

**SPRINGVILLE COMMUNITY SCHOOL DISTRICT**  
**Springville, Iowa**

**BOARD MINUTES – MARCH 25, 2020**

NOTE: These minutes are unofficial until approved by the Board at the next regular meeting.

**REGULAR BOARD MEETING**

Board President, Kate O'Brien-May, called the regular board meeting to order at 6:00 pm on Wednesday, March 25, 2020. Roll call vote as follows: Albert Martin (via ZOOM meeting); PJ Hoyt (via ZOOM meeting); Kate O'Brien-May; Leisa Breitfelder (via ZOOM meeting); Amy Hosek (via ZOOM meeting) were present. Also present were: Superintendent Pat Hocking and Board Secretary Stacey Matus. Guests present (via ZOOM meeting).

**RECOGNITION OF VISITORS AND PUBLIC COMMENTS**

None

**BOARD COMMENTS**

Appreciate the communication being shared from administration and staff to Springville CSD parents during this COVID-19 pandemic.

**APPROVAL OF AGENDA**

Albert Martin made a motion to accept the recommendation to approve the agenda as presented. All ayes, motion carried.

**ACTION ITEMS**

**APPROVE PANDEMIC PAY RESOLUTION**

Leisa Breitfelder made a motion to accept the recommendation to approve the following resolution: Pandemic Pay Resolution for Hourly/Non-Exempt Employees - **BE IT RESOLVED**, in the event of a closure of the Springville Community School District, the Superintendent is hereby authorized to pay hourly and/or non-exempt employees their customary and regular pay, for up to four weeks during the temporary closure. In the event that the superintendent deems it appropriate to require work during customary and regular work hours to ensure essential operations of the district, any employee called in shall report or have said hours deducted for the absence. If the Springville Community School District operations continue to be closed after four weeks (i.e., later than April 10, 2020), then the Board shall reconvene and determine what authority, if any, the Superintendent has to continue paying hourly and/or non-exempt employees during the temporary closure. Roll call vote as follows: Hoyt, aye; O'Brien-May, aye; Breitfelder, aye; Hosek, aye; Martin, aye. Motion carried.

**APPROVE BUDGET ADJUSTMENT RESOLUTION**

Albert Martin made a motion to accept the recommendation to approve the following Budget Adjustment Guarantee Resolution – **RESOLVED**, that the Board of Directors of the Springville Community School District, will levy property taxes for fiscal year 2020-2021 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa. Superintendent Hocking made note that due to the district's enrollment increase the district will not qualify for the budget adjustment guarantee for FY21, however, it is good practice to approve the resolution on an annual basis. Roll call vote as follows: O'Brien-May, aye; Breitfelder, aye; Hosek, aye; Martin, aye; Hoyt, aye. Motion carried.

**APPROVE FY19 FINANCIAL AUDIT**

Leisa Breitfelder made a motion to accept the recommendation to approve the FY19 Financial Audit as presented. All ayes, motion carried.

**SET FY21 CERTIFIED BUDGET PUBLIC HEARING DATE AND TIME**

Albert Martin made a motion to accept the recommendation to set the public hearing for the FY21 Certified Budget for Wednesday, April 8, 2020 at 6:00 pm. Superintendent Hocking and Business Manager Matus gave an overview of the proposed budget. Proposed tax rate is \$15.47, a decrease from FY20 tax rate of \$15.57; Income Surtax rate proposed at 1%; Maximum amount of cash reserve levy \$30,122; Proposed \$65,000 advanced surplus levy in the debt service fund; Proposed \$210,000 management fund levy. All ayes, motion carried.

**APPROVE CONTRACTUAL**

Amy Hosek made a motion to accept the recommendation to accept the resignation of Jane Mais, shared Human Resources Manager. Superintendent Hocking congratulated Ms. Mais on her retirement and thanked her for her service. Our district will seek to hire a replacement for this position to continue sharing among the current five school districts. All ayes, motion carried.

**DISCUSSION ITEMS**

**CORONAVIRUS UPDATE**

Superintendent Hocking gave an update of guidance from the State and actions being taken according to that guidance. School is closed until April 13<sup>th</sup> at this point in time; Teachers are reaching out to their students; Resources being provided; Meals given to students according to a survey sent will begin on Friday; Meetings with staff are being done electronically; Custodial crew working to clean and disinfect the buildings and vehicles; School grounds and playgrounds will be closed until further notice. Mr. Hocking will share information as it comes and encouraged everyone to reach out to him with any questions.

**SUPERINTENDENT REPORT**

Superintendent Hocking reported on the following: All school activities, meetings, functions are cancelled or postponed until after April 12<sup>th</sup>; Will contact John Speer to continue work on strategic planning and follow up with the board and administration team.

President Kate O'Brien-May encouraged board members to use this time to continue board learning with resources available through IASB. Vice President Martin acknowledged and congratulated our students, athletes, and coaches on the extraordinary ways in which they represented the Springville community during State basketball.

**NEXT MEETING DATES**

Public Hearing on FY21 Certified Budget on Wednesday, April 8, 2020 at 6:00 pm; Regular Board Meeting Wednesday, April 15, 2020 at 6:00 pm; Regular Board Meeting Wednesday, May 20, 2020 at 6:00 pm.

**APPROVAL OF CONSENT AGENDA**

Albert Martin made a motion to approve the consent agenda items as presented. All ayes, motion carried.

- Minutes from the February 19, 2020 and March 4, 2020 board meetings.
- Financial reports and activity report as presented.
- List of bills and claims as presented.

**ADJOURNMENT**

There being no further business President O'Brien-May declared the meeting adjourned at 6:29 pm.

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Stacey Matus, Board Secretary

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Kate O'Brien-May, President

**\* This meeting will be held electronically per Iowa Code 21.8**

**A governmental body may conduct a meeting by electronic means such as telephone conference call only "in circumstances where such a meeting in person is impossible or impractical." Public access to the conversation must be provided "to the extent reasonably possible." Public notice must be given for the electronic meeting and minutes must be kept, which include the reason for not holding a meeting in person (21.8).**