

**Treynor Community School District
Board of Directors
Regular Meeting
April 9, 2018**

1. Call to Order & Roll Call
2. Amend and/or Approve Agenda
3. Public Hearing on the Proposed Budget for FY'19
4. Consensus Agenda: Approve Minutes of Previous Meetings, Bills, and Financial Statements
5. Recognition of Visitors and Open Forum (Public Comment limited to items on any current or upcoming published board agenda)
6. It's All about the Learning
7. Teacher Leadership and Compensation (TLC) – Update of 2017-2018 Activities and Overview of Updated Proposal
8. Financial Tip
9. Proposed FY'19 Budget
10. Resolution for Prepayment of Debt Service Levy in the Debt Service Fund
11. Personnel – New Contracts and Resignations
12. Open Enrollment Requests
13. Health Benefits Package for 2018-2019
14. AEA Purchasing Agreement for 2018-2019
15. Bleachers – Maintenance Agreement
16. Football Helmets and Uniforms
17. Second Reading of Board Policies – 900 Series
18. Request for Second Board Meeting in April
19. Principals' Reports
20. Superintendent's Report
21. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, April 9, 2018, 6:30 p.m., in the Boardroom, 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, Mickey Stogdill, Brandon Vorthmann, and Vice President Gutttau-Fox via telephone. Board member Sally Myers was not present during roll call.

Amend and/or Approve Agenda

A motion was made by Stogdill, seconded by Vorthmann, to approve the agenda as written. Motion carried 4-0.

Public Hearing on the Proposed Budget for FY'19

At 6:30 p.m. President Graber declared the start of the open hearing on the 2019 Fiscal Year Budget. Hearing no verbal and receiving no written objections to the 2019 Fiscal Year Budget, President Graber closed the hearing at 6:31 p.m.

Approve Minutes of Previous Meeting, Bills, and Financial Statements

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

- 1) Minutes of the March 12, 2018 regular meeting,

- 2) Minutes of the March 19, 2018 work session,
 - 3) Bills in the amounts of:

General Fund	\$80,934.01
PPEL Fund	\$2,150.85
Activity Fund	\$5,375.67
Nutrition Fund	\$18,574.72
 - 3) March 31, 2018 Financial Statements.
- Motion carried 4-0.

Recognition of Visitors and Open Forum

President Graber welcomed all visitors to the meeting. No visitors chose to speak during the open forum.

It’s All About the Learning

Charity Pearce, 4th grade teacher, and Heidi Finnegan, K5 instructional coach, shared an instructional coaching cycle they are completing with fourth grade students in math. Using a designated time each day for math interventions, students are setting goals and charting their own data. They have seen excitement in student learning and improvement in skill level. All teachers have the opportunity to participate in instructional coaching cycles through the Teacher Leadership and Compensation (TLC) Program.

Board member Sally Myers arrived during It’s All About the Learning at 6:43 p.m.

Teacher Leadership and Compensation (TLC) – Update of 2017-2018 Activities and Overview of Updated Proposal

Kara Huisman, TLC Coordinator, provided an update on the activities of the TLC program during the year, including a focus on the mentoring program and the roles of each of the TLC positions. Mrs. Huisman reviewed the updated grant proposal that will be submitted to the Iowa Department of Education for evaluation and approval. The TLC Coordinator position name has been changed to Curriculum and Professional Development Lead. A new job description has been written and the individual will report directly to and be evaluated by the superintendent. Model Teachers will now be referred to as Classroom Strategists. Each building will have two Building Leadership Team (BLT) members who will collaborate with the building principal to develop, implement, and assess a building leadership plan. There will be three District Leadership Team (DLT) members, one from each building, who will work with the superintendent and the Curriculum and Professional Development Lead to develop, implement, and assess a district-wide action plan focused on curriculum and high-impact instructional strategies. District-wide professional development will occur during the first early out each month and building-level professional development will take place during the second early out. Once approved by the Iowa Department of Education, the updated TLC Plan will be posted on the district website. Following the presentation, a motion was made by Stogdill, seconded by Vorthmann, to approve the 2018-2019 TLC Plan as presented. Motion carried 5-0.

Financial Tip

Board Secretary VanFosson provided a short explanation of the cash reserve levy, including when its use should be considered during the annual budget process.

Proposed FY’19 Budget

A motion was made by Vorthmann, seconded by Stogdill, to approve the proposed 2019 fiscal year budget. Levy rates per \$1,000 valuation for the 2019 budget year as calculated are:

General Fund	\$9.55
Management Fund	\$.54
PPEL	\$.33
Debt Service	<u>\$3.84</u>
Total Levy	\$14.26

The average levy rate for the past 10 years (2009-2018) for the District was \$14.63. Board members discussed their desire to maintain a level levy rate, rather than seeing significant increases and decreases annually. The budget will be filed with the Pottawattamie County Auditor and with the Iowa Department of Management. Following discussion, the board voted 5-0 to approve the proposed 2019 fiscal year budget.

Resolution for Prepayment of Debt Service Levy in the Debt Service Fund

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

The President declared the Resolution adopted as follows:

RESOLUTION AUTHORIZING THE REDEMPTION OF GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2016, DATED JUNE 14, 2016, APPROVING A FIRST AMENDMENT TO ESCROW AND AMENDED AND SUBSTITUTED PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENT, AND LEVYING A TAX FOR FISCAL YEAR 2018-19 FOR THE REDEMPTION OF GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2016, DATED JUNE 14, 2016

WHEREAS, the Treynor Community School District (the "School District") issued \$4,020,000 General Obligation School Refunding Bonds, Series 2016, dated June 14, 2016 (the "2016 Bonds"), of which \$3,670,000 currently are outstanding; and

WHEREAS, the School District previously determined it was in its best interest to increase the levy for Fiscal Year 2017-18 to generate sufficient funds to call and redeem for \$335,000 of the 2016 Bonds as described in Schedule A attached to this Resolution (the "Redeemed Bonds"); and

WHEREAS, at this time, it is in the best interest of the School District to levy a tax for the Fiscal Year ending June 30, 2019, in the amount of \$410,000, which will be used to call or redeem an additional \$410,000 of the 2016 Bonds as described in Schedule B attached to this Resolution (the "Additional Redeemed Bonds"); and

WHEREAS, the 2016 Bonds which mature on May 1, 2022 through May 1, 2025 may be called in whole or in part on any date on or after May 1, 2021, from any funds regardless of source, in any order of maturity and within annual maturity by lot by giving 30 days' written notice of redemption to the registered owner of the Bonds, the terms of redemption to be par plus accrued interest to the date of call, such notice to be given to the owner of record of the Bond at the address shown on the books of the Registrar; and

WHEREAS, selection by lot will be necessary to select the Redeemed Bonds to be called among the Bonds that mature May 1, 2022 through May 1, 2025; and

WHEREAS, it is in the best interest of the School District to call and redeem the Redeemed Bonds and the Additional Redeemed Bonds.

NOW, THEREFORE, be it resolved:

Section 1. That the Redeemed Bonds are hereby redeemed as of May 1, 2021. The Additional Redeemed Bonds are hereby redeemed as of the date indicated in Schedule B.

Section 2. Bankers Trust Company, Des Moines, Iowa, in its capacity as Registrar, Paying Agent and Transfer Agent, is hereby authorized and directed to cause written notice of such redemption to be given not less than thirty (30) days prior to the date of redemption to the registered owner of the Redeemed Bonds and Additional Redeemed Bonds in substantially the form set forth in Schedule C attached to this Resolution. Piper Jaffray & Co., as Dissemination Agent for the District, is hereby authorized and directed to provide electronic notice of such redemption to the Municipal Securities Rulemaking Board at <http://emma.msrb.org/>. The Treasurer shall deposit with the Paying Agent on or before May 1, 2018 \$335,000 to be held as provided in Section 4 to call and redeem the Redeemed Bonds described in Schedule A attached to this Resolution, such call and redemption to be effective May 1, 2021, pursuant to the terms of the 2016 Bonds. The Treasurer shall deposit with the Paying Agent on or before May 1, 2019 \$410,000 to be held as provided in Section 4 to call or redeem the Additional Redeemed Bonds described in Schedule B attached to this Resolution, such call or redemption to be effective as indicated on Schedule C, pursuant to the terms of the 2016 Bonds. All liability for interest on the Redeemed Bonds shall cease, terminate, and be completely discharged as of May 1, 2021, as provided in Section 6(b) of the Resolution Authorizing the Issuance of the 2016 Bonds.

Section 3. There is levied upon all the taxable property of the School District for the fiscal year ending June 30, 2019, \$410,000 which when collected shall be deposited pursuant to the Escrow and Amended and Substituted Paying Agent, Bond Registrar and Transfer Agent Agreement with the Paying Agent, which was authorized and approved by the Board on April 10, 2017, and the First Amendment thereto. The Paying Agent is authorized and directed to call and redeem the Redeemed Bonds on May 1, 2021, and the Additional Redeemed Bonds on the dates indicated in Schedule B. Annually, on each May 1, beginning May 1, 2019, the investment earnings on the Escrow Fund and any other funds in excess of the amount required to redeem the Redeemed Bonds shall be deposited into the

School Refunding Bond Fund 2016 for payment of principal and interest of the 2016 Bonds. Any remaining balance on May 1, 2021, shall be deposited in the School Refunding Bond Fund 2016.

Section 4. The Escrow and Amended and Substituted Paying Agent, Bond Registrar and Transfer Agent Agreement with the Paying Agent, which was authorized by the Board on April 10, 2017, is ratified and confirmed and the First Amendment thereto is hereby authorized and approved, and the President and Secretary are authorized and directed to execute the First Amendment to Escrow and Amended and Substituted Paying Agent, Bond Registrar and Transfer Agent Agreement. Upon deposit on or before May 1, 2018 of \$335,000 (the "First Deposit Date") with the Paying Agent for the Redeemed Bonds, the Paying Agent is authorized and directed to invest such funds in Treasury Securities of the State and Local Government Series (SLGS) at a yield not to exceed the yield on the 2016 Bonds or in direct U.S. Treasury Obligations to mature May 1, 2021. Upon deposit on or before May 1, 2019 of \$410,000 (the "Second Deposit Date") with the Paying Agent for the Additional Redeemed Bonds, the Paying Agent is authorized and directed to invest such funds in Treasury Securities of the State and Local Government Series (SLGS) at a yield not to exceed the yield on the 2016 Bonds or in direct U.S. Treasury Obligations to mature as needed for redemption, but no later than May 1, 2021. The School District must comply with the rebate requirements of the Resolution Authorizing the Issuance of the 2016 Bonds.

PASSED AND APPROVED this 9th day of April, 2018.

Amy Graber, President, Board of Directors

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

First Amendment to Escrow and Amended and Substituted Paying Agent, Bond Registrar and Transfer Agent Agreement

A motion was made by Stogdill, seconded by Vorthmann, to approve the First Amendment to Escrow and Amended and Substituted Paying Agent, Bond Registrar and Transfer Agent Agreement. This agreement is between Bankers Trust and Treynor Community School District, allowing Bankers Trust to hold funds in escrow and pay from that account when General Obligation Bonds are redeemed. Motion carried 5-0.

Personnel – Review and Approve New Contracts and Resignations

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

Samantha Arnold-assistant high school girls' soccer,

Scott Wallace-assistant high school baseball,

Chad Polly-bus mechanic,

Corey Blair-high school social studies instructor,

Alex Herrington-high school science, including chemistry and physics,

Mallory White-middle school special education instructor.

Motion carried 5-0.

A motion was made by Stogdill, seconded by Myers, to approve the contract of Nolan Mantell as assistant high school baseball coach. Motion carried 4-1. Ayes: Stogdill, Vorthmann, Gutttau-Fox, Myers. Nays: Graber.

A motion was made by Vorthmann, seconded by Stogdill, to approve the following resignations at the end of the 2017-2018 school year:

Bob Beattie-middle school boys' track,

Joan Palmquist-Spanish and English teacher,

Jose Miguel Puncel-Spanish teacher,

Kelly Sutherland-3rd grade teacher.

Motion carried 5-0.

Open Enrollment Requests

A motion was made by Myers, seconded by Gutttau-Fox, to approve two open enrollment in requests and nine open enrollment out requests as presented. March 1st was the deadline for 2018-2019 open enrollment applications for grades 1-12, while September 1st is the deadline for kindergarten and preschool special education applications. Families are able to apply for open enrollment with a timeline waiver after stated deadlines with good cause exemptions allowed by Iowa Code. Motion carried 5-0.

Health Benefits Package

A motion was made by Myers, seconded by Gutttau-Fox, to provide a flat \$50,000 term life insurance policy to all covered staff beginning with the 2018-2019 fiscal year. Section 179 of the United States Internal Revenue Code provides an exclusion for the first \$50,000 of group-term life insurance coverage provided under a policy carried directly or indirectly by the employer. There are no tax consequences for the employee if the total amount of such policies does not exceed \$50,000. The imputed cost of coverage in excess of \$50,000 must be included in income,

using the IRS Premium Table, and are subject to social security and Medicare taxes. Following discussion, the motion passed on a 4-0 vote, with Stogdill abstaining due to having a spouse employed by district.

A motion was made by Vorthmann, seconded by Myers, to approve group health insurance for covered staff with three options for the 2018-2019 policy year. The base policy will provide a \$1000 deductible for single/\$2000 deductible for family, with the district covering the \$753.91 cost for the single monthly premium for covered staff. The current \$250 deductible for single/\$500 deductible for family will be available, with the employee contributing the difference in cost through payroll deduction. A third option, a \$5000 health savings account (HSA), will be offered, with the single premium for covered employees paid by the district and an additional amount paid to the employee's HSA pre-tax account for their use for life. The district will continue to offer a dental/vision plan at employee expense if chosen. Interim Superintendent Howell explained Lisa Daniels of Benefit Professionals, Inc. presented all options after receiving bids for the district medical renewal. She will return to educate staff members on each of the plans prior to sign-up. Following board discussion and endorsement of providing options for our health insurance covered staff, the motion passed on a 4-0 vote, with Stogdill abstaining due to having a spouse employed by the district.

AEA Purchasing Agreement for 2018-2019

A motion was made by Stogdill, seconded by Vorthmann to approve the 2017-2018 AEA purchasing agreement for food, ware wash, and small wares. AEA Purchasing is a state program that benefits schools by leveraging the power of group purchasing. AEA Purchasing complies with all applicable federal and state laws, rules, and regulations related to the bidding of projects and contracts by Iowa school districts. Motion carried 5-0.

Bleachers – Maintenance Agreement

A motion was made by Guttau-Fox, seconded by Myers, to approve the bleacher inspection quote from TownsEnd Company for semi-annual bleacher inspection for the 2018-2019 school year at a cost of \$3000. This would include all bleachers throughout the district, both inside and outside. Service includes inspecting all safety items, inspecting motors and tighten as necessary, adjust tension on all chains, lubricate as necessary, and any minor repairs. A safety report will be provided to keep on file at the district as per State Fire Marshall requirement. Motion carried 5-0.

Football Helmets and Uniforms

Jeff Casey, head high school football coach, was at the meeting to present a proposal for the purchase of both new and reconditioned football helmets, as well as new jerseys and pants. He explained football helmets are manufactured with a 10-year life span and must be destroyed and replaced at that point. Each helmet also needs to be re-conditioned every 2-3 years to ensure all parts are safely attached, warranties are up to date, and blemishes or flaws are all repaired. Participation rates have increased in the football program and covering the equipment needs is a must. Following the presentation by Coach Casey, a motion was made by Guttau-Fox, seconded by Stogdill to purchase football helmets from Riddell and pants and jerseys from BSN. Motion carried 5-0.

Second Reading of Board Policies – 900 Series

A motion was made by Stogdill, seconded by Myers, to approve the second and final reading of the 900 Series of the Board Policies – District/Community Relations, with all recommended changes. Staff members will be made aware of Policy 904.1, Transporting Students in Private Vehicles, and its requirements. Motion carried 5-0.

Request for Second Board Meeting in April

A motion was made by Myers, seconded by Graber, to hold a special board meeting on April 30, 2018 at 6:00 p.m. Motion carried 5-0.

Principals' Reports

Jill Kay, Elementary Principal, reported:

1. Night of the Arts on March 15th was a huge success. Michael Stinman and Katie Weis did an awesome job preparing for the event.
2. Elementary students are excited to be involved in the fundraising for Micaiah Sedlacek. Moves for Micaiah will be held April 13th.
3. Kindergarten Roundup will be April 23rd.

Jenny Berens, Middle School Principal, reported:

1. "Keeping Your Kids Safe in a Digital World" on March 21st exceeded expectations and provided many positive responses. Parents and community members are encouraged to visit our district web site under the Parent tab and click on Online Safety where Shelly Bailey has posted links to great resources for further education. Thank you to Junior Treynor Women, Treynor Keep Kids Alive Drive 25, TSBank and Junior Optimist for sponsoring the event by providing pizza and thank you to Silos Restaurant for providing a great facility for the event.

Gary McNeal, High School Principal, reported:

1. A Lift-a-thon will be held on Saturday, May 5th, with half of the proceeds going to our fundraising for Micaiah and the other half toward weight room needs.
2. Congratulations to the jazz band for placing 5th in Class 2A at the Iowa Jazz Championships last week and to the jazz choir for placing 4th in Class 2A at the Iowa Vocal Jazz Championships. Sophie Showalter and Adrienne Suglia were recognized for Outstanding Musicianship.

Superintendent's Report

Interim Superintendent Howell reported:

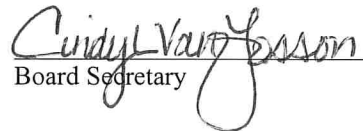
1. The bleachers on the north side of the west gym will be removed tomorrow, April 10th.
2. Board member Vorthmann has suggested a book study for the board member team. If interested, I would suggest Michael Fullan and Joanne Quinn's book, *Coherence: The Right Drivers in Action for Schools, Districts, and Systems*. Michael Fullan was a presenter at the IASB Fall Conference.

Adjournment

A motion was made by Myers, seconded by Stogdill, to adjourn the meeting at 8:39 p.m. Motion carried 5-0.



Board President



Board Secretary