

The Grinnell-Newburg Board of Education met in Regular Session on August 24, 2011, at 6:00 p.m. in the Community Room, Drake Library, 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 Todd Abrahamson, Business Manager JT Anderson, and Board Secretary Susan Kriegel.

Members Absent: None

Administrators Present: Kevin Seney, Sarah Seney, Sara Hegg-Dunne, and Jeff Kirby

### **1. Call to Order and Roll Call**

President Smith called the regular meeting to order at 6:00 p.m. The Board Secretary called the roll.

### **2. Approval of Consent Agenda**

President Smith explained the agenda had been amended to include the recent hiring of two para professionals, a long term sub, and two contract upgrades.

Brown requested the amendment of the board minutes from the last meeting and also verify the proper names for the preschools.

Motion by Lease, seconded by Brown, to approve the following amended consent agenda. President Smith asked for discussion.

Motion by Cameron, seconded by Wilhem to amend the agenda to move item 5.A. Approve the 1-hr late starts for the 2011-2012 school year – every Monday beginning September 12 from an action item to a discussion item. This change allows the audience to give their input. Superintendent Abrahamson indicated after Labor Day there would be a special meeting for further discussion of the proposed late starts.

A question was asked if there were any changes to the preschool contracts. Business Manager Anderson indicated the contracts were returned as signed. The financial allocation language was changed to reflect how the money is received.

A. Agenda

B. Minutes: regular meeting 8-10-11

C. Personnel:

1. Offers: Kelly Pilcher; 1-yr long term sub for 7<sup>th</sup> grade Language Arts, Jodi Steinlage; head girls soccer coach
2. Open enrollment: Vijay Uniyal, 11<sup>th</sup> grade from BGM

Motion carried 7-0.

### **3. Communication from the Public**

none

### **4. Old Business**

**A. Approve 3<sup>rd</sup> and Final Reading of Board Policy “Public Participation in Board Meetings: Code No. 213.”**

Motion by Cameron, seconded by Budding to Approve 3<sup>rd</sup> and Final Reading of Board Policy “Public Participation in Board Meetings: Code No. 213.”

A member of the audience asked that the final version of the policy be read to the audience. The board received a revised version of the policy at the beginning of the meeting. Seven revisions have been made to the policy. Superintendent Abrahamson indicated the research he has done on this policy. He discussed with the City of Grinnell their policy regarding council meetings. The existing text on the back of every board agenda lists a two-minute time constraint for public participation. This time constraint is not mentioned in the original board policy. Superintendent Abrahamson read the revised policy.

President Smith invited members in the audience to share their comments regarding the policy. Many in the audience voiced their opinion about the policy.

Wilhelm explained her suggestions for the policy. She indicated the policy committee should have reviewed this policy and then presented their proposal to the board.

Superintendent Abrahamson explained the goals for the policy were the allowment of public participation, time limits, and the alignment with the new brochure.

Motion by Cameron, seconded by Wilhelm to table 4. A. Approve 3<sup>rd</sup> and Final Reading of Board Policy "Public Participation in Board Meetings: Code No. 213". One more version of the policy needs to be written and made available for the public to review.

Wilhelm would like the review of the policy to be during a policy meeting. The last policy meeting was January 3, 2011.

Motion carried 7-0. The motion was been tabled for the policy committee. The public will be notified of the date of the policy meeting. The board was reminded they are now the policy committee.

## **5. New Business**

### **B. Approve the Grinnell-Newburg Community School District Hiring Procedures Manual**

Motion by Brown, seconded by Lease to approve the Grinnell-Newburg Community School District Hiring Procedures Manual. Superintendent Abrahamson indicated the manual will soon be posted on the Grinnell-Newburg website. A suggestion was made to have a copy of the manual available at the board meetings. Superintendent Abrahamson indicated he has plans to project documents on a screen for the board meetings. The board document is available for the public to review by clicking on the Grinnell-Newburg School Board Meetings link located on the lower left of the district's website home page. Superintendent Abrahamson indicated the district has never had a hiring procedure manual. The district attorney has reviewed the manual. The hiring procedure manual will always be a working document. There is a checklist for every procedure. During the hiring procedure, new teacher candidates will be given an assignment to teach for a class. Superintendent Abrahamson indicated he plans to be involved in interviews for open positions.

Motion carried 7-0.

### **C. Approve the Grinnell-Newburg Community School District Handbook of District Business Procedures**

Motion by Cavanagh, seconded by Budding to approve the Grinnell-Newburg Community School District Handbook of District Business Procedures. Superintendent Abrahamson commented this handbook is also a working document. This handbook will describe the business process for the central office. During the recent all staff meeting, different sections of the handbook were explained to the staff.

This will be the first time the district has had a business procedure manual. This manual will build consistency between the buildings regarding business procedures. Business Manager Anderson indicated the auditors would review the handbook during their October visit. This handbook will also be a working document.

Motion carried 7-0.

## **6. Discussion Items**

The board again explained item 5.A. Approve 1-hr late starts for the 2011-2012 school year – every Monday beginning September 12, will be a discussion item, a vote won't occur. President Smith asked for comments from the public.

Many audience members gave their opinion and asked questions concerning the one-hour late start slated to begin September 12, 2011. Comments were also made supporting the PLC design for the teachers. Superintendent Abrahamson suggested a special meeting for further discussion regarding this subject. Due to

state mandates, he explained the change in education. He indicated the PLC model needs to happen due to existing schools in need of assistance. If the education gap is not narrowed, the high school could also become a school in need of assistance. Collaboration is needed for the staff. The current schedule does not allow for collaboration.

As previously instructed by the board, the administration team has been working on the child care concern for the one-hour late starts.

Superintendent Abrahamson wants consistent staff development. He commented he wrote down the remarks and concerns from the audience. He will schedule a special meeting regarding this issue.

The district needs to be aware not every family has a computer or receives a newspaper. Communication to families needs to be by letter. This allows everyone to receive the information.

The board supports the PLC program and is aware of the concern regarding transportation and the late start.

Several questions from the audience concerned the contractual agreements for teachers and why a late start versus an early out. The administrators provided answers for both of these questions.

## **7. Reports**

### **A. Board**

Superintendent Abrahamson encouraged parents to take a survey he has posted on the district's website.

Superintendent Abrahamson and Business Manager Anderson met with Vince Ward from DLR for a brainstorming session. Superintendent Abrahamson will provide more information about DLR during the September meeting.

Grinnell has been picked to be one of the two model towns for the Start Walk September 2, 2011, event. The 1K walk will begin at 1:00 pm. Grinnell-Newburg students are encouraged to participate in this event. Many will be able to walk on their building campus site. Media will be present for this event.

The school board election will be September 13, 2011. As was indicated in the earlier fiduciary meeting, the revenue purpose statement that will appear on the ballot is not a new tax. Wilhelm explained the voting procedure for the upcoming school board election.

Superintendent Abrahamson acknowledged the League of Women Voters would be hosting a school board candidate forum on August 29, 2011. Rachel Bly will be the moderator.

## **8. Board Talking Points**

The suggestions including supporting the staff, what is best for the students, PLC needs to be done soon, and Davis school is still a school in need of assistance.

## **9. Adjournment**

Motion by Cameron, seconded by Lease to adjourn the meeting at 8:47 pm. Motion carried 7-0.

### **Board Calendar:**

Fiduciary meeting	5:30 pm, September 21, 2011
Regular board meeting	6:00 pm, September 21, 2011