

ALBERT CITY-TRUESDALE COMMUNITY SCHOOL BOARD OF DIRECTORS

Monday, November 24, 2025 - 5:30 p.m.

Albert City-Truesdale Library

The mission of the Albert City-Truesdale School is to offer equal opportunities for all students to develop the knowledge, skills and character necessary to successfully live in their ever changing, global world of work, community and family.

Regular Annual Meeting of the Board

1. Call to Order and Roll Call Board President McCarthy called the meeting to order at 5:30 p.m. with Directors Heuton, Peterson, Swenson, also present Superintendent Jungers, Principal Dirks and Board Secretary Ellrich.
2. Approval of Agenda Heuton moved, seconded by Peterson to approve the agenda as presented, motion carried 4-0.
3. Consent Agenda Heuton moved, seconded by Peterson to approve the consent agenda as presented, motion carried 4-0.
 - a. Approval of Minutes as presented
 - b. Summary list of Bills as presented
 - c. Financial Reports as presented
 - d. Open Enrollment-none
 - e. Board Policy-none
4. Annual Meeting
 - a. Board Secretary/Treasurer Annual Report was presented by Mr. Jungers. Revenues and expenditures for general, nutrition, SAVE, PPEL, management and activity funds were presented. Action Items Heuton moved, seconded by Peterson to approve the Board Secretary/Treasurer Annual Report as presented, motion carried 4-0.
 - b. Superintendent's Annual Report-Albert City-Truesdale CSD continues to be financially secure. Fund balances are strong, updated the HVAC systems. Food service has a positive balance of \$66,085, our Operational Sharing provides optimal programming benefits and financial incentives, it would be beneficial to continue to find ways to improve facilities and be fiscally responsible with taxpayer dollars. We have a great school with a caring, dedicated staff who continue to work for the benefit of our students.
Peterson moved, Heuton seconded to approve the Superintendent's Annual Report as presented, motion carried 4-0.
5. Official Canvass of Votes Peterson moved, seconded by Heuton to approve the official canvass of votes, motion carried 4-0.
6. Acknowledgement of Outgoing Board Members-Mr. Jungers and the board members thanked Kyle Swenson and Jen Holt for their service as board members.
7. Adjournment of Regular Annual Meeting Heuton moved, seconded by Peterson to adjourn at 5:36 p.m, motion carried 4-0.

Organizational Meeting of the Board

1. Call to Order and Roll Call President McCarthy called the meeting to order at 5:36 p.m., with Directors Heuton, Peterson, Lovin and De La Torre, also present Superintendent Jungers, Principal Dirks, Board Secretary Ellrich.
2. Oath of Office - New Board Members Ellrich administered the oath of office to new board members, Megan Lovin and Roman De La Torre.
3. Approval of Agenda Peterson moved, seconded by Heuton to approve the agenda as presented, motion carried 5-0.
4. Communications/Celebrations-none
5. Delegations-none
6. Discussion Items-none
7. Action Items
 - a. Appoint Board Secretary as Temporary Chairperson Heuton moved, seconded by Peterson to appoint Board Secretary Ellrich as temporary chairperson, motion carried 5-0.
 - b. Election of Board President and Oath of Office- Ellrich asked for nominations for Board President, Heuton nominated McCarthy for President. Heuton moved to cease nominations, seconded by Peterson. Peterson moved, seconded by Heuton to elect McCarthy as Board President, motion carried 5-0. McCarthy was sworn into office.

- c. Election of Board Vice President and Oath of Office Peterson nominated Heuton for Vice President. Lovin moved, seconded by De La Torre to cease nominations. Lovin moved, seconded by De La Torre to elect Heuton as Vice President, motion carried 5-0. Heuton was sworn into office.
 - d. Appointment of Board Secretary and Oath of Office Heuton moved, seconded by Peterson to appoint Kim Ellrich as Board Secretary, motion carried 5-0. Ellrich was sworn into office.
 - e. Appointment of Board Treasurer and Oath of Office Peterson moved, seconded by Lovin to appoint Andrea Vanderhoff as Board Treasurer, motion carried 5-0. Vanderhoff was sworn into office.
 - f. Determine Date and Time of Regular Board Meetings Heuton moved, seconded by De La Torre to approve the 3rd Monday of each month at 5:30 p.m. as the date and time of the regular board meeting, motion carried 5-0.
 - g. Name Official Publication Newspaper De La Torre moved, seconded by Peterson to approve The Storm Lake Times Pilot as the district's Publication/Newspaper, motion carried 5-0.
 - h. Name Depository Bank and Maximum Limits Heuton moved, seconded by Peterson to approve Community State Bank at a maximum limit of \$4,500,000, motion carried 5-0.
 - i. Appointment of District Attorney Heuton moved, seconded by Peterson to approve Ahlers and Cooney as the district's attorney, motion carried 5-0.
 - j. Board Committee Appointments Heuton moved, seconded by Lovin to approve Negotiations Committee McCarthy, Wellness Committee Heuton, motion carried 5-0.
 - k. Buena Vista County Board Appointment Peterson moved, seconded by De La Torre to approve Lovin to represent Albert City-Truesdale CSD for the Buena Vista County Conference Board Appointment, motion carried 5-0.
 - l. Parent Handbook Changes De La Torre moved, seconded by Heuton to approve the Parent Handbook changes as presented, motion carried 5-0.
 - m. Mentoring and Induction Plan Heuton moved, seconded by Peterson to approve the Mentoring and Induction Plan as presented, motion carried 5-0.
 - n. Educational Continuity Plan Heuton moved, seconded by Peterson to approve the Educational Continuity Plan as presented which will allow the district to determine up to 5 virtual days as deemed necessary, motion carried 5-0.
 - o. Set Date and Time for Public Hearing on Whole Grade Sharing Heuton moved, seconded by Lovin to set the public hearing regarding the proposed one-way whole grade sharing agreement for December 15, 2025 at 5:30 p.m. in the Albert City-Truesdale library room, motion carried 5-0.
 - p. SBRC Application- Open Enrollment Out not included on Prior Year's Headcount Peterson moved, seconded by Lovin to authorize administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$119,493.00 for open enrolled out students who were not included in the district's previous year certified enrollment count, motion carried 5-0.
 - q. Personnel Items-none
 - i. Resignations
 - ii. Contracts/Letters of Employment
8. Informational Items
- a. Principal's Report-Ms. Dirks discussed Word Flight Program, Parent-Teacher conferences, IDEA level, Veterans Day program, Mr. Goodfellow donation and virtual snow days.
 - b. Superintendent's Report-Mr. Jungers discussed public hearing for whole grade sharing, 28E agreement with Sioux Central at a later date, new basketball backboards and rims, required board member training, electric bill. Mr. Jungers attended a Budget Projection meeting and the IASB Convention.
 - c. Board Sharing- tractor is ready for winter weather and 3rd floor alumni room.
9. Adjournment Peterson moved, seconded by Heuton to adjourn the meeting at 6:20 p.m., motion carried 5-0.

Next Meeting: December 15, 2025, at 5:30 PM

Kim Ellrich
Board Secretary

Kayla McCarthy
President

Invoices Listed for Approval

10/17/2025 through 11/21/2025

General Fund

AFLAC	Med Ins Payable	662.61
AGState	fuel	1,699.76
Ahlers & Cooney	legal services	206.50
AC-T Food Service	Supplies	190.00
Alliant Energy	electricity	955.27
BASE	Med Ins Payable	770.50
Books Are Fun	Supplies	250.00
Carroll Refuse Service	garbage/disposal	372.70
CID	Supplies	861.00
City of Albert City	water/sewer	388.00
Clausen Hardware	battery	82.44
Community State Bank	wire fees	13.00
D&D Auto	Repairs	168.00
Ashley Dirks	Parking	10.00
Lynn Dirks	maintenance services	95.63
Elan Financial Services	supplies	3,836.32
Follett	library books	552.34
IASB	Policy Reference Subscription	800.00
Iowa Division of Labor Services	boiler inspection	80.00
IPERS	IPERS Payable	35,256.94
ISEBA	Med Ins Payable	13,210.08
Laurens-Marathon CSD	Art Teacher - purch service	14,437.59
Medical Enterprises	Drug Testing	460.00
Midwest Technology Services	telephone	566.07
Mike's Pest Control	pest control	120.00
Nelnet	Online Pmt Fees	14.45
One Source	background checks	24.50
Power Solutions	motion lights	210.04
Prairie Lakes AEA 8	AEA Flowthrough	7,141.50
Rabel Chiropractic	DOT Physical	100.00
Rifton Equipment	SE Supplies	354.75
Spelling Stars	Annual Subscription	195.00
Storm Lake Times Pilot	ads/publications	79.41
Thams, Brenda	Supplies	96.11
Treasurer, State of Iowa	State Withholding	4,729.00
TSYS Merchant Solutions	Online Pmt Fees	43.85
Brandy Uribe	translation services	62.50
US Treasury	Federal Withholding	47,890.54
VOYA 403B	TSA Payable	5,670.00
Windstream	telephone	135.68

SAVE

Energy Association of Iowa Schools	radon training/testing	2,500.00
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Physical Plant & Equipment Levy

Access Elevator	elevator lift work	1,992.60
Access Systems	copier lease	1,041.14
Beck Engineering	engineering fees	3,950.00
Clausen Hardware	plumbing work	731.59
Commercial Lighting	lighting work	2,387.47

FrigiTec	freezer work	596.82
ICN	internet service	86.85
Midwest Technology Services	phone equipment	3,856.62

School Nutrition Fund

Anderson Erickson	groceries	1,007.87
Elan Financial Services	supplies	32.37
Fareway	groceries	78.94
Martin Brothers	groceries	2,694.78
AC-T Parent	lunch acct refund	31.35

Student Activity Fund

Ashley Dirks	supplies	23.05
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