

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 City of Cedar Falls City Hall, 220 Clay Street, 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: Jeff Hassman, Susie Hines, James Kenyon, Susan Lantz, Jenny Leeper, and Doug Shaw. Others in attendance were: Dr. Andrew Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Daniel Conrad, Director of Secondary Education, Pam Zeigler, Director of Elementary Education and Dr. Adrian Talbot, Director of Human Resources. Also present Sarah Eastman, Eric Giddens, and Kris Klinehart.

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

President Coil commented on the flooding in Cedar Falls and thanked all the students and staff with their help in volunteering with flood prevention efforts.

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

1. Director Leeper moved and Director Hines seconded the motion to approve the consent agenda as presented:
2. The agenda of the September 26, 2016 Board of Education meeting
3. Approval of the September 12, 2016 Board of Education minutes
4. Approval of the bills as presented for payment as reviewed by Director Lantz
5. Approval of Open Enrollment
6. Auction Items for October 8, 2016 Auction
7. Approval of Agreements:
  - Bremwood Consortium Agreement with Waverly-Shell Rock CSD
  - SuccessLink
  - Bond Counsel Engagement Consortium

**Open Enrollment Report**

September 26, 2016

Leiana Gil	6 <sup>th</sup> Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2016-2017 - C
Crist Moreno Guzman	5 <sup>th</sup> Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2016-2017
Clarence Patterson	5 <sup>th</sup> Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2016-2017 – C

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

Item No. 2 – Public Comment

Dr. Pattee reminded the public that school board meetings are open meetings. An open meeting means the meeting is open to the public to observe and listen to the proceedings of the meeting. At the public comment section of the agenda time is granted for citizens to make brief statements to the Board. To make a public comment, the District needs to be notified by 4:00 p.m. the day of the Board meeting, comments will be less than 3 minutes and comments should be germane to school district business.

No public comments were heard.

Item No. 3 – Secretary’s Monthly Financial Report

Mr. Nefzger reviewed with the Board the August 2016 fund balances for general, schoolhouse, student activity, and food service. President Coil stated the report would be filed subject to audit.

Item No.4 – Communications

High School Student Senate representative Julie Jorgensen reported on the following:

- Homecoming week activities will take place the week of October 3, 2016
- Fall athletic events including football, volleyball and cross country
- 2016 food drive planning
- Power outage that effected the entire city on September 22, 2016

Ms. Jorgensen stated she was proud of all the students that volunteered in flood recovery and prevention efforts.

Item No. 5 – Approval of 2016-2017 School Board Committee Assignments

Dr. Pattee reviewed the board committee assignments for the upcoming 2016-2017 school year. Considerable discussion was held on the potential of adding a bench marking committee as well as an updating and reviewing participation of the current facilities committee. Director Hassman moved and Shaw seconded the motion to approve the following 2016-2017 board committee assignments. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

**2016-2017 Board Committee Assignments**

IASB Legislative Network	Jim Kenyon, Joyce Coil
IASB Delegate Assembly	All Board Members (Jeff Hassman)
Career & Technical Education Advisory Council	Joyce Coil, Susie Hines
School Improvement Advisory Committee	Susan Lantz, James Kenyon
County Conference Board	Susan Lantz
District Facility Committee	Jeff Hassman, Doug Shaw
District Foundation Representative	Susan Lantz
Wellness Committee	Susan Lantz, Jenny Leeper
Board Policy Review	Susan Lantz, Jenny Leeper, Doug Shaw
Iowa Core Curriculum Leadership Team Representative	Jenny Leeper
Iowa Core Curriculum/21 <sup>st</sup> Century Skills Committee	Susie Hines
District Technology Committee	Jenny Leeper, James Kenyon
World Language	Jeff Hassman
Benchmark Committee	Jeff Hassman, Jenny Leeper and Joyce Coil

Item No. 6 – Presentation on Proposed New Elementary Building Schematics

Dr. Pattee introduced Dan Channer from Struxture Architects. Mr. Channer provided an update on the proposed new elementary school. The base design is a three section elementary school with an option to construct a four section elementary building. Mr. Channer stated the three section building may be slightly larger than the original estimated square footage. Development of the plans and specifications are still on schedule to be out for contractors to submit bids in December 2016. Mr. Channer reviewed the site plan for the new elementary detailing traffic-flows, parking and new street locations. Dr. Pattee thanked the City of Cedar Falls for their cooperation in working with the building site and recreational areas that are planned for the western side of the 40 acre site. Comments from Board members included:

Director Hines inquired about a band room located next to the special education room. Mr. Channer responded because of the special education being a part of the storm shelter complex there will actually be two walls separating the band room from the special education room.

Dr. Shaw had questions about the design of the exterior walls of the building.

Director Kenyon commented that while the citizens of the community and the students are consumers of the building the ultimate consumer is the teacher. The design team of Struxture Architects has worked very well in the past in solving storage, small classroom space and classroom inefficiencies and he weighs heavily for Struxture Architecture's recommendations for the new elementary facility.

Dr. Pattee commented that the design team continues to work on the Alternate bid of a four section elementary school. The cost per square foot for the additional classrooms is now projected to be less than the original estimated cost per square foot. The design of the new building focuses on collaboration and maximizes the space for student learning. Mr. Channer commented that bid proposals will be a base bid for a three section elementary with an alternate for a four section.

Mr. Channer reviewed preliminary plans for the expansion and remodeling of both Orchard Hill and North Cedar Elementary buildings.

Dr. Pattee commented that he wanted to thank the community for their support in the passing of the bond issue that will fund these upcoming improvements.

The Cedar Falls Community School Board of Education thanked Mr. Channer for his time and presentation.

#### Item No. 7 – Physical Plant and Equipment Levy 10-Year Expenditure Plan

Dr. Pattee and Mr. Nefzger reviewed the proposed 10-year Physical Plant and Equipment Levy (PPEL) expenditure plan. Dr. Pattee reported the levy, in one form or another has been in the District since 1950 or approximately 66 consecutive years. The 10-year plan is divided into two sections, the first are annual expenditures. Annual expenditures include:

- School busses
- Maintenance and support vehicles
- Equipment
- Roofs and masonry wall improvements
- Sidewalk, parking lot
- Grounds and building maintenance
- Technology items : networking equipment, servers, switches, routers
- Staff and student technology: Tablets, Chromebooks, audio equipment,
- Classroom display and audio equipment
- Technology and software maintenance
- Building security equipment

The second section includes items on the list that were determined by a ranking. This ranking includes weighting of the educational improvements, safety and efficiency of each one of the projects. These three categories were an average to produce the overall total weighting. Budget numbers for the items that are on the list are estimates that come from various sources including architectural firms, contractors, and previous district experience. It was noted that these numbers are estimates and not final. Dr. Pattee and Mr. Nefzger also noted that the list is somewhat fluid in the fact there may be some items that need to rise or fall on the list depending on life expectancy or other variables that may come up over the course of the 10-year plan. Mr. Nefzger reported that he would like to keep an ending balance of approximately \$1,000,000 every year. That ending balance is two-fold, one it is used to cash flow the following years projects as the PPEL receives funds twice per year, once in October and the remaining in April, as well as use for contingency items in the event of an emergency. Dr. Pattee reported that at the October 10<sup>th</sup> school board meeting there will be a recommendation for the Board to set December 6, 2016 as the date for special election to renew the PPEL. The PPEL renewal is not an additional tax it is an extension of the current PPEL that is already in place. The Board then discussed a current technology plan and how that would evolve, as well as the Robinson Dresser Baseball field complex. At the end of the presentation Board members thanked Dr. Pattee and Mr. Nefzger for their presentation and work in developing the plan.

Item No. 8 – Approval of Application to SBRC for LEP Allowable Cost Application

Mr. Nefzger reviewed the application to the School Budget Review Committee (SBRC) for Limited English Proficient (LEP) allowable costs for the 2015-2016 school year. Mr. Nefzger reported the District had total expenditures of \$231,474.17 and revenue of \$129,031.82 for a maximum allowable request to the SBRC in the amount of \$102,442.35. This is an increase from the 2014-2015 requested amount of \$80,674.62. Mr. Nefzger reported the District is serving students covering 21 different languages. After a brief discussion Director Shaw moved and Director Lantz seconded the motion to approve the application to the School Budget Review Committee for excess Limited English Proficient (LEP) student costs in the amount of \$102,442.35. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper and Shaw. Those voting “no” none. Motion carried

Item No 9 - Superintendent’s Report:

Dr. Pattee discussed the following:

1. IASB State Convention – November 16-17, 2016
2. Board/Superintendent Goal Update.
3. October 10<sup>th</sup> school board meeting - Certified Annual Report (CAR) review
4. October 24<sup>th</sup> school board meeting - Iowa Assessments informational report

Item No 10 – Questions, Comments and Concerns

Dr. Pattee reviewed the process used to cancel school on September 23 and 26, 2016 due to the flooding of the Cedar River here in Cedar Falls. Safety of students and staff is always paramount in those decisions. Dr. Pattee stated classes will resume on Tuesday, September 27, 2016 with school busses running where possible. Dr. Pattee thanked the transportation department for the shuttled busses that were used to transport sandbagging volunteer’s downtown Friday evening. He thanked school district students and staff for volunteering as well as the City of Cedar Falls for their communication in keeping the District informed during the flooding.

Dr. Pattee reported that as a part of the new elementary building project there is an energy efficiency study that will be incorporated into the final design of the new elementary school. That study is not complete, but will be provided to the Board and public as soon as the study is complete.

Dr. Pattee also gave a brief update on the process of naming the new elementary school.

Item No 11 – Adjournment

Director Lantz moved and Director Hassman seconded the motion to adjourn. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

The meeting was adjourned at 8:58 p.m.

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Secretary

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President