

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, Jenny Leeper, Doug Shaw and Susan Lantz. 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: Monica Haag, Dan Channer, Clay Guthmiller, Sarah Eastman, and Mike Brocka.

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

Item No. 1 – Public Hearing: Aldrich Elementary School Project

President Coil reported that she had in her possession an affidavit of publication showing the notice of time and place of the public hearing for the proposed Aldrich Elementary School Project. This notice was published in the Waterloo/Cedar Falls Courier on December 22, 2016. The Board will now hold a public hearing. President Coil asked for public comments. No verbal or written comments were received. President Coil then declared the public hearing closed.

Item No. 2 – Approval of the Following Consent Agenda Items:

Director Kenyon moved and Director Leeper seconded the motion to approve the following items:

1. The January 11, 2016 Board of Education agenda
2. Approval of the December 12th, 2016 Board of Education meeting minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Joyce Coil
4. Open Enrollment
5. River Hills Amended Agreement
 - a. Cedar Falls
 - b. Clarksville
 - c. Dike-New Hartford
 - d. Dunkerton
 - e. Greene County
 - f. Grundy Center
 - g. Hudson
 - h. Independence
 - i. Iowa Falls
 - j. Marshalltown
 - k. Montezuma
 - l. North Butler
 - m. Northeast
 - n. Oelwein
 - o. South Tama County
 - p. Tripoli
 - q. Union
 - r. Wapsie Valley

**Open Enrollment
January 9, 2017**

Alexis Loder	8 th Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2016-2017 – C
David McBride	Kindergarten
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C
MaLeah Mohorne	4 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C

Keith Nelson, Jr.	7 th Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2016-2017 – C
Jayden Williams	4th Grade
Current resident district:	Waterloo
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. 3 – Public Comment

None

Item No. 4 – Communications

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

- Dance marathon will be held February 17, 2017
- Coat drive went well and over 100 coats were donated
- Finals are the week of January 9-12, 2017 and all students are busy studying

Item No. 5 – RSP & Associates Enrollment Trajectory Report

Dr. Pattee introduced Mr. Clay Guthmiller from RSP & Associates. Mr. Guthmiller presented to the Board future enrollment projections for the Cedar Falls Community School District. Mr. Guthmiller stated that basically over the next ten years the District can expect an increase of approximately 1,000 students. This will be 570 students over the next five years, and an additional 430 over the second five years. This will bring capacity challenges at Cedar Heights Elementary, Hansen Elementary, as well as the new Aldrich Elementary assuming it is a three section school. Additional capacity challenges will also be seen at Peet Junior High School and the High School. The Board asked why the increase of enrollment was taking place Mr. Guthmiller stated the main reason is significant residential development in the community.

Mr. Guthmiller described the process and calculations used by RSP & Associates to determine enrollment projections, including reviewing historical data, students moving in and out of the District or migration data, projections for student ages 0 to 4 years of age, student movement between planning areas, student density, number of students per 100 residential units, and potential future growth areas. Mr. Guthmiller stated in past enrollment projections for Cedar Falls Schools RSP & Associates has been within 98.8% of actuality.

A question and answer period of the Board included topics on enrollment, attendance boundaries, free and reduced eligibility within specific attendance areas and open enrollment projections. At the conclusion, the Board thanked Mr. Guthmiller for his presentation.

Item No. 6 – Approval of Plans & Specifications and Set Public Hearing for Summer 2017 Roofing Project

Mr. Nefzger introduced Darrell Smith from Terracon. Mr. Smith reviewed the plans and specifications of the 2017 summer roofing project. The project includes replacing three sections of roof on the 1984 addition of Hansen Elementary School. The project will include removing the existing roof and replacing it with a 90 mil EPDM rubber system. The total estimated cost of this project is \$175,010 and the total square footage is approximately 11,256 square feet. Other work that will be done this summer will include some exterior masonry wall repairs at Hansen Elementary. Portions of Hansen Elementary 1973 and 1984 addition exterior walls will be repaired. The work includes approximately 790 square feet. The total estimated cost for the exterior wall repairs is \$59,685. Mr. Nefzger stated a public hearing is not required for the wall repair project as it is under the statutory minimum for holding a public hearing, but it is above the maximum allowed by Board policy for that project to be approved by Board approval. After a short question and answer period Director Hines moved and Director Kenyon seconded the motion to approve the plans, specifications and form of contract and set January 23, 2016 at 7:00 p.m. as the date and time to hold a public hearing for the 2017 summer roofing project. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 7 – Approval of Plans & Specifications and Set Public Hearing for Cedar Heights Entrance Project

Mr. Nefzger introduced Mr. Channer from Stuxture Architecture. Mr. Channer introduced Mr. Brocka from Modus Engineering. Mr. Channer and Mr. Brocka reviewed the security improvements necessary for the entrance at Cedar heights Elementary School. The project includes installation of a door from the front entrance vestibule into the main office area. Visitors would then enter through an office and out a second door into the main building. The project also includes moving an existing wall in the current office area and shortening the size of the Principal’s office, as well as the instructional coach office. This will allow for appropriate space for visitors and guests to enter through the main office area. The estimated budget costs for the project is \$168,300, architectural fees of \$25,000 and contingency fees \$35,000 for a total cost of \$228,300. After a short question and answer period, Director Lantz moved and Director Kenyon seconded the motion to approve the plans, specifications and form of contract and set January 23, 2016 at 7:00 p.m. as the date and time to hold a public hearing for the Cedar Heights Elementary entrance project. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 8 – Approval of 2015-2016 School Year Audit

Mr. Nefzger introduced Monica Haag from Carney Alexander & Marold Inc. Ms. Haag and Mr. Nefzger reviewed the summary of the independent Auditor’s results reporting that this audit was an unqualified opinion and the audit did not disclose any deficiencies in internal controls or non-compliance that are material to the financial statements.

Mr. Nefzger highlighted notes of financial statements including:

- Revenue expenditures for all funds for fiscal year 2016
- Three year historical explanation of revenue expenditures
- Condensed statement of net position
- Historical net position for the previous three school years
- Condensed balance sheet of governmental funds
- Condensed statement of net position for proprietary funds
- Capital assets
- Revenue and debt obligations including:
 - Compensated absences
 - OPEB liability
 - Net pension liability
 - School infrastructure Sales, Service and Use tax debt
- Debt coverage for District’s revenue bonds
- Component unit: Cedar Falls Community School’s Foundation

Ms. Haag reviewed the summary of findings of her report. Board members questioned debt and other fund balances with in the audit report including the net effect of any pension liability amount reported on the audit. Mr. Nefzger thanked Ms. Haag Carney, Alexander and Marold, Inc. and the business office for on all their hard work and assistance in completing the audit. Ms. Haag expressed her gratitude and thanks to the business office for their courtesies that they offered during the audit. Director Kenyon moved and Director Hines seconded the motion to approve the 2015-2016 school year audit report as presented. Directors voting in favor of the motion Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 9 – Approval of School Bus Bids

Mr. Nefzger reviewed the bids received for the purchase of two school busses for the 2017/18 school year. The District is recommending purchasing a handicap wheel chair lift transit bus. There was two bids received and it is the recommendation of the administration to accept the low bid from School Bus Sales, Waterloo Iowa in the amount \$102,044. The other bus the District wishes to purchasing is an 84 passenger transit school bus with front air ride suspension. There was two bids received and it is the recommendation of the administration to accept the bid from School Bus Sales, Waterloo Iowa in the amount \$96,989. The School Bus Sales quote is slightly higher than the quote received from Thomas Bus Sales. The rationale to accept the School Bus Sales bid is due to front air ride suspension, which is not available on the Thomas. Front air ride suspension allows for a smoother ride for

students and driver. Other factors include the proximity of the dealer for warranty and service work and overall costs of ownership due to proprietary nature of some parts on the Thomas school bus. The purchase of these buses will be funded through the 2017-2018 Physical Plant and Equipment Levy. After discussion, Director Kenyon moved and Director Lantz seconded the motion to approve the purchase of two school buses from School Bus Sales in Waterloo Iowa at a net cost bid of \$199,033. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon Lantz, Leeper, and Shaw. Those voting "no" none. Motion carried.

Item No. 10 – Approval of SBRC Special Education Administrative Cost Request for Woodward Granger School

Mr. Nefzger reviewed the School Budget Review Committee (SBRC) application request for additional allowable growth for administrative costs associated with a student attending the Grandwood Consortium. Grandwood Consortium is located within the Woodward Granger Community School District. The request is for \$3,880.51 and is for the 2017-2018 school year. Director Shaw moved and Director Hines seconded the motion to approve the application to the School Budget Review Committee in the amount of \$3,880.51 for special education administrative costs associated with the Grandwood (Woodward-Grainger) Consortium program for the 2017-18 school year. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon Lantz, Leeper, and Shaw. Those voting "no" none. Motion carried.

Item No. 11 – Superintendent's Report

Dr. Pattee reported on the following:

- There will be an Administrative Council/Board retreat on January 11, 2017 at 9:30 a.m.
- Board meeting scheduled for January 23, 2017 at 7:00 p.m. will include an informational report on Learning Based Model.
- The new Aldrich Elementary School bids acceptance will be January 30, 2017 at 12:00 p.m.

Item No. 12 – Questions, Comments, and Concerns

Director Lantz reminded the Board the Cedar Falls School Foundation annual celebration will be February 26, 2017 at 6:30 p.m. at the Hilton Garden Inn in Cedar Falls.

President Coil reminded the Board that IASB Lobby Days is February 24, 2017.

Item No. 13 – Closed Session of the Board under Iowa Code 21.5(1)(j)

Director Leeper moved and Director Hassman seconded the motion that the Cedar Falls Board of Education enter into closed session to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed under 2011 Iowa Code 21.5(1)(j). Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper and Shaw. Those voting "no" none. Motion carried.

Board room cleared at 8:35 p.m.

Board entered closed session at 8:40 p.m.

Board returned to open session at 9:02 p.m.

Item No. 14 – Adjournment

Director Hassman moved and Director Leeper seconded the motion to adjourn. Directors voting in favor of the motion: Hassman, Hines, Kenyon Lantz, Leeper, and Shaw. Those voting "no" none. Motion carried. The meeting was adjourned at 9:03 p.m.

Secretary

President

At the conclusion of the meeting there will be a negotiations strategy session.