

**Treynor Community School District
Board of Directors
Regular Meeting
September 14, 2020**

1. Call to Order & Roll Call
2. Amend and/or Approve Agenda
3. Recognition of Visitors and Open Forum (Public comment is limited to items on any current or upcoming published board agenda)
4. Consent Agenda: Approve Minutes of Previous Meeting(s), Bills, Financial Statements, and Open Enrollment Requests
5. Reports and Communication Items
 - A. Board Secretary/School Business Official
 - B. Elementary Principal
 - C. Middle School Principal
 - D. High School Principal
6. Discussion/Information/Review Items
 - A. School Improvement Advisory Committee (SIAC) Report
 - B. Career and Technical Education Comprehensive Local Needs Assessment
 - C. Iowa Instructional Framework Training
 - D. Review Mascot Agreement with Iowa State University
 - E. Review Emergency Drill Guidance from Iowa Department of Education
 - F. Construction Update
 - G. School Leader Update (September Edition)
7. Action Items
 - A. Board Policy Review (Title IX Updates)
 - B. Forecast5 Budget Software Renewal
 - C. Snow Removal Bids
 - D. Participation in Summer Food Service Program until December 31, 2020
 - E. Wrestling Mats for Renovated/New Wrestling Room
8. Personnel
 - A. Resignations
 - B. Employment
 - C. Vacancy Update
9. Superintendent's Report
 - A. Miscellaneous Updates
 - B. Next Board Meeting(s)
10. Adjourn

Minutes

The Board of Directors of the Treynor Community School District met in regular session on Monday, September 14, 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, Vice President Stogdill, Mr. Christensen, Mr. Dreyer, and Mr. Winchell.

Amend and/or Approve Agenda

A motion was made by Dreyer, seconded by Stogdill, to approve the agenda. Motion carried 5-0.

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.

Consent Agenda

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

- 1) Minutes of the August 10, 2020 regular meeting;
- 2) Minutes of the August 31, 2020 special meeting;
- 3) Bills in the amounts of:

General Fund	\$106,907.82
Capital Projects Fund	\$515,090.00
SAVE Fund	\$4,106.93
Activity Fund	\$5,760.02
Nutrition Fund	\$10,774.78

- 4) August 31, 2020 Financial Statements;
- 5) Open Enrollment Requests.

Motion carried 5-0.

Reports and Communication Items

Ms. VanFosson, Business Manager, reported: Included in the board packet is the FY2021 Estimated SAVE (State-wide Penny) monthly allocations. The Department of Revenue is required to distribute 95% of the estimated sales tax collections on a monthly basis. The estimate for FY2021 of \$603,650.51 is down from FY2020 by approximately \$31,000, primarily due to the effect of the pandemic on the Iowa economy.

Ms. Kay, Elementary Principal, reported: All K-5 students are screened 3 times each year using FAST testing to guide instruction in the classroom. FAST Reading and FAST Math provide statistics on student skill level. With the closure of school last spring we anticipated a gap in current student skill level vs. current grade level. We will be working on strategies to narrow that gap.

Mrs. Berens, Middle School Principal, reported: 1) We are working to complete our implementation of Teammates Mentoring beginning in October. We will reach out to the volunteer mentors who were identified last year to determine their continued interest in participating. 2) The social worker, shared through Green Hills AEA, is in the district on Fridays, meeting with students in the middle school and high school. 3) Teachers and administrators are continuing to work through the details of remote learning for students who are completing online instruction due to health waivers or quarantine. 4) Mr. Koenck is leading i-Ready assessment screening at the high school/middle school to determine if interventions are needed.

Mr. Hedger, High School Principal, reported: 1) Our teachers have done a great job dealing with the unusual beginning of the school year. 2) During professional development, teachers have spent time on skill sets to meet the needs of students who are in and out of the building because of the pandemic. 3) Scaled back homecoming activities are underway this week.

Discussion/Information/Review Items

School Improvement Advisory Committee (SIAC) Report

Mrs. Huisman, TLC Curriculum & Professional Development Lead, reviewed information from the SIAC meeting held last spring and explained how the goals established at that time are being picked up and implemented this year. With no state testing in spring 2020 due to the pandemic, and only one year (2019) of testing data with the new test, comparisons will be difficult, if not impossible, to make. The focus is now on growth from year to year, where in past years the focus was on proficiency. Goals from the February 2020 SIAC meeting are:

- Determine the root needs from Conditions for Learning (emotional safety, physical safety)
- Analyze our math curriculum and instruction for rigor & relevance
- Strengthen course offerings in our Career and Technical Education program

Career and Technical Education Comprehensive Local Needs Assessment

Mr. Hedger, High School Principal, reported on the Needs Assessment he began completing this summer. The assessment was required as part of the new rules for federal Perkins funding.

Career and Technical Education (CTE) in Iowa includes organized educational programs offering a sequence of courses that are directly related to the preparation of individuals in employment in current or emerging occupations. Students at Treynor are offered courses in 4 CTE areas:

1. Business: Accounting, Careers, Personal Finance, Sports Marketing
2. Computers: Computer Programming, Multimedia
3. Family Consumer Science: Foods, Advanced Foods, Child Development, Early Childhood Education, Clothing and Sewing, Life Skills
4. Industrial Technology: Woods 1, Woods 2, Metals 1, Metals 2, Car and Home Maintenance, Small Engines, Intro to Engineering Design

In addition, students may also take courses in Ag through a neighboring school district and may take courses in the health science field through IWCC.

Administrators and teachers, through the needs assessment, have identified priorities of the CTE program, including future job shadowing and internships.

Iowa Instructional Framework Training

An instructional framework, also known as an instructional rubric or learning progression, creates a common instructional language and vision for quality teaching across an entire school district. Schools that share a common definition of effective teaching are well-positioned to maximize the impact of teacher leaders. By utilizing an instructional rubric, schools create consistency in the support and feedback teachers receive as they improve their practice. Iowa adopted the NIET's (National Institute for Excellence in Teaching) instructional framework, which is also part of the TAP system, built around four domains of instructional practice (Instruction, Planning, Environment and Professionalism) with specific indicators for each, creating a common language for teacher practices and feedback, and guidance for professional growth. Mrs. Huisman explained several staff members will be attending training sessions on October 5, 6, 12, and 13 that will focus on foundational components of the Iowa Instructional Framework and share some strategies and ideas about what coaching and feedback can look like in a virtual environment.

Review Mascot Agreement with Iowa State University

Superintendent Hopkins shared a copy of the license agreement between Iowa State University and Treynor Community School District, which was approved by the Board of Directors and signed in November 2019. All items with Treynor's mascot must be produced by vendors licensed by ISU who will pay royalties to ISU. ISU will grant royalty exemption for articles produced for internal consumption, such as sports uniforms, gymnasium signs, and school letterhead. Board members discussed the possibility of working toward a new mascot (or brand) at some point in the future utilizing student, staff, parent, and community input.

Review Emergency Drill Guidance from Iowa Department of Education

Superintendent Hopkins shared the Emergency Drills Guidance provided by the Iowa Department of Education on September 8th. All drills required by law are in effect for the 2020-2021 school year. School districts will take steps to follow health guidelines, but in an actual event, social distancing guidelines become secondary to the actual safety of individuals involved. The drills listed are Fire Drills, Tornado Drills, Emergency Operations Drills, and Bus Evacuation Drills.

Construction Update

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

Work Complete:

- Renovation in the existing school.
- Additional Fire Suppression coverage was added.
- In the classroom part of the addition, walls have received primer and first coat of paint and lockers have been installed.
- In the theater part of the addition all concrete risers and stage floor have been poured.
- All window and door systems have been installed.

Short-term look ahead for future activities:

- Ceiling grid and light fixtures are currently being installed in the classroom area.
- The theater part of addition is seeing several items: metal stud walls, above ceiling work.
- The building exterior: EIFS contractor is working around the building.
- Grading dirt for exterior concrete work.

The renovation work occurring during the summer was exciting and difficult. Many long hours were worked to accomplish the amount of work required in the two primary renovation areas. Meco-Henne would like to thank all the school district personnel for the cooperation and willingness to be flexible, especially during this challenging time.

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 2020 newsletter.

Action Items

Board Policy Review

A motion was made by Winchell, seconded by Stogdill, to approve the Board Policy changes on Policies 103 Equal Educational Opportunity; 103.R2 General Grievance Procedure; 104 Anti-Bullying/Anti-Harassment/Anti-Sexual Harassment; 104.R1 Anti-Bullying/Anti-Harassment Investigation Procedures; 401.2 Equal Employment Opportunity; 402.3 Abuse of Students by School District Employees; and 402.5 Public or Student Complaints about Employees. This is the second and final reading for these policies dealing with Title IX. Motion carried 5-0.

Forecast5 Budget Software Renewal

Superintendent Hopkins led discussion with board members on the renewal of Forecast5 Budget Software at an annual cost of \$16,760. The budget software provides financial forecasting and analysis. A comprehensive financial projection model (CFPM) developed by ISFIS and Piper Sandler (formerly Piper Jaffray) was presented as an alternative. The basic projection model is free, while a premium version is available for \$1000 per year. Larry Sigel of ISFIS met via Zoom with Superintendent Hopkins and SBO VanFosson recently and shared the components of their financial model. Board members agreed with the recommendation of the superintendent to move from Forecast5 to the comprehensive financial projection model from ISFIS and Piper Sandler. No action was necessary.

Snow Removal Bids

A motion was made by Winchell, seconded by Christensen, to accept the low bid for snow removal for the winter of 2020-2021 from Preston Carpentry of Treynor. Motion carried 4-0, with President Vorthmann abstaining due to a social friendship with Landon and Megan Preston.

Snow removal bids received:

Preston Carpentry: \$70/hr plow, \$70/hr loader, \$65/ton salt/sand

Frank Koricic: \$75/hr plow, \$85/hr loader, \$85/ton salt/sand

Claar Construction: \$150/hr per plow, \$150/hr loader, \$28 per 50# bag Miracle Melt

Dave's Total Concrete: \$70/hr plow (2 hr minimum), No price given on loader, No price given on salt/sand

Participation in Summer Food Service Program until December 31, 2020

The USDA recently notified schools that participated in the Summer Food Service Program of the opportunity to provide that service through December 31, 2020. USDA funding, because of the COVID pandemic, would allow all students, regardless of family income, to receive free breakfast and free lunch until December 31, 2020, or until funding is depleted. The free meals include basic breakfast and basic lunch only and do not include ala carte items. A motion was made by Stogdill, seconded by Dreyer, to participate in the summer food service program until December 31, 2020. Motion carried 5-0.

Wrestling Mats for Renovated/New Wrestling Room

A motion was made by Dreyer, seconded by Christensen, to approve spending up to \$18,500 for new wrestling mats for the new wrestling room. Two new practice mats would be purchased to stay in the wrestling room, with the old mats used under the new ones for additional padding. Wrestling coaches have talked to the wrestling boosters and the athletic boosters about funding for two new competition mats. Motion carried 5-0.

Personnel

Resignations

A motion was made by Winchell, seconded by Stogdill, to approve the resignation of Molly Sengmany as assistant librarian and study hall monitor at the middle school. President Vorthmann spoke for the entire board, thanking Mrs. Sengmany for her service to the Treynor District and Treynor students. Motion carried 5-0.

Employment

A motion was made by Christensen, seconded by Winchell, to approve the employment of: 1) Erica Schnepel and Matthew Hansmann as co-head speech coaches; 2) Lane changes for Natalie Andersen (BA+12), Alex Herrington (BA+24), Jaime Konz (BA+24), Stephanie Lajko (BA+24); and 3) Fifty cent increase in pay for six para-educators (Jo Alzman, Jill Brown, Kelcie Chlupacek, Lisa Christensen, Nicole Reed, and Jennifer Zadalis) who have completed para-educator training and received their para-educator certification through the Iowa Bureau of Educational Examiners (BOEE). Motion carried 5-0.

Vacancy Update

The district has no employment openings at this time.

Superintendent's Report**COVID-19 Communication**

Superintendent Hopkins provided information on requests he has received for COVID-related data. The school attorney advises the District has no legal obligation to respond to requests from outside people or organizations for COVID-related data. The school district community is appropriately receiving communication in regards to COVID-19 cases.

Annual Meeting

At the annual meeting in November the board will elect a president and a vice president for the coming year and will appoint a secretary and treasurer. The final books for the FY'20 fiscal year will be examined.

FFCRA

The Families First Coronavirus Response Act (FFCRA) created new "leave buckets" requiring employers to allow employees paid leave in certain COVID-19 related matters. For most private employers, the cost of this new leave will be reimbursed through a refundable tax credit. Local governments, including school districts, are not eligible for the refundable tax credit under the FFCRA. There is the possibility that if another stimulus package is passed, it may include resources for school districts.

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, October 12, 2020.

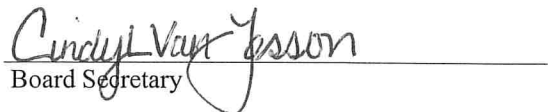
Adjourn

A motion was made by Dreyer, seconded by Stogdill, to adjourn the meeting at 7:57 p.m. Motion carried 5-0.

Approved on October 12, 2020



Board President



Board Secretary