

The Grinnell-Newburg Board of Education met in Regular Session on December 9, 2015, at 6:00 p.m. at the Grinnell-Newburg Community High School in the Board Room, 1333 Sunset Street, Grinnell, Iowa 50112.

Members Present: Barbara Brown, Meg Jones Bair, Jeff Knobloch, Jonathan Nance, Helen Redmond, Dustin Smith, and Jeff Smith.

Members Absent: None

Also in attendance at the table: Superintendent Todd Abrahamson and Board Treasurer/Secretary Lisa Johnson.

Administrators Present: Principals Brian Conway, Heidi Durbin, Curriculum Director Kym Stein, Technology Integrationist Bill Gruman, and Maintenance Director Shawn Edelen.

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

President Brown called the regular meeting to order at 6:00 p.m. Board Secretary Johnson called the roll. Seven members were in attendance. Board member Knobloch read the district's Mission and Vision Statement.

**2. Fiduciary**

None

**3. Approval of Consent Agenda**

Motion by Jones Bair to approve the consent agenda, seconded by Nance.

**A. Approve/Amend Agenda**

**B. Minutes:** 11/11/15 Minutes 11/18/15 SIAC Minutes 11/23/15 Work Session Minutes 12/2/15 Work Session Minutes

**C. Claims and Accounts**

**D. Personnel:**

- 1. Resignations:** Tammy Strawser from Destination Imagination
- 2. Offerings:** Whitney Edgerly: 7th grade girls track; Instructional Coaches: Chellie Wilkins: High School; Malisa Juni: Middle School; April Gosselink: Davis; Lisa York: Bailey Park; Staci Harms: Fairview
- 3. Upgrades:** Todd Crites, MA to MA+NB
- 4. Open Enrollment Out:** Zachary Bothwell: 9th grade to Montezuma; Savannah Bothwell: 10th grade to Montezuma; Bailey Bothwell: 7th grade to Montezuma

**5. Open Enrollment In: Wesley Losh: Kindergarten from BGM**

Motion carried 7-0.

**4. Communication from the Public**

None

**5. Communications and Reports**

**A. Board**

None

**B. Principal**

**Brian Conway: A Look Into Learning**

Brian Conway discussed what he has been doing at Bailey Park with staff, students and parents, as well as with the other Administrators to be sure Bailey Park is moving in the right direction and increasing the Depth of Knowledge (DOK). They are using various data points they have been collecting throughout the year to measure student progress.

**Dean of Students: Heidi Durbin: Olweus**

Heidi Durbin presented the data she has collected about bullying. She stated all the new district staff are trained each year. In order to promote Anti-bullying awareness all the schools participated in fun activities in October. Jones Bair stated a number of the college students are trained as active bystanders, which could be used as a resource.

**Technology Integrationist: Bill Gruman Clarity Presentation**

Bill Gruman presented the Clarity Survey data related to students use and accessibility to technology, as well as teacher's use of technology in the classrooms.

**C. Superintendent**

Abrahamson stated on December 14th the Department of Education will be releasing the attendance rankings. The administrative team will be meeting on Friday to discuss the district's communication plan.

WHO will be at the MS on December 10th to witness Josh Ellis's class try to break a Guinness World Record for the longest strand of DNA.

Abrahamson spoke of the Professional Development he helped lead at the MS regarding how schools can connect with employers in the communities and better prepare students for the jobs of the future. Softskills, such as reliability, punctuality and organization are the key themes from employers. These, along with teamwork and critical thinking, are the skills required in many careers.

The MS is also using Professional Development time to research Standard Based Grading. The staff there is very in favor of moving closer to Standards Based Grading, and a few staff members have recently been to a conference in an effort to learn more.

**6. Old Business - None**

**7. New Business**

**A. Bus Lease from Wells Fargo**

Johnson stated the lease is to secure the financing for the bus purchase that was approved previously.

Motion by J. Smith, seconded Knobloch to approve the Bus Lease from Wells Fargo.

Motion carried 7-0.

**B. Out of State Travel: GHS Fine Arts to NYC**

Teacher Roger Henderson stated the cost for the trip is \$1,300- \$1,400 per student. He asked for ideas to fund the trip to help students who may not be able to afford the cost. Redmond asked who was eligible. Teacher Mike Hunter explained the trip is open to any students involved in Fine Arts.

Motion by Jones Bair, seconded by Nance to approve Out of State Travel for GHS Fine Arts to NYC in 2017.

Motion carried 7-0.

**C. SBRC Application for Open Enrollment Out**

Johnson stated this is approving the request to the SBRC Request for Authority, but not cash. Cash could be levied at a later date, but currently the cash balance is above the maximum allowed.

Motion by Nance, seconded by D. Smith to approve the SBRC Application for Open Enrollment Out.

Motion carried 7-0.

**D. SBRC Application Limited English Proficient (LEP) Instruction**

Johnson stated this is the same as the Open Enrollment request. This is the request for authority, but does not affect cash.

Motion by Jones Bair, seconded by Redmond to approve the SBRC Application for Limited English Proficient (LEP) Instruction.

Motion carried 7-0.

**E. Approve middle school boiler upgrade project to Two Rivers Group**

Vic Amoroso from A&J Associates discussed the bids received. Two Rivers was the low bidder. He noted all the bids were close, including labor costs, which is remarkable for a project of this size. This includes some upgrades from the previous proposal in order to provide the most value for the amount spent. The equipment could be transferred to a new building if the district were to make changes to the buildings. J. Smith asked about capacity of the new versus the old. Vic stated the capacity will be similar, but will be gas instead of electric. The cost will be cheaper to run due to the conversion from electric to gas.

Motion by J. Smith, seconded by D. Smith to approve the MS boiler upgrade project to Two Rivers Group.

Motion carried 7-0.

**F. Approve IVCC Contracted Services Agreement - College Level Courses**

Tabled until the next meeting.

**G. Approve Revised Business Handbook**

Johnson stated there were not many changes, just a few updates related to the credit card process. She stated there have been more questions and issues this year than in the past, so the District Office wanted to be sure all employees knew where to find procedural information. The District Office will be distributing copies as well as asking employees to sign that they have read the document. This will

also be incorporated into the new hire process.

Knobloch mentioned the overnight lodging, as it read confusing. Johnson stated lodging for stays closer than 75 miles need prior approval from the Superintendent or Chief Financial Officer. She will correct to the document to read more clearly.

Motion by Nance, seconded by D. Smith to approve the Revised Business Handbook.

Motion carried 7-0.

#### **H. Superintendent Search Assistance**

Motion by Jones Bair, seconded by Knobloch to approve the Superintendent Search Assistance.

Motion carried 7-0.

Linda Brock from Ray & Associates stated the first meeting with the board will discuss the specifics of the process. She asked about the date for this meeting. Brown suggested the 14th. Brock stated they typically also schedule 30-45 minute meetings with each of the individual board members. It was decided the work session would be at 6:00 p.m. In the afternoon individual members would meet as well.

Continuing the discussion on the search timeline, Brock stated a way to reduce the timeline is to move forward the public interviews. Her concern was the time the online survey is available (10 school days, January 15th February 8th). Brown stated she thinks that is okay as long as there is sufficient communication of it.

The meetings with constituent groups would push the public interviews from January 14th to January 7th.

Another meeting will be scheduled for the week of the 11th, to approve the flyer and the application. This would include finalizing the qualifications and setting the salary range. Brown asked if the regular meeting would work. The board agreed to meet at 5:00 p.m. on January 13th.

The deadline for applications could be February 12th, which allows for 4 weeks.

Ray & Associates recommended 5-6 weeks. Redmond suggested waiting a little later, possibly February 19th, in order to allow more time. The board agreed on the 19th.

Brock stated they could bring the semi-finalist the first week in March (7, 8, 10 and 11). She noted these are typically long meetings, which includes video interviews. March 2nd at 4:00 p.m. was decided on. The following week would be the first round of interviews. The time commitment would depend on number of candidates selected. J. Smith asked what that round looked like. Brock stated that is typically 2 hour blocks with the board only.

After that round, the candidate pool is narrowed down to 2-3. The names would be made public and others would have an option to participate in the interviews. J. Smith asked if this would be the day long interview for the candidates. Brock confirmed yes, and noted candidate interviews can be scheduled on the same day, moving the candidates from group to group. Finalist interviews will be the week of the 14th.

Brown asked where we are in the process related to other districts. Brock stated this will be ahead of the game in comparison to most other districts.

**I. Title 1 policy**

Abrahamson stated this is the same and there are no changes. Knobloch asked about this policy in relation to the No Child Left Behind changes. Abrahamson stated there may be changes to this as new legislation comes out.

Motion by Nance, seconded by Redmond to approve the Title I policy.

Motion carried 7-0.

**8. Board Discussion**

None

**9. Board Talking Points**

Brown stated she liked the updates from Bailey Park, Technology and Olweus. Knobloch asked about whether the online survey for the superintendent search will be the 15th through the 8th. Brown confirmed. She also noted the upcoming board and committee meeting. J. Smith wanted to note all the great things that are coming out of the district

right now.

**10. Adjournment**

Motion by J. Smith, seconded by Knobloch to adjourn the meeting. Motion carried 7-0.

Meeting adjourned at 8:10 p.m.

**Board Calendar:**

Regular Board Meeting	6:00 p.m., December 9, 2015
SIAC Work Session	5:00 p.m., December 16, 2015
Finance Committee Work Session	6:30 p.m., December 16, 2015