

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 James L. Robinson Administrative Center, 1002 West First 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 James Kenyon in the chair, and the following named Directors: Jeff Hassman, Susie Hines, Susan Lantz, Jenny Leeper, Doug Shaw, and Joyce Coil by teleconference. Others in attendance were: Dr. Andy Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Dan Conrad, Director of Secondary Education and Adrian Talbot, Director of Personnel. Also in attendance: Jason Strub and Sarah Eastman.

President Kenyon read the following statement. A governmental body may conduct a meeting by electronic means only in circumstances where such a meeting in person is impossible or impractical and only if the governmental body provides public access to the conversation of the meeting to the extent reasonably possible. The place of the meeting is the place in which the communication originates and the minutes of the meeting shall include a statement explaining why a meeting in person was impossible or impractical as pursuant to Iowa Code 21.8. The reason for the meeting done by electronic mean is due to out of town travel.

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

Dr. Talbot provided an update to the Human Resource report. Upon receipt and review of the updated information, Director Lantz moved and Director Hines seconded the motion to approve the consent agenda with the updated human resources report as presented:

1. The June 13, 2016, Board of Education agenda as presented.
2. Approval of the May 9, 2016 regular and June 8, 2016 Board/ Admin Council Board of Education Minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Susie Hines
4. Approval of Human Resource Report
5. Approval of Open Enrollment Report
6. Agreements:
  - a) Clarksville CSD River Hills Consortium
  - b) PE Equipment Repair - Cedar Valley Fitness Repair LLC
  - c) 2016-17 Student Accident Insurance
  - d) Cedar Falls High School Bicycle Equipment Repair – Bike Tech
  - e) 256.13 Agreement between Hudson CSD and Cedar Falls CSD
  - f) CareDox Cloud Services
  - g) SuccessLink

**Open Enrollment Report**

June 13, 2016

Leyton Aldrich	6 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Cedar Rapids
Effective date:	2016-2017 – C
Samuel Hanson	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Hudson
Effective date:	2016-2017
Katie Burch	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	CAM – IA Connections Academy
Effective date:	2016-2017
Nichole A Tanner	8 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	CAM – IA Connections Academy
Effective date:	2016-2017
Lucas King	Kindergarten
Current resident district:	Cedar Falls
District requested:	Clayton Ridge – IA Virtual Academy
Effective date:	2016-2017
Emari Bennett	8 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls

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Dayvion Foy	4 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C
Alli K Gray	6 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C
Taden A Rogers	6 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C
William P Rush	4 <sup>th</sup> Grade
Current resident district:	Aplington-Parkersburg
District requested:	Cedar Falls
Effective date:	2016-2017 – C
Charlotte V Rush	Kindergarten
Current resident district:	Aplington-Parkersburg
District requested:	Cedar Falls
Effective date:	2016-2017
Michael B Tanner	3 <sup>rd</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C
Emily MK West	2 <sup>nd</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2016-2017 – C

**Human Resources Report****June 13, 2016****New Contracts\* - Recommended for Approval****Teacher:**

Caleb Baruth	North Cedar	Special Education	BA 3	SOSY 16-17	\$40,574
Kyle Engdahl	Senior High	Social Studies	MA 10	SOSY 16-17	\$54,480
Sarah Hill	Southdale	Fifth Grade	BA 3	SOSY 16-17	\$40,574
Kimberly Kockler	Peet Jr High	Mathematics	BA 5	SOSY 16-17	\$43,086
Justin Meyer	Peet Jr High	Social Studies	BA 3	SOSY 16-17	\$40,574
Kathleen Reed	Hansen	Special Education	MA 3	SOSY 16-17	\$45,098
Dagan Robertson	Holmes Jr High	Art	BA 3	SOSY 16-17	\$40,574
Olivia Warren	Senior High	English/Language Arts	BA 3	SOSY 16-17	\$40,574

**Administrator:**

Jason Strub	Southdale	Associate Principal	(.80 FTE)	07/01/2016	\$70,000
Justin Urbanek	Peet Jr High	Associate Principal	1.00 FTE	07/01/2016	\$88,000

\*Employment with the Cedar Falls Community School District is contingent upon confirmation of medical examination, and acceptable verification of employment, licensure, reference, education, criminal background, child and adult abuse registry, drug test, release from current contract (if applicable), other pre-employment checks deemed necessary, and satisfactory completion of the pre-employment process.

**Resignations\*\* - Recommended for Approval**

**Teacher:**

Lindsay Humpal	Southdale	PK Special Education	EOSY 2015-16***
Ruth Koltookian	Holmes JH	Vocal Music	EOSY 2015-16***
Andrew McCormick	Holmes JH	Art	EOSY 2015-16***
Allison Meinert	Lincoln	First Grade	EOSY 2015-16***
Brittany Tibben	Orchard/Lincoln	ESL	EOSY 2015-16**

**Coach:**

Jason Lang	Holmes JH	Asst. 9 <sup>th</sup> Grade Volleyball	EOSY 2015-16
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\*\*Pursuant to Iowa Code 279.19A (8) any and all coaching contracts in effect with this teacher shall automatically terminate at the end of the current school year.

\*\*\*'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.

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**

None

**Item No. 3 – Secretary’s Monthly Financial Reports**

Mr. Nefzger reviewed the monthly balances for May 2016 for the general fund, schoolhouse, student activity, and food service. President Kenyon reported that the report would be filed subject to audit.

**Item No. 4 – Communications**

None

**Item No. 5 – Approval of Robotics Trip to China**

Dr. Pattee reviewed the Robotics team proposed trip to Shanghai China. In August of 2016 high school teacher Kenton Swartley will be taking approximately 8 students to China for a Robotics workshop and scrimmage. In addition to the eight students there will be approximately 6-8 chaperones and volunteers accompanying the students on the trip. The itinerary calls for departure on August 4<sup>th</sup> or 5<sup>th</sup> and returning on August 17, 2016. It was noted by Dr. Pattee that this is the third consecutive year the Cedar Falls High School robotics team has been asked to travel to China. Director Hassman moved and Director Leeper seconded the motion to approve the robotics trip to Shanghai China in August 2016. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

**Item No. 6 – Approval of Bids for Bread, Milk, and Food Service Paper Supplies**

Mr. Nefzger reviewed the quotes for bread, milk and food service paper supplies for the 2016-2017 school year. There were two bids received for bread with the administration’s recommendation to accept the quote from Bimbo Bakeries USA for the 2016-2017 school year.

There was one quote received for milk and dairy products and it is the recommendation of the Administration to accept the quote from Anderson Erickson for the 2016-2017 school year at the escalator prices as quoted. Mr. Nefzger reviewed the escalator clause process associated with how milk prices are determined each month.

It is the recommendation of the Administration to accept the four vendor quotes for food service paper supplies. Director Shaw moved and Director Leeper seconded the motion to approve the recommendation of the Administration to accept the bids as presented for milk, bread, and food service paper supplies. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

**Bread Bid**

	Bimbo Bakeries USA	Pan-O-Gold
Bread, whole grain	\$1.60	\$1.55
	20 slices	25 slices
	.08/slice	.062/slice
Bread, white	\$1.29	\$1.10
	24 slices	25 slices
	.05375/slice	.044/slice
Hamburger Buns, whole grain	\$1.72	\$6.50
	26 oz.	120 oz.
	.0661/oz.	.0541/oz.
Blunt Coney Bun, whole grain	\$2.23	\$3.25
	34.4 oz.	44.44 oz.
	0.0648/oz.	.0731/oz.
Steak Roll, whole grain	\$3.60	\$3.50
	72 oz	60.1 oz.
	.05/oz.	.0582/oz.
Dinner Rolls, whole wheat	\$1.60	\$1.10
	17 oz.	12 oz.
	.0941/oz.	.0916/oz.
Hoagie Bun	\$3.60	\$3.50
	72 oz.	48.5 oz.
	.05/oz.	.0721/oz.
Foot Long Coney Bun	\$1.43	\$1.00
	16 oz.	15 oz.
	\$0.0893	0.0666

Based on an award of all or none, Pan-O-Gold is the low bidder.

Pan-O-Gold does not meet specifications, therefore award to Bimbo Bakeries.

Recommend acceptance of bid by Bimbo Bakeries.

These items will be ordered as needed by Food Service personnel.

**Milk Bid**

	<b>FIRM PRICES</b>	<b>ESCALATOR PRICES</b>	
	<u>Anderson- Erickson</u>	<u>Anderson- Erickson</u>	Maximum
White Homogenized L.F. (Skim)	0.2370	0.1970	-----
Chocolate Homogenized L.F. (Skim)	0.2430	0.2030	-----
Strawberry Homogenized L.F. (Skim)	0.2430	0.2030	-----
White Homogenized 1% B.F.	0.2450	0.2050	-----
	<u>Anderson- Erickson Firm BID PRICE</u>	<u>Anderson- Erickson Escalator BID PRICE</u>	
Sour Cream, Grade A Homogenized, 5#	\$6.80		\$7.10
Orange Juice - 100% juice, 4 oz. Carton	\$0.1800		\$0.1850
Yogurt - low fat, Grade A, 1% milk fat. 6 oz. carton, assorted flavors	\$0.5000		\$0.5100
Yogurt - low fat, Grade A, 1% milk fat. 5 # container, assorted flavors	\$5.2000		\$5.3500

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

SCHOOL ADDRESS:	COOLERS NEEDED:
Cedar Falls High School 1015 Division St.	Cooler/8 case; Cooler/16 case; Cooler/12 case
Holmes Junior High School 505 Holmes Dr.	2 - Coolers/12 case
Peet Junior High School 525 E. Seerley Blvd.	Cooler/16 case; Cooler/8 case
Cedar Heights Elementary 2417 Rainbow Dr.	District owns their own coolers
Hansen Elementary 616 Holmes Dr.	Cooler/16 case
Lincoln Elementary 715 Franklin	Cooler/16 case
North Cedar Elementary 2419 Fern Ave.	Cooler/16 case
Orchard Hill Elementary 3909 Rownd St.	Cooler/16 case
Southdale Elementary 627 Orchard Dr.	Cooler/16 case

**Food Service Paper Supplies**

<u>Company</u>	<u>Item Number</u>	<u>Cost</u>
Martin Brothers Cedar Falls, Iowa	1, 2, 3, 6, 7, 14, 15, 16, 19, 20, 21, 23, 24, 30, 32, 33, 34, 37, 38, 41, 43, 47, 48, 50, 51, 53, 54	\$37,446.62
Interboro Packaging Montgomery, New York	26, 27, 28, 29	\$2,835.10
Wallace Packaging Tucson, Arizona	9, 10, 11, 12, 13	\$8,677.50
Tim Wittstock Company	4, 5, 8, 17, 18, 22, 25, 31, 35, 36,	

**TOTAL****\$71,317.33**

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Item No. 7 – Approval for Authorization of Payment for Year-end Claim

Director Hassman 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 payment of year end claims 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, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 8 – Set Public Hearing for CFU Easement on School District Property

Mr. Nefzger reviewed the request from Cedar Falls Utilities to grant a permanent easement along the entire south boundary of the Hansen/Holmes campus. Cedar Falls Utilities is requesting the easement to provide direct access to utilities that serve Holmes and area residents. After discussion, Director Leeper moved and Director Lantz seconded the motion that the Cedar Falls Community School District Board of Education set July 18, 2016 at 7:00 p.m. as the date and time to hold a public hearing for the 2016 Cedar Falls Utilities easement on school district property. 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 2016-2017 Supervisors, Managers, Coordinators, Transportation, District Media Technicians, 12-month Clerical Salary and Benefit Adjustment Contract

Dr. Pattee reviewed the wage and salary adjustments for non-bargaining employee groups for the 2016-2017 school year. The recommendation is for a 4.65% total percentage increase in salary and benefits for 12-month clerical, supervisors, managers, coordinators, technicians, bus mechanics and bus drivers. Director Lantz moved and Director Leeper seconded the motion to approve the recommendation 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. 10– Approval of 2016-2017 Administrator Team Salary and Benefit Package

Dr. Pattee reviewed his recommendations for administrative team salary and benefit compensation for the 2016-2017 school year. It is Dr. Pattee’s recommendation for a total package increase of 4.50% in salary and benefits for all administrators, except the Superintendent throughout the District. Director Lantz moved and Director Leeper seconded the motion to approve a 4.50% increase in administrator salary and benefit package for the 2016-2017 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– Questions, Comments, Concerns From Board Members

Director Hassman inquired about an update on Junior Achievement throughout the District.

Item No. 12 – Closed Session of the Board of Education Under Iowa Code Section 21.5(1)(i).

Director Lantz moved and Director Hassman 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, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Board room was cleared at 7:40 p.m.

Board entered closed session at 7:40 p.m.

Board returned to open session at 8:55 p.m.

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Item No. 13 – Return to Open Session for Board to Consider any Motions of the Board

As per Dr. Pattee's request it was moved by Director Hines and Director Coil seconded the motion Board of Education of the Cedar Falls Community School District issue a three (3) year contract to Andrew R. Pattee as Superintendent of Schools with a salary of \$192,000 for the first year of the contract, \$3,500 in District car allowance and standard District administrative benefit package. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting "no" none. Motion carried.

Item No. 14 – Adjournment

Director Lantz moved and Director Leeper 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 8:57 p.m.

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Secretary

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President