

## MEETING MINUTES

### Voting Members Present

Gary Berkland, Board President

Ryan Meyer, Board Vice President

Joel Buseman, Board Member

Rick McDaniel, Board Member

Michelle Murphy, Board Member

Kevin Ring, Board Member

Jim Swenson, Board Member

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### 1. Call to Order, Roll Call, and Determination of Quorum

The Board of Directors for the Belmond-Klemme Community School District met for a regular board meeting at the above date in the Belmond-Klemme High School Library at 7:00 P.M. Board President Gary Berkland called the meeting to order and asked for the roll to be called. The board secretary called the roll. Board President Berkland determined that a quorum was present.

### 2. Welcome Visitors / Communication

### 3. Approve / Amend Agenda

Approve the agenda as presented.

Motion made by: Rick McDaniel; Motion seconded by: Ryan Meyer

Voting: Unanimously Approved

### 4. Consent Items

Approve the consent agenda items.

Motion made by: Jim Swenson; Motion seconded by: Michelle Murphy

Voting: Unanimously Approved

#### a. Minutes

Approve Board Minutes: Initial Bargaining Session April 24, 2025; Regular Meeting April 24, 2025; Special Meeting May 8, 2025;

#### b. Financial Statements

#### c. Bills

#### d. Four Oaks Consortium Agreement Renewal

#### e. Grants, Gifts, and Bequests

Accept the following grants, gifts, and bequests:

\$5,473.85 from BKBK: hitting boxes, drill carts for volleyball, soccer nets, and 75% of track uniforms.

\$80.00 from Pritchard Family Auto

\$500.00 from Brian and Emily Fox for FFA

\$1,000.00 from St. Francis Church for negative lunch accounts at Jacobson

\$500.00 anonymous donation for negative lunch accounts

#### f. Employment: Personnel Resignations and Recommendations

Accept the resignation of Kelly Ysker, Jr/Sr High Para-educator, effective May 6, 2025

Accept the resignation of Shane Hansen, Industrial Arts Teacher, effective at the end of the

school year

Assign Angela Dodge as Part-time (.6 FTE) teacher assigned to teach food classes for the 2025-2026 school year; Salary set at \$33,000

Rescind the resignation of Lyndi McVey and continue employment without a break in service; Reissue MOU for 25-26 school year

Assign Eric Boelman as full time bus driver, effective with the 2025-26 school year

Appoint Van Tompkins as Jr/Sr High Teacher, assigned to Science, effective for the 2025-2026 school year with an annual salary of \$65,000

Accept the resignation of Madeline Allen-Boelman as NHS Sponsor, effective at the end of the 2024-25 school year

Accept the resignation of Michael Stittsworth as Band Director, effective at the end of the 2024-25 school year

**g. Assign Summer Coaches:**

Softball: Co-Head Varsity Shannon Muhlenbruch & Mikyla Hefti; JH Jenna Meyer

Baseball: Head Cory Yoder; Assistant Evan Parshall; Volunteer Jake Smith; JH Leigh Jass & Joseph Stewart

**h. TLC Program for 2025-2026**

Assign Justin Meyer as TLC Instructional Coach for the 2025-2026 school year

Assign the following as TLC Teacher Leaders for the 2025-2026 school year: Kendra Haugen, Annabelle Chizek, Paige Watne, Christine Schultz, Callie Stein, Erin Slifer, Kristin Hefflefinger, and Julie Ysker.

**i. Temporary Summer Positions**

Approve 3 summer custodial positions at an hourly rate of \$12.00. Appoint Terri Curtis, William Simonson, and Devin Bentley to these positions. Approve 1 summer technology position at an hourly rate of \$18.00. Appoint Nicole McMurray to this position.

**j. Milk Bids for 2025-2026**

Accept the bid from Anderson Erikson. No other bids were received.

**5. Reports**

**a. Principals' Reports**

Principal Offerman reported on track and field day, Seniors visiting the building before graduation, and elementary activities.

Principal Jensen reported on the final week for Seniors and the graduation ceremony preparations. She also reported on Fine Arts Night and the beginning of summer sports.

Student Representative Will Simonson reported on taking third place at the district art show in Mason City, Industrial Art students winning their first competition, and CPR training.

**b. Superintendent's Report**

Superintendent Peter reported on the start of track construction, needing to lock the playground due to after-hours incidents, and the progress with Klamfoth consulting to cover all our credentialing requirements.

**6. Action Items**

**a. Initial Reading of Policy 503.09 Personal Electronic Devices in Schools**

Superintendent Peter explained the need for a cell phone policy in alignment with new legal requirements. Public feedback has been mostly positive. Principal Jensen added that the high

school faculty, staff, and student council were all supportive of the changes. Principal Offerman explained that the new policy is similar to what elementary students do already.

Motion made by: Jim Swenson; Motion seconded by: Ryan Meyer

Voting: Unanimously Approved

**b. HMH Literacy Curriculum Proposal**

Principal Offerman reported on the literacy curriculum that teachers have been piloting since January. The curriculum recommended is based on the science of reading research, which has been shown to be effective. Approve the purchase and adoption of literacy curriculum for Jacobson Elementary from HMH Education Company for a term of 5 years at a cost of \$130,200.21.

Motion made by: Ryan Meyer; Motion seconded by: Jim Swenson

Voting: Unanimously Approved

**c. Summer Lunch Program**

Nutrition Director Kim Belstene described the decreased participation in the summer lunch program in recent years. Belmond-Klemme qualifies for a non-congregate meal model, which allows any child aged one to 18 to pick up lunches one or two times per week for multiple days. Families will sign up weekly, so the nutrition staff know how many meals to prepare. Approve the non-congregate meal model for the 2025 Summer Lunch Program with pickup locations in Belmond and Klemme.

Motion made by: Jim Swenson; Motion seconded by: Rick McDaniel

Voting: Unanimously Approved

**d. Strategic Planning**

The board discussed the importance of strategic planning and finding the best possible way to run the school and educate kids.

Approve the proposal for Strategic Planning with EduVision.

Motion made by: Jim Swenson; Motion seconded by: Michelle Murphy

Voting: Unanimously Approved

**7. Discussion Items**

**a. Legislative Update**

Jenn will be meeting with Attorney General Bird and Wright County School Superintendents.

**b. School Board Election**

Board members discussed the upcoming school board election in November 2025 and four of the seven seats being up for election.

**c. June Meeting Location**

The June meeting will be held in the district office due to summer projects.

**d. Board Comments and Future Agenda Planning**

Superintendent Peter noted that this is school board appreciation month and expressed her gratitude for the board members and their support of the district.

Director Buseman talked about needing to do something with the press box. Director McDaniel noted the trap team practices at the Wright County Trap Club. The thrower's angler yoke is broken and a replacement part may not be available.

**8. Closed Session: Superintendent Evaluation**

The board entered closed session at 9:03 p.m.

Closed Session under Iowa Code § 21.5 to evaluate the professional competency of an individual whose

appointment, hiring, performance, or discharge is being considered when a closed session is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

Motion made by: Ryan Meyer; Motion seconded by: Michelle Murphy

Voting Yes: Gary Berkland; Ryan Meyer; Joel Buseman; Rick McDaniel; Michelle Murphy; Kevin Ring; Jim Swenson; Voting No: None

The board came out of closed session at 9:37 pm., moved by Jim, seconded by Michelle. Motion carried 7/0.

## **9. Non-union Employee Contract Renewals**

The board discussed contract renewals for non-union employees and a desire to keep salaries competitive. Board members reviewed market data from surrounding districts and districts similar in size to Belmond-Klemme. Approve the following non-union employee contracts for one year:

Contract renewals with a 3.51% increase for each of the following individuals:

Haley Offerman, salary for 2025-26 of \$113,861

Patricia Morris, salary for 2025-26 of \$65,728

Cory Heifner, salary for 2025-26 of \$79,185

Brandon Allen, salary for 2025-26 of \$72,146

Kim Belstene, hourly pay for 2025-26 of \$24.73

Thelma Martinez, hourly pay for 2025-26 of \$25.57

Other contract renewals:

Cynthia Jensen, one-year contract with a salary for 2025-26 of \$124,000; Increase includes market adjustment

Theresa Greenfield, one-year contract with a salary for 2025-26 of \$92,000; Increase includes market adjustment and additional duties

Jenn Peter, two-year contract with salary for 2025-26 of \$177,686; Increase includes market adjustment; Salary for 2026-27 to be negotiated

Motion made by: Rick McDaniel; Motion seconded by: Kevin Ring

Voting: Unanimously Approved

## **10. Adjourn**

Board President Gary Berkland asked for a motion to adjourn the meeting. With no further business, there was a motion to adjourn. The meeting adjourned at 10:04.

Motion made by: Jim Swenson; Motion seconded by: Michelle Murphy

Voting: Unanimously Approved