

Treynor Community School District
Board of Directors
Regular Meeting
October 12, 2020

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(s), Bills, Financial Statements, and Open Enrollment Requests
6. Reports and Communication Items
 - A. Board Secretary/School Business Official
 - B. Elementary Principal
 - C. Middle School Principal
 - D. High School Principal
7. Discussion/Information/Review Items
 - A. Curriculum & Instruction: Google Classroom/Technology Tools
 - B. COVID-19 Information and Updates
 - C. TeamMates Mentoring Program Memo of Understanding
 - D. Title IX Training for Administration and Board
 - E. Certified Enrollment 2020-2021
 - F. Transportation Report 2019-2020
 - G. Timberline Billing Service Notification
 - H. Asbestos Training for Custodial Staff
 - I. Radon Testing Workshop
 - J. Construction Update
 - K. School Leader Update (October Edition)
8. Action Items
 - A. Modified Supplemental Allowable Growth Request for Special Education
 - B. Special Education Contracts for Open Enrolled Students
 - C. Lighting for Elementary Classrooms
9. Personnel
 - A. Resignations
 - B. Employment
 - C. Vacancy Update
10. Superintendent's Report
 - A. Facilities & Grounds
 - B. Meetings & Misc. Updates
 - C. Next Board Meeting(s)
11. Adjourn

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, October 12, 2020, 6:30 p.m., in the HS/MS Library, located in Middle School Building, 102 E. Main St., Treynor, IA 51575.

Call to Order & Roll Call

President Vorthmann called the regular meeting to order at 6:30 p.m., and roll was taken. The following board members were present: President Vorthmann, Mr. Christensen, and Mr. Dreyer. Vice President Stogdill and Board Member Winchell were absent.

Amend and/or Approve Agenda

A motion was made by Dreyer, seconded by Christensen, to approve the agenda. Motion carried 3-0.

Welcome and Oath of Office of Treynor School Student Representatives

Per board policy 202.6, board members will welcome two students, Anna Halverson, Student Body President, and Blake Sadr, Student Body Vice President, as representatives for the 2020-2021 school year. The student representatives will participate in discussion, but not vote, at all regular board meetings held in open session. Board Secretary VanFosson administered the oath of office to Blake Sadr. Anna Halverson was away at an activity, so she will receive the oath of office at the next regular meeting.

Recognition of Visitors and Open Forum (Public comment is limited to items on any current or upcoming published board agenda)

No visitors chose to address the Board of Directors during the open forum.

Consent Agenda

A motion was made by Christensen, seconded by Dreyer, to approve the following:

- 1) Minutes of the September 14, 2020 regular meeting;
- 2) Bills in the amounts of:

General Fund	\$47,674.72
Capital Projects Fund	\$608,502.00
SAVE Fund	\$9,036.67
Activity Fund	\$6,198.00
Nutrition Fund	\$22,083.95

- 4) September 30, 2020 Financial Statements;
- 5) Open Enrollment Requests.

Motion carried 3-0.

Reports and Communication Items

Ms. VanFosson, Business Manager, reported: During the annual meeting in November we'll review the final balances for the 2020 fiscal year, but for now we'll compare the total revenue received in FY20 vs the total revenue received in FY19. The increase from FY'19 to FY'20 was \$710,937.46.

Ms. Kay, Elementary Principal, reported: All K-5 students are screened 3 times each year using FAST testing to guide instruction in the classroom. Our scores compared to last year are lower, so we are working on strategies to bring students up to grade level. We believe the spring school closure is the primary reason for the lower scores. After students are identified as requiring assistance, teachers determine the intervention they feel will most benefit the student and then monitor their progress, with weekly meetings held to discuss progress toward achievement goals. A substitute teacher will be used several hours each week to tutor students requiring extra assistance using Early Intervention funding from the State.

Mrs. Berens, Middle School Principal, reported: 1) As part of our safety protocols, we are required to complete 2 fire drills and 2 tornado drills each semester. We held bus evacuation drills recently to familiarize students with emergency procedures in the school bus. 2) Our revised homecoming activities were a success. Students appeared to enjoy the week.

Mr. Hedger, High School Principal, reported: 1) Parent-teacher conferences will be held October 20th and October 22nd from 3:00 pm to 7:00 pm. Parents will schedule a date and time, with options of video conferencing, teleconference or email summary. 2) Four students, Payton Chapman, Aiden Kennedy, Delaney Simpson, and Ashlyn Vorthmann, are participating in Youth Leadership Council Bluffs. The YLCB program aims to encourage youth to become leaders in their community, school, and through their actions. They will participate in one session per month that will introduce them to different aspects of the community.

Discussion/Information/Review Items

Curriculum & Instruction: Google Classroom/Technology Tools

Mrs. Huisman, Curriculum & Professional Development Lead, and Ms. Andersen, high school Spanish, demonstrated Google Classroom and some of the technology tools utilized with the system. Google Classroom is being used by all of our teachers to support face-to-face and virtual instruction. It works well for both the regular classroom and for remote learners.

COVID-19 Information and Updates

Superintendent Hopkins provided a sample parent/employee update letter and supporting documents that are sent out at least once a week. It updates everyone on the current number of active coronavirus student cases and staff cases. The supporting documents explain how sick students and staff are evaluated and when to quarantine.

TeamMates Mentoring Program Memo of Understanding

Mrs. Berens presented a Virtual Match Meeting Memo of Understanding to facilitate online match meetings between student mentees and their adult mentors when/if in-person meetings cannot be held. Due to last spring's school closure and this year's new protocols, the TeamMates Mentoring Program is on pause. As the district moves toward implementation of the program, the online option will allow a safe way for mentors and mentees to communicate.

Title IX Training for Administration and Board

On May 6, 2020, the United States Department of Education released final rulemaking which included addressing sexual harassment complaints under Title IX. The final rule updated interpretations to the receipt, investigation and resolution of sexual harassment complaints filed under Title IX. The rulemaking changes were sweeping and resulted in large scale changes for processing these claims. The Treynor Community School District Board of Directors approved new policies dealing with Title IX on September 14, 2020. The District's attorney will provide virtual training regarding Title IX for the administration and board members. The date will be confirmed, but October 26, 2020 is being considered.

Certified Enrollment 2020-2021

October 1 is an important date for every Iowa school. It is the day schools determine their certified enrollment, which calculates the amount of state funding for each school district. This certification process usually takes the entire month in order to verify information among school districts. Treynor Community School is completing this process, and our district is currently serving 810 students. This total includes 523 Treynor resident students and 287 open enrollment students. This year's enrollment is a decline of 13 students when compared to last year's total of 823 students.

Transportation Report 2019-2020

Board members received a copy of the 2019-2020 transportation report. The average number of students transported was 423. Total miles driven by yellow school buses was 52,326. The average cost per route mile driven was \$5.88.

Timberline Billing Service Notification

Superintendent Hopkins informed board members of a data privacy incident impacting Timberline Billing Service, the Iowa company who assists multiple school districts with Medicaid billing for special education students. The school attorney has been informed, involved, and has reviewed the documents that will be sent to all individuals involved with the incident.

Asbestos Training for Custodial Staff

All custodians attended a two-hour virtual training about asbestos on October 6th. Every district has to have a person designated for asbestos inspection and maintenance. Roger Saylor attended a two-day operations and maintenance workshop to satisfy the requirement.

Radon Testing Workshop

The elementary building was tested for radon in January 2019 and results showed no harmful levels of radon. Superintendent Hopkins and Roger Saylor attended last year's training workshop and will attend this year's virtual workshop on October 28th via Zoom. This year the district will test for radon in the middle school building.

Construction Update

Kevin Strehle, BCDM architect, provided a written construction update.

Work Complete:

- Lights, speakers, devices are installed in the ceiling grid of the new classrooms.
- Terrazzo base flooring is installed in the hallways.
- Scaffolding has been erected in the theater house.

- Acoustical side walls of the auditorium have been framed and sheeted.
- Paving has been poured from the Southeast corner around to approximately the loading dock area.

Short-term look ahead for future activities:

- Ceiling grid is scheduled to start next week in the vocal room and theater house.
- EIFS is roughly 65% complete around the exterior of the addition.

The project remains on schedule with the fine arts area scheduled for completion approximately February 2021. The balance of the work is scheduled to be completed approximately May 2021.

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 October 2020 newsletter.

Action Items

Modified Supplemental Allowable Growth Request for Special Education

A motion was made by Dreyer, seconded by Christensen, to approve the request to the School Budget Review Committee (SBRC) for Modified Supplemental Amount and Supplemental Aid for the 2019-2020 Special Education Program deficit of \$170,259.64. Special education revenues in 2019-2020 totaled \$831,422.28, while expenditures totaled \$1,001,681.92. The special education deficit for the previous year, 2018-2019, was \$240,318.24. The request to the School Budget Review Committee is a request for spending authority and may provide supplemental aid in the form of cash before the end of this fiscal year if State special education funds allow it. Board members noted the decrease in the FY'20 deficit in comparison to the prior year. Motion carried 3-0.

Special Education Contracts for Open Enrolled Students

A motion was made by Christensen, seconded by Dreyer, to approve the tuition-in special education contracts for the following school districts: Council Bluffs, East Mills, Fremont-Mills, Glenwood, Lewis Central, and Riverside. Resident students from those school districts are being served in the special education program at Treynor Schools. Motion carried 3-0.

Lighting for Elementary Classrooms

A motion was made by Dreyer, seconded by Christensen, to approve the replacement of lights in five elementary classrooms at an approximate cost of \$5,000-\$5,500 per classroom. The district replaced lighting in five classrooms last year and wish to continue light replacement this year using SAVE (state-wide penny) funds. Motion carried 3-0.

Personnel

Resignations

The board had no resignations to consider.

Employment

A motion was made by Christensen, seconded by Dreyer, to approve the \$0.50 per hour increase in pay for the following individuals who have successfully completed para-educator certification: 1) Angela Chaussee; 2) Jan Darrah; and 3) Lyn Suglia. Motion carried 3-0.

Vacancy Update

There are no open positions at this time.

Superintendent's Report

Facilities and Grounds Updates

Superintendent Hopkins provided an updated list of items ongoing, in progress, and completed recently. Four water fountain bottle fillers have recently been installed. The Junior Treynor Women provided \$1000 toward the project.

Meetings & Miscellaneous Updates

Board Secretary VanFosson and Superintendent Hopkins will be attending a workshop with Iowa School Finance Information Services on October 27th to learn more about their Comprehensive Financial Projection Model (CFPM). The CFPM provides districts with a five-year projection of property tax rates, unspent authorized budget, solvency ratio and a detailed aid and levy worksheet for FY 2022 through FY 2026.

Next Meeting(s)

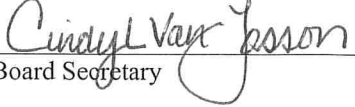
A list of regular board meetings for the 2020-2021 fiscal year can be found on the district web site on the Board of Education link. The next regular meeting of the Board of Directors is Monday, November 9, 2020.

Adjourn

A motion was made by Dreyer, seconded by Christensen, to adjourn the meeting at 8:04 p.m. Motion carried 3-0.

Approved on November 9, 2020


Board President


Board Secretary