

SOUTH TAMA COUNTY SCHOOLS

THE SOUTH TAMA COUNTY BOARD OF EDUCATION WILL MEET IN
SPECIAL SESSION ON MONDAY, AUGUST 3, 2015, AT 5:30 P.M.
IN THE PROFESSIONAL LEARNING ROOM, PARTNERSHIP CENTER,
215 W 9TH STREET, TAMA, IOWA

AGENDA

- I. Call to Order Michelle Yuska, Board President
- II. Roll Call and Declaration of Quorum Mary Boege, Board Secretary
- III. Public Comments
- IV. Action Items: Full Board
 - A. Personnel
 - B. Accept and Approve Photography Proposal
- V. Superintendent Update
- VI. Adjournment Full Board

Agenda Item IV.A. Personnel

Contracts:

Contracted Person	Position	Specific Date (if applicable)	Salary/Hourly Rate/or Total Contract
Amy Dolash	Head Varsity Volleyball	Fall 2015	4,440.48
Rick Meisner	High School Teacher (Partnership Center)	August, 14, 2015 plus 5 extended days	\$48,676
Rick Meisner	High School Assistant Boys Basketball	Fall 2015	\$3,274.85
Denise Danker	High School Math	August 14, 2015	\$46,632
Linda Phipps	Elementary Assistant Principal's Secretary	August 3, 2015	\$14.49
Jodi Upah	Administration Office Human Resource	August 3, 2015	\$19.25
Jessica St. John	Middle School/Elementary ELL	August 14, 2015	\$37,685
Laura Wall	Middle School Kitchen	August 24, 2015	\$12.31
John Purk	Driver (for Sp Ed route)	August 24, 2015	\$17.60

Resignations:

Name	Position	Effective Date
Linda Moser	H.S. Math	7/17/2015 pending suitable replacement

Notice of Volunteer Coaches:

Name	Activity	Date
Rick Hopper	M.S. Girls Basketball	August, 2015

Mike Wedmore	H.S. Softball	August, 2015
Ron Hala	H.S. Girls Basketball	August, 2015
Baron Davis	H.S. Wrestling	August, 2015
Larry Fletcher	H.S. Boys Basketball	August, 2015
Jeffrey Novotny	H.S. Football	August, 2015
Stan Upah	H.S. Volleyball	August, 2015
Charles Kaufman	H.S. Wrestling	August, 2015

Superintendent's Recommendation:

Approve the personnel requests as presented pending licensure.

Agenda Item IV.B. Accept and Approve Photography Proposal

Ben Adams and Dan Phipps provided information on three proposals from photographers to take all activities pictures in grades 7-12, homecoming, prom and graduation pictures. The information is attached.

Superintendent's Recommendation:

Approve and accept the bid from Stewart Photography.

JUL 15 2015

South Tama County Schools Photography Proposal

Here are the three proposals we received for this bid. At this time we would like to recommend Stewart Photography for the bid. Here are the following points to take in consideration for this bid.

- Stewart Photography is a local business within our school district.
- All three bids were very closely priced and meet our needs.
- Stewart Photography has done business with South Tama in the past and has a history of producing product in a timely manner.
- It would be recommended that Stewart Photography will take all activities 7-12, homecoming, prom and graduation pictures.
- Here are the following credentials they put in their proposal which helped to solidify the bid for us. " As the only full-time studio operator within the STC School District, our studio has already been of service to many of your programs over the past two decades, but more recently have photographed most of your girls athletic programs at the high school and middle school since 2012. It is my hope that since being asked to photograph the top-ranked Lady Trojan basketball team in 2011-12 that you've had nothing but positive feedback about our turnaround time (usually delivered just a few days), the quality of images, our professionalism and our pricing which meets or beats the part-time photographer that have been hired to photograph the programs we have not. I would invite you to go to your best resources on this matter... your own coaches, players and parents about our credentials. A short list off the top of my head would include, Coach Emily Chyma, Coach George Corum, Coach Steve Bearden, Coach Bob McBain, and Coach Chelsea Ahrends. All of these instructors have had other photographers before approaching our studio in frustration wanting something better for their programs. I believe we have delivered constantly for these programs and your patrons."

Stalzer Photography

641-753-7500
Marshalltown High School

Sport/Group _____ Grade _____ Photo Date _____ Time _____

Name of Player(s) (PRINT): _____

Phone _____ City _____

Payment:
 Cash Check Visa/MC

If you would like to PAY with VISA or MASTERCARD please hand your card and this envelope to the Photographers and they will swipe your card for payment at the time your son or daughter is photographed. If you will not be with your son or daughter the copy of pictures on a separate piece of paper enclosed on the inside we will need the following: C.C.N., Expiry Date, 3 Digit Code and Billing Zip Code. Thank You.

SECTION A—Packages Please Circle The Package you are selecting.
 Memory Mats are a Team Photo and Individual Photo Combined into One Photo w/ your name.

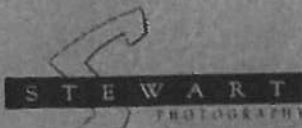
A. \$24.00 Memory Mat + (1) 5x7 (8) Wallets, (1) Button
 B. \$20.00 Memory Mat + (8) Wallets, (1) Button
 C. \$15.00 Memory Mat + (1) 5x7
 D. \$10.00 Memory Mat

SECTION B All Cents:

Wallets (4)	Qty _____	\$4.00 ea.	Total \$ _____
Wallets (8)	Qty _____	\$8.00 ea.	Total \$ _____
Buttons (1)	Qty _____	\$5.00 ea.	Total \$ _____
Buttons (5)	Qty _____	\$12.00 ea.	Total \$ _____
3.5x5 (1)	Qty _____	\$5.00 ea.	Total \$ _____
5x7	Qty _____	\$10.00 ea.	Total \$ _____
8x10	Qty _____	\$12.00 ea.	Total \$ _____

Payment by check is your express authorization that it may be converted into a one-time Electronic Fund Transfer (EFT) from your account and all returned checks or EFTs may be re-presented electronically along with a second EFT or demand draft for the maximum returned check fee allowed by state law. For inquiries, 1-800-420-0124 or www.stalzerphotofns.com

Section A Total \$ _____
 Section B Total \$ _____
 Total Order \$ _____



SPORT MEMORY MATES

641-492-6184

Please make checks out to
Stewart Photography

www.stewartphotography.net

Team _____ Photo Date _____ Photo Time _____

(please be on site **15 minutes** prior to your scheduled photo time)

Name _____ Phone _____

Address _____ City _____

Payment:

Cash
 Check
 MC/Visa
 CC# _____ / _____ / _____
 Exp. Date ____ / ____

Signature _____

SECTION A -- MEMORY MATES/TEAM

MEMORY MATE (3x5 ind. + 5x7 team in folder)	Qty _____	\$10.50 ea.	Total \$ _____
SUPER MEMORY MATE (5x7 ind. + 8x10 team in folder)	Qty _____	\$12.00 ea.	Total \$ _____
TEAM 10x15	Qty _____	\$22.00 ea.	Total \$ _____
TEAM 8x10	Qty _____	\$12.00 ea.	Total \$ _____
TEAM 5x7	Qty _____	\$ 8.00 ea.	Total \$ _____

SECTION B -- ALA CARTE INDIVIDUAL/BUDDY

WALLETS (8)	Qty _____	\$ 8.00 ea.	Total \$ _____
BUTTON (1)	Qty _____	\$ 5.00 ea.	Total \$ _____
8x10	Qty _____	\$12.00 ea.	Total \$ _____
5x7	Qty _____	\$ 8.00 ea.	Total \$ _____
3.5x5	Qty _____	\$ 7.00 ea.	Total \$ _____
MAGAZINE COVER	Qty _____	\$19.00 ea.	Total \$ _____
10x15 POSTER	Qty _____	\$22.00 ea.	Total \$ _____
2X3 KEYCHAIN	Qty _____	\$ 9.00 ea.	Total \$ _____
2.75x3.25 MAGNET	Qty _____	\$ 6.00 ea.	Total \$ _____
8x10 PUZZLE	Qty _____	\$19.00 ea.	Total \$ _____

Please make checks out to

Section A Total \$ _____

PRICING & PHOTO PACKAGES

<p>PACKAGE A - \$35</p> <ul style="list-style-type: none"> • 1 - MEMORY MATE • 1 - 8X10 PORTRAIT • 2 - 5X7 PRINTS • 2 - SPIRIT BUTTONS • 1 - BAG TAG • 1 - FRIDGE MAGNET 	<p>PACKAGE B - \$25</p> <ul style="list-style-type: none"> • 1 - 8X10 PORTRAIT • 2 - 5X7 PRINTS • 8 - WALLETS • 1 - BUTTON MAGNET • 1 - BAG TAG 	<p>PACKAGE C - \$20</p> <ul style="list-style-type: none"> • 1 - MEMORY MATE • 2 - 5X7 PRINTS • 1 - SPIRIT BUTTON
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INDIVIDUAL ITEMS

MEMORY MATE	\$12
8X10 PORTRAIT	\$10
5X7 PRINT	\$5
4X6 PRINT	\$3
8 WALLETS	\$5
SPIRIT BUTTON	\$5
BUTTON MAGNET	\$5
BAG TAG	\$12
KEYCHAIN (w/ FLASHLIGHT)	\$7
RECTANGLE MAGNET	\$5

PACKAGE D - \$12

- 1 - MEMORY MATE
- 1 - SPIRIT BUTTON



****Team posters will be available for purchase by the school to be hung in the hallways. The size of the posters would be 42"W x 54"L and the cost would be \$30 each.**

Packages can be adjusted to fit the needs of individual teams.

Prepared for South Tama Schools
Prepared By: Darvin Graham, Photographer



**STC
Board of Education**

**Board Secretary/Treasurer
Mary Boege**

**Superintendent
Mary B. Jones**

**Secretary to the Superintendent
Connie Cooper**

**Business
Manager
Mary Boege**

**Secretary
Sue Haughey**

**Technology
Coordinator
Mary Mixdorf**

**Building Secretary
Marylou Aguirre**

**Food Service
Supervisor
Sandy Jantzen**

**Maintenance/
Transportation
Supervisor
Steve McAdoo**

**Secretary
Laura Martin**

**Media Services
Technician
Darvin Graham**

**Technology Assistant
Pat McCoy**

**Payroll/Accounts
Payable
Kim Gardner**

**Human Resources
Jodi Upah**

**Bus Mechanic
Steve Schuett**

**Maintenance
Tom Mathes**

**Maintenance
Dustin Schuett**

2015 - 2016 Organizational Chart

Board & Administrator

FOR SCHOOL BOARD MEMBERS

July 2015 Vol. 29, No. 3

Editor: Jeff Stratton

Keep election-year board politics at bay

School board elections can easily influence the dynamic between board members or between the superintendent and board members, said Rick Maloney, a Washington state school board member and school governance consultant. Here are some considerations the board should keep in mind to handle the varied dynamics of board service and school board elections professionally.

- **Are sitting members running for reelection?** “One potential difficulty can occur if others tend to dismiss the relevance of a lame-duck board member’s opinions,” Maloney said. The board should keep in mind that the lame duck’s votes still have equal impact on board decisions, he said.

- **If a board seat is contested, do any candidates seek and get endorsements from other board members or key administrators?** Hard feelings often occur when a board member or administrator endorses the opponent of the board member seeking reelection, Maloney said.

“Even endorsing an incumbent can create future problems if the challenger is elected because the newly elected board member might carry a grudge against a perceived ‘enemy,’” Maloney said.

While endorsement of a candidate is protected free speech, board members may want to establish a personal policy avoiding such endorsements and declining on principle any requests for endorsement, Maloney said. “People, even if they are friends with the board member or superintendent, will generally understand such a personal preference to avoid the antag-

onistic perceptions that are inevitable in an opposed election,” Maloney said.

- **If a sitting member does not file for election, is it still a contested election between two or more newcomers, and what should be the board member response?** “Again, even when there is no incumbent involved in a contested election, it may be prudent for board members to stick to a policy of ‘no endorsements’ either for or against candidates,” he said. The rationale here is that the “opposition” candidate might prevail, and the new board members’ colleagues might be perceived to be an enemy of the opponent, Maloney said.

- **Board endorsements can rip open a frayed relationship.** “I have observed instances in which the endorsement by a board member of an opponent exacerbates what might already have been a strained relationship with the candidate being challenged,” Maloney said. In each such instance, the calculation of the board colleague was that the relationship was already negative, so why not publicly say so, and in so doing perhaps influence the election in a way that promises to improve the board in the future, he said.

Tip: School board politics are a good reason for the board to place an emphasis on continuous improvement — much like many schools ask of their staff and students. To do this, regularly seek out educational opportunities in the form of national- and state-level school board conferences and outside speakers. Then, be sure to include a line item in the district budget for board training annually. ■

3 reasons anonymous staff input about superintendent's job performance won't work

Never spring a surprise on your superintendent when it comes to her performance appraisal. That's part of the "no surprises" rule most school boards and superintendents live by.

It's a bad strategy for a school board to include staff input in the superintendent's evaluation unless the administrator is prepared for it. If the board opts to use staff insights in the superintendent's appraisal, it should work this out in advance with the superintendent, and then proceed with caution for these three reasons.

1. Staff evaluations of the administrator can become a gripe fest. Little things can become big things to employees, and giving them a chance to "evaluate" the superintendent allows immature people an opportunity to vent. It's always good to remember that it is the board's responsibility to evaluate the superintendent.

2. Superintendent evaluations should focus more on the high-level aspects of governing a school district — not the nitty-gritty of managing day-to-day operations. That means focusing on whether goals were met. Staff will generally be more concerned with the day-to-day aspects of their interactions with the administrator.

3. Staff input in the superintendent's appraisal confuses the chain of command. When employees communicate with the board directly on something as important as the superintendent's performance, there is the risk they will start coming to board members with all of their issues, complaints, and concerns. There are plenty of school board members (and potential board members) out there who will refuse to serve on a board that operates in this way because it wastes their time. ■

Board development helps board do its job

Thinking about cutting training dollars? That's like a business cutting advertising dollars, according to the Alabama School Boards Association.

The ASBA in *Why Get Training*, a post adapted from an article by Linda Dawson, director of editorial services for the Illinois Association of School Boards, states that board development helps the board better do its job.

"Make certain school board training is part of your school system policy and include a line item in your budget for these expenses," according to the blog post. "By including expectations for your own learning both in policy and the budget, you let your community know up-front that it is important."

For more information, visit www.alabamaschoolboards.org/aasb/whygettraining1.html. ■

What public wants isn't what public automatically gets

New Hampshire School Boards Association staff attorney Barrett M. Christina passed along the following advice on setting the meeting agenda.

Most boards have a policy on setting the agenda, Christina said, and in his experience, such policies state that the chair and superintendent will develop the agenda and that any board member can ask that an item be placed onto the agenda.

If a member of the public wishes to place an item on the meeting agenda, however, that's a board discretion issue, Christina said. The citizen would need to contact the board chair or superintendent in advance of the meeting with her request. "But that doesn't guarantee its place on the agenda," he said. "It would be a request pending the desire of the board majority."

For more information, visit www.nhsba.org. ■

How to cool off hot-under-the-collar colleague

When board member tempers run high, use first names to defuse the tension.

You'll find that addressing people by their first name often has a calming effect.

For instance, say, "Jean, I understand what you are saying," and then talk to your board colleague like a friend. You will find that tension will soon simmer down. ■