

INTERSTATE 35 COMMUNITY SCHOOL DISTRICT
405 E. NORTH STREET
TRURO, IA 50257-0079

BOARD WORK SESSION MEETING MINUTES

5:30 P.M.

High School Library

November 25, 2013

AGENDA

- I. Call to Order - President Julie Brownlee called the meeting to order at 5:35 p.m.
- II. Roll Call – Bryan Arzani, Julie Brownlee, Leah Gray, Dan Kirkpatrick, Ken Stanley, – present.
- III. Approval of Agenda – Motion to approve the agenda by Bryan Arzani, seconded by Dan Kirkpatrick. Motion Ayes 5 Nays 0.
- IV. Press Box Naming Proposal- Superintendent Dr. Craig shared a copy of a policy for the “naming of facilities” used by another district. The sample copy of this policy calls for a Facility Naming Committee established to name or rename facilities. The Superintendent would serve as the chairperson for this committee made up of a variety of stakeholder groups including students, parents, certified staff, classified staff, administration and community. After working with the committee, the chairperson would make 2-5 name recommendations to the Board of Education. Board member Arzani indicated he liked the flexibility of this sample policy. This sample policy will be reworked and brought back to the board in the near future.
- V. Board Priorities and Superintendent Evaluation- Superintendent Dr. Craig shared a handout listing 3 goals and priorities that administration will frame in terms of SMART Goals and present to the board. The goals and priorities include the following: (1) accountability-who is responsible for specific responsibilities, how we measure completion or progress, how we respond to completion, progress or no progress, (2) leadership culture-developing leadership at all levels, focusing instructional leadership to improve teaching and learning, supporting a unified vision and goals, and defining or describing what leadership looks like, and (3) student achievement-math and literacy proficiency (Iowa Assessments and DIBELS), college and career readiness (ACT and Iowa Assessments), student and parent engagement in student achievement. Dr. Craig further explained that he has been asking the administrative team difficult questions. One question is what should I-35 students know and be able to do when they graduate. Dr. Craig reported that he was pleased that he had 23 community members attend the Teaching and Learning Committee meeting last week. The meeting lasted over 1-1/2 hours. He stated that he will break down the group into smaller groups. Future work sessions will include discussions regarding standards for evaluation.
- VI. Calendar- Superintendent Dr. Craig explained that school districts are mandated for the 2014-15 school year to choose between counting 180 school days or 1080 hours to meet the new requirements of a full school year. In order to count as a day next year, students will need to have at least 6 hours of student contact. Lunch breaks will be excluded, however, time between classes will be included. Because of the 6-hour per day minimum requirement, most districts including Interstate-35 will need to choose counting hours for next year. Given

the number of heat-related early dismissals and snow-related late starts and early dismissals, the current method of counting would not allow us to count most of these days. Dr. Craig explained that I-35 currently has a 6.68 hour day of instruction (without lunch). This gives us 1,202.4 hours of instruction annually. After subtracting an average of 27 hours for snow release, 27 hours for heat release, 4 hours for end of quarter, and 36 hours for PLC days, 1,108.4 hours remain. Dr. Craig discussed the possibility of changing the start and end times of our school day. Some suggestions include 7:30 – 2:35, 7:45 – 2:50, 8:00 – 3:05. Reasons for considering changes in the schedule include avoiding intense heat time, getting students home after athletics and activities in a timely manner, and reducing the end of day loss. One hour late start PLC and teacher collaboration days were also discussed. Advantages include continuity in the professional development by meeting regularly each week. Dr. Craig further discussed the likelihood of having four secondary parent-teacher conferences earlier in the quarter and two elementary parent-teacher conferences so that parents can help their children make changes and improve their performance. When conferences are held at the end of the quarter or semester, nothing can be done to improve performance and grades for that period. Board member Bryan Arzani said that he thought it was good that our intent is to engage parents to help students. High School Principal Jeff Snider added that if a student has a D or an F, parents are called every two weeks. Board member Leah Gray expressed concerns about starting earlier and how it would impact parents. President Bromlee added that the schedule must be predictable for parents. Board members discussed that changing the start time would put students on buses in St. Charles and New Virginia earlier.

- VII. Data on properties in St. Charles and New Virginia – Dr. Craig updated the board that the fuel barrels on both locations had been removed in 1987 and soil samples were tested in 1988. Both properties received a clean bill of health. Board members discussed how the properties could be sold in the future and the need to be transparent in the process.
- VIII. BOE Self-Assessment - Superintendent Craig asked Harry Heiligenthal from the IASB to conduct a workshop for school board development.
- IX. Early Retirement- Superintendent Craig shared information on the current early retirement process. He explained that to be eligible one has to be age 55 by June 30, 2015, and been employed by the district at least 15 years. We have 11 people eligible for early retirement. The application time is from December 7th through February 12th if the board opens the early retirement option. Superintendent Craig said there is one that has expressed interest and completed an application already. Board members expressed concerns that this can potentially take the most experienced teachers out of the classroom. They also asked for information that would show the savings if actual retirees would be replaced with a beginning teacher. Board member Leah Gray asked if we shouldn't put a cap on it and limit the number that we accept.
- X. December Board Meeting- It has been rescheduled for Tuesday, December 17. The work session begins at 5:30 pm and the regular meeting begins at 7:00 pm.
- XI. Future Work Session Agenda Items: Calendar, Parent-Teacher Conferences, Late Starts, Board Priorities and Superintendent Evaluation, Properties in St. Charles and New Virginia, and Early Retirement.
- XII. Adjournment – Leah Gray moved to adjourn. Motion Ayes 5, Nays 0. Meeting was adjourned at 6:45 p.m.

Julie Brownlee, Board President

Ted Bauer, Board Secretary