		19.02
10 1912 2600 000 0000 622	KWH 3449		312.08
10 1912 2600 000 0000 621	THERMS 912		613.99
10 0030 2600 000 0000 621	THERMS 146		115.60
10 3900 2600 000 0000 622	KWH 22800		1,382.34
10 0020 2600 000 0000 621	THERMS 170		133.05
			Vendor Total: 12,041.57
RIDDER, TOM	05012011	37.50	
10 0010 2310 000 0000 580	TRAVEL REIMBURSEMENT		37.50
			Vendor Total: 37.50
SHOUTPOINT, INC	00400199	67.80	
10 0010 2236 000 0000 536	VOIP LINES		67.80
SHOUTPOINT, INC	12/01/2010	67.80	
10 0010 2236 000 0000 536	VOIP LINES		67.80
SHOUTPOINT, INC	50810	67.80	
10 0010 2236 000 0000 536	VOIP LINES		67.80
SHOUTPOINT, INC	5536	67.80	
10 0010 2236 000 0000 536	VOIP LINES		67.80
			Vendor Total: 271.20
SOCS/FES	INV001135	257.62	
10 0010 2236 000 0000 536	WEB HOSTING		257.62
			Vendor Total: 257.62
SOUTH CAROLINA EDUCATIONAL COMM.	150	649.00	
10 0010 2213 100 3376 320	REG FEES		649.00
			Vendor Total: 649.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Amount</u>	<u>Amount</u>
<u>Account Number</u>	<u>Description</u>		
STANERSON, QUENTIN	05012011	154.81	
10 0010 2310 000 0000 580	TRAVEL REIMBURSEMENT		154.81
			Vendor Total: 154.81
SUMMIT PROFESSIONAL EDUCATION	80203	199.00	
10 3230 1220 217 3303 320	REG FEE		199.00
			Vendor Total: 199.00
TOTAL FUNDS BY HASLER	04242011	427.03	
10 0010 2410 000 0000 531	POSTAGE MACHINE FILL		427.03
			Vendor Total: 427.03
UNI OFFICE OF BUSINESS OPERATIONS-CASHIE	22501704	135.00	
10 1900 1200 430 4501 320	REG FEE		135.00
			Vendor Total: 135.00
UNITED PARCEL SERVICE	000053702217	86.62	
10 1902 2410 000 0000 531	1 UPS CHARGES		20.00
10 1901 2410 000 0000 531	UPS CHARGES		20.00
10 3230 2410 000 0000 531	UPS CHARGES		26.62
10 2020 2410 000 0000 531	UPS CHARGES		20.00
			Vendor Total: 86.62
WEST CENTRAL COMMUNITY ACTION	05032011	20,620.00	
10 0010 1000 860 3117 592	2ND PYMT PRESCHOOL AGREEMENT		20,620.00
			Vendor Total: 20,620.00
WHITEHILL, KEVIN	05012011	11.64	
10 0010 2310 000 0000 580	TRAVEL REIMBURSEMENT		11.64
			Vendor Total: 11.64
WINDSTREAM	04152011	909.43	
10 0010 2410 000 0000 532	PHONE CHARGES		84.43
10 0010 2236 000 0000 536	T-1 LINE		825.00
			Vendor Total: 909.43
			Fund Total: 36,799.00
			Checking Account Total: 36,799.00
<u>Checking</u>	2		
Checking Account: 2	Fund: 61 SCHOOL NUTRITION FUND		
SCHOOL NUTRITION ASSOC	04272011	110.25	
61 1913 3110 000 0000 340	MEMBERSHIP FEES		110.25
			Vendor Total: 110.25
			Fund Total: 110.25
			Checking Account Total: 110.25
<u>Checking</u>	3		
Checking Account: 3	Fund: 21 STUDENT ACTIVITY FUND		
ATLANTIC COMMUNITY SCHOOLS	04282011	75.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Amount</u>	
<u>Account Number</u>	<u>Description</u>		<u>Amount</u>
21 0010 1400 920 6740 320	ENTRY FEE		75.00
ATLANTIC COMMUNITY SCHOOLS	05032011	50.00	
21 0010 1400 920 6650 320	ENTRY FEE		50.00
ATLANTIC COMMUNITY SCHOOLS	05062011	182.00	
21 0010 1400 920 6840 618	H-10 T-SHIRTS		182.00
	Vendor Total:		307.00
DES MOINES ABRAHAM LINCOLN HIGH SCHOOL	04282011	55.00	
21 0010 1400 920 6650 320	ENTRY FEE		55.00
	Vendor Total:		55.00
FIRST BANKCARD	05042011	227.00	
21 3230 1400 950 7407 320	ADMISSION CHARGES		227.00
	Vendor Total:		227.00
HARLAN COMMUNITY SCHOOL DIST.	04282011	100.00	
21 0010 1400 920 6840 340	ENTRY FEE		100.00
	Vendor Total:		100.00
HARTIGAN, TOM	05052011	130.00	
21 0010 1400 920 6740 320	OFFICIAL		130.00
	Vendor Total:		130.00
IA HIGH SCHOOL ATHLETIC ASSOC	04282011	2.00	
21 0010 1400 920 6600 320	MEMBERSHIP FEE		2.00
	Vendor Total:		2.00
IOWA FFA ASSOCIATION	WLC11-131	1,175.00	
21 3230 1400 950 7407 320	REG FEE		685.00
21 3230 1400 950 7407 580	TRAVEL FEE		490.00
	Vendor Total:		1,175.00
KUEMPER HIGH SCHOOL	04292011	60.00	
21 0010 1400 920 6660 320	ENTRY FEE		60.00
	Vendor Total:		60.00
MAGESTIC HILLS GOLF COURSE	05032011	60.00	
21 0010 1400 920 6660 320	ENTRY FEE		60.00
	Vendor Total:		60.00
NELSON, LEE	04262011	75.00	
21 2020 1400 910 6220 618	CLINIC FEES		75.00
	Vendor Total:		75.00
SCHENCK, BRUCE	05022011	90.00	
21 0010 1400 920 6840 340	OFFICIAL		90.00
	Vendor Total:		90.00
STANTON, JERRY	04282011	90.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Amount</u>	
<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	
21 0010 1400 920 6740 320	OFFICIAL	90.00	
		Vendor Total:	90.00
		Fund Total:	2,371.00
		Checking Account Total:	2,371.00

April 2011 RECONCILIATIONS

	GENERAL FUND	AMERICAN RECOVERY ACT (STIMULUS)	MANAGEMENT	PHYSICAL PLANT AND EQUIPMENT LEVY	DEBT SERVICE	CAPITAL PROJECTS
Beg. Balance	\$927,406.32	\$0.00	\$56,618.20	\$1,124,758.50	\$0.00	\$1,335,923.88
Revenue	\$2,439,023.12	\$0.00	\$147,692.34	\$111,398.31	\$0.00	\$55,337.53
Expenditure	\$993,669.72	\$0.00	\$4,634.00	\$8,520.30	\$0.00	\$0.00
Balance	\$2,372,759.72	\$0.00	\$199,676.54	\$1,227,636.51	\$0.00	\$1,391,261.41

Checking Account .75%	Checking Account	\$5,356,332.10
	Outstanding Checks	\$164,997.92
		\$5,191,334.18

	ACTIVITY FUND	ENTERPRISE	NUTRITION FUND	FLEX FUND
Beg. Balance	\$217,817.51	\$14,090.19	\$383,695.90	\$12,607.00
Revenue	\$14,313.84	\$316.20	\$49,414.90	\$3,982.02
Expenditure	\$8,650.85	\$514.80	\$46,901.25	\$4,452.01
Balance	\$223,480.50	\$13,891.59	\$386,209.55	\$12,137.01

Checking Account .75%	\$242,483.09	\$401,892.58
Outstanding cks	\$5,111.00	\$15,683.03
Book Balance	\$237,372.09	\$386,209.55

All money has been repaid to ISCAP

Item 7.2.1 Closed Session per Section 21.5(1) I of the Iowa

**BACKGROUND INFORMATION:**

“I move to enter a closed session at \_\_\_\_\_ p.m. per section 21.5(1)i [To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.]”

**SUGGESTED BOARD ACTION:** Above motion should be considered.

Item 7.2.2 Personnel Considerations

**BACKGROUND INFORMATION:** Terry will provide additional information in open session regarding personnel needs for the 2011 – 2012 school term.

**SUGGESTED BOARD ACTION:** (to be provided)

## Item 8.0 Reports

Each board meeting may have one or more reports from district staff; announcements of future meetings; or general announcements from organizations.

None are available tonight.

### **8.1 Administrative Reports**

### **8.2 Future Conferences, Workshops, Seminars**

(to be determined)

### **8.3 Other Announcements – to be provided**