

Graettinger-Terril Community School Board of Directors  
Regular Meeting  
July 28, 2015

All votes are unanimous unless otherwise noted.

The Graettinger-Terril Community School Board of Directors met on July 28, 2015 in the Technology building in Terril, Iowa. The meeting was called to order by President Kyle Norris at 5:01 p.m. Other members in attendance included Kevin Jensen and Galen Chicoine. Roger Schmitt arrived at 5:45 p.m. Board Member Mat Hanson was absent. Administration in attendance: Superintendent Andrew Woiwood, Business Manager/Board Secretary Heidi Skattebo, MS/HS Principal Jeremy Simington, and Elementary Principal Chris Myers. Guests included: Tech Coordinator Kevin Schmitt, First Grade Teacher Sandy Kropf, and Director of Transportation Bill Girres.

Chicoine moved to approve the minutes from June 30, 2015. Seconded by Jensen. Motion carried.

Jensen moved to approve the bills and claims as presented. Seconded by Chicoine. Motion carried.

Skattebo presented the Board with financial reports. Jensen moved to approve the financial reports presented. Seconded by Chicoine. Motion carried.

## OLD BUSINESS

### 8.1 Capital Projects

Girres reviewed quotes for a pressure washer from Northern Tool & Equipment (\$2,803.57), N&A Mfg (\$3,100 – vertical and \$3,200 – horizontal), and Hotzy (\$3,095). Girres recommended going with Hotzy. Chicoine moved to approve purchasing a pressure washer from Hotzy. Seconded by Jensen. Motion carried.

### 8.2 District Software

Woiwood reviewed a listing of the district's software as well as renewals and costs that need to be considered when making future purchases.

## NEW BUSINESS

### 9.1 Activity Calendar

Jensen moved to approve the activity calendar so that dues and fees may be timely paid. Seconded by Schmitt. Motion carried.

### 9.2 Handbooks – staff and student

Woiwood and Simington presented the staff handbook and student handbook. The staff handbook is pending as some finishing changes need to be made. Simington reviewed some changes to the student handbook including field trip requirements, resolving school problems, some new definitions, and removal of mid-term ineligibility.

### 9.3 Milk Bids

Skattebo reviewed the milk bids received including only a bid from Graettinger Dairy. Schmitt moved to approve the bid from Graettinger Dairy to provide milk purchases for SY15-16. Seconded by Jensen. Motion carried.

### 9.4 District Transportation Agreements

Woiwood presented the Inter-District Transportation – Permissions in which each district agrees to allow other districts to enter their district in order to provide transportation for students to and from school. A school district may operate a bus route beyond its borders in order to: A. eliminate or reduce a safety concern related to a regular school bus route, B. promote a more efficient and/or direct route for the school bus, C. provide special education transportation services to and from instructional programs located outside the district, D. provide transportation services for non-public students, and E. provide transportation services for open-enrolled students. Woiwood presented the recommended agreements with the following area districts: Emmetsburg, Estherville-Lincoln Central, Okoboji, North Union, Spencer, Spirit Lake, and Ruthven-Ayrshire. Some discussion took place concerning all of the agreements. The Board has directed Woiwood to speak with Ruthven-Ayrshire and North Union in regards to the agreements that they wish to have with GT. This has been tabled until the August board meeting.

### 9.5 Legislative Priorities

Upon review and discussion, the board members agreed to support the following legislative priorities: #17 Supports setting supplemental state aid: a) 400 days (or 14 mos) prior to the certification of the school district's budget, b) at the rate of 6% to encourage continuous school improvement and reflect the actual cost increases experienced by school districts and AEA's. Our priority is to increase the state cost per pupil and the spending authority associated with it to build a strong base for future education resources; #19 Supports greater flexibility in the use of the management levy for those services required by law such as inspections and publication costs and legal and auditing services, including internal auditing services and staff; #23 Supports legislation that provides greater flexibility for school districts to meet changing needs, become more efficient, protect natural resources and save public funds, including adoption of Home Rule, #26 Supports the use of physical plant and equipment levy (PPEL) funds for the maintenance and repair of transportation equipment that can be purchased or financed with PPEL funds, and #42 Opposes any new mandate that does not provide sufficient and sustainable funding for successful implementation and supports the repeal of existing unfunded mandates. Chicoine moved to approve and set the legislative priorities for SY15-16 as #17, 19, 23, 26, and 42. Seconded by Schmitt. Motion carried.

### 9.6 Board Policy Review – 601.1, 604.1, and 604.7

Woiwood reviewed the following board policies with updates reflecting the current Iowa laws: 601.1 including "hours" in the school calendar, 604.1 concerning "competent private instruction" such as home schooling, and 604.7 concerning "dual enrollment". Schmitt moved to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings. Seconded by Chicoine. Motion carried. Schmitt moved to accept the board policies 601.1, 604.1, and 604.7 as updated. Seconded by Jensen. Motion carried.

### 9.7 Open Enrollment

Woiwood recommended accepting an open enrollment of a student going into kindergarten from ELC to GT. The request was made in a timely manner before September 1<sup>st</sup>. Chicoine moved to approve of the student open enrollment as described above. Seconded by Jensen. Motion carried.

### 9.8 Instructional Support Levy

Woiwood reviewed the resolution for the intent to consider continued participation in the Instructional Support Program. The intention is to continue to match the current ISL and mix income surtax and property tax as before. The expenditures will remain the same in regards to using the funds for "any general fund purpose". This resolution proposes five years by Board action with the

possibility of an election if a petition is received. The resolution allows the Board to raise up to the maximum 10% of total regular program district cost commencing with the budget year 2016-17. A public hearing will need to be held in order to renew the Instructional Support levy. We would plan to hold the public hearing at the next board meeting, August 25, 2015. Chicoine moved to approve continuing the already established Instructional Support Levy as described above. Seconded by Schmitt. Ayes: Kevin Jensen, Galen Chicoine, and Roger Schmitt. Mat Hanson is absent. Motion carried.

#### PERSONNEL

##### 10.1 Hires/Resignations

Woiwood presented the following hire: Emily Doerder – Instrumental Music (\$ 38,978), Instrumental Music/Activity Coach (\$3,547), and Summer Band (\$1,442). Jensen moved to approve the hiring of Miss Doerder as stated above. Seconded by Schmitt. Motion carried.

Woiwood presented the following resignation: Jeremy Simington resigned as Assistant HS Girls Basketball coach pending suitable replacement. Chicoine moved to approve the resignation of Mr. Simington as coach. Seconded by Jensen. Motion carried.

#### COMMITTEE REPORTS

##### 11.1 Building/Grounds Committee

Summer Projects Update: Woiwood gave an update on the summer projects and reviewed a concern with the gravel road around the Graettinger football/baseball field. The Board instructed Woiwood to proceed with getting more gravel on the road as needed.

Athletic Share Update: Woiwood shared the minutes from the Athletic Share meeting held on June 30<sup>th</sup>. The financials show that RA owes GT \$40,598.33 for SY14-15 athletic activities. A couple of concerns were shared including that a speaker system is needed at games in order to announce the teams and to play the National Anthem as well as scheduling baseball and softball games in Ruthven on the same night.

#### ADMINISTRATIVE REPORTS

##### 12.1 Woiwood – Superintendent

Summer Lunch Program – Woiwood presented a schedule exhibiting the number of meals provided and the amount possible earned as revenue.

IASB Convention – Woiwood gave an update on the IASB convention on November 20<sup>th</sup>.

Informational Meeting and Computer Roll-Out – is scheduled for Wednesday, August 19<sup>th</sup> at 7 p.m.

Civil Rights and Bullying Harassment Surveys – have been completed.

Board Election – reminder of the upcoming school board election on September 8<sup>th</sup>. Nomination forms must be submitted to Heidi by 5 p.m. on July 30<sup>th</sup>.

##### 12.2 Simington – MS/HS Principal

Summer School – reviewed the credit recovery program that Mrs. Cook offered during summer school.

Programs through ILCC – Mrs. Cook is working with ILCC to offer programs such as Senior Engagement, College/Career Readiness, and Internship.

SY15-16 Program of Studies – Page 3 highlights new courses.

##### 12.3 Myers – Elementary Principal/Curriculum Coordinator

SINA (School in Need of Assistance) school in Reading and Math – preliminary findings of the Iowa Assessments shows that the Elementary is now a SINA 2 school in reading and SINA 1 school in math. Lots of planning and budgeting of funds will need to take place in order to evade this situation from getting worse. Last year, the Elementary was listed as a SINA 1 school.

#### BOARD SECRETARY COMMENTS

Skattebo listed the items and projects that she was working on for year-end as well as preparing for the new SY15-16. She noted that the auditors were coming tomorrow, July 29<sup>th</sup>, for preliminary audit work. Skattebo is working on year-end reports for the state including the CAR, SES, and Transportation reports that will be due September 15<sup>th</sup>. She also reminded the members of the upcoming school board member election on September 8<sup>th</sup> and that nomination papers must be submitted to her by 5 p.m. on July 30<sup>th</sup>.

#### BOARD COMMENTS

Adjourned at 7:00 p.m.

Board President

Board Secretary