

**Lake Mills Community School  
Board of Education Meeting Minutes  
Boardroom  
June 10, 2019  
5:00 P.M.**

**REGULAR MEETING OF THE BOARD:**

President Ryan Joynt called the regular meeting to order at 5:03 P.M. and determined a quorum. The following board members were present: President Ryan Joynt, Vice President Kathy Christianson, Don Knudtson, and Teresa Fritz. Jolene Piper was absent at the start of the meeting. Others present were Superintendent Chad Kohagen, Elementary Principal Kari Wagner, Business Manager/Board Secretary Drake Abbey, and Kaylene Erdahl.

**AGENDA:**

Motion by Don Knudtson, seconded by Kathy Christianson, to approve the agenda and previous minutes. All ayes. Approved.

Jolene Piper arrived at 5:04 P.M.

**ADMINISTRATIVE AND OTHER REPORTS:**

Mrs. Wagner gave a building-level report. Mr. Kohagen gave a system-wide report. Mr. Scholbrock arrived at 5:10 P.M. and gave a building-level report.

**NEW BUSINESS:**

1. Motion by Don Knudtson, seconded by Kathy Christianson, to approve a resolution to adopt return-to-play protocol. All ayes. Approved.

**RESOLUTION TO ADOPT RETURN-TO-PLAY PROTOCOL**

WHEREAS, Concussions are a type of brain injury that can range from mild to severe and can disrupt the way the brain normally works. Concussions can occur with or without loss of consciousness. ***Iowa Code 280.13C(1)(b)***

WHEREAS, Concussions are among the most commonly reported injuries to children and adolescents who participate in recreational activities. Continuing to engage in activities with a concussion or symptoms of a brain injury leaves a young athlete vulnerable to greater injury. ***Iowa Code 280.13C(1)(a)(c)***

WHEREAS, Concussions can impair how a student athlete thinks, acts, feels and learns. A student who has sustained a concussion may need adjustments, modifications to curriculum, and monitoring by medical staff until the student is fully recovered. ***Iowa Code 280.13C(1)(d)***

WHEREAS, The Iowa Department of Public Health has created return-to-play protocol based upon peer-reviewed scientific evidence consistent with the guidelines of the Centers for Disease Control and Prevention of the United States Department of Health and Human Services, for a student's return to participation in any extracurricular interscholastic activity after showing signs, symptoms, or behaviors consistent with a concussion or brain injury. ***Iowa Code 280.13C(6)(a)***

NOW THEREFORE, LET IT BE RESOLVED, that the Lake Mills Community School Board of Education formally adopts the return-to-play protocol established by the Iowa Department of Public Health, listed in 641 Iowa Administrative Code Chapter 54 as the appropriate protocol for Lake Mills Community School District. ***Iowa Code 280.13C(6)(a)***

ADOPTED by ACTION of the BOARD this 10th day of June, 2019.

Signed: Ryan Joynt, Board President

2. Motion by Kathy Christianson, seconded by Teresa Fritz, to approve a three-year agreement with Buena Vista University to help serve field experience, practicums, and student teaching. All ayes. Approved.

3. Motion by Don Knudtson, seconded by Jolene Piper, to approve an operational sharing agreement with Clear Lake for a shared counselor at 0.2 FTE. All ayes. Approved.
4. Motion by Don Knudtson, seconded by Kathy Christianson, to approve an operational sharing agreement with Central Springs and Northwood-Kensett for a shared social worker at 0.3 FTE, pending approval by Central Springs and Northwood-Kensett. All ayes. Approved.
5. Motion by Kathy Christianson to sell an old lawn tractor under Board Policy 803.1. Don Knudtson amended the motion to allow the high bid to be granted by Mr. Kohagen. Jolene Piper seconded the motion. All ayes. Approved.
6. Motion by Don Knudtson, seconded by Teresa Fritz, to table discussion of catastrophic insurance coverage until the next meeting. All ayes. Approved.
7. Motion by Kathy Christianson, seconded by Jolene Piper, to grant Mr. Kohagen the authority to grant the high bid for each piece of old weight room equipment sold. All ayes. Approved.
8. Motion by Don Knudtson, seconded by Jolene Piper, to approve bids for the sale of old auditorium seats. Shane Peterson bid on five seats at \$5 per seat. Rollyn Moe bid on 220 or more seats at \$0.25 per seat. Both bids will be accepted. All ayes. Approved.
9. Motion by Kathy Christianson, seconded by Jolene Piper, to approve the low milk bid received for 2019-2020. All ayes. Approved.
10. Motion by Don Knudtson, seconded by Jolene Piper, to approve the low bread bid received for 2019-2020. All ayes. Approved.
11. Motion by Teresa Fritz, seconded by Kathy Christianson, to approve a transfer of \$24,186.35 from the general fund to the PPEL fund to repay revenues incorrectly recorded in a prior year. All ayes. Approved.
12. Motion by Don Knudtson, seconded by Jolene Piper, to approve the list of contracted classes from NIACC for the 2019-2020 school year. All ayes. Approved.

### **PERSONNEL:**

#### **New Hires/Transfers:**

1. Motion by Kathy Christianson, seconded by Don Knudtson, to approve the hiring of Hunter Kingland for an assistant boys' basketball coaching position pending attainment of his coaching license. All ayes. Approved.
2. Motion by Jolene Piper, seconded by Teresa Fritz, to approve the transfer of Kelly Kingland to a full-time learner assistant position. All ayes. Approved.
3. Motion by Kathy Christianson, seconded by Jolene Piper, to approve the transfer of Michele Faugstad from a second-shift custodian position to a first-shift custodian position. All ayes. Approved.
4. Motion by Don Knudtson, seconded by Kathy Christianson, to approve the hiring of Ann Heggestad for a second-shift custodian position. All ayes. Approved.
5. Motion by Don Knudtson, seconded by Kathy Christianson, to approve the hiring of Jennifer Koch for a kitchen support position. All ayes. Approved.

### **APPROVAL OF OFFICIALS FOR HOME ACTIVITIES:**

Motion by Don Knudtson, seconded by Teresa Fritz, to approve payment of the following officials for home activities. All ayes. Approved.

Tony Dahle, Baseball JV/V, 07/01/2019, \$105.00  
 Dan Dingman, Baseball JV/V, 07/01/2019, \$105.00  
 Tim Fredrickson, Softball V/JV, 07/01/2019, \$95.00  
 Jack Hull, Softball V/JV, 07/01/2019, \$95.00  
 Brian Pearce, Baseball JV/V, 07/03/2019, \$105.00  
 Mike Reindl, Baseball JV/V, 07/03/2019, \$105.00  
 Ryan Meyers, Softball V/JV, 07/03/2019, \$95.00  
 Mike Dehrkoop, Softball V/JV, 07/03/2019, \$95.00  
 Ken Robbins, Baseball JV/V, 07/11/2019, \$105.00  
 Scott Hoppel, Baseball JV/V, 07/11/2019, \$105.00  
 Jay Marley, Baseball JV/V, 07/11/2019, \$105.00  
 Scott Hoppel, Baseball JV/V, 07/11/2019, \$105.00

**FINANCIAL REPORTS:**

Motion by Jolene Piper, seconded by Kathy Christianson, to approve the financial reports as presented. All ayes. Approved.

**PRESENTATION AND APPROVAL OF BILLS:**

Motion by Don Knudtson, seconded by Jolene Piper, to approve payment of the bills as presented. All ayes. Approved.

**NEXT MEETING:**

The next regular board meeting is scheduled to be held in the LMCS boardroom on Monday, July 8, 2019, at 5:00 P.M.

**ADJOURNMENT:**

No further business by the Board. Motion by Kathy Christianson, seconded by Jolene Piper, to adjourn the meeting at 6:30 P.M. All ayes. Approved.

Signed: Ryan Joynt, Board President

Signed: Drake Abbey, Board Secretary

Vendor Name	Description	Amount
Fund Number 10	GENERAL FUND	
AGVANTAGE FS, INC.	fuel	545.04
AHLERS & COONEY, P.C.	legal services	348.00
ALBERT LEA NEWSPAPERS, INC.	publications	177.00
Amazon Prime	Walkie Talkie batteries	530.16
Auditor of State	Filing fee	625.00
Ban-Koe Systems, Inc	Door 9, 10, and 11 maintenance	225.00
BLACK HILLS ENERGY	utilities	1,057.26
BOEHMER, JIM	cell phone stipend	624.00
Central Rivers AEA	High school printing	451.08
CHURCH OFFSET PRINTING INC	registration envelopes	112.05
CITY OF LAKE MILLS	utilities	9,828.13
Clear Lake Community Schools	Open enrollment billing	128.17
Clouse, Beth	interpreting	25.00

Como Zoo Conservatory Park	Como Zoo Shelter	105.00
CPI	Participant Workbook Blue Card	897.75
DAVID'S FOODS	supplies	205.67
DEPARTMENT OF EDUCATION-INTERNAL ADMIN	bus inspections	560.00
DOLLAR GENERAL CHARGED SALES	nurse supplies	9.05
DON'S MOTOR MART	fuel	954.76
FOLLETT SCHOOL SOLUTIONS, INC.	LMC order	1,988.20
FOREST CITY COMMUNITY SCHOOL	Open enrollment 2nd semester	45,578.89
GATEWAY HOTEL AND CONFERENCE	Business Manager Travel	266.56
Gimkit	Gimkit	59.88
Goodwin Tucker	oven repairs	1,169.75
GRAHAM TIRE MASON CITY	Transportation supplies	384.52
GROE ELECTRIC, INC.	Track timing system	394.11
Hameray Publising Group	Book	40.95
Harland Clarke Check	deposit ticket order	60.31
Hickory Park	IHSMA Showcase performance meals	187.50
HILLYARD / HUTCHINSON	custodial supplies	2,025.57
HOLTAN, ABBY	cell phone stipend	520.00
HUBER SUPPLY COMPANY, INC.	cylinder refills	139.50
Iowa Association of Ag Educators	2019 Iowa Ag Education Summer Conference	275.00
IOWA ASSOC. OF SCHOOL BUSINESS OFFICIALS	Boot Camp 2019 registration	90.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	certificates and awards	129.50
Iowa NET High Academy	6 students	3,998.40
IOWA PUPIL TRANSPORTATION ASSOCIATION	Conference	560.00
JAMF Software	JAMF Pro iOS Renewal	355.50
KIOW MIX 107.3 FM	Senior Salutes	100.00
Kleen Solutions	supplies	314.56
LAKE MILLS GRAPHIC, INC.	publication	1,194.17
LAKE MILLS LUMBER COMPANY	supplies	1,736.95
LAKE MILLS PUBLIC LIBRARY	books	275.85
LIVING HISTORY FARMS	Field trip	396.00
Meinders, Signe	FACS supplies	280.33
MENARDS - MASON CITY	wall prep in big gym	273.84
NAPA AUTO PARTS	supplies	163.23
NEXT GENERATION TECHNOLOGIES	battery, keyboard	419.97
NIVC Services, Inc.	April 2019 billing	865.20
NOLTE, CORNMAN & JOHNSON P.C.	audit	5,580.00
NORTH IOWA AREA COMM COLLEGE	PSEO	37,913.65
NORTH IOWA COMMUNITY SCHOOL	Open enrollment	3,493.64
Northwood-Kensett Community School	Open enrollment 2nd semester	11,814.72
NUTRITION FUND	milk	40.32
OneSource	Background checks	124.50
PETERSON SANITATION, INC.	trash pickup	360.00
PIT STOP PRINTING	magnets	72.00
Premier Furniture & Equipment	Tall tables/chairs	398.06
QuaverMusic.com, LLC	Quaver Renewal (elementary music)	1,680.00
REALLY GOOD STUFF, LLC	Plastic sleeves for name tags	171.85
RIEMAN MUSIC INC	supplies	206.25
RSCHOOL TODAY	Integration renewal	27.64
Rural School Advocates of Iowa	2019-2020 RSAI district membership dues	750.00
Scholbrock, James	cell phone stipend	752.00
SCHUMACHER ELEVATOR COMPANY	scheduled maintenance	259.47
Shiffler	glide caps	475.99
SINGELSTAD'S HARDWARE	supplies	1,285.87

Sletten, Melinda	Accompanist	655.00
Solution Tree, Inc	Staff workshop	31,020.25
Southern Lock & Glass LLC	keys, rekey cylinder	178.00
TEACHERS PAY TEACHERS	Spanish supplies	56.18
Teluwut Grille House & Pub	meeting meal	15.27
THREE OAKS GREENHOUSE	Graduation flowers	432.96
Thursby, Sarah	Spring show, winter guard instruction	750.00
Top of Iowa Conference	Academic medals	104.55
VERIZON WIRELESS	cell phone	63.66
WAGNER, KARI	cell phone stipend	624.00
WASTE MANAGEMENT OF WI-MN	recycling	202.46
WEST HANCOCK SCHOOLS	Human Resources sharing agreement	4,417.32
WEX, INC	fuel	1,896.21
Winnebago Cooperative Telecom Association	telephone and internet	1,436.23
Fund Number 10		188,910.41

Fund Number 82	Needy Children	
BRANDT, CINDY	reimbursement for needy children supplies	12.77
Fund Number 82		12.77

188,923.18

Fund Number 21	Student Activity Fund	
ADVENTURELAND	Band Trip - Adventureland	1,960.00
Albert Lea Community Theater	Mary Poppins Costume Rental	160.00
ARNOLD KRUKOW	Softball Official 6/17	95.00
ASPI, SOLUTIONS, INC.	Middle School Girls Meet	90.00
Bell, Ralph	Baseball Tournament Official 6/1	120.00
Berning, Jason	Baseball Official 6/13	105.00
BIZ WIZ MARKETING	Wicked Show Shirts	1,502.00
BOEHMER, JIM	TIC AD Lunch Reimbursement	13.00
BRIAN PEARCE	Baseball Tournament Official 6/1	120.00
BRITT COUNTRY CLUB	Girls District Entry Fee	10.00
Central Rivers AEA	Mary Poppins JR Posters, tickets, program	285.80
CHERRY BROS. LLC	Fundraiser	7,798.48
Cherrydale Farms	Fundraiser	40.80
DECKERS SPORTING GOODS	Game Balls	4,003.60
Dingman, Hunter	Baseball Official 6/17	330.00
Evenson, Brad	Mary Poppins DVD	12.00
GRAPHIC EDGE	State Track T-Shirts	1,028.47
Hampton Inn & Suites	National Convention Hotel Rooms	421.14
Hebrink, Kevin	JJV Baseball Official 5/23/19	70.00
HOLIDAY INN-MERLE HAY	Boys State Track Hotel Rooms	2,563.68
JACK HULL	Softball Official 6/10	95.00
KEN MEYERS	Softball Tournament Official 6/1	110.00
LAKE MILLS LUMBER COMPANY	HD Foam	201.90
LINDA SAXTON	MS Musical Supplies Reimbursement	363.19
MARCUS SPOTTS	JV/V Baseball Official 6/5	315.00
Martin, Stacy	JV/V Softball Official 5/31	95.00
MARTY PUMP	Softball Official 6/10	205.00
MATT BETHKE	JV/V Baseball Official 5/31	305.00
Meyers, Ryan	JV/V Softball Official 6/5	300.00
MIKE CROZIER	JV/V Softball Official 6/5	95.00

NATHAN SAHR	Baseball Tournament Official 6/1	120.00
NORTHWOOD-KENSETT HIGH SCHOOL	V Softball Entry Fee 6/8/19	55.00
REINDL, MIKE	Baseball Official 6/13	175.00
Rice, Daniel	State Track Reimbursements	44.38
ROYCE SCHULTZ	JV/V Softball Official 5/29	95.00
Sands, Kelsey	FFA Reimbursements	56.98
Schrade, Molly Jo	Choreography	449.52
SCOTT WHITEHILL	Softball Tournament Official 6/1	215.00
SINGELSTAD'S HARDWARE	Supplies	205.83
Smith, Jerry	Baseball Official 6/10	105.00
STEVE GERHARDT	JV/V Baseball Official 5/31	210.00
TOM SULLIVAN	Softball Official 6/17	190.00
TRAVIS PIKE	JV/V Baseball Official 5/29	105.00
TROY SMITH	Softball JV/V Official 5/22/19	95.00
Walmart.com	Kites	51.96
WAVERLY-SHELL ROCK HIGH SCHOOL	V Baseball Entry Fee 6/8/19	60.00
Fund Number 21		25,047.73

25,047.73

Fund Number 33	Capital Projects Fund	
NEXT GENERATION TECHNOLOGIES	Monthly support; software renewals; equipment	16,305.00
Fund Number 33		16,305.00

Fund Number 36	Physical Plant & Equipment Fund	
ADVANCED DOOR SYSTEMS	bus garage	1,894.27
BLACKHAWK AUTOMATIC SPRINKLERS, INC.	K-1 corridor	2,620.00
Electrical Engineering & Equipment Co	Safe room	837.82
Martinson, Ben	mowing	1,885.00
MIDWEST ALARM SERVICES	service call	617.21
Premier Furniture & Equipment	tables, stools	1,359.94
RICK'S COMPUTERS, INC.	projectors	2,115.00
SCHEITEL'S MUSIC INC.	auditorium	538.00
Young Plumbing & Heating	Spanish room	1,339.52
Fund Number 36		13,206.76

29,511.76

Fund Number 61	School Nutrition Fund	
ADES-HANSON, BETH	Senior Refund	311.88
Anderson Erickson	Milk & Dairy	2,296.83
Anderson, Sara	Lunch Reimbursement	300.00
Arocho, Janice	Senior Refund	0.70
Beery, Rebecca & Josh	Senior Refund	10.15
Bergo, Mark	Senior Refund	41.75
Central Rivers AEA	Free/Reduced Application Print Job	180.00
DAVID'S FOODS	Food	37.19
Denton, Catherine	Senior Refund	84.90
Earthgrains Baking Co. Inc (Bimbo)	Bread	583.60
HARRIS SCHOOL SOLUTIONS	EZ School Pay Transaction Fees 5/1 - 5/3	83.75
Johnson, Linda	Senior Refund	165.35
LAKE MILLS COMMUNITY SCHOOL GENERAL FUND	Payroll and refund	18,250.98

LAKE MILLS GRAPHIC, INC.	Lunch Envelopes	143.65
Larson, Ann	Senior Refund	149.60
MARTIN BROTHERS DISTRIBUTING	Food and Non-Food Supplies	5,202.96
Mathahs, Larry & Chris	Senior Refund	2.90
RICK ORBAN	Senior Refund	1.25
Rikala, Megan	Senior Refund	8.20
Rogness, Jamie	Senior Refund	61.65
Schmidhuber, Melissa	Senior Refund	23.50
SINGELSTAD'S HARDWARE	Non-Food Supplies	8.27
Storby, Berdiene	Senior Refund	5.00
Tabbert - Johnson, Donna	Senior Refund	6.70
Tritch, Stacy & Jay	Senior Refund	28.00
White, Larry	Senior Refund	23.20
Fund Number 61		28,011.96
		28,011.96