

The Grinnell-Newburg Board of Education met in Regular Session on July 27, 2011, at 5:30 p.m. in the Media Center, Grinnell High School, 1333 Sunset Street, Grinnell, Iowa 50112.

Members Present: Jeff Smith, Barbara Brown, Doug Cameron, Lynn Cavanagh, Leo Lease, Carol Wilhelm, and Jeanette Budding. Also in attendance at the table: Superintendent Abrahamson and Board Secretary Susan Kriegel.

Members Absent: None

Administrators Present: Kevin Seney

1. Call to Order and Roll Call

President Smith called the regular meeting to order at 5:30 p.m. and the Board Secretary called the roll.

2. Approval of Consent Agenda

Motion by Brown, seconded by Budding, to approve the following consent agenda:

- A. Agenda
- B. Minutes: regular meeting 7/13/11
- C. Personnel:
 - 1. Offers: Heather Agnew-Moore; 7th grade Language Arts; Deidre Freeman, assistant girls swim coach
 - 2. Resignation: Jennifer Williams
 - 3. Open enrollment; Olivia Edgington, 12th grade from Lynnville Sully, Makaylin Sellers, 4th grade, from BGM; Kyle Maschmeier, 1st grade from Newton

Motion carried 7-0.

3. Approve claims and accounts

Motion by Cavanagh, seconded by Budding, to approve the claims and accounts as of July 27, 2011. Motion carried 7-0.

4. Communication from the Public

None.

5. Action Items

A. Approve Grinnell-Newburg Community School District Brochure "Do You Have a Concern" four step process

Motion by Lease, seconded by Budding to approve the Grinnell-Newburg Community School District brochure "Do You Have a Concern" four step process. Per Superintendent Abrahamson, he has used this brochure at previous districts. The brochure is a process and procedure for parental concerns. The brochure should also build communication and relationships. Per the brochure, step 1 starts with the person closest to the problem. If needed, the following levels are described; step 2 is the building principal or director of transportation, step 3 is the superintendent, and step 4 is the school board. This brochure is a policy for the district. The brochure will be advertised via the website, placed in the buildings, and in the newsletters. Cameron asked if the appropriate name can be added to the building's telephone numbers. Motion carried 7-0.

B. Approve 1st Reading of Board Policy "Public Participation in Board Meetings" Code No. 213

Motion by Cavanagh, seconded by Lease, to approve the 1st Reading of Board Policy Public Participation in Board Meetings, Code No. 213. Superintendent Abrahamson reviewed the current participation policy with the school attorney. The attorney revised the document. Superintendent Abrahamson explained concerned parents would need to take the step of completing a required form before they can present their concern to the board. Other boards have similar procedures. The public will learn the process. As currently presented the form needs to be completed three days before a school board meeting.

The board wants to be a welcoming factor for the public, which allows communication between the two entities. This policy continues to be a work in progress. Superintendent Abrahamson indicated more work needs to be done on the policy. He wants the public to address the board, but wants a procedure in place. The motion was to approve 1st Reading of Board Policy "Public Participation in Board Meetings" Code No. 213, with revisions as stated. Motion carried 7-0.

C. Approve 2010-2011 board meeting date and 2011-2012 board meeting dates

Motion by Lease, seconded by Brown to approve the 2010-2011 board meeting date and 2011-2012 board meeting dates.

There was discussion regarding the proposed school board meeting dates. The existing policy states school board meetings will be at 5:30 pm on the second and fourth Wednesdays of every month.

Superintendent Abrahamson asked the board members to email him with any meeting date conflicts. He believes moving to one regular board meeting date per month, will make the board very efficient. During the proposed judiciary meeting time slot from 5:30 pm to 6:00 pm the board will review the bills and the financials.

Motion by Budding, seconded by Brown to table the discussion. Motion carried 7-0.

6. Discussion Items

None

7. Reports

A. Board

In August, each board member will be attending half hour meetings with Superintendent Abrahamson. A template is being prepared regarding long term planning proposals.

B. Superintendent Report

Superintendent Abrahamson discussed the responsibility structure for the elementary buildings. Sarah Seney will be the building principal for Fairview Elementary and Bailey Park Elementary. Dave Ford will be the counselor/dean. His primary responsibility will be counselor. They will work on a schedule that will have one of them present at each building at all times. Mr. Ford's counseling time will also be established for the three elementary buildings.

A job description will be established for Chris Coffman. The position is not slated as a tech help person. Jeff Kirby will be the elementary principal for Davis School and the Directory of Technology Integration. Neal Hirota will handle the software programs for the classrooms, and Dave Kubalsky will focus on resolving any technical problems. This group has been meeting regularly to establish these responsibilities. Superintendent Abrahamson stated these responsibilities are a working document which is subject to change.

He reported no other changes for the staff.

Superintendent Abrahamson reported the books for the board's book study have arrived. He asked the board members to pick up their books at the central office.

Superintendent Abrahamson explained the different committees. He reminded the board if there is a committee they are interested in, to let him know. He also stated that board meetings will also contain staff presentations and student recognitions.

He also discussed the Grinnell Middle School may soon be "in need of assistance". There was discussion that the school district from preK – 12th grade could also work with this format.

As a result of the recent PLC conference that several staff members attended, there was agreement the PLC format is something the district needs to acquire. The problem is scheduling a time for the format training. Superintendent Abrahamson discussed planting the seed, build time for PLC, have the teachers have the training, and develop the norms. Teachers cannot be isolated in front of their classes. The PLC format stresses district wide knowledge, not just separate buildings working as an unit.

Superintendent Abrahamson suggested an one-hour late start every Monday for PLC training. The board discussed this possibility and recognized the problem of childcare with an one-hour late start for working parents. A suggestion was bringing childcare to the buildings or work with the Galaxy to see what could be offered. The board agreed the PLC format is good for teachers. There is a need to work with the parents when the training piece begins for the teachers.

C. Principals

No report

D. TOSA

No report

8. Board Talking Points

Several of the suggestions were the brochure, the administration elementary structure, and good student test scores from Davis School.

9. Adjournment

Motion by Budding and seconded by Cavanagh to adjourn meeting at 6:45 pm. Motion carried 7-0.

Board Calendar:

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| Policy committee meeting | 5:00 pm. August 1, 2011 |
| Fiduciary meeting | 5:30 pm, August 10, 2011 |
| Regular Board meeting | 6:00 pm, August 10, 2011 |