

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in special work 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 5:00 p.m. The meeting was called to order by the President and the roll being called there were present Deon Senchina in the chair, and the following named Directors: Jim Brown, Dave Williams, Susan Lantz, Jenny Leeper, James Kenyon and Joyce Coil. Others in attendance were: Dr. David Stoakes, Superintendent, Douglas Nefzger, Director of Business Affairs and Emily Christensen.

President Senchina called the meeting to order and stated that the action taken at this evening's meeting will be focused on student achievement.

President Senchina introduced Dr. Davie Else and Paul Bisgard from the Else Leadership Group. Dr. Else reviewed the timeline and process for determining focus groups for the upcoming superintendent search. Board members will determine focus groups that will be involved in the search. Typical focus groups include teachers, community representatives, students, administrators, school business partners, support staff, and central office staff. Focus groups will be determining five to seven qualities they would like to see in a new superintendent. Information from all focus groups will then be reviewed by the Board, and the Board will determine the final qualities.

After discussion it was determined to set focus group meetings on January 31, 2012, with the Board meeting the evening of February 2, 2012. President Senchina thanked Dr. Else & Mr. Bisgard for their time.

Dr. Stoakes distributed and reviewed activities and progress on the District Strategic Plan. Board members and Dr. Stoakes discussed the proposed following strategic plan goals:

- **Vision, Purpose, Core Values and Believes**
 - Moral imperative:
 - Close achievement gaps
 - Raise the bar for all
 - Change focus from teaching to learning
 - Necessary policies, practices and structures in place to support teaching and learning
 - Leadership must consistently challenge current state
- **Constancy of Purpose**
 - Aim:
 - Guaranteed and viable curriculum
 - Characteristics of effective instruction
 - Professional Learning Communities
 - PK – 12 culture
 - Evidence that innovation solves problems and helps departments meet aim
 - How does the Board hold itself accountable for student learning?
- **Development of People**
 - Capacity Building: All employee groups and Board of Education
 - Leadership skills to enhance distributed leadership model
 - Professional Learning Community process developed for transportation, buildings and grounds, and food service
- **Communication**
 - Communicate aim to all stakeholders
 - Receive: Feedback from parents and community
 - Send: Evaluation of students and staff, i.e. communicate performance
 - Change purpose of report card: Communicate progress made in meeting end-of-year standards instead of comparing individual student to rest of students
- **Safety**
 - High School has needs
 - Maintaining safe school environment
 - Annual Safety Report
- **Human Resources**
 - Recruit, interview, hire, retain highly skilled staff
 - New employee survey
 - Educational Technology Coordinator
 - Administrative support for Hansen and Southdale

- **Finance**
 - Change resource allocation to support student needs
 - General Fund
 - Physical Plant and Equipment Levy
 - Increase income
 - Reduced cost per pupil for non-instructional activities
- **Operations/Buildings**
 - SMART goals
 - Hansen/Southdale projects complete
 - Central Kitchen:
 - Student health issues
 - State and Federal requirements
 - Staffing efficiency
 - Bond issue
 - Partner/collaboration with area school districts, AEA, UNI, and HCC
- **Process (Formative) Data**
 - Key-Monitor student performance
 - Students, teachers, principals receive weekly feedback on progress toward end of the year expectations
 - More training needed-weakness of PLC work
 - Data collection/analysis system must be ready – Infinite Campus
- **Result (Summative) Data**
 - New state test
 - ACT
 - College graduate follow-up survey
 - Standards Based report card
- **Curriculum**
 - Guaranteed in Viable Curriculum: Aligned with instruction and assessment
 - Iowa Core aligned to Common Core and State assessment
 - Imperative of literacy and numeracy - skill development
 - Curriculum development cycle
 - No junior high school reading instruction: comprehension, context, interpretation, synthesis, conversations that create meaning
- **Instruction**
 - Academic support for kids, i.e. Instructional Coaches, etc.
 - New programs/initiatives:
 - Competency Based Education
 - Project-Based Learning
 - Elementary Foreign Language
 - Expand *Leader in Me*
 - Continue to develop cultural change in instruction:
 - From private to public
 - Reciprocal and lateral accountability

Adjournment

Director Coil moved and Director Lantz seconded the motion to adjourn. Directors voting in favor of the motion: Brown, Leeper, Kenyon, Coil, Senchina, Williams and Lantz. Those voting “no” none. Motion carried. The meeting adjourned at 7:12 p.m.

Secretary

President