



# Independence Community School District

1207 1st Street West  
Independence, Iowa 50644

(319) 334-7400 Phone  
(319) 334-7404 Fax

---

**Cynthia Phillips**, Superintendent

**Erin Burmeister**, Director of School Improvement  
**Janet Grafft**, Director of Finance/Board Secretary

**Lori Schaul**, Director of Human Resources  
**Stephen Noyes**, Director of Technology

August 15, 2024

To: All School Board Members  
Charlie McCardle – DD #3 ‘25  
Gina Trimble – At Large ‘25

From: Cynthia Phillips, Superintendent  
Open – DD #2 ‘27  
Kim Hansen – DD #3 ‘27  
Audrey Hill – DD #1 ‘27

Re: Working agenda for the regular meeting on **Monday, August 19, 2024** beginning at **6:00 p.m.**  
at the **District Office, 1207 1st Street West**, Independence, IA

**Pres Hansen:**

1. PLEDGE OF ALLEGIANCE
  - A. Call to Order
2. OATH OF OFFICE
  - A. Board Secretary/Treasurer Hansen administered the oath of office to Grafft.
  - B. New Board Member Grafft administered the oath of office to Dostal
3. APPROVAL OF AGENDA – Motioned to approve by McCardle, seconded by Trimble. Passed 5-0.
4. CONSIDERATION OF ACTION ON CONSENT ITEMS
  - A. Approval of the minutes of the regular meeting on July 15, 2024 and the special meeting on August 12, 2024.
  - B. Approval of Board Policies (\*changes noted) (^policy to be reviewed annually)

**Second Readings:**

|    | POLICY #                          | POLICY NAME  |
|----|-----------------------------------|--|
| 1. | 501.03*                           | Compulsory Attendance  |
| 2. | 501.09 (Replaced previous 501.09) | Chronic Absenteeism and Truancy (formally titled Student Absences – Excused) |
| 3. | 501.10, E1, and R1 (Rescinded)    | Truancy – Unexcused Absences, Letter to Parents, and Regulation              |
| 4. | 501.15*                           | Open Enrollment Transfers – Procedures as a Sending District                 |
| 5. | 501.16*                           | Open Enrollment Transfers – Procedures as a Receiving District               |
| 6. | 505.03*                           | Student Promotion – Retention – Acceleration                                 |
| 7. | 603.01*                           | Basic Instruction Program  |
| 8. | 603.12 (New)                      | Postsecondary Education Counseling   |
| 9. | 801.03*                           | Educational Specifications for Buildings & Sites                             |

### First Readings:

|     | POLICY #                                      | POLICY NAME  |
|-----|---|--|
| 1.  | 108*  | Discrimination and Harassment Based on Sex Prohibited  |
| 2.  | 507.01  | Student Health and Immunization Certificates   |
| 3.  | 507.02* <sup>^</sup> , E1*, E2*, E3*, and E4* | Administration of Medication to Students, Authorization-Asthma Airway Constricting or Respiratory Distress Medication Self-Administration Consent Form, Parental/Guardian Permission for Administering Medication at School, Parental/Guardian Authorization and Release Form for Independent Self Carry and Administration of Prescribed Medication or Independent Delivery of Health Services by the Student, and Parental/Guardian Authorization and Release Form for the Administration of Voluntary School Stock of Over-the-Counter Medication to Students |
| 4.  | 507.03 <sup>^</sup> , E1*, and E2             | Communicable Diseases – Students, Communicable Disease Chart and Common Child Care Illnesses and Exclusion Criteria, and Reportable Infectious Diseases  |
| 5.  | 507.04* <sup>^</sup>                          | Student Illness or Injury at School  |
| 6.  | 507.05  | Emergency Plans and Drills   |
| 7.  | 507.06  | Student Insurance  |
| 8.  | 507.07*                                       | Custody and Parental/Guardian Rights   |
| 9.  | 508.01  | Class or Student Group Gifts   |
| 10. | 508.02  | Open Night   |
| 11. | 508.04  | Supervision After School Events  |

### C. Approval of Resignations

| NAME             | ASSIGNMENT                                      | DATE       |
|------------------|---|------------|
| Rachel Main      | East Elem 7.0 hr Special Ed Para                | 07/22/2024 |
| Hayley Patterson | East Elem 7.0 hr Special Ed Para                | 07/23/2024 |
| Todd Reed        | JSH JH Softball Coach                           | 07/15/2024 |
| Nikki Rippel     | East Elem 2.5 hr Dishwasher/Food Service Worker | 07/28/2024 |
| Haley Schumann   | JSH Special Ed Teacher                          | 08/13/2024 |
| Jordon Snyder    | JSH JH Girls Track Coach                        | 07/22/2024 |

### D. Approval of Transfers/Reassignments

| NAME        | PREVIOUS ASSIGNMENT          | NEW ASSIGNMENT                 | SALARY  | DATE       |
|-------------|------------------------------|--------------------------------|---------|------------|
| Cole Zempel | JSH JH Girls Wrestling Coach | JSH Head Girls Wrestling Coach | \$5,500 | 11/04/2024 |

E. Approval of New Hires (*pending acceptable background checks*)

| NAME                       | ASSIGNMENT                                      | SALARY     | DATE       |
|----------------------------|---|------------|------------|
| Paige Abshire              | JSH 8.0 hr Custodian – Daytime                  | \$16.35/hr | 08/12/2024 |
| Janelle Chartrand          | ECC 7.0 hr Special Ed Para                      | \$15.60/hr | 08/26/2024 |
| Larry Gregory              | Bus Garage 4.0 hr Bus Driver                    | \$20.90/hr | 08/26/2024 |
| Heather Jones              | East Elem 7.0 hr Special Ed Para                | \$15.60/hr | 08/26/2024 |
| Chris Juhl                 | JSH .75 FTE Art Teacher                         | \$49,871   | 08/20/2024 |
| Kellen Kessler             | JSH JH Cross Country Coach                      | \$2,500    | 08/23/2024 |
| Theresa Kurt               | West Elem 7.0 hr Special Ed Para                | \$15.15/hr | 08/26/2024 |
| Brian Loughren             | JSH JH Football Coach                           | \$2,500    | 08/23/2024 |
| Chris Shannon              | JSH 7.5 hr Regular Ed Para - Study Hall Monitor | \$15.85/hr | 08/26/2024 |
| Aislinn Smith              | East Elem 7.0 hr Special Ed Para                | \$15.25/hr | 08/26/2024 |
| Wade Stahr                 | JSH SkillsUSA Sponsor                           | \$2,000    | 08/20/2024 |
| Mark Torgerson             | JSH FBLA Sponsor                                | \$2,000    | 08/20/2024 |
| Maureen Visek              | East Elem 7.0 hr Special Ed Para                | \$15.15/hr | 08/26/2024 |
| <b>TLC: Mentor Teacher</b> |   |            |            |
| Chris Juhl                 | JSH Art   | \$2,000    | 08/20/2024 |

F. Approval of Financial Reports

1. Bills – Director Hansen will have reviewed the bills – McCardle will review in September
2. Budget Report

Motioned to approve by Hill, seconded by Trimble. Passed 5-0.

5. ANNOUNCEMENTS, COMMUNICATIONS and PRESENTATIONS

A. Comments from the Public. Residents of the District, students attending the District, parents/guardians of students attending the District, and District staff members may address the Board about any topic relevant to the District whether on the current agenda or not. Those who wish to speak must sign up at the beginning of the meeting. Speaker’s participation is limited to three minutes once per board meeting. The Board President may need to reduce the three-minute time limit to accommodate more speakers in the 20 minutes allotted for the public forum. The Board President may modify this time limit, if deemed appropriate or necessary to allow all speakers up to three-minutes. The views and opinions of citizens addressing the Board do not necessarily reflect those of the Board, District administration, or staff. We ask speakers to remember that Iowa law prohibits the Board from discussing specific employees or students or their performance. Student speakers will state their name and school. Others will state their name and address. NOTICE: This communication and any response to it may constitute a public record, and therefore, may be available upon request under Iowa public records law, Iowa Code Chapter 22.

B. Presentations

1. Gallop for Good 5K – Brady Kurt, Student Council President

C. Comments from the Board/Superintendent

6. REPORTS

A. Administrator Reports

1. Junior-Senior High School
  - a. Attendance Data – Principal Kleman
2. East Elementary/Early Childhood Center and West Elementary
3. Director of School Improvement Report

B. District Director Reports

1. Activities Director Report\*
2. Director of Technology Report
3. Director of Food Service Report
4. Director of Buildings & Grounds Report
5. Director of Transportation Report

7. NEW BUSINESS

A. Consider Approval of the Travel Request Form – September 2024: Maddie Wegmann and the Thespian Troupe to Rock Island, IL McCardle left 7:10 pm and returned at 7:11 pm. Motion to approve by Trimble, seconded by Dostal Motion passed 5-0

B. Consider Approval of the Agreement for Sports Injury Coverage between Independence Community Schools and Buchanan County Health Center through July 31, 2025. Motion to approve by McCardle, seconded by Trimble. Passed 5-0

C. Consider Approval of the Consulting Agreement between Gallagher Benefit Services, Inc. and Independence Community School District Motion to approve by Trimble, seconded by Hill. Motion passed 5-0.

D. Consider Approval of the School Provider Agreement between Independence CSD and Recover Health of Iowa, Inc. DBA Aveanna Healthcare (AVEANNA) Motioned to approve by Hill, seconded by Dostal. Passed 5-0

E. Consider Approval of the 2024-2025 Residential Home Heat Propane Purchase Agreement with Consolidated Energy Company Motioned to approve by McCardle, seconded by Dostal. Passed 5-0.

F. Consider Approval of the Agreement for Participation of Nonresident/Nonpublic Students in District activity with Cedar Falls Community Schools for Men's and Women's Swimming for 2024-2025 Motioned to approve by Trimble, seconded by McCardle. Passed 5-0.

G. Consider Approval of the Changes to the 2024-2025 Coach-Sponsor Activities Handbook Motioned to approve by McCardle, seconded by Trimble. Passed 5-0.

H. Discussion of Simbli - Electronic Meeting Management Platform -

- I. Discussion of Committee Assignments
- II. Ray – Mustang Foundation Board of Directors/ Indee Agri Ed / Board Policy Review

J. Closed Session - Motioned to move to closed session at 7:35 pm by McCardle, seconded by Trimble.

We need a motion to recess to a closed session as provided in Section 21.5(1)(k) of the Iowa Code: To discuss information contained in records in the custody of a governmental body that are confidential records pursuant to section 22.7, subsection 50.

Roll Call Vote to Enter Closed Session: Ayes: McCardle, Dostal, Hill, Hansen, and Trimble. Moved out of closed session at 7:45pm.

K. Consider Approval of the Eligibility for an Open Enrollment – Motioned to approve by McCardle and seconded by Hill. Passed 5-0.

8. ADJOURNMENT Motioned to adjourn by Trimble, seconded by Dostal. Passed 5-0 at 7:47 pm.

UPCOMING MEETINGS:

Monday, September 16th Regular Meeting 6:00 p.m. - District Office Board Room, Independence

Monday, October 21st Regular Meeting 6:00 p.m. - District Office Board Room, Independence

Monday, November 18th Regular/Annual and Organizational Meeting 6:00 p.m. - District Office Board Room, Independence