

Treynor Community School District
Regular Meeting of the Board of Directors
April 8, 2019

1. Call to Order & Roll Call
2. Amend and/or Approve Agenda
3. Recognition of Visitors and Open Forum (Public comment is limited to items on any current or upcoming published board agenda)
4. Public Hearing – FY '20 Certified Budget
5. Public Hearing – 2019-2020 Calendar
6. Public Hearing – New Facilities – Transportation and High School Earthwork and Utilities
7. Consent Agenda: Approve Minutes of Previous Meetings, Bills, Financial Statements, Open Enrollment Requests, Personnel-Contracts and Resignations, Early Graduation, AEA Purchasing Agreement
8. It's All about the Learning – Molly Griffin
9. FY '20 Certified Budget
10. 2019-2020 Calendar
11. Facilities
 - a. Proposed plans, specifications, and form of contract for the following: Transportation Facility, including Bus Drop-off Lanes, and Earthwork and Utilities
 - b. Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving Paying Agent, Bond Registrar and Transfer Agent Agreement, and Execution of the Same
 - c. Approval of Form of Tax Exemption Certificate
 - d. Approval of Continuing Disclosure Certificate
 - e. Resolution for the Issuance of Bonds
12. Guidebook for Para-educators
13. Second Reading of Board Policies 100's, 200's, 505.6, 604.7
14. Social Worker with Operational Sharing Dollars
15. Principals' Updates
16. Superintendent's Update
17. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, April 8, 2019, 6:30 p.m., in the Board Room, located in the High School Building, 102 E. Main St., Treynor, IA 51575.

Call to Order & Roll Call

President Graber called the regular meeting to order at 6:30 p.m., and roll was taken. The following board members were present: President Graber, Sally Myers, and Mickey Stogdill. Vice President Vorthmann was absent. Heidi Gutttau-Fox was absent, but arrived later in the meeting. Student representative Alora Nowlin was present. Student representative Kyle Christensen was absent.

Amend and/or Approve Agenda

A motion was made by Stogdill, seconded by Myers, to approve the agenda. Motion carried 3-0.

Recognition of Visitors and Open Forum (Public comment is limited to items on any current or upcoming published board agenda)

President Graber welcomed all visitors to the meeting, with a special welcome to Mr. Mark Hopkins who was attending the meeting as a guest.

Public Hearing – FY '20 Certified Budget

At 6:32 p.m. President Graber declared the start of the open hearing on the Fiscal Year 2020 Certified Budget. Hearing no verbal comments for or against and receiving no written comments for or against the Fiscal Year 2020 Certified Budget, President Graber closed the hearing at 6:33 p.m.

Public Hearing – 2019-2020 Calendar

At 6:34 p.m. President Graber declared the start of the open hearing on the 2019-2020 Calendar. Superintendent Howell summarized comments she had received via email and in person concerning the 2019-2020 calendar. Jane Leick spoke in regards to the variation of bell schedules and hours in the instructional day between the two school buildings. President Graber closed the hearing at 6:55 p.m.

Public Hearing – Proposed plans, specifications, and form of contract for the following: Transportation Facility, including Bus Drop-off Lanes, and Earthwork and Utilities

At 6:56 p.m. President Graber declared the start of the open hearing on the proposed plans, specifications, and form of contract for the transportation facility, including bus drop-off lanes, and earthwork and utilities. Hearing no verbal comments for or against and receiving no written comments for or against the proposed plans, specifications, and form of contract for the transportation facility, including bus drop-off lands, and earthwork and utilities, President Graber closed the hearing at 6:58 p.m.

Consent Agenda

A motion was made by Myers, seconded by Stogdill, to approve the following:

- 1) Minutes of the March 11, 2019, regular meeting,
- 2) Minutes of the March 19, 2019, work session,
- 3) Minutes of the March 25, 2019, special meeting,
- 4) Bills in the amounts of:

General Fund	\$17,303.77
Capital Projects Fund	\$81,739.50
SAVE Fund	\$550.00
PPEL Fund	\$2,680.62
Activity Fund	\$7,126.33
Nutrition Fund	\$17,732.82
- 5) March 31, 2019 Financial Statements,
- 6) Open Enrollment requests-one open enrolled in,
- 7) Contract of employment for Kody Beller as Middle School English Language Arts teacher for 2019-2020,
- 8) Contract of employment for Rhonda Shadden as food service employee,
- 9) Contract of employment for Jacob Stuhr as custodian,
- 10) Resignation from Tom Doyle, custodian, effective March 15, 2019.

Motion carried 3-0.

It's All about the Learning

Senior Molly Griffin spoke on how the activities she's participated in, such as music and speech, have impacted her high school career and prepared her for life beyond high school.

FY '20 Certified Budget

Board members discussed two options for the fiscal year 2020 certified budget. The first option, published by the district on March 28th, provided a total tax levy of \$14.51629. The debt service levy would remain at the current rate of \$3.85, as shared with the voters prior to the September bond referendum. The second option would continue the FY '19 total tax levy of \$14.26161 for FY '20. The debt service levy would remain at \$3.85, but the general fund levy would not increase an extra twenty-five cents, which was considered in light of the district's decrease in solvency. Board discussion on long-term financial planning during the past year has provided a plan to increase solvency while providing top-quality educational opportunities for Treynor students. The plan is a product of spending more time at the board table discussing district finances, including the complicated formula used to fund Iowa schools, working with

a financial advisor in preparation for the bond referendum, and the purchase of financial software aimed at providing financial projections quickly when considering a variety of assumptions. In addition, purchasing guidelines have been initiated and will continue to be fine-tuned. Following discussion, a motion was made by Myers, seconded by Stogdill, to approve the 2019-2020 certified budget with a rate of \$14.26161, including a certified grand total of property tax dollars of \$3,561,214. A roll call vote was taken: Myers-Aye, Graber-Aye, and Stogdill-Aye. Motion carried 3-0. FY '20 levy rates per \$1,000 valuation as calculated:

General Fund	\$10.08161
PPEL	\$ 0.33000
<u>Debt Service</u>	<u>\$ 3.85000</u>
Total Levy	\$14.26161

2019-2020 Calendar

Due to the number of school days missed for weather during the 2018-2019 school year, board members were asked consider Superintendent Howell's recommendation: the last day of school for students would be at 3:30 P.M. on May 31, 2019, based on the following criteria:

- Waiving the professional learning for teachers the afternoons of April 10, April 24, and May 8.
- This means students will attend school the full day on April 10, April 24, and May 8, which would provide enough student hours to meet the 1080-hour state requirement.**
- Having the teachers' 176th, 177th and 178th student-contact days replaced with the following:
 - o June 3 – Teacher Work Day
 - o June 4 and 5 – professional learning or two dates pre-determined with the principal for professional learning.

A motion was made by Stogdill, seconded by Myers, to approve waiving 3 student-contact days for teachers in the 2018-2019 school year, replacing them with a teacher work day and 2 professional learning days approved by principals. Motion carried 3-0.

Following additional discussion on the 2019-2020 calendar, it was board consensus to table action on the calendar and bring a final version to a future meeting for approval.

Heidi Gutttau-Fox arrived at 7:31 p.m.

Facilities

Proposed plans, specifications, and form of contract for the following: Transportation Facility, including Bus Drop-off Lanes, and Earthwork and Utilities

A motion was made by Stogdill, seconded by Gutttau-Fox, to approve the proposed plans, specifications, and form of contract for the transportation facility, including bus drop-off lanes, and earthwork and utilities. A pre-bid meeting with interested bidders is scheduled for April 9, 2019, with bids due by April 18th and board consideration of the bids at a special meeting on April 22, 2019. Following discussion, the motion was approved on a 4-0 vote.

Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent, Bond Registrar and Transfer Agent Agreement, and Authorizing the Execution of Same

Board member Graber introduced the following Resolution entitled "RESOLUTION APPOINTING UMB Bank, N.A. TO SERVE AS PAYING AGENT, BOND REGISTRAR, AND TRANSFER AGENT, APPROVING THE PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENT AND AUTHORIZING THE EXECUTION OF SAME" and moved its adoption. Board member Stogdill seconded the motion to adopt. The roll was called and the vote was: Myers-Aye, Graber-Aye, Gutttau-Fox-Aye, and Stogdill-Aye. The President declared the Resolution adopted.

Approval of Form of Tax Exemption Certificate

Board member Gutttau-Fox moved that the form of Tax Exemption Certificate be placed on file and approved. Board Member Myers seconded the motion. The motion was approved on a 4-0 vote. The President declared the motion adopted.

Approval of Continuing Disclosure Certificate

Board member Myers moved that the form of Continuing Disclosure Certificate be placed on file and approved. Board member Gutttau-Fox seconded the motion. The motion was approved on a 4-0 vote. The President declared the motion adopted.

Resolution Authorizing the Issuance of Bonds

Board member Graber introduced the following Resolution entitled “RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2019, OF THE TREYNOR COMMUNITY SCHOOL DISTRICT, STATE OF IOWA, IN THE AMOUNT OF \$1,660,000, AND LEVYING A TAX FOR THE PAYMENT THEREOF,” and moved its adoption. Board member Stogdill seconded the motion to adopt. The roll was called and the vote was: Myers-Aye, Graber-Aye, Gutttau-Fox-Aye, and Stogdill-Aye. The President declared the Resolution adopted.

Guidebook for Para-educators

A book of elementary paraprofessional guidelines was presented to the board by Ms. Kay, Elementary Principal. Striving for consistency, effectiveness, and efficiency, the guidebook will be used by all paraprofessionals in the building. Current paraprofessionals completed virtual training through Green Hills AEA this past winter and will continue to receive job skills training. In addition, a job description and an evaluation tool are being finalized for use. New paraprofessionals will complete an orientation process to prepare them for their new positions.

Second Reading of Board Policies 100’s, 200’s, 505.6, and 604.7

A motion was made by Gutttau-Fox, seconded by Stogdill, to approve the second and final reading of the 100 Series of the Board Policies – School District, 200 Series – Board of Directors, Policy 505.6 – Graduation Requirements, and Policy 604.7 – Instruction at a Post-Secondary Educational Institution, with all recommended changes. Motion carried 4-0.

Social Worker with Operational Sharing Dollars

Green Hills AEA has agreed to become the fiscal agent for a social worker who would spend time in more than one school district each week. The AEA would hold the contract for the person employed and would bill each school district who is utilizing services. The approximate cost would be \$12,000 - \$18,000 for 2019-2020 for one day a week. Operational sharing dollars could be applied for in the fall and the funding would be received the following year. Operational function sharing is an incentive for districts and AEAs to reduce costs by sharing management personnel, including an independent social worker. Districts and AEAs may share personnel with any Iowa governmental subdivision in addition to other districts and AEAs. The services must be shared for at least 20 percent of the normal, full-time contract hours for the position in the school year in each district or AEA requesting the supplementary weighting for sharing. The incentive is available through the 2023-2024 school year. The final year in which a supplementary weighting may be added on October 1 for this purpose shall not be later than the school year that begins July 1, 2023. The supplementary weighting for the sharing of a social worker is the equivalent of 3 students on the district’s certified enrollment. Following discussion, a motion was made by Gutttau-Fox, seconded by Stogdill, authorizing the superintendent to contact Green Hills AEA requesting the services of a shared social worker up to two days per week. Motion carried 4-0.

Principals’ Updates

Ms. Kay, Elementary School Principal, reported:

- 1) Shared Grade 2 Reading SMART Goal (Specific, Measurable, Attainable, Relevant, and Timely). Administration and teachers meet weekly to set and discuss SMART goals.
- 2) Thank you for allowing a group, Thad Nelson, Lori Castle, Andrea Saar, Shelly Larsen, Heidi Finnegan, Kara Huisman, and me, to attend the National Council of Teachers of Math Conference in San Diego last week. It was a tremendous conference and we learned many things we’ll be sharing in our buildings.

Mrs. Berens, Middle School Principal, reported:

- 1) Kara Huisman, Scott Rucker, Tammi McNeal, and I visited Glenwood to learn about the Amplify Science Curriculum they currently use. The curriculum is recommended by the State and Green Hills AEA supports it. The group was impressed with the curriculum and is recommending its use in 6th, 7th, and 8th grade.
- 2) Sat in on a webinar with all administrators entitled “Sound Investigations are the Key to Avoiding Liability.” It was very well done and is probably something we could review each year.
- 3) Today was our first day of ISASP (Iowa Statewide Assessment of Student Progress) testing. There were small glitches, but the staff and students were flexible and it worked out fine.
- 4) We’re working on scheduling for the 2019-2020 school year.

Superintendent Update

Interim Superintendent Howell provided an update, highlighting:

- 1) Buses will continue to run on hard surfaces only until road conditions improve.

2) The District will administer the Conditions for Learning Survey next week. The survey will include grades 3 through 12. Two versions of the survey will be administered; one for students in grades 3-5 which has been adapted to be age appropriate for the lower grades, and one for students in grades 6-12. The Survey is 1) confidential, anonymous, and voluntary, 2) completed annually in the spring, and 3) focuses on issues ranging from student safety, to positive student relationships, to school rules and how they are enforced. The information provides aggregated information that may be used by a school building to identify their strengths and weaknesses, and serves as a foundation on which to build an action plan for improving learning environments for all students. The information will also help determine the level of supports needed by schools, and the resources they may need to provide an optimal learning environment for all learners.

3) Shelly Bailey and I went with the architects to Harvey Oaks Middle School to look at the security system they use. It was very interesting and we received lots of good information.

Adjournment

A motion was made by Guttan-Fox, seconded by Stogdill, to adjourn the meeting at 8:20 p.m. Motion carried 4-0.



Board President



Board Secretary