

**MINUTES**  
**WILLIAMSBURG BOARD OF EDUCATION**  
**ORGANIZATIONAL MEETING**  
**DECEMBER 11, 2019**

The Williamsburg Board of Education held its organizational meeting at 6:51 p.m. in the High School Media Center on December 11, 2019. Board members present were: Mark Armstrong, Brian Phillips, Quinn Wolfe, Kim Finn and Brooke Drahos. The meeting was called to order by Board Secretary, Cynthia Gingerich. Newly elected Board members were previously sworn in by Board Secretary Gingerich.

Gingerich opened nominations for the position of Board President. A motion was made by Armstrong, seconded by Finn to nominate Brian Phillips as Board President. There were no other nominations. Voting was unanimous. Brian Phillips will remain as the Board President. Gingerich administered the oath of office to President Phillips and turned the meeting over to President Phillips.

A motion was made by Finn, seconded by Drahos, to nominate Mark Armstrong for the position of Vice President. There were no other nominations. Voting was unanimous. Mark Armstrong will remain as Vice President. Gingerich administered the oath of office to Vice President Armstrong.

Todd Yelland, Technology Director, gave an update on technology implementation, infrastructure, and device utilization across the system.

A motion was made by Drahos, seconded by Armstrong to approve the following appointments:

Farmers Trust and Savings Bank as the district depository with a \$13,000,000 deposit limit; Mark Armstrong as the Board representative to the Iowa County Conference Board; Tom Buchanan with Elwood, Elwood and Buchanan and Andrew Bracken and Danielle Haindfeld with Ahlers Law Firm as District attorneys; Drahos and Wolfe to the School Improvement Advisory Committee (SIAC); Wolfe and Armstrong to the Board Policy Committee; Armstrong and Finn to the Certified Staff Negotiations Committee; Drahos and Phillips to the Non-certified Staff Negotiations Committee; Wolfe and Phillips to the Building and Grounds Committee; and Finn and Drahos to the Wellness Committee. The motion passed unanimously.

The following appointments were made:

Williamsburg Community Recreation Foundation – school representatives are Brian Phillips, Nathan King, and Dr. Garber.

A motion was made by Drahos, seconded by Armstrong to approve the appointments as presented. The motion passed unanimously.

The Williamsburg School District Foundation Board is not appointed by the Board but will include the following school representatives – Brian Phillips and Chad Garber.

A motion was made by Finn, seconded by Wolfe to appoint the building principals as the Level I investigators, the Superintendent as the Level I alternate investigator and the Williamsburg Police Department as Level II investigators regarding abuse of students by district employees. The motion passed unanimously.

A motion was made by Armstrong, seconded by Finn to appoint the Superintendent as the Equity Coordinator. The motion passed unanimously.

A motion was made by Finn, seconded by Drahos to appoint Erica Wilkinson, high school counselor, as the Secondary Section 504 Coordinator and David Widmer, Elementary Principal, as the Elementary Section 504 Coordinator. The motion passed unanimously.

SIAC/Technology and Wellness Committee lists were presented for approval. Dr. Garber recommended appointment of Perla Josue, Robert Van Deusen and Pastor Dan Jessop to the Reconsideration Committee. A motion was made by Finn, seconded by Armstrong to approve the committee lists and committee members as presented. The motion passed unanimously.

A motion was made by Wolfe, seconded by Finn to approve the Registered Pre-apprenticeship Program in Tool and Die with Williamsburg Manufacturing as presented. The motion passed unanimously.

Dr. Garber received requests for early graduation from Quinten Coon, Haley Hunzelman, Noah Schwarting, Cooper Von Lienen, Riley Reysack, Dakota Szabo, and Ashley Hooper. A motion was made by Armstrong, seconded by Wolfe to approve early graduation for the students listed pending completion of Williamsburg's graduation requirements and permission from all custodial parents. The motion passed unanimously.

A motion was made by Finn, seconded by Drahos to approve the purchase of a 2018 Ford 350 LR passenger van from Capper Ford in the amount of \$25,100. The motion passed unanimously.

Brent Zirkel, Assistant High School Principal, gave a short introduction to bi-literacy and what it could mean for Williamsburg students in the future.

A motion was made by Wolfe, seconded by Finn to approve the bid from S&S Plumbing, Heating and Air Conditioning in the amount of \$130,000 for the replacement of two rooftop units at the JR/SR High School.

Each year the Board has the option to consider the voluntary retirement policy #407.6. The current policy requires the employee to be 56 by June 30<sup>th</sup>, must be eligible and apply for IPERS benefits, must have completed 15 years of service in the Williamsburg District, is not on disability and has successfully fulfilled contractual obligations. The incentive offered

was paid health insurance with premiums set at the dollar amount of the highest deductible single coverage of the early retirement year until the age of Medicare eligibility. The Board has the right to restrict the number of early retirement requests that it accepts each year. A motion was made by Finn, seconded by Drahos to leave the current policy as is, including the cash incentive of 50% of the employee's regular salary based on their step and lane location of the Salary Schedule A in the year they elect to retire, to be contributed as a non-elective contribution to a tax-sheltered annuity section 403(b) in two equal payments to be made on July 1, 2020 and July 1, 2021. The Board put a limit of three employees to accept for the health insurance and cash incentives for the Voluntary Retirement Program for 2019-2020. The motion passed unanimously.

A motion was made by Armstrong, seconded by Finn to approve the first reading of Board Policy 303.10 Building Administrator Voluntary Retirement. The motion passed unanimously.

A motion was made by Finn, seconded by Wolfe to approve a contract with Infinite Campus as the District's student information system, with full implementation on July 1, 2020. The motion passed unanimously.

A motion was made by Finn, seconded by Armstrong to adjourn. The motion passed unanimously. The meeting adjourned at 9:45 p.m. The next regular meeting will be held on January 8, 2020 at 6:30 p.m.

Respectfully Submitted,  
Cynthia Gingerich, Board Secretary