

Treynor Community School District
Board of Directors
Regular Meeting
December 16, 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. Elementary Principal
 - B. Secondary Principal
 - C. Curriculum and Instruction: Instructional Coaching
6. Discussion/Information/Review Items
 - A. School Board Learning Focus
 - Iowa Association of School Boards (IASB) Convention Takeaways
 - Board Member Handbook: Chapter 2-Being an Effective Board Member
 - Channels of Communication: Role of Board/School Personnel and Complaints
 - B. Richard Wenninghoff Bequest to PCCF/College Scholarships
 - C. Board Policy Review – First Reading of Board Policy 704.6 (Online Fundraising Campaigns) and Board Policy 504.6 (Student Fund Raising)
 - D. Sharing Opportunities for Ag and CNA
 - E. Western Iowa Conference (WIC) Student Advisory Council
 - F. Iowa Learning Online
 - G. Construction Update from BCDM Architect
 - H. Radon Testing in Elementary Building
 - I. Personnel for 2020-2021: High School Principal and Secondary Science
 - J. School Leader Update (December Edition)
7. Action Items
 - A. Board Policy
 - Second Reading of 711.7 (School Bus Safety Instruction)
 - Second Reading of 711.10 (School Bus Passenger Restraints)
 - B. Approval of Mid-Year Early Graduates
 - C. Approval of School Improvement Advisory Committee (SIAC)
 - D. Bank Account Authorization for New Board President
 - E. Sanitation Easement #1 for New Transportation Facility
 - F. Sanitation Easement #2 for New Transportation Facility
 - G. New Construction Change Orders
8. Personnel
 - A. Resignations
 - B. Vacancy Update
9. Superintendent's Report
 - A. Facilities & Grounds
 - B. Meetings & Misc. Updates
 - C. Next Board Meeting(s)

10. Closed Session 21.5 (1)(i): To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when a closed session is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. (Superintendent's Mid-Year Evaluation)
11. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, December 16, 2019, 5:30 p.m., in the Board Room, located in High School Building, 102 E. Main St., Treynor, IA 51575.

Call to Order & Roll Call

President Vorthmann called the regular meeting to order at 5:30 p.m., and roll was taken. The following board members were present: President Vorthmann, Vice President Stogdill, Keith Christensen, B.J. Dreyer, and Stephen Winchell. Student Representatives Will Halverson and Jacob Hrasky arrived at 5:44 p.m.

Amend and/or Approve Agenda

A motion was made by Dreyer, seconded by Winchell, to approve the agenda. Motion carried 5-0.

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

President Vorthmann welcomed all visitors. No visitors chose to address the board during open forum.

Consent Agenda

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

1) Minutes of the November 19, 2019 regular meeting;

2) Bills in the amounts of:

General Fund	\$40,559.50
Capital Projects Fund	\$1,185,222.95
SAVE Fund	\$15,915.94
Debt Service Fund	\$600.00
Activity Fund	\$5,157.96
Nutrition Fund	\$19,913.70

3) November 30, 2019 Financial Statements;

4) Open Enrollment Requests.

Motion carried 5-0.

Reports and Communication Items

Ms. Kay, Elementary Principal, reported: 1) There has been considerable growth in the elementary Professional Learning Communities (PLCs). A professional learning community is a method to foster collaborative learning among colleagues within a particular work environment or field. PLCs are used as a way to organize teachers into working groups of practice-based professional learning.

Mrs. Berens, Secondary Principal, reported: 1) The advisory committee for TeamMates met Monday, December 2, 2019, and selected officers. Kickoff is set for March, beginning with 3rd grade and 6th grade. The focus now is on marketing the program and recruiting mentors. 2) Student Assistance Teams (SAT) provide additional support to students who are experiencing difficulties that are preventing them from meeting grade level expectations. During the SAT meetings the team reviews each student's needs, determines a goal and plans interventions to implement for the next 4-5 weeks. If progress toward the goal is not being made, the plan is adjusted.

Jeff Koenck, 6-12 Instructional Coach, reported: 1) The Impact Cycle is a coaching model intended to foster powerful improvements in teaching. The 3 stages of the Cycle include Identify, Learn, and Improve. Building trust between the classroom teacher and the coach is essential. The classroom teacher will experience the greatest amount of success when they have a positive attitude toward growth.

Discussion/Information/Review Items

School Board Learning Focus

Iowa Association of School Boards (IASB) Convention Takeaways

Superintendent Hopkins and all five board members attended the IASB Convention in Des Moines November 20th and 21st. Each board member shared at least one thing they learned, found interesting, or see as an important educational issue.

Board Member Handbook: Chapter 2-Being an Effective Board Member

IASB provides an informative handbook for school board members. The handbook covers roles and responsibilities, leadership, student achievement, board meetings, superintendent relations, school finance and more.

Channels of Communication

A "Channels of Communication" document was included in the most recent newsletter and is posted on the district web site. The document outlines communication processes that help the school district improve communication channels.

Richard Wenninghoff Bequest to PCCF/College Scholarships

A copy of the December 11, 2019 press release from the Pottawattamie County Community Foundation announcing the Richard Wenninghoff \$5 million bequest for scholarship money for Treynor and Underwood students was included in the board packet. Graduates from the Class of 2021 will be the first to benefit from the very generous gift. The scholarships will be awarded through the Southwest Iowa Educational Foundation.

Board Policy Review

First Reading of Board Policies 704.6-Online Fundraising Campaigns, and 504.6-Student Fund Raising

Superintendent Hopkins asked board members to consider revisions to Board Policy 704.6, Online Fundraising Campaigns-Crowdfunding, and Board Policy 504.6, Student Fund Raising. He included the sample policy from IASB, inserting additional language to ensure district administration is aware of all school-sponsored fundraising. The second reading of revised Policies 704.6 and 504.6 will take place at the next regular board meeting.

Sharing Opportunities for Ag and CNA

Superintendent Hopkins shared he and Mrs. Floerchinger, secondary counselor, met with the Riverside High School Principal, School Counselor, and Ag teacher on December 10th to discuss possible schedules to accommodate Treynor students traveling to Riverside School for Ag courses, and possibly CNA courses next school year.

President Vorthmann left the meeting at 6:30 pm to attend the winter concert being held in the gymnasium.

Western Iowa Conference (WIC) Student Advisory Counsel

The first meeting of the Western Iowa Conference Student Advisory Committee was held in November at Tri-Center High School. The purpose of the committee will be a representative committee that will meet regularly to provide student suggestions, reactions, insight, and opinions on conference activities and events. In addition, the committee will discuss issues dealing with academics, sportsmanship, promoting education-based activities, safety (including health and nutrition) and student leadership. Each WIC school determines student selection criteria, with the goal of representation of all student activities, not just athletics. WIC athletic directors will provide guidance to the committee, with meetings tentatively scheduled twice a year in November and March. Four Treynor students participated in the advisory committee.

Iowa Learning Online (ILO)

Iowa Learning Online, the Iowa Department of Education's initiative to expand high-quality online learning opportunities, will be discontinued after the 2019-2020 school year. School districts will either need to create their own online classes or work with a third-party vendor. The Treynor District took advantage of Iowa Learning Online during the 2018-2019 school year when one Spanish teacher returned to Spain in October. The District is not currently utilizing the service.

Construction Update from BCDM Architect

Transportation:

Bus Pick-up/Drop-off: Concrete is complete.

Unconditioned vehicle storage is complete.

Conditioned building work continues.

Sanitary sewer connection not complete.

Currently on schedule to complete by December 31, 2019, except the sanitary sewer connection.

High School Addition and Renovation:

Footing placement is complete.

Underground plumbing is 90% complete.

Band room CMU and bar joists are complete.

Theatre walls are in progress. Roughly 40% complete and continuing to work through the weather.

Final completion remains as August 2021.

Weight room, west gym, and existing locker room HVAC are scheduled to be complete by August 2020.

Completion of fine arts and classroom addition is February 2021.

Contractor Meco-Henne and BCDM are working with the District to study alternatives and options to potentially improve the schedule.

Radon Testing in Elementary Building

Radon testing will occur at the elementary building the week of January 13, 2020. The test kits will not interfere with student activity, as they will hang where students cannot access them. The kits will be collected at the end of the testing period and sent to be analyzed in a lab. If mitigation is necessary, proper steps will be taken with the support of the Energy Association of Iowa Schools. The MS/HS building will be tested in the future.

Personnel for 2020-2021: High School Principal and Secondary Science

The consensus of the Board was to begin advertising for the high school principal position, in addition to the secondary science position. Mr. McNeal filled the much-needed science position for 2019-2020, but tendered his resignation back in August, announcing he would retire at the end of the year.

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 received a link to the December 2019 newsletter.

Action Items

Board Policy

Second Reading of 711.7 School Bus Safety Instruction and 711.10 School Bus Passenger Restraints

A motion was made by Dreyer, seconded by Winchell, to approve the language changes for Board Policy 711.7 School Bus Safety Instruction and the adoption of Board Policy 711.10 School Bus Passenger Restraints as presented. This is the second and final reading for both policies. Motion carried 4-0.

Approval of Mid-Year Early Graduates

A motion was made by Winchell, seconded by Dreyer, to approve the early graduation requests pending successful completion of all requirements for Jadie Burhenne, Ian Dinsmore, Taylor Main, Nathan Nelson, and Jordan Thompson. Motion carried 4-0.

Approval of School Improvement Advisory Committee (SIAC)

A motion was made by Winchell, seconded by Christensen, to approve the School Improvement Advisory Committee (SIAC) as presented. Plans are to schedule a meeting in February to review student assessment scoring and other items. Motion carried 4-0.

The SIAC Committee Includes:

Mark Hopkins-Superintendent

Jenny Berens-6-8 Principal

Jill Kay-K-5 Principal

Kara Huisman-TLC Curriculum and PD Lead

Jeff Koenck-6-12 Instructional Coach

Heidi Finnegan-K-5 Instructional Coach

Jackie Konz-MS DLT

Jane Leick-HS DLT

Jennifer Nelson-Elem DLT

Danie Floerchinger-School Counselor

Carrie Currin-School Counselor

Mallory White-MS Special Education

Randi Endriss-TAG

Kristin Mundorf-Title I Reading

Keith Christensen-School Board

Carla Christensen-Community Member

Will Halverson-Student Body President

Jacob Hrasky-Student Body Vice President

Dan & Kari Kinsella-MS/HS Parents

Matt Finnegan-Elem Parent

Geremiah & Gina Mieska-Elem/MS/HS Parents

Trista & Nolan Pitt-Elem Parents

Staci McKern-Elem/MS Parent/JTW

Jordan Campbell-Optimist

Allen Hadfield-Mayor

Bank Account Authorization for New Board President

A motion was made by Christensen, seconded by Dreyer, to authorize Board President Brandon Vorthmann to access all school district bank accounts at TS Bank and serve as a signer on the school district payments. Prior president, Amy Graber, will be removed from the bank accounts. Motion carried 4-0.

Sanitation Easement #1 for New Transportation Facility

A motion was made by Dreyer, seconded by Winchell, to approve the transportation sanitation easement agreement between Tanya Roberts and Treynor Community School. Motion carried 4-0.

Sanitation Easement #2 for New Transportation Facility

A motion was made by Winchell, seconded by Christensen, to approve the transportation sanitation easement agreement between Doug and Jan Hamm and Treynor Community School. Motion carried 4-0.

New Construction Change Orders

A motion was made by Christensen, seconded by Winchell, to approve three change orders as presented. Motion carried 4-0. The three change orders are:

1. Increase the spiral stair width in the auditorium from 5' to 7' for safety - \$2,956.
2. Add 90' of Grade Beam to Frost Depth in the bus door entrances of the unheated building - \$6,358.
3. Add additional 3,860 square foot of 6" rock paving east of unheated building for ease of access - \$7,704.

Personnel

Resignations

A motion was made by Dreyer, seconded by Winchell, to approve the resignations of 1) Dan Schleisman as head cross country coach; and 2) Morgan Lammert as assistant high school boys' track coach. Motion carried 4-0.

Mr. Stogdill spoke for the Board in thanking Mr. Schleisman for his many years of dedication to Treynor Schools and Treynor athletes.

Vacancy Update

Superintendent Hopkins provided a list of current position openings: High School Principal, Secondary Science, HS Assistant Girls' Soccer, JH Track (2 positions), HS Head Boys'/Girls' Cross Country, and HS Assistant Boys' Track.

Superintendent's Report

Facilities and Grounds Updates

Superintendent Hopkins provided an updated list of items ongoing, in progress, and completed recently. Two of the elementary classrooms received lighting updates in November. During Christmas break two more classrooms will be completed. The final classroom to receive all new lighting this year will be scheduled in January.

Meetings & Miscellaneous Updates

Superintendent Hopkins will be attending an Iowa Superintendents Finance and Leadership Consortium Conference in Des Moines December 18th & 19th. On December 30, 2019 he will be meeting with BCDM and Meco-Henne to discuss construction schedule changes.

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. The next regular meeting of the Board of Directors is January 13, 2020.

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

A motion was made by Dreyer, seconded by Winchell, to enter closed session per Iowa Code 21.5(1)(i), to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when a closed session is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. (Superintendent's Mid-Year Evaluation) A roll call vote was taken: Dreyer-Aye, Stogdill-Aye, Winchell-Aye, and Christensen-Aye. The motion carried 4-0 and the board entered closed session at 6:59 p.m.

President Vorthmann returned from the winter concert to join the board, in closed session, at 7:15 p.m.

A motion was made by Dreyer, seconded by Winchell, to return to open session. A roll call vote was taken: Christensen-Aye, Vorthmann-Aye, Winchell-Aye, Stogdill-Aye, and Dreyer-Aye. The motion carried 5-0 and the board returned to open session at 7:24 p.m.


Adjourn

A motion was made by Dreyer, seconded by Christensen, to adjourn the meeting at 7:25 p.m. Motion carried 5-0.

Approved on January 13, 2020



Board President
Vice President



Board Secretary