

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 5:30p.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 by teleconference were: Dr. Andrew Pattee, Superintendent, Pam Zeigler, Association Superintendent, Denelle Gonnerman, Chief Financial Officer, Dr. Adrian Talbot, Executive Director of Human Resources and Janelle Darst, Director of Communications.

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.

President Hassman announced for accessibility of public comment during the three public hearings only Jana Speck, Supervisor of Financial Services, located at the City of Cedar Falls City Hall. Other means to participate and speak for public comment during the following hearings only include: Joining via of smartphone or computer through ZOOM or through an access code on a traditional telephone. Directions for this were given at the start of the Board meeting and available on the District website and agenda.

#### Item No. 1 – Public Hearing to Adopt the Fiscal Year 2020-2021 School Year Certified Budget

President Hassman reported that he had in his possession an affidavit of publication showing the notice of time and place of the hearing for the 2020-2021 school year budget having been published in the Waterloo/Cedar Falls Courier on March 27, 2020. The Board opened the public hearing for the budget summary for fiscal year 2020-2021. No public comments were offered. No written comments were received. President Hassman then declared the public hearing closed.

#### Item No. 2 – Public Hearing to Amend the 2019-2020 School Year Budget

President Hassman reported that he had in his possession an affidavit of publication showing the notice of time and place of the hearing for the proposed school budget amendment for fiscal year 2019-2020 having been published in the Waterloo/Cedar Falls Courier on March 27, 2020. The Board opened the public hearing on the proposed budget amendment for fiscal year 2019-2020. No public comments were offered. No written were received. President Hassman then declared the public hearing closed.

#### Item No. 3 – Public Hearing Food Service Equipment

President Hassman reported that he had in his possession an affidavit of publication showing the notice of time and place of the hearing for the proposed 2020 Food Service equipment additions and upgrades for North Cedar, Hansen, and Orchard Hill Elementary projects having been published in the Waterloo/Cedar Falls Courier on March 27, 2020. The Board opened the public hearing on the proposed food service equipment project. No public comments were offered. No written were received. President Hassman then declared the public hearing closed.

#### Item No. 4 – Approval of the Following Consent Agenda Items:

Director Wohlpert moved and Director Leeper seconded the motion to approve the following items:

1. The agenda for the April 13, 2020 Board agenda as presented
2. Approval of the March 9 regular and March 20, 2020 special Board of Education meeting minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Director Leeper
4. Approval of open enrollment requests
5. Human Resource report
6. Agreements:
  - AEA Purchasing Agreement
  - 28E Agreement with Wapsie Valley for 2020-2021 CV CAPS
  - 28E Agreement with Cedar Valley Catholic Schools for 2020-2021 CV CAPS
  - 28E Agreement with Jesup for 2020-2021 CV CAPS
  - Timberline Billing Service LLC

**Open Enrollment Report  
 April 13, 2020**

Seth Allen McLane	Kindergarten
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2020-2021
Tiffany Fay Johnson	10 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2020-2021
Ellie Marie Meister	Kindergarten
Current resident district:	Cedar Falls
District requested:	North Tama County
Effective date:	2020-2021
Mackenzie Marion Stufflebeam	12 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2020-2021
Andrew Van Pelt	Kindergarten
Current resident district:	Cedar Falls
District requested:	Waterloo
Effective date:	2020-2021

**Human Resources Report  
 April 13, 2019  
 2019-20 School Year**

**New Contracts\* - Recommended for Approval**

**Teacher:**

Beth Dove	Senior High	Spanish	MA 6	SOSY 2020-21	\$50,276*
Elizabeth Forcum	Holmes	Special Education	MA45 13	SOSY 2020-21	\$64,027*
Derek Girling	Senior High	Business	BA 3	SOSY 2020-21	\$41,509*
David Gjersvik	Hansen	School Counselor	MA45 3	SOSY 2020-21	\$50,276*
Marissa Green	Peet	Special Education	BA30 7	SOSY 2020-21	\$49,416*
Alexa Hotopp	Peet	Family Consumer Science	MA 6	SOSY 2020-21	\$50,276*
Carter Shaull	Peet	Vocal Music	BA 3	SOSY 2020-21	\$41,509*
Peyton Twedt	Peet	Industrial Technology	BA 3	SOSY 2020-21	\$41,509*

\*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 2019-20 CFEA Total Salary Schedule; actual salary will be finalized once the 2020-21 schedule is determined through collective bargaining.

**Resignations\* - Recommended for Approval**

\*\*All resignations will be effective End of School Year (EOSY) 2019-20 unless otherwise noted.

**Teacher:**

Patricia Black	Senior High	Spanish	EOSY 2019-20
Natalie Hamil	Cedar Heights	Art	EOSY 2019-20
Katie Lyons	Southdale	Early Childhood Special Ed	EOSY 2019-20
Barbara Rogers	Hansen	Special Education	EOSY 2019-20
Kristine Whitcher	Orchard Hill/Hansen	Physical Education	EOSY 2019-20
Katherine Wilson	Senior High	Special Education	EOSY 2019-20

\*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 if the request had been previously approved by the Board to take effect at the end of the school year.

Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpert. Those voting “no” none. Motion carried.

Dr. Pattee thanked everyone for their patience and participation through the COVID 19 pandemic and for the local business support. Dr. Pattee announced we will continue to monitor and abide by Governor Reynolds governance during this COVID 19 pandemic. Dr. Pattee explained how we will continue to be involved, support, feed and teach our students during this unprecedented time and challenges.

#### Item No. 5 – Approval of Resolution IASB Response and Emergency Suspension of Policy

Dr. Pattee presented the following Resolution IASB Response and Emergency Suspension of Policy. After discussion, Director Leeper moved and Director Orvis seconded the motion to approve and adopt the Resolution for the Pandemic Response and Emergency Suspension of Policy as presented. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpert. Those voting “no” none. Motion carried.

### **Resolution - Pandemic Response and Emergency Suspension of Policy**

**WHEREAS,** Iowa Code Ch. 279.8 authorizes local school boards to govern their respective districts, including adopting policies for their own governance; and

**WHEREAS** the Board may, by formal, action suspend or rescind board policy as deemed necessary, appropriate or in the best interests of the District; and

**WHEREAS,** on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic; and

**WHEREAS,** on March 13, 2020, the President of the United States declared a national state of emergency and on March 15, 2020 Iowa Governor Kim Reynolds recommended closure of all public and private K-12 schools in Iowa until April 13, 2020 to contain the spread of COVID-19; and

**WHEREAS,** on March 17, 2020, Iowa Governor Kim Reynolds declared a State of Public Health Disaster Emergency under the authority granted through Iowa Constitution, Art. IV, §§ 1, 8 and Iowa Code §§ 29C.6(1), 135.140(6), and 135.144 and directed implementation of the Iowa Department of Homeland Security and Emergency Management's Iowa Emergency Response Plan in response to the novel coronavirus (COVID-19); and

**WHEREAS,** most hourly non-exempt employees will be unable to report to work due to the District's closure and certified contract employees may be asked to work at remote locations to help provide continuity in educational services; and

**WHEREAS,** it fulfills a public purpose to continue to pay District hourly and classified non-exempt employees during this closure to prevent or contain the spread of COVID-19, to promote morale and to help retain current employees following the closure; and

**WHEREAS,** on March 17, 2020 the Iowa Legislature passed and the Governor signed SF 2408 granting waiver of the instructional time requirements in Iowa Code Ch. 279.10 for all public school districts closing before April 12, 2020 in order to prevent or contain the spread of COVID-19; and granting Governor Reynolds the ability to waive instructional time requirements for any public school district which closes on or after April 12, 2020 to prevent or contain the spread of COVID-19; and

**WHEREAS,** on April 2, 2020 Iowa Governor Kim Reynolds recommended extended closure of all public and private K-12 schools in Iowa until April 30, 2020 to contain the spread of COVID-19; and

**WHEREAS**, the Iowa Department of Education, which has the authority to establish and interpret graduation requirements, and to oversee other crucial aspects of public education is providing written guidance to Iowa school districts on issues related to COVID -19, including but not limited to student attendance, distance/online learning, high school credit, meal distribution, and other issues; and

**WHEREAS**, the Iowa Department of Education issued COVID-19 Guidance: Provision of Continuous Learning. This guidance allows school districts to provide either voluntary educational enrichment opportunities to students or required educational services. Voluntary educational enrichment opportunities include educational opportunities provided to students where participation by students is not required and will not be graded other than voluntary completion of concurrent enrollment courses and credit recovery. Required educational services include educational services provided to students who are required to participate. Student work may be graded and credit may be awarded. Equity must be provided for and AEA services resume, to the extent possible, for required educational services. Competencies attained through either voluntary or required educational services may be considered; if done on a voluntary basis they may only be considered after school returns to session.

**NOW, THEREFORE BE IT RESOLVED**, that the Cedar Falls School Board hereby suspends provisions of its board policies and/or whole policies, as identified by the District Superintendent or designee, if such suspension is necessary to implement written guidance from state or federal agencies relating to containing COVID-19 for the duration identified in the Governor's State of Public Health Emergency declaration of March 17, 2020, or as otherwise determined by the Board.

**BE IT FURTHER RESOLVED** that the District Superintendent will consult with and report to the Board as feasible and appropriate regarding the emergency closure and efforts to implement written guidance from health and government agencies.

**BE IT FURTHER RESOLVED** that the District Superintendent is authorized to close any school facility without further action by the Board of Directors. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.

**BE IT FURTHER RESOLVED** that the District Superintendent is authorized, based upon the needs of the District and guidance from health and government agencies, to direct staff assignments during District closures, including but not limited to essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.

**BE IT FURTHER RESOLVED** that access to public school grounds and public school buildings of the District may be limited as directed by the Superintendent during District closures.

**BE IT FURTHER RESOLVED** that certified, exempt employees will remain employed during the school closure and until the number of days expressed on the contract have been fulfilled, unless otherwise approved by the Board. Days that contracted employees do not report for duty either onsite if deemed an essential employee; or from a remote location for all other employees due to closure, do not constitute a fulfilled contract day except to the extent those days are forgiven by the District.

**BE IT FURTHER RESOLVED** that in light of this District-wide emergency closure, the Board authorizes the Superintendent to place hourly and classified non-exempt employees on paid administrative leave and to continue to pay them until the number of days expressed in the contract have been fulfilled during the period of school closure.

**BE IT FURTHER RESOLVED** that in the interest of public health and/or to comply with federal or state health department recommendations or guidance, the Board encourages the public to attend or listen to its open public meetings via Channel 15 or video conference, live streaming on television and/or the internet and the Board may also limit public comment to written comments.

**BE IT FURTHER RESOLVED** that the board reserves the right to adjust board meeting dates, times, and locations during the district-wide emergency closure in a manner consistent with the Open Meetings law, and notes that any or all board members may attend board meetings electronically as permitted by law.

**BE IT FURTHER RESOLVED** that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. This resolution will remain in full force and effect until it is rescinded or amended by subsequent action of the Board.

Item No. 6 – Secretary’s Monthly Financial Report

Mrs. Gonnerman reviewed with the Board the February 2020 fund balances for general, schoolhouse, student activity, and food service. President Hassman stated the report would be filed subject to audit.

Item No. 7 – Secretary’s Monthly Financial Report

Mrs. Gonnerman reviewed with the Board the March 2020 fund balances for general, schoolhouse, student activity, and food service. President Hassman stated the report would be filed subject to audit.

Item No. 8 – Approval of the Fiscal Year 2020-2021 Certified Budget

Mrs. Gonnerman presented the 2020-2021 proposed budget to the Board of Education including information on operating fund revenues from local, state, federal sources and required expenditures for these funds. The proposed tax rate for the 2020-2021 school year would be \$13.89297 per thousand dollars of assessed valuation, up from \$13.84612 for the current 2019-2020 school year. After discussion, Director Orvis moved and Directors Heisterkamp seconded the motion that the Cedar Falls Board of Education approve the proposed 2020-2021 school year budget as follows. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

	<b>2020-21 Estimated Expenditures</b>	<b>Est. Amount Necessary to be Raised by Property Taxation</b>
General Operating Fund	\$65,725,054	\$23,037,602
Student Activity Fund	\$1,135,000	\$0
Management Fund	\$846,683	\$500,000
Fiduciary Funds	\$52,500	\$0
Capital Projects	\$0	\$0
Capital Projects (SAVE)	\$11,540,937	\$0
Physical Plant & Equipment Levy	\$4,107,600	\$3,708,701
Debt Service Fund	\$5,201,255	\$2,403,900
Nutrition Fund	\$2,906,674	\$0
Total	\$91,515,703	\$29,650,203

Item No. 9 – Approval of Amendment to the Fiscal Year 2019-2020 School Year Budget

Mrs. Gonnerman reviewed the proposed expenditure amendment to the 2019-2020 school year. After discussion, Director Heisterkamp moved and Director Hines seconded the motion that the Cedar Falls Board of Education approve the proposed amendment to the 2019-2020 school year budget expenditures in the instructional, total support services, non-instructional programs and total other expenditures as presented. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

	<b>From</b>	<b>To</b>	<b>Reason</b>
Instruction	\$45,932,014	\$47,088,641	Instructional staff/Spec Ed services/equipment
Total Support Services	\$18,803,173	\$19,811,298	Custodial staff/transportation/equipment
Non-instructional Programs	\$2,819,233	\$2,889,661	Decentralized kitchen equipment
Total Other Expenditures	\$12,265,870	\$20,327,546	Land purchase/New High School initial start up

Item No. 10 – Approval of Budget Guarantee

After discussion, Director Hines moved and Director Gruber seconded the motion that, if necessary, the Board of Education of the Cedar Falls Community School District, will levy property tax for the fiscal year 2020-2021 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 11 – Official Notification of Election Results from the County Auditor’s Office

Mrs. Gonnerman reviewed the abstract of votes from the Black Hawk County Auditor for the public measure vote to adopt a revenue purpose statement specifying the use of revenues the Cedar Falls Community School District will receive from the State of Iowa Secure and Advanced Vision for Education Fund (SAVE) held on March 3, 2020. Mrs. Gonnerman reported there were 1,368 voted yes and 311 voted no for a total of 1,679 total votes received.

Item No. 12 – Approval of Food Service Equipment Bids for Hansen, North Cedar, and Orchard Hill

Mrs. Gonnerman reviewed the process for the decentralized kitchens, food service equipment, upgrades and additions at Hansen, North Cedar and Orchard Hill Elementary buildings. There were a total of five bids received with the recommendation of the administration to accept the bid from Martin Brothers as the closest in specifications and costs in the amount of \$208,300.26. After discussion, Director Wohlpart moved and Director Leeper seconded the motion that the Cedar Falls Community School District Board of Education approve the foodservice equipment bid of \$208,300.26 from Martin Brothers, Cedar Falls, Iowa for the North Cedar, Orchard Hill, and Hansen Elementary kitchen remodeling project. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 13 – Approval of Substantial Completion of Phase II & III Furniture bid

Mrs. Gonnerman reviewed the Phase I, II and III furniture bid for Aldrich, North Cedar, and Orchard Hill Elementary furniture projects. Mrs. Gonnerman reminded the board phase I was approved in January 2019. After discussion, Director Gruber moved and Director Orvis seconded the motion that the Cedar Falls Community School District Board of Education accept the substantial completion of Phase II and III furniture bids. 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: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 14 – Approval of 2020-2022 AFSCME Contract

Dr. Talbot reviewed the proposed settlement with the American Federation of State, County & Municipal Employees Iowa Council 61, Local 2749 (AFSCME). The agreement of contract will cover a two-year period from July 1, 2020 to June 30, 2022. This agreement has been ratified. Economics of the contract include:

Base Wages:

Year	2020-21	\$0.35/hr.
Year	2021-22	\$0.22/hr.

Wages for current employees

Year	2020-21	The base wage for all classifications shall increase by \$0.35/hr.; an increase of 2.76%
Year	2021-22	The base wage shall increase by \$0.22/hr. *

\*Note: In 2021-22 the increase assumes: 1. A 10.00% increase in insurance expense to be borne by the District and 2. A 1.00% increase in /PERS contribution. If either or both factors increase by more than these percentages, the wage increase will be reduced accordingly. If either or both factors change by less than the assumed percentages, the wage increase will be further raised accordingly.

Language

1. Remove all excluded and prohibited subjects of bargaining, in accordance with changes to Code of Iowa Chapter 20 which went into effect in February 2017.

2. Permissive subjects of bargaining:

Retain:

- Job classifications
- Pay for In-Service training
- Sick Leave Bank
- Leave for Further Study

Remove or modify:

All other permissive provisions as agreed upon during the course of collective bargaining

After discussion, Director Heisterkamp moved and Director Hines seconded the motion that the Cedar Falls Community School District Board of Education approve the Cedar Falls American Federation of State, County, and Municipal Employees Iowa Council 61, Local 2749 2020-22 contract as presented. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 15 – Approval of 2020-2021 CFESP Contract

Dr. Talbot reviewed the tentative agreement that was reached between the District and the Cedar Falls Educational Support Professionals (CFESP) on April, 2, 2020. The contract is a one-year contract beginning July 1, 2020-June 30, 2021. The base wage increase will be \$0.47 per hour for Para Educator: Special Education and Secretary I & II and \$0.32 per hour for all other classifications. The wage increase for returning employees will be \$0.47 per hour for Para Educator: Special Education and Secretary I & II and \$0.32 per hour for all other classifications. The total wage increase is 3.51% including FICA and IPERS. CFESP and this agreement has been ratified. After discussion, Director Hines moved and Director Wohlpart seconded the motion to approve the proposed 2020-2021 contract between the Cedar Falls Educational Support Professionals and the Cedar Falls Community School District as presented. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried.

Item No. 16 – Approval of Issuance of Contracts and Letters of Assignment

After discussion, Director Leeper moved and Director Hines seconded the motion to that the Cedar Falls Community School District Board of Education authorizes the Board Secretary or designee to issue individual contracts or letters of assignment for the 2020-21 school year employees, including use of Board President signature stamp as necessary. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried

Item No. 17 – Superintendent’s Report

Dr. Pattee reported on the following:

1. Commencement is May 24, 2020, pending COVID 19 processes and policy.
2. No school board meeting on April 27, 2020
3. Next school board meeting will be May 11, 2020
4. Board retreat is scheduled for June 10, 2020 at 9:30 a.m. to 12:00 p.m. pending COVID 19 processes and policy

Item No. 18 – Questions, Comments, and Concerns

The Board thanked Dr. Pattee and staff for all the work they are doing during these challenging times.

Item No. 19 – Adjournment

Director Gruber moved and Director Hines seconded the motion to adjourn. Directors voting in favor of the motion: Gruber, Hassman, Heisterkamp, Hines, Leeper, Orvis and Wohlpart. Those voting “no” none. Motion carried. The meeting was adjourned at 7:27 p.m.

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Secretary

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President