

The Grinnell-Newburg Board of Education met in Regular Session on November 11, 2015, at 6:00 p.m. at the Grinnell-Newburg Community High School in the Media Center, 1333 Sunset Street, Grinnell, Iowa 50112.

Members Present: Barbara Brown, Meg Jones Bair, Jeff Knobloch, Jonathan Nance, Helen Redmond, Dustin Smith, and Jeff Smith.

Members Absent: None

Also in attendance at the table: Superintendent Todd Abrahamson and Board Treasurer/Secretary Lisa Johnson.

Administrators Present: Principals Brian Conway and Jeff Kirby, and Activities Director Chris Coffman.

**1. Call to Order and Roll Call**

President Brown called the regular meeting to order at 6:00 p.m. Board Secretary Johnson called the roll. Seven members were in attendance. Board member Jones Bair read the district's Mission and Vision Statement.

**2. Fiduciary**

Johnson explained the expenses paid on the credit card were inadvertently omitted from the list of bills for the meetings 6/10/15 and 7/8/15. Brown asked what to do if the board doesn't want to approve a bill. Johnson stated that is up to the board to determine what they want to do. Abrahamson stated he will reimburse the district for the airline ticket if needed. Nance suggested seeing if the district could use the ticket in a different manner.

J. Smith moved to pull half the bill for airline ticket to China, seconded by D. Smith. Motion carried 7-0.

Motion by Nance to approve the remaining bills, seconded by Jones Bair. Motion carried 7-0.

**3. Approval of Consent Agenda**

Motion by J. Smith to approve the consent agenda, seconded by Nance.

**A. Approve/Amend Agenda**

**B. Minutes:** 10/28/15 Minutes, 11/4/15 Facilities Committee Minutes

**C. Claims and Accounts**

**D. Personnel:**

1. **Resignation:** Todd Abrahamson: Superintendent
2. **Open Enrollment In:** Adrianna Versendaal: 1st grade from Newton

Motion carried 7-0.

**4. Communication from the Public**

None

**5. Communications and Reports**

**A. Board**

Redmond noted the SIAC meeting on November 18th. The committee is hoping for increased involvement from the community. Brown noted the IASB Convention is coming up next week. J. Smith asked about the softball field. Abrahamson stated he will send out an update tomorrow. J. Smith also asked about the MS tank. Abrahamson stated they are finalizing paperwork to get that project going.

**B. GNEE announcement of grant recipients, Suzanne Redenius and Lynn Cavanagh presenting**

Lynn Cavanagh presented, explaining how the group supports various teacher initiatives. This year they started a supplies grant for every teacher for their classroom. Various community members participate on the committee to determine the awards. The funding comes from donations from individuals and companies within the community. Suzanne Redenius announced the Fall 2015 awards.

**6. Old Business - None**

**7. New Business**

**A. Approve Nutrition Price Increase**

Food Service Director Carrie Nachazel discussed the depletion of the Nutrition fund over the previous years. She recommends a \$0.40 price increase on lunch to help offset the rising food prices and decrease the predicted annual deficit. She noted some of the actions already taken in the food program over the previous years to help reduce costs, including not hiring back positions, reducing hours, and not getting substitutes for absences. Nachazel also discussed changing the policy for negative balances, as well as removing less popular items and replacing them with more popular ones. She stated going forward they will look at adjusting

the pay scale or offering lower raises in future years.

Her current recommendation is to increase the full pay lunches by \$0.40. This should help to eat into the deficit, and hopefully will not reduce participation in the food service program. Brown asked what other districts are doing. Nachazel stated there are other smaller changes she is looking at doing to help encourage participation. Nachazel also stated having five kitchens makes reducing the overhead costs very difficult. Most districts of our size do not have five kitchens.

Johnson stated moving away from the configuration in which all the kitchens are preparation kitchens would not save much if any in labor. The three elementaries need two people to serve at breakfast and lunch, so staff reduction there would be minimal at best. This option would also require an outlay of funds to increase the preparation capabilities at one of the other schools.

Motion by Knobloch, seconded J. Smith to approve the Nutrition Price Increase.

Motion carried 7-0.

**B. Approve Phone System Upgrades**

Abrahamson stated this has been looked at for many years. The district recently inquired about a current estimate of costs for a new system. Johnson noted all the pieces of the system would be transferable to new buildings, if needed. She also explained there is a network/programming requirement, which the District is working through with IP Pathways. A portion of this network/programming requirement was already included in Phase 3 of the technology plan. This plan was due to be completed this coming summer, but may be pushed up for efficiencies.

Brown asked about the maintenance plan. Johnson stated a majority of the maintenance plan included software upgrades. Johnson does not believe the software upgrades are necessary, and does not recommend purchasing the maintenance plan.

Motion by Jones Bair, seconded by Nance to approve the equipment for the Phone System Upgrades for approximately \$67,000.

Motion carried 7-0.

**C. Approve Infinite Campus (Student Management System)**

Abrahamson stated JMC is the current student management system. Most districts the size of Grinnell-Newburg have more inclusive system. Switching to Infinite Campus will most significantly impact the district Administrative Assistants, as it will streamline the student record process. The system also has a Health component, a curriculum component, SPED component, and a registration component. He stated this program will replace a number of other programs, which almost cover the annual cost of the program. Jones Bair asked about parent access to the system. Abrahamson stated they have many more capabilities for parent access. D. Smith asked about contracts with the current systems. Abrahamson stated all these contracts will expire after the current year.

Motion by Knobloch, seconded by Jones Bair to approve the purchase and implementation of Infinite Campus for approximately \$56,000.

Motion carried 7-0.

**D. Approve high school athletic restroom renovation**

Don Seymour of FEH stated this approval is to solicit competitive quotes for the project. The estimated cost for the project is \$67,000-\$72,000. Seymour stated the structure of building is good, and the majority of the cost will include bringing the structure up to code. Jones Bair asked if the approval for the actual project will be voted on at a future meeting. Abrahamson stated after the quotes are submitted this item would come back to the board for approval, prior to beginning construction.

Motion by J. Smith, seconded by Nance to approve the High School Athletic Restroom renovation.

Motion carried 7-0.

**E. Approve new tennis court**

Seymour stated the estimated cost for the project is \$750,000. Brown asked what it would take to complete the project before the spring. Seymour stated it could be done, but the cost would significantly increase. Brown then asked what the timeline was to complete the project. Seymour stated 4-5 months, depending on weather. Brown asked if the funding would come from the SAVE fund, and Abrahamson confirmed it would. Knobloch asked when it would be wise to bid, in order to get the best pricing. Seymour responded explaining January would be a

good time, before contractor's schedules become full, and they can start as soon as the weather warms up.

Motion by Nance, seconded by Knobloch to approve the new tennis court.

Motion carried 7-0.

**F. Superintendent Search**

Brown stated they need to discuss a method and timeline for the superintendent search. Jones Bair asked about a typical timeline. Abrahamson stated 3-4 months, depending on the firm or process. D. Smith asked if there is an option between hiring a firm and conducting the search ourselves. Brown stated the amount of help from a firm can be decided by the board. Abrahamson stated the AEA can also help. The typical cost is \$5,000-\$10,000. The funding would come from the General Fund. J. Smith recommended they seek help. Brown asked Johnson to reach out to firms, including the AEA, to solicit proposals from companies. Brown asked if we need to set a time for interested parties to contact the district. Knobloch would like paper proposals. Redmond asked if a couple could come speak to the board on December 2nd. The board concluded paper proposals need to be submitted by November 23rd, so the board can meet to determine who they would like to present on December 2nd.

**8. Board Discussion**

Jones Bair asked about the differences in Free & Reduced population between Fairview and Bailey Park. Abrahamson stated Bailey Park is at approximately 50% and Fairview is around 30%. He stated there was a spike this year at Bailey Park compared to previous years. Abrahamson stated the Administrative team is looking at the issue and determining if actions need to be taken.

**9. Board Talking Points**

J. Smith noted the upcoming months will be busy.

**10. Adjournment**

Motion by Jones Bair, seconded by J. Smith to adjourn the meeting. Motion carried 7-0. Meeting adjourned at 7:05 p.m.

**Board Calendar:**

Regular Board Meeting	6:00 p.m., November 11, 2015
Finance Committee Work Session	5:30 p.m., November 12, 2015

SIAC Work Session  
IASB Convention 2015, Des Moines

5:00 p.m., November 18, 2015  
November 18-20, 2015