

**West Lyon Community Schools**  
**Meeting Minutes**

**July 13th Board of Directors Meeting**  
**07/13/2020 07:00 PM**  
West Lyon Library  
West Lyon Board Room

**Attendees:**

**Voting Members:** Troy Bauder, Jennifer Jenson, Derek Knobloch, Justin Metzger and Scott Lee.

**Non-Voting Members:** Shawn Kreman, Janet Feikema

- I. Call to Order: By roll call
- II. Approval of Agenda-Board Action is required  
Motion made by: Mr. Troy Bauder  
Motion seconded by: Mr. Derek Knobloch  
Voting: Unanimously Approved
  - A. Any additions or changes to the agenda?  
It is recommended that the agenda be approved as presented.
- III. Consent Agenda Items: Board Action is required  
Motion made by: Mr. Justin Metzger  
Motion seconded by: Mr. Troy Bauder  
Voting: Unanimously Approved
  - A. Minutes from June meeting: The June minutes look to be accurate.
  - B. Bills: FY20 accounts payable and FY21 current bills were reviewed.
  - C. Financials: Financial Statements included monthly report, annual report and treasurer's report.
- IV. Unfinished Business
- V. New Business-Board Action is required
  - A. Approve- Appointment of Positions for 2020-21  
The board approved the appointment of the following people and position for the 2020-2021 school year.  
Motion made by: Mr. Justin Metzger  
Motion seconded by: Ms. Jennifer Jenson  
Voting: Unanimously Approved
    1. Board Secretary- Janet Feikema
    2. Treasurer- Lyle Impehoven
    3. Open Enrollment- Supt. Shawn Kreman
    4. Equity Coordinator- Supt. Shawn Kreman
    5. Homeless Liaison- Dawn Oskar
    6. Level 1 Investigator- Kim Mulder
    7. Alternate Level 1 Investigator- Doug Jiskoot & Tim Snyder
    8. Level II Investigator- Supt. Shawn Kreman
  - B. Approve Hirings:  
Motion made by: Mr. Troy Bauder  
Motion seconded by: Mr. Derek Knobloch  
Voting: Unanimously Approved
    1. -LaToya Ageson- Regular Route driver  
The board approved the hire of LaToya Ageson for regular bus route driver.
    2. -Elementary Art Teacher-  
The Elementary Art position remains open at this time.
  - C. Approve resignation:  
Motion made by: Mr. Derek Knobloch  
Motion seconded by: Mr. Justin Metzger  
Voting: Unanimously Approved
    1. Melissa Rozeboom- kitchen staff  
The resignation of Melissa Rozeboom was approved as food service worker.
  - D. Approve 3 new 2020-21 TLC positions

Motion made by: Mr. Troy Bauder

Motion seconded by: Mr. Derek Knobloch

Voting: Unanimously Approved

1. Paraeducator Facilitator

Supt. Kreman recommended Katie Vander Sanden for ParaEducator Facilitator for 20-21 school year. This would assist the district by leading professional development with the Para Educators and assist with ongoing learning.

2. K-12 Curriculum Facilitator: Remains open at this time.

3. CTE Facilitator

Supt. Kreman recommended Kristin Rockhill for the CTE Facilitator for the 20-21 school year. This would give our school a leader to go to those trainings and bring that knowledge and information back to our school.

E. Bus Bids

Bids for one new 65 passenger bus were reviewed. It was recommended to approve Hoglund Bus Sales bid at \$92,887.00.

Motion made by: Mr. Troy Bauder

Motion seconded by: Ms. Jennifer Jenson

Voting: Unanimously Approved

F. Fee Charges, meal prices, and mileage rates

Motion made by: Mr. Justin Metzger

Motion seconded by: Ms. Jennifer Jenson

Voting: Unanimously Approved

1. Textbook and Technology Fees

Text book, technology and driver's ed fees for FY21 were discussed. It was recommended that book rent and technology fees for 7-12 be increased to \$25 and driver's ed increase to \$220. It was also recommended that TK-6 be issued a \$10 technology fee.

2. Student and Adult meal prices

Meal price rates were discussed for FY21. It was recommended that there be a \$.10 increase across the board for breakfast and lunch prices.

G. Bids for 20-21 (Milk, bread, fuel, etc.)

Bids for milk and bread for the 20-21 school year were reviewed. Casey's Bakery was the low bid for bread products. DFA Dairy Brands was the low bid for dairy.

Motion made by: Mr. Troy Bauder

Motion seconded by: Mr. Derek Knobloch

Voting: Unanimously Approved

H. NCC and WLCSD Partnership Agreements

It was recommended to approve the West Lyon NCC Partnership Agreement.

Motion made by: Mr. Derek Knobloch

Motion seconded by: Mr. Troy Bauder

Voting: Unanimously Approved

1. Class Size, Enrollment and 4+ Transitional Services

Supt. Kreman reported one student is pursuing an associates degree at NCC that will be taking advantage of the 4+ transitional program available.

I. Approval of the FY 21 Nutrition Agreement

It was recommended to approve the Nutrition Agreement.

Motion made by: Mr. Justin Metzger

Motion seconded by: Mr. Troy Bauder

Voting: Unanimously Approved

1. The West Lyon School District annually participates in the State/Federal Nutrition programs, so we annually approve this agreement

J. Approve- Depositories \$4.5 million

District depositories for FY21 (American State Bank, ISJIT, Peoples Bank and Security Savings Bank with a limit of \$4.5 million.

Motion made by: Mr. Justin Metzger

Motion seconded by: Mr. Troy Bauder

Voting: Unanimously Approved

K. Approve- Wellness Policy (504.3)

Supt Kreman noted we did receive consideration from legal on this policy. As we did revamp this earlier in the year, no changes are needed at this time.

Motion made by: Mr. Derek Knobloch

Motion seconded by: Mr. Justin Metzger

Voting: Unanimously Approved

1. Annually reviewed, no changes at this time.

VI. Administrative Reports

A. Recognition

1. Gabe Knobloch- West Lyon FFA Star in Agriculture Placement

The board recognized Gabe Knobloch for the West Lyon FFA Star in Agriculture Placement.

2. Summer Activities Update

- a. Activities Update: Summer baseball and softball- postseason tournament schedule

Starting the week of July 13th West Lyon is hosting baseball and softball districts. Supt Kreman spoke of the district guidelines being followed and will be posted around the fields.

3. Sandra Schacht- retiring regular route bus driver

The board recognized Sandi Schacht with a plaque in her honor for her 32 years of service.

B. Business Manager

It was reported that there will be an Ipers Audit on July 14th via phone versus in person. This audit is conducted every three years.

C. Principals

There was nothing new to report at this time.

D. Superintendent

1. Return To Learn Plan: Submitted July 1st

Supt. Kreman shared the Return to Learn plan guidelines listed from the Department of Education on the reopening of school in August.

2. Communication Plan to district families

- a. Start of the school year- items to consider

Supt. Kreman reported that communication to the district families would be available on the website by July 17th regarding the return to learn plan.

3. 20-21 School Calendar Items

- a. New Staff in-service August 17th

- b. District "Kickoff" set for Tuesday, August 18th at 8 am

All staff will be in attendance but it will look different. Instead of everyone in one space, they will utilize the gym, library and various spaces to meet guidelines.

- c. Staff inservice August 18-21

Professional development activities are scheduled for the 19-21st.

4. Summer project/work updates

- a. Carpeting, Electrical, Fencing, Furniture & Room prep.

Supt. Kreman reported that there is new fencing on the west side of the school around the field and new concrete on the North side of the school for a walkway. New carpet will be installed early August to create a student study area with tall tables by the East side double doors. A cell tower will be installed in July. 108 new doors were delivered last week that will be installed early August.

5. IASB- Legislative priorities/considerations

- a. Identify 4 priorities prior to our August meeting

Supt. Kreman highlighted what was listed last year and asked the board to create their top priorities for the next meeting.

VII. Other Business: August meeting items

A. Elementary and Secondary Handbooks

Handbooks will be approved in August with any new or additional changes.

B. TQC- Professional Development staff inservice

C. August Work Session dates

The board will plan to meet for a work session on August 10th at 5:00PM with the regularly scheduled Board meeting at 7:00PM.

VIII. Adjournment: Board Action is required

The board voted to adjourn the regularly scheduled meeting at 9:51 PM. The next regularly scheduled board meeting will be August 10th at 7:00 PM.

Motion made by: Ms. Jennifer Jenson

Motion seconded by: Mr. Troy Bauder

Voting: Unanimously Approved