

Treynor Community School District
Regular Meeting of the Board of Directors
November 12, 2018

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, and Financial Statements
5. Superintendent Search
6. Open Enrollment Requests
7. Personnel: Review and Approval of New Contracts and Resignations
8. Early Graduation
9. Special Olympics - Lunches
10. Spanish Waiver – Iowa Learning On-Line (ILO)
11. Pottawattamie County Emergency Management Plan - Resolution
12. Snow Removal Bids
13. SBRC Application for Increasing Enrollment and Open Enrollment Out (Fall, 2018)
14. Memorial Requests – Gifts-Grants-Bequests (Policy 704.4)
15. Date/Time/Place for Special Meeting in November
16. Facilities
 - a. Legal Services of Bond Counsel and Disclosure Counsel
 - b. Resolution Directing the Advertisement for Sale, Approving Electronic Bidding Procedures and Approving Official Statement
 - c. Facilities Update
17. Superintendent's Report
 - a. *Coherence* – Chapter 3
18. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, November 12, 2018, 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, Vice President Vorthmann, Heidi Guttaw-Fox, Sally Myers, and Mickey Stogdill. The following student representatives were present: Kyle Christensen and Alora Nowlin.

Amend and/or Approve Agenda

A motion was made by Myers, seconded by Vorthmann, 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 Graber welcomed all visitors. No visitors chose to participate in the open forum.

Consent Agenda: Approve Minutes of Previous Meeting(s), Bills, and Financial Statements

A motion was made by Vorthmann, seconded by Guttau-Fox, to approve the following:

- 1) Minutes of the October 8, 2018 regular meeting;
- 2) Minutes of the October 22, 2018 special meeting;
- 3) Bills in the amounts of:

General Fund	\$62,086.92
Management Fund	\$8,376.00
SAVE Fund	\$1,748.00
PPEL Fund	\$9,073.12
Activity Fund	\$8,578.78
Nutrition Fund	\$24,848.90

- 4) October 31, 2018 Financial Statements.

Motion carried 5-0.

Superintendent Search

Trent Grundmeyer, Grundmeyer Leader Search, Ankeny, Iowa, was at the meeting with Elaine Smith-Bright, to work with board members as they renew the search for a new superintendent. Mr. Grundmeyer discussed the stakeholder survey completed last year, the recruiting and screening processes, and a proposed timeline for interviews and hiring. He stressed the importance of collaborative stakeholder groups working toward the goal of hiring an instructional leader who is the best fit for the school district and the community. Projected key dates were identified:

November 16th – The position will be posted on TeachIowa, as well as in other communications. January 6th – Deadline for applications. January 24th – Closed session with board members to determine a short list of candidates for digital interviews. January 30th – Closed session with board members to complete digital interviews, followed by determination of 2-4 finalists to be interviewed. February 13th – Formal interviews with teams representing students, teachers, staff, administrators, community members, and board members. These interviews will be followed by a closed session and open session to review the formal interviews and determine the new superintendent.

Open Enrollment Requests

A motion was made by Guttau-Fox, seconded by Stogdill, to approve three open enrollment requests into the district for 2018-2019 for good cause and one open enrollment request into the district for 2019-2020. Motion carried 5-0.

Personnel: Review and Approval of New Contracts and Resignations

A motion was made by Guttau-Fox, seconded by Stogdill, to approve the contract of Kelly Carman as junior high boys' basketball coach for the 2018-2019 season. Motion carried 5-0.

Early Graduation

A motion was made by Stogdill, seconded by Myers, to approve early graduation applications from Trevor Bomer and Benjamin (Joe) Lake. Motion carried 5-0.

Special Olympics - Lunches

A motion was made by Guttau-Fox, seconded by Vorthmann, to approve support of the Special Olympics at Treynor High School on November 13th by providing lunches for approximately 200 people, including Special Olympics athletes, coaches, and cheer coaches. Food service staff will prepare the lunches and serve them immediately following the regular lunch hour of our students. Board members inquired on the timing of the request. Although they fully support this activity, request for approval in the future will need to be no later than six weeks before the event. Motion carried 5-0.

Spanish Waiver – Iowa Learning On-Line (ILO)

A motion was made by Stogdill, seconded by Guttau-Fox, to approve the request for waiver of provisions of section 256.11, subsection 5, which requires that specified subjects be offered and taught by professional staff of a school district. The waiver allows the district to utilize Iowa Learning Online (ILO) for Spanish I and Spanish II. The district has made every reasonable and good faith effort to employ a licensed Spanish teacher and will continue to do so for second semester of the 2018-2019 school year. Spanish I and Spanish II students have been evaluated and will be taking customized Iowa Learning Online (ILO) courses: Spanish Novice, Spanish Intermediate, and Spanish Advanced at a fee of \$195 per enrollment per special term (10/29/2018-01/11/2019). Interim Superintendent Howell commented the team from Iowa Learning Online was “on the spot” with the registrations, assessments, and placement of our students with their online instructors. The district has a substitute teacher serving in the classroom at all times as a coach for the students. There is remote video support as well. Following discussion of the waiver and use of Iowa Learning Online for Spanish, the motion was approved on a 5-0 vote of the board.

Pottawattamie County Emergency Management Plan - Resolution

Guttau-Fox introduced and caused to be read the Resolution to approve and adopt the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan. Stogdill seconded the motion and after consideration by the Board, a roll call vote was taken: Myers-Aye, Vorthmann-Aye, Graber-Aye, Guttau-Fox-Aye, and Stogdill-Aye. President Graber declared said Resolution duly adopted as follows:

RESOLUTION TO APPROVE AND ADOPT THE POTTAWATTAMIE COUNTYWIDE MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan was presented and recommended for adoption by the Emergency Management Agency; and

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan was prepared in compliance with Iowa Administrative Code 605-7.2, Code of Iowa 29C.9 and the Disaster Mitigation Act of 2000 established by the Iowa Department of Homeland Security and Emergency Management and the Federal Emergency Management Agency, respectively; and

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan identifies the potential hazards throughout Pottawattamie County; and

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan includes a profile of hazard events, a vulnerability assessment, evaluation of mitigation goals and a plan maintenance process.

NOW THEREFORE BE IT RESOLVED that the Treynor Community School District hereby adopts the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan this 12th day of November, 2018.

Amy J. Graber, President, Board of Directors

Attest: Lou Howell, Interim Superintendent

Snow Removal Bids

Requests for bids for snow removal for the 2018-2019 winter season were advertised and due November 8th, with only one bid received. Board members discussed the bid and how it was structured. Following that discussion, a motion was made by Stogdill, seconded by Guttau-Fox, to not approve the bid received. A standardized form will be created and requests for bids will be advertised with a deadline of November 26, 2018. Motion carried 5-0.

SBRC Application for Increasing Enrollment and Open Enrollment Out (Fall, 2018)

A motion was made by Vorthmann, seconded by Stogdill, to approve the School Budget Review Committee (SBRC) application for a modified supplemental amount due to an increase in student enrollment. The Department of Education allows school districts to apply for additional spending authority in three different areas following certified enrollment in the fall: 1) increased enrollment; 2) open-enrolled out students not previously reported; and 3) limited English proficient instruction beyond the five years of funding from the State. The funding to back up the modified supplemental amount (\$153,580.80) is achieved through possible cash reserve levies in future budget years. Motion carried 5-0.

Memorial Requests – Gifts-Grants-Bequests (Policy 704.4)

A motion was made by Guttau-Fox, seconded by Stogdill, to approve two memorial requests received by the district. 1) A patron has approached the district about purchasing a picnic table for the stadium area with a plaque in memory of her late husband, and 2) The Post-Prom parents for the Class of 2017 would like to purchase a bench dedicated to Zach Thoms and place it close to an existing bench. Motion carried 5-0.

Date/Time/Place for Special Meeting in November

A motion was made by Myers, seconded by Guttau-Fox, to set a special board meeting for November 29, 2018, at 5:30 p.m. in the board room. Bids for the General Obligation School Bonds will be opened at 1:30 p.m. that day and the board will be acting on those bids during the special meeting. Motion carried 5-0.

Facilities

Legal Services for Bond Counsel and Disclosure Counsel

A motion was made by Stogdill, seconded by Vorthmann, to approve the contract with Ahlers & Cooney, P.C. for bond counsel services and disclosure counsel services with respect to the issuance of General Obligation School Bonds. Motion carried 5-0.

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

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

The President declared the Resolution adopted as follows:

RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF NOT TO EXCEED \$9,975,000 GENERAL OBLIGATION SCHOOL BONDS, SERIES 2018, 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, this Board finds it advisable and necessary that 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 \$9,975,000 General Obligation School Bonds, Series 2018.

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 2018, in the aggregate amount of not to exceed \$9,975,000, 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 5:30 o'clock P.M. on November 29, 2018; 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 2018, 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 November 29, 2018. 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 2018, in the principal amount of not to exceed \$9,975,000* 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 12th day of November, 2018.

Amy J. Graber, President of the Board of Directors

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

Facilities Update

A design process update was provided by Kevin Strehle, BCDM Architects: 1) Additional auditorium tours are scheduled for Monday, November 19th. Following those tours, development/refinement of the design plans for the auditorium will be a priority, with a target date for review the week of December 10th. 2) BCDM is completing detailed base drawings for the areas to be renovated and hope for a site visit the week of November 26th. 3) BCDM has been developing the bus barn plans and hope to have something to share the week of November 19th.

Superintendent's Report

Interim Superintendent Howell provided an update, highlighting several items including curriculum, SIAC (School Improvement Advisory Committee), emergency plan progress, new Iowa Department of Education standards for administrators, the Iowa Association of School Boards Annual Convention later this week, and the new Iowa Statewide Assessment of Student Progress (ISASP) that will replace Iowa Assessments.

Coherence – Chapter 3

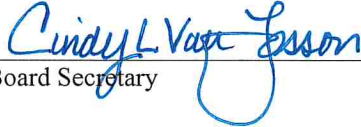
Board members reviewed Chapter 3 of *Coherence*, the book study they are completing. Chapter 3 addresses Cultivating Collaborative Cultures – culture of growth, learning leaders, capacity building, and collaborative work. As leaders of the district, board members discussed how the decisions they make at the board table can encourage a collaborative culture in the district.

Adjournment

A motion was made by Myers, seconded by Vorthmann, to adjourn the meeting at 9:46 p.m. Motion carried 5-0.



Board President



Board Secretary