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SPENCER COMMUNITY SCHOOL DISTRICT - 11/25/25 ORGANIZATIONAL MTG

Spencer Community School District Annual Organizational Meeting
:00 P.M. November 25, 2025
The Board of Directors of the Spencer Community School District met for the Annual Organizational Meeting at 5:00 P.M. on November 25, 2025 in the Board Room at the Central Office, Spencer, Iowa.
QUORUM
The meeting was called to order by President Bob Whittenburg. Roll call was answered by Phil Bieber, Shelby Haak, Chad Irvine, and Bob Whittenburg. Brea Schmidt was absent. Also present were Superintendent Terry Hemann, Secretary Jolynne Eilts, Dr. Angie Hanson, and Taylor Chapman.

PLEDGE
The Board recited the Pledge of Allegiance.

AGENDA
Motion by Haak, second by Bieber to approve the meeting agenda. All voted affirmative. Motion carried.

CONSENT ITEMS
Motion by Bieber, second by Irvine to approve the consent items including the additional bills, but with the exception of approving the open enrollment application for the 2026-2027 year. The consent items include:

- Minutes of Previous Meetings
- Open Enrollment Requests
- Approval of Bills
- Secretary Financial Reports
- Personnel Recommendations as listed below:

RESIGNATIONS:
CERTIFIED:
■ Amanda Smith - Color Guard S
SUPPORT:
■ LaRae Pemberton - Cook
■ Evelyn Gonzales - Cook
NEW HIRES:

CERTIFIED:
■ Allyson VerMulm - Basketball Cheer Sponsor for a salary of \$ 1,320
■ Chloe Hinkley - Wrestling Cheer Sponsor for a salary of \$ 1,320
■ Brett Eilts - Middle School Girls Basketball for a salary of \$2,640
■ Michael Parras - Middle School Girls Wrestling for a salary of \$2,640
■ Abbey Fujimoto - Middle School Musical Director for a salary of \$ 1,760
■ Wilson Hookfin - Assistant Girls Basketball for a salary of \$5,280
■ Christian Knapp - Assistant Boys Swimming or a salary of \$3,520

CONTRACT ADJUSTMENT:
■ Dawn Anderson - Full-Time Cook to Head Cook at the Middle School

WINTER SPORT VOLUNTEER COACHES:
■ Chase Hough - Boys Basketball
■ Brittany Follon - Girls Basketball
■ Joel Haberman - Boys Wrestling
■ Kriston Luna Ruiz - Girls Wrestling
■ Connor Tigges - Boys Swimming

END OF YEAR STATEMENTS
Secretary Eilts reviewed the end of year financial statements.

Motion by Bieber, second by Haak to approve the end of year financial statements as presented. All voted affirmative. Motion carried.

ELECTION RESULTS
Motion by Haak, second by Irvine to approve the election results for the Board of Directors. All voted affirmative. Motion carried.

The election results were as follows: Chad Irvine - 1,392 votes, Shelby Haak - 1,555

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votes, Bob Whittenburg - 1,487 votes, and a scattering of 30 votes.

ELECT PRESIDENT
Motion by Haak, second by Bieber to nominate Bob Whittenburg as President for the 2025-2026 year. Roll call vote as follows:
• Haak - yes • Whittenburg - yes • Bieber - yes • Irvine - yes

ELECT VICE PRESIDENT
Motion by Bieber, second by Irvine to nominate Brea Schmidt as Vice President for the 2025-2026 year. Roll call vote as follows:
• Irvine - yes • Whittenburg - yes • Bieber - yes • Haak - yes

SET 2025-26 MEETING DATES
Motion by Haak, second by Irvine to set the meeting date and time for 2025-2026 meetings as the fourth Tuesday of the month at 5:00 P.M. at the Board Room in Central Office, Spencer, Iowa. All voted affirmative. Motion carried.

DEPOSITORY LIMITS
Motion by Haak, second by Bieber to approve the depositories and limits as presented:
• Fanners Trust & Savings Bank - \$30,000,000
• UMB-\$100,000
• State Bank - \$42,000
• ISJIT (Iowa Schools Joint Investment Trust) - \$50,000

All voted affirmative. Motion carried.

APPOINT BOARD SECRETARY/ TREASURER
Motion by Bieber, second by Irvine to appoint Jolynne Eilts as Board Secretary and Treasurer for 2025-2026. All voted affirmative. Motion carried.

APPOINT CHIEF NEGOTIATOR
Motion by Bieber, second by Haak to appoint Steve Avery to represent the corporation, advise the board, and act as the board's chief negotiator. All voted affirmative. Motion carried.

MEMBER ARRIVAL
Brea Schmidt arrived at 5:10 P.M.

APPOINT TRUANT OFFICER
Motion by Bieber, second by Irvine to appoint Police Chief Mark Warburton as the school district truant officer. All voted affirmative. Motion carried.

APPROVE PUBLICATION
Motion by Bieber, second by Haak to approve the Spencer Daily Reporter as the official publication of the District. All voted affirmative. Motion carried.

OATH OF OFFICE
Secretary Eilts administered the oath of office to President Bob Whittenburg and Vice President Brea Schmidt.

VISITORS/PUBLIC FORUM
There were no visitors.

RECOGNITION
Molly Vander Linden, High School Special Education Teacher and Special Olympics Sponsor, recognized Ann Vandehaar who will be inducted into the Special Olympics Hall of Fame on December 11th in Des Moines. She has helped with Special Olympics for several years.

ADMINISTRATOR REPORTS
Dr. Angie Hanson and Taylor Chapman presented their reports; all other administrator reports were written.

SBRC REQUEST
Motion by Schmidt, second by Haak to authorize the administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$204,846 for open enrolled out students who were not included in the district's previous year certified enrollment count. All voted affirmative.

Motion carried.

SBRC REQUEST
Motion by Schmidt, second by Bieber to authorize the administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$24,283 related to the English language learning program for students who have exceeded five years of weighting that are included on the Fall 2025 certified enrollment headcount. All voted affirmative. Motion carried.

SUPPORT STAFF PAYMENT
Motion by Haak, second by Irvine to approve a onetime payment for each hourly support staff employee employed with the school district. The one-time payment would be paid for three levels of employment as listed:

Those who qualify for longevity pay (10+ years of service) will receive \$400.00, those who were hired before January 5, 2025, but have less than 10 years of service will receive \$300.00, and those who were hired on or after January 5, 2025 will receive \$150.00. All voted affirmative. Motion carried.

IST READING BOARD POLICIES
The Board reviewed Board Policies 203.07, 203.78, 401.01, and 502.07 for the first time. No action was taken.

IST READING 900 POLICIES
The Board reviewed the 900 series of the Board Policies for the first time. No action was taken.

2025-26 BOARD GOALS
Motion by Bieber, second by Haak to approve the goals of the Spencer Community Schools Board of Education as presented. All voted affirmative. Motion carried.

SET HEARING DATE ON 2026-27 CALENDAR

Motion by Haak, second by Schmidt to set the public hearing for the 2026-2027 district calendar for 5:00 P.M. on December 16, 2025 at the Spencer Schools Board Room, Spencer, IA. All voted affirmative. Motion carried.

VEHICLE PURCHASE
Motion by Bieber, second by Irvine to approve the purchase of a 2023 Chevy Traverse from H&N Chevrolet Buick Co. for \$34,995. All voted affirmative. Motion carried.

HABITAT FOR HUMANITY
The Board received a letter from Habitat for Humanity inquiring about the district potentially donating or selling land east of the old Middle School. The Board discussed the matter, but no action was taken.

JOHNSON SPRINKLER SYSTEM
The Board reviewed the timeline for the Johnson Elementary Fire Sprinkler System Project. No action was taken.

SUPT REPORT/REVIEW:
Superintendent Review & Report:
• IASB Convention Follow-Up
• Enrollment & Budget Update
• Board Work Session - December 10th
- Legislators Visit
• Spencer Reads Initiative
• Superintendent On-Going Evaluation
ADJOURN

Motion by Haak, second by Bieber to adjourn at 6:34 P.M. All voted affirmative. Motion carried.

/s/ BOARD PRESIDENT
Attest: BOARD SECRETARY
#364

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SPENCER COMMUNITY SCHOOL DISTRICT - NOVEMBER CLAIMS LIST

Spencer Community Schools List of Claims Paid
November 25, 2025 10/30/25-11/26/25
Activity 10/30/2025 - 11/26/2025
Amazon Capital Services Svater Outdoor Strain \$224.65; Atlantic Coca-Cola Concessions \$1,201.20; Tracey Badar 7th Grade BBB 11/17/ \$200.00; Builders FirstSource PRICE IS PER LF I-Jo \$809.68; Spencer Trophy & Awards State Football Plast \$22.00; BSN Sports LLC LEGACY TF-1000 NFHS \$2,240.55; Core-Mark Midcontinent, Inc. Concessions \$1,395.70; Meredith Dennis Choreography 2025 Co \$1,000.00; Michael Dolan 7th Grade BBB 11/24/ \$200.00; Broadway Licensing One-Act Play rights \$55.00; Elsmore Swim Shop, Elsmore Aquatic Jammer Size 28 \$1,083.35; Fareway Stores, Inc. Concessions - Buns \$28.20; Steven Joseph Hauge 7th Grade BBB 11/11/ \$100.00; Renee Huckfelt Meal Reimbursement F \$77.87; Iowa High School Music Association All State Registrati \$350.00; Iowa Central Community College Triton Clash 2025 \$200.00; Iowa Girls Coaches Association IGCA Scrimmage \$60.00; Iowa Girls' HS Athletic Union State XC Additional \$130.00; Mark R Japenga 7th Grade BBB 11/20/ \$100.00; Amie Lawrence Meal Reimburse, Stat \$34.31; Farmers Trust & Savings Lodging-Drury Inn-FF \$3,056.16; Daryl Ross Meyer JV/V GWR 11/18/25 \$210.00; Cheryl A. Mowery Meal Reimburse, Stat \$26.94; Music Theatre International Remaining Guys & Dol \$250.00; National FFA Organization Daily Registration: \$450.00; Norcorsto, Inc. Ellipsoidal gel fram \$268.35; Jay D Peterson Pom Routine Choreogr \$1,500.00; Tyler Reck JV/V GWR 11/18/25 \$210.00; Remsen St. Mary's Schools Donation from Spence \$584.12; Brett Sanow 7th Grade BBB 11/11/ \$200.00; Jason D Seitz JV/V GBB 11/24/25 \$150.00; Sergeant Bluff-Luton Community School District Sergeant Bluff-Luton \$175.00; Sheldon Community Schools JV Wrestling 12/1/25 \$100.00; Sioux Center Community Schools JH Girls Wrestling M \$50.00; Spencer CSD General Fund Activity Payroll \$1,762.20; Spencer Pizza Ranch taking class out for \$283.55; SS Collision SS Graphics SS Auto Sales Swim Records \$20.00; www.stageightingstore.com Ellipsoidal lamps- O \$449.46; Game One RJKJ2AW-Jersey-2XL \$324.36; The Pineapple Shoppe Cheer Sweatshirts \$1,012.00; Trophies Plus, Inc. Custom Medals for 25 \$1,249.92; West Music Company, Inc Student Music Packet \$143.90; Westside Racquet Club Girls Tennis Oct 202 \$36.00; Mason Wickett 7th Grade BBB 11/24/ \$100.00; Scott Willmott JV/V GBB 11/24/25 \$150.00; Mark Zalme JV/V GBB 11/24/25 \$450.00; Activity ** BANK ACCOUNT TOTAL **\$22,724.47

Flex Spending 10/30/2025 - 11/26/2025
WageWorks Healthcare Flex Reim \$9,198.57; Flex Spending ** BANK ACCOUNT TOTAL ** \$9,198.57

General 10/30/2025 - 11/26/2025
Iowa 4-H Foundation Jr. Iowa State Scien \$360.00; ANP Monthly Billing - FY \$6,244.51; Ahlers & Cooney P.C. Professional Service \$885.00; AIG Retirement Tsa/Ira/Annuities \$24,400.00; Airgas USA, LLC Rental-Argon \$746.50; Alpha Wireless Communications Co Cameras \$2,690.34; Amazon Capital Services DJI MINI 4 PRO FLY M \$8,825.47; American Fidelity Tsa/Ira/Annuities \$12,000.00; College Board PSAT/ NMSQT Fall- 11t \$388.44; Avera Spencer Family Care TB Tests-7 students \$407.00; AXA Equitable Tsa/Ira/Annuities \$250.00; Kerrie Baish Family Support Coord \$5,000.00 Jamie Lynn Bates Consultation and tra \$3,761.36; Bomgaars Supply Inc SaltDogg Bulk Salt W \$1,514.18; Brandt Agency of Interpreting, LLC Interpretation Sept \$5,541.25; C & B Operations, LLC repairs to wide area \$677.80; C & D Refrigeration Co. Service/ Repair-HS co \$1,171.50; CAROLINA Biological Supply Co. #162103 ELODEA (EGER \$197.78; Christians Sheet Metal HVAC, Inc Service/ Repair-HS \$1,126.98; City Of Spencer SRO Oct '25 \$22,502.98; Clay County Fair & Events Center Used Leaf Removal Dec \$2,500.00; Clay County Sheriff's Office Gar-

nishments \$191.44; Collection Services Center Garnishments \$75.00; Computer Information Concepts Inc AdHoc Training \$100.00; Connections Unlimited, Inc. Durable School Testi \$261.50; Cooperative Energy Co Bulk Engine Oil \$2,852.95; Credit Bureau Services of Iowa, Inc. Collection Fees \$150.10; Crescent Electric Supply Co. District Tools & Sup \$742.21; Lisa Dewitt Meal Reimbursement I \$79.39; Michele Dirkx Meal Reimbursement I \$94.52; Donovan Group I Communications Oct '25 \$2,500.00; Ecolab Pest Elim Div Pest Control Oct '25 \$1,030.22; eDynamic LP KNOWLEDGE MATTERS SO \$2,600.00; Empower Tsa/Ira/Annuities #####; Energy Association of Iowa Schools Radon testing JN,FV \$6,500.00; Spencer Reporter 8.5 Mtg Minutes Lega \$63.92; Exhaust Pros Alignment-Ford Escap \$94.95; Fareway Stores, Inc. COFFEE AND SUPPLIES \$175.31; Farmers Trust And Savings Bank Interest \$71,558.33; Four Way Contracting, Inc Repair Old MS roof 2 \$25,520.00; Gordon Flesch Company, Inc Staples-CO \$2,171.00; Glenn Graettinger Meal Reimbursement I \$84.39; Greenway & Associates Ltd Parts- continuation \$2,185.14; Heartland Tire, Inc New front tires for \$1,829.12; Terry Hemann Parking @ IASB \$13.00; Advanced Door Systems Service/ Repair-Bus G \$724.00; Holmes Lock & Safe Inc. District locksets \$1,368.00; Hope Haven, Inc. Job Coaching-A.Thies \$1,776.25; Horace Mann Tsa/Ira/Annuities \$10,500.00; Hy-Vee Accounts Receivable Cereal Bars/Granola \$239.47; DHS Cashier 1st FL. Medicaid Oct '25 \$14,320.22; Internal Revenue Service Fica #####; Iowa City Community School District Circle School Instru \$244.48; Iowa Communications Network Network Service 10/1 \$2.75; Iowa Department of Inspections Appeals & Licensing Boiler Certification \$40.00; Treasurer State of Iowa State Income Tax \$37,612.00; Iowa Lakes Community College TAG Textbooks \$896.00; Iowa Lakes Corridor Development Corporation Private Sector Econo \$2,000.00; Iowa Pupil Transportation Association Bkshop/Training \$1,700.00; ISFIS Background Checks Oc \$420.00; IPERS IPERS #####; IPX Retirement Tsa/Ira/Annuities \$50.00; ISI, LLC Interpreter 11/4/25- \$717.50; IXL Learning Inc. Grades 3-8: Subjects \$844.00; J.W. Pepper & Son, Inc. 1568450E WHERE THE W \$283.48; Reptile & Amphibian Discovery Zoo Radzoo- preschool \$471.00; Johnson Controls Inc. Service/Repair-MS \$2,380.00; Johnston Autostores Battery for #212 \$462.26; Jostens DIPLOMA COVERS FOR 2 \$1,593.95; Ken Borth Auto Seat Belt Clip for # \$62.95; Troy Kaufman Meal Reimbursement I \$81.44; Ken Borth Autobody Repairs - Van #2 \$160.00; Dennis Klatt DOT Physical Reimbur \$85.00; Lab-Aids, Inc. Professional Learnin \$2,400.00; Lakeland TAG Real Colors Training \$200.00; Language Line Services Interpretation \$478.56; Farmers Trust & Savings Rapid Radios \$9,938.18; Ray's Midbell Music Concert Baritone Rep \$1,973.09; Mediacom Monthly Internet 11/ \$285.00; Menards, Inc. Supplies \$1,020.82; Melissa Merida Meal Reimbursement f \$35.00; Midwest Alarm Services Inc Service/ Repair-MS \$859.00; Pixler Electric Drive Belts-MS \$266.54; New Century FS Propane Budget State \$1,033.00; Nielsen's Tire & Appliance Diagnostic Fee on ap \$120.00; Ninja De-lcer 50# Lighting Premiu \$5,960.46; No Limits Outdoors LLC EASTON ARROW REPAIR \$104.00; Northwest AEA Tech Related Softwar \$32,409.50; Northwest Glass Inc. Repairs to press box \$584.00; Northwest Iowa Counseling Associates, PC Mental Health Consul \$2,900.00; Pakechub Sprinkler Service LLC Winterize/blowout sp \$1,300.00; Phelps the Uniform Specialists Mops/Rugs-HS \$1,646.46; Plank Road Publishing, Inc. XS-0677 Winter Waltz \$82.25; Prairie Lakes AEA 8 Business Office Sp Ed Support Svcs P \$70,894.20; Godfather's Pizza Tiger TEAM-MS \$336.74; Remillard Signs Other Gen Supplies \$120.00; Rent-All Inc Lift Rental \$695.00; Kent R Ryan Meetings and Onsite \$2,000.00; Sacred Heart School SWVPP Reimbursement \$19,965.32; Bri-

an A Sand Reimbursement Condit \$166.00; School Administrators of Iowa SAI 2025 FALL LEGAL \$125.00; School Specialty, LLC DAILY MEMO BOOKS - 3 \$40.20; Schumacher Elevator Company Qt. Maintenance- HS \$297.54; Secure Shred Solutions, LLC Shred-HS \$220.00; Sydney M Sikora Meal Reimbursement I \$83.41; Amy M Simpson T.E.A.M. Coordinator \$2,575.00; Solution Tree, Inc Instructional Coachi \$5,383.00; Spencer CSD Activity Fund So Good, LLC - MS Ve \$196.26; Spencer CSD Flex Plan Health Care Flex \$7,789.70; Spencer CSD Nutrition Fund Oct preschool staff \$1,249.35; Spencer CSD PPEL Fund E-Rate Proceeds \$36,701.41; Spencer CSD Self Funded Insurance Plan Medical Insurance #####; Spencer Municipal Utilities Electric-HS & Tech \$42,416.87; Spencer Pizza Ranch Pizzas for HS Musica \$91.00; Sunbelt Staffing, LLC Interpretation WE 11 \$7,478.40; The Cartridge Connection, Inc. HP Cartridge-Yellow \$75.99; Spencer Office Supplies SICO COMMUNICATOR 12 \$8,707.88; The Music Connection FLUTE LYRES \$861.51; The Retrofit Companies, Inc. Recycle \$1,118.58; Timberline Billing Service LLC Medicaid for 10/20 \$3,152.15; Titan Machinery Inc. Service and inspect \$573.16; UPS Shipping \$212.96; Upper Des Moines Opportunity SWVPP Reimbursement \$3,230.84; Utah State University Tri-State Regional S \$305.00; Voya Tsa/Ira/Annuities \$34,175.00; Walsh Door & Security Maint Parts \$3,062.00; Randall D Wiemers Retirement Benefit \$12,000.00; MacGill & Co. Nurse Supplies-FV \$1,668.71; World of Reading, Ltd. Level 2 - Viva el to \$81.60; Grainger Parts-Middle School \$404.15; General ** BANK ACCOUNT TOTAL #####

LOSST City 10/30/2025 - 11/26/2025
Midwestern Mechanical Inc. Middle School-remov \$71,546.00; Spencer CSD Debt Service Fund LOST BANs Pmt \$21,666.67; LOSST City ** BANK ACCOUNT TOTAL **\$93,212.67

Nutrition 10/30/2025 - 11/26/2025
Atlantic Coca-Cola Ala Carte \$139.84; Avera Spencer Family Care Exam-P.Dirks \$82.00; Bomgaars Supply Inc Snow Shovel \$69.99; Casey's Bakery Purchased Food \$2,072.65; East Side Jersey Dairy, Inc Purchased Milk-MS \$6,664.66; Fareway Stores, Inc. Salad Bar Food \$44.05; Farm Table Delivery Purchased Food \$1,522.03; Martin Brothers Purchased Food \$58,496.19; Farmers Trust & Savings Walmart-Purchased Fo \$51.88; Menards, Inc. Poles for Shelves-HS \$175.88; Pepsi-Co Beverage Sales LLC Ala Carte \$366.37; Spencer CSD General Fund Nutrition Payroll \$86,983.57; Hobart Sales & Service Mixer \$9,633.77; Nutrition ** BANK ACCOUNT TOTAL **#####

PPEL/Agency Fund 10/30/2025 - 11/26/2025
Deere Credit, Inc John Deer Tractor Le \$34,563.76; Electro Watchman Inc. Dual Head 180 Degree \$3,234.89; Iowa Lakes Community College LPS Lease & Utilitie \$9,306.93; KS StateBank Government Finance Depart Exercise Equip Lease \$2,556.00; Spencer CSD Debt Service Fund GO Capital Loan Note \$43,597.17; Verizon Wireless Bus Tablets 10/9-11/ \$310.37; White Glove Janitorial & Building Services, Inc. LPS Cleaning Nov '25 \$2,043.72; PPEL/Agency Fund ** BANK ACCOUNT TOTAL **\$95,612.84
SAVE Fund 10/30/2025 - 11/26/2025
CMBA Architects Johnson Architecture \$4,204.75; SGH Concepts; Tetra Vertical Solutions Construction Serv \$50,626.00; Spencer CSD Debt Service Fund Revenue Bond Pmt #####; UMB Bank, N.A. Revenue Bond Pmt \$6,147.72; Woodruff Construction, Inc LN Building Repairs #####; SAVE Fund ** BANK ACCOUNT TOTAL **#####
Self Insure 10/30/2025 - 11/26/2025
AssuredPartners Milliman Payment Nov \$923.03; ** BANK ACCOUNT TOTAL ** \$923.03
**** DISTRICT TOTAL ** #####**

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