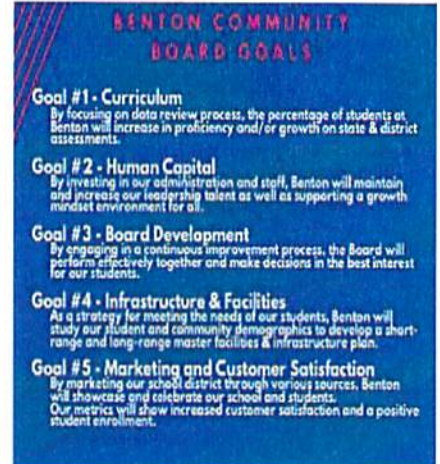


**TO:** BENTON COMMUNITY BOARD OF EDUCATION  
**FROM:** DR. JAMES BIESCHKE, SUPERINTENDENT  
**RE:** ANNUAL BOARD MEETING  
**TIME:** WEDNESDAY, NOVEMBER 13, 2024  
6:00 p.m. - Annual Meeting  
**PLACE:** Central Office - Board room  
304 1st Street  
Van Horne, Iowa 52346



**6:00 p.m. – ANNUAL MEETING**

**1. CALL TO ORDER – 6:02 pm**

Directors Present: Kaiser, Nolte (via phone), Schanbacher, Shaw, Thompson, and Werning.

A Quorum was declared present.

Also Present: Dr. Bieschke, Anna Selk, Shawn Pfiffner, Rob Arnold, Ryan Junge, Phil Eastman, Jason West, Melody Spence, Melisa Venneman, Nick Wallace, Tyler Comisky, and Bobbie Comisky.

**2. ACTION ITEM #37 - BOARD APPOINTMENTS**

**a. 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 Shaw that nominations cease and approve Theresa Thompson as Board President.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

Board Secretary gave the oath of office to re-elected Board President, Theresa Thompson. Re-elected Board President then took charge of the meeting.

**ACTION ITEM #38 - BOARD APPOINTMENTS**

**a. APPOINTMENT OF BOARD VICE-PRESIDENT (1 YEAR APPOINTMENT)**

President Thompson asked for nominations for the office of Board Vice-President.

Board members nominated Emily Kaiser.

Motion by Schanbacher, second by Shaw that nominations cease and approve Emily Kaiser as Board Vice-President.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

Board Secretary gave the oath of office to re-elect Board Vice-President, Emily Kaiser.

**ACTION ITEM #39 - BOARD APPOINTMENTS**

**b. APPOINTMENT OF SCHOOL DISTRICT SECRETARY-TREASURER**

Motion by Kaiser, second by Shaw that Melody Spence, school business official be re-appointed as the school district secretary-treasurer.

MOTION CARRIED

ALL MEMBERS PRESENT VOTING AYE

**ACTION ITEM #40 - BOARD APPOINTMENTS**

**c. ACCEPTANCE OF TREASURER'S BOND**

Motion by Werning, second by Schanbacher to approve the \$50,000 Treasurer Bond responsibility to Melody Spence for the 2024-2025 school year.

MOTION CARRIED

ALL MEMBERS PRESENT VOTING AYE

**ACTION ITEM #41 - BOARD APPOINTMENTS**

**d. APPOINTMENT OF SCHOOL DISTRICT LEGAL COUNSEL**

Motion by Kaiser, second by Shaw to approve Ahlers & Cooney, P.C. as the school's legal counsel.

MOTION CARRIED

ALL MEMBERS PRESENT VOTING AYE

**ACTION ITEM #42 - BOARD APPOINTMENTS**

**e. RESOLUTION - CHECK SIGNATURE**

Motion by Schanbacher, second by Kaiser 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."

MOTION CARRIED

ALL MEMBERS PRESENT VOTING AYE

**ACTION ITEM #43 - BOARD APPOINTMENTS**

**f. RESOLUTION - NAMING OF DEPOSITORIES**

Motion by Shaw, second by Werning to approve the following:

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.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

#### **ACTION ITEM #44 - BOARD APPOINTMENTS**

##### **g. RESOLUTION - PAYMENT OF BILLS**

Motion by Kaiser, second by Schanbacher to approve the following:

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.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

#### **3. DELEGATIONS, COMMUNICATIONS, CONSIDERATIONS OF ADDITIONAL AGENDA ITEMS**

None

#### **4. ACTION ITEM #45 - APPROVAL OF AGENDA**

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

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

#### **5. OPEN FORUM**

Nick Wallace spoke to the board regarding water quality, Safe School Meal Act and "blue light" concerns.

#### **6. SCHOOL IMPROVEMENT REPORT – Anna Selk**

- a. Fall Parent/Teacher Conference & Bobcat Future Ready & Well resources
- b. Annual Progress Report

#### **7. ADMINISTRATION REPORT – James Bieschke**

November 2024 Administrative Board Report

**8. ACTION ITEM #46 – FY'25 and FY'26 HIGH SCHOOL COURSE BOOK – Rob Arnold**

Rob Arnold went over the changes in the course book with the board.

Motion by Kaiser, second by Werning to approve the changes in the High School course book.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**9. ACTION ITEM #47 - BUSINESS SERVICES**

Ending 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 in FY24.

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

- a. WARRANTS
- b. ADDITIONAL WARRANTS
- c. SUMMARY OF WARRANTS
- d. FINANCIAL REPORTS
- e. GENERAL FUND
- f. ALL FUNDS REPORT
- g. CERTIFIED ANNUAL REPORT (CAR)- Treasurer's Report
- h. Winter Pay Schedule

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

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**10. ACTION ITEM #48 - MS/HS, KEYSTONE, NORWAY SECURE FRONT ENTRY DESIGN**

Review of the design and cost estimates for secure front entry work at the MS/HS, Keystone and Norway. Superintendent Bieschke's recommendations were presented and approval of the concepts was needed to move forward with a service agreement with Shive-Hattery. This is not final plan/blueprint approval. At that time an official cost estimate will need to be approved by the Board, allowing adjustments to design if warranted.

Motion by Schanbacher, second by Kaiser to approve the concept design and cost estimates to move forward and have Shive-Hattery create a services agreement for the project.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**11. ACTION ITEM #49 - SECURITY GRANT – MS/HS PA SYSTEM**

Review of the quotes by the board was done for a new PA system at the MS/HS. The current PA system is original to the building and outdated. This will enhance safety and security communication in the event of a crisis. This purchase will be funded through reimbursement from the State of Iowa Safety and Security Grant. The ITS quote is the lowest quote and a company that the district has worked with for many technology needs. This system must be purchased by the end of the year to qualify for the grant.

Motion by Kaiser, second by Nolte to approve the ITS quote for the MS/HS PA system installation.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**12. ACTION ITEM #50 - SOFTBALL BLEACHERS AND PRESS BOX SALES TAX FUNDED PURCHASE**

A review of the quotes from Townsend Company and Heartland Bleachers was done by the board for consideration of purchase of new bleachers and a press box. Extensive repairs need to be done. Superintendent Bieschke recommended approving the quote from Townsend, Option 1, as they do the majority of bleacher work in Iowa and we have worked with them previously.

Motion by Nolte, second by Shaw to approve the quote from Townsend Company for new bleachers and a press box at the Softball stadium.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**13. ACTION ITEM #51 - EL EXCESS COSTS**

The district is authorized to submit a request to the SBRC for a modified supplemental amount of \$19,188.55 due to excess costs of providing the EL program in the prior year. This will not warrant additional monies being given to the district, but will increase our spending authority by the amount of \$19,188.55.

Motion by Shaw, second by Schanbacher to submit to the SBRC a request for a modified supplemental amount of \$19,188.55 due to excess costs of providing the EL program in the prior year.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**14. 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 one-time funding (awarded in current year) for open enrollment out students not on prior year's headcount and costs of providing instructional services to limited English proficient (LEP) students being served beyond the five years of weightings.

Motion by Kaiser, second by Werning to approve the request to the SBRC for modified supplemental amount of \$168,086.00 for Open Enrollment Out and \$3,299.00 for EL Instruction beyond 5 years.

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**15. 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 Kaiser, second by Schanbacher to approve the consent agenda as presented.

**HIRES**

- Jacob Dereus, Custodian, MS/HS - [Recommendation](#)
- Elizabeth Minor, Special Ed. Associate - MS/HS - [Recommendation](#)
- Carrie Hoffman, Special Ed. Teacher - Keystone - [Recommendation](#)



RESIGNATIONS

- Melody Spence, Business Manager/Board Secretary - [Resignation](#)
- Sarah Voelker, Special Ed Associate, MS/HS
- Mindy Wallace, Special Ed. Associate, Atkins

VOLUNTEERS

- Jacob Worthen - Girls Wrestling
- Alison Nichols - Girls Wrestling
- Phil Eastman - Boys/Girls Wrestling
- Wyatt Bieschke - Boys Wrestling

MEETING MINUTES

- October 16 2024

CONTRACTS

- E-Rate Service Agreement
- Keystone Roof – Construction Schedule
- Letter of Agreement for Softball Field Work
- FP Mailing Solutions
- Midwest Alarm Services

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**16. ACTION ITEM #54 - POLICY REVIEW**

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

Motion by Schanbacher, second by Kaiser to approve the policies as presented.

**First Reading**

503.8 - Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence (IASB Policy)

**Policy Review**

- 102 - Long Range Needs Assessment (No Changes from IASB)
- 103.1E2 - Changed to Policy 104.E1 Complaint Form (No Changes from IASB)
- 103.1E3 - Changed to Policy 104.E2 Witness Disclosure Form (No Changes from IASB)
- 103.1E4 - Changed to Policy 104.E3 Complaint Form (No Changes from IASB)
- 605.1 - Instructional Materials Selection (Edits from IASB)
- 605.3R1 - Objection to Instructional and Library Materials - Reconsideration of Instructional Materials (Edits from IASB)
- 501.15 - Pregnant Students (Edits from IASB)
- 502.1 - Student Appearance (No Changes from IASB)
- 502.2 - Student Use of Bicycles (No IASB Policy)

MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE

**17. SUPERINTENDENT REPORT**

- District Transportation and Technology Position postings will be posted soon.
- IASB Convention – Nov 20-22
- Veteran's Day Program was this week
- School Calendar work for 2025-2026 will be starting
- January 15th Regular Meeting – 6:00 pm

**18. ACTION ITEM #55 - ADJOURNMENT**

Motion by Kaiser, second by Werning to adjourn the Board Meeting at 7:50 pm.

**MOTION CARRIED  
ALL MEMBERS PRESENT VOTING AYE**

Meeting adjourned at 7:50 pm