

**Treynor Community School District  
Board of Directors  
Regular Meeting  
September 11, 2017**

1. Call to Order & Roll Call
2. Amend and/or Approve Agenda
3. Open Forum (public comment is limited to items on any current or upcoming published board agenda)
4. Approve Minutes of Previous Meeting, Bills, and Financial Statements
5. Annual Report of Secretary-Treasurer, including examination of financial books, settling of secretary-treasurer's statements for fiscal year ending June 30, 2017, and presentation of affidavits from depository bank (per Board Policy 211.1)
6. Annual Appointment of Level I Investigators
7. Personnel: Review and Approve New Contracts
8. Open Enrollment Requests
9. Food Service Agreement
10. Bus Driver – Recommendation
11. Nurse Update and Discussion
12. Second Reading of Board Policies – 100 Series
13. First Reading of Board Policies – 200 Series
14. Principals' Reports
15. Superintendent's Report
16. October Board Meeting – Date and Agenda for Organizational Meeting
17. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, September 11, 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 special 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, Myers, and Schnepel. Eleven visitors were present at the meeting. The mission statement was read by President Graber following roll call.

**Approval of Agenda**

A motion was made by Schnepel, seconded by Gutttau-Fox, to approve the agenda. Motion carried 5-0.

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

A motion was made by Funkhouser, seconded by Myers, to approve the following:

- 1) Minutes of the August 14, 2017 regular meeting
- 2) Bills in the amounts of:

General Fund	\$67,379.47
SAVE Fund	\$13,027.01
Activity Fun	\$11,576.15
Nutrition Fund	\$17,355.39

3) Report of bank account balances as of August 30, 2017.

Motion carried 5-0.

#### **Annual Report of Secretary-Treasurer**

Board secretary VanFosson presented the annual treasurer's report, with beginning balances, fiscal year revenues and expenditures, and final balances for the 2016-2017 fiscal year for each of the school district's funds.

#### **Annual Appointment of Level I Investigators**

A motion was made by Funkhouser, seconded by Myers, to appoint Gary McNeal, high school principal; Jenny Berens, middle school principal; and Jill Kay, elementary principal, as Level I Investigators for the 2017-2018 school year. They receive training and certification through the AEA. Motion carried 5-0.

#### **Personnel: Review and Approve Contracts, Resignations, and Lane Changes**

Interim Superintendent Howell presented and recommended new contracts for the following new teachers who were hired prior to the negotiated agreement: Jose Puncel at MA+15 off schedule (\$54,644) and Molly Schechinger at BA Step 6 (\$39,644); and

New contracts for the following teachers who qualify to move lanes on the salary schedule by completing graduate courses: 1) Heather Behrendt-moving to the Masters lane, Step 7 (\$44,188), 2) Kara Huisman-moving to BA+12 Off Schedule (\$47,400), and 3) Michael Stinman-moving to the BA+12, Step 6 (40,780).

A motion was made by Myers, seconded by Guttau-Fox, to approve the contracts as presented. Motion carried 5-0.

A motion was made by Funkhouser, seconded by Guttau-Fox to approve the following coaching contracts: Stephanie Brady-Junior high volleyball coach at step 3, 4 units (\$1080), Joe Chapman-Varsity girls' basketball coach at step 6, 10 units (\$3150), and Diana Crouch-Assistant speech coach at step 2, 2 units (\$510). Motion carried 5-0.

A motion was made by Schnepel, seconded by Myers, to accept, with regret, the resignation from Staci Robinson as assistant softball coach. Motion carried 5-0.

#### **Open Enrollment Requests**

A motion was made by Guttau-Fox, seconded by Myers, to approve seven open enrollment applications: 2 kindergarten, 1 first grade, 1 second grade, 1 fifth grade, 1 ninth grade, and 1 tenth grade. Motion carried 5-0.

#### **Food Service Agreement**

A motion was made by Schnepel, seconded by Guttau-Fox, to approve the food service agreement with St. Paul Lutheran Pre-School to provide lunch for pre-school students at a cost of \$3.55 per lunch. The agreement is valid August 23, 2017 to June 2, 2018, with the Pre-School picking up lunches at 11:00 a.m. Monday through Friday. Motion carried 5-0.

#### **Bus Driver – Recommendation**

A motion was made by Guttau-Fox, seconded by Schnepel, to approve the following bus driver wage increases:

1) Increase substitute pay from \$33.96 to \$40.96 per route to reduce the discrepancy between the regular drivers' and the substitute drivers' pay, and

2) Increase driver pay for special education transportation to \$15.00 per hour, putting Treynor in the mid-range of neighboring districts and helping to assure we have drivers willing to commit to the daily driving opportunities.

Following discussion of the wage recommendations, the motion was passed on a 5-0 vote of the board.

#### **Nurse Update and Recommendation**

Interim Superintendent Howell updated the board on the health services provided by the district's nurses. The K-5 nurse is at school 8:30 am – 3:00 pm daily, with many students requiring a nurse for medications/blood checks. The 6-12 nurse is currently scheduled 4 hours a day; however there is an increase in the number of students in the 6-12 building requiring health services. For the safety of the students, Ms. Howell recommended additional hours for the nurse at the 6-12 building. Following the update and discussion, a motion was made by Schnepel, seconded by Guttau-Fox, to approve an additional 3.5 hours a day for the 6-12 nurse for the remainder of the 2017-2018 school year. Motion carried 5-0.

### **Second Reading of Board Policies – 100 Series**

A motion was made by Funkhouser, seconded by Myers, to approve the second reading of the 100 Series of the Board Policies – School District. Motion carried 5-0.

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

Interim Superintendent Howell reviewed all changes she recommended in the 200 Series of the Board Policies – Board of Directors - including all necessary changes recommended by Iowa Association of School Boards to comply with state and federal legislation.

### **Principals' Reports**

Jenny Berens, Middle School Principal, reported:

1. Beginning September 13<sup>th</sup>, on early out days, students who have missing work or poor grades will have the opportunity to receive assistance at "Card Center."
2. The Diane Sweeney webinar "Leading Student Centered Coaching" was very informative and helped add more clarity between the roles of teacher coaching and teacher supervision.

Gary McNeal, High School Principal, reported:

1. On September 6<sup>th</sup> Bank Iowa announced the results of the Bank Iowa Traveling Challenge Cup for the 2016-2017 school year. Treynor HS placed 8<sup>th</sup> of 96 schools in Class 2A in the State and also placed in the top 10% of all schools regardless of size. This is a statewide competition designed to recognize Iowa high school students for academic excellence and outstanding achievement during state competitions.
2. There will be a student assembly on digital citizenship on Wednesday, September 13<sup>th</sup>.
3. The ACT results for the Class of 2017 were recently released. Treynor students scored above the state average in English and Reading, but fell slightly behind in Math and Science. An action plan has been established with multiple procedures to raise the ACT scores in Math and Science.
4. Student council members and class representatives were recently elected. Payton Livingood will serve as student body president and Xavier Hunt will serve as student body vice-president for the 2017-2018 school year.
5. Homecoming week is October 2<sup>nd</sup>-6<sup>th</sup>.

Jill Kay, Elementary Principal, reported:

1. FAST testing (Formative Assessment System for Teachers) begins September 11<sup>th</sup>. The FAST assessment is part of Iowa's early warning system for literacy. We believe the updated FAST assessment will provide more pertinent information.
2. Thank you to the Treynor Optimists for purchasing and delivering dictionaries to our 3<sup>rd</sup> grade students.


### **Superintendent's Report**

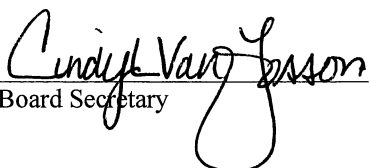
Interim Superintendent Howell reported:

1. District auditors were in the district August 8th-10th. Key points made by the field auditors include reviewing and updating purchase procedures to assure protocols and proper documentation and coding, and attempting to minimize deficit lunch account balances.
2. The school board election is tomorrow, September 12<sup>th</sup>. Don't forget to vote.
3. Certified enrollment is October 1<sup>st</sup>. The count is important, as it determines the level of funding received for the 2018-2019 school year.
4. The mayor's office has proclaimed September ATTENDANCE AWARENESS MONTH. Treynor Community School District appreciates the City's recognition that students with good attendance have higher academic achievement.
5. President Graber will be out of town on October 9<sup>th</sup>, therefore we will move the October regular meeting to October 16<sup>th</sup>. It will be the board's organizational meeting, with new members sworn in and committees assigned.

### **Adjournment**

A motion was made by Schnepel, seconded by Guttiau-Fox, to adjourn the meeting at 7:54 p.m. Motion carried 5-0.

  
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Board President

  
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Board Secretary