

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 5:30 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: Eric Giddens, Jeff Hassman, Susie Hines, Jeff Orvis and Sasha Wohlpart. Others in attendance were: Dr. Andrew Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Daniel Conrad, Director of Secondary Education, Dr. Adrian Talbot, Director of Human Resources, and Pam Zeigler, Director of Elementary Education. Also present: Denelle Gonnerman, Jason Wedgbury, Jeanne Schmidt, and Julie Michalicek.

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 Hassman moved and Director Hines seconded the motion to approve the following agenda with Item J being tabled:

1. The agenda of the November 26, 2018 Board of Education agenda as presented.
2. Approval of the November 12, 2018 Board of Education meeting minutes
3. Approval of the November 14-15, 2018 Work Session Minutes: IASB Convention
4. Approval of the bills as presented for payment as reviewed by Director Hassman
5. Approval of Vending agreement

Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 2 – Public Comment

None

Item No. 3 – Secretary’s Monthly Financial Report

Denelle Gonnerman, Supervisor of Financial Services, reviewed with the Board the October 2018 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

The Cedar Falls Community School Board of Education student board liaison member, Marika Yang reported on the following:

- 2019 class moto, color and flower
- Annual winter “Snow Ball” at Orchard Hill
- Rocket Club “Go Fund Me” account

Janelle Darst reported on the following District news activities:

- Congratulations to High School Football team “Class 4A State Runner Up”
- Thank you for the community support for the football and volleyball teams
- The District received MVC coach of the year honors for football and volleyball,
- First Team All-State volleyball honors
- First Team All-State football honors
- High School Food Drive contest: Cedar Falls finished first.
- Holmes Junior High annual Thanksgiving Out Reach
- Men’s and women’s Tennis club fundraiser
- High School student assembly at Peet Junior High
- Teacher Professional Development on coding.

Item No. 5 – Informational Report: ACT and Senior Year Plus

Mr. Wedgbury, Principal at Cedar Falls High School, reviewed ACT test scores from the graduating class of 2018 in English, reading, math, science and overall composite score. The total composite score for Cedar Falls was 23.4, slightly less than 23.7 from the previous year. The State's composite score was 21.8 and the national composite average was 20.8. Mr. Wedgbury reviewed the overall history of composite scores of graduating seniors and individual scores in English, reading, math and science in suggested ACT readiness, percent of graduates taking the ACT test and the breakdown of ethnicity and gender test scores. Mr. Wedgbury reviewed college credit opportunities for Cedar Falls High School students through the Advanced Placement (AP) courses, Postsecondary Enrollment Options (PSEO) and concurrent enrollment. Mr. Wedgbury reported on the following:

- 81.4% of graduates enrolled in college level coursework while attending high school.
- 518 high school students enrolled in 13 AP course classes at the high school during the 2017/18 school year, with 72% of those students taking the AP test. 84.3% of all students who took the AP test in 2017/18 received a score of 3 or greater (on a scale of 1 to 5).
- 39 high school students enrolled Postsecondary enrollment option classes during the 2017/18 school year from a list of 36 class offerings from the University of Northern Iowa, Hawkeye Community College and Kirkwood Community College. Due to a change State law for the 2017-2018 school year some post-secondary enrollment course options can no longer be taken on a community college campus and the list of class offerings has decreased.

Mr. Wedgbury reported that Cedar Falls Schools is very fortunate to have a number of high school staff that has the education and accreditation to teach concurrent class offerings through Hawkeye Community College. Mr. Wedgbury thanked the Cedar Falls Board of Education for supporting the administration for hiring the best staff possible to instruct students at the high school. Mr. Wedgbury also reported that we should celebrate the achievements of all of our high school students in their activities. The Board thanked Mr. Wedgbury for his presentation.

Item No. 6 – Approval of Second Reading of Board Policy 1007.1: Service/Assistive Animals

Dr. Pattee reviewed the second and final reading of Board Policy 1007.1 Service Animals Permitted. Dr. Pattee stated this policy was developed in cooperation with the Iowa Department of Education and District attorneys. Director Orvis moved and Director Hines seconded the motion that the Cedar Falls Community School District Board of Education approve the second and final reading of Board Policy 1007.1 Service Animals Permitted. Directors voting in favor of the motion: Coil, Hassman, Giddens, Hines, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

| <b>Policy Title:</b> | <b><i>Service Animals Permitted</i></b> | <b>Code No. 1007.1</b> |
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It is the policy of the Cedar Falls Community School District to foster an equal educational environment for all students, employees and community members within the district. The District shall comply with all state and federal laws, regulations, and rules regarding the use of service animals by staff or students with a qualifying disability. The District shall allow the use of service animals to accompany individuals with disabilities in all areas of District property where the individual is normally allowed to go. This may include, but is not limited to classrooms, cafeterias, and school buses. Individuals with disabilities are people who have a physical or mental impairment that substantially limits one or more major life activities.

**Service Animals**

Service animals are dogs and in some instances miniature horses trained to do work or perform tasks for individuals with disabilities. Service animals do not include any animal other than a dog or a miniature horse; wild animals, farm animals and rodents, or animals whose sole function is to provide emotional support, comfort, therapy, companionship, therapeutic benefits, or to promote emotional well-being are specifically excluded from this policy.

Service animals must be current on all required vaccinations. Service animals also must be under control at all times while on District property, either by the individual with a disability, or by a handler of the service animal. “Under control” means that the animal is harnessed, leashed, or tethered, unless these devices interfere with the animal’s work or are impractical due to the individual’s disability, in which case control may be established using voice, signal, or other effective means to maintain control.

Service animals will be allowed in District transportation vehicles only when the service animal is under the control of its handler, including while entering and exiting the vehicle.

### **Miniature Horses as Service Animals**

Miniature horses shall be allowed as service animals within the District whenever it is reasonable to allow them. Factors to consider when determining reasonableness include:

- whether the animal is housebroken;
- whether the animal is under control;
- whether the facility can accommodate the animal's type, size and weight;
- and whether the animal's presence will not compromise legitimate safety requirements necessary for safe operation of the facility.

### **Establishing the Need for a Service Animal**

When no prior notice is given to the District of the use of a service animal; The Superintendent or designee are permitted to ask only the following questions:

*"Do you need/require this animal because of a disability?"*

If the animal's trained tasks are not readily apparent, the Superintendent or designee may ask:

*"What work or task has the animal been trained to perform?"*

### **Service Animals in Training**

Employees requesting to bring service animals in training to school must receive written approval from the Superintendent or designee. Approval will be granted on a case by case basis, within the Superintendent or designee's sole discretion. Employees who are granted approval to bring a service animal in training to work must be able to fully perform their job duties for the District at all times.

Employees who train service animals will be allowed access with their service animal in training to those areas of District buildings and property where the employee would otherwise be permitted to go. The service animal in training is expected to abide by the same requirements as a service animal, as set forth in this policy.

### **Exclusion of Service Animals**

In certain limited circumstances, it may be reasonable to exclude the use of a service animal from District property. The Superintendent or designee is permitted to exclude service animals from District buildings and property in the following circumstances:

- The presence of the animal poses a direct threat to health and safety of others;
- the owner or handler is unable to control the animal;
- the animal is not house broken;
- the animal is ill;
- the animal is not clean or has a foul odor;
- the presence of the animal significantly disrupts or interferes with the educational process;
- or the presence of the animal would require a fundamental alteration to the program.

If a service animal is properly excluded from district property, the District shall provide the individual served by the animal the opportunity to participate in the program, service, or activity without having the service animal on district property.

### **Liability**

The individual with a disability (and/or his/her parent, where the individual is a minor) is liable for any damage to the District's property, personal property, and any injuries to individuals caused by their service animal to the same extent that a non-disabled individual who caused such damage would be held liable by the District. The District further assumes no liability for any illness or injury sustained by a service animal on District property. The individual with a disability (and the parent/guardian, if the individual is a student) who uses a service animal on school district property will indemnify and hold harmless the District and its officers, employees, agents, and assigns from any such damages.

### **Grievances**

Denial of access of a service animal for an individual with a disability may be appealed to the District's Section 504 Coordinator.

Item No. 7 – Approval of Application to 2019-2020 SBRC for Special Education Administrative Cost Request

Mr. Nefzger reviewed the School Budget Review Committee (SBRC) application request for additional allowable growth for special education administrative costs associated with the River Hills Consortium program for the 2019-2020 school year. The total cost of the consortium program administrative salary expense is divided equally amongst member school districts based on the number of students enrolled as of October 31, 2018. The total District request is for \$19,876.95. This request, if approved by the SBRC, would allow the District to include \$19,876.95 in special education expense for the operation of the River Hill consortium program. Director Hines moved and Director Wohlpart seconded the motion to approve the request to the School Budget Review Committee in the amount of \$19,876.95 for special education administrative costs associated with River Hills Consortium program for the 2019-2020 school year as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 8 – Approval of 2019-2020 SBRC Administrative Costs – Lied Center

Mr. Nefzger reviewed the School Budget Review Committee (SBRC) application request for additional allowable growth for special education administrative costs associated with the Lied Center (Bremwood Consortium) in Waverly. The total cost of the consortium program administrative salary expense is divided equally amongst member school districts based on the number of students enrolled as of October 31, 2018. The total District request is for \$12,027.99. After discussion, Director Giddens moved and Director Hassman seconded the motion to approve the application to the School Budget Review Committee in the amount of \$12,027.99 for special education administrative costs associated with Lied Center Consortium program for the 2019-20 school year as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 9 – Approval of Plans, Specifications, and Set Public Hearing for the Peet Junior High Portable Project

Tabled

Item No. 10 – Approval of Sale of Structures at 2426 Hawthorn Dr. Cedar Falls, Iowa

Mr. Nefzger reported that the District asked for bids for the sale and removal of the house and garage located at 2426 Hawthorne Dr., Cedar Falls, Iowa. The property is located next to Cedar Heights Elementary School and was generously donated to the District by an anonymous donor. The District did receive one bid and it is the recommendation of the Administration to accept that bid from Kreg A. Johnson in the amount of \$3,150. Director Hassman moved and Director Orvis seconded the motion to accept the \$3,150 bid from Kreg A. Johnson, 3230 W. Bennington Rd., Cedar Falls, Iowa for the purchase and removal of structures located at 2426 Hawthorne Dr., Cedar Falls, Iowa. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Dr. Pattee thanked the anonymous donor for the generous gift to the school district. Eventually that site will become a playground for Cedar Heights Elementary school.

Item No. 11 – Approval of Change Order for Aldrich Elementary

Mr. Nefzger reported that during the final paperwork closeout for the Aldrich Elementary School project the General Contractor, Larson Construction Co., Inc., discovered they had made a mathematical error in the pricing of Alternate 1, which was the addition of six classrooms that were added to the project. That mathematical error was an overage of \$214,000. There is also a credit of \$27,540 for unused portion of specified over excavation allowance of 786 cu. Ft. @ \$35.00 per unit, for a total change order credit of \$241,540. Director Orvis moved and Director Giddens seconded the motion to approve the change order in a credit of \$241,540. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 12 – Superintendent’s Report

Dr. Pattee reviewed the following:

- Informational report on Computer Science will likely be moved to a meeting in January 2019 meeting
- January 14, 2019 Board meeting
- January 9, 2019 Board/Administrative Council Retreat beginning at 9:30 a.m.

Item No. 13 – Questions, Comments, and Concerns

Director Hines reminded Board members to sign up for the elementary PTA/PTO meeting.

Director Coil reminded the Board of the Legislative Reception held at the Isle of Capri on December 12, 2018.

Director Orvis asked for an explanation on the planning for parent/teacher conferences. Mr. Conrad and Ms. Zeigler responded.

Director Giddens reported the IASB Legislative Day on the Hill is February 5, 2019.

President Coil commented on the parents for Great Iowa schools activities will be held in Des Moines and the potential for representation from the District.

Item No. 14 – Adjournment

Director Hassman moved and Director Hines seconded the motion to adjourn. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

The meeting was adjourned at 6:30 p.m.

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Board Secretary

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Board President