

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 Joyce Coil in the chair, and the following named Directors: Jenny Leeper, Susan Lantz, James Kenyon, Jim Brown, Doug Shaw and Dave Williams. Others in attendance were: Dr. Andrew Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Dan Conrad, Director of Secondary Education, Dr. Adrian Talbot, Director of Human Resources and Pam Zeigler, Director of Elementary Education. Also in attendance Dawn Ask Martin, Steve Bernard, Lori Boyer, Kent Pilcher, Mike Vance, Jeff Hill, Michelle Peters, Jen McCartan, Jen Hartman, MacKenzie Elmer, Cassandra Pooch, Brad Welter, Lisa Sesterhenn, Sarah Eastman, Kim Cross, Mike Brocka, Sue Green and Eric Rosburg.

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

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

Director Kenyon moved and Director Lantz seconded the motion the Board approves the following items:

1. The agenda of the November 25, 2013 Board of Education agenda as presented.
2. Approval of the November 11, 2013 Board of Education meeting minutes as presented.
3. Approval of the bills as presented for payment as reviewed by President Coil
4. Human Resource Report
5. Open Enrollment Report
6. Approval of agreements:
 - River Hills: Aplington-Parkersburg Community School District
 - Charles City Community School District
 - West Delaware Community School District
 - Depository Limit Increase for Lincoln Savings bank from \$20 million to \$25 million
 - Dubuque CSD – Special Education Contract
 - Chaddock, Quincy, IL – Special Education Contract

**Human Resources Report
November 25, 2013**

*New Contracts - Recommended for Approval

| | | | | | |
|---|--------------|--------------|------|--------|-------------|
| Antonio DiLeo | Orchard Hill | Fourth Grade | MA15 | Step 5 | (\$45,295)* |
| *Pro-rated for the remainder of the 2013-14 school year: \$26,223 | | | | | |

Coaching Contracts

| | | | |
|-------------|-----------|--|---------|
| Luke Becker | Holmes JH | Assistant 9 th Grade Basketball | \$2,144 |
|-------------|-----------|--|---------|

**Open Enrollment Report
November 25, 2013**

| | |
|----------------------------|-----------------------|
| Hannah Schnell | Kindergarten |
| Current resident district: | Cedar Falls |
| District requested: | Janesville |
| Effective date: | 2013-2014 |
| Aireonna U Banks | 7 th Grade |
| Current resident district: | Waterloo |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Dominique D Banks | 3rd Grade |
| Current resident district: | Waterloo |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |

| | |
|----------------------------|---------------|
| Lovelle C Banks, Jr. | 7th Grade |
| Current resident district: | Waterloo |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Ashley Cameron | 7th Grade |
| Current resident district: | Hudson |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Karis Cameron | 5th Grade |
| Current resident district: | Hudson |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Kennedy Culp | Kindergarten |
| Current resident district: | Waterloo |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Taylor M Long | 3rd Grade |
| Current resident district: | Waterloo |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Lukas Novey | 7th Grade |
| Current resident district: | Grundy |
| Center District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Hattie M Smith | 6th Grade |
| Current resident district: | Waterloo |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |
| Elijah Walters | 3rd Grade |
| Current resident district: | Hudson |
| District requested: | Cedar Falls |
| Effective date: | 2013-2014 – C |

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

Item No. 2 – Communications

Student Representative Andrew Stensland informed the Board the High School Senate is currently working on the following:

1. Upcoming book drive
2. Candy cane sale fundraiser
3. Dance marathon
4. Hosting “Red Out” fundraiser for the American Heart Association on December 9, 2013: Part of the proceeds will go to a high school staff member that recently suffered a serious illness.

Shane Paige, Supervisor of Information Technology and Steve Bernard from Cedar Falls Utilities addressed the Board. The District and Cedar Falls Utilities have entered into a partnership, where the District will now have a 1 gigabyte internet service for students and staff throughout the District. This is a significant improvement from the 120 megabyte service currently being used by the District. The ability to have a 1 gigabyte will allow the District to:

- Have a stable internet backbone
- Allow the Information Technology Department the ability to segment internet traffic to guarantee minimal amount of internet capacity to each school building.
- Cedar Falls Utilities is working with the District on a digital learning initiative that will be broadcasted on local channel 15.

Item No. 3 – Informational Report: Mathematics

Dr. Pattee introduced Christine Mangrich, Coordinator of Instructional Services. Ms. Mangrich introduced North Cedar Elementary 3rd and 4th grade teachers Jen McCartan and Michelle Peters. Ms. McCartan and Ms. Peters reviewed the enVision math software that is used for mathematics instruction for elementary students. Topics discussed were:

- Scope and sequence
- How skills are broken down into meaningful and achievable pieces
- PLC Planning time
- Use of the enVision resource
- Instructional Decision Making Process students use when using the online formative and summative assessments
- Rigor associated with the enVision software
- Student testimonial in using the enVision software

Ms. Mangrich introduced the following Department Chairs of the mathematics department Jody Bisgrove from Holmes Junior High, Lori Boyer from Peet Junior High and Richard Strike from the High School. The Department Chairs reviewed the following:

- Course offerings for 7th through 9th grade
- High school course offerings
- Graduation requirements
- Professional Learning Communities
- Common Core information
- Common summative assessment recording examples that all three schools are using to record assessment answers and making determinations on whether students have mastered those individual questions.

The group reported on the different pieces of technology they are using in the mathematics department for learning at the secondary level, as well as the following intervention and enrichments including:

- Tiger time
- Assigned small study hall
- Academic zone
- Mathcounts
- American Mathematics Competition

After a brief question and answer period the Board thanked the presenters for their time and dedication towards the students and the school district.

Item No. 4 – Ten-Year Master Plan Discussion

Kent Pilcher from Estes Construction discussed with the Board the next steps towards a board decision on a potential referendum based on information received from the facilities master plan. Mr. Pilcher specifically reviewed the process the Board has been using as they work towards a referendum. Mr. Pilcher reviewed specific considerations which include a District buy in of the plan, community input and support, setting the direction towards the referendum and Board of Education confidence. Mr. Pilcher reviewed a tentative process towards the referendum timeline which includes the following:

- Time for engaging input from district staff
- Time for community and public survey and analyses
- Time for building consensus and support towards a successful passage of a referendum

Mr. Pilcher reported it would be his recommendation to build a plan based around a minimum, middle or an enhanced option to be presented to different constituencies for input. Each plan would consist of the components associated with the plan, pros and cons associated with the plan, as well as a cost range for each plan. The keys to the plan would be to align around the three options, to receive feed-back from all constituencies and have transparency and clarity during the process.

A question and answer period followed between the Board and Mr. Pilcher over specifics of the plan. At the end of the discussion it appeared there was a consensus from the Board of Education to move forward and develop a three plan option for public input.

Item No. 5 – Approval of School Resource Officer Agreement

Dr. Pattee and Mr. Conrad reviewed the agreement between the Cedar Falls Community School District and the Cedar Falls Police Department for a resource officer. The District has used the service of a resource officer from the Cedar Falls Police Department for a number of years. Due to increasing the responsibilities and time commitments it was determined there is now a need for a formal agreement. After discussion, Director Lantz moved and Director Brown seconded the motion to approve the agreement for the school resource officer as presented. Directors voting in favor of the motion: Lantz, Coil, Kenyon, Williams, Leeper, Shaw and Brown. Those voting “no” none. Motion carried.

Item No. 6 – Approval of Computer Purchase Bids

Mr. Nefzger reviewed the bids received for the second phase of the district technology plan for the 2013-2014 school year. The District received quotes for 1250 Chromebooks from three different firms. The Administration is recommending accepting the low quote from CDW-G out of Vernon Hills, IL at total cost of \$339,250. Director Lantz moved and Director Brown seconded the motion to approve the purchase of 1250 Chromebooks from CDW-G in the amount of \$339,250. Directors voting in favor of the motion: Lantz, Coil, Kenyon, Williams, Leeper, Shaw and Brown. Those voting “no” none. Motion carried.

Item No. 7 – Approval of Application to SBRC for Allowable Growth

Mr. Nefzger reviewed the application to the School Budget Review Committee for additional allowable growth for increased enrollment, open enrollment out, and Limited English Proficiency (LEP) instruction for students in the program beyond four years. The total amount for modified allowable growth request is \$132,022. Director Brown moved and Director Williams seconded the motion to approve the application to the School Budget Review Committee in the amount of \$132,022 for modified allowable growth due to increasing student enrollment, increasing open enrollment out students and or limited English proficient instruction for students in the program beyond five years. Directors voting in favor of the motion: Lantz, Coil, Kenyon, Williams, Leeper, Shaw and Brown. Those voting “no” none. Motion carried.

Item No. 8 – Approval of Second of Two Readings of Board Policies

Dr. Pattee reviewed the second of two readings of Board Policies 204.4 – Order of Business and 204.4.1 – Public Participation in Board Meetings. After discussion, Director Shaw moved and Director Williams seconded the motion that the Cedar Falls Board of Education approve the second of two readings of Board Policies 204.4 – Order of Business and 204.4.1 – Public Participation in Board meetings. Directors voting in favor of the motion: Coil, Leeper, Williams, Kenyon, Lantz, Brown and Shaw. Those voting “no” none. Motion carried.

Policy Title: Order of Business Code No. 204.4

The order of business at all meetings, insofar as practicable except as otherwise directed by the board or by the president when not objected to, shall be as follows:

1. Roll Call and Call to Order
2. Consent Agenda
 - a. Approval of Agenda
 - b. Approval of Minutes
 - c. Approval of Accounts Payable
 - d. Open Enrollment
 - e. Routine Contracts
 - f. Human Resource Report
 - g. Quarterly Transportation Report
3. Public Hearings
4. Secretary’s Monthly Financial Report
5. Communications
6. Approval of Bids
7. Administrative Reports
8. Superintendent’s Monthly Report
9. Board Discussion Items
10. Adjournment

A community member wishing to have an item considered for inclusion on the agenda should request same of the superintendent and/or board president no later than Thursday prior to a regular meeting of the board.

A citizen wishing to make a brief statement, express a viewpoint, or ask a question regarding an item on the agenda should secure permission from the board president and/or superintendent prior to the meeting as outlined in Board Policy titled *Public Participation in Board Meetings*. The president and/or superintendent will determine the time allocation.

The board, in conducting its business in an orderly manner, can best proceed without undue interruptions or other interference. The presiding officer has the right and obligation to terminate any prolonged or irrelevant speeches or discussions.

Policy Title: *Public Participation in Board Meetings* Code No. **204.4.1**

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board may set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. Citizens wishing to address the board on a certain agenda item, or wishing to bring a petition to the board, must notify the Board President and/or superintendent prior to the board meeting. Those wishing to address the board, or bring a petition to the board, will follow the same procedures outlined in the regulations. The board has the discretion to limit the amount of time set aside for public participation.

If the pressure of business or other circumstances dictate, the board president may decide to suspend this practice. The board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the Board meeting will not be interfered with or disrupted. Only those speakers who follow regulations and are recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual causing disruption may be asked to leave the board meeting.

Item No. 9 – Approval of First and Final Reading of Board Policy 602.3 – Multicultural & Gender Fair Equity Education Opportunity

Dr. Pattee reviewed a minor change to Board Policy 602.3 – Multicultural & Gender Fair Equity Education Opportunity. After discussion, Director Williams moved and Director Shaw seconded the motion that the Cedar Falls Board of Education approve the first and final reading of Board Policy 602.3 – Multicultural & Gender Fair Equity Educating Opportunity. Directors voting in favor of the motion: Coil, Leeper, Williams, Kenyon, Lantz, Brown and Shaw. Those voting “no” none. Motion carried.

Policy Title: *Multicultural & Gender Fair Equity Education Opportunity* Code No. **602.3**

Students will have an equal opportunity for a quality education without discrimination, regardless of their race, religion, creed, socioeconomic status, color, sex, marital status, national origin, sexual orientation, gender identity or disability.

The educational program is free of discrimination and provides equal opportunity for the students. Multicultural (MC) approaches to the educational program are defined as those which foster knowledge of, and respect and appreciation for, the historical and contemporary contributions of diverse cultural groups, including race, color, national origin, sex, disability, religion, creed and socioeconomic background. Educational programs are to consider the contributions and perspectives of Asian Americans, African Americans, Hispanic Americans, American Indians, European Americans, and persons with disabilities.

Inquiries regarding compliance with equal education opportunity shall be directed to the Equity Coordinator by writing to the James L. Robinson Administrative Center, 1002 West First Street, Cedar Falls, IA or telephoning at 319.553.3000.

Item No. 10 – Superintendent’s Report

Dr. Pattee reported there will be regular board meeting December 9, 2013 at 6:00 p.m. and will include informational reports on K-12 guidance and counseling and the facilities master plan.

Item No. 11 – Continuation of DiSC Training

Dr. Pattee distributed information received from the DiSC training for seven board and five Cabinet members. This information included each team member's pattern, things to remember about team members, conflict resolutions and how each team member views their contribution to the entire team.

Item No. 12 – Questions, Comments, and Concerns

Director Lantz reminded the Board the first Professional Learning Community visit is at the high school on December 9, 2013.

The Board discussed their impressions on attending the IASB Convention November 20 and 21, 2013.

Item No. 13 – Adjournment

Director Lantz moved and Director Brown seconded the motion to adjourn. Directors voting in favor of the motion: Lantz, Coil, Kenyon, Williams, Leeper, Shaw and Brown. Those voting "no" none. Motion carried. The meeting was adjourned at 9:38 p.m.

Board Secretary

Board President