

**Treynor Community School District
Board of Directors
Regular Meeting
January 8, 2018**

1. Call to Order & Roll Call
2. Amend and/or Approve Agenda
3. Consensus Agenda: Approve Minutes of Previous Meetings, Bills, and Financial Statements
4. Recognition of Visitors and Open Forum (Public Comment limited to items on any current or upcoming published board agenda)
5. It's All about the Learning
6. Financial Tip
7. Personnel: Review and Approve New Contracts and Resignations
8. Open Enrollment Requests
9. Grading Changes
10. Volunteer Retirement Incentive Plan
11. 2018-2019 Calendar Draft
12. Second Reading of Board Policies – 600 Series
13. First Reading of Board Policies – 700 Series
14. Curriculum Review Process – Plan for Putting It into Action
15. Forecast5
16. Superintendent for 2019-2020+ - Survey Results and Possible Next Steps
17. Principals' Reports
18. Superintendent's Report
19. Adjournment

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, January 8, 2018, 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 Gutttau-Fox, Mickey Stogdill, and Brandon Vorthmann. Sally Myers was absent.

Amend and/or Approve Agenda

A motion was made by Gutttau-Fox, seconded by Vorthmann, to approve the agenda as presented. Motion carried 4-0.

Approve Minutes of Previous Meeting, Bills, and Financial Statements

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

- 1) Amended minutes of the November 13, 2017 regular meeting,
- 2) Minutes of the December 11, 2017 regular meeting,
- 2) Bills in the amounts of:

General Fund	\$119,122.21
PPEL Fund	\$1,947.76
Activity Fund	\$5042.39
Nutrition Fund	\$15,512.25

- 3) December 31, 2017 Financial Statements.

Motion carried 4-0.

Recognition of Visitors and Open Forum

The following spoke during the Open Forum session:

- 1) Joe Knudson spoke to the board in regards to an open enrollment application.
- 2) Erica Schnepel spoke to board in regards to the proposed grading scale changes and the open forum policy.

It's All About the Learning

Interim Superintendent Howell led an activity related to the Standards for Effective School Boards. Board members prioritized the standards and then chose the standard they believed was their strength and which one they would consider a growth area.

Financial Tip

Board Secretary VanFosson reviewed the monthly SAVE (State-wide Penny) Report and the monthly PPEL (Physical Plant and Equipment Levy) Report, explaining how each report is set up and how to analyze the data included.

Personnel: Review and Approve New Contracts and Resignations

A motion was made by Gutttau-Fox, seconded by Stogdill, to approve the resignation from Tricia Hansen effective immediately, and Dave Danker's retirement effective February 28, 2018. Motion carried 4-0.

Open Enrollment Requests

A motion was made by Vorthmann, seconded by Gutttau-Fox, to approve the open enrollment application from one 9th grade student for school year 2018-2019 and table one open enrollment application until updated information from the resident district is received. Motion carried 4-0.

Grading Changes

Mr. McNeal, high school principal, reviewed the proposed changes to the grading scale. The proposal is to make the weight (value) of each letter grade more precise. The plus grade would have more value than the minus grade. Another piece of the proposal would change the range in the present grading scale. Currently A has a 6% range, B has a 6% range, C has a 9% range, and D has a 6% range. The proposal would make the range of each letter grade 7%, with the exception of D, which would remain at 6%. The middle school and high school staff believe this would be a better representation of student achievement and not target mediocrity by having the range for C being the largest. Board members discussed the changes and Mr. Stogdill presented a chart he prepared illustrating a possible student report card with 7 classes and a combination of A's and B's. In his example the proposed change in weighting did not produce a significantly different grade point than the current policy. Following discussion, a motion was made by Gutttau-Fox, seconded by Graber, to table the proposed grading changes to allow more time for consideration. Motion carried 3-1. Ayes: Gutttau-Fox, Vorthmann, and Graber. Nay: Stogdill.

Volunteer Retirement Incentive Plan

Interim Superintendent Howell presented an Early Retirement Incentive Plan for 2017-2018. The following would apply: 1) certified teachers with 20 years in the district and are at least 55 years of age; 2) single cash payment, not to exceed \$25,000, that is equal to 50% of the employee's 2017-2018 salary on the salary schedule, excluding extra duty, extra-curricular, teacher leader compensation, teacher salary supplement, or other payments not included on the salary schedule; 3) cash payment to be made on July 20, 2018; 4) individuals offered the plan have 45 days to consider participating. A list of conference schools and corresponding early retirement plans was provided, as was a list of Treynor teachers who would qualify for the 2017-2018 year. Early retirement incentive will be paid from the Management Fund if a resignation is received by March 31st. The last time the district offered an early retirement incentive was 2009-2010. Following discussion, a motion was made by Stogdill, seconded by Vorthmann, to offer an early retirement incentive plan for the 2017-2018 school year to the five individuals who are eligible. Motion carried 4-0.

2018-2019 Calendar Draft

A draft of the 2018-2019 school calendar was provided, with the first day for students on August 23rd, as per Iowa law, and three days built in for snow, emergency, state tournaments, etc. If the three days are used, the last day would be May 29, 2019, or later if more than three days are needed. If the three days are not used, the last day could be as early as May 23, 2019. A few items were discussed, including homecoming, 4th quarter progress report distribution, and elementary track and field days. The final calendar will approved following a public hearing at the next regular board meeting.

Second Reading of Board Policies – 600 Series

A motion was made by Gutttau-Fox, seconded by Vorthmann, to approve the second and final reading of the 600 Series of the Board Policies – Education Program, with all recommended changes. Motion carried 4-0.

First Reading of Board Policies – 700 Series

Interim Superintendent Howell reviewed all changes she recommended in the 700 Series of the Board Policies – Non-Instructional Operations - including all necessary changes recommended by Iowa Association of School Boards to comply with state and federal legislation.

Curriculum Review Process – Plan for Putting It into Action

Interim Superintendent Howell provided a draft of detailed plans for science and math curriculum review, the first two curriculums to be considered based on the review cycle approved at the last meeting. In addition to science curriculum review performed by certified staff and administrators during professional development, February through May of 2017-2018 will be used for community-based review of the science curriculum, with at least four evening meetings utilized. Howell asked the board for financial support to allow 4-5 educators to attend the national science conference in Atlanta and extra pay to educators during the summer of 2018 for science curriculum work focusing on vertical and horizontal articulation. As time allows, summative assessments, proficiency scales, lesson design, and formative assessments will be addressed. Following discussion, a motion was made by Stogdill, seconded by Guttau-Fox, to approve financial support for 4-5 educators to attend the national conference in Atlanta, GA, this year, as well as summer stipends for work in science. Motion carried 4-0.

Forecast5

Forecast5 Analytics is a collaborative group of software experts, financial professionals, and former executives that combines diverse private and public sector experience with a deep understanding of the challenges faced by public school administrators. They offer three levels of Forecast5: 1) Forecast5 – multi-year analysis and projection engine to assist in developing annual budgets and financial projections. 2) Forecast5 Plus – adds the capability to do monthly reporting and analyzing of detailed financial activity through the current budget period. 3) Forecast5 Sight – allows districts to create custom charts and graphs, presenting complex information in clear and simple formats. Interim Superintendent Howell recommended subscribing to all three for 30 months, with 3 users trained. A motion was made by Guttau-Fox, seconded by Vorthmann to subscribe to Forecast5, Forecast5 Plus, and Forecast 5 Sight for 30 months at a cost of \$13,000. Motion carried 4-0.

Superintendent for 2019-2020+ - Survey Results and Possible Next Steps

Interim Superintendent Howell presented the following:

1) Summary of survey completed by Grundmeyer Leader Search

Participants: 61 students, 24 teachers, 19 community members, 6 support staff, 2 administrators

- Strengths of the district identified by survey:
 - Participation of students in athletics and fine arts
 - Strong academic tradition of success
 - High expectations for students and staff
 - Caring and respected teachers
 - Quality district facilities
- Areas of Improvement/challenges for Treynor CSD
 - Uniting the community to support the school
 - Consistent and unified communications
 - Teacher pay and retaining quality staff
 - Reconsideration of the high school grading scale
 - More course offerings
 - Continued improvements to facilities
- Desired skills/qualifications of the new superintendent
 - Strong instructional leader
 - Effectively manages district resources
 - Ability to lead school improvement efforts
 - Develops and models a clear vision for the district
 - Builds school and community relations
- Desired personal traits/qualities of the new superintendent
 - Demonstrates collaborative leadership (141 of the 169 responses)
 - Approachable and open-minded (97 of the 169 responses)
 - Brings out success in others (64 of the 169 responses)

2) Focused conversations with interim superintendent and one board member (if available) with groups

Staff, Community clubs and organizations, Parents and community members

- Before basketball games/wrestling meets
- Open office hours with interim superintendent: Wednesdays 7-8:30 AM and 4-6:30 PM.
- By appointment with interim superintendent

3) Strategic Planning – including visioning and development of plan

- Special board meetings or separate community-based meetings, with a commitment to attend at least four

- “State of the District” (presentation by Lou Howell)
- Drafting of the vision
- Review of vision and drafting of strategic plan, based on key learnings from “State of the District,” the visioning process, and identified strengths and challenges for the district
- Review of final draft will be taken to board for review and support

Principals’ Reports

Jill Kay, Elementary Principal, reported:

1. FAST testing window opens January 15th.
2. Over 110 tie blankets were made by our elementary students for our holiday service learning project. They were donated to area shelters. Our students were proud of the impact they made by participating in this project.

Jenny Berens, Middle School Principal, reported:

1. During the January 3rd full day professional development we reviewed the Iowa School Report Card data, Iowa Assessment data, and iReady data.
2. The second quarter (first semester) will end on January 12th, with an early dismissal for students.

Gary McNeal, High School Principal, reported:

1. The Iowa School Report Card shows how each public school is performing, based on certain educational measures. The system assigns schools one of six overall ratings: Exceptional, High-performing, Commendable, Acceptable, Needs Improvement, and Priority. The ratings are based on each school’s performance over a two-year period on up to eight educational measures. For 2017, Treynor High School received a High-performing rating, achieving the rank of number 7 in the State among all high schools in all classes. I give credit to the staff and students for their commitment to high quality education.
2. Julie Clark from Clark International provided presentations to our high school students, called Professionalism 101, with topics such as first contact, interviews, first impressions, and follow-up after an interview. She also discussed how employers monitor social media use by potential employees when hiring.
3. Treynor students' artwork will be featured among elite company at the Area High School Art Exhibit at the Artists' Cooperative Fine Arts Gallery, 405 S. 11th Street, Omaha, from January 2nd through January 28th. Congratulations to Sidney Brokman for receiving honorable mention and for the sale of her self-portrait.


Superintendent’s Report

Interim Superintendent Howell reported:

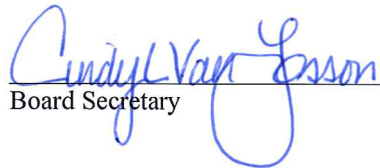
1. I will be serving on a panel for Leadership Council Bluffs on January 17th.

Adjournment

A motion was made by Gutttau-Fox, seconded by Stogdill, to adjourn the meeting at 9:06 p.m. Motion carried 4-0.



 Board President



 Board Secretary