

HARLAN COMMUNITY SCHOOL DISTRICT BUDGET HEARING MINUTES
(For approval on 04.20.2022)

March 21, 2022

The Board met for a budget hearing meeting at 5:15 p.m. on Monday, March 21, 2022, in the Boardroom at Harlan Community High School. President James Reischl presided with Board members Al Hazelton, Joe Herzberg, Greg Bladt, Jade Albertsen and Joni Larsen. Board members absent: Monte Schechinger

Administrators Present: Jenny Barnett, Scott Frohlich, Jeff Moser and Bill Mueller

Media: Jonathan North and Josh Byers

APPROVAL OF AGENDA: Larsen moved, seconded by Herzberg, to approve the agenda. Motion carried 6-0.

PRESENTATION OF THE 2022-2023 BUDGET: No oral or written comments were received from the public.

ADJOURNMENT: Albertsen moved, seconded by Hazelton to adjourn. Motion carried 6-0 and the meeting was adjourned at 5:47 p.m.

HARLAN COMMUNITY SCHOOL DISTRICT BOARD MEETING
(For approval on 04.20.2022)

March 21, 2022

The Board met for a regular meeting at 5:48 p.m. on Monday, March 21, 2022, in the Boardroom at Harlan Community High School. President James Reischl presided with Board members Al Hazelton, Joe Herzberg, Greg Bladt, Jade Albertsen and Joni Larsen. Board members absent: Monte Schechinger

Administrators Present: Jenny Barnett, Scott Frohlich, Jeff Moser and Bill Mueller

Media: Jonathan North and Josh Byers

APPROVAL OF AGENDA: Albertsen moved, seconded by Herzberg, to approve the amended agenda to remove the 2022-2023 calendar and change the budget year to 2022-2023. Motion carried 6-0.

DISCUSSION ITEMS:

The building principals highlighted outstanding student achievements. Dr. Barnett gave updates on the preschool contract with Headstart and the process of redistricting based on new census numbers.

ACTION ITEMS:

APPROVAL OF PERSONNEL REPORT: Larsen moved, seconded by Bladt to approve the Personnel Report as presented.

RESIGNATIONS: Doug Renkly, Head Cross Country Coach, Peggy Carlson, Middle School Baker, effective the end of the 2021-22 school year, Joan Musich, Student Council Advisor, effective the end of the 2021-22 school year, Chad Swanson, 8th Grade Volleyball Coach, June Schleimer, Special Olympics Coordinator

NEW HIRES: Lindsey Baughman, Head Middle School Girls Track - \$2,820.13, Eva Laver, Special Olympics K-12 Coordinator & Delegate Manager 2022-23 - \$4,054.44, Brenda Montgomery - High School Cook - \$4,030.29, Amber Nicholson - High School Math - MA, Step 12 - \$65,992.05, Madison Schettler - High School Special Education - BA+12, Step 5 - \$51,125.77, Jaden Vander Berg - High School Counselor - MA, Step 1 - \$48,956.28, Heather Lewis - High School Language Arts - MA+18, Step 17 - \$75,959.21, Savannah Sheets - High School Language Arts - BA, Step 5 - \$49,773, Steve Sauvain, Educational Director - \$116,000 annually, Nicole Holst, Elementary Teacher, BA+12, Step 12 - \$62,951.22, Susan Berndt, Middle School Girls Assistant Track Coach - \$1,990.68.

NEW SUBSTITUTES: Aleda Renter, para - \$10.33 per hour, Elsie Bieker, cook - \$10.00 per hour. Motion carried 6-0.

APPROVAL OF THE 2022-2023 BUDGET. Herzberg moved, seconded by Bladt to approve the budget for the 2022-2023 fiscal year. Motion carried 6-0.

APPROVAL OF THE BUDGET GUARANTEE RESOLUTION. Albertsen moved, seconded by Hazelton to approve the budget guarantee resolution. Motion carried 6-0.

POLICY REVIEW SCHEDULE:

POLICY REVIEW - SECOND READING: Larsen moved, seconded by Herzberg to approve the first reading for policies: 208.E1 Ad Hoc Committees Exhibit, 209.01 Development of Policy, 209.02 Adoption of Policy, 209.03 Dissemination of Policy, 209.04 Suspension of Policy, 209.05 Administration in the Absence of Policy, 209.06 Review and Revision of Policy, 209.07 Review of Administrative Regulations, 210.01 Annual Meeting, 210.02 Regular Meeting, 210.03 Special Meeting, 210.04 Work Sessions, 210.05 Meeting Notice, 210.06 Quorum, 210.07 Rules of Order, 210.08 Rules of Order Regulation, 409.02 Licensed Employee Personal Illness Leave. Motion carried 6-0.

POLICY REVIEW - FIRST READING: Hazelton moved, seconded by Albertsen to approve the first reading for policies: 210.08 Board Meeting Agenda, 210.08 E1 Board Meeting Agenda Example, 210.09 Consent Agenda, 210.10 Order of the Regular Board of Directors' Meeting, 211 Open Meetings, 212 Closed Sessions, 213 Public Participation in Board Meetings, 213: R1 Public Complaints, 214 Public Hearings, 215 Board of Directors' Records, 215. E1 Board Meeting Minutes, 216.01 Association Membership, 216.02 Board of Directors' Member Development and Training, 216.03 Board of Directors' Member Compensations and Expenses, 217 Gifts to Board of Directors, 300 Role of School District Administrators, 301.01 Management. Motion carried 6-0.

APPROVAL OF MEMORANDUM OF UNDERSTANDING - SCHOOL RESOURCE OFFICER PROGRAM WITH SHELBY COUNTY. Albertsen moved, seconded by Bladt to approve the Memorandum of Understanding - School Resource Officer Program with Shelby County. Motion carried 6-0.

APPROVAL OF THE BEVERAGE CONTRACT WITH ATLANTIC BOTTLING COMPANY. Larsen moved, seconded by Hazelton to approve the beverage contract with Atlantic Bottling. Motion carried 6-0.

APPROVAL OF CONSENT AGENDA: Albertsen moved, seconded by Bladt to approve the consent agenda as presented. This included the minutes from the previous board meetings, accounts payable for February and March General Fund (Operating Warrants), Trust Fund Warrants, Student Activity Fund Warrants, Agency Fund Warrants, Physical Plant and Equipment Fund Warrants. Motion carried 6-0. The approved warrants are as follows:

OPERATING FUND		
BELIN-BLANK CENTER	REGISTRATION	742.00
BOB ROGERS TRAVEL AGENCY	TRAVEL	280.00
BOMGAARS	SUPPLIES	171.68
CAPITAL SANITARY SUPPLY	SUPPLIES	2,606.30
CARDINAL SUPPLIES AND FRESHENERS	AIR FRESHENERS	161.50
CAROLINA BIOLOGICAL SUPPLY CO.	SUPPLIES	396.61
CARQUEST	PARTS	956.49
CARROLL CONTROL SYSTEMS INC.	PURCHASED SERVICES	751.85
CINTAS	LAUNDRY	208.00
CONTROL SERVICES INC.	PURCHASED SERVICES	58,670.00
CUMMINS SALES AND SERVICE	REPAIRS	6,174.22
CUMMINS SALES AND SERVICE	REPAIRS	1,868.37
DENISON COMMUNITY SCHOOL DISTRICT	ENTRY FEES	160.00
DICK BLICK	MATERIALS	174.97
EASTERN NEBRASKA HUMAN SERVICES	SPED BILLING	3,420.00
ED M. FELD EQUIPMENT CO.	PURCHASED SERVICES	827.00
FARM SERVICE COOP	FUEL	12,172.92
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	3,664.52
FOUR SEASONS TRAVEL	TRAVEL	1,883.88
FOX MACHINE SHOP	PURCHASED SERVICES	27.22
GREATAMERICA FINANCIAL SERVICES	COPIER LEASES	1,585.00
HARLAN AUTO MART	REPAIRS	573.05
HARLAN DO IT BEST HARDWARE	SUPPLIES	95.26
HARLAN MUNICIPAL UTILITIES	UTILITIES	39,790.27
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	10,286.49
IOWA ASSOCIATION OF SCHOOL BOARDS	REGISTRATION	270.00
IOWA FCCLA	REGISTRATION	280.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	REGISTRATION	545.00
IOWA SCHOOL FINANCE INFORMATION SYSTEMS	BACKGROUND CHECKS	72.00
IOWA TESTING PROGRAMS	TESTING MATERIALS	3,912.00
J.W. PEPPER & SON, INC.	MATERIALS	211.99
JUNIOR LIBRARY GUILD	SUPPLIES	90.00

KELLER, GARY	PURCHASED SERVICES	150.00
KELLY, BROGHAN	FUEL	30.00
KROGER & SONS HAULING, LLC	GARBAGE COLLECTION	2,275.00
MADISON NATIONAL LIFE	EMPLOYEE INSURANCE	2,986.96
MATHESON TRI-GAS INC	MATERIALS	573.67
MIDTOWN DOORS AND SERVICES LLC	EQUIPMENT	4,935.00
NAPA	SUPPLIES	697.99
O'REILLY AUTOMOTIVE INC.	PARTS	60.44
PITTS FAMILY & SPORTS CHIROPRACTIC	EMPLOYEE PHYSICALS	380.00
PLUNKETT'S PEST CONTROL	PEST CONTROL	212.00
QUALITY AUTO REPAIR AND TOWING	PURCHASED SERVICES	1,520.00
RIVERSIDE TECHNOLOGIES, INC.	COMPUTERS	258,260.00
RSM US LLP	PURCHASED SERVICES	709.00
SCHOOL ADMINISTRATORS OF IOWA	REGISTRATION	195.00
SCHROER & ASSOCIATES, P.C.	AUDIT FEE	5,250.00
STA-BILT CONSTRUCTION COMPANY	SNOW REMOVAL	2,755.75
STALZER, LANDON	FUEL	67.00
STAPLES	SUPPLIES	116.05
TIMBERLINE BILLING SERVICES LLC	MEDICAID BILLING SERVICES	2,433.55
TRUCK CENTER COMPANIES, INC.	REPAIRS	19,657.11
VERIZON WIRELESS	TELEPHONE SERVICE	414.91
VETTER EQUIPMENT CO.	PARTS	519.82
VISUAL EDGE INC. DBA COUNSEL OFFICE	COPIER LEASES	2,012.01
W.W. GRAINGER, INC.	SUPPLIES	2,008.99
WALSH DOOR & HARDWARE	SUPPLIES	315.00
WELLMARK BLUE CROSS/BLUE SHIELD	EMPLOYEE INSURANCE	134,482.00
WINGS REPAIR CENTER	PURCHASED SERVICES	516.55
STUDENT ACTIVITY FUND		
AMERICAN CANCER SOCIETY	FUNDRAISING PAYMENT	569.84
ANIMAL RESCUE LEAGUE OF HARLAN	FUNDRAISING PAYMENT	569.84
ARP, CORY	OFFICIATING	75.00
ATLANTIC BOTTLING CO.	SUPPLIES	1,510.98
AVERY BROTHERS SIGN COMPANY	SUPPLIES	380.00
BSN SPORTS	SUPPLIES	3,606.05
COLLEEN'S DREAM	FUNDRAISING PAYMENT	125.00
CORE-MARK MIDCONTINENT, INC	SUPPLIES	245.71
CYCLONE CORNER	SUPPLIES	525.00
ERNST, LOGAN	OFFICIATING	140.00
FAIRFIELD INN AND SUITES	TRAVEL	3,429.91
GRAPHIC EDGE, LLC	SUPPLIES	1,524.26
HARLAN DO IT BEST HARDWARE	SUPPLIES	686.99
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	36.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	8,576.36
HY-VEE FOOD STORE	SUPPLIES	89.10
IOWA DONORS NETWORK	FUNDRAISING PAYMENT	569.84
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	TICKET SALES	1,722.00
IOWA HIGH SCHOOL ATHLETIC ASSN.	TICKET SALES	1,430.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	REGISTRATION	169.00
IOWA HOSA	REGISTRATION	870.00

IOWA JAZZ CHAMPIONSHIP	REGISTRATION	200.00
JOHNSON, BOB	OFFICIATING	140.00
JOSTENS INC.	SUPPLIES	4,662.31
KILGORE GIFTED CENTER	SUPPLIES	26.10
LOGO'D UP LLC	SUPPLIES	209.10
MURTAUGH, MARY ANN	PURCHASED SERVICES	100.00
MUSICH, JOAN	SUPPLIES	256.76
PIZZA RANCH	SUPPLIES	263.00
ROSMANN FAMILY FARMS	SUPPLIES	107.03
SCHIEFFER, HARLEY	PURCHASED SERVICES	500.00
SCHOLASTIC BOOK FAIR	BOOK FAIR	4,048.43
SPRINGMAN, CAMERON	SUPPLIES	76.98
THUNDERBOWL	PURCHASED SERVICES	100.00
VANDERLOO, TYLER	OFFICIATING	140.00
ZANDER INK	SUPPLIES	2,174.50
CAPITAL FUNDS PROJECT		
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	128.95
PHYSICAL PLANT & EQUIPMENT		
CONTROL SERVICES INC.	PURCHASED SERVICES	3,513.75
EGGERSS MECHANICAL	PURCHASED SERVICES	367.50
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	225.12
RAY'S MID-BELL MUSIC	REPAIRS	115.90
RIEMANN MUSIC, INC.	REPAIRS	93.18
SCHMITT MUSIC CENTERS	REPAIRS	90.00
THOMAS BUS SALES, INC	BUS PURCHASE	62,995.00
SCHOOL NUTRITION FUND		
AMERICAN BOTTLING COMPANY	SUPPLIES	469.90
ANDERSON ERICKSON DAIRY CO.	SUPPLIES	8,161.05
EARTHGRAINS COMPANY	SUPPLIES	552.90
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	30.52
GOODWIN TUCKER GROUP	REPAIRS	1,796.47
HARLAN DO IT BEST HARDWARE	SUPPLIES	16.78
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	849.51
HARRIS SCHOOL SOLUTIONS	MERCHANT PROCESSING	139.70
HOBART	REPAIRS	380.00
KENKEL, MARK	SERVICES	339.38
KRUSE REFRIGERATION & ELECTRIC	PURCHASED SERVICES	782.00
MARTIN BROS. DISTRIBUTING CO.	SUPPLIES	32,679.18
RAPIDS	SUPPLIES	1,044.86
SCHOOL SPECIALTY, LLC	SUPPLIES	212.44

ADJOURNMENT: Albertsen moved, seconded by Herzberg to adjourn. Motion carried 6-0 and the meeting was adjourned at 6:20 p.m.

Next Regular Meeting: – April 20, 2022, 5:15 p.m. – Board Room

The Board met in the boardroom at 6:24 p.m. for an IASB workshop to review the board roles and responsibilities and how to perform the Superintendent's evaluation. The workshop ended at 8:47 p.m.

Board President

Board Secretary