

**Unapproved**  
**Ruthven-Ayrshire Board of Education**  
**Regular Monthly Meeting Minutes**  
**Monday, August 11, 7:00 PM**  
**Room 214 - Board Room**  
**6:30 p.m. - Board Building Tour**

The Ruthven-Ayrshire Board of Education held its regular meeting with the following in attendance; Larry Conlon, Ray Grandstaff, Darin Malm, Katie Meyer, Susan Sikora, Jon Josephson, Andrew Woiwood, and Kelli Harmon. Also in attendance were the AEA and staff. Absent: Tracy Enderson and Bruce Long.

All motions were unanimous unless otherwise noted.

- I. Call to Order** - President Sikora at 7:15 p.m.
- II. Review of District Mission Statement** - Conlon
- III. Approve Agenda** - Motion by Conlon to approve the agenda; second Grandstaff.  
Motion carried.
- IV. Welcome Visitors and Guests** - President Sikora
- V. Board Learning - 5x5**
- VI. Communications**
  - 1. Citizens or organizations in attendance.**
  - 2. Received through the mail.**
  - 3. Through Board Members** - Grandstaff attended the Palo Alto REAP Committee meeting Aug. 7th. They are applying for a grant for \$38,000 to buy 12.4 acres next to Lenard's Wildlife. Section 1, Silver Lake Twp.
- VII. Business & Action Items**
  - 1. Consent Items:** Motion made by Malm to approve the consent items. Second by Meyer.  
Motion carried.
    - a. Minutes** - July Minutes are approved with a typo change.
    - b. Approval of Bills/Claims**
    - c. Financial Reports** - Presented by Dowd of AEA.
    - d. Activity Calendar for September**
    - e. Field Trips**
      1. Sept. 10, Clay County Fair - 3rd Grade to learn about agriculture.
      2. Sept. 16, Farm Safety - Emmetsburg Fairgrounds - 1st and 2nd Grade
    - f. Swear in Board Treasurer-** Michelle Dowd - Oath. Sworn in by Sikora.
  - 2. Personnel** - Motion by Malm to approve Jackie Meyer as the driver to transport students to Spencer and back. Second by Grandstaff. Conlon and Meyer Abstain.
  - 3. Board Policies - 501.3, 502.4, 601.2 and 803.1-** Motion by Conlon to approve the 1st reading of 501.3 and waive the 2nd and 3rd readings, and approve the 2nd readings of 502.4, 601.1 and 803.1 and waive the 3rd reading. Second by Malm. Motion carried.

**4. Course Approval - 2014-2105 GT Schedule** - Motion by Grandstaff to approve the approve the course schedule and length of the school day presented. Second by Malm. Motion carried.

**5. Appoint Hearing Officers - 2014-15:**

- **Discrimination, Affirmative Action, Multicultural/Non-Sexist, 504, Title IX, Hot Lunch Hearing, Fees Hearing -Superintendent & Principal**
- **Hot Lunch Screening - Board Secretary**
- **Level 1 Employee Abuse - PK-12 Guidance Counselor**
- **Level 1 Employee Abuse - Alternate - Superintendent**
- **Level 2 Employee Abuse - Palo Alto County Sheriff's Department**
- **Grievance Hearing Officer - Level 1 - Principal - Level 2 - Superintendent**
- **Homeless Liaison - Guidance Counselor**
- **Equity Coordinator - Guidance Counselor**

Motion was made by Malm to approve the appointment of the Hearing Officers as presented. Second by Meyer. Motion carried.

**6. Bread Bid** - Motion was made by Malm to approve the Pan-O-Gold bread bid. Second by Meyer. Motion carried.

**7. Computer Usage** - Motion by Meyer to approve the Computer Loan Agreement. Second by Conlon. Motion carried.

**AEA staff left at 8:10 p.m.**

**VIII. Recognition of Staff and Students**

**A. Good News Sharing -**

The following R-A students were named to the All-Conference 2nd Team for Softball: Morgan McGrauth and Daisy Jordan. For Baseball: Taylor Enderson. Cory Boe was named Coach of the Year.

**Mr. Josephson - 5-12 Principal**

1. The 2014 School Administrator's Conference was held in Des Moines on Aug. 5th- 7th. It's theme was "Empower" and we were challenged to think about how we are empowering the students through school projects, extracurricular activities or leadership opportunities. Dan Heath spoke about "Being Decisive" and structures to be used to make good decisions for our districts, patrons, students, etc. I attended "Recognizing Effective Technology Integration" hosted by Scott Mcleod from Prairie Lakes AEA. We identified problems with implementation of technology and were given a good framework to use that relates to technology use and integration based on the SAMR model. I also attended "The Peer Review Process: Making it Meaningful and Purposeful". It was hosted by administrators from the Cedar Rapids School District. The session focused on the power of adult professional learning through collaboration and how the district instituted a peer review process. This encouraged collaboration, reflection and high-quality professional learning for their teachers. Thursday I attended a session with Matt Carver who is the Legal Services Director for SAI. He updated us on new laws and policies in place for the 2014-15 school year. Thank you to the R-A Board of Education for continuing to make this annual professional development opportunity for your administrators possible.
2. We will be kicking off the start of the new school year with a series of assemblies by Mr. Will Bowen. (Best Selling Author of "A Complaint Free World") on Aug. 21st. He will

- address the Terril Elementary Students from 9:00 to 10:00 a.m. The R-A Middle School and High School Students from Noon to 1:00 p.m. at Graettinger. There will be a Supper from 5:30 to 7:00 p.m. at Graettinger with a session for staff and community members starting at 7:00.
3. Wednesday and Thursday, August 13th and 14th, I will be working with the three new R-A teachers. I will be acquainting them with our school (facilities, policies, technology, professional development, expectations etc.) I will also assist them in their preparations for the new school year. I am excited about this young group of teachers and what they bring to the table for our students.
  4. We had an excellent number of volunteers that assisted Mr. Hough and I with our three booths during RAGBRAI at Graettinger. It was a very fun day and an excellent opportunity for us to show off the pride of our schools and communities.
  5. The two major projects I have been working with in the building over the summer are nearly complete. The majority of the equipment has been moved to the new weight room and we are waiting for the new science lab stations which will be here on Tuesday.

**Mr. Woiwood - Superintendent**

- A. Summer Reading Program** - The students started with Computer Lab at 8:30 to 8:45 a.m. Then they had 2 sessions and a short break for snacks and two more sessions and then recess at 11:10 to 11:30 a.m. They worked on fluency, comprehension, decoding, and vocabulary/sight words. Each teacher incorporated writing where they could throughout their lessons. 15 students attended the first week and the second week another 15 attended with some new students who didn't come the first week. The rotation went well with the students moving from one class to another.

**IX. Information Items:**

1. **Annual Yearly Progress** - The 2103-14 AYP letter and results for the buildings and district were reviewed.
2. **Computer Roll Out** - Computer Roll Out will be Thursday, August 14th starting at 7:00 p.m.
3. **Open House** - Open House will be Tuesday, August 19th from 5:00 to 7:00 p.m.
4. **Will Bowen - Thursday, August 21 at 7:00 p.m.**  
Graettinger-Terril and Ruthven-Ayrshire CSDs welcome Will Bowen, International best selling author of "A Complaint Free World and Complaint Free Relationships."
5. **I-STAR Determination Letter** - Ruthven-Ayrshire meets the requirements of IDEA (Individuals with Disabilities Act) Part B.

- XII. Adjourn** - Motion by Malm to adjourn the meeting at 8:40 p.m.; second by Meyer. Motion carried. The next regular Board of Education meeting will be Monday, September 8th at 7:30 p.m.

***Kelli Harmon, Board Secretary***

