

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 Jeff Hassman in the chair, and the following named Directors: Nate Gruber, Joyce Coil, Susie Hines, Jenny Leeper, R.J. Meyer, and Lowell Stutzman. Others in attendance were: Dr. Andrew Pattee, Superintendent, Dr. Adrian Talbot, Executive of Director of Human Resources, and Denelle Gonnerman, Chief Financial Officer. Also, in attendance: Darrell Smith and Shelley Droge.

## **Retiring Board**

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

Director Gruber moved and Director Stutzman seconded the motion the Board approves the following items:

1. The agenda of the December 12, 2022 Board of Education as presented.
2. Approval of the November 14, 2022 Board of Education meeting minutes as presented.
3. Approval of November 16-17, 2022 Board work session minutes
4. Approval of the bills as presented for payment as reviewed by the designated Board member, Director Meyer

Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer and Stutzman. Those voting “no” none. Motion carried.

### Item No. 2 –Adjournment of the Retiring Board

Director Leeper moved and Director Hines seconded the motion to adjourn. Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer, and Stutzman. Those voting “no” none. Motion carried. The Board adjourned at 5:37 p.m.

## **New Board**

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

The new Board was called to order by Mrs. Gonnerman at 5:42 p.m.

### Item No. 2 – Determination of a Quorum

Mrs. Gonnerman determined that the following Directors were present: Jeff Hassman, Susie Hines, Jenny Leeper, Joyce Coil, Nate Gruber, RJ Meyer and Lowell Stutzman. Mrs. Gonnerman 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

Mrs. Gonnerman reviewed the Board of Education Policy 201.3, regarding the election of officers. Mrs. Gonnerman distributed and collected the nomination ballots for the office of President. Mrs. Gonnerman counted the ballots and reported that Director Hassman had received the most nominations for the office of Board President. Mrs. Gonnerman then administered the oath of office upon Director Hassman for the office of President of the Cedar Falls Board of Education. The oath was answered in the affirmative by Director Hassman.

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

Mrs. Gonnerman distributed and collected the nomination ballots for the office of Vice-President. Mrs. Gonnerman counted the ballots and reported that Jenny Leeper received the most nominations for the office of Vice-President. Mrs. Gonnerman then administered the oath of office upon Director Leeper for the office of Vice-President of the Cedar Falls Community School District Board of Education. The oath was answered in the affirmative by Director Leeper.

Item No. 5 – Adoption of Written Policies, Rules, Regulations, and Procedures

President Hassman reported that under Iowa Code 279.8 the Board of Education may establish the policies, rules, regulations, and procedures that govern the organization. Director Leeper moved and Director Coil seconded the motion to approve the policies, rules, regulations, and procedures in place under Iowa Code 279.8 for the school district for the 2022-2023 school year. Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer, and Stutzman. Those voting “no” none. Motion carried.

Item No. 6 – Approval of the Consent Agenda Item:

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

- Open Enrollment Report
- Change order for – Story Construction

Open Enrollment Report  
December 12, 2022

Emma Bose	9 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Jesup
Effective date:	2022-2023 – C

Jaden Bose	9 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Jesup
Effective date:	2022-2023 – C

Peyton Bose	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Jesup
Effective date:	2022-2023 – C

Kye Kleman	2 <sup>nd</sup> Grade
Current resident district:	Cedar Falls
District requested:	Jesup
Effective date:	2022-2023 – C

Keyonna S Green	9 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2022-2023 – C

Tyonna S Green	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2022-2023 – C

Michael Perry	8 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2022-2023 – C

Aquira A Steere	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2022-2023 – C

Lacquira A Steere	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2022-2023 – C

Evelyn James Strydom	2 <sup>nd</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waverly-Shell Rock
Effective date:	2022-2023 – C
Tennant Mondell Strydom	4 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waverly-Shell Rock
Effective date:	2022-2023 – C
La'Tayviah A Gibson	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2022-2023
Eric Carter Schoville	10 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Denver
Effective date:	2022-2023
Isabella Rosemarie Chapin	5 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2022-2023 – C
Gage Michael Bedwell	3 <sup>rd</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2022-2023
Liam Elliot Blohm	9 <sup>th</sup> Grade
Current resident district:	Union
District requested:	Cedar Falls
Effective date:	2022-2023
*Dikaio Zacchaeus Tate	7 <sup>th</sup> Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2022-2023
*Miriam Janell Beeman	11 <sup>th</sup> Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2022-2023

\*These will be denied

Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Meyer and Stutzman. Abstaining: Jenny Leeper. Those voting “no” none. Motion carried.

#### Item No. 7 – Public Comment

No public comments.

Item No. 8 – Communications

Anna Scannell, stand in for Student Board Liaison reported on the following:

- Women's Leadership at Holmes Jr. High
- All State Music Concert
- Student Senate Community Main Street
- Candy Cane sales fund raiser for Eli Fink
- MVP 1<sup>st</sup> Semester Classes

Janelle Darst reported on the following District news activities:

- Winter Sports kick off
- Cedar Valley Medical Specialists, PC, donation of \$350,000
- Thank you to the following donations:
  1. Deery Brothers in the amount of \$250,000 and Deery Boys in the amount of \$50,000
  2. Family of Richard E and Marianne Nemmers donation of \$250,000
  3. Cedar Falls School Foundation donation of \$33,237.97
  4. Giving Tuesday Campaign of \$45,350, including the anonymous donor match
- Thank you to the Northeast Iowa Regional Board of Realtors for generous donation of winter wear
- First ever women's wrestling tournament
- Band teacher, Laura Engelhardt honored with Excellence in Teaching Award
- Computer Science Education Day
- High School Updates

Item No. 9 – Secretary's November Monthly Financial Report

Denelle Gonnerman reviewed with the Board the November 2022 fund balances for general, schoolhouse, student activity, and food service. President Hassman stated the report would be filed subject to audit.

Item No. 10 – Approval of Plans, Specifications and Set Public Hearing for 2023 Roofing and Tuck-pointing Projects

President Hassman introduced Darrel Smith from Terracon. Mr. Smith reported on the partial roof replacement at Cedar Heights Elementary, masonry repairs at Holmes Junior High and gave a time line for the project. After discussion, Director Meyer moved and Director Gruber seconded the motion that the Cedar Falls Community School District Board of Education approve the plans, specifications, form of contract and set January 9, 2023 at 5:30 p.m. as the date and time to hold a public hearing for the 2023 Roofing and tuck-pointing projects. Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer, and Stutzman. Those voting "no" none. Motion carried.

Item No. 11 – Informational Report ACT and Senior Year Plus:

Mr. Wedgbury, Principal at Cedar Falls High School reviewed Senior Year Plus program including college credit opportunities for Cedar Falls High School students through the Advanced Placement (AP) courses, Postsecondary Enrollment Options (PSEO) and concurrent enrollment partnering through Hawkeye Community College and University of Northern Iowa.

Mr. Wedgbury reviewed ACT test scores from grades 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup>, of the 2021-2022 school year in English, reading, math, science and overall composite score. The number of students taking the ACT has dropped as colleges do not require for admission. The total composite score for Cedar Falls was 23.5. The State's composite score was 21.4. 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 test scores.

Item No. 12 –Approval of Storm Water Maintenance and Repair Agreement and Permanent Easement with the City of Cedar Falls

Dr. Pattee reported on the High School storm water maintenance, repair agreement and permanent easement. Director Stutzman moved and Director Hines seconded the motion to approve the storm water maintenance repair agreement and permanent easement with the City of Cedar Falls. Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer, and Stutzman. Those voting “no” none. Motion carried.

Item No. 13 – Approval of Second Reading of Board Policy 506.1.2, “Administration of Stock Prescription Medication

President Hassman reviewed the recommendations from the Iowa Department of Education and State-wide Public Health Department available to all schools in the State of Iowa at no cost for the prescription of Narcan Nasal spray for an overdose of an opioid. There have not been any instances that this has occurred within the school district. It is a safe medication that prevents the immediate death of an overdose of an opioid. There has been strong support for the availability of this prescription. After discussion, Director Hines motioned and Director Meyer seconded the motion that the Cedar Falls Community School District Board of Education approve the second of two readings of Board Policy 506.1.2 – Administration of Stock Prescription Medication. Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer and Stutzman. Those voting “no” none. Motion carried.

**Policy Title:** *Administration of Stock Prescription Medication* **Code No. 506.1.2**

The Cedar Falls Community School District seeks to provide a safe environment for students, staff, and visitors who are at risk of potentially life-threatening incidents including opioid overdose. Therefore, it is the policy of the district to annually obtain a prescription for an opioid antagonist from a licensed healthcare professional, in the name of the school district, for administration by school nurse or personnel trained and authorized to administer to a student or individual who may be experiencing an acute opioid overdose.

**Procurement and maintenance of supply:** The district shall stock a minimum of the following for each attendance center:

- One dose of opioid antagonist.

The supply of such medication shall be maintained in a secure, dark, temperature-controlled location in each school building.

A school nurse or health assistant shall routinely check stock of medication and document in a log monthly:

- The expiration date;
- Any visualized particles; or
- Color change.

**Training:** A school nurse or personnel trained and authorized may provide or administer any of the medication listed in this policy from a school supply to a student or individual if the authorized personnel or school nurse reasonably and in good faith believes the student or individual is having an opioid overdose. Training to obtain a signed certificate to become personnel authorized to administer an opioid antagonist shall consist of the requirements established by law.

Authorized personnel will be required to provide a procedural skills demonstration to the school nurse demonstrating competency in the administration of stock epinephrine auto-injectors, bronchodilator canisters or spacers and opioid antagonists to retain authorization to administer these medications if the following occur:

- Failure to administer an opioid antagonist to a student or individual by proper route, failure to administer the correct dosage, or failure to administer an opioid antagonist according to generally accepted standards of practice (“medication error”); or
- Accidental injection of an epinephrine auto-injector into a digit of the authorized personnel administering the medication (“medication incident”).

**Reporting:** The district will contact emergency medical services (911) immediately after a stock opioid antagonist is administered to a student or individual. The school nurse or authorized personnel will remain with the student or individual until emergency medical services arrive.

Within 48 hours, the district will report to the Iowa Department of Education:

- Each medication incident with the administration of stock opioid antagonist;
- Each medication error with the administration of opioid antagonist; or
- The administration of an opioid antagonist.

As provided by law, the district, board, authorized personnel or school nurse, and the prescriber shall not be liable for any injury arising from the provision, administration, failure to administer, or assistance in the administration of an opioid antagonist provided they acted reasonably and in good faith.

The superintendent or designee may develop an administrative process to implement this policy.

Item No. 14 – Approve Fiscal 2022 Treasurer’s Reconciliation Report

Mrs. Gonnerman reviewed the Treasurer’s reconciliation report for the 2021-2022 school year. Director Coil moved and Director Leeper seconded the motion to approve the fiscal 2022 Treasurer’s reconciliation report as presented: Directors voting in favor of the motion: Coil, Gruber, Hassman, Hines, Leeper, Meyer and Stutzman. Those voting “no” none. Motion carried.

TREASURER'S RECONCILIATION REPORT  
Cedar Falls Community School District  
June 30, 2022

Affidavit of Depository Bank

Farmers State Bank - Checking accounts

General Fund	\$	1,503,563.91
Student Activity	\$	299,228.73
Food Service Fund	\$	1,963,070.31
School House Fund	\$	5,752,058.13
General Obligation	\$	3,491,395.52

Fiscal Agent State Deposits

Iowa Vocational Rehabilitation Services	\$	18,702.00
---	----	-----------

Investments

Lincoln Savings Bank -Money Market	\$	2,955,051.50
Lincoln Savings Bank -Money Market	\$	188.33
Collins Community Credit Union	\$	2,419,575.54
ISJIT/PMA - Money Market	\$	64,178,203.11
Farmers State Bank - Money Market	\$	19,325,191.13

Treasurer's Balance, June 30, 2022

\$ 101,906,228.21

Secretary's Balance

Operating Fund	\$	14,291,503.62
Management Fund	\$	663,256.79
Trust & Agency Fund	\$	383,033.37
Student Activity Fund	\$	701,296.38
Food Service Fund	\$	2,364,656.62
Entrepreneurial Fund	\$	15,675.38
Local Option Fund (LOT)	\$	9,952,492.41
General Obligation	\$	64,987,907.77
PPEL Fund	\$	5,648,406.64
Debit Service	\$	63,112.14

\$ 99,071,341.12


Difference to Account For:

Outstanding checks	\$	2,822,061.59
RevTrak Deposits	\$	12,825.50
Federal/State Taxes	\$	-
Deposit in transit	\$	-

\$ 2,834,887.09

Secretary's Balance, June 30, 2022

\$ 101,906,228.21

  
Daniel Lynch, Treasurer

8/29/22  
Date

Director Gruber departed the meeting at 6:33 p.m.

Item No.15 – Approval of Substantial Completion of the Cedar Heights Kitchen Project

Director Meyer moved and Director Coil seconded the motion that the Cedar Falls Community School District Board of Education accept as complete, the Cedar Heights kitchen and equipment project. All claims for materials furnished, labor performed and /or services provided on this contract must be filed within the next 30 days. Directors voting in favor of the motion: Coil, Hassman, Hines, Leeper, Meyer and Stutzman. Those voting “no” none. Motion carried.

Item No.16 – Approval of New High School Stadium Concession Stand Equipment Bids

Mrs. Gonnerman reviewed the two bids for concession stand equipment. Director Meyer moved and Director Coil seconded the motion that the Cedar Falls Community School District Board of Education approve the low bid for the new high school concession stands from Horizon Equipment in a bid amount of \$210,794. Directors voting in favor of the motion: Coil, Hassman, Meyer and Stutzman. Abstaining: Leeper. Those voting “no” Hines. Motion carried.

Item No.17 – Approval of the Cedar Falls Educational Assistance Plan

Dr. Pattee reviewed the teacher Para educator Registered Apprenticeship (TPRA) program. This is a pilot program through the State of Iowa. Director Leeper moved and Director Hines seconded the motion that the Cedar Falls Community School District Board of Education approve the educational assistance plan applicable to the Teacher Para Educator Registered Apprenticeship Program TPRA. Directors voting in favor of the motion: Coil, Hassman, Hines, Leeper, Meyer and Stutzman. Those voting “no” none. Motion carried.

**RESOLUTION ESTABLISHING EDUCATION ASSISTANCE PLAN FOR TEACHER PARAEDUCATOR  
REGISTERED APPRENTICESHIP PROGRAM PARTICIPANTS**

WHEREAS, pursuant to Iowa Code § 279.8, the Board is authorized to make rules for its own government and that of the directors, officers, employees, teachers, and pupils; and

WHEREAS, pursuant to Iowa Code § 279.12, the “board may approve...reimbursement for tuition paid by licensed school employees for courses approved by the board”; and

WHEREAS, the State of Iowa, including the Cedar Falls Community School District, is experiencing a teacher and paraeducator shortage such that it has become difficult to fill and maintain the number of properly licensed staff to meet the teaching needs of the District; and

WHEREAS, the State of Iowa created a Teacher Paraeducator Registered Apprenticeship Program (TPRA) that awarded a grant to the School District for the purpose of providing paraeducators opportunities to earn teaching credentials while working with the District. Part of this TPRA grant award will reimburse the School District for qualifying tuition/book/fee payments the District makes to a university/college on behalf of eligible employees participating in the TPRA program.

WHEREAS, the Board of Directors of the Cedar Falls Community School District finds it to be in the best interests of the District to offer an education assistance plan to eligible employees participating in the TPRA program that will assist in paying tuition to accredited higher education institutions in the furtherance of training, licensure, and/or certification under the TPRA program; and

WHEREAS, the public purpose of this educational assistance plan is to reduce staff turnover, encourage retention of existing staff, address the teacher and paraeducator shortage within the District, and provide an incentive to staff to help ensure that the District can maintain its mission of providing a high-quality education to its students.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LINN-MAR COMMUNITY SCHOOL DISTRICT THAT:

1. The Board hereby authorizes and approves the Superintendent or designee to create and facilitate an educational assistance plan for eligible employees participating in the TPRA program to include actual covered education expenses each calendar year up to the IRS maximum, which is currently five thousand, two hundred fifty dollars (\$5,250), towards completion of accredited higher education credits under the TPRA program.

2. The educational assistance plan applicable to TPRA program participants shall terminate on or before June 30, 2024, or after all TPRA funds available to the District have been utilized, whichever occurs first.

PASSED AND ADOPTED this 12th day of December, 2022.

Item No. 18 - Superintendent's Report

Dr. Pattee reported on the following:

January 9, 2022 Board meeting

January 11, 2023 will be the Board/Admin Council Retreat 9:30 a.m. to 1:00 p.m.

Item No. 19– Questions, Comments, and Concerns

Director Coil encouraged other Board members to sign up to attend building visits.

Item No. 20 – Adjournment

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

The meeting was adjourned at 6:45 p.m.

---

Secretary

---

President