

HARLAN COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS - REGULAR MEETING
MEDIA CENTER - HARLAN COMMUNITY HIGH SCHOOL

August 24, 2020

5:30 P.M.

Finance: Anderson/Larsen

AGENDA

A. Call meeting to order and determination of a quorum

B. Public Forum

In accordance with Policy 213 - Public Participation in Board Meetings the board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board has set aside this specific time for public comment.

*Citizens wishing to address the board during public comment must notify the board secretary **no later than 2 hours** prior to the board meeting. The board president will recognize these individuals to make their comments at the appropriate time during public comment. Citizens wishing to present petitions to the board may also do so at this time. The board however, will only receive the petitions and not act upon them or their contents.*

Normally, speakers will be limited to five minutes. However, the board president may modify this time limit, if deemed appropriate or necessary. Public comment is a time set aside for community input, but the board will not discuss or take any action on any matter during public comment. Only individuals recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual causing disruption may be asked to leave the board meeting.

C. Approve the Agenda

D. Presentations

E. Discussion Items

1. HCSD Activities Spectator Guidelines
2. Board Workshop for Annual Goal Setting

F. Action Items:

1. Resignation of Personnel:

1. Carol Bastress – HS Special Education Associate
2. Kelly Hopp – MS Special Education Associate
3. Whitney Hillgartner – MS Special Education Associate
4. Bree Bowers – Elementary Special Education Associate
5. Sarah Hillgartner – MS Special Education Associate

2. Employment of Personnel:

1. Dave Riley – Bus Driver
2. Nancy Greer – Elementary School Food Service

3. Melissa Golden – PT Night Custodian
4. Amanda Stamp – Elementary Nurse
5. Ashley Cibic – HS Special Education Associate
6. Tawnya Nee – HS Special Education Associate
7. Janet Nelson – HS Special Education Associate
8. Gloryana Erlemeier – HS Special Education Associate
9. Niccole Rihner – MS Special Education Associate
10. Konnie Schechinger – Temporary Virtual Program Teacher Coordinator; Amended School Based Interventionist Contract

G. Consent Agenda

1. Minutes

1. July 23, 2020 – Regular Meeting
2. August 10, 2020 – Regular Meeting

2. Accounts Payable

1. July and August Pre-Paid Warrants
2. August General Fund (Operating Warrants)
3. Student Activity Fund Warrants
4. Trust Fund Warrants
5. Agency Fund Warrants
6. Physical Plant and Equipment Fund Warrants

H. Adjournment

HARLAN COMMUNITY SCHOOL DISTRICT BOARD MEETING
(For approval on 8-24-2020)

AUGUST 10, 2020

The Board met for a regular meeting at 5:30 p.m. on Monday, August 10, 2020, in the Media Center at Harlan Community High School. President Amy Rueschenberg presided with Board members Jessica Anderson, Al Hazelton, Joni Larsen, and Monte Schechinger present. Seth Piro entered the meeting after it began.

Administrators Present: Lynn Johnson, Scott Frohlich, Davis Pattee, Bill Mueller, Jeff Moser, and Ann Heithoff

Media: Alan Mores and Brian Taylor

APPROVAL OF AGENDA: Larsen moved, seconded by Hazelton, to approve the agenda. Motion carried 5-0.

DISCUSSION ITEMS: The board discussed the district's Return to Learn plan and beginning the school year in a Hybrid model for the MS/HS students for the first two weeks of school. Mrs. Johnson shared a personnel update with the board.

Piro entered at 5:44 p.m.

ACTION ITEMS:

RESIGNATION OF PERSONNEL: Anderson moved, seconded by Schechinger to approve the resignation of Jennifer Wright as HS Special Education Associate; Julie Armentrout as MS Special Education Associate; and Jane Klein as Elementary School Nurse. Motion carried 6-0.

EMPLOYMENT OF PERSONNEL: Hazelton moved, seconded by Piro to approve the employment of Rose Smith as Elementary Food Service. Motion carried 6-0.

APPROVAL OF SUBSTITUTE TEACHER RATE: Piro moved, seconded by Anderson to approve the recommendation to increase the daily substitute teacher rate to \$135/day. Motion carried 6-0.

APPOINTMENT OF DISTRICT 6 BOARD MEMBER: Larsen moved, seconded by Schechinger to approve the appointment of Joe Herzberg as the District 6 Board Member to fill the vacancy created with Devlin-Lawler's resignation. Motion carried 6-0.

APPROVAL OF HANDBOOKS: Hazelton moved, seconded by Schechinger to approve the 2020-21 handbooks as presented. Motion carried 6-0.

APPROVAL OF CONSENT AGENDA: Anderson moved, seconded by Larsen to approve the non-personnel contract with Rising Hope Academy Therapeutic Classroom – IKM-Manning School District (in partnership with Green Hills AEA) and the AHSTW and Harlan Community School District. Motion carried 6-0.

UPCOMING EVENTS AND COMMUNITY UPDATES: The board discussed the upcoming building parent meetings held over zoom on August 11th (Elementary), August 12th (Middle School), and August 13th (High School). The Zoom links are posted on the district website.

ADJOURNMENT: Anderson moved, seconded by Schechinger to adjourn. Motion carried 6-0 and the meeting was adjourned at 6:35 p.m.

Next Meeting: – August 24, 2020, 2020, 5:30 p.m. – Media Center – High School

Board President

Board Secretary

HARLAN COMMUNITY SCHOOL DISTRICT
CONTRACT WITH DRIVER OF SCHOOL OWNED VEHICLE

This contract is made and entered into by and between **RILEY, DAVE (20-21)** (Employee) and the Harlan Community School District (District), Shelby County, Iowa. The District hereby appoints the employee to the position of "school bus driver" for the 2020-2021 school year and shall be in effect according to the school district calendar as adopted and adjusted by the district.

This contract shall be in force for a maximum of one school year only and does not represent or imply continued employment beyond that period.

District's Obligations:

(A) The District hereby agrees to compensate the employee for driving services rendered on the following basis:

\$46.93 per trip for regular school bus routes. Compensation will be paid to the employee on the 20th day of each month over a 12 month period. The estimate annual pay is **\$16,893.90**. Additional duty payments will be added to the assigned route payment and paid on the 20th of each month. Compensation for additional assignments will be paid at the rate specified in the attached schedule.

(B) The District agrees to provide benefits to the employee as adopted by the District board of directors and as required by applicable statute.

(C) The District hereby agrees to provide District-owned vehicles to be operated by the employee that comply with all vehicle safety and construction requirements as required by the Iowa Code and the rules of the Department of Education.

(D) The District shall examine the driving history and criminal history records of the employee upon initial application for employment and at such other times as determined by District policy.

(E) The District shall require the employee to demonstrate his/her ability to safely operate the vehicle(s) required to be operated during employment, has an acceptable driving record in accordance with District policy and is knowledgeable of traffic laws and regulations pertaining to the operation of a school bus.

Employee Obligations:

(A) The employee agrees to conform to all rules adopted by District Board of Directors.

(B) The employee agrees to file all reports as may be required by the Iowa Department of Education and those adopted by the District Board of Directors.

(C) The employee agrees to conform to all standards of vehicle operation as required by statute, District policy or other legally constituted authority.

(D) The employee agrees to perform daily, pre-trip vehicle inspections of the school bus and record the results of the inspection on a form approved by the District for that purpose. In addition, the employee shall file a written report immediately with the District mechanic, transportation supervisor or other District-designated person charged with the responsibility for the school transportation program, if any defects or deficiencies are discovered during the pre-trip inspection that may affect the safety of the vehicle's operation or may result in its mechanical breakdown.

(E) The employee agrees to present the results of a biennial physical examination in accordance with Federal Motor Carrier Safety Regulations (49 CFR 391.41-391.49), as outlined in IAC 281-43.12(285) – 281-43.24(321), to the District. In addition the employee agrees to obtain a driver's license issued by the Department of Transportation valid for the operation of the vehicle-type to be driven under this contract.

(F) The employee agrees to submit to pre-employment drug testing as well as post-accident, reasonable suspicion and periodic random drug and alcohol testing in accordance with regulations adopted by the Federal Highway Administration.

(G) The employee agrees to attend and participate in annual in-service instruction for school bus drivers as programmed by the Department of Education.

(H) The employee agrees to participate in conducting school bus emergency evacuation drills conducted by the District and required by the Department of Education.

(I) The employee agrees to obtain, when possible, the registration numbers and general description of all vehicles violating the school bus stop law and file information for prosecution in accordance with District policy.

Miscellaneous:

(A) The District may terminate this contract and dismiss the employee at any time for failure to conform to all laws of the State of Iowa and rules promulgated by the Iowa Department of Education applicable to drivers of school buses; provided, however, this provision shall not limit the right of the District to otherwise terminate this contract immediately with cause or without cause upon 14 calendar days notice.

(B) It is further agreed that this contract shall not be in force and the employee will not be allowed to transport students under this contract, unless or until the employee has been issued a current school year, "School Bus Driver Authorization", by the Iowa Department of Education.

(C) It is agreed that employee shall be entitled to only those benefits as outlined in School Board Policy.

(D) This contract shall be without force and effect until it is in the hands of the Secretary of the District, bearing the signature of the Employee, on or before the 24th day of August, 2020.

IN TESTIMONY WHEREOF, we have hereunto subscribed our names, this 24th day of August, 2020.



Bus Driver

President, Board of Education

Secretary, Board of Education

HARLAN COMMUNITY SCHOOL DISTRICT

Classified Staff Contract

THIS CONTRACT is entered into by and between **GREER, NANCY**, hereinafter called the Employee, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, with Administrative Offices in Harlan, Shelby County, Iowa.

The Employee agrees to serve as **Elem. COOK** in the School District for the 2020-2021 school year, with service commencing and ending on the dates designated by the Board or its duly authorized representative. Daily usage of the computerized time clock system is required. Work days, hours and duties will be designated and assigned by the supervisor. Work time will be approved by the supervisor.

In consideration for the services under this contract, the District agrees to pay the amount of **\$12.42** per hour, payable on the 20th day of each month for a period of twelve consecutive months, the first payment to be made on September 20th. The estimated annual pay is **\$12,432.42**. The monthly payment amount will be adjusted for additional time worked and reduced for hours not worked due to unexcused absence or other unpaid leave. If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

Other than hourly compensation, the Employee shall not receive employment benefits except as provided in Board Policy or as additionally outlined below:

- 1) Employee shall work **5.5** hours per day.
- 2) Employee shall work 176 student attendance days, two (2) days to open/close the kitchen, and be paid for four holidays (Labor Day, Thanksgiving, Christmas, New Year's Day.)
- 3) This contract is subject to immediate amendment or adjustment based upon the needs of the District.
- 4) Employee agrees to meet annual professional development hours which will be paid as additional hours.

Where applicable, or where required by the District, evidence shall be provided to the District that a certificate as required by law has been registered as required by law before accepting payment of any part of the consideration under this contract. Such other records or qualifications as may be required shall be likewise submitted.

The Employee agrees to conform to all rules and policies as established by the Board or its authorized representatives. The Employee shall be subject to background checks as required by law and District policy.

This contract may be terminated by either party for any reason and without cause, by giving thirty (30) days written notice; provided, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for cause.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board, bearing the signature of the Employee, on or before the 25th day of August, 2020.

Dated 8-18-, 2020

Nancy K. Greer
Employee

Dated _____, 2020

President, Board of Directors
Harlan Community School District

CONTRACT OF EMPLOYMENT

This contract is entered into by and between **GOLDEN, MELISSA** the employee, and the Board of Directors, hereinafter called the "District" of Harlan Community School District located at Harlan, County of Shelby, State of Iowa.

The employee agrees to serve as **CUSTODIAN** in the School District for the 2020-2021 school year.

In consideration for the services under this contract, the District agrees to pay the amount of **\$16,000.25** per year (\$1,600.03 per month) payable on or about the 20th day of each calendar month for a period of 10 consecutive months, the first payment to be made on or about the 20th day of September, 2020.

If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

This contract may be terminated by either party by giving thirty days written notice, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for proper cause.

- Other Specifications:
- 1) Employee shall work 5/25 hours per day/week
 - 2) Employee shall receive \$0.00 per month longevity (included in above stated amount for the full year)
 - 3) Employee pay shall be at the rate of \$13.75 per hour (\$0.00 per hour overtime). Night differential, if applicable, shall be an additional \$.60 per regular hour.
 - 4) Employee shall be paid 8 days holiday pay – New Year's Day, Good Friday, Memorial Day, Labor Day, Thanksgiving, Friday after Thanksgiving, Christmas Eve if it falls on a weekday, and Christmas. In addition, employee shall receive one day as a "floating holiday" during the Christmas break.
 - 5) General work hours shall be determined by your supervisor.
 - 6) Modified summer schedule at discretion of the supervisor provided that buildings are adequately covered Monday - Friday.

This contract shall be without force and effect unless it is in the hands of the Secretary of the District bearing the signature of the employee on or before the 24th day of August, 2020.

IN TESTIMONY WHEREOF, we have hereunto subscribed our names on dates as hereinafter stated.

Dated 8-20-2020 2020

Melissa Golden
Employee

Dated: August 20, 2020

BY: _____
Board President

**HARLAN COMMUNITY SCHOOL DISTRICT
CONTRACT WITH NURSE**

This contract is entered into by and between **Amanda Stamp**, a nurse, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, located at 2102 Durant, Harlan, Iowa. This contract covers the 2020-2021 school year.

In consideration of an annual salary of **\$44,318.52**, the nurse agrees to well and faithfully perform his/her nursing duties, and such other duties as may be assigned by the board or its duly authorized representatives.

AND IT IS FURTHER AGREED:

1. That the contract term shall include 190 days of service for the entire school year as per the school calendar adopted by the Board of Directors.
2. That an amount equal to the pay for one day of service shall be deducted from the salary of said nurse for each day of service not performed if absence from duty with pay is not authorized by the board or leave policy in effect.
3. That if said nurse is lawfully discharged or is released by mutual agreement before the completion of said term, final settlement shall be made so the total amount which the nurse shall have received shall be an amount equal to the product of the number of days of service multiplied by the amount considered as pay for one day of service.
4. That the use to be made of the days in said term, which are in excess of the number of nursing days as stated herein, shall be determined by the board and may be stated in a school calendar adopted by the board.
5. That said nurse shall attend, outside of regular school hours as established by the board, such professional meetings as might be called by school authorities for coordinating the work of the nurse in the school program.
6. That the nurse shall present a certificate as required by law to the secretary of the Board of Directors of the School District, and that the nurse shall not accept, and the District shall not be under any obligation to pay, any part of the annual salary until the required certificate is submitted.
7. That this contract shall be subject to the provisions of Iowa Code §§279.19 and 279.27 and may be terminated at the end of the contract term without cause.
8. That this contract shall be invalid if the nurse is under contract with another Board of Directors in the state of Iowa to nurse covering the same period of time.
9. That this contract is subject to the provisions of the Master Contract between the District and the Harlan Education Association. The provisions of the Master Contract shall prevail where the provisions of this contract are inconsistent with those of the Master Contract.

10. That, in the event of error, the District will recover any overpayment and make any necessary corrections for underpayment.

This contract shall be without force and effect unless it is in the hands of the Board bearing the signature of the nurse and the President of the Board on or before the 25th day of August, 2020.

8/17/20
Date

Anita Stauf
Nurse

August 24, 2020
Date

Board President

HARLAN COMMUNITY SCHOOL DISTRICT

Classified Staff Contract

THIS CONTRACT is entered into by and between **CIBIC, ASHLEY**, hereinafter called the Employee, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, with Administrative Offices in Harlan, Shelby County, Iowa.

The Employee agrees to serve as **Associate** in the School District for the 2020-2021 school year, with service commencing and ending on the dates designated by the Board or its duly authorized representative. Daily usage of the computerized time clock system is required. Work days, hours and duties will be designated and assigned by the supervisor. Work time will be approved by the supervisor.

In consideration for the services under this contract, the District agrees to pay the amount of **\$12.74** per hour, payable on the 20th day of each month for a period of twelve consecutive months, the first payment to be made on September 20th. The estimated annual pay is **\$17,390.10**. The monthly payment amount will be adjusted for additional time worked and reduced for hours not worked due to unexcused absence or other unpaid leave. If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

Other than hourly compensation, the Employee shall not receive employment benefits except as provided in Board Policy or as additionally outlined below:

- 1) Employee shall work **7.5** hours per day.
- 2) Employee shall work 176 student attendance days, two (2) professional development days, and be paid for four holidays (Labor Day, Thanksgiving, Christmas, New Year's Day.)
- 3) If applicable, \$.50 per hour additional pay for acquiring the Paraeducator Certificate or Associate's Degree or higher is included in the annual pay identified above.
- 4) This contract is subject to immediate amendment or adjustment based upon the needs of the District.

Where applicable, or where required by the District, evidence shall be provided to the District that a certificate as required by law has been registered as required by law before accepting payment of any part of the consideration under this contract. Such other records or qualifications as may be required shall be likewise submitted.

The Employee agrees to conform to all rules and policies as established by the Board or its authorized representatives. The Employee shall be subject to background checks as required by law and District policy.

This contract may be terminated by either party for any reason and without cause, by giving thirty (30) days written notice; provided, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for cause.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board, bearing the signature of the Employee, on or before the 24th day of August, 2020.

Dated _____, 2020

Employee

Dated: August 24, 2020

President, Board of Directors
Harlan Community School District

HARLAN COMMUNITY SCHOOL DISTRICT

Classified Staff Contract

THIS CONTRACT is entered into by and between **NEE, TAWNIA**, hereinafter called the Employee, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, with Administrative Offices in Harlan, Shelby County, Iowa.

The Employee agrees to serve as **Associate** in the School District for the 2020-2021 school year, with service commencing and ending on the dates designated by the Board or its duly authorized representative. Daily usage of the computerized time clock system is required. Work days, hours and duties will be designated and assigned by the supervisor. Work time will be approved by the supervisor.

In consideration for the services under this contract, the District agrees to pay the amount of **\$12.74** per hour, payable on the 20th day of each month for a period of twelve consecutive months, the first payment to be made on September 20th. The estimated annual pay is **\$17,390.10**. The monthly payment amount will be adjusted for additional time worked and reduced for hours not worked due to unexcused absence or other unpaid leave. If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

Other than hourly compensation, the Employee shall not receive employment benefits except as provided in Board Policy or as additionally outlined below:

- 1) Employee shall work **7.5** hours per day.
- 2) Employee shall work 176 student attendance days, two (2) professional development days, and be paid for four holidays (Labor Day, Thanksgiving, Christmas, New Year's Day.)
- 3) If applicable, \$.50 per hour additional pay for acquiring the Paraeducator Certificate or Associate's Degree or higher is included in the annual pay identified above.
- 4) This contract is subject to immediate amendment or adjustment based upon the needs of the District.

Where applicable, or where required by the District, evidence shall be provided to the District that a certificate as required by law has been registered as required by law before accepting payment of any part of the consideration under this contract. Such other records or qualifications as may be required shall be likewise submitted.

The Employee agrees to conform to all rules and policies as established by the Board or its authorized representatives. The Employee shall be subject to background checks as required by law and District policy.

This contract may be terminated by either party for any reason and without cause, by giving thirty (30) days written notice; provided, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for cause.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board, bearing the signature of the Employee, on or before the 24th day of August, 2020.

Dated August 21, 2020

Tawnia Nee
Employee

Dated: August 24, 2020

President, Board of Directors
Harlan Community School District

HARLAN COMMUNITY SCHOOL DISTRICT

Classified Staff Contract

THIS CONTRACT is entered into by and between **NELSON, JANET**, hereinafter called the Employee, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, with Administrative Offices in Harlan, Shelby County, Iowa.

The Employee agrees to serve as **Associate** in the School District for the 2020-2021 school year, with service commencing and ending on the dates designated by the Board or its duly authorized representative. Daily usage of the computerized time clock system is required. Work days, hours and duties will be designated and assigned by the supervisor. Work time will be approved by the supervisor.

In consideration for the services under this contract, the District agrees to pay the amount of **\$12.74** per hour, payable on the 20th day of each month for a period of twelve consecutive months, the first payment to be made on September 20th. The estimated annual pay is **\$18,072.60**. The monthly payment amount will be adjusted for additional time worked and reduced for hours not worked due to unexcused absence or other unpaid leave. If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

Other than hourly compensation, the Employee shall not receive employment benefits except as provided in Board Policy or as additionally outlined below:

- 1) Employee shall work **7.5** hours per day.
- 2) Employee shall work 176 student attendance days, two (2) professional development days, and be paid for four holidays (Labor Day, Thanksgiving, Christmas, New Year's Day.)
- 3) If applicable, \$.50 per hour additional pay for acquiring the Paraeducator Certificate or Associate's Degree or higher is included in the annual pay identified above.
- 4) This contract is subject to immediate amendment or adjustment based upon the needs of the District.

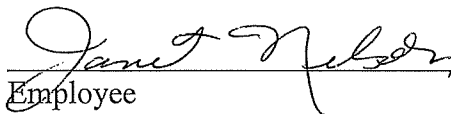
Where applicable, or where required by the District, evidence shall be provided to the District that a certificate as required by law has been registered as required by law before accepting payment of any part of the consideration under this contract. Such other records or qualifications as may be required shall be likewise submitted.

The Employee agrees to conform to all rules and policies as established by the Board or its authorized representatives. The Employee shall be subject to background checks as required by law and District policy.

This contract may be terminated by either party for any reason and without cause, by giving thirty (30) days written notice; provided, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for cause.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board, bearing the signature of the Employee, on or before the 24th day of August, 2020.

Dated 8-21-20, 2020


Employee

Dated: August 24, 2020

President, Board of Directors
Harlan Community School District

HARLAN COMMUNITY SCHOOL DISTRICT

Classified Staff Contract

THIS CONTRACT is entered into by and between **ERLEMEIER, GLORYANA**, hereinafter called the Employee, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, with Administrative Offices in Harlan, Shelby County, Iowa.

The Employee agrees to serve as **Associate** in the School District for the 2020-2021 school year, with service commencing and ending on the dates designated by the Board or its duly authorized representative. Daily usage of the computerized time clock system is required. Work days, hours and duties will be designated and assigned by the supervisor. Work time will be approved by the supervisor.

In consideration for the services under this contract, the District agrees to pay the amount of **\$12.74** per hour, payable on the 20th day of each month for a period of twelve consecutive months, the first payment to be made on September 20th. The estimated annual pay is **\$17,390.10**. The monthly payment amount will be adjusted for additional time worked and reduced for hours not worked due to unexcused absence or other unpaid leave. If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

Other than hourly compensation, the Employee shall not receive employment benefits except as provided in Board Policy or as additionally outlined below:

- 1) Employee shall work **7.5** hours per day.
- 2) Employee shall work 176 student attendance days, two (2) professional development days, and be paid for four holidays (Labor Day, Thanksgiving, Christmas, New Year's Day.)
- 3) If applicable, \$.50 per hour additional pay for acquiring the Paraeducator Certificate or Associate's Degree or higher is included in the annual pay identified above.
- 4) This contract is subject to immediate amendment or adjustment based upon the needs of the District.

Where applicable, or where required by the District, evidence shall be provided to the District that a certificate as required by law has been registered as required by law before accepting payment of any part of the consideration under this contract. Such other records or qualifications as may be required shall be likewise submitted.

The Employee agrees to conform to all rules and policies as established by the Board or its authorized representatives. The Employee shall be subject to background checks as required by law and District policy.

This contract may be terminated by either party for any reason and without cause, by giving thirty (30) days written notice; provided, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for cause.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board, bearing the signature of the Employee, on or before the 24th day of August, 2020.

Dated 8-21-20, 2020

Gloryana Erlemeier
Employee

Dated: August 24, 2020

President, Board of Directors
Harlan Community School District

HARLAN COMMUNITY SCHOOL DISTRICT

Classified Staff Contract

THIS CONTRACT is entered into by and between **RIHNER, NICCOLE**, hereinafter called the Employee, and the Board of Directors, hereinafter called the Board, of the Harlan Community School District, with Administrative Offices in Harlan, Shelby County, Iowa.

The Employee agrees to serve as **Associate** in the School District for the 2020-2021 school year, with service commencing and ending on the dates designated by the Board or its duly authorized representative. Daily usage of the computerized time clock system is required. Work days, hours and duties will be designated and assigned by the supervisor. Work time will be approved by the supervisor.

In consideration for the services under this contract, the District agrees to pay the amount of **\$12.74** per hour, payable on the 20th day of each month for a period of twelve consecutive months, the first payment to be made on September 20th. The estimated annual pay is **\$17,390.10**. The monthly payment amount will be adjusted for additional time worked and reduced for hours not worked due to unexcused absence or other unpaid leave. If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

Other than hourly compensation, the Employee shall not receive employment benefits except as provided in Board Policy or as additionally outlined below:

- 1) Employee shall work **7.5** hours per day.
- 2) Employee shall work 176 student attendance days, two (2) professional development days, and be paid for four holidays (Labor Day, Thanksgiving, Christmas, New Year's Day.)
- 3) If applicable, \$.50 per hour additional pay for acquiring the Paraeducator Certificate or Associate's Degree or higher is included in the annual pay identified above.
- 4) This contract is subject to immediate amendment or adjustment based upon the needs of the District.

Where applicable, or where required by the District, evidence shall be provided to the District that a certificate as required by law has been registered as required by law before accepting payment of any part of the consideration under this contract. Such other records or qualifications as may be required shall be likewise submitted.

The Employee agrees to conform to all rules and policies as established by the Board or its authorized representatives. The Employee shall be subject to background checks as required by law and District policy.

This contract may be terminated by either party for any reason and without cause, by giving thirty (30) days written notice; provided, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for cause.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board, bearing the signature of the Employee, on or before the 24th day of August, 2020.

Dated 8-21-20, 2020 Nicole Rihner
Employee

Dated: August 24, 2020

President, Board of Directors
Harlan Community School District

AMENDED CONTRACT OF EMPLOYMENT

This contract is entered into by and between **KONNIE SCHECHINGER** the Employee, and the Board of Directors, hereinafter called the "District" of the Harlan Community School District located at Harlan, County of Shelby, State of Iowa.

The Employee agrees to serve as **HIGH SCHOOL - SCHOOL BASED INTERVENTIONIST** in the School District for 2020-2021 school year, with service commencing and ending on the dates designated by the Superintendent of Schools and/or his designee.

In consideration for the services under this contract, the District agrees to pay the amount of **\$26,415.64** per year, (\$2,201.30 per month), payable on the 20th day of each calendar month for a period of 12 consecutive months, the first payment to be made on the 20th day of July 2020.

If service under this contract is less than the number of hours assigned, final settlement under this contract shall be made so that the total amount paid by the District for work performed under this contract shall be an amount equal to the product of the number of hours' service multiplied by the amount considered as pay for one hour of service.

This contract may be terminated by either party by giving thirty days written notice, however, this provision shall not in any way affect the right of the District, if it so elects, to terminate this contract immediately for proper cause.

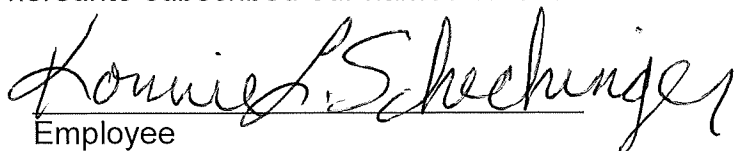
- Other Specifications: 1) Employee shall be paid 9 days holiday pay.
Holidays include New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Friday after Thanksgiving, Christmas Eve Day if it falls on a weekday, and Christmas
In addition, employee shall receive one day as a "floating holiday" during the Christmas break.
- 2) Employee is entitled to full single insurance benefits.
- 3) The District reserves the right to grant additional pay for extra hours for extraordinary circumstances.
- 4) General work hours are to be established by the Superintendent
- 5) This contract is amended to reduce 1st semester School Based Interventionist hours and add a temporary teaching contract. If the temporary teaching contract would end before the 1st semester, this contract will be adjusted accordingly to maintain a full time position within the district.

This contract shall be without force and effect unless it is in the hands of the Secretary of the District, bearing the signature of the Employee, on or before the 24th day of August, 2020.

IN TESTIMONY WHEREOF, we have hereunto subscribed our names on dates as hereinafter stated.

Dated 8-19, 2020

Dated: August 18, 2020


Employee
HARLAN COMMUNITY SCHOOLS

BY: _____
President

TEMPORARY CONTRACT WITH TEACHER

THIS TEMPORARY CONTRACT, is entered into by and between **Konnie Schechinger** hereinafter "Teacher", and the Board of Directors, hereinafter called the "Board", of the Harlan Community School District.

In consideration of a salary of **\$196.70** per school day, Teacher agrees to well and faithfully perform the duties of **MS/HS Virtual Program Teacher Coordinator** and such other duties as may be assigned by the Board or its duly authorized representative, such salary payable in expected installments of **\$3,501.40** payable on the **20th** day of each month, the first payment to be made on the **September 20, 2020**.

AND IT IS FURTHER AGREED:

1. That this Temporary Contract shall commence on the **August 18, 2020**, and shall include up to **five** months of service.
2. That an amount equal to the pay for one day of service shall be deducted for each day of service not performed if absence from duty with pay is not authorized. Available leaves of absence and other employee benefits, if applicable, shall be determined by the Board.
3. That if Teacher is lawfully discharged or is released by mutual agreement before the completion of the term, final settlement shall be made so the total amount which Teacher shall have received shall be an amount equal to the product of the number of days of service multiplied by the amount of pay for one day of service.
4. That Teacher shall attend, outside of regular school hours as established by the Board, such professional meetings as might be called by school authorities.
5. That Teacher shall present the Board Secretary with proof that he or she is qualified and properly certified to complete his or her teaching assignment and Teacher shall not accept, and the District shall not be under any obligation to pay, any part of the salary until Teacher's qualifications and certification are submitted.
6. That this contract shall be subject termination upon two weeks' notice by either party or immediately for cause. This contract shall not be subject to the provisions of Iowa Code Chapter 279.
7. That this contract shall be invalid if Teacher is under contract with another board of directors in the State of Iowa to teach covering the same period of time.

THIS CONTRACT shall be without force and effect unless it is in the hands of the Board Secretary, bearing the signature of Teacher and the President of the Board on or before **August 24, 2020**.

Date: _____

8-19-2020

Konnie Schechinger
Teacher

Date: _____

President, Board of Directors

HARLAN COMMUNITY SCHOOL DISTRICT BOARD MEETING
(For approval on 8-24-2020)

JULY 23, 2020

The Board met for a regular meeting at 5:30 p.m. on Thursday, July 23, 2020, for a regular meeting held in the Auditorium at Harlan Community High School. President Amy Rueschenberg presided with Board members Jessica Anderson, Al Hazelton, Joni Larsen, Seth Piro, Monte Schechinger, and Tarah Devlin-Lawler.

Administrators Present: Lynn Johnson, Scott Frohlich, Bill Mueller, and Jeff Moser

Media: Bob Bjoin and Amy Barrett

APPROVAL OF AGENDA: Anderson moved, seconded by Larsen, to approve the agenda. Motion carried 7-0.

DISCUSSION ITEMS: The board discussed the District 6 Board vacancy and extending the application date and Superintendent Johnson gave a staffing update.

ACTION ITEMS:

RESIGNATION OF PERSONNEL: Devlin-Lawler moved, seconded by Schechinger to approve the resignation of Marie Sauvain as HS Special Education Associate. Motion carried 7-0.

APPROVAL OF TLC CONTRACTS: Hazelton moved, seconded by Devlin-Lawler to approve the TLC contracts for Instruction Coach: Paula Kjergaard and Tanya Bruck; Behavior Coach: Dawn Vanden Berg; and Building Instructional Leaders: Shelly Christensen, Kelsey Schechinger, Kay Goshorn, Kate Applegate, Carrie Kiesel, Lynelle Bjoin, Gina Schmitz, Ann Heithoff, Paula Kjergaard, Julie Monson, Amy Kaster, Angie Spangenberg, Sandy Meyer, Joan Musich, Deb Brix, Becki Milliken, Linda Peterson, Jared Boysen, Tanya Bruck, Carmen Nelson, Andrew Sandquist, Jacie White, Holly Borkowski, Justine McCall. Motion carried 7-0.

APPROVAL OF RETURN TO LEARN PLAN: Anderson moved, seconded by Schechinger to approve the Return to Learn Plan as presented. Motion carried 7-0.

APPROVAL OF CONSENT AGENDA: Devlin-Lawler moved, seconded by Larsen to approve the consent agenda as presented. This included the minutes from the previous board meetings, accounts payable for June and July, July General Fund (Operating Warrants), Trust Fund Warrants, Agency Fund Warrants, and Physical Plant and Equipment Fund Warrants. The approved warrants are as follows:

OPERATING FUND

AHLERS & COONEY, P.C.

LEGAL SERVICES

809.50

ALL AMERICAN SPORTS CORP.	SUPPLIES	5,759.80
AMAZON SYNCHRONY BANK	NON-PUBLIC COVID RELIEF SUPPLIES	1,669.43
APPLIED EDUCATIONAL SYSTEMS	SOFTWARE LICENSE	799.00
BAXTER LUMBER AND HARDWARE	SUPPLIES	109.04
BOMGAARS	SUPPLIES	300.92
BONINE GARAGE DOORS	REPAIRS	5,975.00
BOYER VALLEY COMMUNITY SCHOOL DISTRICT	SPED BILLING	8,305.20
CAMBIUM LEARNING	SUPPLIES	231.88
CAMBLIN PLUMBING & HEATING, INC.	REPAIRS	1,385.39
CCP INDUSTRIES	COVID SUPPLIES	636.56
CDW GOVERNMENT INC.	NON-PUBLIC COVID RELIEF SUPPLIES	3,838.78
CENGAGE LEARNING	SOFTWARE LICENSE	440.00
CINTAS	LAUNDRY	91.60
COLLEGE ENTRANCE EXAM BOARD	TEST MATERIALS	295.00
CONTROL SERVICES INC.	PURCHASED SERVICES	182.20
COUNCIL BLUFFS COMMUNITY SCHOOL DISTRICT	SPED BILLING	1.74
CULLIGAN	SUPPLIES	1,130.00
DIAMOND VOGEL	PAINT	143.16
DRIVE SAFELY LLC	PURCHASED SERVICES	15,980.00
EASTERN NEBRASKA HUMAN SERVICES	SPED BILLING	2,752.00
ED M. FELD EQUIPMENT CO.	PURCHASED SERVICES	178.50
EMPIRICAL RESOLUTION, INC.	SUPPLIES	80.00
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	3,792.71
FLINN SCIENTIFIC INC.	MATERIALS	527.89
GABRIEL FIRST CORP.	SUPPLIES	3,502.83
GREATAMERICA FINANCIAL SERVICES	COPIER LEASES	1,585.00
GREEN HILLS AEA	PURCHASED LIBRARIAN SERVICES	3,770.33
HARLAN MUNICIPAL UTILITIES	UTILITIES	27,053.72
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	403.58
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	4,331.25
HEARTLAND CARPET CLEANING	PURCHASED SERVICES	5,387.40
IKM MANNING COMMUNITY SCHOOL DISTRICT	SPED BILLING	14,446.07
IOWA ASSOCIATION OF SCHOOL BOARDS	MEMBERSHIP	5,781.00
IOWA SCHOOL FINANCE INFORMATION SYSTEMS	MEMBERSHIP	2,747.65
IOWA WESTERN COMMUNITY COLLEGE	CON-CURRENT ENROLLMENT CLASSES	104,356.50
JMC COMPUTER SERVICE INC.	SUPPLIES	183.85
K-LOG, INC.	EQUIPMENT	931.63
KLAASSEN, KELLI	REIMBURSEMENT FOR COVID SUPPLIES	30.39
KROGER & SONS HAULING, LLC	GARBAGE COLLECTION	500.00
KRUSE REFRIGERATION & ELECTRIC	PURCHASED SERVICES	136.00
LIFESCAPE - CHILDREN'S CARE	SPED BILLING	17,376.00
MADISON NATIONAL LIFE	EMPLOYEE INSURANCE	2,902.66
MARCHING WAREHOUSE	PURCHASED SERVICES	1,330.00
MCGRAW-HILL	MATERIALS/TEXTBOOKS	85.02
MEINERS PLUMBING AND HEATING	PURCHASED SERVICES	3,293.07
MEYER, MALLORY	REIMB. PREPAID WELLNESS CENTER FEES	56.40
MID AMERICAN ENERGY	UTILITIES	10.00
MURPHY SIGNS	PURCHASED SERVICES	554.00
NELSON FARM SUPPLY	SUPPLIES	88.30

NEW BOHEMIAN INNOVATION	REGISTRATION	2,000.00
NEWCOMB, MATTHEW	PHONE REIMBURSEMENT	120.00
O'KEEFE ELEVATOR COMPANY, INC.	ELEVATOR INSPECTION	466.88
OMAHA TRUCK CENTER, INC.	PARTS	170.81
PAPER CORPORATION	SUPPLIES	1,312.48
PERFECTION LEARNING CORP.	MATERIALS	509.98
PITSCO, INC.	MATERIALS	695.00
PITTS FAMILY & SPORTS CHIROPRACTIC	EMPLOYEE PHYSICALS	665.00
PREMIER FURNITURE & EQUIPMENT LLC	EQUIPMENT	6,600.00
QUILL CORPORATION	SUPPLIES	394.53
ROGERS PEST CONTROL LLC	PEST CONTROL	196.00
SAVVAS	MATERIALS	3,175.78
SCHOLASTIC INC.	MATERIALS	631.84
SCHOOL HEALTH CORPORATION	COVID SUPPLIES	2,432.46
SCHOOL SPECIALTY, INC.	SUPPLIES	3,565.35
SHELBY COUNTY SOLID WASTE AGENCY	GARBAGE	26.50
SPORTSGRAPHICS, INC.	SUPPLIES	2,350.00
STAPLES	SUPPLIES	1,137.64
STORM LAKE COMMUNITY SCHOOL DISTRICT	SPED BILLING	40,393.36
STUDER HARLAN DO IT BEST HARDWARE	SUPPLIES	618.26
SWANK MOVIE LICENSING	LICENSE FEES	1,904.00
TOTAL ADMINISTRATIVE SERVICES CORP.	FLEX ENROLLMENT FEE	811.05
TRICENTER COMMUNITY SCHOOL DISTRICT	SPED BILLING	16,515.98
U.S. CELLULAR	PURCHASED SERVICES	1,157.50
ULTIMATE DRILL BOOK	PURCHASED SERVICES	950.00
US PLASTIC CORP.	COVID SUPPLIES	295.99
VERIZON WIRELESS	TELEPHONE SERVICE	613.04
VISUAL EDGE INC. DBA COUNSEL OFFICE	COPIER LEASES	354.46
W.W. GRAINGER, INC.	SUPPLIES AND COVID SUPPLIES	6,661.35
WELLMARK BLUE CROSS/BLUE SHIELD	EMPLOYEE INSURANCE	126,558.73
WIESER EDUCATIONAL, INC.	MATERIALS	325.42
WOODBINE COMMUNITY SCHOOL DISTRICT	OPEN ENROLLMENT 2ND SEMESTER	3,531.25
STUDENT ACTIVITY FUND		
ALL AMERICAN SPORTS CORP.	SAFETY EQUIPMENT	8,229.07
BACUS, JOHN	OFFICIATING	140.00
BRUCK, JAMES	OFFICIATING	90.00
BSN SPORTS	SUPPLIES	570.36
BUSCH, SCOTT	OFFICIATING	140.00
CONRAD, DARRELL	OFFICIATING	120.00
FLORAL ELEGANCE AND UNIQUE GIFTS	SUPPLIES	135.00
FORT DODGE COMMUNITY SCHOOL DISTRICT	ENTRY FEE	75.00
FREED, WAYNE	OFFICIATING	120.00
FREKING, ROMAN	OFFICIATING	140.00
GLS & ASSOC.	OFFICIATING	120.00
GRADOVILLE, RON	OFFICIATING	140.00
HANDY, JAMES	OFFICIATING	140.00
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	69.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	528.41

HAWKINSON, BOB	OFFICIATING	120.00
HAYNES, AUSTAN	OFFICIATING	140.00
HOOGESTRAAT, J.D.	OFFICIATING	240.00
IOWA ASSOCIATION OF TRACK COACHES	REGISTRATION	50.00
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	SUPPLIES	162.00
JONES, RON	OFFICIATING	120.00
KENKEL, DONNIE	OFFICIATING	140.00
LANGUAGE TESTING INTERNATIONAL	TESTING FEES	5.00
MCDERMOTT, MIKE	OFFICIATING	140.00
MCLAUGHLIN, WILL	OFFICIATING	90.00
NAHNSEN, JOHN	OFFICIATING	240.00
NICKLAUS, TROY	OFFICIATING	120.00
OSBORN, ZACH	OFFICIATING	280.00
PETERSEN, TRACE	OFFICIATING	85.00
ROMINE, RON	OFFICIATING	240.00
SANOW, BRETT	OFFICIATING	140.00
SCHMIDT, DON	OFFICIATING	120.00
SHANTZ, STEVE	OFFICIATING	225.00
TAYLOR, DUSTIN	OFFICIATING	140.00
VEJVODA, JOHN	OFFICIATING	120.00
WOHLERS, KEITH	OFFICIATING	140.00

MANAGEMENT FUND

THE AGENCY	INSURANCE	266,906.50
EMC INSURANCE CASUALTY COMPANY	WORKERS COMPENSATION DEDUCTIBLE	424.36
TRAVIS, LEANNE	RETIREE INSURANCE BENEFIT	3,000.00
TUCKER, BRENT	RETIREE INSURANCE BENEFIT	2,500.00
ZACCONE, KIM	RETIREE INSURANCE BENEFIT	2,500.00

CAPITAL FUNDS PROJECT

EDUSPIRE SOLUTIONS, LLC	SOFTWARE RENEWAL	3,000.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	272.84
ITSAVVY LLC	SOFTWARE RENEWAL	8,000.00
JAMF	SOFTWARE RENEWAL	1,325.50
THINKSPACE IT	COMPUTERS	27,541.80

PHYSICAL PLANT & EQUIPMENT

COMBUSTION CONTROL CO.	REPAIRS	1,987.30
CONTROL SERVICES INC.	PURCHASED SERVICES	3,979.40
FRONTLINE TECHNOLOGIES GROUP, LLC	SOFTWARE RENEWAL	9,554.22
INTERFACE AMERICAS, INC	CARPET	254.71
KS STATEBANK	COMPUTER LEASE	52,369.00
MEINERS PLUMBING AND HEATING	PURCHASED SERVICES	10,135.00
RIEMANN MUSIC, INC.	REPAIRS	194.00
RIVERSIDE TECHNOLOGIES, INC.	SUPPLIES	9,153.00
STEVE WEISS MUSIC	REPAIRS	246.85

DEBT SERVICE FUND

UMB BANK, NA	LOAN PROCESSING FEES	300.00
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SCHOOL NUTRITION FUND

COUNTRY VIEW DAIRY	SUPPLIES	84.00
EARTHGRAINS COMPANY	SUPPLIES	116.76
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	30.64
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	55.50
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	4.47
HARRIS SCHOOL SOLUTIONS	MERCHANT PROCESSING	14.30
HILAND DAIRY	SUPPLIES	182.92
JORGE'S ORGANICS, FIOG	SUPPLIES	105.00
LARSEN SUPPLY COMPANY	SUPPLIES	379.65
MARTIN BROS. DISTRIBUTING CO.	SUPPLIES	12,410.67
MEINERS PLUMBING AND HEATING	PURCHASED SERVICES	1,410.23

POLICY REVIEW/APPROVAL – SECOND/FINAL READING: Devlin-Lawler moved, seconded by Larsen to approve the second and final reading of policies as presented. Policy 602.4 – Pilot – Experimental – Innovative Projects; Policy 603.1 – Basic Instruction Program; Policy 603.2 – Summer School Instruction; Policy 603.5E1 – Human Growth and Development Student Excuse Form; Policy 603.8 – Teaching About Religion; Policy 603.8R1 – Teaching about Religion Regulation – Religious Holidays; Policy 603.9 – Academic Freedom; Policy 603.9R1 – Teaching Controversial Issues; Policy 604.2 – Individualized Instruction; Policy 604.8 – Foreign Students; Policy 604.9 – Home School Assistance Program; Policy 606.1 – Class Size – Class Grouping; Policy 606.2 – School Ceremonies and Observances; Policy 606.3 – Animals in the Classroom; Policy 606.4 – Student Production of Materials and Services; Policy 606.5 – Student Field Trips and Excursions; Policy 607.1 – Student Guidance and Counseling Program; and Policy 607.2R1 – Student Health Services Regulation are new policies that are officially adopted. Policy 501.14 – Open Enrollment Transfers – Procedures as a Sending District; Policy 603.6 – Physical Education; Policy 604.1 – Private Instruction; Policy 604.4 – Program for At-Risk Students; Policy 604.7 – Dual Enrollment; Policy 605.6 – Internet – Appropriate Use; Policy 605.6E1 – Internet Access Permission Letter to Parents; Policy 605.6R1 – Computer/Network/Internet Use Regulation are current policies that the board adopted the final revisions.

FIRST READING

Policy 409.2E1 – Emergency Paid Sick Leave Request Form; Policy 409.2E2 – Expanded Family and Medical Leave Request Form; Policy 501.9 – Student Absences – Excused; Policy 501.9E1 – Request for Remote Learning Request Form; Policy 601.2 – School Day; Policy 604.11 – Appropriate Use of Online Learning Platforms; Policy 907 – District Operation During Public Emergencies; Policy 907.R1 – District Operation During a Public Health Emergency Regulation are all new policies that will be officially adopted after the second and final reading at the next meeting. Motion carried 7-0.

ADJOURNMENT: Larsen moved, seconded by Piro to adjourn. Motion carried 7-0 and the meeting was adjourned at 8:46 p.m.

Next Meeting: – August 10, 2020, 5:30 p.m.

Board President

Board Secretary

HARLAN COMMUNITY SCHOOL DISTRICT BOARD MEETING
(For approval on 8-24-2020)

AUGUST 10, 2020

The Board met for a regular meeting at 5:30 p.m. on Monday, August 10, 2020, in the Media Center at Harlan Community High School. President Amy Rueschenberg presided with Board members Jessica Anderson, Al Hazelton, Joni Larsen, and Monte Schechinger present. Seth Piro entered the meeting after it began.

Administrators Present: Lynn Johnson, Scott Frohlich, Davis Pattee, Bill Mueller, Jeff Moser, and Ann Heithoff

Media: Alan Mores and Brian Taylor

APPROVAL OF AGENDA: Larsen moved, seconded by Hazelton, to approve the agenda. Motion carried 5-0.

DISCUSSION ITEMS: The board discussed the district's Return to Learn plan and beginning the school year in a Hybrid model for the MS/HS students for the first two weeks of school. Mrs. Johnson shared a personnel update with the board.

Piro entered at 5:44 p.m.

ACTION ITEMS:

RESIGNATION OF PERSONNEL: Anderson moved, seconded by Schechinger to approve the resignation of Jennifer Wright as HS Special Education Associate; Julie Armentrout as MS Special Education Associate; and Jane Klein as Elementary School Nurse. Motion carried 6-0.

EMPLOYMENT OF PERSONNEL: Hazelton moved, seconded by Piro to approve the employment of Rose Smith as Elementary Food Service. Motion carried 6-0.

APPROVAL OF SUBSTITUTE TEACHER RATE: Piro moved, seconded by Anderson to approve the recommendation to increase the daily substitute teacher rate to \$135/day. Motion carried 6-0.

APPOINTMENT OF DISTRICT 6 BOARD MEMBER: Larsen moved, seconded by Schechinger to approve the appointment of Joe Herzberg as the District 6 Board Member to fill the vacancy created with Devlin-Lawler's resignation. Motion carried 6-0.

APPROVAL OF HANDBOOKS: Hazelton moved, seconded by Schechinger to approve the 2020-21 handbooks as presented. Motion carried 6-0.

APPROVAL OF CONSENT AGENDA: Anderson moved, seconded by Larsen to approve the non-personnel contract with Rising Hope Academy Therapeutic Classroom – IKM-Manning School District (in partnership with Green Hills AEA) and the AHSTW and Harlan Community School District. Motion carried 6-0.

UPCOMING EVENTS AND COMMUNITY UPDATES: The board discussed the upcoming building parent meetings held over zoom on August 11th (Elementary), August 12th (Middle School), and August 13th (High School). The Zoom links are posted on the district website.

ADJOURNMENT: Anderson moved, seconded by Schechinger to adjourn. Motion carried 6-0 and the meeting was adjourned at 6:35 p.m.

Next Meeting: – August 24, 2020, 2020, 5:30 p.m. – Media Center – High School

Board President

Board Secretary

**HARLAN COMMUNITY SCHOOL DISTRICT
BILLS FOR BOARD APPROVAL
AUGUST 24, 2020**

OPERATING FUND

AHLERS & COONEY, P.C.	LEGAL SERVICES	1,168.00
ALPINE NET CORPORATION	COVID SUPPLIES	6,873.75
BAXTER LUMBER AND HARDWARE	SUPPLIES	642.96
BOMGAARS	SUPPLIES	542.38
CARQUEST	PARTS	905.91
CINTAS	LAUNDRY	91.60
CJ STORK PROPERTIES, LLC	FACILITY RENTAL	750.00
CUMMINS SALES AND SERVICE	REPAIRS	1,282.39
CYCLONE CUSTOM PRINTS	COVID SUPPLIES	355.00
DELTA DENTAL	EMPLOYEE INSURANCE	15,032.67
ED M. FELD EQUIPMENT CO.	PURCHASED SERVICES	2,387.67
FARM SERVICE COOP	SUPPLIES	42.00
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	3,792.71
FIRST LIGHT SAFETY PRODUCTS	COVID SUPPLIES	660.00
FOLLETT SCHOOL SOLUTIONS, INC.	PURCHASED SERVICES	2,288.01
GRAPHIC EDGE	COVID SUPPLIES	6,125.00
GREATAMERICA FINANCIAL SERVICES	COPIER LEASES	1,585.00
HARLAN COMMUNITY SCHOOLS NUTRITION FUND	SUPPLIES	558.00
HARLAN MUNICIPAL UTILITIES	UTILITIES	34,650.01
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	362.56
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	18,652.84
HINELINE HOME FURNISHINGS	SUPPLIES	32.10
INTRADO INTERACTIVE SERVICES CORP.	SOFTWARE RENEWAL	6,351.80
IOWA SCHOOL FINANCE INFORMATION SYSTEMS	BACKGROUND CHECKS	88.50
KROGER & SONS HAULING, LLC	GARBAGE COLLECTION	700.00
LIFESCAPE - CHILDREN'S CARE	SPED BILLING	11,092.00
MADISON NATIONAL LIFE	EMPLOYEE INSURANCE	2,646.21
MARTIN BROS. DISTRIBUTING CO.	SUPPLIES	200.00
MCCORMIK'S GROUP LLC	MATERIALS	672.09
MEINERS PLUMBING AND HEATING	PURCHASED SERVICES	623.22
MID AMERICAN ENERGY	UTILITIES	10.22
O'REILLY AUTOMOTIVE INC.	PARTS	129.72
OMAHA TRUCK CENTER, INC.	PARTS	3,341.74
OUR OWN UPHOLSTERY	PURCHASED SERVICES	125.00
ROGERS PEST CONTROL LLC	PEST CONTROL	196.00
SCHOOL BUS SALES	PARTS	246.67
SCHOOL HEALTH CORPORATION	SUPPLIES	56.76
SHELBY COUNTY SOLID WASTE AGENCY	GARBAGE	10.00
SHIFFLER EQUIPMENT SALES, INC	SUPPLIES	210.97
SORENSEN EQUIPMENT CO.	REPAIRS	2,485.70
STUDER HARLAN DO IT BEST HARDWARE	SUPPLIES	930.97
TOTAL ADMINISTRATIVE SERVICES CORP.	FLEX ENROLLMENT FEE	108.36
U.S. CELLULAR	PURCHASED SERVICES	422.20
VERIZON WIRELESS	TELEPHONE SERVICE	614.50
VISUAL EDGE INC. DBA COUNSEL OFFICE	COPIER LEASES	443.09
VITA PERSONA	COVID SUPPLIES	2,082.98
W.W. GRAINGER, INC.	SUPPLIES AND COVID SUPPLIES	3,295.34
WELLMARK BLUE CROSS/BLUE SHIELD	EMPLOYEE INSURANCE	130,430.89

STUDENT ACTIVITY FUND

ALL AMERICAN SPORTS CORP.	SUPPLIES	875.41
BONSALL TV & APPLIANCE, INC.	EQUIPMENT	4,829.80

HARLAN COMMUNITY SCHOOL DISTRICT
BILLS FOR BOARD APPROVAL
AUGUST 24, 2020

CITY OF HARLAN	FACILITY LEASE	4,000.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	1,425.59
HUDL	SOFTWARE RENEWAL	1,000.00
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	TICKET SALES	1,237.00
IOWA HIGH SCHOOL ATHLETIC ASSOCIATION	TICKET SALES	3,751.00
IOWA HIGH SCHOOL SPEECH ASSOCIATION	REGISTRATION	58.00
JOSTENS INC.	SUPPLIES	1,046.06
LANGUAGE TESTING INTERNATIONAL	REGISTRATION	39.00
LOU'S SPORTING GOODS	SUPPLIES	80.85
PIZZA RANCH	SUPPLIES	5,723.80
SHELBY COUNTY SOLID WASTE AGENCY	GARBAGE	8.00
SIDELINE POWER LLC	PURCHASED SERVICES	2,590.00
UPTOWN SPORTING GOODS	SUPPLIES	2,811.83
 CAPITAL FUNDS PROJECT		
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	3,865.04
 PHYSICAL PLANT & EQUIPMENT		
BURGER CONSTRUCTION	PURCHASED SERVICES	1,600.00
CONTROL SERVICES INC.	PURCHASED SERVICES	1,786.70
GETZSCHMAN HEATING, LLC	PURCHASED SERVICES	4,163.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	877.60
INTERFACE AMERICAS, INC.	CARPET	2,562.48
MEINERS PLUMBING AND HEATING	PURCHASED SERVICES	6,255.98
RIEMANN MUSIC, INC.	REPAIRS	226.38
RIVERSIDE TECHNOLOGIES, INC.	REPAIRS	530.00
 SCHOOL NUTRITION FUND		
EARTHGRAINS COMPANY	SUPPLIES	328.30
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	30.64
GRUBER, ALISHA	LUNCH REFUND	114.80
HARRIS SCHOOL SOLUTIONS	MERCHANT PROCESSING	47.30
HILAND DAIRY	SUPPLIES	728.71
KASSINGER, JAMIE	LUNCH REFUND	14.65
MARTIN BROS. DISTRIBUTING CO.	SUPPLIES	8,946.04
RAPIDS	SUPPLIES	86.24

HARLAN COMMUNITY SCHOOL DISTRICT
P-CARD FOR BOARD APPROVAL
AUGUST 24, 2020

24HOURWRISTBANDS - SUPPLIES	39.90
AMAZON - SUPPLIES	5,877.30
B&H PHOTO - SUPPLIES	732.39
BLING IT ON CHEER - SUPPLIES	101.76
BORDER FARE - SUPPLIES	43.40
BOMGAARS - SUPPLIES	102.61
BOOKS RUN - SUPPLIES	81.92
BUREAU OF EDUCATION - SUBSCRIPTION	558.00
CASEYS - SUPPLIES	51.31
DR AVID TECH - SUPPLIES	10.59
FAREWAY - SUPPLIES	750.00
FOLLETT - SUPPLIES	121.82
HARLAN DO IT BEST - SUPPLIES	159.16
HP.COM - SUPPLIES	289.42
HUDL - SUBSCRIPTION	3,800.00
HYVEE - SUPPLIES	856.99
IOWA STATE FAIR - ENTRY FEE	55.00
K&J MAGNETICS - SUPPLIES	98.04
MCDONALDS - SUPPLIES	78.74
OMNI CHEER - SUPPLIES	125.96
ORSCHELN - SUPPLIES	32.04
BARNACLE.COM - SUPPLIES	240.95
PHYSICAL EDUCATION EQUIPMENT - SUPPLIES	60.90
PLAGSCAN - SUBSCRIPTION	393.12
POSITIVE PROMOTIONS - SUPPLIES	52.45
PROJECT LEAD THE WAY - SUBSCRIPTION	1,200.00
REMINDERBAND - SUPPLIES	109.00
ROBOMATTER.COM - SUPPLIES	49.00
SAGE PUBLICATION - SUPPLIES	135.94
SCHOLASTIC - SUPPLIES	89.00
SCHOOL SPECIALTY - SUPPLIES	906.99
SOLUTION TREE - SUPPLIES	419.25
SPORTSGRAPHICS - SUPPLIES	4,581.00
STEVE WEISS MUSIC - SUPPLIES	347.38
STORAGECRAFT - SUBSCRIPTION	454.80
SUBWAY - SUPPLIES	147.81
SUPERIOR CHEER - SUPPLIES	735.10
US PLASTIC CORP - COVID SUPPLIES	295.99
US POSTAL SERVICE - POSTAGE	620.00
ZOOM - SUBSCRIPTION	16.04
	<u>24,821.07</u>