

Treynor Community School District
Regular Meeting of the Board of Directors
March 11, 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 Meetings, Bills, Financial Statements, Open Enrollment Requests, Personnel-Contracts and Resignations
5. Conference Commitment Discussion
6. It's All about the Learning – Daily Writing
7. Class Rank
8. Grading – A Parent's Perspective
9. Treynor Education Association – Negotiations Presentation
10. Calendar Options - Discussion
11. Facilities: Financials and Architectural
12. Preventative Service Agreement Bids
13. Financial Tip – Certified Budget
14. FY20 Budget – Determination of Date for Open Public Hearing for 2020 Fiscal Budget
15. Audit FY18
16. Auditors' Bids
17. First Reading of Board Policies 100's, 200's, 505.6, 604.7
18. Principals' Updates
19. Superintendent's Update
20. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, March 11, 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

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

Amend and/or Approve Agenda

A motion was made by Stogdill, seconded by Graber, to approve an amended agenda, adding Athletic Sharing Agreement for Boys' Soccer. Motion carried 3-0.

Heidi Gutttau-Fox arrived at 6:32 p.m.

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

Vice President Vorthmann welcomed all visitors to the meeting. Gary Funkhouser spoke during the Open Forum, voicing questions and concerns in regards to a possible switch to the Hawkeye 10 Conference.

Consent Agenda

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

- 1) Minutes of the February 13, 2019, AM special meeting,
- 2) Minutes of the February 13, 2019, PM special meeting,
- 3) Minutes of the February 25, 2019, special meeting,
- 4) Bills in the amounts of:

General Fund	\$131,550.01
Capital Projects Fund	\$72,309.97
SAVE Fund	\$102,587.97
PPEL Fund	\$4,255.16
Activity Fund	\$7,628.19
Nutrition Fund	\$17,478.53
- 5) February 28, 2019 Financial Statements,
- 6) Open Enrollment requests-two open enrolled out and six open enrolled in,
- 7) Contract of employment for Tom Doyle as night custodian,
- 8) Contract of employment for Samantha Arnold as assistant high school girls' soccer coach for spring 2019,
- 9) Contract of employment for Kayli Christensen as assistant high school softball coach for summer 2019,
- 10) Contract of employment for Scott Wallace as assistant high school baseball coach for summer 2019,
- 11) Contract of employment for Natalie Andersen as Spanish teacher for 2019-2020, and
- 12) Contract of employment for Melanie Schuler as Spanish teacher for 2019-2020.

Motion carried 4-0.

Conference Commitment

Board members tabled this item at the February 25, 2019 special meeting to allow time for additional input from coaches, music teachers, and anyone who wanted to convey an opinion either way. Interim Superintendent Howell provided a summary of responses she received from a survey to all coaches, the art teacher, the music teachers, the TAG coordinator, and the speech coaches. The survey asked them to provide positives and negatives for staying in the WIC or considering a switch to another conference. They were also asked to identify their conference choice and provide a brief rationale. Following a review of the responses and further discussion, it was the consensus of the board there was not overwhelming support to move from the WIC at this time; however, board members acknowledged the district faces a challenge scheduling enough junior high, freshmen, and JV events to provide adequate playing time for our athletes and asked Mr. Navara to investigate solutions.

It's All about the Learning

Erin Coughlin and Marilyn Abbott, high school language arts instructors, spoke to the board about their initiative to implement daily writing in grades 6-11. Using writers' notebooks, the goal is to practice skills, such as revising in a low-stakes setting and writing in a variety of genres, and looking back at the end of the year to see improvement and reflect on what was written. The initiative was started in December/January and based on student survey results, the students are more comfortable writing and are more willing to try expressing themselves in that manner. The new Iowa Statewide Assessment of Student Progress will include a writing component, so increased skill in writing will benefit our students.

Class Rank

Mr. McNeal, high school principal, presented a proposal to eliminate class rank. He included pros: 1) Enables students with a high GPA and poor class rank to be eligible for more scholarships, and 2) Raises the RAI score for seniors. RAI is the Regent Admission Index. The regent schools in Iowa (U of I, ISU, and UNI) use the RAI in their admissions processes. There are two mathematical formulas for computing students' RAI scores: the primary formula (for students whose high school provides class rank) and the Alternative RAI formula (for students whose high school does not provide class rank). Mr. McNeal also included cons of the proposal: 1) Eliminates a valedictorian and salutatorian. Treynor's Class of 2019 presently has 67% of students with a 3.0 GPA or higher. Board members were also provided a list of 61 Iowa schools that don't provide class rank. Following discussion, a motion was made by Guttau-Fox, seconded by Stogdill, to eliminate class rank beginning with the 2019-2020 school year. Motion carried 4-0. The board encouraged Mr. McNeal to set up a protocol for selecting speakers at graduation.

Treynor Education Association-Negotiations Presentation

The Treynor Education Association, represented by Jeff Schoening, Marilyn Abbott, Charity Pearce, and Thad Nelson, presented their initial proposal for negotiating the 2019-2020 master contract. The proposal asked for a 4.84% total package increase, with a total cost of \$184,186 to be added to the current amount paid in salaries and benefits to the district's teachers and coaches. The TEA also proposed six changes to the language of the contract. In addition, the Association proposed a two-year agreement. The Board of Directors will respond with an initial proposal within 14 days.

Calendar Options – Discussion

In continuing the discussion on the 2019-2020 school calendar, Superintendent Howell presented three options to the board, with one option immediately discarded because it did not achieve the 1080 hours of student instructional time mandated by the State. The administrators and the Labor-Management team have reviewed the calendar options and the Teacher Association will be gathering feedback from the teachers. One option, mirroring the current calendar, provides early dismissals at 1:00 p.m. twice a month for teacher professional learning. The other option provides a weekly dismissal at 2:00 p.m. for teacher professional learning. The board supported the concept of the weekly dismissal, believing it's easier for parents to remember a constant schedule. An updated version of the calendar will be presented to the board for approval once the legislature makes a decision about August 23rd as the mandatory start date.

Facilities: Financials and Architectural

An update on the facilities project was given: 1) soil could be purchased from the Vision Treynor Group, 2) work with the architects is progressing to the point where the transportation facility will be ready for the letting of bids soon.

Resolution Directing the Advertisement for Sale, Approving Electronic Bidding Procedures and Approving Official Statement

The matter of the issuance of General Obligation School Bonds was discussed. It was the consensus that the District should offer for public sale the bonds described in the following resolution.

Director Gutttau-Fox introduced the following Resolution and moved its adoption. Director Stogdill seconded the motion to adopt. The roll was called and the vote was: Ayes-Micky Stogdill, Amy Graber, Brandon Vorthmann, and Heidi Gutttau-Fox. Nays-None.

The Vice President declared the Resolution adopted as follows:

RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF NOT TO EXCEED \$1,660,000 GENERAL OBLIGATION SCHOOL BONDS, SERIES 2019, APPROVING ELECTRONIC BIDDING PROCEDURES AND APPROVING OFFICIAL STATEMENT

WHEREAS, at a special election of the qualified electors of the Treynor Community School District in the Counties of Pottawattamie and Mills, State of Iowa, held on September 11, 2018, the voters authorized the issuance of \$11,500,000 of General Obligation School Bonds for the District for the purpose of providing funds for the purposes of constructing, renovating, improving, and equipping school buildings and improving the sites therefor at the school district's existing school buildings, including: (a) addition and renovations to the existing middle/high school building to include a fine arts complex, including an auditorium, vocal and band music areas, art room, and additional high school classrooms; (b) repurposing the present auditorium and fine arts areas to provide locker rooms, storage, and a wrestling area; (c) renovating the weight room, training, and wrestling areas; (d) constructing a new transportation building with new drop off and pick-up areas; and (e) providing equipment, security/safety, HVAC and technology upgrades, including without limitation expanded fire sprinkler system and air conditioning of the West Gym; and

WHEREAS, \$9,840,000 of the Bonds authorized at the election were issued on December 20, 2018. The Board now finds it advisable and necessary that not to exceed \$1,660,000 of the bonds authorized at the election be offered for sale for the purpose authorized at the election; and

WHEREAS, the Board deems it in the best interests of the School District and the residents thereof to receive bids to purchase such General Obligation School Bonds by means of both sealed and electronic internet communication; and

WHEREAS, the Board has received information from its Financial Advisor, recommending the procedure for electronic bidding so as to provide for the integrity of the competitive bidding process and to facilitate the delivery of bids by interested parties:

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF DIRECTORS OF THE TREYNOR COMMUNITY SCHOOL DISTRICT IN THE COUNTIES OF POTTAWATTAMIE AND MILLS, STATE OF IOWA:

Section 1. That the PARITY[®] Competitive Bidding System described in the Notice of Sale and the Electronic Bidding Procedures attached hereto are found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale of not to exceed \$1,660,000 General Obligation School Bonds, Series 2019.

Section 2. That all electronic bidding shall be submitted in substantial conformity with Iowa Code Section 75.14 and Chapter 554D.

Section 3. That General Obligation School Bonds, Series 2019, in the aggregate amount of not to exceed \$1,660,000, to be issued as referred to in the preamble of this Resolution, to be dated the date of delivery, will be offered for sale pursuant to published advertisement.

Section 4. That the Secretary of the Board of this School District publish notice of the sale of bonds at least once, the last one of which is not less than four days nor more than twenty days before the date of the sale. Publication will be in the *Gazette*, a legal newspaper published wholly in the English language, published within the County in which the bonds are to be offered for sale or an adjacent County. Notice is given pursuant to Iowa Code chapter 75 that bids will be received and acted upon by this Board at a meeting to be held at 5:00 o'clock P.M. on March 25, 2019; the notice must be in substantially the following form:

NOTICE OF BOND SALE

Time and Place of Sale: Sealed bids or electronic bids for the sale of General Obligation School Bonds, Series 2019, of the Treynor Community School District, in the Counties of Pottawattamie and Mills, State of Iowa (the "Issuer"), will be received at the office of the Superintendent until 1:30 o'clock P.M. on March 25, 2019. The bids will be publicly opened at that time and evaluated by the Superintendent, Board Secretary and Financial Advisor and referred for action at the meeting of the Board of Directors.

Sale and Award: The sale and award of the bonds will be held at the Board meeting scheduled on the same date.

The Bonds. The bonds to be offered are the following:

GENERAL OBLIGATION SCHOOL BONDS, SERIES 2019, in the principal amount of not to exceed \$1,660,000* to be dated the date of delivery (the "Bonds").

**Subject to principal adjustment per the Terms of Offering.*

Manner of Bidding: Open bids will not be received. No bid will be received after the time specified above for receiving bids. Bids will be received by any of the following methods:

- Sealed Bidding: Sealed bids or electronic proposals may be submitted and will be received at the office of the Superintendent, Treynor Community School District, Treynor, Iowa.
- Electronic Bidding: Electronic bids via PARITY[®] will be received at the office of the Superintendent, Treynor Community School District, Treynor, Iowa. The bids must be submitted through PARITY[®].
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the office of the Superintendent, Treynor Community School District, Treynor, Iowa, 712-487-3332. Electronic facsimile bids will be sealed and treated as sealed bids.

Official Statement: The Issuer has issued an Official Statement of information pertaining to the Bonds to be offered, including a statement of the Terms of Offering and an Official Bid Form, which is incorporated by reference as a part of this notice. The Official Statement may be obtained by request addressed to the Secretary of the Board of Directors, Treynor Community School District, 102 E. Main Street, Treynor, Iowa 51575; Telephone: 712-487-3414; or Travis Squires, Piper Jaffray & Co., 3900 Ingersoll, Suite 110, Des Moines, Iowa 50312; Telephone: 515-247-2354.

Terms of Offering: All bids must be in conformity with and the sale must be in accordance with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

By order of the Board of Directors of the Treynor Community School District in the Counties of Pottawattamie and Mills, State of Iowa.

Cindy L. VanFosson
Secretary of the Board of Directors of the Treynor Community School District

Section 5. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Superintendent and Board Secretary, upon the advice of the District's Financial Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

PASSED AND APPROVED this 11th day of March, 2019.

Brandon Vorthmann, Vice-President of the Board of Directors

ATTEST: Cindy L. VanFosson, Secretary of the Board of Directors

Preventative Service Agreement Bids

Board members discussed four proposals received for preventative maintenance of mechanical equipment in district buildings. Director Stogdill stated he had reviewed district maintenance costs for the past several years and saw several different vendors being utilized, with many service call fees paid in the same month. The preventative maintenance program would help the district control overall maintenance costs by routinely maintaining mechanical equipment to improve equipment reliability, extend equipment life, and reduce energy consumption. A motion was made by Stogdill, seconded by Guttau-Fox, to approve the one-year preventative maintenance agreement with Prairie Mechanical Corporation of Omaha. Although three of the proposals were close in price, Prairie Mechanical would waive the trip charge on all services. The other two vendors would waive trip charges on the preventative maintenance service, not on any repair services between maintenance trips. Approving the one-year agreement would allow the district to use the service, see how it goes, and re-evaluate next year. The service agreement would begin April 1, 2019. Following all discussion and review of the proposals, the motion was approved on a 4-0 vote of the board.

	Johnson Controls	Prairie Mechanical	Rasmussen Mechanical	Trane
1-year agreement	\$25,948	\$17,286	\$14,602	\$12,626
3-year agreement	\$80,196	\$45,330	\$41,443	\$37,878

Grading – A Parent’s Perspective

Tad McDowell, a parent in the district, shared his perspective regarding the current grading system. While he emphasized he did not support lowering internal standards, he would like the board to reconsider how GPA and grades are reported to external entities (e.g., vehicle insurance companies). Discussion on possible solutions resulted in the decision to investigate whether it is possible to use alternate reporting to external entities and bring the findings to a future meeting.

Cooperative Sharing for Boys' Soccer

A motion was made by Stogdill, seconded by Guttau-Fox, to approve the cooperative sharing agreement with Fremont-Mills for boys' soccer. The agreement will allow Fremont-Mills male students to participate in the boys' soccer program at Treynor Community Schools for 2018-2019 for a fee of \$250 per student, which covers the cost of equipment and meet transportation. Students and their families are responsible for transportation to and from practice. Motion carried 4-0.

Financial Tip-It's All About the Budget

Board Secretary VanFosson presented a preliminary look at the FY'20 certified budget, utilizing a PowerPoint template provided by ForeCast5, the data analytics software used by the district to analyze historical and projected financial data. Board consensus was to meet March 19th at 5:30 pm for a work session to further discuss options with the FY'20 budget. After the work session on March 19th the board will enter an exempt session to discuss employee negotiations.

FY20 Budget

The FY'20 budget will be adopted at the regular meeting on April 8, 2019, prior to the April 15, 2019 deadline.

Audit FY'18

Interim Superintendent Howell presented the final FY'18 audit. The audit of the financial records of the district as of June 30, 2018, was completed and statements prepared for filing with the State and the federal clearinghouse by Nolte, Cornman, & Johnson P.C. of Newton, Iowa. A copy of the audit report is available for review in the office of the Auditor of the State and the district secretary's office. Board members accepted the audit.

Auditors' Bids

A motion was made by Stogdill, seconded by Guttau-Fox, to approve the proposal from Schroer & Associates P.C., Council Bluffs, for audit services for the years ending June 30, 2019, 2020, and 2021. Two proposals for annual audit services were received.

Nolte, Cornman & Johnson, P.C., Newton, IA: \$27,750. Schroer and Associates, P.C., Council Bluffs, IA: \$25,500. Director Stogdill stated he would be interested in knowing the cost of having the audit firm present the annual audit to the Board of Directors in the future. The district will inquire about the cost. Following discussion, the motion to approve the proposal from Schroer & Associates P.C. was approved on a 4-0 vote of the board.

First Reading of Board Policies 100's, 200's, 505.6, and 604.7

Interim Superintendent Howell presented a summary of board policy updates provided by her and Board President Graber for the 100's, 200's, 505.6 and 604.7. Board members provided input. The second and final reading of the board policies will be held at the regular meeting on April 8, 2019.

Principals' Updates

Mr. McNeal, High School Principal, reported:

- 1) The high school jazz band finished 1st at the SWIBA District Festival which qualifies them for the Iowa Jazz Championships for the 28th consecutive year. The jazz choir will be competing at the Iowa Vocal Jazz Championships on March 28th.
- 2) Congratulations to Alora Nowlin for being chosen Runza Student of the Week. We hope everyone will view the video posted on the district web site.
- 3) We are seeing a big increase in the number of alcohol and tobacco violations.

Ms. Kay, Elementary School Principal, reported:

- 1) Scores from the FAST Literacy Test were provided, comparing scores received during winter testing to those received during fall testing.
- 2) Tonight's Night of the Arts at the elementary building was well attended. Katie Weis and Michael Stinman do a phenomenal job.

Superintendent Update

Interim Superintendent Howell provided an update, highlighting:

- 1) A new custodian has been hired for evenings at the MS/HS building. He will start work later this week.
- 2) The Labor-Management Committee met on March 6th. Topics of discussion included health insurance, the 2019-2020 school calendar, and a suggestion by the teachers to add two more teachers to the committee.
- 3) The legislative session continues. Iowa Association of School Boards continues to send updates to board members on legislation as it moves through the process. The extension of the state-wide penny is making its way through both

chambers, as are bills associated with educational vouchers. Please consider contacting our legislators to let them know we need to extend the penny and spend state tax dollars on public schools.

4) The Standards Institute I attended last month in Los Angeles was a lot of work, but a fantastic learning opportunity. I would highly recommend that our principals and TLC leaders, as well as language arts and math teachers participate in the institute if at all possible.

5) Board elections will move from September to November this year, aligning with county, state, and national elections. One negative of the move is the additional cost of printing ballots and paying election workers, as community members will now vote at the polling places where they vote in November, rather than at school district election locations. The county auditor has estimated this may quadruple the election costs for school districts.

Adjournment

A motion was made by Stogdill, seconded by Gutttau-Fox, to adjourn the meeting at 9:20 p.m. Motion carried 4-0.



Board President



Board Secretary