

Treynor Community School District
Board of Directors
Regular Meeting
September 9, 2019

1. Call to Order & Roll Call
2. Amend and/or Approve Agenda
3. Welcome and Oath of Office of Treynor School Student Representatives
4. Recognition of Visitors and Open Forum (Public comment is limited to items on any current or upcoming published board agenda)
5. Consent Agenda: Approve Minutes of Previous Meeting, Bills, Financial Statements, and Open Enrollment Requests
6. Reports and Communication Items
 - A. Board Secretary
 - B. Elementary Principal
 - C. Secondary Principal
7. Discussion/Information/Review Items
 - A. Board Policy Review (300 Series – Role of School District Administration)
 1. First Reading of 304.1 through 307
 - B. Curriculum and Instruction: New High School Science Curriculum and Algebra Strategies Professional Development
 - C. Professional Growth System for Teachers
 - D. School Safety Plan: Review of Information-Gathering Process and Update
 - E. School Radon Training and Support System
 - F. Snow Removal Bid Form for 2019-2020
 - G. School Leader Update (September Edition)
8. Action Items
 - A. Board Policy (300 Series – Role of School District Administration)
 1. Second Reading of 303.1 through 303.9
 - B. Northwest Missouri State University Field Experience Agreement
 - C. Healthy Homes Family Services Memorandum of Understanding
9. Personnel
 - A. Resignations
 - B. Employment
 - C. Vacancy Update
10. Superintendent's Report
 - A. Construction Projects Update
 - B. Facilities & Grounds Update
 - C. Upcoming Meetings
 - D. Next Board Meeting(s)
11. 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.
12. Possible Action for Closed Session
13. 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.

14. Possible Action for Closed Session

15. Adjourn

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, September 9, 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

Vice President Vorthmann called the regular meeting to order at 6:30 p.m., and roll was taken. The following board members were present: Sally Myers, Mickey Stogdill, and President Graber via telephone. Heidi Guttau-Fox was absent at roll call, but arrived at 6:41 p.m.

Amend and/or Approve Agenda

A motion was made by Graber, seconded by Myers, to approve the agenda. Motion carried 4-0.

Welcome and Oath of Office of Treynor School Student Representatives

Per board policy 202.6, board members welcomed two students, Will Halverson, student body president, and Jacob Hrasky, student body vice president. The student representatives will participate in discussion, but not vote, at all regular board meetings held in open session. The term of office each year will be from the first regular board meeting in September to the last regular board meeting in May. Board Secretary VanFosson administered the oath of office to the student representatives.

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

Consent Agenda

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

- 1) Minutes of the August 12, 2019 regular meeting;
- 2) Bills in the amounts of:

General Fund	\$80,545.17
Management Fund	\$619.00
Capital Projects Fund	\$154,041.46
SAVE Fund	\$26,621.36
Activity Fund	\$8,849.42
Nutrition Fund	\$10,509.42

- 3) August 31, 2019 Financial Statements;
- 4) Open Enrollment Requests.

Motion carried 4-0.

Reports and Communication Items

Board Secretary VanFosson reported: 1) Included in the board packet is a thank you from Southwest Iowa Families for the donation to the Back-to-School project for families with school age children who were affected by the flooding. 2) Reminder of the November 5th school board election. Filing dates for candidates are August 26th through September 19th. 3) The Iowa Association of School Boards Annual Convention will be held November 20-21, 2019.

Mrs. Kay, Elementary Principal, reported: 1) Teachers have reviewed the District Crisis Management Plan to ensure safety expectations and protocols are understood and consistently followed throughout the building; 2) Elementary teachers used professional development time at the start of the year to familiarize themselves with each of their incoming students' specific needs; 3) All elementary students participated in bus safety and evacuation training.

Mrs. Berens, Secondary Principal, reported: 1) Thank you to TS Bank for sponsoring "America's Promise Assembly." Eric Samuel Timms, an artist and speaker, presented a great message on mental health. 2) The MS/HS Handbook has been reviewed with all 6-12 students. I spoke with high school students on August 28th during strength class and middle school students on August 29th and 30th during PE. 3) We have a full schedule this week with homecoming activities.

Discussion/Information/Review Items

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

First Reading of Board Policies 304.1 through 307

Superintendent Hopkins reviewed all changes recommended in Board Policies 304.1-307, including all necessary changes recommended by Iowa Association of School Boards to comply with state and federal legislation. The first reading of Policies 304.1-307 was completed and the second reading will occur during the next regular meeting on October 14, 2019.

Curriculum and Instruction: New High School Science Curriculum and Algebra Strategies Professional Development

During the 2019-2020 school year, the science teachers will be working through the curriculum, using professional development time to discuss and work through any changes. With the realignment of the high school math curriculum, two new classes have been added: Algebra I Strategies and Algebra II Strategies. A consultant from the AEA is assisting with implementation of the new courses.

Professional Growth System for Teachers

Superintendent Hopkins provided the Professional Growth System to be used by all Treynor teachers. Teachers are categorized as either beginning teachers, probationary career teachers, or career teachers. The Professional Growth System includes Three Tiers: Tier I, Tier II, and Tier III. The objectives of the system are: 1) Improve student learning; 2) Improve classroom instruction; 3) Provide quality standards for teacher performance; 4) Provide a framework for teacher career planning and professional development; 5) Provide formative feedback; and 6) Meet requirements of state law, district policy, contractual obligations and due process.

School Safety Plan: Review of Information-Gathering Process and Update

Superintendent Hopkins reported: During the first-day staff meeting that included secretaries, custodians, cooks, paraprofessionals, bus drivers, teachers, and administrators, we spent time reviewing and discussing our safety plan. We focused on what we do well, what needs improvement, and what training and information is needed to ensure we are prepared for emergency situations. All staff will complete the online training for ALICE (Alert, Lockdown, Inform, Counter, Evacuate).

School Radon Training and Support System

The Energy Association of Iowa Schools is sponsoring a workshop to train school district personnel to test buildings for radon. The trainings are scheduled for late September through October and follow-up support is available before, during, and after testing. The District has been awarded a grant to participate, which includes \$1000 toward training and test kits. Two school representatives will attend the training on September 25, 2019.

Snow Removal Bid Form for 2019-2020

Superintendent Hopkins provided board members with the form to be used to solicit bids for snow removal for the 2019-2020 winter season, asking them to contact him if they would like to see revisions made before bid-letting.

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 September 2019 newsletter.

Action Items

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

A motion was made by Graber, seconded by Guttan-Fox, to approve the second and final reading of Board Policies 303.1 – 303.9 as presented. Motion carried 5-0.

Northwest Missouri State University Field Experience Agreement

A motion was made by Graber, seconded by Stogdill, to approve the Northwest Missouri State University's Field Experience and Student Teaching Agreement for August 2019 to June 2022. The document clarifies the role of NWMSU and Treynor CSD if we agree to host any NWMSU students during their field experiences or student teaching. Currently a NWMSU is teaching with Ms. Abbott in high school English. Motion carried 5-0.

Healthy Homes Family Services Memorandum of Understanding

A motion was made by Gutttau-Fox, seconded by Stogdill, to approve the Healthy Homes Family Services Agreement to begin September 9, 2019 to June 1, 2022. Treynor Schools will provide space for students to meet with contracted therapists from Healthy Homes Family Services with parent permission. The student's family/guardian is financially responsible for services. Designated onsite personnel for coordinating services are the district's school counselors, Danielle Floerchinger and Carrie Currin. Motion carried 5-0.

Personnel

Resignations

A motion was made by Myers, seconded by Stogdill, to approve the resignation of Christy Hough as food service worker. Motion carried 5-0.

Employment

A motion was made by Myers, seconded by Gutttau-Fox, to approve the employment of Rhonda Moore as food service worker and Jill Davis as assistant marching band sponsor, and the contract salary adjustments for Kara Huisman, Brianne Schneider, Mallory White, Stephanie Lajko, and Randi Endriss for the 2019-2020 school year. Motion carried 5-0.

Vacancy Update

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

Superintendent's Report

Construction Projects Update

Superintendent Hopkins provided an update on the construction projects. The bus drop-off lane behind the elementary is tentatively set to be done by the beginning of October. The transportation facility buildings should be completed by end of December. The dirt work to the south of the high school building is almost finished, making way for Mecco-Henne Contracting to begin the building construction. This addition will include the fine arts facility, classrooms and more office space. The total facility project also includes renovations to the current space where the auditorium and fine arts classrooms are located. Total project completion is expected by end of December 2020. All completion dates are tentative and subject to weather conditions.

Facilities and Grounds Updates

Superintendent Hopkins reviewed a list of items ongoing, in progress, and completed recently. A handrail for the steps at the athletic door on the west side of the building will be completed soon.

Upcoming Meetings

Superintendent Hopkins provided a list of upcoming meetings he will be attending as either Superintendent or High School Principal and a list of reports and budgets due in September to the Department of Education or the AEA.

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 Stogdill, seconded by Graber, 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: Stogdill-Aye, Graber-Aye, Gutttau-Fox-Aye, Vorthmann-Aye, and Myers-Aye. The motion carried and the board entered closed session at 7:27 p.m.

A motion was made by Gutttau-Fox, seconded by Stogdill, to return to open session. A roll call vote was taken: Stogdill-Aye, Graber-Aye, Gutttau-Fox-Aye, Vorthmann-Aye, and Myers-Aye. The motion carried and the board returned to open session at 7:42 p.m.

Possible Action for Closed Session

The board took no action pursuant to the closed session.

Closed Session per Iowa Code 21.5(1)(c)

A motion was made by Guttau-Fox, seconded by Stogdill, 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, Vorthmann-Aye, Graber-Aye, Guttau-Fox-Aye, and Stogdill-Aye. The motion carried and the board entered closed session at 7:42 p.m.

A motion was made by Guttau-Fox, seconded by Stogdill, to return to open session. A roll call vote was taken: Stogdill-Aye, Guttau-Fox-Aye, Graber-Aye, Vorthmann-Aye, and Myers-Aye. The motion carried and the board returned to open session at 8:22 p.m.

Possible Action for Closed Session

The board took no action pursuant to the closed session.


Adjourn

A motion was made by Graber, seconded by Myers, to adjourn the meeting at 8:23 p.m. Motion carried 5-0.

Approved on October 14, 2019



Board President



Board Secretary