

**Treynor Community School District  
Board of Directors  
Regular Meeting  
October 16, 2017**

**Appreciation Reception 6:00 p.m.**

1. Call to Order & Roll Call
2. Approve Minutes of Previous Meeting, Bills, and Financial Statements
3. Resolution of Appreciation Recognizing the Public Service Rendered by Retiring Board Members
4. Open Forum (public comment is limited to items on any current or upcoming published board agenda)
5. Review of election results – Abstract of Votes
6. Adjournment of the Retiring Board

**Organizational Meeting of the New Board**

1. Call to Order & Roll Call
2. Oath of Office
3. Election of President
4. Election of Vice President
5. Open Forum (public comment is limited to items on any current or upcoming published board agenda)
6. A Mini Lesson in Finances
7. It's All About the Learning
8. Establishment of Dates/Times/Places for Regular Meetings of the Board
9. Board Resolution to Define the Operating Rules and Practices That Will Be Followed by the New Board
10. Appointment of Legal Counsel for the School District and the Board
11. Board Resolution: Allowable Growth Request for Special Education Balance in Current Year
12. Open Enrollment: Review and Approval of Open Enrollments
13. Personnel: Review and Approval of Contracts and Resignations
14. Early Graduate Request
15. ISL – Instructional Support Levy Resolution
16. Board Policies – Second Reading of 200's
17. Board Policies – First Reading of 300's
18. Committee Assignments, including election of board delegate for IASB Delegate Assembly on November 15
19. Principal's Reports, including high school counselor's report
20. Superintendent's Report
21. Adjournment

**Minutes**

The Board of Directors of the Treynor Community School District met in regular session on Monday, October 16, 2017, 6:30 p.m., in the MS/HS Library, located in Middle 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 Funkhouser, Gutttau-Fox, Schnepel and Myers, who participated via telephone.

### **Approve Minutes of Previous Meeting, Bills, and Financial Statements**

A motion was made by Gutttau-Fox, seconded by Schnepel, to approve the following:

- 1) Minutes of the September 11, 2017 regular meeting
- 2) Bills in the amounts of:

General Fund	\$125,411.58
Management Fund	\$278.00
SAVE Fund	\$2,226.09
PPEL Fund	\$1,566.77
Activity Fund	\$10,583.80
Nutrition Fund	\$20,850.56

- 3) September 30, 2017 Financial Statements.

Motion carried 5-0.

### **Resolution of Appreciation Recognizing the Public Service Rendered by Retiring Board Members**

A motion was made by Gutttau-Fox, seconded by Graber, to approve a Resolution of Appreciation Recognizing the Public Service Rendered by Retiring Board Members. The following Resolution passed on a unanimous vote:

WHEREAS, the Treynor Community School District has been fortunate to have dedicated Directors of the Board of Education committed to the mission of the District, and

WHEREAS, two directors are now about to embark on new adventures in life away from the Treynor Community Schools, and

WHEREAS, we, as members of the Treynor Board of Education wish to extend our utmost appreciation for the work that these directors have done to make excellence an expectation and an achievement in the district, and

WHEREAS, the Board wishes to extend our sincere appreciation for their service and best wishes for every happiness in the future to these two directors who will be leaving our Treynor Board of Education;

NOW THEREFORE BE IT RESOLVED, that the Treynor Board of Education recognizes and appreciates the service of these two directors:

Gary Funkhouser – eleven years of service on the Board of Directors

Erica Schnepel – four years of service on the Board of Directors

and wishes them well in all future endeavors, and, further, that this resolution of Appreciation and Support be duly recorded in the minutes of the Treynor Board of Education on this 16<sup>th</sup> day of the month of October in the year 2017.

Amy Graber, Board President

### **Open Forum**

The following spoke during the Open Forum session:

- 1) Amy Graber – Thank you Gary and Erica for your dedicated service on the Board.

- 2) Marilyn Abbott – Speaking as President of the Treynor Education Association, I want to thank the outgoing and incoming board members and those who ran for the Board of Directors. Coming to board meetings has given me a greater appreciation of the time and dedication of our board members. Thank you so much.

### **Review of Election Results – Abstract of Votes**

Results of the September 12, 2017 school board election were reported:

4-year term

Lisa Chambers	135
Greg Goos	149
Mickey Stogdill	239*
Brandon Vorthmann	282*
Scattering	25

\*Elected

Total Votes = 830

### **Adjournment**

A motion was made by Schnepel, seconded by Funkhouser, to adjourn the meeting. Motion carried 5-0.

### **Organizational Meeting**

The Superintendent, as president pro-tem, called the meeting to order and roll call was taken. The following board members were present: Amy Graber, Heidi Gutttau-Fox, Sally Myers via telephone, and incoming members Mickey Stogdill and Brandon Vorthmann.

### **Oath of Office**

Board Secretary VanFosson administered the oath of office to Mickey Stogdill and Brandon Vorthmann. They will each serve a four year term.

### **Election of President**

President Pro-Tem Howell asked for nominations for the office of President of the Board of Directors. Gutttau-Fox nominated Amy Graber to serve as President of the Board of Directors for 2017-2018 and Graber was elected on a unanimous vote. President Pro-Tem Howell administered the oath of office to Amy Graber and she assumed the duties of president.

### **Election of Vice President**

President Graber asked for nominations for the office of Vice President of the Board of Directors. Stogdill nominated Heidi Gutttau-Fox to serve as vice president of the Board of Directors for 2017-2018 and Graber nominated Sally Myers to serve as vice president of the Board of Directors for 2017-2018. A roll call vote was taken: Vorthmann-Heidi Gutttau-Fox; Stogdill-Heidi Gutttau-Fox; Gutttau-Fox-Heidi Gutttau-Fox; Graber-Sally Myers; and Myers-Sally Myers. Gutttau-Fox was elected vice president on a 3-2 vote. The oath of office was administered to the new vice president by President Graber.

### **Open Forum**

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

### **A Mini-Lesson in Finances**

Board secretary VanFosson reviewed the “funds” the school district uses for revenues and expenditures, explaining Iowa Code dictates how each fund is used. She also explained school districts track financial standing in the general operating fund in two ways – cash (how much is in the bank) and budget authority (how much the district is authorized to spend-similar to a credit card limit).

### **It's All About the Learning**

Elementary music teacher Michael Stinman demonstrated the educational process he's using with the fourth grade class to grasp the concepts of pitch and the position of notes on the music staff. Eight of his fourth grade students worked with board members on a fun learning activity.

### **Establishment of Dates/Times/Places for Regular Meetings of the Board**

A motion was made by Vorthmann, seconded by Stogdill, to continue meeting the second Monday of each month, at 6:30 pm, in the board room next to the superintendent's office in the high school. Motion carried 5-0.

### **Board Resolution to Define the Operating Rules and Practices That Will be Followed by the New Board**

A motion was made by Gutttau-Fox, seconded by Myers, to continue the use of Robert's Rules of Order at each meeting. Motion carried 5-0. The Rules of Order Regulation (per Board Policy 211.7R1) state:

1) Board members need not rise to gain the recognition of the board president. 2) All motions will be made as a positive action. 3) A motion will be adopted or carried if it receives an affirmative vote from more than half of the votes cast. Only "yes" and "no" votes are counted in this calculation. It should be noted that some motions require larger numbers of affirmative votes, such as to move into a closed session. 4) All motions shall receive a second, prior to opening the issue for discussion of the board. If a motion does not receive a second, the board president may declare the motion dead for lack of a second. 5) The board president may decide the order in which board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions. 6) The board president shall rule on all motions that come before the board. 7) The board president may rule on points of order brought before the board. 8) The board president shall have complete authority to recognize a member of the audience regarding a request to participate in the board meeting. Members of the public who wish to participate shall follow board policy. 9) The board president has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting. 10) The board president has the same authority and responsibility as each board member to vote on all issues.

### **Appointment of Legal Counsel for the School District and the Board**

A motion was made by Gutttau-Fox, seconded by Myers, to continue utilizing the services of Brett Nitzschke of Lynch Dallas, P.C. as primary counsel and Susan Sapp of Cline Williams Wright Johnson & Oldfather, L.L.P as Title IX attorney. Motion carried 5-0.

### **Allowable Growth Request for FY'17 Special Education Deficit**

A motion was made by Gutttau-Fox, seconded by Vorthmann, to request allowable growth and supplement aid for a negative balance in special education for the 2017 fiscal year. The district spent \$142,152 more in special education services than what was received in dedicated special education revenue. Motion carried 5-0.

### **Open Enrollment**

A motion was made by Stogdill, seconded by Gutttau-Fox to approve the open enrollment applications from 4 students (two families) who have moved out of the Treynor District but wish to continue education in the district. Motion carried 5-0.

### **Personnel**

A motion was made by Gutttau-Fox, seconded by Stogdill, to approve the following personnel contracts: Michelle Osborn – special education driver, Traci Black – wrestling cheerleading coach, and Jim Lovely – 9<sup>th</sup> grade boys' basketball coach. Motion carried 5-0.

### **Early Graduate Request**

A motion was made by Myers, seconded by Gutttau-Fox to approve the early graduate request from Josh Honig. Motion carried 5-0.

### **Instructional Support Levy Resolution**

A motion was made by Vorthmann, seconded by Stogdill to approve the Resolution of Intent to continue participation in the Instructional Support Program. Motion carried 5-0 and the Resolution was adopted as follows:

WHEREAS, the Board deems it necessary and desirable to provide additional funding for the Treynor Community School District pursuant to the Instructional Support Program; and

WHEREAS, in order to consider continued participation in an Instructional Support Program, the District must hold a public hearing on the question of participation, setting forth its proposal following publication of the notice of the time and place of such hearing; and

WHEREAS, the Board wishes to set forth in a Resolution its proposal specifying the method and amount to be used to fund the continuance of the Instructional Support Program, the purposes within the general fund for which the Instructional Support funds will be used, set a date of public hearing, and direct the Board Secretary to publish notice of the time and place of hearing;

NOW, THEREFORE, be it resolved by the Board of Directors of the Treynor Community School District, in the Counties of Pottawattamie and Mills, State of Iowa, as follows:

Section 1: A public hearing on the question of the Treynor Community School District's continued participation in the Instructional Support Program is hereby set for November 13, 2017 at 6:30 o'clock p.m. in the Treynor Community School District Middle/High School Library, 102 East Main Street, Treynor, Iowa, and the Secretary of the Board is hereby authorized to give notice of the time and place of the public hearing by publishing said notice in the *Neola Gazette* not less than ten (10) nor more than twenty (20) days before the date of the public hearing.

Section 2: At the public hearing the Board will announce the date, no longer than 30 days after the hearing, on which it will take action to adopt a resolution to participate in the continuance of the Instructional Support Program. At the public hearing the following proposition, as may be modified as a result of discussion and input, shall be considered for inclusion in the resolution to participate in the program, to wit:

The Board of Directors of the Treynor Community School District in the Counties of Pottawattamie and Mills, State of Iowa, does hereby resolve to participate in the continuance of the Instructional Support Program for a period of five (5) years, to levy annually, as determined by the Board, an instructional support property tax which will be levied annually upon the taxable property within the District, commencing with the levy of property taxes for collection in the fiscal year beginning July 1, 2018, and an instructional support income surtax imposed annually for each budget year, the percent of income surtax (not to exceed ten percent (10%)) to be determined annually by the Board for each budget year to be imposed upon the state individual income tax of each individual income taxpayer resident in the District on December 31, 2018, and each year thereafter.

The funds thus collected, when combined with Instructional Support State Aid, shall not exceed ten percent (10%) of the regular program district cost, including the budget adjustment pursuant to Iowa Code section 257.14 for any budget year. Instructional Support Program funds may be used for the purpose of technology, instructional materials, curriculum, transportation needs, maintenance and related equipment, debt reduction, and improvements to sites, facilities, equipment, and furnishings.

Section 3: All resolutions or orders or parts thereof in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Passed and approved October 16, 2017.

Amy Graber, President Board of Directors

Attest: Cindy L. VanFosson, Secretary Board of Directors

### **Second Reading of Board Policies – 200 Series**

A motion was made by Gutttau-Fox, seconded by Stogdill, to approve the second and final reading of the 200 Series of the Board Policies – Board of Directors. Motion carried 5-0.

### **First Reading of Board Policies – 300 Series**

Interim Superintendent Howell reviewed all changes she recommended in the 300 Series of the Board Policies – Administration - including all necessary changes recommended by Iowa Association of School Boards to comply with state and federal legislation. These policies address the guidelines and expectations for administrators.

### **Committee Assignments**

Per Board Policy 209.2, standing committees of the board are set to allow one or two members to gain additional knowledge in areas over which the board has responsibility. The following is a list of the committees and the board member who will serve as chairperson of the committee:

Facilities/Transportation/Buildings & Grounds – Brandon Vorthmann

Labor Management/Negotiations – Heidi Gutttau-Fox

Curriculum/School Improvement Advisory Committee – Sally Myers

Finances – Mickey Stogdill

Board Policy Review/Legislative Action Network – Amy Graber

### **Principals' Reports**

Jenny Berens, Middle School Principal, reported:

1. Jan Norgaard will be providing professional development coaching for myself and Mrs. Kay. We will learn strategies for developing goals and action plans and how to analyze data and communicate the results to support the staff and improve student learning.
2. The dance team will sponsor a middle school dance on October 28<sup>th</sup>.

Gary McNeal, High School Principal, reported:

1. Congratulations to the high school marching band on their outstanding performances, awards, and recognitions.
2. Homecoming week was a success, despite the rain on Friday. Congratulations to Seth Young and Sienna Black for being selected 2017 Homecoming King and Queen. Big thanks to the student council for their help.
3. Parent/Teacher conferences will be held October 30<sup>th</sup> and November 2<sup>nd</sup>.
4. "The Wizard of Oz" Musical will be presented November 3<sup>rd</sup> and 4<sup>th</sup> in the auditorium.
5. We will host the Veteran's Day Program in the west gym on November 10<sup>th</sup> at 11:00 am.

Jill Kay, Elementary Principal, reported:

1. Red Ribbon Week is October 23<sup>rd</sup> – 27<sup>th</sup>, with activities planned each day.
2. We will have Fall Harvest parties on October 27<sup>th</sup>.
3. FAST Testing is finally up and functioning properly. We are looking forward to using the data to help improve student literacy skills.
4. The staff continues to work on developing a "Growth Mindset" and improving Learning Targets within their lessons.

### **Superintendent's Report**

Interim Superintendent Howell reported:

1. The Board of Directors is going green with the use of Chromebooks for board meetings.
2. The Iowa Association of School Boards is providing a regional learning opportunity in Glenwood on October 30<sup>th</sup>.
3. The Annual IASB Convention is November 15-17 in Des Moines at the Iowa Events Center.
4. Our new bus has arrived. It was returned to Thomas Bus Sales for some adjustments, but is back and running.
5. The board will hold at work session on October 24<sup>th</sup> to review facilities. Representatives from BCDM Architects and Piper Jaffray will attend.
6. We will host a School Improvement Advisory Committee (SIAC) meeting on November 8, 2017.
7. The next regular meeting is November 13, 2017.

### **Adjournment**

A motion was made by Gutttau-Fox, seconded by Stogdill, to adjourn the meeting at 7:59 p.m. Motion carried.

  
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Board President

  
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Board Secretary