

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in 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 8:30 a.m. The meeting was called to order by the President and the roll being called there were present Joyce Coil in the chair, and the following named Directors: James Kenyon, Doug Shaw, Jim Brown, Jenny Leeper, David Williams and Susan Lantz. Others in attendance were: Dr. Andy Pattee, Superintendent, Pam Zeigler, Director of Elementary Education, Dan Conrad, Director of Secondary Education, Dr. Adrian Talbot, Director of Human Resources and Douglas Nefzger, Board Secretary. Administrators in attendance, Jen Hartman, Bill Boevers, Jason Wedgbury, Cinde Haskins, Kim Cross, Jon Wiebers, Tara Estep, Rich Powers, Troy Becker, Gary Koenen, Deb Beving, Dana Deines, Andrea Christopher, Chad Grandon and Dave Welter. Also in attendance: Christine Mangrich, Janelle Darst and Brian Unruh.

President Coil called the meeting to order and reported that we are here to focus on students and student achievement.

Dr. Pattee opened the meeting with introductions of those in attendance and a short video on the power of team work.

Mr. Conrad and Ms. Zeigler reviewed the following district goals from the 2013-2014 school year

1. Academic goals
2. Professional Learning Community goals
3. Culture & Climate

A discussion was held on the four components of district academic goals which include:

1. What do we want students to learn?
2. How will we know they have learned?
3. What will we do if they do not learn?
4. What will we do if they already know?

Mr. Conrad stated the District has now completed the fourth year of the Professional Learning Community process.

Ms. Zeigler and Ms. Mangrich reviewed the curriculum pacing guide district staff is currently using.

Individual building principals gave their reviews of the past 2013-2014 school year.

Jen Hartman, Principal at North Cedar Elementary reviewed the following:

- Basic facts for math
- Reading goals
- Professional Learning Community goals
- Leader in Me Lighthouse status
- Appreciative for the mental health assistance available for North Cedar students next school year
- School in need of assistance (SINA) process including DIBBLES testing and vocabulary work
- 2014-2015 goals including critical issue survey and student achievement

Jon Weibers, Principal at Cedar Heights Elementary reviewed the following:

- Professional Learning Community goals
- School climate
- Academic goals in math and reading
- Baseline and May 2014 Iowa Assessment data results
- Reading First assessment
- STAR spring assessment results
- Mental health assistance available for students for next school year

Dr. Rich Powers, Principal at the High School reviewed the following celebrations:

- Chromebook and Schoology launch for students
- Building instruction technology leadership team (BITLT)
- Student coffee shop
- Mentors in violence prevention (MVP)
- Professional Learning Community staff goals
- Eight period day transition
- Offering over 30 AP and college credit courses

Dr. Powers also reviewed the Cedar Falls High School student success plan and the following challenges that face Cedar Falls High School:

- Failure rates
- Skill by skill / student by student
- Student and parent staff challenges
- Clarity of course and measurement

Dave Welter, Principal at Holmes Junior High reviewed the following:

- NASSP Breaking Ranks Model, including personalizing instruction, collaboration and Implementation of curriculum and instruction.
- Every Child Reads program
- Grading and homework philosophy
- Life skills teaching, assessing and reporting
- Merging after school program with intervention and enrichment during the school day
- ECHOES after school program
- Tiger Time intervention and enrichment during the school day

Mr. Welter also shared information concerning the 2013-2014 Iowa Assessment Data Summary including reading and math targets, scores and student responsibility data (missing assignments) comparison between fiscal year 2013 and fiscal year 2014.

Deb Beving, Principal at Lincoln Elementary reviewed the following:

- University of Northern Iowa Partnerships
- Professional Learning Community staff goals
- Culture goals, including Leader in Me goals
- Academic SMART goals including reading and math
- Leadership team training

Kim Cross, Principal at Orchard Hill Elementary reviewed the following:

- Academic SMART goals including reading and math
- Building school in need of assistance (SINA) reading goals in grades 3-6
- Building math goals in grades 3-6
- Student afternoon intervention time
- Professional Learning Community staff goals
- Building culture goals

Andrea Christopher, Associate Principal at Southdale Elementary reviewed the following:

- Next year will be a transition year for new administration, new guidance and new office staff
- Professional Learning Community staff goals
- Iowa assessment goals
- Building culture goals
- Building school in need of assistance (SINA) reading goals in grades 3-6
- Student lead conferences
- Leader in Me symposium in 2014-2015 school year

Tara Estep, Principal at Hansen Elementary reviewed the following:

- Building culture goals
- Professional Learning Community staff goals
- Reading goals
- Math goals for 2013-2014 and 2014-2015 school years
- Occupancy of the new addition to Hansen Elementary school

Jason Wedgbury, Principal at Peet Junior High reviewed the following:

- Professional Learning Community staff goals
- Tiger Time intervention activities and celebrations
- Student achievement goals
- Iowa Assessment growth in grades 7-9 in math, reading, and science
- Culture climate goals
- Anti-bullying committee
- Building goal- parent communication
- Gold star teacher award
- March madness family night
- Honors English and physical science for 9th grade students

Brian Unruh, Coordinator of Instructional Technology reported on the following:

1. 120 staff members have taken credit courses towards instructional technology
2. Over 100 staff members have participated in before or after school training
3. Clarity/Brite Bytes survey data received from parents, teachers, students and administrators concerning
 - Classroom – frequency of use
 - Access – Availability of technology and web access
 - Skills- Proficiency of technology use
 - Environment – Support, professional development and technology usage

Board member Susan Lantz reviewed the School in Need of Assistance (SINA) committee that set goals and recommendations including:

- Curriculum alignment
- Safety procedures
- World language
- Facilities improvement

Individual Board members reported on the following Cedar Falls Community School Board of Education goals for the 2013-2014 school year:

- Director Williams reported on goal number seven: The Board sets clear expectations and expects to have a steady program on world language completed by March of 2014.
- Director Leeper reported on goal number six: The Board expects to set clear expectations and have a technology in place by December to give greater access to all students.
- Director Lantz reported on goal number five: The Board will set a cycle of visiting schools with students present.
- Director Kenyon reported on goal number four: Decide on how to best meet facility needs.
- Director Brown reported on goal number two: The Board will model learning by participating together as a Board team and share individual activities with fellow Board members including reading of “Cultures Built to Last” by Richard DuFour and Michael Fullan.
- Director Shaw reported on a portion of goal number one: The Board will undertake a culture and participate in reach out to Parent groups.
- Director Coil reported on the remainder of goal number one: Team building activities, Iowa School Board training and DISC assessment training. Director Coil also reported on the third Board goal: The Board will continue to build support and learn the Professional Learning Community process.

Dr. Pattee thanked everyone for their passion and dedication to the District.

Administrative Council thanked those that are leaving the District for their dedication. Administrators that will be leaving the District at the end of the 2013-2014 school year include:

- Cinde Haskins will be retiring at the end of the school year.
- Chad Grandon will be moving on to a full principal position at another Iowa school district.
- Dr. Rich Powers will be leaving to be Superintendent of schools at another Iowa school district.

The group then broke into individual small groups for discussion on different information and data shared during the meeting.

Janelle Darst, Coordinator of Communications and Community Relations provided a brief update on social media activities, administrative contact with the media and future plans for District’s web site.

The meeting concluded with a short video on team work.

Adjournment

Director Williams moved and Director Brown seconded the motion to adjourn. Directors voting in favor of the motion: Lantz, Leeper, Kenyon, Williams, Coil, Brown and Shaw. Those voting “no” none. Motion carried. Meeting adjourned at 12:40 p.m.

Secretary

President