

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in special 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 11:58 a.m. The meeting was called to order by the President and the roll being called there were present Jeff Hassman in the chair, and the following named Directors: Nate Gruber, Dr. Allan Heisterkamp, Susie Hines, Jenny Leeper, Jeff Orvis, and Sasha Wohlpert all by teleconference. Others in attendance were: Dr. Andrew Pattee, Superintendent, Dr. Adrian Talbot, Executive Director of Human Resources, Pam Zeigler, Associate Superintendent, and Janelle Darst, Director of Communications. Others in attendance: Kristin Guess; Waterloo Courier.

President Hassman thanked all District Administration and staff during these unprecedented times. He provided an explanation for the purpose of the special board meeting to include COVID-19.

President Hassman stated that 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 the meeting in person was impossible or impractical as pursuant to Iowa Code 21.8. The reason for the meeting being held by electronic means: the Iowa Governor recommended social distancing and no more than 10 individuals within an area due to the Coronavirus (COVID-19) pandemic.

Item No. 1 – Appointment of Acting Board Secretary

Director Hines moved and Director Leeper seconded the motion to appoint Dr. Adrian Talbot as Acting Board Secretary. Directors voting in favor of the motion: Hassman, Hines, Orvis, Wohlpert, Leeper, Heisterkamp, and Gruber. Those voting “no” none. Motion carried.

Item No. 2 – Coronavirus (COVID-19)

President Hassman provided a general outline for discussion topics to include the latest news, state recommendations, communication and the impact to the staff, finances, and food service.

Dr. Pattee advised current information received or communicated at this time is based on fluidity and potential to change due to the continued Federal and State recommendations. Communications provided to staff and families with future communications as changes occur. Governor Reynold’s announced on March 15, 2020 all school districts to close immediately through April 10, 2020. Dr. Pattee continued to advise district working closely with community partners, universities, community colleges, hospitals, surrounding districts and administration on daily briefings. As of March 17, 2020 one confirmed positive COVID-19 case in Black Hawk County.

President Hassman discussed the educational impact. At this time districts are scheduled to resume classes on April 13, 2020 without required make up days. Hassman commended and thanked teachers and staff for their efforts related to reaching out to students via Facebook live, Google, and other applications.

Dr. Pattee provided an update regarding state instructional regulations. Communication to be provided to families to include educational resources focused on PK-12 enriched activities. The elementary and secondary staff scheduled to reach out to families to determine needs, gaps, challenges, connectivity and available devices. Collaborative teams will continue to meet electronically. Elementary building principals are assigned to specific grade levels to meet with teams to determine next steps. Secondary staff creating material similar to class topics and post through Schoology. Dr. Pattee continued to advise district is discussing on-line instruction and potential platforms. At this time the district has a technology platform to provide on-line instruction to families. Grades 7-12 have one-on-one district issued Chromebook, potential challenge is distributing devices to PK-6 and connectivity to families of need.

Director Gruber, Heisterkamp and Leeper requested clarification on the Governor’s recommendation specific to closure and state allowing district level decisions regarding on-line instruction. Dr. Pattee advised days/hours between March 16 – April 12, 2020 are waived; awaiting further direction from the governor regarding on-line instruction or district opening.

Dr. Pattee discussed the staff impact related to the closure. Para educators and transportation employees currently on call, custodial staff reporting daily, administrators, teachers and secretarial staff working remotely or within buildings. All staff currently placed on administrative leave until April 12, 2020 will receive payment and applicable benefits during this closure. Specific to food service, Dr. Pattee advised the district is required to complete a Summer Meal application prior to offering meal services to children 18 years and younger; application submitted and awaiting approval. Food Service employees on call, once application approved begin daily meals.

Director Wolpart asked once application is approved will the district provide delivery to those families unable to obtain at the designated sites. Dr. Pattee advised currently reviewing needs and evaluating situation.

Dr. Pattee advised the district will continue to offer the back pack program working with community partners.

Dr. Pattee advised district buildings will be open March 23 and March 24, 2020 for a period of time for families to obtain essential medications. Additional communications to be provided to families as buildings become available for those wanting to pick up personal supplies.

Director Orvis asked if the district has mobile hotspots available within busses for families that may need internet connection. Dr. Pattee advised no capability at this time.

President Hassman advised of potential financial impact to district, specific to collection of property tax, additional expenditures, sales tax, and deferral of payroll taxes. He continued to advise the district is currently in solid financial position. Dr. Pattee commented due to several unknowns and as we are in very early stages of the pandemic it is hard to determine potential impact at this time

Dr. Talbot advised 75-80% of district expenditure related to labor. At this time the district is currently working with collective bargaining units for determination of wages in 2020-21.

Janelle Darst provided email communication to staff and families related to COVID-19, will continue to send as new information/updates/changes become available.

Director Orvis asked if the district is providing supports to current seniors. Dr. Pattee advised currently exploring several opportunities to include graduation requirements, essential skill sets, and pass/fail requirements. In addition, all April 2020 ACT testing is canceled.

Director Gruber asked for clarification on payment to substitute staffing. At this time, Dr. Pattee advised long term substitutes will receive payment for services during closure, all daily substitute jobs canceled during closure; no district payment.

Dr. Pattee advised the district is currently reviewing the potential implications regarding upcoming large celebrations to include prom and graduation and spring/summer athletics/activities.

Director Wolpart asked if the district will still move forward with the new high school and meet the current timeline. Dr. Pattee advised the district will follow the Governor's recommendation's specific to social distancing and minimal gatherings. The district and partners will continue to meet to including meeting by electronic means if necessary.

Dr. Pattee advised notification received from the City of Cedar Falls, the special election is postponed until March 31, 2020. Due to state code a public facility must be made available, at this time Peet Jr. High will be used as a site in the election. The individuals will be limited to access to the cafeteria only; additional cleaning precautions will be made during this time.

Director Hines commented volunteer opportunities are available to include North East Iowa Food Bank and Summer Meal program.

Director Orvis again thanked the staff and administration for all their work specific to this pandemic.

Item No. 3 – Adjournment

Director Orvis moved and Director Wolpart seconded the motion to adjourn. Directors voting in favor of the motion: Hassman, Heisterkamp, Hines, Leeper, Orvis, Gruber, and Wohlpart. Those voting "no" none. Motion carried. The meeting was adjourned at 12:55 p.m.

Secretary

President