

**HARLAN COMMUNITY SCHOOL DISTRICT**  
**BOARD OF DIRECTORS - REGULAR MEETING**  
**(For approval on August 15, 2022)**

The Board met for a regular meeting at 5:16 p.m. on Monday, July 18, 2022, in the Boardroom at Harlan Community High School. President James Reischl presided with Board members, Joni Larsen, Joe Herzberg, Greg Bladt and Jade Albertsen present. Monte Schechinger and Al Hazelton were absent.

**Administrators Present:** Jenny Barnett

**Media:** Jonathan North

**APPROVAL OF AGENDA:** Herzberg moved, seconded by Albertsen, to approve the agenda. Motion carried 5-0.

**DISCUSSION ITEMS:** Dr. Barnett updated the board on school nutrition, updates on school permits and the new Portrait of a Graduate logo.

**ACTION ITEMS:**

**APPROVAL OF THE PERSONNEL REPORT:** Bladt moved, seconded by Larsen to approve the Personnel Report. Motion carried 5-0.

**APPROVAL OF THE RESOLUTION APPROVING REVENUE PURPOSE STATEMENT, ORDERING AN ELECTION ON A REVENUE PURPOSE STATEMENT TO AUTHORIZE EXPENDITURES FROM REVENUE RECEIVED FROM THE STATE SECURE AN ADVANCED VISION FOR EDUCATION FUND, AND ORDERING THE PUBLICATION OF A NOTICE OF ELECTION.** Bladt moved, seconded by Herzberg to approve the resolution approving revenue purpose statement, ordering an election on a revenue purpose statement to authorize expenditures from revenue received from the state secure an advance vision for education fund, and ordering the publication of a notice of election. Motion carried 5-0.

**APPROVAL OF THE TRANSPORTATION SHARING AGREEMENT BETWEEN THE HARLAN COMMUNITY SCHOOL DISTRICT AND THE AHSTW COMMUNITY SCHOOL DISTRICT:** Herzberg moved, seconded by Albertsen to approve the Transportation Sharing Agreement Between the Harlan Community School District and the AHSTW Community School. Motion carried 5-0.

**APPROVAL OF THE HARLAN TEACHER PARA REGISTERED APPRENTICESHIP MEMORANDUM OF UNDERSTANDING WITH WESTERN GOVERNORS**

**UNIVERSITY:** Bladt moved, seconded by Larsen to approve the Harlan TPRA MOU with Western Governors University. Motion carried 5-0.

**APPROVAL OF THE HARLAN TEACHER PARA REGISTERED APPRENTICESHIP MEMORANDUM OF UNDERSTANDING WITH IOWA WESTERN COMMUNITY COLLEGE:**

Albertsen moved, seconded by Herzberg to approve the Harlan TPRA MOU with Iowa Western Community College. Motion carried 5-0.

**APPROVAL OF THE HARLAN TEACHER PARA REGISTERED APPRENTICESHIP MEMORANDUM OF UNDERSTANDING WITH WILLIAM PENN UNIVERSITY:**

Larsen moved, seconded by Herzberg to approve the Harlan TPRA MOU with William Penn University. Motion carried 5-0.

**APPROVAL OF ISFIS (IOWA SCHOOL FINANCE INFORMATION SYSTEM)**

**MEMBERSHIP OF \$2,243.90:** Bladt moved, seconded by Albertsen to approve the ISFIS membership. Motion carried 5-0.

**APPROVAL OF IASB (IOWA ASSOCIATION OF SCHOOL BOARDS) MEMBERSHIP**

**OF \$5,142.00:** Larsen moved, seconded by Herzberg to approve the IASB membership. Motion carried 5-0.

**APPROVAL OF RSAI (RURAL SCHOOL ADVOCATES OF IOWA) MEMBERSHIP OF**

**\$750.00:** Albertsen moved, seconded by Bladt to approve the RSAI membership. Motion carried 5-0.

**APPROVAL OF PURCHASE OF DOUGH ROUNDER:** Albertsen moved, seconded by Herzberg to approve the purchase of a dough rounder from Wilson. Motion carried 5-0.

**APPROVAL OF RESOLUTION OF FOR TRANSFER OF FOR TRANSFER OF FUNDS FOR ATHLETIC EQUIPMENT:**

Bladt moved, seconded by Larsen to approve the transfer of funds for athletic equipment. Motion carried 5-0.

**POLICY REVIEW:**

**POLICY REVIEW - FIRST READING:** Albertsen moved, seconded by Herzberg to approve the second reading for policies: 406.04 Licensed Employee Compensation for Extra Duty, 409.01 Employee Vacation & Holidays, 412.01 Classified Employee Compensation, 505.05 Graduation Requirements, 505.08 Parent & Family Engagement, 601.01 School Calendar, 605.04 Technology & Instructional Materials, 703.01 Budget Planning, 707.02 Treasures Annual Report, 705.05 Internal Controls, 707.06 Finance Committee, 710.01 School Nutrition Program, 710.02 Free/Reduced Meals Eligibility, 711.03 Student Transportation for Extra-Curricular Activities, 711.04 Summer School Program Transportation Services, 711.05 Transportation of Non-Resident and Non-Public School Students, 804.01 Facilities Inspections, 804.02 District Emergency Operations Plan, 804.05 Asbestos Containing Material. Motion carried 5-0.

**POLICY REVIEW - SECOND READING:** Herzberg moved, seconded by Albertsen to approve the first reading for policies: 401.10 Credit Cards, 401.11 Employee Orientation, 401.12 Employee use of Cell Phones, 401.12.R1 Employee Use of Cell Phones Regulation, 401.13 Staff Technology Use/Social Networking, 402.01 Release of Credit Information, 402.02 Child Abuse Reporting, 402.03 Abuse of Student by School District Employee, 402.04 Gifts to Employees, 402.06 Employee Outside Employment, 403.01 Employee Physical Examinations, 403.03 Communicable Diseases-Employees, 403.03.E1 Hepatitis B Vaccine Information and Record, 403.03.R1 Universal Precautions Regulation, 403.04 Hazardous Chemical Disclosure, 403.05 Substance-Free Workplace, 403.06 Drug and Alcohol Testing Program, 403.06.E1 Drug and Alcohol Testing Program Notice to Employees, 403.06E2 Drug and Alcohol Program and Pre-Employ. Testing Ackno. Form, 403.06E3 Drug & Alcohol Program & Pre-Employ. Testing Written Consent to Share Information, Motion carried 5-0.

**APPROVAL OF THE CONSENT AGENDA -** Bladt moved seconded by Larsen to approve the consent agenda as presented. This included the minutes from previous board meetings, accounts payable, General Fund (Operating Warrants), Trust Fund Warrants, Student Activity Fund Warrants, Agency Fund Warrants, Physical Plant and Equipment Fund Warrants. Motion carried 5-0. The approved warrants are as follows:

OPERATING FUND		
AHLERS & COONEY, P.C.	LEGAL SERVICES	330.00
AHSTW COMMUNITY SCHOOL DISTRICT	SPED BILLING	7,251.48
AKJ EDUCATION	SUPPLIES	1,838.03
APPLIED EDUCATIONAL SYSTEMS	SUPPLIES	799.00
ASSOCIATION FOR MIDDLE LEVEL EDUCATION	SUPPLIES	74.98
BENCHMARK EDUCATION COMPANY	SUPPLIES	15,412.00
BOMGAARS	SUPPLIES	519.28
BOYER VALLEY COMMUNITY SCHOOL DISTRICT	OPEN ENROLLMENT	133.88
BURGER CONSTRUCTION	PURCHASED SERVICES	1,100.00
CARQUEST	PARTS	46.06
CARROLL CONTROL SYSTEMS INC.	PURCHASED SERVICES	202.50
CENGAGE LEARNING	SUPPLIES	976.50
CENTRAL IOWA DISTRIBUTING INC.	SUPPLIES	1,118.00
CINTAS	LAUNDRY	70.55
CULLIGAN	SUPPLIES	1,500.00
DENISON COMMUNITY SCHOOL DISTRICT	SPED BILLING	22,590.69
DRIVE SAFELY LLC	PURCHASED SERVICES	17,680.00
EASTERN NEBRASKA HUMAN SERVICES	SPED BILLING	3,600.00
EDPOWER	SOFTWARE	19,617.89
FAREWAY	SUPPLIES	1,364.00
FARM SERVICE COOP	FUEL	10,703.87
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	2,669.36
FROHLICH, SCOTT	SUPPLIES	60.00
GREATAMERICA FINANCIAL SERVICES	COPIER LEASES	1,585.00
GREEN HILLS AEA	SHARED POSITION/SUPPLIES	8,859.38
HALF-PINT KIDS	SUPPLIES	1,752.00

HARLAN DO IT BEST HARDWARE	SUPPLIES	406.90
HARLAN MUNICIPAL UTILITIES	UTILITIES	37,008.62
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	78.95
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	5,685.98
HEARTLAND CARPET CLEANING	PURCHASED SERVICES	1,491.48
HEGGERTY	SUPPLIES	1,833.24
IKM MANNING COMMUNITY SCHOOL DISTRICT	SPED BILLING	53,651.84
IJAG INC.	TEACHER AGREEMENT	25,000.00
IMAGINE LEARNING	SOFTWARE	1,950.00
IOWA ASSOCIATION OF SCHOOL BOARDS	MEMBERSHIP	5,917.00
IOWA DEPARTMENT OF HUMAN SERVICES	MEDICAID STATE SHARE	58,709.00
IOWA DIVISION OF LABOR - ELEVATOR	INSPECTION FEE	175.00
IOWA DIVISION OF LABOR SERVICES	INSPECTION FEE	240.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	REGISTRATION	300.00
IOWA SCHOOL FINANCE INFORMATION SYSTEMS	PURCHASED SERVICES/MEMBERSHIP	7,207.15
IOWA TESTING PROGRAMS	TESTING MATERIALS	3,677.25
IOWA WESTERN COMMUNITY COLLEGE	CONCURRENT ENROLLMENT CLASSES	124,254.00
ITSAVVY LLC	PURCHASED SERVICES	4,413.50
KROGER & SONS HAULING, LLC	GARBAGE COLLECTION	1,040.00
LIVINGSTON, JULIE	SUPPLIES	86.46
MATHESON TRI-GAS INC	MATERIALS	6,315.92
NAPA	SUPPLIES	154.49
NCS PEARSON, INC.	SOFTWARE RENEWAL FEE	723.00
NELSON FARM SUPPLY	SUPPLIES	127.50
NEWCOMB, MATTHEW	PHONE REIMBURSEMENT	120.00
O'HALLORAN INTERNATIONAL, INC	SUPPLIES	2.04
PIPER SANDLER	PURCHASED SERVICES	1,000.00
PLUNKETT'S PEST CONTROL	PEST CONTROL	212.00
POWERSCHOOL	TRAINING	1,008.00
QUILL CORPORATION	SUPPLIES	80.00
REALLY GOOD STUFF	SUPPLIES	658.00
RURAL SCHOOL ADVOCATES OF IOWA	MEMBERSHIP	750.00
SCHOOL SPECIALTY, LLC	SUPPLIES	4,330.15
SITELOGIQ	REGISTRATION	2,250.00
STA-BILT CONSTRUCTION COMPANY	MATERIALS	500.00
STAPLES	SUPPLIES	1,493.78
SUNDANCE PUBLISHING	MATERIALS	2,958.34
SWANK MOVIE LICENSING	LICENSE FEES	1,904.00
TIMBERLINE BILLING SERVICES LLC	MEDICAID BILLING SERVICES	1,387.51
TRUCK CENTER COMPANIES, INC.	PARTS	779.84
U.S. CELLULAR	PURCHASED SERVICES	422.40
VERIZON WIRELESS	TELEPHONE SERVICE	400.23
VISUAL EDGE INC. DBA COUNSEL OFFICE	COPIER LEASES	361.16
W.W. GRAINGER, INC.	SUPPLIES	373.44
WELLMARK BLUE CROSS/BLUE SHIELD	EMPLOYEE INSURANCE	138,492.43
WHITE, KENNY	TRAVEL	665.20

<b>STUDENT ACTIVITY FUND</b>		
ALVERIO, RICARDO	OFFICIATING	150.00
AVERY BROTHERS SIGN COMPANY	SUPPLIES	25.00
BACUS, JOHN	OFFICIATING	150.00
BRUCK, JAMES	OFFICIATING	175.00
BSN SPORTS	SUPPLIES	232.00
CONOVER, CASEY	OFFICIATING	350.00
DOYLE, JIM	OFFICIATING	140.00
ERNST, BRAYDEN	OFFICIATING	100.00
FLORA, JAY	OFFICIATING	150.00
FLORAL ELEGANCE AND UNIQUE GIFTS	SUPPLIES	70.00
HARLAN NEWSPAPERS	SUPPLIES/LEGAL PUBLICATIONS	74.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	14,795.78
HINGST, LARRY	OFFICIATING	290.00
HOOGESTRAAT, J.D.	OFFICIATING	140.00
HOSA - FUTURE HEALTH PROFESSIONALS	REGISTRATION	480.00
HUDL	SOFTWARE RENEWAL	4,198.00
IOWA HIGH SCHOOL BASEBALL COACHES ASSN.	REGISTRATION	30.00
JONES, RICK	OFFICIATING	140.00
JOSTENS INC.	SUPPLIES	608.56
KELLY, MIKE	OFFICIATING	450.00
KOESTERS, QUINN	OFFICIATING	100.00
LEINEN, STEPHEN	OFFICIATING	100.00
MCILHON, PATRICK	OFFICIATING	150.00
MULLENBACH, DAN	OFFICIATING	290.00
NAHNSEN, JOHN	OFFICIATING	140.00
REISZ, FRANZ	OFFICIATING	200.00
ROWEDDER, BRODY	OFFICIATING	100.00
SCHECHINGER, BRAYTON	OFFICIATING	125.00
THOLEN, MARK	OFFICIATING	140.00
WAX, GARY	OFFICIATING	140.00
WOOD, RAY	OFFICIATING	150.00
<b>MANAGEMENT FUND</b>		
THE AGENCY	INSURANCE	324,949.00
SU INSURANCE COMPANY	INSURANCE	36,989.75
TRAVIS, LEANNE	RETIREE INSURANCE BENEFIT	3,000.00
TUCKER, BRENT	RETIREE INSURANCE BENEFIT	3,000.00
ZACCONE, KIM	RETIREE INSURANCE BENEFIT	3,000.00
<b>CAPITAL FUNDS PROJECT</b>		
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	1,076.75
VIVACITY TECH PBC	PURCHASED SERVICES	618.00
<b>PHYSICAL PLANT &amp; EQUIPMENT</b>		
A UNITED AUTOMATIC DOORS & GLASS	PURCHASED SERVICES	9,521.57
CARROLL CONTROL SYSTEMS INC.	PURCHASED SERVICES	6,089.90

CONTROL SERVICES INC.	PURCHASED SERVICES	5,756.45
DENISON DRYWALL CONTRACTING INC.	PURCHASED SERVICES	87,990.00
ELEVATE ROOFING	PURCHASED SERVICES	20,949.48
FRONTLINE TECHNOLOGIES GROUP, LLC	SOFTWARE RENEWAL	10,568.57
ITSAVVY LLC	PURCHASED SERVICES	3,995.00
RIEMANN MUSIC, INC.	PURCHASED SERVICES	1,167.55
<b>SCHOOL NUTRITION FUND</b>		
ANDERSON ERICKSON DAIRY CO.	SUPPLIES	3,271.40
BOMGAARS	SUPPLIES	9.99
FARMERS MUTUAL COOP TELEPHONE CO.	TELEPHONE SERVICE	31.24
GOODWIN TUCKER GROUP	SUPPLIES	3,720.00
HARRIS BANK P-CARD	TRAVEL/SUPPLIES/POSTAGE	15.72
HARRIS SCHOOL SOLUTIONS	MERCHANT PROCESSING	14.30
IOWA DIVISION OF LABOR SERVICES	INSPECTION FEE	80.00
MARTIN BROS. DISTRIBUTING CO.	SUPPLIES	10,076.36

**ADJOURNMENT:** Herzberg moved, seconded by Albertsen to adjourn. Motion carried 5-0 and the meeting was adjourned at 6:00 p.m.

Next Meeting: – August 15, 2022 at 5:15 – Boardroom

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Board President

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Board Secretary