

Treynor Community School District
Board of Directors
Regular Meeting
August 12, 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. Consent Agenda: Approve Minutes of Previous Meeting, Bills, Financial Statements, and Open Enrollment Requests
5. Reports and Communication Items
 - A. Board Secretary
 - B. Elementary Principal (Special Education Plan Review)
 - C. Secondary Principal (TeamMates Update)
 - D. Technology Director (Lightspeed)
6. Discussion/Information/Review Items
 - A. Board Policy Review (300 Series – Role of School District Administration)
 1. First Reading of 303.1 through 303.9
 - B. Curriculum and Instruction: New Science Curriculum (High School)
 - C. Wednesday Early Dismissal Professional Development (WIC)
 - D. Softball Program (Recap of Season)
 - E. School Bus Seat Belts Update
 - F. Elementary and Secondary Handbooks for 2019-2020
 - G. School Leader Update
7. Action Items
 - A. Board Policy (300 Series – Role of School District Administration)
 1. Second Reading of 300 through 302.8
 - B. Curriculum and Instruction: New Science Curriculum (Grades 6-8)
 - C. OnToCollege Agreement with Green Hills AEA
 - D. Instructional Program Consortium Agreement w/ Council Bluffs School
 - E. Secondary (MS/HS) 504 Coordinator for 2019-2020
 - F. Substitute Pay Rates
 - G. Purchase of Transportation Building Equipment
8. Personnel
 - A. Resignations
 - B. Employment
 - C. Vacancy Update
9. Superintendent's Report
 - A. Teacher and Staff Back-to-School Schedule
 - B. Construction Projects Update
 - C. Facilities/Grounds/Misc. Updates
 - D. Next Meeting(s)
10. Closed Session 21.5 (1)(a): To review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for the board's possession or receipt of federal funds.
11. Adjourn

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, August 12, 2019, 6:30 p.m., in the Board Room, located in 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, Vice President Vorthmann, Sally Myers, and Mickey Stogdill. Heidi Gutttau-Fox was absent.

Amend and/or Approve Agenda

A motion was made by Stogdill, seconded by Vorthmann, to approve an amended agenda, adding Action on Closed Session as item 11 and moving adjournment to item 12. Motion carried 4-0.

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. No visitors chose to address the board during open forum.

Consent Agenda

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

- 1) Minutes of the July 8, 2019 regular meeting;
- 2) Bills in the amounts of:

General Fund	\$211,223.70
Capital Projects Fund	\$204,530.49
SAVE Fund	\$23,280.53
Activity Fund	\$8,247.43
- 3) July 31, 2019 Financial Statements;
- 4) Open Enrollment Requests.

Motion carried 4-0.

Reports and Communication Items

Board Secretary VanFosson reported: 1) August is the annual open enrollment period for the district's insurance plans for employees and retirees, with the plan year running September 1 – August 31. 2) Reminder of the November 5th school board election. Filing dates for candidates are August 26th through September 19th.

Mrs. Kay, Elementary Principal, reported: The district will be developing and approving an updated Special Education Service Delivery Plan during the 2019-2020 school year. A committee of parents, teachers, and administrators will meet for plan development before the plan is provided for public comment. The AEA Special Education Director will verify plan compliance prior to the request for Board of Directors approval. The board will receive periodic updates on the status of the plan development as the process proceeds.

Mrs. Berens, Secondary Principal, reported: Mrs. Currin (Elementary Counselor) and Mrs. Floerchinger (MS/HS Counselor) attended a TeamMates training in Lincoln on July 29th and 30th, both full day trainings. We are stressing TeamMates is not an at-risk program, but a mentor program for all students. An advisory board will receive training from TeamMates for implementing the program. Board member Myers has agreed to participate on the advisory board.

Mrs. Bailey, Technology Director, reported: 1) The Lightspeed systems approved by the board in May have been transitioned successfully and will be a great benefit to the district. One piece is web filtering, which will monitor all internet traffic and content as a safety check, and alert me, the building principals, and counselors if necessary. Another piece of the purchase is Lightspeed Classroom that allows teachers to lock down student Chromebooks from accessing certain sites while completing digital classwork and also monitor student internet activity to ensure they are staying on task. I recommend at this time we wait to gather more information on COPPA (Childhood Online Privacy Protection Act) obligations before we consider purchasing a third component, Lightspeed Analytics, which would analyze apps and web sites accessed by our students. 2) The switch of our phone lines from analog to SIP (Session Initiation Protocol) was accomplished this summer. We appreciate the patience of everyone as the phone lines were ported from Frontier to CenturyLink. Several issues were encountered and overcome, but the new SIP trunk will allow us extended uses at the same cost, with all billing from ThinkSpace IT.

Discussion/Information/Review Items

Board Policy Review (300 Series – Role of School District Administration)

First Reading of Board Policies 303.1-303.9

Superintendent Hopkins reviewed all changes recommended in Board Policies 303.1-303.9, including all necessary changes recommended by Iowa Association of School Boards to comply with state and federal legislation. The first reading of Policies 303.1-303.9 was completed and the second reading will occur during the next regular meeting on September 9, 2019.

Curriculum and Instruction: New Science Curriculum (High School)

The board will be asked to approve new science curriculum for high school classes after the science teachers have had the opportunity to review the final curriculum document.

Wednesday Early Dismissal Professional Development (WIC)

Superintendent Hopkins reminded board members of the 2:00 dismissal each Wednesday for teacher professional learning. While the preliminary plan was to have middle school and high school teachers participate in WIC professional development every other Wednesday, there is the need to focus on Treynor initiatives right now. Those initiatives include implementing the new science curriculum, reviewing and updating the math curriculum, review of new social studies standards, PLC (Professional Learning Communities) training, the school's safety plan, and involvement in the special education plan review process. While the district believes there is great benefit in collaborating with other WIC schools, the need to focus on district needs comes first. The plan at this time is to move back to participating in WIC professional development in the future.

Softball Program (Recap of Season)

Coach Huisman distributed a recap of the 2019 softball season, culminating with a trip to the state softball tournament as a 3A qualifier. The coach also asked board members to consider the time and cost of maintaining the softball field to keep it in the best condition possible for competition.

School Bus Seat Belts Update

The State Board of Education has adopted state administrative rules requiring lap-shoulder seat belts and other safety equipment – they include one additional stop arm per bus, hand rails, exterior boarding lights, and fire-resistant crash barriers between the front bus seat and the bus driver – on new school buses. The rules are subject to legislative review before they take effect. “New” buses are those manufactured on or after October 2, the date the new state rules are scheduled to take effect. Schools will not need to retrofit older buses with seat belts. The rules will go back to the Administrative Rules Review Committee for final review.

Elementary and Secondary Handbooks for 2019-2020

The elementary and secondary handbooks for 2019-2020 were reviewed, with minor changes. The middle school and high school handbooks have been combined into one document to streamline information. Current handbooks can be found on the district web site under each building.

School Leader Update

The School Leader Update is a monthly newsletter published by the Iowa Department of Education that includes a variety of timely topics, issues, and deadlines. Board members will receive a link to the newsletter monthly.

Action Items

Board Policy (300 Series – Role of School District Administration)

A motion was made by Myers, seconded by Stogdill, to approve the second and final reading of Board Policies 300 – 302.8 as presented. Motion carried 4-0.

Curriculum and Instruction: New Science Curriculum (Grades 6-8)

A motion was made by Vorthmann, seconded by Stogdill, to approve the new science curriculum for grades 6-8 as presented. Staff training for using the new science curriculum, Amplify, will take place Tuesday, August 13, 2019. Motion carried 4-0.

OnToCollege Agreement with Green Hills AEA

A motion was made by Stogdill, seconded by Vorthmann, to approve the OnToCollege with John Baylor Agreement with Green Hills AEA for the 2019-2020 school year at a yearly cost of \$2,800. Green Hills AEA has licensed the right to access software and test preparation for ACT/SAT/Aspire test preparation or college counseling. Treynor students will receive instructions for accessing the web site for their use. As the district has previously used the OnToCollege with John Baylor software, this is a renewal agreement. Board members stressed the importance of conveying the positive outcomes from use of the product to both students and parents. Motion carried 4-0.

Instructional Program Consortium Agreement with Council Bluffs School

A motion was made by Vorthmann, seconded by Stogdill, to approve the Consortium Agreement with Council Bluffs School for the 2019-2020 school year. The agreement will allow the District to enroll students in the K-12 consortium day programs that are offered and available at Children's Square and Heartland Family Service sites. There is no cost to the Treynor District if no students receive services during the school year. Motion carried 4-0.

Secondary (MS/HS) 504 Coordinator for 2019-2020

A motion was made by Stogdill, seconded by Myers, to approve Kara Huisman as the Middle School and High School 504 Coordinator, beginning at the start of the 2019-2020 school year. Motion carried 4-0.

Substitute Pay Rates

A motion was made by Vorthmann, seconded by Myers, to approve an increase in substitute teacher pay to \$125 per day and an increase in activity driver pay to \$12.50, beginning with 2019-2020. A roll call vote was taken: Myers-Aye, Vorthmann-Aye, Graber-Aye, and Stogdill-Abstain. Motion carried 3-0.

Purchase of Transportation Building Equipment

A motion was made by Vorthmann, seconded by Stogdill, to approve the purchase of equipment for the new transportation facilities as presented, at a cost of \$59,727.66. Chad Polly, bus mechanic, received quotes for each of the items needed from various vendors. The equipment will be ordered as needed and installed prior to the completion of the transportation facilities. The District will purchase the bus lift with bond proceeds and the remainder of the equipment with SAVE (State-wide Sales Tax) dollars. Motion carried 4-0.

The following is the list of equipment, approved vendor, and quoted cost:

- Air Compressor – Ingersoll Rand - \$2,881 (with install)
- Hot Pressure Washer – Mid-America Cleaning Systems - \$9,873
- Bus Lift – Seneca - \$32,329 (includes shipping and training)
- Rolling Ladder – Uline - \$605 (no shipping)
- Tire Changer – Bauer Built - \$4,257
- Tire Balancer – Bauer Built - \$4,178 (with cone kit \$289)
- Air Condition Recycler – Thermo King - \$3,595
- Car Wash Vacuum – Mid America Cleaning Systems - \$1,720

Personnel

Resignations

A motion was made by Myers, seconded by Vorthmann, to approve the resignations Gary McNeal as high school principal, effective immediately, and Susan Maguire as superintendent's secretary, effective October 4, 2019. Mr. McNeal has served as high school principal for the past 4 years. He will be filling a teaching position at Treynor for the 2019-2020 school year. Mrs. Maguire has served as superintendent's secretary for 18 years. Board members stated their regret in losing Mrs. Maguire as a dedicated staff member, but wished her well in her retirement. Motion carried 4-0.

Employment

A motion was made by Stogdill, seconded by Vorthmann, to approve contracts with the following individuals as TLC Mentor Teachers for the 2019-2020 school year: Heather Behrendt, Corey Blair, Lori Castle, Jennifer Nelson, Shantelle Vohs, Reesa Waymaster, and Shana Elwood. Motion carried 4-0.

A motion was made by Vorthmann, seconded by Stogdill to approve the employment of 1) Randi Endriss as K-12 TAG Teacher; 2) Christina Caruso as Elementary Teacher Associate; 3) Tom Trede as Transportation Director and Van Driver; and 4) Gary McNeal as Secondary Science and Physical Education Teacher. Motion carried 4-0.

A motion was made by Myers, seconded by Vorthmann, to approve the resignation of Gary McNeal as Secondary Science and Physical Education Teacher, effective at the conclusion of the 2019-2020 school year. Motion carried 4-0.

A motion was made by Stogdill, seconded by Myers, to approve modified administrative contracts for Mrs. Berens and Mr. Hopkins for the 2019-2020 school year. With the resignation of Mr. McNeal as high school principal, the high school principal duties will be divided between Mrs. Berens and Mr. Hopkins, with Mr. Hopkins serving as high school principal and Mrs. Berens serving as assistant high school principal. The modified administrative contracts will include an additional \$15,000 each for Mr. Hopkins and Mrs. Berens as compensation for additional time and responsibilities in covering the duties of student discipline, scheduling, student activities, supervision, teacher evaluations, professional

development, and personnel issues. Following discussion of the one-year restructuring of the administrative staff, the motion was approved on a 4-0 vote.

Vacancy Update

Superintendent Hopkins provided a list of current position openings: JH Boys' Basketball, JH Girls' Basketball, JH Track, HS Assistant Girls' Track, HS Baseball, and Assistant HS Baseball.

Superintendent's Report

Teacher and Staff Back-To-School Schedule

Superintendent Hopkins provided the schedule for Teacher and Staff Back-to-School, beginning with new teachers on August 16th. Board members will be grilling and serving lunch to the entire staff on August 19th following a morning of all-staff meetings. Various meetings will occur Tuesday, August 20th – Thursday, August 22nd, with students arriving for the first day on Friday, August 23rd.

Construction Projects Update

Superintendent Hopkins provided an update on the construction projects. The dirt work is continuing south of the high school building. Paving for the drive at the new transportation building is scheduled for the end of August, with site utilities there scheduled for completion on August 30th.

Facilities/Grounds/Misc. Updates

Superintendent Hopkins reviewed a list of items ongoing, in progress, and completed recently. Among the completed items are: Press box floor repair, outside light bulb replacement, replacement of middle school kitchen freezer, and painting and carpeting. The list will continue to be updated with additional items and completion of projects will be noted.

Next Meeting(s)

A list of regular board meetings for the 2019-2020 fiscal year can be found on the district web site on the Board of Education link.

Closed Session per Iowa Code 21.5(1)(a)

A motion was made by Vorthmann, seconded by Stogdill to enter closed session per Iowa Code 21.5(1)(a), to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for the board's possession or receipt of federal funds. A roll call vote was taken: Myers-Aye, Vorthmann-Aye, Graber-Aye, and Stogdill-Aye. The motion carried and the board entered closed session at 8:23 p.m.

A motion was made by Vorthmann, seconded by Myers, to return to open session. A roll call vote was taken: Stogdill-Aye, Graber-Aye, Vorthmann-Aye, and Myers-Aye. The motion carried and the board returned to open session at 8:44 p.m.

Action on Closed Session

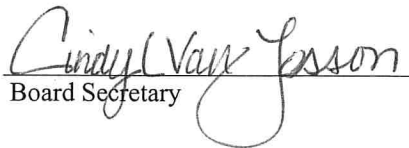
A motion was made by Myers, seconded by Vorthmann: having met the requirements of the consent agreement, the board will allow permission to readmit student for the 2019-2020 school year. Motion carried 4-0.

Adjourn

A motion was made by Vorthmann, seconded by Myers, to adjourn the meeting at 8:45 p.m. Motion carried 4-0.



Board President
Vice



Board Secretary