

TO: BENTON COMMUNITY BOARD OF EDUCATION
FROM: DR. JAMES BIESCHKE, SUPERINTENDENT
RE: REGULAR BOARD MEETING
TIME: WEDNESDAY, NOVEMBER 29, 2023
6:00 p.m. - Regular Meeting
PLACE: Central Office - Board room
304 1st Street
Van Horne, Iowa 52346



6:00 p.m. - Regular Meeting – Outgoing Board

1. Call to Order

Directors Present: Directors Becker, Kaiser, Ludeking (via Zoom), Nolte, Shaw (Via Zoom), Thompson, and Werning.

A quorum was declared present.

ALSO PRESENT: Aaron Cretin, Katie Bauder, Jason West, Rob Arnold, Phil Eastman, Melisa Venneman, Natalie Nesbitt, Ryan Junge, Stella, Emily Bishop, Emily Schulte, Shawn Pfiffner, Ethan Kaiser, Family of Roy Becker, and Melody Spence.

2. Delegations, communications, & Considerations of Additional Items for the Agenda

None

3. Action Item #34 - Approval of Agenda

Motion by Werning, second by Kaiser to approve the agenda as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

4. Open Forum

None

5. School Improvement Report

a. School Counselor Update

6. Administration Report

No Action – Information Only

7. Action Item #35 – Business Services:

The closing of a board in this meeting will include a review of fund balances from the Certified Annual Report's Treasurer's Reports for the last three fiscal years. This review provides a final audit of balances as the board transitions.

1. WARRANTS

2. ADDITIONAL WARRANTS

3. SUMMARY OF WARRANTS

4. FINANCIAL REPORTS

- GENERAL FUND

- [ALL FUNDS REPORT](#)
- **CERTIFIED ANNUAL REPORT (CAR)**
 - a. [FY20 - FY23 TREASURER'S REPORT](#)

Motion by Shaw, second by Thompson to approve the warrants and financial reports as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

8. **Action Item #36 – Approval of Previous Meeting's Minutes**

Motion by Kaiser, second by Werning to approve the meeting minutes from the [October 18, 2023](#) Board Meeting.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

9. **Action Item #37 - Acceptance of Board Election Votes, Abstract of Votes**

[Official Abstract of Votes](#)

Motion by Thompson, second by Werning to approve the Abstract of Votes from the Nov. 7, 2023 election which includes the following: Jason Schanbacher for District Director #1, Theresa Thompson for District Director #2, Matt Nolte for District Director #3, Scott Shaw for District Director #4, and Emily Kaiser for District Director #7.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

10. **Action Item #38 - Adjournment of the Retiring Board**

Motion by Nolte, second by Kaiser to adjourn the meeting.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

A brief intermission was held between board meetings to honor the retirement of Roy Becker as Board President.

11-29-23 - REGULAR MEETING - INCOMING BOARD

1. Call to Order – 7:03 p.m.

DIRECTORS: Director Kaiser, Ludeking (via Zoom), Nolte, Schanbacher, Shaw (via Zoom), Thompson, and Werning.

A quorum was declared present.

Also Present: Katie Bauder, Jason West, Rob Arnold, Phil Eastman, Melisa Venneman, Ryan Junge, Shawn Pfiffner, Ethan Kaiser, and Melody Spence.

2. Swearing In and Oath of Office to Newly Elected members

The oath of office was given to newly elected board members (Schanbacher, Kaiser, Thompson and Nolte) by the Board Secretary.

3. Organizational Meeting

a. Action Item #39 - APPOINTMENT OF BOARD PRESIDENT (1-YEAR APPOINTMENT)

- Board Secretary asked for nominations for the office of Board President.
 - Board members nominated Theresa Thompson
- Motion by Werning, second by Kaiser that nominations cease

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action Item #40

- Board Secretary declared that, “The nominations will now cease.” The voting process began.
- Board Secretary counted the votes for Board President, and there was a majority vote. Board Secretary announced the election of Theresa Thompson by a majority vote as Board President.

Motion by Nolte, second by Kaiser to approve Theresa Thompson as Board President.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Board Secretary gave the oath of office to newly elected Board President, Theresa Thompson.

Elected Board President Thompson then took charge of the meeting.

b. Action Item #41 - APPOINTMENT OF BOARD VICE-PRESIDENT (1 YEAR APPOINTMENT)

- President Thompson asked for nominations for the office of Vice-President of the Board.
- Emily Kaiser was nominated.

Motion by Nolte, second by Werning that nominations cease.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Action Item #42

- Board members voted.
- Board Secretary counted the votes and there was a majority vote. Board Secretary announced the Vice-President for the Board as Emily Kaiser”.
- Board President asked for a motion to approve the individual as Board Vice-President.

Motion by Nolte, second by Werning to approve Director Kaiser as Board Vice-President.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

- Board Secretary gave the [Oath of Office](#) to the newly elected Board Vice-President, Emily Kaiser.
- c. **Action Item #43 – Appointment of School District Secretary-Treasurer**
Motion by Schanbacher, second by Werning that Melody Spence, school business official be appointed as the school district secretary-treasurer.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

- d. **Action Item #44 – Acceptance of Treasurer's Bond**
Motion by Kaiser, second by Nolte to approve the \$50,000 Treasurer Bond responsibility to Melody Spence for the 2023-2024 school year.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

- e. **Action Item #45 - Appointment of school District Legal Counsel**
Motion by Nolte, second by Kaiser to approve Ahlers & Cooney, P.C. as the schools, legal counsel.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

- f. **Action Item #46 - Resolution – Check Signature**
Motion by Werning, second by Nolte to approve the following: BE IT RESOLVED THAT CHELSEA SAVINGS BANK, VAN HORNE, IOWA be hereby designated depository of this corporation, and it is hereby requested and directed to honor checks and/or warrants for payment of money drawn in this corporation's name, to the individual properly endorsed with the facsimile signature of the Board President or Board Secretary, are printed thereon; and the Chelsea Savings Bank of Van Horne, Iowa, for such purported checks regardless of by whom or by what means the actual facsimile signatures thereon may have been affixed thereto if such facsimile signatures resemble the facsimile specimens duly certified to or filed with the Chelsea Savings Bank, Van Horne, Iowa, by the Secretary or other officer of this corporation.

The board president asked for a roll call vote, directors voting:

Kaiser Yes, Ludeking Yes, Nolte Yes, Schanbacher Yes, Shaw Yes, Thompson Yes, and Werning Yes

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

- g. **Action Item #47 - Resolution – Naming of Depositories**
BE IT RESOLVED BY THE BOARD OF DIRECTORS of the Benton Community School District that the District does hereby designate the following banks to be depositories for the Benton Community School District funds in the amounts named opposite each designated depository and the Secretary is hereby authorized to deposit district funds in the amount not to exceed the amounts named for said banks as follows:

Atkins Savings Bank, Atkins, Iowa	\$2,500,000
Bank Iowa, Norway, Iowa	\$2,500,000
Benton County State Bank, Blainstown	\$2,500,000
Chelsea Savings Bank, Van Horne, Iowa	\$10,000,000
Keystone Savings Bank, Keystone, Iowa	\$2,500,000
Watkins Savings Bank, Watkins, Iowa	\$2,500,000
Business Manager, Business Manager's Secretary, Building Principal, and Building Principal's Secretary have access to Activity Funds and Nutrition Funds.	

The board president asked for a roll call vote, directors voting:

Kaiser Yes, Ludeking Yes, Nolte Yes, Schanbacher Yes, Shaw Yes, Thompson Yes, and Werning Yes

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

h. Action Item #48 – Resolution – Payment of Bills

BE IT RESOLVED THAT THE BOARD OF DIRECTORS AUTHORIZE the Board Secretary to issue warrants when the Board is not in session in payment of freight, drayage, express, postage, printing, water, light, telephone, rents, and for payment of salaries pursuant to the terms of a written contract, but only upon verified bills filed with the secretary. The Board Secretary shall either deliver in person or mail the warrants to the payees. The Board of Directors also authorize the Board Secretary upon the approval of the president of the board, to issue warrants when the board is not in session, but upon verified bills filed with the secretary, and the secretary shall either deliver in person or mail the warrants to the payees. Each warrant must be payable only to the person performing the service or presenting the verified bill, and must state the purpose for which the warrant is issued. All bills and salaries for which warrants are issued prior to the audit and allowance by the board must be passed upon by the board of directors at the next meeting and entered into the minutes of the secretary.

The board president asked for a roll call vote, directors voting:

Kaiser Yes, Ludeking Yes, Nolte Yes, Schanbacher Yes, Shaw Yes, Thompson Yes, and Werning Yes

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

4. Delegations, Communications, Considerations of Additional Items for the Agenda

None

5. Action Item #49 – Approval of Agenda

Motion by Werning, second by Nolte to approve agenda as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

6. Open Forum

None

7. Action Item #50 - Business Services

The general fund and all funds report are presented along with the:

TECHNOLOGY PURCHASE

WARRANTS

- **WINTER PAY SCHEDULE**

Motion by Nolte, second by Kaiser to approve technology purchase up to \$30,000, and winter pay schedule as presented.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

8. **Set Work Session Meeting Date to Discuss Long-Term Facility Plan**

Discussion held on setting a meeting date in January meeting date to discuss:

- Facility improvement priorities
- Timeline for improvements
- Funding of improvements

After some discussion it was decided that the Board would conduct a work session prior to the January 20 Board Meeting at 5:00 p.m. Board members will provide their ideas on priorities, timeline for improvements and funding of improvements to Dr. Bieschke so he can compile an informational sheet prior to the work session.

9. **Action Item #51 - Early Retirement Plan & Resolution**

Each fall the list of employees eligible for early retirement, if the Board so elects to offer the plan, is presented and reviewed. Linked below is a list of eligible employees for early retirement, per requirements used last year which was reaching the age of 55 and having 20 years of continuous service in the district. The early retirement incentive offered last year was 35% of the base salary as well as paying \$50 per unused sick day up to a maximum dollar amount of \$6,000.

- [FY24 Retirement Matrix](#)
- [Early Retirement Documents](#)
- [Early Retirement Information](#)

Motion by Kaiser, second by Schanbacher to let it be resolved that the Benton Community School Board will offer their early retirement plan for the 2023-2024 school year, ending at the finality of the 2024-2025 school year, for eligible employees and as per the plan details and requirements. This plan will include a \$50 payment per day for sick leave accumulated for both certified and uncertified staff.

MOTION CARRIED
SIX MEMBERS VOTING AYE, ONE MEMBER VOTING NAY

10. **Action Item #52 – School Budget Review Committee (SBRC) – Modified Supplemental Amount (MSA)**

Districts may make a request to the SBRC for modified supplemental amount (MSA) (i.e., spending authority) for on-time funding (awarded in current year) for open enrollment out students not on prior years headcount and costs of providing instructional services to limited English proficient (LEP) students being served beyond the five years of weightings.

SBRC Application

The application is due by December 1. If the application is timely filed by December 1 but related board action is taken after December 1, the district may upload board minutes up to two days after board action is taken in December.

Request: Increased Enrollment Districts may request modified supplemental amount (MSA) (i.e. spending authority) for on-time funding (awarded in current year) if the certified enrollment count of the current year exceeded the certified enrollment count of the prior year.

Certified Enrollment Current Year FTE	Certified Enrollment Previous Year FTE	Certified Enrollment Increase FTE	DCPP Current Year	Maximum MSA Request Increase FTE x DCP
1482.00	1537.70	0.00	7665.00	0.00

Request: Open Enrollment Out Current Year (CY) Open Enrollment Out (OEO) Not on Prior Year (PY) Headcount

Preliminary Eligible FTE	Certified Enrollment Increase FTE	Final Eligible FTE	SCPP Previous Year	TLC	Maximum MSA Request (Final FTE x (TLC + Previous Year SCPP))
18.70	0.00	18.70	7413.00	357.80	145313.96

Enter Amount of Request: rounding down to the nearest whole dollar excluding \$, .

Request: EL Instruction Beyond 5 Years

- Application description: Districts may request MSA for the costs of providing instructional services to English learner (EL) students being served beyond the five years of weightings.
- Eligible LEP Count: Line 1 = Eligible, Line 2 = EL FTE
- Test Level: Line 1 = ELPA, Line 2 = Test Level
- Weighting: Weighting
- DCP: Line 1 = DCP, Line 2 = Current Year
- Maximum MSA Request(Count x Weighting x DCP): Line 1 = Maximum MSA Request, Line 2 = (FTE x Weighting x DCP)

Eligible LEP Count	Test Level	Weighting	DCP Current Year	Maximum MSA Request (Count x Weighting X DCP)
4.00	Intermediate	0.21		
0.00	Intensive	0.26	7665.00	6438.60

Enter Amount of Request: rounding down to the nearest whole dollar excluding \$, .

District Certifier Contact

Include the title and phone number of the district contact completing this report.

Name	Email	Title	Phone
James Bieschke	jbieschke@benton.k12.ia.us	Superintendent	319-228-8701

Submit Your Application

By clicking Submit We, the officials of this district certify under penalty of perjury and pursuant to the laws of the state of Iowa that the data submitted on this SBRC Application, are true, correct, and complete and complies with all applicable requirements of federal and state laws, rules, regulations, and instructions.

Motion by Nolte, second by Werning to approve the request to the SBRC for modified supplemental amount of \$145,313.96 for Open Enrollment Out and \$6,438.60 for EL Instruction beyond 5 yrs.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

11. **Action Item #53 - Consent Agenda**

The Consent Agenda includes common topics.

*ALL HIRES ARE CONTINGENT ON BACKGROUND CHECK, PROPER LICENSING, AND RELEASE FROM CURRENT CONTRACT IF APPLICABLE

Motion by Nolte, second by Kaiser to approve the consent agenda as presented.

HIRES

- Jessica Munson - Food Service - MS/HS - [Recommendation](#)
- Nate Platt- Asst. Boys/Girls Bowling Coach - [Recommendation](#)
- Jami Corbett - Bus Driver - [Recommendation](#)

Volunteers

- Jacob Worthen - Volunteer Girls Wrestling Coach - [Recommendation](#)
- Bailey Davis - Volunteer Girls Wrestling Coach
- Carlie Sims - Volunteer Girls Wrestling Coach

Resignations

- Jordan Rettenmeir - Head Softball Coach

Meeting Minutes -

- [October 18, 2023](#)

Contracts

- [Consultation Agreement](#) - Applied EQ Group

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

12. **Action Item #54 - Policy Review**

The following policies have been reviewed and are aligned to IASB recommendations.

Motion by Nolte, second by Kaiser to approve Board Policies as presented.

[Policy 803.1](#) - Disposition of Obsolete Equipment

[Policy 405.8](#) - Licensed Employee Evaluation

[Policy 405.5](#) - Season Passes

[Policy 501.19](#) - Students of Legal Age

[Policy 505.3](#) - Student Honors and Awards

[Policy 505.10](#) - Contest and/or Activities for Students

[Policy 505.11](#) - Student Activity Program

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

13. **SUPERINTENDENT REPORT**

a. **UPCOMING BOARD MEETINGS**

Dec. 20, 6:00 p.m., Regular Meeting

14. **Action Item #55 - Adjournment**

Motion by Werning, second by Kaiser to adjourn the Board Meeting at 8:10 p.m.

MOTION CARRIED
ALL MEMBERS PRESENT VOTING AYE

Meeting adjourned at 8:10 p.m.