

September 26, 2011

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 Deon Senchina in the chair, and the following named Directors: Susan Lantz, Richard Vande Kieft, Joyce Coil, Duane Hamilton, James Kenyon, and Jim Brown. Others in attendance were: Dr. David Stoakes, Superintendent, Douglas Nefzger, Director of Business Affairs, Daniel Conrad, Director of Secondary Education, Pam Zeigler, Director of Elementary Education, and Dr. Adrian Talbot, Director of Personnel. Also in attendance were Lauren Smith, Bailey Crenshaw, and Emily Christensen.

Director Senchina reported that the business and action to be taken at tonight's meeting will be focused on student achievement.

## **Retiring Board**

### Item No. 1 – Approval of September 12, 2011

Director Vande Kieft moved and Director Lantz seconded the motion to approve the September 12, 2011 board minutes as presented. Directors voting in favor of the motion: Brown, Kenyon, Hamilton, Coil, Lantz, Vande Kieft, and Senchina. Those voting "no" none. Motion carried.

### Item No. 2 – Approval of Accounts Payable

Director Hamilton moved and Director Kenyon seconded the motion to approve accounts payable as presented. Directors voting in favor of the motion: Brown, Kenyon, Hamilton, Coil, Lantz, Vande Kieft, and Senchina. Those voting "no" none. Motion carried.

### Item No. 3 – Official Notification of Election Results From the County Auditor's Office

Mr. Nefzger reviewed the abstract of election as presented to the Cedar Falls Schools Board of Education by the county Board of Supervisors. Votes cast were as follows: Joyce E. Coil 524, Duane L. Hamilton 338, James R. Kenyon 526, Jenny Leeper 507, David Williams 501 and 28 scattered votes. The Board of Supervisors then declared Joyce E. Coil, James R. Kenyon, Jenny Leeper and David Williams dually elected to the office of Board of Directors for the Cedar Falls Community School District Board of Education for a four year term.

President Senchina thanked Director Vande Kieft for his 31 years of service and Director Hamilton's 24 years of service to the Cedar Falls Community Schools Board of Education. President Senchina reported that no one on the Cedar Falls Schools Board of Education has served a longer term than Mr. Vande Kieft and Mr. Hamilton has the third longest tenure of anyone on the Cedar Falls Schools Board of Education.

Directors Vande Kieft and Hamilton briefly addressed the Board thanking them for all the work they had done and the privilege of being a part of the Cedar Falls Community School District Board of Education.

### Item No. 4 –Adjournment of the Retiring Board

Director Kenyon moved and Director Lantz seconded the motion to adjourn. Directors voting in favor of the motion: Coil, Hamilton, Lantz, Brown, Kenyon, Vande Kieft, and Senchina. Those voting "no" none. Motion carried. The old Board adjourned at 7:08 p.m.

## **New Board**

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

The new Board was called to order by former President Senchina at 7:10 p.m.

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

Mr. Nefzger determined that the following Directors were present: Joyce Coil, James Kenyon, Jenny Leeper, Jim Brown, Susan Lantz, David Williams and Deon Senchina. Mr. Nefzger stated that seven board members were present and there is a quorum for the Board of Education and that the Board may proceed to perfect the permanent organization.

### Item No. 3 – Administration of Oath to the Newly Elected Board Member

The oath of office was administered to Joyce Coil, Jenny Leeper, James Kenyon and David Williams. All answered the oath in the affirmative.

### Item No. 4 – Election of the President of the New Board

Mr. Nefzger reviewed the Board of Education Policy 201.3, regarding the election of officers. Mr. Nefzger then distributed and collected the nomination ballots for the office of President. Mr. Nefzger counted the ballots and reported that Directors Coil, Kenyon and Senchina had received nomination votes for the office of President. Directors Coil and Kenyon withdrew their names from nomination. Mr. Nefzger recommended that the Board enter a motion at this time for the election of the Board President. Director Coil moved and Director Kenyon seconded the motion that the Board of Education dispense with the written election ballot and cast a unanimous ballot for Director Senchina as President of the Cedar Falls Community School District Board of Education. Directors voting in favor of the motion: Coil, Brown, Lantz, Kenyon, Leeper, Williams and Senchina. Those voting “no” none. Motion carried. Mr. Nefzger then administered the oath of office upon Director Senchina for the office of President of the Cedar Falls Board of Education. The oath was answered in the affirmative by President Senchina.

### Item No. 5 – Election of the Vice-president of the New Board

Mr. Nefzger distributed and collected the nomination ballots for the office of Vice-president. Mr. Nefzger counted the ballots and announced that Directors Kenyon and Coil received nomination ballots for the office of Vice-president. At that time Director Kenyon withdrew his nomination for Vice-president. It was upon Director Kenyon’s withdrawal that Mr. Nefzger recommended the Board enter a motion at this time for the election of the Board Vice-president. Director Lantz moved and Director Brown seconded the motion that the Board of Education dispense with the written election ballot and cast a unanimous ballot for Director Coil as Vice-president of the Cedar Falls Community School District Board of Education. Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried. Mr. Nefzger then administered the oath of office upon Director Coil for the office of Vice-president of the Cedar Falls Board of Education. The oath was answered in the affirmative by Director Coil.

Item No. 6 – Adoption of Written Policies, Rules, Regulations, and Procedures

Superintendent Stoakes reported that under Iowa Code 279.8 that the Board of Education may establish the policies, rules, regulations, and procedures that govern the organization. Director Kenyon moved and Director Brown seconded the motion to approve the policies, rules, regulations, and procedures in place for the school district for the 2011-2012 school year. Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Item No. 7 – Approval of the Following Consent Agenda Items:

Director Lantz moved and Director Coil seconded the motion to approve the open enrollment report as follows, but move the Trademark License agreement to a regular action item.

**Open Enrollment Report**

September 26, 2011

Richard R Stevenson	9 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2011-2012 – C
Gia Sutherland	2 <sup>nd</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2011-2012 – C

Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Item No. 8 – Secretary’s Monthly Financial Report

Mr. Nefzger reviewed with the Board the August 2011 fund balances for general, schoolhouse, student activity, and food service. President Senchina stated that the report would be filed subject to audit.

Item No. 9 – Communications

None

Item No. 10 – Approval of Public Hearing Date for Continued Innovative Calendar

Dr. Stoakes reviewed the process for setting a required public hearing for the innovative calendar for the 2012-2013 school year. Director Kenyon moved and Director Lantz seconded the motion to approve Monday, October 10, 2011 at 7:00 p.m. as the time and place for a public hearing for the Cedar Falls Community School district to continue the Innovative Calendar application. Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Item No. 11 – Approval of Bids for the Remodeling of the High School District Media Office

Mr. Nefzger reviewed the bids for the remodeling of the former high school district media office area. There were four bids received and the recommendation from Invision Architecture is to accept the low bid from Failor-Hurley Construction of Hudson Iowa in the amount of \$48,200. This project will be funded by the 2011-2012 Physical, Plant and Equipment levy. Director Coil moved and Director Lantz seconded the motion to approve the low quote from Failor-Hurley in the amount of \$48,200 for the remodeling of the former district media center into classroom space at the high school. Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Item No. 12 – Approval of an Early Graduation Request

Mr. Conrad reported that Ann Ore has requested early graduation at the completion of her junior year of high school. Mr. Conrad reported that she will have more than enough credits to graduate and she has been accepted to attend college at Iowa State University for the fall of 2012. Director Coil moved and Director Brown seconded the motion to approve the early graduation request from Ann Ore subject to satisfactory completion of graduation requirements. Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Item No. 13 – Approval of Trademark License Agreement

Dr. Stoakes reviewed the proposed Trademark License agreement between Cedar Falls Community School District and the Cotton Gallery, Ltd. of Marion, Iowa. The Cotton Gallery is an exclusive supplier of school apparel for Walmart stores and requested a Trade License agreement to sell Cedar Falls Community School District clothing items at the Walmart store located in Cedar Falls Iowa. Royalties for this consideration will be 8% of the gross receipts. The agreement will terminate June 30, 2012. After discussion, Director Kenyon moved and Director Lantz seconded the motion to approve the Trademark License Agreement between Cotton Gallery, Ltd. and Cedar Falls Community School District. Directors voting in favor of the motion: Brown, Coil, Leeper, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Item No. 14 – Annual Yearly Progress Update

Mr. Conrad, Director of Secondary Education and Ms. Zeigler, Director of Elementary Education reviewed the annual progress report in reading and math for all students in grades 4, 8, and 11, students with low SES, and students with individual education plans. Mr. Conrad and Ms. Zeigler reviewed the process a school would take if found to be in need of assistance. Areas of assessment, participation and reporting, participation rate, alternative assessments, and science assessments are evaluated. Mr. Conrad reviewed the state trajectory percentage requirement in reading and mathematics for grades 3 through 6, 7, 8, and 11. Mr. Conrad reported that Cedar Falls Schools that are on the need of assistant list includes Cedar Falls High School in the area of reading, Holmes Junior High in the areas of reading and mathematics and Peet Junior High in the area of reading. No elementary schools within the District are considered schools in need of assistance. The following District strategies are being used to assist these schools:

- Assistance of a student services coordinator with the focus on special populations
- Additional reading teachers hired for non-title I school buildings
- Instructional coaches for reading and math for grades K-6
- Implementation of instructional decision making at the K-6 level
- Implementation of the Read 180 program at both junior highs
- Implementation of second chance reading and math program at the High School
- Continuation of guided reading and Every Child Reads strategies
- Transition activities for elementary students going into junior high and junior high students going into high school

Item No. 15– ACT Update

Mr. Conrad reviewed ACT test scores for the graduating class of 2011 in English, mathematics, reading, science, and overall composite. The composite score was 23.8, up from 23.2 from the previous school year. The state composite score is 22.3 and the national average is 21.1. Mr. Conrad reviewed the overall history of composite scores for graduating seniors, individual scores in English, mathematics, reading and science and projected ACT readiness, percentage of graduates taking the test, ACT tests, and breakdown of gender and ethnicity test scores.

Item No. 16 - Superintendent's Report

Dr. Stoakes reported on the following:

- IASB State Convention is November 16-17, 2011
- IASB Board workshop: Orientation to Governance on October 15<sup>th</sup> in Cedar Rapids and October 19<sup>th</sup> in New Hampton.
- Regular Board meetings are scheduled for October 10<sup>th</sup> and 31<sup>st</sup>, 2011

Dr. Talbot reported that the IASB Employee Relations Conference is scheduled for West Des Moines on October 7<sup>th</sup>, 2012.

Item No. 17– Questions, Comments, and Concerns

Director Kenyon reported on the positive comments he had received on the Report of Excellence the District sent to all the share holders of the school district the week of September 19<sup>th</sup>.

Director Lantz welcomed new board members Jenny Leeper and Dave Williams to the school board.

Item No. 18 – Adjournment

Director Lantz moved and Director Coil seconded the motion to adjourn. Directors voting in favor of the motion: Williams, Coil, Leeper, Brown, Kenyon, Lantz and Senchina. Those voting “no” none. Motion carried.

The meeting was adjourned at 8:30 p.m.

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Secretary