

Treynor Community School District
Board of Directors
Regular Meeting
October 14, 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
 - C. Secondary Principal
 - D. Professional Development Lead
6. Discussion/Information/Review Items
 - A. Construction Update from BCDM Representative
 - B. Board Policy Review – First Reading of Board Policy 401.10
 - C. Curriculum and Instruction: Possible Future Additions to Secondary Curriculum
 - D. Iowa Statewide Assessment of Student Progress (ISASP)
 - E. Transportation Report for 2018-2019
 - F. School Leader Update (October Edition)
7. Action Items
 - A. Board Policy (300 Series – Role of School District Administration)
 1. Second Reading of 304.1 through 307
 2. Policy Update for 502.8
 - B. High School Science Curriculum
 - C. Special Olympics Event (Lunch Approval)
 - D. Modified Supplemental Allowable Growth Request for Special Education
 - E. MidAmerican Energy: Electric Service Extension for Transportation Facility
 - F. Elementary Classroom Light Replacement
 - G. Substitute Nurse Pay Rate
 - H. Snow Removal Bids
 - I. Resolution for General Fund Loan to Activity Fund
 - J. Change of Date for November Regular Board Meeting
8. Personnel
 - A. Resignations
 - B. Employment
 - C. Vacancy Update
9. Superintendent's Report
 - A. Superintendent Goals
 - B. Student Enrollment for 2019-2020
 - C. Facilities & Grounds
 - D. Meetings & Misc. Updates
 - E. Next Board Meeting(s)
10. Closed Session 21.5 (1)(c): To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

11. Possible Action for Closed Session

12. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, October 14, 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, Heidi Gutttau-Fox, Sally Myers, and Mickey Stogdill. Student Representative Will Halverson was present. Student Representative Jacob Hrasky was excused.

Board member Myers read the Treynor Board of Education Mission Statement

Amend and/or Approve Agenda

A motion was made by Vorthmann, seconded by Gutttau-Fox, 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 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 September 9, 2019 regular meeting;
- 2) Bills in the amounts of:

General Fund	\$65,691.78
Capital Projects Fund	\$786,282.64
SAVE Fund	\$16,218.32
PPEL Fund	\$2,107.00
Activity Fund	\$15,760.72
Nutrition Fund	\$29,034.20

- 3) September 30, 2019 Financial Statements;

- 4) Open Enrollment Requests.

Motion carried 5-0.

Reports and Communication Items

Board Secretary VanFosson reported: 1) With school board elections now merged with city elections in November, voting on November 5th has changed to the polling place residents would normally use for presidential elections. New board members can be sworn in after the county auditor's office completes the canvass of votes. The Treynor District has voters in 2 counties, so the canvass deadline is Monday, November 18th. With the Iowa Association of School Boards Annual Convention November 20-21, 2019, a request to move the regular board meeting in November is on the agenda. 2) The Board of Education annual meeting and organizational meeting will occur during the November regular board meeting.

Mrs. Kay, Elementary Principal, reported: 1) Fall testing scores are included in the board packet. They are not reported out, but instead are used for guidance in preparing for the school year. 2) The elementary character theme for October is Responsibility. 3) Third grade is heading up a service activity, Socktober, hoping to collect 3,000 socks and other shelter items by the end of October to be delivered to Open Door Mission.

Mrs. Berens, Secondary Principal, reported: 1) DeMoine Adams from TeamMates will meet with counselors and the administrative team on Friday, October 18th. He will train the advisory committee, with the hope of starting the TeamMates Mentoring Program in November.

Kara Huisman, Professional Development Lead, reported: A link was provided to the September Curriculum Newsletter.

Discussion/Information/Review Items

Construction Update from BCDM Representative

Kevin Strehle, architect with BCDM, was at the meeting to report on the facility projects. 1) The cold storage transportation building is complete except for the overhead doors. The other transportation building is currently being erected. The bus pick-up and drop-off lanes behind the elementary building are mostly complete except the last 25 feet near Ehrig and the west connection to the buildings.

Jon Henne Jr, Project Manager for the high school addition/renovation, was also at the meeting and spoke in regards to the timeline of the project. Site preparation work to the south of the high school continues, with footings being poured this week. The retaining wall installation remains. A potential change to interior footings is being considered to recover lost time on the construction of the fine arts addition.

Board Policy Review

First Reading of Board Policy 401.10

Superintendent Hopkins asked board members to consider a revision to Board Policy 401.10, Employee Travel Compensation. He included the sample policy from IASB, information regarding mileage reimbursement for WIC schools, and information from the Iowa Department of Administrative Services showing the state mileage reimbursement rate of 39 cents. Board members discussed both mileage and meal reimbursements. It was a consensus of the board to update the policy, setting 40 cents as the mileage reimbursement rate for the District and allowing the superintendent to pre-approve meal reimbursements based on the event. The second reading of revised Policy 401.10 will take place at the next regular board meeting.

Curriculum and Instruction: Possible Future Additions to Secondary Curriculum

Superintendent Hopkins has begun work on possible course additions in the areas of: 1) Certified Nurse Aide and Foundations of Education courses offered through IWCC, to be taught in the high school as dual enrollment courses; 2) Agriculture – possibly sharing an Ag instructor with another district or transporting ag students to another district to participate in their ag courses; 3) Extra-Curricular Activities – Debate Competition and Academic Decathlon. Board members were very supportive of the courses being added if student interest is high and it is financially possible.

Iowa Statewide Assessment of Student Progress (ISASP)

Iowa students took the new Iowa Statewide Assessment of Student Progress for the first time last spring. The test better reflects what is now being taught in Iowa classrooms and is more challenging. Test results from the spring will be released in the near future and the scores may appear lower than scores in previous years. Due to the switch to ISASP, the baseline scores required a re-set. Future testing scores will be compared to the new baseline. The baseline scores cannot be compared to the previous test. Student performance is scored in three ways: Advanced, Proficient, and Not Yet Proficient.

Transportation Report for 2018-2019

The annual transportation report for 2018-2019 was reviewed and compared with the report from 2017-2018. The average cost per pupil transported in 2018-2019 was \$669.34, compared with \$689.85 in 2017-2018.

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 October 2019 newsletter.

Action Items

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

A motion was made by Stogdill, seconded by Myers, to approve the second and final reading of Board Policies 304.1 – 307 as presented. Motion carried 5-0.

Policy Update for Board Policy 502.8 Smoking – Drinking - Drugs

A motion was made by Vorthmann, seconded by Guttiau-Fox, to approve the school attorney's recommended revisions for Board Policy 502.8 and corresponding student handbook sections. This policy addresses vaping products/inhaling devices and notification of law enforcement. Students have been communicated with in regards to the proposed changes. Updating the board policy will put it in line with the student handbook. Following discussion on increased concern of vaping-related illnesses, the board voted 5-0 to approve the motion.

High School Science Curriculum

A motion was made by Stogdill, seconded by Guttau-Fox, to approve the new high school curriculum for Anatomy & Physiology, Chemistry, Earth & Space, Biology, and Physics. Science instructors have begun implementing the new curriculum, using professional development time to develop appropriate teaching strategies for use in the classroom. Motion carried 5-0.

Special Olympics Event (Lunch Approval)

A motion was made by Guttau-Fox, seconded by Stogdill, to approve payment for lunch for the Special Olympics athletes and sponsors for Special Olympics Unified Day to be held Tuesday, November 12, 2019. The boys' basketball team, girls' basketball team, and the cheerleaders have hosted the event for the past seven years. The number of participants and sponsors may number between 200-225. Motion carried 5-0.

Modified Supplemental Allowable Growth Request for Special Education

A motion was made by Guttau-Fox, seconded by Vorthmann, to approve the request to the School Budget Review Committee (SBRC) for Modified Supplemental Amount and Supplemental Aid for the 2018-2019 Special Education Program deficit of \$240,318.24. Special education revenues in 2018-2019 totaled \$618,970.60, while expenditures totaled \$859,287.84. The special education deficit for the previous year, 2017-2018, was \$289,674. The request to the School Budget Review Committee is a request for spending authority and may provide supplemental aid in the form of cash before the end of this fiscal year if State special education funds allow it. Board members noted the decrease in the FY'19 deficit in comparison to the prior year. Motion carried 5-0.

MidAmerican Energy: Electric Service Extension for Transportation Facility

A motion was made by Stogdill, seconded by Guttau-Fox, to approve the Underground Electric Service project in the amount of \$17,859.83 for the new transportation facility as described in the MidAmerican proposal. Due to the depth and position of the underground electric lines that currently run behind the elementary school, new service lines to the transportation facility are necessary. Motion carried 5-0.

Elementary Classroom Light Replacement

A motion was made by Guttau-Fox, seconded by Stogdill, to approve the replacement of lights in five elementary classrooms at an approximate cost of \$5,000-\$5,400 per classroom. The classrooms are mainly in the older part of the elementary building. Adapting newer parts to old lighting is not the safest solution, therefore replacing the lighting has been recommended by the electrician. Board members viewed two electrical components from the elementary showing burnt wiring. Following discussion of the replacement lighting, the motion was approved on a 5-0 vote.

Substitute Nurse Pay Rate

A motion was made by Myers, seconded by Guttau-Fox, to approve substitute nurse pay in the amount of \$150 per day. Substitute pay rates from several school districts were provided to compare. Board members discussed the need to attract, and have available, substitute nurses to assist when the district's two full-time nurses are not present in the buildings. Motion carried 5-0.

Snow Removal Bids

A motion was made by Myers, seconded by Stogdill, to approve the snow removal bid from Frank Koricic for the winter of 2019-2020. After advertising, two bids were received by the October 10, 2019 deadline. Mr. Koricic's bid was chosen over the bid from Preston Carpentry based on the difference in the bids for sand/salt application. Following discussion of the two bids, the motion was approved on a 5-0 vote.

Resolution for General Fund Loan to Activity Fund

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

BE IT THEREFORE RESOLVED:

That the Board of Directors of the Treynor Community School District approves a loan from the General Fund to the Activity Fund in the amount of \$34,632.50 for athletic uniform expenditures that occurred between July 1, 2018 and June 30, 2019. A roll call vote was taken: Myers-Aye, Graber-Aye, Vorthmann-Aye, Guttau-Fox-Aye, and Stogdill-Aye. President Graber declared the resolution approved on a unanimous vote.

Board members also discussed the current financial standing of the activity fund. District expenditures are outpacing revenues in the fund yearly. Superintendent Hopkins provided an updated uniform rotation schedule showing no uniforms will be purchased during 2020-2021 and 2021-2022 in an effort to increase the balance of the fund. Financing the activity fund will be of high priority, therefore every purchase will be carefully considered before approval.

Change of Date for November Regular Board Meeting

A motion was made by Myers, seconded by Stogdill, to change the November 11, 2019 regular board meeting to Tuesday, November 19, 2019 at 6:30 p.m. due to final canvassing of votes for board election results. The school board election will be held November 5, 2019. Because we have voters in two counties, the final deadline for canvassing votes is November 18, 2019. The district's annual meeting, swearing in of new board members, and the district's organizational meeting will occur during the regular meeting on November 19th. Motion carried 5-0.

Personnel

Resignations

A motion was made by Gutttau-Fox, seconded by Stogdill, to approve the resignations of 1) Bob Mantell as head baseball; 2) Nolan Mantell as assistant baseball; 3) Ronda Shadden as food service worker; and 4) Michelle Osborn as van/car driver. Motion carried 5-0.

Employment

A motion was made by Stogdill, seconded by Myers, to approve the employment of 1) Jennifer Brammer as administrative assistant to the superintendent; 2) Jessica Greise as food service worker; 3) Byron Klockner as van/car driver; 4) Jackie Konz as PLC facilitator; 5) Brianna Schneider as junior high girls' basketball coach; and 6) Scott Wallace as head high school baseball coach. Motion carried 5-0.

Vacancy Update

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

Superintendent's Report

Superintendent Goals

Superintendent Hopkins provided a short description of goals he will be expounding on at a future meeting: finance, construction, and curriculum.

Student Enrollment for 2019-2020

Superintendent Hopkins reported on preliminary numbers from the October 1, 2019 certified enrollment. Certified Enrollment is an annual report of enrolled resident students used for the Iowa School Finance Formula calculation. The certified enrollment count is taken on the first day of October every year, or the following Monday if the first falls on a weekend. Data is collected in the Student Reporting in Iowa application and is due no later than October 15. The preliminary numbers show a decrease in resident students and total students served. The October 1st count is used for the following year's state financial calculations for each school district and AEA.

Facilities and Grounds Updates

Superintendent Hopkins provided an updated list of items ongoing, in progress, and completed recently. The elementary classroom lighting project has been added to the list.

Meetings & Miscellaneous Updates

Superintendent Hopkins will be attending the IASB (Iowa Association of School Boards) Employee Relations Conference on Thursday, October 17th and the ISFIS (Iowa School Financial Information Services) Comprehensive Financial Projection Model fall workshop with Board Secretary VanFosson on Tuesday, October 22nd.

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)(c)

A motion was made by Myers, seconded by Vorthmann, to enter closed session per Iowa Code 21.5(1)(c), to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. A roll call vote was taken: Myers-Aye, Graber-Aye, Vorthmann-Aye, Gutttau-Fox-Aye, and Stogdill-Aye. The motion carried and the board entered closed session at 8:32 p.m.

A motion was made by Gutttau-Fox, seconded by Stogdill, to return to open session. A roll call vote was taken: Myers-Aye, Graber-Aye, Vorthmann-Aye, Gutttau-Fox-Aye, and Stogdill-Aye. The motion carried 5-0 and the board returned to open session at 8:48 p.m.

Possible Action for Closed Session

The board took no action pursuant to the closed session.

Adjourn

A motion was made by Myers, seconded by Guttau-Fox, to adjourn the meeting at 8:49 p.m. Motion carried 5-0.

Approved on November 19, 2019



Board President



Board Secretary