

**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

August 26, 2013

**AGENDA**

- I. Call to Order - President Leah Gray called the meeting to order at 5:30 p.m.
- II. Roll Call – Bryan Arzani, Julie Brownlee, Leah Gray, Dan Kirkpatrick, Ken Stanley, – present. Absent – none.
- III. Approval of Agenda – Motion to approve the agenda by Julie Brownlee, seconded by Bryan Arzani. Motion Ayes 5 Nays 0.
- IV. Advisory Committee Implementation- Superintendent Dr. Craig shared information on the advisory committee implementation for the Buildings and Grounds and Teaching and learning committees. Dr. Craig also shared information on the make-up of the committees which consist of 5 community members, 5 staff members, 1 board of education members, and two administrators. Board members like the idea of committee to report to Superintendent and then report this information to the board of education. Bryan asked if administrators would head the committees and also asked if this was a good representation for the size of the committees. Superintendent Dr. Craig said he felt this was a good representation in involving the community and creates a balanced representation for compiling information for decision making. Leah said it would be good to have meeting minutes to report back with and to have a person on each committee to be able to take the minutes. Dr. Craig said he would like to have some experts on these committees to give insight. Julie said she would like to see a minimum of 6 staff members. Dr. Craig said he would start making contacts to get the committees established and a team that has purpose to meet. Leah asked what the time frame would be and suggested setting goals and looking at finances planning to set timelines to meet goals in prioritization. Ken asked how we as a board separate the volunteer part to the people on the committee. Dr. Craig said he would let business leaders on the committee know this would not be a paid position.
- V. Board of Education Self-Assessment Summary- Superintendent Dr. Craig shared information on the Board of Education Self-assessment survey results summary. Dr. Craig thanked the board members for their cooperation and feedback on self-assessment survey. Dan said he didn't have any surprises on the outcomes and feedback from the board. Bryan said the comments help to find areas to strengthen in working together. Dr. Craig asked for what the board felt on attending a workshop for community relations and board development. Bryan and Julie agree that the workshop would be beneficial. Bryan shared the areas of identification are already changing to the better and communication is getting better and has been a dynamic change compared to prior practice. Dr. Craig said the results provide opportunities to provide better direction to administration. Leah asked what the next steps would be. Dr. Craig said the next step would be to have a couple workshops to work more

closely together. Dan asked what the plans would be for the workshop sessions. Dr. Craig said he would recommend doing the 2 workshops which were recommended. The board members were in agreement to choose a couple of the items and set up the workshops. Dr. Craig is to reach out to the search firm which conducted the survey to see about setting up the workshops. The workshop was to be free of charge from the search firm but Dr. Craig will confirm this when asking about cost, time, place and process.

- VI. Board Priorities and Superintendent Evaluation- Superintendent Dr. Craig shared information on the board priorities and superintendent evaluation criteria. Dr. Craig asked what priorities would the board like him to attend to for setting the goals for this year and expectations of the school board. Leah asked if the criteria could mirror the board priorities and goals. Dr. Craig said the goals needs to be attainable yet also a stretch goal to be included. Leah asked if the board goals should line up with Superintendent Goals. Bryan said each item could be tied to a specific area such as a 2, 5, and 10 year facilities plan. Julie said she likes the focus on the student achievement goal for the Superintendent and how these can be used see where the kids will be going. Ken said the goals are little harder to establish since these are not numbers based goals. Dr. Craig said achievement could still be measured based on numbers and look at policies to meet the goals set. Bryan said it would be good if the more analysis would be done on the numbers based on test scores to show what it means to go from one number to the other. Dr. Craig said common Core concept is to bring more skill sets to students such as problem solving. Leah asked should a representative from IASB come down to provide process and structure on setting Superintendent Goals. Bryan asked to have examples to be emailed and then set a process.
- VII. IASB Representative for Delegate Assembly- The Board of education discussed who would represent the district at the IASB Delegate Assembly in November 2013. Bryan Arzani said he would be okay with representing the district at the IASB November 20 and 21<sup>st</sup>.
- VIII. General Fund Finance Policies per Piper Jaffrey and Company- Business Manager/ Board Secretary Ballard shared information on the debt management plans to set up for the district according to Piper Jaffrey and Company. Ballard said he would work on getting a financial analysis together to start the process on putting the debt management policy together.
- IX. Future Work Session Agenda Items:  
Board Goals  
Superintendent Goals  
General Fund Finance Policy (debt management)  
Meeting minutes from first meeting on committees
- X. Adjournment – Dan Kirkpatrick moved to adjourn. Motion Ayes 5, Nays 0. Meeting was adjourned at 6:33 p.m.

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Leah Gray, Board President

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Jacob Ballard, Board Secretary