

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, Jenny Leeper, Jeff Orvis and Sasha Wohlpart. Others in attendance were: Dr. Andrew Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Dan Conrad, Director of Secondary education and Dr. Adrian Talbot, Director of Human Resources. Also in attendance: Dan Macdonald, Mark Wray and Liz Kressig.

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 Hines moved and Director Hassman seconded the motion to approve the consent agenda as presented:

1. The June 11, 2018, Board of Education agenda as presented.
2. Approval of the May 14, 2018 Board of Education Minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Sasha Wohlpart
4. Approval of Human Resource Report
5. Open Enrollment
6. Approval of 2018-2019 Student Accident Insurance
7. AEA Purchasing Agreement

**Human Resources Report
June 11, 2018 Amended
2018-19 School Year**

New Contracts* - Recommended for Approval

Teacher:

Jane Aswegan	Hansen	Second Grade	BA 16	SOSY 2018-19	\$54,699**
Karli Avenson	Southdale	Elementary TBD	BA 5	SOSY 2018-19	\$43,615**
Catherine Bettag	Senior High	English/Language Arts	BA 3	SOSY 2018-19	\$41,068**
Caroline Dieken	Senior High	School Counselor	MA15 16	SOSY 2018-19	\$64,677**
Lindsay Marks	Southdale	Vocal Music	BA15 10	SOSY 2018-19	\$51,344**
Sara Pierce	Hansen	Elementary TBD	BA 3	SOSY 2018-19	\$41,068**
Kara Rasmusson	Lincoln	Preschool	BA15 7	SOSY 2018-19	\$47,523**
Justin Rathjen	Senior High	Special Education	BA30 11	SOSY 2018-19	\$53,976**
Regina River	Cedar Heights	Third Grade	BA 3	SOSY 2018-19	\$41,068**
Meghan Runyan	Cedar Heights	Second Grade	BA 3	SOSY 2018-19	\$41,068**
Angelica Simmonds	Southdale	First Grade	BA 3	SOSY 2018-19	\$41,068**
Kylie Weinschenk	Cedar Heights	Special Education	BA 3	SOSY 2018-19	\$41,068**

Administrator:

Ethan Wiechmann	Senior High	Interim Associate Principal	\$87,000 July 1, 2018
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Employment with the Cedar Falls Community School District is contingent upon acceptable verification of employment, licensure, reference, education, criminal background, child and adult abuse registry, release from current contract (if applicable), and other pre-employment checks deemed necessary.NOTE: Salary amounts are projections based on placement on the 2017-18 CFEA Total Salary Schedule; actual salary will be finalized once the 2018-19 schedule is determined.*

Resignations* - Recommended for Approval

**All resignations will be effective End of School Year (EOSY) 2017-18 unless otherwise noted.

Teacher:

Melissa Berger	Senior High	Special Education	EOSY 2017-18
Susan Dufel	Peet	Social Studies	EOSY 2017-18
Marcey Hand	Senior High	Science	EOSY 2017-18
Amy Kuker	Cedar Heights	Third Grade	EOSY 2017-18
Heather Nicholson	Senior High	English/Language Arts	EOSY 2017-18
Elizabeth Plate	Southdale	First Grade	EOSY 2017-18
Ethan Wiechmann	Senior High	Mathematics	EOSY 2017-18
Kendra Wohlert	Southdale	Music	EOSY 2017-18
James Young	Hansen	Fourth Grade	EOSY 2017-18

Coach:

Kara Bearbower	Senior High	Head Women's Track	EOSY 2017-18
Ethan Jennings	Peet	Asst JH Boys Track	EOSY 2017-18

Administrator: N/A

*Pursuant to Iowa Code 279.19A, 8(b) termination of or resignation from a contract with a teacher constitutes an automatic termination of or resignation from an extracurricular contract in effect between the teacher and the Board.

****EOSY'**: End of School Year is the final day of teacher service, as determined by the official school calendar. In the event the school year is extended due to weather make up days, or other unanticipated causes, the Superintendent may, at his sole discretion, approve an employee request to terminate employment prior to the end of the school year.

Open Enrollment Report

June 11, 2018

Alexander Postol	7 th Grade
Current resident district:	Cedar Falls – currently at Lincoln
District requested:	Clayton Ridge – IA Virtual Academy
Effective date:	2018-2019
Jaela Downing	4 th Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2018-2019 – C
Jaiden Downing	8 th Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2018-2019 – C
Carter Ryan Negen	Kindergarten
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2018-2019
Aydin Pierre Syharath	11 th Grade
Current resident district:	Cedar Falls
District requested:	Dike-New Hartford
Effective date:	2018-2019
Cashlyn Dean	5 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Addison Kim King	5 th Grade
Current resident district:	Janesville
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Keegan Paul King	6 th Grade
Current resident district:	Janesville
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Elijah McDowell	1 st Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C

Zayna Nadine Mullins	2 nd Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Zebodiah Allen Mullins	Kindergarten
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019
Brooklyn Nelson	6 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Desmond Alain Ndoutoume	1 st Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Asianae Powell	8 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Kynlee Marie Steils	2 nd Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Bella Kay Richards Trask	Kindergarten
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019
Jacob Eugene Richards Trask	6 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C
Sophia Rose Richards Trask	4 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2018-2019 – C

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

Item No. 2 – Public Comment

None

Item No. 3 – Communications

Janelle Darst reported on the District newsletter:

- 2018 Graduate Walk
- 2018 Employee Retirement reception
- North Cedar students participation in Side Car Coffee for STEM Grant
- Orchard Hill Construction progress
- Spring sporting events

Item No. 4 – Secretary’s Monthly Financial Report

Mr. Nefzger reviewed the May 2018 fund balances for general, schoolhouse, student activity, and food service. President Coil stated that the report would be filed subject to audit.

Item No. 5 – Approval of Bids for Bread, Milk, and Food Service Paper Supplies

Mr. Nefzger reviewed the following bids for milk, bread products, and food service paper supplies for the 2018-2019 school year. After discussion, Director Orvis moved and Director Hines seconded the motion to approve the recommendation of the Administration to accept the bids for the 2018-2019 school year nutrition fund bids for milk, bread and Food Service paper supplies as follows. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

The following quotes were received for milk. The recommendation is to accept the bids by Anderson Erickson, Des Moines Iowa for the 2018-2019 school year at the escalator prices as quoted. Milk prices are based on the Central Federal Market order #32 for the month of May 2018 and are subject to monthly changes up or down.

**Milk Product Bids
 FIRM PRICES**

	<u>Anderson- Erickson</u>	<u>Prairie Farms</u>
White Homogenized		
L.F. (Skim)	0.2410	0.2728
Chocolate Homogenized		
L.F. (Skim)	0.2520	0.3050
Strawberry Homogenized		
L.F. (Skim)	0.2520	0.3143
White Homogenized		
1% B.F.	0.2530	0.2890

ESCALATOR PRICES

	<u>Anderson- Erickson</u>		<u>Prairie Farms</u>	
White Homogenized				
L.F. (Skim)	0.2010	-----	0.2228	-----
Chocolate Homogenized				
L.F. (Skim)	0.2120	-----	0.2550	-----
Strawberry Homogenized				
L.F. (Skim)	0.2120	-----	0.2643	-----
White Homogenized				
1% B.F.	0.2130	-----	0.2390	-----

	<u>Anderson- Erickson Firm BID PRICE</u>	<u>Anderson- Erickson Escalator BID PRICE</u>	<u>Prairie Farms Escalator BID PRICE</u>
Light Sour Cream, Grade A Homogenized, 5#	\$7.30	\$7.00	\$9.65
Orange Juice - 100% juice, 4 oz. Carton	\$0.0205	\$0.2000	\$0.2200
Yogurt - low fat, Grade A, 1% milk fat. 6 oz. carton, assorted flavors	\$0.5300	\$0.5200	\$0.5500
Yogurt - low fat, Grade A, 1% milk fat. 5 # container, assorted flavors	\$5.9500	\$5.8000	\$6.7500

Anderson Erickson successful bidder. (Escalator bid)
 Anderson Erickson is successful bidder for sour cream, orange juice,
 and yogurt.

The following quotes were received for bread products. The recommendation is to accept the bids by Bimbo Bakeries for the 2018-2019 school year.

	Bread Product Bids		
	Bimbo Bakeries USA	Pan-O-Gold	Martin Brothers
Bread, whole grain	\$1.40	\$1.60	No Bid
	20 slices	25 slices	
	.07/slice	.064/slice	
Bread, white	\$1.39	\$1.15	No Bid
	24 slices	25 slices	
	.0579/slice	.046/slice	
Hamburger Buns, whole grain	\$1.32	\$7.00	No Bid
	26 oz.	7.56 lb.	
	0.0507	0.0578	
Blunt Coney Bun, whole grain	\$1.76	\$3.35	No Bid
	34.4 oz.	2.77 lb.	
	0.0511	0.0755	
Steak Roll, whole grain	\$3.64	\$3.50	No Bid
	72 oz.	3.76 lb.	
	0.0505	0.0581	

Dinner Rolls, whole wheat	\$1.26	\$1.10	No Bid
	17 oz.	11.85 oz.	
	0.0741	0.0928	
Hoagie Bun	\$3.64	\$3.50	No Bid
	72 oz.	3.01 lb.	
	0.0505	0.0726	

Recommend acceptance of bid by Bimbo Bakeries.
 These items will be ordered as needed by Food Service personnel.

The following quotes were received for Food Service paper supplies. The recommendation is to accept all low quotes for the 2018-2019 school year.

Food Service Paper Supply Bids

<u>Company</u>	<u>Item Number</u>	<u>Cost</u>
Interboro Packaging	1, 5, 7, 29, 30	\$2,405.44
Martin Brothers	2, 3, 4, 6, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 35, 36, 37, 38, 39, 40, 41, 42, 46, 47, 48,	\$41,497.92
Unipak Coproration	-----	----
Wallace Packaging	24, 25, 26, 27, 28, 31, 32, 43, 44, 45	\$14,085.25
Tim Wittstock Company	33	\$101.00
	TOTAL	\$58,089.61

Item #8, 10, 34 - Received no bids.
 Recommend acceptance of all low bids.

Item No. 6 – Approval of Property Loss Transfer Report

Mr. Nefzger reviewed the request to transfer property insurance deductible costs from the Management fund. Guidance from the Iowa Department of Education suggests the District pay for the repairs covered by insurance out of the appropriate fund and have the Board of Education approve a transfer of the deductible amounts for those insurance claims from the Management fund. Director Hassman moved and Director Leeper seconded the motion to approve the property loss deductible transfer of \$20,448.20 to the Physical Plant and Equipment Levy and \$1,299.95 to the General Fund from the Management Fund for the 2017-2018 school year. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpert. Those voting “no” none. Motion carried.

Item No. 7 – Approval of District Telephone Equipment Upgrade Purchase

Mr. Nefzger reviewed the bids to replace the District's telephone equipment. Current equipment was installed in 2003 & 2004 and has been experiencing functionality issues over the past few years. Production of current telephone system equipment was discontinued in July 2010 and software/hardware support ended in July 2015. Information Technology staff reviewed multiple telephone manufacturer's to determine best combination of functionality, support and costs, including visiting schools and businesses as well as and testing various manufacturer telephone systems. Decision made to move forward with Digium phone system. New system will consist of 726 desk phones, 990 user subscriptions, one virtual edition operating system and one PRI (VoIP) gateway. Three bids were received and the recommendation is to accept the low bid from Presidio, Inc., Edina, Minnesota at a total cost of \$140,850.11. Price is for equipment only. Setup and installation will be by others. Payment will come from the 2018-19 Physical Plant & Equipment Levy and is a part of the 10 year master plan. After discussion, Director Leeper motioned and Director Wohlpart seconded the motion that the Cedar Falls Community School Board of Directors approve the bid from Presidio, Inc., Edina, Minnesota for telephone equipment as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting "no" none. Motion carried.

Item No. 8 – Approval of Secondary Chromebook Bid

Mr. Nefzger reviewed the bids for 850 secondary Dell Chromebooks as a part of the five year district technology plan. Three bids were received and it is the recommendation of the Administration to accept the low bid from Erb's Technology Solutions, Cedar Rapids, Iowa at a cost of \$183,600. Payment for the Chromebooks will be through the Physical Plant and Equipment Levy. After discussion, Director Hines motioned and Director Orvis seconded the motion that the Board of Directors of the Cedar Falls Community School District approve the secondary Chromebook purchase from Erb's Technology Solutions in the amount of \$183,600. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting "no" none. Motion carried.

Item No. 9 – Approval of District Technology Equipment Bid

Mr. Nefzger reviewed the bids for network technology equipment. Network technology equipment needs are primarily for Aldrich, North Cedar and Orchard Hill elementary schools, although some equipment will be placed in other buildings throughout the District. Network equipment is part of the network technology upgrade plan that is included in the 10 year PPEL master plan. A total of four bids were received and the recommendation is to accept the bid from CDW-G, Vernon Hills, Illinois at a total cost of \$244,617.02. The District will receive e-rate funding of \$57,498.00 to offset the cost of the equipment. Total net cost to the District will be \$186,669.02. After discussion, Director Wohlpart motioned and Director Giddens seconded the motion that the Cedar Falls Community School District Board of Directors approve the bid from CDW-G, Vernon Hills, Illinois for network equipment as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting "no" none. Motion carried.

Item No. 10 – Approval of 2018-2019 CFEA Base Wage Contract

Dr. Talbot reviewed the tentative agreement between the District and the Cedar Falls Education Association for the one year period July 1, 2018 to June 30 2019 on base wages, credit for experience and educational lanes and a two year period from July 1, 2018 to June 30, 2020 on all other language. This tentative agreement has been ratified by the Cedar Falls Education Association members.

Economics are as follows:

- \$0 increase on the BA step 1 base wage
- Step advancement for all employees
- Lane changes for employees that meet the requirements

Permissive language items to retain in part or in entirety:

- Association leave
- Service year
- Leaves of absence
- Sick leave bank
- Grievance procedure

Step advancement wage settlement with FICA and IPERS is 2.25%. The total package increase in wages, FICA, IPERS and changing health insurance coverage to the Select 750 plan is 1.88%. After discussion, Director Hines moved and Director Hassman seconded the motion to approve the proposed 2018-2019 contract between the Cedar Falls Education Association and the Cedar Falls Community School District. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 11 – Approval of 2018-2019 Teamsters Local 138 Base Wage Contract

Dr. Talbot reviewed the tentative agreement between the District and the Teamsters Local 138 for the one year period July 1, 2018 to June 30 2019 on base wages and a two year period from July 1, 2018 to June 30, 2020 on all other language. This tentative agreement has been ratified by the Teamsters Local 138.

Base wage increase:

- \$0.25/hour for all classifications except classification VI
- \$0.40/hour increase for classification VI

Wage increase for all returning employees is \$0.35/hour for all classifications

Change in job classification: Mail delivery diver classification II to Delivery Driver/Grounds helper classification III.

Wage package increase for returning employees is 2.64%. The total package increase in wages, FICA, IPERS, changing health insurance coverage to the Select 750 plan as well as increasing employee contributions for health insurance is 1.57%. After discussion, Director Hines moved and Director Hassman seconded the motion to approve the proposed 2018-2019 contract between Teamsters Local 138 and the Cedar Falls Community School District. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 12 – Approval of 2018-2019 Supervisors, Managers, Coordinators, Transportation, District Media Technicians, 12-month Clerical Salary and Benefit Adjustment Contract

Dr. Talbot reviewed the recommendation to the Cedar Falls Board of Education for an average total package wage and benefit increase of 1.64%. This includes an increase in employee monthly health insurance contribution based on the Select 750 plan ranging from \$30.00 to \$50.00 per month, depending on the group. This recommendation will impact salary and benefits for 12-month clerical, supervisors, managers, coordinators, IT technicians, bus mechanics and bus drivers. After discussion, Director Wohlpart moved and Director Orvis seconded the motion to approve the 2018-2019 salary and benefit recommendations as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 13– Approval of 2018-2019 Administrator Team Salary and Benefit Package

Dr. Pattee reviewed his recommendations for administrative team salary and benefit compensation for the 2018-2019 school year. Dr. Pattee stated due to a very low 1.0% increase in supplemental State aid for the 2018-2019 school year, it is his recommendation to make no adjustments in administrator (less Superintendent) salaries for the 2018-2019 school year. Health insurance monthly contributions will be based on the Select 750 health insurance plan with no change in employee contribution. After discussion, Director Orvis moved and Director Leeper seconded the motion to approve a 0.64% administrative team total package increase for the 2018-2019 school year. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 14 – Issuance of Contracts and Letters of Assignment

Mr. Nefzger stated that based on guidance from the State Auditor’s office concerning use of the Board President’s signature stamp in the issuance of employee contracts or letters of assignment, he is recommending the Board of Education grant approval for such use. Director Giddens moved and Director Hassman seconded the motion that the Cedar Falls Community School District Board of Education authorizes the Board Secretary to issue individual contracts or letters of assignment for 2018-19 school year employees, including use of the Board President Signature stamp as necessary. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 15 – Approval for Authorization of Payment for Year-end Claim

Director Orvis moved and Director Hines seconded the motion that the Board of Directors of the Cedar Falls Community School District give authorization to the Director of Business Affairs for the payment of year end claims will be submitted before Board approval. A list of year end claims will be submitted to the Board at the first school board meeting of the new fiscal year. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Item No. 16 – Questions, Comments, Concerns from Board Members

President Coil and Director Wohlpart shared thoughts on the recently completed bargaining process. Director Hassman stated citizens had asked him questions on school building security. Director Hines reminded board members of volunteer opportunities associated with this year’s Sturgis Falls Celebration.

Item No. 17 – Closed Session of the Board of Education Under Iowa Code Section 21.5(1)(i).

Director Wohlpart moved and Director Hines seconded the motion that the Cedar Falls Board of Education enter into closed session to evaluate the professional competency of individuals whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session under 2011 Code of Iowa 21.5(1) (i). Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Board room was cleared at 6:25 p.m.

Board entered closed session at 6:28 p.m.

Board returned to open session at 7:43 p.m.

Item No. 18 – Adjournment

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

The meeting was adjourned at 7:44 p.m.

Secretary

President