

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in regular session pursuant to the laws and rules of said Board at the Holmes Junior High School, 505 Holmes Drive, Cedar Falls, Iowa, at 7:00 p.m. The meeting was called to order by the President and the roll being called there were present Joyce Coil in the chair, and the following named Directors: Jenny Leeper, Doug Shaw, David Williams and Susan Lantz. Others in attendance were: Dr. Andy Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Daniel Conrad, Director of Secondary Education and Pam Zeigler, Director of Elementary Education. There were approximately 60 citizens in attendance.

President Coil called the meeting to order and reported that we are here to focus on students and student achievement.

Item No. 1 – Approval of the Following Consent Agenda Items:

Director Lantz moved and Director Williams seconded the motion the Board approves the following items:

1. The agenda of the November 11, 2013 Board of Education as presented.
2. Approval of the October 28, 2013 Board of Education meeting minutes as presented.
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Susan Lantz
4. Approval of contracts:

River Hills:

- AGWSR Community Schools
- Dike New-Hartford Community Schools
- Hudson Community Schools
- Iowa Falls Community Schools
- Wapsie Valley Community Schools

Directors voting in favor of the motion: Coil, Leeper, Shaw, Lantz and Williams. Those voting “no” none.
Motion carried.

Item No. 2 – Secretary’s Monthly Financial Reports

Mr. Nefzger reviewed the monthly balances for October 2013 for the general fund, schoolhouse, student activity, and food service. President Senchina reported that the report would be filed subject to audit.

Item No. 3 – Communications

Student Council representative, Andrew Stensland reported the high school has completed the food drive and collected approximately 15,000 pounds of food for the local food bank. Mr. Stensland stated the high school senate is now planning for a dance marathon.

Item No. 4 – Adoption of the American Education Week Proclamation

Jim Young President Elect of the Cedar Falls Education Association and President Coil presented the following proclamation for the 92nd anniversary of American Education Week, which will be observed November 18-22, 2013.

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, all education employees, be they teachers, guidance counselors, teacher librarians, para-educators and school associates, school secretaries, custodians, nurses, maintenance and grounds personnel, technology specialists, bus drivers, food service, building principals, business services, human resources, district administrators, school boards, or substitute teachers, work tirelessly to serve our children and communities with care and professionalism; and work together to provide a safe and healthy learning environment for students”

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise.

NOW, THEREFORE, I, Joyce Coil serving as Board President of the Cedar Falls Community School District, Cedar Falls, Iowa, do hereby proclaim November 18–22 as the 92nd annual observance of American Education Week.

Signed this 11th day of November 2013.

Joyce Coil, School Board President

Item No. 5 – Facility Master Plan: Ten Year Master Plan Presentation by Fielding Nair International

Dr. Pattee introduced Kent Pilcher from Estes Construction. Estes Construction is the firm the District has hired through the Iowa Association of School Boards ICAT program to work with the District on developing a plan for any potential referendum vote on facilities. Mr. Pilcher introduced Mr. James Seaman, partner in Fielding Nair International. The Cedar Falls School Board hired Fielding Nair International to develop a ten year holistic master plan for the school district. The master plan objectives include:

- Identifying the District’s educational goals as they relate to the facilities.
- Understanding the impact that a growth of 900 students will have on facilities.
- Developing scenarios based on enrollment projections and educational goals.
- Prioritizing facility work over the next ten years.

The facilities master plan review process began by having representatives from Fielding Nair International tour all of the district facilities and meet with District administrators concerning the facilities and educational needs for the District. Mr. Seaman noted the District has done an extraordinary job of maintaining facilities. Mr. Seaman’s reported that Fielding Nair International has toured many school facilities throughout the country and in comparison have found Cedar Falls Community School facilities ranked very high. Mr. Seaman went on to review questions and feedback received from building principals and district leadership at the meeting held on July 31, 2013, as well as the District Facilities Committee and Board member workshop on September 30, 2013. Common ideas from both of these meetings include:

1. Potential to leverage partnerships with UNI and local industry.
2. Grade configuration is unique but works for the community.
3. PLCs have been extremely effective. Spaces are needed that further support teacher collaboration.
4. Learning in Cedar Falls is collaborative, diverse, challenging, project-based, connected to Common Core, and individualized, however, some aspects still remain traditional. There needs to be a continued push for education to be relevant and innovative.
5. All school buildings need air-conditioning.
6. Spaces are needed that support multiple learning activities especially small group collaboration and common areas for student-directed learning.
7. Several of the school buildings are too small for the growing enrollment. More space is needed.

Mr. Seaman went on to discuss enrollment projections. The District is projected to see a 10-year growth in enrollment of about 16.7%, ranging from a low of 11.6% in the elementary schools to a high of 23.4% in the secondary buildings. Information was then presented on the capacity and building size. The typical elementary building should be between 125 and 140 square feet per student, at the Junior High level there should be between 145 to 165 square feet per student and at the High School level it should be between 200 and 225 square feet per student.

Mr. Seaman reviewed the following options to be considered:

Elementary Schools -

Additions are needed at North Cedar and Orchard Hill to accommodate current building capacity
Additional capacity is needed to accommodate enrollment projections

- Option A - Add additional capacity to an existing school
- Option B - Build a new elementary school

Middle Schools - Additions are needed at Peet and Holmes to accommodate current building capacity.

High School - Additional capacity is needed to accommodate enrollment projections

- Option A - Add additional capacity and renovate existing school
- Option B - Build new high school

Additional work that needs to be considered with the options above include:

Pre-K - It is the district's desire to have Pre-K at all of the elementary school

Central Services

A central kitchen is needed that serves the entire district
Additional facilities are needed for Buildings, Grounds & Transportation

Recommendations from Fielding Nair International include:

- **Phase 1-a -** Building new three section elementary school. Planning to start in spring of 2014, construction to begin in spring 2015 and project complete by August 2016.

District-wide the elementary schools are near their maximum capacity. A new three section elementary is needed to ease the overcrowding of the existing elementary schools and to accommodate the growing population in the southwest corner of the district. Additionally, three sections would allow enough relief in the district to allow for Pre-K to be added to each of the elementary schools. The new elementary school should feature 21st century learning spaces which align with the district's educational goals.

- **Phase 1-b -** Build additions to renovate North Cedar and Orchard Hill Elementary buildings. Planning to begin fall of 2014, construction to begin spring of 2015, and project complete by August 2016

Both North Cedar and Orchard Hill are too small for their current capacity. Additions of approximately 10-12,000 SF are needed to bring them up to par with typical elementary schools. These additions would include larger gymnasium/cafeterias and some additional support learning spaces. Along with the additions, both buildings should be fully air-conditioned.

- **Phase II -** Build new 1,400 student High School. Planning to begin fall of 2014, construction to begin spring 2016 and project complete by August 2018.

The High School is currently constrained as to the quantity and quality of space, however, the enrollment projections remain relatively flat until the 2018/19 school year when the population is projected to exceed the building capacity. Because of the limited site and existing construction, renovating and adding on to the high school will be extremely difficult. For safety, students will need to be off-site during construction. Building a new high school will allow students to remain at the existing high school until construction is complete. Additionally, a new high school lends itself better to creating 21st century learning spaces resulting in a superior end product than renovating and adding on to the existing high school.

- **Phase III** - Create Pre-K classrooms at all elementary schools. Planning to begin fall of 2015, construction to begin spring 2016 and project complete by August 2018.

It is the desire of the district to provide Pre-K classrooms at all of the elementary schools. The new three section elementary school will provide enough relief at the remaining schools to allow for the conversion of a regular classroom space into a Pre-K classroom

- **Phase IV** - New space for Central Services. Planning to begin fall 2016, construction to begin spring 2017 and project complete by December 2017.

The current site for Central Services includes Buildings & Grounds and Transportation. As the district grows, more buses and equipment will be needed which will push the current facility beyond its max. Additionally, the existing bus shelters are outdated and don't accommodate buses with roof-top a/c units. Transportation should move to a new site which can be built with appropriate shelters. Building & Grounds could then utilize the entire existing site, gaining the additional space they need.

- **Phase V** - Build additions to Holmes and Peet Jr. High Schools. Planning to begin summer 2018, construction to beginning spring 2019 and project complete by December 2019.

Both Holmes and Peet have had recent additions and renovations which satisfy the current enrollment. However, as enrollment increases, both facilities will feel tight. Small additions (approx. 4-6 classrooms) will be needed at each school.

- **Phase IV** - Small modifications to remaining schools to provide for 21st century learning spaces. Planning to be on going, construction to be on going and projects complete by 2023.

The newer schools in the district were designed with flex spaces and commons areas, however, due to over-crowding, many of these spaces were converted to classrooms. Additionally, more flexibility and variety is needed with learning spaces to align facilities with the district's educational goals. Small modifications are needed at all remaining schools to create these types of spaces.

A question and discussion period took place between Board members and Mr. Seamans. Some of the topics of discussion include:

- A second high school
- District operating in a smaller K-12 school
- Pre-K program operations and funding
- Changing the priorities in a different way than presented
- Boundary line changes
- Need for an improved central kitchen facility
- Repurposing the current high school

Mr. Pilcher reviewed the original timeline process for a potential referendum and discussed the process for future public input concerning the master plan. Mr. Pilcher proposed some financial modeling and an input process that would take place in January or February 2014, along with meeting with the Board for proposed planning to receive more input on the timeline process at the November 25, 2013 Board meeting.

The Cedar Falls Board of Education thanked Mr. Seamans and Mr. Pilcher for their efforts in developing the District's master plan.

Item No. 6 – Approval of Early Graduation Request

Mr. Conrad briefly reviewed the letter received from student Alex Weidenbacher and her parents, Dave and Dana Weidenbacher requesting early graduation at the end of the 2013-2014 school year. Director Williams moved and Director Lantz seconded the motion that the Cedar Falls Board of Education approve the early graduation request for Alex Weidenbacher at the end of the 2013-2014 school year. Directors voting in favor of the motion: Coil, Leeper, Williams, Lantz and Shaw. Those voting "no" none. Motion carried.

Item No.7– Superintendent’s Report

Dr. Pattee reported on the following:

1. IASB Convention is November 20-21, 2013
2. Board reports for the next board meeting will include:
 - Mathematics
 - Estes Construction

Item No. 8 – Questions, Comments, and Concerns from Board Members

President Coil thanked the approximately 60 citizens for attending tonight’s board meeting.

Item No. 9 – Adjournment

Director Lantz moved and Director Williams seconded the motion to adjourn. Directors voting in favor of the motion: Leeper, Coil, Shaw, Lantz, and Williams. Those voting “no” none. Motion carried. The meeting was adjourned at 8:30 p.m.

Secretary

President