

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, Dr. Adrian Talbot, Director of Human Resources, and Pam Zeigler, Director of Elementary Education. Also present: Emily Mitchell, Rylee Flege, and Jessica Sholes.

Retiring Board

Item No. 1 – Public Hearing: Deed of Dedication for McMahill First Addition

President Coil reported that she had in her possession an affidavit of publication showing the notice of time and place of the hearing for the proposed Deed of Dedication for McMahill First Addition having been published in the Waterloo/Cedar Falls Courier September 12, 2018. The Board will now hold a hearing for the Deed of Dedication and final plat for McMahill first addition (Aldrich Elementary). No public comments were offered. No written were received. President Coil then declared the public hearing closed.

Item No. 2 – Approval of September 10, 2018 Board of Education Minutes

Director Hines moved and Director Orvis seconded the motion to approve the September 10, 2018 board minutes 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. 3 – Approval of Accounts Payable

Director Hines moved and Director Giddens seconded the motion to approve accounts payable 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. 4 – Reconciliation of the Treasurer’s Report

Mr. Nefzger reviewed the Treasurer’s reconciliation report for the 2017-2018 school year. Director Hassman moved and Director Hines seconded the motion to approve the Treasurer’s reconciliation report as presented: Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

TREASURER'S RECONCILIATION REPORT
 Cedar Falls Community School District
 June 30, 2018

Affidavit of Depository Bank

Farmers State Bank - Checking accounts

General Fund	\$ 4,239,658.65
Student Activity	\$ 129,513.22
Food Service Fund	\$ 441,892.11
School House Fund	\$ 310,921.86
General Obligation	\$ 1,906,144.95

Investments

Lincoln Savings Bank -Money Market	\$ 3,665,053.37
Lincoln Savings -Savings Passbook	\$ 1,407,375.21
Collins Community Credit Union	\$ 16,553,351.62
Collins Community Credit Union - CD	\$ 995,005.00
Farmers State Bank - Money Market	\$ 2,002,806.74
Farmers State Bank - CD	\$ 1,834,533.00
US Bankcorp	<u>\$ 3,000,000.00</u>

Treasurer's Balance, June 30, 2018 \$ 36,486,255.73

Secretary's Balance

Operating Fund	\$ 11,080,050.47
Management Fund	\$ 1,071,212.93
Trust & Agency Fund	\$ 242,281.00
Student Activity Fund	\$ 544,688.53
Food Service Fund	\$ 859,534.89
Entrepreneurial Fund	\$ 6,384.08
Local Option Fund (LOT)	\$ 9,086,909.00
General Obligation	\$ 9,097,099.06
PPEL Fund	\$ 4,159,431.63
Debit Service	<u>\$ 1,419.92</u>

\$ 36,149,011.51

Difference to Account For:

Outstanding checks	\$ 175,374.23
Meridian Bank Jet Pay Deposits	\$ 18,404.81
Federal/State Taxes	\$ 142,661.00
Deposit in transit	<u>\$ 804.18</u>

\$ 337,244.22

Secretary's Balance, June 30, 2018 \$ 36,486,255.73


 Daniel Lynch, Treasurer

8/17/18
 Date

Item No. 5 –Adjournment of the Retiring Board

Director Hassman moved and Director Leeper 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 old Board adjourned 5:34 p.m.

New Board

Item No. 1 – Organizational Regular Board Meeting Call to Order

The new Board was called to order by Mr. Nefzger at 5:35 p.m.

Item No. 2 – Determination of a Quorum

Mr. Nefzger determined that the following Directors were present: Joyce Coil, Eric Giddens, Jeff Hassman, Susie Hines, Jenny Leeper, Jeff Orvis and Sasha Wohlpart. Mr. Nefzger stated seven board members were present, there is a quorum for the Board of Education and the Board may proceed to perfect the permanent organization.

Item No. 3 – Election of the President of the New Board

Mr. Nefzger reviewed the Board of Education Policy 201.3, regarding the election of officers. Mr. Nefzger distributed and collected the nomination ballots for the office of President. Mr. Nefzger counted the ballots and reported that Director Coil had received seven nominations and was unanimously elected for the office of Board President. Director Leeper moved and Director Hassman seconded the motion to cast a unanimous ballot for Joyce Coil as President of the Cedar Falls Community School District Board of Education for the 2018-19 school year. Mr. Nefzger then administered the oath of office upon President Coil for the office of President of the Cedar Falls Board of Education. The oath was answered in the affirmative by President Coil.

Item No. 4 – Election of the Vice-president of the New Board

Mr. Nefzger distributed and collected the nomination ballots for the office of Vice-president. Mr. Nefzger counted the ballots and reported that Jeff Hassman received seven nominations and was unanimously elected for the office of Vice-president. Director Wohlpart moved and Director Orvis seconded the motion to cast a unanimous ballot for Jeff Hassman as Vice-president of the Cedar Falls Community School District Board of Education for the 2018-19 school year. President Coil then administered the oath of office upon Director Hassman for the office of Vice-president of the Cedar Falls Board of Education. The oath was answered in the affirmative by Vice-president Hassman.

Item No. 5 – Appointment of Treasurer

Tabled until October 8, 2018 Board of Education meeting.

Item No. 6 – Adoption of Written Policies, Rules, Regulations, and Procedures

President Coil reported that under Iowa Code 279.8 the Board of Education may establish the policies, rules, regulations, and procedures that govern the organization. Director Hines moved and Director Orvis seconded the motion to approve the policies, rules, regulations, and procedures in place under Iowa Code 279.8 for the school district 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. 7 – Approval of the Following Consent Agenda Item:

Director Leeper moved and Director Giddens seconded the motion to approve the consent agenda as presented:

- Special Education Contract with the State of Minnesota
- Open Enrollment

Open Enrollment Report

September 24, 2018

Devin Jason Lee Lang
Current resident district:
District requested:
Effective date:

5th Grade
Cedar Falls
Hudson
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. 8 – Public Comment

No public comments.

Item No. 9 – Secretary’s Monthly Financial Report

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

Item No. 10 – Communications

The Cedar Falls Community School Board of Education student board liaison member, Marika Yang reported on Homecoming week activities including the Homecoming dance at Orchard Hill Church.

Janelle Darst reported on the following events from the District newsletter:

- Cedar Falls Schools CAPS and UNI partnership
- Aldrich Elementary Open House
- Special thanks to Cedar Falls Historical Society for helping prepare plaques about Bess Streeter Aldrich for the open house
- North Cedar Tree planting is rescheduled for September 27, 2018
- Unity Point Health “Imagine the Amazing” school contest
- Food Drive held October 2-November 2, 2018 in honor of the late Scott Lawrence-Richards a long time staff member of Cedar Falls High School.

Item No. 11 – Set Public Hearing for Sale of Property to City of Cedar Falls

Mr. Nefzger reviewed the request from the City of Cedar Falls to purchase approximately 8 foot of right away along First Street for the reconstruction of First Street. Dr. Pattee stated that due to the continued partnership with the City of Cedar Falls it is his recommendation to sell the property to the City of Cedar Falls for \$1.00. After short discussion, Director Hassman moved and Director Hines seconded the motion that the Cedar Falls Community School District Board of Education set October 8, 2018 at 5:30 p.m. as the date and time to hold a public hearing for the sale of property to City of Cedar Falls for the First Street reconstruction project. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpert. Those voting “no” none. Motion carried.

Item No. 12 – Set Public Hearing for Sale of Structure at 2426 Hawthorne Dr. Cedar Falls

Dr. Pattee and Mr. Nefzger reviewed the intent to sell only the structure(s) off of the lot located at 2426 Hawthorne Drive, Cedar Falls, Iowa. The home and lot was recently donated to the school district by anonymous donor. The intent is to remove the structures from the lot and create additional playground area for Cedar Heights Elementary School students. Director Giddens moved and Director Orvis seconded the motion that the Cedar Falls Community School District Board of Education set October 8, 2018 at 5:30 p.m. as the date and time to hold a public hearing for the sale of structures located at 2426 Hawthorne Drive. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis and Wohlpert. Those voting “no” none. Motion carried.

Item No. 13 – Approval of Substantial Completion of High School Portable Relocation Project

Mr. Nefzger reviewed the substantial completion of the relocation of the portable to the Cedar Falls High School. Mr. Nefzger reported the original budget for the project was \$204,178 and total expenditures were \$179,020 leaving the project at \$25,158 under the estimated budget. Mr. Nefzger noted that the original budget included a \$25,000 general allowance that was not needed. After discussion concerning the costs associated every time the District moves a portable classroom to a new location, Director Orvis moved and Director Leeper seconded the motion to accept as complete the High School portable relocation project and all claims for materials furnished, labor performed and/or services provided on this contact must be filed within the next 30 days. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis and Wohlpert. Those voting “no” none. Motion carried.

Item No. 14 – Approval of 2018-2019 Board of Education Goals

Dr. Pattee reviewed the following Board of Education goals as presented for the 2018-2019 school year. After discussion, Director Hassman moved and Director Wohlpart seconded the motion to approve the following 2018-2019 Board goals as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Goal 1 Student Achievement: The Board will focus on student achievement and undertake a culture of learning and participate in the following:

- Study, implement and create a plan for a referendum for a new Cedar Falls High School
- Learn, discuss and gain a deeper understanding of the newly implemented K-12 Computer Science Sequence
- Create a process to set benchmarks and delineate data to be collected (survey of graduates, college retention rates, etc.) regarding what success means for our graduates.
- Create opportunities to visit new High School buildings to explore:
 - Utilization of space for unique and enriching programs
 - How collaborative spaces are utilized to enhance the learning environment
 - Safety and security enhancements developed and employed
- Discuss best practice and learn about student grading, magnet schools, project based learning, etc., following IASB Annual Conference and throughout the year

Goal 2 Culture/Climate: The Board will “model learning” and enhance support and expansion of a positive climate and culture across our District:

- Participate in article and chapter reviews including:
 - *The Language of School Design* by Nair, Fielding and Lackney
 - Best practices in grading
 - Research regarding environment in relationship to learning
- Participate in a joint meeting with the Cedar Falls City Council and CFU Board of Directors
- Participate in an episode of Parent University or Currents Up Close to discuss:
 - Roles, responsibilities and decision making processes of a School Board Member
 - Referendum process and FAQ regarding New High School
 - Recent graduates and the impact of Cedar Falls in preparing them for their future

Goal 3 Professional Learning Communities (PLC): The Board will continue to build and support awareness of the PLC process and enhance its engagement and visibility at the building level and at PTO/PTA meetings:

- Attend PTO/PTA meetings to discuss, provide information and gather feedback
- Visit buildings during the regular school day, PLC time and staff training to see work that is ongoing throughout our District
- When appropriate, observe professional development within the district

Item No.15 – Approval of Superintendent Goals

Dr. Pattee reviewed the following Superintendent goals for the 2018-2019 school year. Director Giddens moved and Director Hines seconded the motion to approve the following 2018-2019 Superintendent goals as presented. Directors voting in favor of the motion: Coil, Giddens, Hassman, Hines, Leeper, Orvis, and Wohlpart. Those voting “no” none. Motion carried.

Student Achievement:

- Expansion of STEM/Computer Science opportunities for students by finalizing, enhancing K-12 opportunities for all students
- Continue to grow and enhance the CAPS experience and program through additional strands and deeper partnerships
- Further develop Learning Based Grading information and implementation as we focus on core essential learning standards all students must have and show they can apply those standards
- Deeper Learning Opportunities and exploration:
 - Personalized Learning
 - Project/Magnet Elementary School Exploration/Options

Professional Learning Communities (PLC):

- Work with state groups to grow my learning and explore best practice
 - Executive Leaders
 - IASB Advisory Board
 - Chamber and Alliance
 - SAI Statewide Conference Planning
- Undertake group learning activities with the Administrative Council regarding leadership, culture and change process:
 - Student Centered Coaching professional development and discussion with instructional coaches on student and staff impact
 - Article reflection and discussion
 - Best Practice Discussion and Implementation
- Professional learning will occur through reading *Leading Student Centered Coaching* and attending a conference on leadership in education

Culture/Climate

- Finalize Creation of a New High School Facility Planning Framework that will allow for a successful bond referendum in June, 2019
- Enhance and engage in Social Media to showcase the work that is ongoing in our Buildings
- Increase Community and Parent Engagement/Knowledge
 - Parent University
 - Partners in Education Development
 - Joint program with the City and CFU regarding tax rates, growth, and collaboration

Item No. 16 - Superintendent's Report

Dr. Pattee reported on the following:

- IASB State Convention is November 14-16, 2018 in Des Moines.
- Board meetings are scheduled for October 8 & 22, 2018
 - October 8th Board meeting will include Certified Annual Report (CAR) and Board Committee Assignments
 - October 22 Board meeting will include informational reports on the Iowa Assessments

Item No. 17– Questions, Comments, and Concerns

Director Wohlpart stated 83% of school districts returning Legislative priorities listed the Statewide One-cent sales Tax as their number one priority.

Item No. 18 – Adjournment

Director Giddens 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 6:32 p.m.

Secretary

President

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in work 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 6:38 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, Dr. Adrian Talbot, Director of Human Resources, and Pam Zeigler, Director of Elementary Education.

Item No. 1 – Board Self Evaluation

The purpose of the Board work session is for Board self-evaluation. The Board self-evaluation focused on the following:

1. Board focus
2. Clarity on roles and responsibilities
3. Equity
4. Capacity for problem solving
5. Working towards concerns
6. Team trust and safety
7. Effective team work
8. Timely and effective decision making
9. Maintaining objectivity
10. Working intently towards division
11. Governness rather than management
12. Reflection on the following questions:
 - What do you believe are the greatest strengths of the Board?
 - What do you believe are the greatest challenges facing the Board?
 - What should the Board be doing to address these challenges?
 - What are two focus areas for improvement of Board work you really believe could help your team better serve the needs of the students?

Item No. 2 – Adjournment

Director Hines moved and Director Hassman 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 7:19 p.m.