

REGULAR MEETING
Sioux City Community School District
Educational Service Center
November 12, 2012
6:00 PM

Our Mission: The Sioux City Community School District exists to educate students to **believe** in their talents and skills, **achieve** academic excellence and **succeed** in reaching their potential.

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Roll Call of Members**
- IV. **Approval of Agenda**
- V. **Citizen Input**

At this time, the Board of Directors invites individuals or delegations to come forward and speak on any issues related to school district operations that are not included on today's meeting agenda.

Citizen input on action and discussion items will be accepted at the time of discussion of each agenda item.

VI. Good News Report(s)

Leeds Elementary School - Dr. Rita Vannatta

VII. Consent Action Item(s)

RECOMMENDATION: That the Board of Directors approves all consent action items.

- A. [Board Meeting Minutes from October 22, 2012](#)
- B. [Human Resources Report - Jill Knuth](#)
- C. [Finance Report - Gordon Winterlin](#)

VIII. Action Item(s)

- A. [Easement with City of Sioux City for Clark Elementary School - Mel McKern](#)

RECOMMENDATION: That the Board of Directors approves the resolution to approve public notice setting forth the time and place of a public hearing. A public hearing will be held at 6:00 p.m. local time, at the Educational Service Center, 627 4th Street, Sioux City, Iowa, on the 26th day of November, 2012, for the purpose of an easement with the City of Sioux City for Clark Elementary School / Perry Creek storm sewer project.

- B. [Washington Elementary School Project - Mel McKern](#)

RECOMMENDATION: That the Board of Directors approves entering into a contract with FEH Architects to create design documents, plans, and specifications to construct a modified replica of Spalding Park Elementary School on the current Washington Elementary School campus.

- C. Future Facilities Recommendation for Hoover and Clark Campus Projects - Dr. Paul Gausman

RECOMMENDATION: That the Board of Directors approves the administration's recommendation

to design for construction a 650 student elementary school on the Hoover campus, and develop design documents to provide modifications (including air conditioning and new windows) to create the PK-K Clark Early Childhood Center. The administration will also continue to study options available for the potential replacement of Bryant and Hunt Elementary Schools.

IX. Board Member Reports / Future Meetings

- Educational Equity Committee – 11:30 a.m., November 13, 2012, at Sanford Center
- Communications Committee – 4:00 p.m., November 14, 2012, in ESC Board Room.
- Board Finance and Facilities Committee – 11:45a.m., November 20, 2012, in ESC #312.
- Preschool Oversight Committee – 1:30 p.m., November 21, 2012, at Irving Preschool.
- Student Achievement Committee – 4:00 p.m., November 21, 2012, in ESC #326.
- Sales Tax Finance Committee – 8:00a.m., November 26, 2012, in ESC #103.
- School Board Meeting – 6:00 p.m., November 26, 2012, in ESC Board Room.
- Board Policy and Human Resources Committee – 3:30p.m., November 29, 2012, in ESC #326.
- District Advisory Committee – 5:15 p.m., November 29, 2012, in ESC Board Room.
- School Board Meeting – 6:00 p.m., December 10, 2012, in ESC Board Room.
- Building Oversight Committee – 4:00 p.m., December 13, 2012, at O&M Building.

X. Superintendent's Report - Dr. Paul Gausman

XI. Discussion/Information

- A. FY12 Year-end Financial Report - Gordon Winterlin
- B. FY14 Budget Discussion Timeline - Gordon Winterlin
- C. District Mileage Reimbursement Rate - Neil Schroeder and Gordon Winterlin
- D. Board Policies - Dr. Paul Gausman
 - 661 Media Center Materials Removal
 - AR901.5 Educational Specification for Buildings
 - 902.5 Disposition of Obsolete Equipment
 - 902.7 OSHA Statement
 - AR902.7 OSHA Statement
 - 903.10 Hazardous Chemical Program

XII. Adjourn

Sioux City Community School District

Item Title: Board Meeting Minutes from October 22, 2012

Recommendation:

ATTACHMENTS:

Name:

Description:

 [10-22-12.pdf](#)

Board Meeting Minutes from October 22, 2012

SPECIAL MEETING
Sioux City Community School District
Educational Service Center
October 22, 2012 – 4:30 p.m.

I. Call to Order	1
II. Roll Call of Members	1
III. Approval of Agenda	1
IV. Approval of Closed Session/ Adjourn to Closed Session	1
V. Adjourn Closed Session / Return to Open Session	1
VI. Adjourn	2

SPECIAL MEETING
Sioux City Community School District
Educational Service Center
Minutes – Pending Board Approval
October 22, 2012 – 4:30 p.m.

I. Call to Order

President Krysl called the special meeting to order at 4:30 p.m.

II. Roll Call of Members

Present: Directors Batcheller, Krysl, McTaggart, and Warnstadt.

Absent: Directors Johnson, Meyers, and Williams.

III. Approval of Agenda

Director McTaggart moved and Director Batcheller seconded the motion to approve the agenda.

IV. Approval of Closed Session / Adjourn to Closed Session

Director Batcheller moved and Director Warnstadt seconded the motion to go into a closed session to review or discuss records required or authorized by state or federal law to be kept confidential, or to be kept confidential as a condition for continued receipt of federal funds as provided in Section 21.5 (1)(a) of the Iowa Code; and to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent where disclosure would be likely to prejudice or disadvantage the District's position in such litigation as provided in Section 21.5(1)(c) of the Iowa Code. The motion carried 4 to 0, and the Board retired to closed session at 4:32 p.m.

V. Adjourn Closed Session / Return to Open Session

Director McTaggart moved and Director Warnstadt seconded the motion to adjourn the closed session and return to open session.

President Krysl stated that discussions were had, no decisions were made, and no votes were taken.

The motion carried 4 to 0, and the Board returned to open session at 5:34 p.m.

VI. Adjourn

Director Batcheller moved and Director Warnstadt seconded the motion to adjourn the special meeting. The motion carried 4 to 0, and the special meeting adjourned at 5:36 p.m.

Michael J. Krysl, President
SCCSD Board of Directors

Cynthia A. Lloyd, Secretary
SCCSD Board of Directors

REGULAR MEETING
Sioux City Community School District
Educational Service Center
October 22, 2012

I. Call to Order / Pledge of Allegiance	1
II. Roll Call of Members	1
III. Approval of Agenda	1
IV. Citizen Input	1
V. Good News Report(s): Unity Elementary School	1
VI. Special Report(s): Anti-Bully Coalition	2
VII. Consent Action Item(s)	
A. Board Meeting Minutes from October 9, 2012	2
B. Human Resources Report	2
C. Finance Report	2
D. Level I Investigators	2
VIII. Action Items(s)	
A. Pharmacy Benefit Manager	2
B. Race to the Top – District Grant Proposal	2
C. Retired Teachers Tutoring Program: United Way Grant Proposal	3
IX. Board Member Reports / Future Meetings	3
X. Superintendent's Report	4
XI. Discussion / Information	
A. ACT Results and Plan	4
XII. Adjourn	4

REGULAR MEETING
Sioux City Community School District
Educational Service Center
Minutes – Pending Board Approval
October 22, 2012

I. Call to Order / Pledge of Allegiance

President Krysl called the regular meeting to order at 6:00 p.m.

II. Roll Call of Members

Present: Directors Batcheller, Krysl, McTaggart, and Warnstadt.

Absent: Directors Johnson, Meyers, and Williams.

III. Approval of Agenda

Director Batcheller moved and Director Warnstadt seconded the motion to approve the agenda. The motion carried 4 to 0.

IV. Citizen Input

None

V. Good News Report(s) – Unity Elementary School

Dr. Mike Rogers (Principal), Stacy Karrer, Katy Chartier, Nancy Metcalf, and TaRae Gardner shared the "*Knightly News*" about Unity Elementary School:

- 84% of their students qualify for free and reduced lunch, 34% are ESL students, and one third of their student population is minority. They service more special education students than any other elementary school in our District, but they are NOT a "School In Need of Assistance" for which they are very proud.

Building Relationships – The Power to Improve Student Achievement:

- They place "unity" in community.
- Students: Johnny Gonzales (3rd), Davis Donnelly (5th), Shyanne McClain (5th), Thaira Kethvongsa (5th), and Jacquelyne Key (5th) presented TEAM-U:
 - T = Treat others the way you want to be treated.
 - E = Excellence.
 - A = Always put others first.
 - M = Make a difference.
 - U = A positive place to be and a great place to learn.
- Dr. Rogers interacts with students on a daily basis enforcing TEAM-U.
- Mentoring Program:
 - Each teacher mentors one child who is in need of a positive adult role model.
 - They are the only school in our District to have the National Kids Hope Program where one child is paired with one adult throughout their time at Unity Elementary School.
 - Older students mentor younger students, as well as students with special needs.

VI. Special Report(s) – Anti-Bully Coalition

Paul Speidel and Sally Kolbe shared the following information about the work of the *Bully Prevention Community Coalition*:

- Community based, volunteer coalition comprised of school representatives, faith community, non-profit organizations, media, law enforcement, government, and parents.
- Driven by parents with concern about their child's risk of being bullied.
- Their goal is to increase community awareness, education, and empowerment in regard to bullying issues in our schools, workplaces, and community.

VII. Consent Action Item(s)

Director McTaggart moved and Director Warnstadt seconded the motion to approve the following consent action items. The motion carried 4 to 0.

- A. Board Meeting Minutes from October 9, 2012
- B. Human Resources Report – Jill Knuth
- C. Finance Report – Gordon Winterlin
- D. Level I Investigators – Jill Knuth

VIII. Action Item(s)

A. Pharmacy Benefit Manager

Jill Knuth provided a brief overview of the Insurance Committee's recommendation to allow the District's current contract with Pharmacy Benefit Manager, Express Scripts, Inc., to expire on December 31, 2012, and engage in a contract with Restat beginning the first of the year.

Director Batcheller moved and Director McTaggart seconded the motion to approve the recommendation from the Insurance Committee to be effective January 1, 2013. The motion carried 4 to 0.

B. Race to the Top – District Grant Proposal

Dr. Buryanek shared the following data about the RTTT District grant application:

- The District is applying for \$29,927,527.35 over a four year period and includes an indirect cost of \$648,291.71.
- Involves four days of training each summer for every teacher.
- Includes hiring as many as 46 new staff members to fill various supporting roles.
- Grant is tightly aligned to the District's Strategic Plan.
- Over \$8,000,000 for additional staff for the 4 years.
- Almost \$7,000,000 for additional wages for teachers.

Director Batcheller moved and Director Warnstadt seconded the motion to approve the Race to the Top-District grant application. After a roll call vote, the motion carried 4 to 0.

C. Retired Teachers Tutoring Program: United Way Grant Proposal

Brian Burnight stated that the District was informed of this grant opportunity on October 2, 2012, and that it is due on October 25, 2012. He stated that if granted these funds, the funds will be utilized to enhance our Retired Teachers Tutoring Program, and help to support and sustain the program in future years.

Director McTaggart moved and Director Batcheller seconded the motion to approve the Race to the Top-District grant application. After a roll call vote, the motion carried 4 to 0.

IX. Board Member Reports / Future Meetings

Director Batcheller:

- He advised the District to schedule a legislative forum sometime between the November Election Day and December 15, 2012.
 - Dr. Gausman stated that an invitation will be sent out tomorrow for the District to host their first legislative forum on Saturday, December 1. He also stated that he has invited Larry Sigel and Margaret Buckton from ISFIS to attend and present at that meeting.
- He continues to hear wonderful things about our District.

Director Krysl:

- He reminded Board members to let Cyndi Lloyd know their attendance plans for the November UEN and IASB annual meetings and convention.
- He stated there will be a Board work session on Thursday, November 8, 2012, at 8:00 a.m. in the ESC Board room.

President Krysl stated future meetings are as follows:

- District Advisory Committee – 5:15 p.m., October 25, 2012, in ESC Board Room.
- Board Policy and Human Resources Committee – 3:30p.m., October 29, 2012, in ESC #326.
- Board Finance and Facilities Committee – 11:45a.m., November 6, 2012, in ESC #312.
- Student Achievement Committee – 4:00 p.m., November 7, 2012, in ESC #326.
- Building Oversight Committee – 4:00 p.m., November 8, 2012, at O&M Building.
- School Board Meeting – 6:00 p.m., November 12, 2012, in ESC Board Room.
- Educational Equity Committee – 11:30 a.m., November 13, 2012, at Sanford Center
- Communications Committee – 4:00 p.m., November 14, 2012, in ESC Board Room.
- Preschool Oversight Committee – 1:30 p.m., November 21, 2012, at Irving Preschool.
- Sales Tax Finance Committee – 8:00a.m., November 26, 2012, in ESC #103.
- School Board Meeting – 6:00 p.m., November 26, 2012, in ESC Board Room.

X. Superintendent's Report – Dr. Paul Gausman

Dr. Gausman:

- He thanked Dr. Kim Buryanek for her work in preparing the Race to the Top grant application.
- He too mentioned the November 8 Board work session; noting to the public that they will be discussing programs and projects that potentially deal with Washington, Crescent Park, Clark, Lincoln, Bryant and Hunt Elementary Schools.
- He was pleased to announce that as of October 1, our District's preliminary certified enrollment figure is 13,929 students, which is an increase of 164 students over the previous year.
 - He thanked staff members for their hard work, as well as parents, guardians and students for partnering with us on their child's education.

XI. Discussion / Information

A. ACT Results and Plan

Dr. Kim Buryanek, Director of Curriculum, Instruction and Assessment shared the following highlights of the District's ACT Results:

- Number of students who took the ACT:
 - 2010 – 437
 - 2011 – 469
 - 2012 – 469
- Average composite score - equal to the national average.
- 2010-11 nearly a 3% increase in percentage of diverse students who took the test, while 2009-10 showed a 7% increase.
- Average composite scores, five-year trends, benchmark scores, and average composite scores for core and non-core students.

Jim Vanderloo, Director of Secondary Education:

- What we've done:
 - Initiated STEP Up / ACT Up in 2010.
 - Increased participation in 2011.
 - Showed an increase in Hispanic students taking ACT in 2011 and 2012.
 - Initiated College and ACT Readiness Course and demographics.
 - Strategies to improve scores and build a college ready culture.

Jennifer Gomez, Head Counselor:

- Strategies to improve scores and build a college ready culture.

XII. Adjourn

Director McTaggart moved and Director Batcheller seconded the motion to adjourn the regular meeting. The motion carried 4 to 0, and the meeting adjourned at 6:57 p.m.

Michael J. Krysl, President
SCCSD Board of Directors

Cynthia A. Lloyd, Secretary
SCCSD Board of Directors

Sioux City Community School District

Item Title: Human Resources Report - Jill Knuth

Recommendation:

ATTACHMENTS:

Name:

Description:

 [HR Board Report 11-12-12.pdf](#)

HR Board Report 11-12-12

Sioux City Community School District Human Resources Staffing Report
School Board Meeting: **November 12, 2012**
Jill Knuth, Director of Human Resources

New Position(s)				
Number	Facility	Position	Comments	Funding Source
1	Irving	1 on 1 Instructional Assistant	Due to IEP	Special Education

New Hire(s) / Non-Certified								
Name	Facility	Position	Salary	Effective Date	Education	Prior Employment	Replacing	Comments
Dumkrieger, Linsey	Riverside	Special Ed Instructional Assistant	\$ 11.13	November 13, 2012	High School Diploma	Sub Instructional Assistant for Sioux City Schools	New Position	Board approved 10/22/2012
Fairbanks, Sarah	Riverside	Special Ed Instructional Assistant	\$ 10.81	November 19, 2012	High School Diploma	Sub Instructional Assistant for Sioux City Schools	Raub-Christoffersen, Rebecca	Contingent upon passing all pre-employment requirements
Hueschen, Eric	Roosevelt	Instructional Assistant	\$ 10.95	November 13, 2012	MA from Wayne State College	Bank Teller for Great Southern Bank	New Position	Board approved 9/10/2012
Ruelas, Cecilia	Roosevelt	Instructional Assistant	\$ 10.83	November 13, 2012	High School Diploma	Department Manager for Wal-Mart	New Position	Board approved 9/10/2012
Salmon, Beverly	Unity	Instructional Assistant	\$ 10.51	November 13, 2012	High School Diploma	Sub Instructional Assistant for Sioux City Schools	New Position	Board approved 9/10/2012, Contingent upon passing all pre-employment requirements
Sanderson, Pam	Leeds	Preschool Special Ed Assistant	\$ 10.81	November 13, 2012	AA from Western Iowa Tech	Sub Instructional Assistant for Sioux City Schools	Hernandez, Consuelo	Contingent upon passing all pre-employment requirements

New Hire(s) / Coaching					
Name	Facility	Position	Salary	Effective Date	Comments
Blom, Eric	North High	9th Grade Boys Basketball	\$ 2,986	November 12, 2012	
DeLaRosa, Julie	East Middle	8th Grade Girls Basketball	\$ 1,635	October 11, 2012	
Harrington, Damon	West High	Batons and Flags	\$ 1,415	August 13, 2012	
Hill, Brian	West High	Head Boys Basketball	\$ 6,287	November 12, 2012	
Hoak, Eric	North High	Head Boys Swim	\$ 4,495	November 12, 2012	
Holmes, Brandon	West High	Assistant Boys Basketball	\$ 4,086	November 12, 2012	
Rembe, Lisa	East High	9th Grade Girls Basketball	\$ 2,986	November 12, 2012	
Roupe, Adam	West High	Assistant Boys Basketball	\$ 4,086	November 12, 2012	
Tillo, Vince	North High	Assistant Boys Basketball	\$ 4,086	November 12, 2012	
Walker, Heather	West High	Head Dance Advisor	\$ 2,200	November 1, 2012	

Resignation(s) / Non-Certified

Name	Facility	Position	Effective Date	Comments
La Rose, Anita	ESC	Administrative Assistant	November 7, 2012	

Resignation(s) / Coaches

Name	Facility	Position	Effective Date	Comments
West, Timothy	East Middle	8th Grade Girls Basketball	September 24, 2012	
Wylie, Brandon	North High	Assistant Girls Soccer	November 6, 2012	

Retirement(s) / Non-Certified

Name	Facility	Position	Years	Effective Date	Comments
Andersen, Charles	Transportation	Transportation Supervisor	9	June 30, 2013	
Moravek, Margaret	Food Service	Manager	15	December 20, 2012	

Sioux City Community School District

Item Title: Finance Report - Gordon Winterlin

Recommendation:

ATTACHMENTS:

Name:


Description:

 [11.12.12 finance report.doc](#)

finance report

 [FY13YTD Cash Disbursement Report 11-12-12.xls](#)

FY13YTD Cash Disbursement Report 11-12-12

 [chkreg11-01-12.pdf](#)

check register

Sioux City Community Schools

Date: November 12, 2012

To: Dr. Paul Gausman, Superintendent

From: Gordon Winterlin, Director of Finance

RE: Finance Report

Recommendation: That the Board approves the expenditures for October 12 – 31, 2012 in the amount of \$ 3,269,289.93, the October Wells Fargo credit card bill (September charges) in the amount of \$ 168,921.90 and the October payroll in the amount of \$9,541,166.70.

The breakdown is as follows:

Sales Tax Fund	
Oct 12 – 18 Accounts Payable	15,317.99
Oct 19 – 25 Accounts Payable	66,452.19
Oct 26 – 31 Accounts Payable	754,736.80
Oct Wells Fargo credit card	6,166.86
Oct payroll	5,764.12

General Fund (and others)	
Oct 12 – 18 Accounts Payable	236,053.45
Oct 19 – 25 Accounts Payable	1,570,611.77
Oct 26 – 31 Accounts Payable	183,455.98
Oct Wells Fargo credit card	145,926.90
Oct payroll	9,255,721.02

School Nutrition Fund	
Oct 12 – 18 Accounts Payable	79,925.84
Oct 19 – 25 Accounts Payable	125,226.00
Oct 26 – 31 Accounts Payable	92,934.95
Oct Wells Fargo credit card	898.04
Oct payroll	279,681.56

Activity Fund	
Oct 12 – 18 Accounts Payable	59,047.00
Oct 19 – 25 Accounts Payable	44,491.72
Oct 26 – 31 Accounts Payable	41,036.24
Oct Wells Fargo credit card	<u>15,930.10</u>

Total	12,979,378.53
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[illegible]

Sioux City Community School District


Item Title: Easement with City of Sioux City for Clark Elementary School - Mel McKern

Recommendation: RECOMMENDATION: That the Board of Directors approves the resolution to approve public notice setting forth the time and place of a public hearing. A public hearing will be held at 6:00 p.m. local time, at the Educational Service Center, 627 4th Street, Sioux City, Iowa, on the 26th day of November, 2012, for the purpose of an easement with the City of Sioux City for Clark Elementary School / Perry Creek storm sewer project.

ATTACHMENTS:

Name:

Description:

 [Exec Summ - Easement with City of Sioux City for Clark Elementary School 11-12-12.doc](#)

Exec Summ - Easement with City of Sioux City for Clark E.S.

**Sioux City Community School District
Executive Summary
Easement with City of Sioux City for Clark Elementary School
November 12, 2012**

Purpose:

To grant easement on the Clark Elementary School site to the City of Sioux City to repair erosion to the storm pipe outlet located under the Clark Elementary School pedestrian bridge.

Explanation:

Contact: Mel McKern 279-6651

The easement will allow the City to make repairs to the storm outlet structure and recreate the slope on the west side of the creek bank.

Strategic Plan Priority Area:

Educational Facilities

Impact on Student Achievement:

N/A

Recommendation:

That the Board of Directors approves the resolution to approve public notice setting forth the time and the place of a public hearing. A public hearing will be held at 6:00 p.m. local time, at the Educational Service Center, 627 4th Street, Sioux City, Iowa, on the 26th day of November, 2012, for the purpose of an easement with the City of Sioux City for Clark Elementary School / Perry Creek storm sewer project.

Sioux City Community School District

Item Title: Washington Elementary School Project - Mel McKern

Recommendation: RECOMMENDATION: That the Board of Directors approves entering into a contract with FEH Architects to create design documents, plans, and specifications to construct a modified replica of Spalding Park Elementary School on the current Washington Elementary School campus.

ATTACHMENTS:

Name:

Description:

 [Exec Summ - Washington Elementary School Project 11-12-12.doc](#)

Exec Summ - Washington Elementary School Project 11-12-12

 [Washington E.S. Project Architect Draft Contract 11-12-12.pdf](#)

Washington E.S. Project Architect Draft Contract

 [Rate Schedule for Washington E.S. Project 11-12-12.pdf](#)

Rate Schedule for Washington E.S. Project

**Sioux City Community School District
Executive Summary
Washington Elementary School Project
November 12, 2012**

Purpose:

To enter into the design phase for the new Washington Elementary School project with FEH Architects.

Explanation:

Contact: Mel McKern 279-6651

The administration recommends that the Spalding Park Elementary School plan be replicated to be constructed on the Washington Elementary School site.

- This school will be constructed for 600 students.
- Estimated construction cost \$12M.
- Estimated site, demolition costs, Architect / Engineer's cost \$3.6M.
- The Architect / Engineer's fee is 46% less than the Spalding Park Elementary School contract.

Strategic Plan Priority Area:

Educational Facilities

Impact on Student Achievement:

This project will provide state of the art classrooms to enhance the student learning environment.

Recommendation:

That the Board of Directors approves entering into a contract with FEH Architects to create design documents, plans, and specifications to construct a modified replica of Spalding Park Elementary School on the current Washington Elementary School campus.

Sioux City Community School District

Item Title: FY12 Year-end Financial Report - Gordon Winterlin

Recommendation:

ATTACHMENTS:

Name:

Description:

 [FY12 Year-end Financial Report 11-12-12.pdf](#)

FY12 Year-end Financial Report 11-12-12

Sioux City Community School District

Item Title: FY14 Budget Discussion Timeline - Gordon Winterlin

Recommendation:

ATTACHMENTS:

Name:

Description:

 [Exec Summ - FY14 Budget Discussion Timeline 11-12-12.doc](#)

FY14 Budget Discussion Timeline 11-12-12

**Sioux City Community School District
Executive Summary
FY14 Budget Discussion Timeline
November 12, 2012**

Purpose:

To provide the Board the FY14 budget discussion and action timeline.

Explanation:

Contact: Gordon Winterlin 279-6662

During the last legislative session, legislation was enacted that delayed the setting of allowable growth for FY14 until the legislature goes back into session in January, 2013. In previous years, there was a requirement that the allowable growth factor be set during the previous legislative session. Since allowable growth is the driving factor in the revenue projection for FY14, and the revenue is the starting point for our budget, we have adjusted our budget discussion timelines accordingly.

The budget discussion timeline is as follows:

January 28, 2013	Revenue projections, budget goals and assumptions
February 11, 2013	All funds except General Fund
February 25, 2013	General Fund budget discussion centered on the estimated amount of budget adjustments required to certify a balanced budget for FY2014. Property tax estimates discussed.
March 11, 2013	Continued General Fund discussion on possible budget adjustments and property tax estimates.
March 25, 2013	Continued General Fund discussion; final budget and property tax recommendations made.
April 15, 2013	Required date for FY2014 Budget certification.

It may be necessary to request a board work session during this process.

Strategic Plan Priority Area:

Financial Accountability

Impact on Student Achievement:

In order to provide for long term student achievement, a strong stable financial position is required. A balanced budget is essential for long term financial strength and stability.

Recommendation:

Board acknowledgement of the above budgetary timeline.

Sioux City Community School District

Item Title: District Mileage Reimbursement Rate - Neil Schroeder and Gordon Winterlin

Recommendation:

ATTACHMENTS:

Name:

Description:

 [Exec Summ - District Mileage Reimbursement Rate 11-12-12.doc](#)

Exec Summ - District Mileage Reimbursement Rate 11-12-12

 [Mileage Rate Review 11-12-12.pptx](#)

District Mileage Rate Review 11-12-12

**Sioux City Community School District
Executive Summary
District Mileage Reimbursement Rate
November 12, 2012**

Purpose:

This document highlights results of a recent review of district mileage reimbursement policies.

Explanation:

Contact: Neil Schroeder (712) 490-7906

The Sioux City Community School District (SCCSD) last updated its mileage policy in January of 2006. The rate was fixed at \$.415 per mile. Since that time real costs for gasoline, vehicle maintenance, and other automobile use items have increased. With a fixed reimbursement rate and increasing costs, the district is transferring a larger expense burden on employees, especially those who drive around the district every day in performance of their jobs. There are 156 employees who claimed local mileage, of those 15 had more than 2,500 local miles in a year. These high mileage individuals will end up spending \$220 more in gas along over the course of the year than just 3 years ago. There are also 120 employees that claimed out of district mileage. 30 employees had in district mileage and out of district mileage.

The attached slides outline five different options to address the shortfall especially on those who conduct extensive local travel for their jobs in personal automobiles. The most effective option is tying the district mileage rate to the federal reimbursement rate, currently \$.555 per mile. This option would have a total additional annual cost of approximately \$34,000 per year. Of note, Sioux City is the only UEN district that DOES NOT pay the federal mileage rate at this time.

Strategic Plan Priority Area:

Financial Accountability

Impact on Student Achievement:

N/A

Recommendation:

That the Board of Directors approves the suggested changes to Board Policy AR 431.05 to align the SCCSD mileage rate to the standard federal reimbursement rate.

Sioux City Community School District

Item Title: Board Policies - Dr. Paul Gausman

Recommendation:

ATTACHMENTS:

Name:


Description:

 [661.doc](#)

661 Media Center Materials Removal

 [AR901 5.doc](#)

AR901.5 Educational Specification for Buildings

 [902 5.doc](#)


902.5 Disposition of Obsolete Equipment

 [902 7.doc](#)

902.7 OSHA Statement

 [AR902 7.doc](#)

AR902.7 OSHA Statement

 [903 10.doc](#)

903.10 Hazardous Chemical Program

EDUCATIONAL PROGRAMS

Series 600

Policy Title: Media Center Materials Removal

Code Number: 661

It shall be the Board's policy to provide for the regular removal or disposal of library media center materials.

- A. The library media specialist(s) may remove materials no longer deemed to have current educational value from the library media center(s). Removal of items will be determined by following the guidelines for collection development (selection and weeding), and materials replacement. The items will then be reviewed to determine possible value to other groups or individuals in the following order of priority:
1. Other library media centers within the district (e-mail lists)
 2. Any other District operated program (and classroom, subject to approval of the Principal)
 3. Students or parents within the building which is deleting materials
 4. Friends of the Public Library
 5. District auction and/or bidding

BUILDINGS AND SITES

Series 900

Policy Title: Educational Specification for Buildings

Code Number: AR901.5

Principles Guiding Building Design in the Sioux City School District

The Sioux City Community School District will involve community members throughout the planning process and in the review of building designs.

The Sioux City Community School District will incorporate the following guiding principles into the design and construction of school facilities:

- The school facility must be designed to last at least 50 years.
- The school facility must be adaptable to ongoing educational needs and flexible to incorporate many learning and teaching approaches.
- The school facility must allow for current and future technologies as an integral learning tool supportive of instruction.
- The school facility must encourage community use and, where possible, community partnerships.
- The school facility must be efficient to operate, and environmentally sensitive.
- The school facility must support teacher-to-teacher interaction for planning and communication.
- The school facility must be a safe place in which to learn and work.

BUILDINGS AND SITES

Series 900

Policy Title: **Disposition of Obsolete Equipment**

Code Number: **902.5**

School property, such as equipment, furnishings or supplies (hereafter equipment), will be disposed of when it is determined to be of no further use to the District. It shall be the objective of the District in disposing of the equipment to achieve the best available price or most economical disposal.

Obsolete equipment having a value of less than \$5,000 shall be disposed of in a manner determined by the Board. Annually, the District shall hold a public auction to dispose of property valued at less than \$5,000. Property considered to be of no value may be disposed of at the public land fill. An adjustment will be made at the time of disposal to the fixed asset account. However, the sale of equipment, furnishings or supplies disposed of in this manner shall be published in a newspaper of general circulation. The publication of the sale shall be published with at least one insertion each week for two consecutive weeks.

A public hearing shall be held regarding the disposal of the equipment with a value of \$5,000 or more prior to the Board's final decision. The Board shall adopt a resolution announcing the proposed sale and shall publish notice of the time and place of the public hearing and the description of the property shall be in the resolution. Notice of the public hearing shall be published at least once, but not less than ten days and not more than twenty days, prior to the hearing date. Upon completion of the public hearing, the Board may dispose of the equipment.

It shall be the responsibility of the superintendent to make a recommendation to the Board regarding the method for disposing of equipment of no further use to the District.

First Adoption: August 27, 1985
Revision Adoption: September 28, 1999/July 20, 2009
Legal Reference: Code of Iowa, Chapter 297.22-.25 (1997)

BUILDINGS AND SITES

Series 900

Policy Title: OSHA Statement

Code Number: 902.7

It is the District's policy to comply with the Occupational Safety and Health Act. The District shall also help each employee understand his or her responsibilities to maintain safe employment conditions, and requires that he or she adhere to those responsibilities.

First Adoption: August 27, 1985
Revision Adoption: August 12, 1997/April 30, 2002/December 14, 2009
Legal Reference:

Board Policy Document

BUILDINGS AND SITES

Series 900

Policy Title: OSHA Statement

Code Number: AR902.7

***EMPLOYEE CONTENTION THAT AN UNSAFE OR
HAZARDOUS CONDITION EXISTS IN THE WORK PLACE***

Employee Name: _____ Date: _____

Attendance center where condition exists: _____

Please provide a precise description of the unsafe or hazardous condition that you contend exists in this work place:

Report received by: _____ Date: _____
(Signature of Principal or Immediate Supervisor)

First Adoption: August 12, 1997
Revision Adoption: April 30, 2002/December 14, 2009
Legal Reference:

BUILDINGS AND SITES

Series 900

Policy Title: **Hazardous Chemical Program**

Code Number: **903.10**

The Board of Education is committed to ensuring that the Sioux City Community School District complies with requirements of the Occupational Safety and Health Administration (OSHA), the Environmental Protection Agency (EPA), the Iowa Occupational Safety and Health Administration (IOSHA), the Iowa Department of Natural Resources (IDNR), as well as the Public Owned Treatment Works (POTW) regulations as they relate to the purchase, storage, handling, and disposal of chemicals in the workplace. These regulations include but are not limited to 29 CFR 1910.1200 (Hazard Communication Standard) known as the OSHA HAZCOM standard; 29 CFR 1910.120 (Hazardous Waste Operations and Emergency Response) known as the OSHA HAZWOPER standard; 29 CFR 1910 Subpart Z (Toxic and Hazardous Substances); 40 CFR Parts 240-299 (Resource Conservation and Recovery Act of 1986) known as the EPA RCRA standard; and 40 CFR Parts 350 through 372 (Emergency Planning and Community Right-to-Know Act of the Superfund Amendments and Reauthorization Act of 1986) EPA EPCRA law also known as SARA TITLE III.

Hazard Communication

The district is required to develop and have on hand a written Hazardous Communication Plan. This plan shall also be available at each worksite. At each work site a designated person (i.e. in the Maintenance Division the Building Engineer and/or Principal; and within the Instructional Division the Head Teacher or a supervisor) will be responsible for maintaining a list of the chemicals present, maintaining the chemical inventory, and providing the training for the chemicals handled at that location. These appropriate persons will also be responsible for ensuring that a Material Safety Data Sheet is present for each chemical at that location (with the exception of those exempted under 29CFR 1910.1200), that all chemical containers are properly labeled, and that a copy of the district's written Hazard Communication Plan is maintained at the site. Each school district employee shall review pertinent information about hazardous substances and the HAZCOM Plan at least on an annual basis or if they change to a new job in the district. It is recognized that certain district employees work at more than one location and must be aware that the pertinent information is available at each site. Special rules pertain to those individuals, which will be addressed in AR 903.10.

First Adoption: August 9, 1994
Revision Adoption: January 13, 2004 (complete rewrite)/December 14, 2009
Legal Reference: Code of Iowa Chapter 88, 89B.8, 455D (1985)

Board Policy Document

Superintendent's Designee for Compliance

The Director of Operation and Maintenance shall maintain general oversight of the HAZCOM Program, RCRA Waste Disposal Program, HAZWOPER Program as it relates to accidental releases, and EPCRA portion of the SARA Title III Program as it relates to storage of materials and any required filing of government forms. If the Director delegates this function within the department, this shall be in writing and shall be made known to the Board of Education, the Superintendent, the Director of Purchasing, the Head Science Teacher, all Principals, and all Head Custodians, Supervisors, and Building Engineers. The Director or his/her designee will work closely with the Principals, Supervisors, Head Teachers, Department Heads, and Building Engineers to ensure compliance with these regulations.

All files that are a part of the HAZCOM plan (inclusive of training, a master MSDS file, MSDS archive file, locations at each work site for the written program and MSDS files, locations in the workplace of known hazardous chemicals that are associated with cleaning agents, external de-icers and other materials typically handled by Operation and Maintenance personnel) will be maintained at the O&M offices. When the electronic MSDS system is installed for the district, the master file will be located at the O&M offices. In addition, the O&M Director or his/her designee will work with the Head Science Teacher to maintain the required information for the chemical labs in the district in the Head Science Teacher's office as well as in the classrooms. A master list of these materials will also be maintained at O&M.

The Director of O&M will also be responsible for maintaining the files for hazardous waste disposal and conducting required training in accordance to the requirements of RCRA. The Head Science Teacher will work with the Director of O&M to remove chemicals from the district labs that are no longer used or have reached the end of their shelf life. The O&M Department will be responsible for ensuring the proper packaging and disposal of hazardous materials (i.e. lab packs sent to a hazardous waste disposal unit or material transferred to another location where it can be used via the Iowa Waste Reduction Center). Science teachers will be responsible for ensuring students do not improperly dispose of waste (i.e. do not pour it down the sink unless properly neutralized and not a hazardous material).

The Head Science Teacher shall maintain oversight and responsibility in the school labs for the HAZCOM program and disposal of hazardous materials related to instruction. Other head teachers (Art, for example), as may be appropriate, can be enlisted by the Head Science Teacher in support of their respective instructional areas, with final accountability accruing to the Head Science Teacher for hazardous materials directly related to instruction.

Board Policy Document

Accidental Releases / Spills

The Director of O&M will be responsible for handling responses to accidental releases of hazardous or potentially hazardous materials at the worksite. Any O&M employees responding to a release will have been trained to technician level in accordance to the requirements of the HAZWOPER standard. If needed, the Director may call upon and/or contract for outside services for assistance. Any release in excess of the listed reportable quantity of one of the approximately 800 CERCLA or 360 EPCRA listed materials requires that the Director of O&M report this incident to the National Response Center (NRC) within the allotted time period.

Submissions / Reports

The Director of O&M will be responsible for filing all government paperwork related to EPCRA. In the event the Sioux City Community School District meets the threshold planning quantity on any of the 600 + listed material, O&M will be responsible for completing all required yearly submissions for SARA Title III as well as designating a contact person.

It shall be the responsibility of the Superintendent to develop administrative rules and processes to implement and monitor this program.