

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, Jim Brown, James Kenyon, David Williams, Doug Shaw and Susan Lantz. Others in attendance were Dr. Andy Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Pam Zeigler, Director of Secondary Education, Dr. Adrian Talbot, Director of Human Resources and Dan Conrad, Director of Secondary Education. Also in attendance: Amy K. Shatek, Mary Stratt, Michael Hager, Melanie J. Wirtz, Scott B. Wirtz, Sarah Harms, Jamie Petrie, Brad Shlefeldt, Emily Conn, Tammy Stevenson-Wenzel and Sarah Eastman.

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

Item No. 1 – Public Hearing on the Children’s Internet Protection Act (CIPA)

President Coil reported that she had in her possession an affidavit of publication showing the notice of time and place of the public hearing for the Federal Children’s Internet Protection Act (CIPA). This notice was published in the Waterloo/Cedar Falls Courier on May 22, 2015. The Board will now hold a public hearing on this project. Dr. Pattee briefly reviewed the Children’s Internet Protection Act. President Coil asked for public comments. No public comments were offered. No written comments were received. President Coil then declared the public hearing closed.

Item No. 2 – Approval of the Following Consent Agenda Items:

Director Brown moved and Director Leeper seconded the motion to approve the consent agenda as presented:

1. The agenda of the June 8, 2015, Board of Education meeting
2. Approval of the May 6, 11, and June 1, 2015 Board of Education minutes.
3. Approval of Human Resource Report
4. Approval of the bills presented for payment as reviewed by Jim Kenyon
5. Approval of Open Enrollment
6. Approval of Auction Items for June 20, 2015 Auction

Human Resources Report
June 8, 2015

New Contracts - Recommended for Approval
2015-16 School Year

Elizabeth Brunsen	Sixth Grade	Southdale	BA 6	(\$42,520)**
Elizabeth McCulloch	First Grade	Hansen	MA 8	(\$49,635)**

**NOTE: Salary amounts are projections based on placement on the 2014-15 CFEA Total Salary Schedule; actual salary will be finalized once the 2015-16 schedule is determined through collective bargaining.

Open Enrollment Report
June 8, 2015

Peyton M Pokorny	1 st Grade
Current resident district:	Cedar Falls
District requested:	Dike-New Hartford
Effective date:	2015-2016
Abrielle M Pokorny	2 nd Grade
Current resident district:	Cedar Falls
District requested:	Dike-New Hartford
Effective date:	2015-2016
Jaxsen C Beldon	3 rd Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2015-2016 – C
Acree Bennett	1 st Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2015-2016 – C

Cohel Gruver	4 th Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2015-2016 – C
Aiden J Jankowski	2 nd Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2015-2016 – C
Dylan Moffatt	8 th Grade
Current resident district:	Independence
District requested:	Cedar Falls
Effective date:	2015-2016 – C
Carsen L Yant	Kindergarten
Current resident district:	Dike-New Hartford
District requested:	Cedar Falls
Effective date:	2015-2016
*Rebecca Ellen Lang	11 th Grade
Current resident district:	Independence
District requested:	Cedar Falls
Effective date:	2015-2016
*Andrew Shockley	12 th Grade
Current resident district:	Cedar Falls
District requested:	CAM (Iowa Connections)
Effective date:	2015-2016

*These will be denied

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

Item No. 3 – Public Comment

None

Item No. 4 – Secretary’s Monthly Financial Reports

Mr. Nefzger reviewed the monthly balances for May 2015 for the general fund, schoolhouse, student activity and food service. President Coil reported that the report would be filed subject to audit.

Item No. 5 – Communications

Dr. Pattee reported that there will be a need for a special Board of Education meeting in June to provide an update and potentially ratify collective bargaining agreements for the 2015-2016 school year.

Item No. 6 – Christensen Grant Resolution

Dr. Pattee introduced Mr. John Larsen, Attorney for the Cedar Falls Community School District. Mr. Larsen reviewed the history of the Elna Christensen Grant. Ms. Christensen was a graduate of the Cedar Falls High School in 1924. At the time of her passing in 2002 Ms. Christensen had no surviving relatives and she bequeathed approximately one half of her estate, approximately \$1.39 million to the Cedar Falls Community School District. The grant is in honor of Ms. Christensen’s parents, Nels & Kristine Christensen and is to be used for the purchase of equipment for the District on a quarterly basis. The principal should sustain and is not to be expended.

Mr. Larsen reviewed the process in the request to transfer the Elna Christensen bequest to the Cedar Falls Schools Foundation. This request would ask the Black Hawk County District Court to approve the following:

- The transfer the funds from the Cedar Falls Community School District to the Cedar Falls Schools Foundation
- The modification of the bequest to allow the distributions to be made from the Fund for “tangible or intangible assets that support student learning.”
- The modification of the bequest to allow the withdrawal of a fixed percentage annually taken in withdrawals to occur no more frequently than quarterly.

Upon approval of the Board of Education, Mr. Larsen would file a motion with the District court regarding this request. Mr. Larsen anticipates the process to take 6-8 weeks once the petition is filed with the courts. Board members had questions as to the effect on the principal of the bequest should an annual fixed percentage be set that may exceed the interest earned on the bequest on any given year, who is responsible for distribution of these funds and how the process of distribution would work. Dr. Pattee stated the District established a committee when the funds were initially received. Applications are submitted to the committee, the committee reviews the applications and awards those funds out of the Elna Christensen Grant on an annual basis. Upon further discussion, Director Lantz moved and Director Kenyon seconded the motion the District approve the filing of a petition with the Black Hawk County District Court requesting the Elna Christensen Grant/Fund asking the court to approve the following:

- The transfer the funds from the Cedar Falls Community School District to the Cedar Falls Schools Foundation
- The modification of the bequest to allow the distributions to be made from the Fund for “tangible or intangible assets that support student learning.”
- The modification of the bequest to allow the withdrawal of a fixed percentage annually taken in withdrawals to occur no more frequently than quarterly.

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

Item No. 7 – Attendance Center Boundaries

Dr. Pattee welcomed Ryan McKay from RSP & Associates. Dr. Pattee and Mr. McKay briefly reviewed the attendance boundary process that was held over the past four months. Within the boundary committee’s final recommendation there are three attendance neighborhood areas that the boundary committee could not come to a definite consensus on. Those neighborhood areas include:

1. University Meadows neighborhood located south of University Avenue and east of Hudson Road.
2. Wild Horse neighborhood located between West 12th Street and west 27th Street and west of Union Road.
3. Area of school District north of Beaver Valley Road west of the Cedar River.

There are a total of 41 elementary students in these neighborhoods that are in question. Dr. Pattee stated he has visited individually with Board members and has sought and received input from the public concerning these three attendance neighborhoods. Dr. Pattee stated it is his recommendation is to accept the Boundary Committee’s recommendations for adjustments in attendance boundary areas with the following exceptions:

1. University Meadows neighborhood area remain in the Southdale attendance area.
2. Wild Horse neighborhood remains in the Hansen Elementary attendance area.
3. Area of the school district north of Beaver Valley Road and west of the Cedar River remain in the Hansen Elementary attendance area.

Board members questioned the current open enrollment student placement process. Dr. Pattee stated there are approximately 256 students open enrolled into the District and many of these open enrolled students are continuous open enrollment students. This means they were previous residents of the school district and moved outside of the boundaries of the school district, but have the option of filing for open enrollment and remaining in the same attendance area within the school district. Director Leeper commented on individual elementary school parent teacher organizations ability to generate funds due to the proposed changes. Director Leeper stated she would like to see the District maintain a healthy balance of family socio-economic incomes in boundary attendance decisions.

Dr. Pattee commented the District needs to take into consideration all socio-economic impacts upon any decisions made. The current proposal of socio-economic spread from high to low actually decreases from the current spread throughout the District. Dr. Pattee stated the District has an excellent teaching staff and is very confident this teaching staff will overcome any potential challenges that may arise with these proposed boundary changes. Director Williams commented that the Boundary Committee did exactly what they were asked to do and while socio-economic status was considered it was not one of the top criteria established in any proposed boundary changes. Dr. Pattee commented the Boundary Committee did an outstanding job in their work and the final recommendation from the administration is to accept all the Boundary Line Committee recommended changes, with the exception of the three areas discussed this evening. Other comments made during the question and answer period were to ensure if we are going to spend \$8 million to renovate North Cedar Elementary we want to make sure the building is held at near capacity.

Dr. Pattee recommended the District look at boundary lines every two years to keep a balance of socio-economic status and enrollment as we see projected growth in enrollment over time. It was noted during the conversations the proposed boundary line changes impact only if the proposed seventh elementary is built and in operation.

After discussion, Director Kenyon moved and Director Brown seconded the motion that the Cedar Falls Community School District adjusts attendance boundary centers as follows:

Transfer the area of the current Lincoln Elementary School west of the Greenhill Road extension (between University Avenue and 27th Street and continue north from the intersection of 27th Street and Greenhill Road to 12th Street) from Lincoln Elementary to the new elementary school.

Transfer students west of Hudson Road in the Southdale attendance area to the new elementary school.

Transfer students in the area west of the north-south Waterloo/Cedar Falls boundary line to the current east-west Southdale/Orchard Hill attendance boundary from Orchard Hill Elementary to Southdale Elementary attendance area.

Transfer students west of McClain Drive and north of Orchard Drive from the Orchard Hill Elementary to Southdale Elementary attendance area.

Directors voting in favor of the motion: Coil, Brown, Lantz, Williams, Kenyon and Shaw. Those voting “no” Leeper. Motion carried.

Directors Lantz and Shaw thanked the public, committee and administrators for their input and positive constructive way conversations were conducted.

Item No. 8 – Discussion on Facilities

Dr. Pattee introduced Janelle Darst, Coordinator of Communications & Community Relations. Ms. Darst reviewed the following communications and efforts that are in place for the upcoming June 30, 2015 bond election.

- Multiple media outlets to facilitate information out to the community including, Facebook, Twitter, etc.
- Bond website has been established.
- Building level parent communication centers set up prior to the end of school
- Cedar Falls Utilities Channel 15 has produced informational video segments that will air on Channel 15
- District has contacted local media outlets
- Print ads, direct mailings, tours, newsletter/e-news-letters, Infinite Campus parent letters and notices and telephone calling are taking place up to June 30, 2015.

Item No. 9 – Approval for Authorization of Payment for Year-end Claim

Director Brown moved and Director Lantz seconded the motion that the Board of Directors of the Cedar Falls Community School District gives authorization to the Director of Business Affairs for payment of year end claims before Board approval. A list of year end claims will be submitted to the Board at the first school board meeting of the new fiscal year. Directors voting in favor of the motion: Coil, Brown, Lantz, Leeper, Williams, Kenyon and Shaw. Those voting “no” none. Motion carried.

Item No. 10 – Approval of Second and Final Reading of Board Policies

Dr. Pattee reviewed the second and final readings of board policies, 204.6 Public Hearings, 205.4 Administration in the Absence of Policy, 206.1 Board of Director' Legal Counsel, 401.5 Recruitment, Qualifications and Selection of Personnel, 401.18 Notification of Arrest, Criminal Charges, Child or dependent Adult Abuse Complaints, 402.2 Vacations and Holidays and 403.6 Desks, Lockers and Storage Areas. After review and discussion, Director Shaw moved and Director Brown seconded the motion to approve the second and final reading of board policies presented. Directors voting in favor of the motion: Coil, Brown, Leeper, Kenyon, Williams, Lantz and Shaw. Those voting "no" none. Motion carried.

Policy Title: *Public Hearings* Code No. **204.6**

Public hearings may be held on school district matters at the discretion of the board. Public notice of a public hearing will be in the same manner as for a board meeting except that the notice will be given at least ten (10) days before the hearing is to be held unless it is impossible or impractical to do so, or the law requires otherwise.

At public hearings, citizens of the district who register at the door will be allowed to speak on the issue for which the public hearing is being held. Others may be allowed to speak at the board's discretion. Speakers are asked to keep their remarks as brief as possible. Prior to the beginning of the hearing, speakers and spectators will be apprised of the rules of order to be followed regarding time limitations, questions, remarks and rebuttals. In no event will a speaker be allowed to take the time of another speaker.

The board will conduct public hearings in an orderly fashion. At the beginning of the hearing, statements, background materials and public hearing rules and procedures will be presented by the board president. The board president will recognize the speakers. A board member may ask questions of the speakers after receiving permission from the board president. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the board or the proceedings will be asked to leave.

Policy Title: *Administration in the Absence of Policy* Code No. **205.4**

When there is no board policy in existence to provide guidance on a matter, the superintendent, or designee, is authorized to act appropriately under the circumstances surrounding the situation keeping in mind the educational philosophy and financial condition of the school district.

It is the responsibility of the superintendent, or designee, to inform the board of the situation and the action taken and to document the action taken. If needed, the superintendent, or designee, will draft a proposed policy for the board to consider.

Policy Title: *Board of Directors' Legal Counsel* Code No. **206.1**

It is the responsibility of the board to employ legal counsel to assist the board and the administration in carrying out their duties with respect to the numerous legal issues confronting the school district. The board may appoint legal counsel at its annual meeting.

The superintendent, or designee, and board secretary will have the authority to contact the board's legal counsel on behalf of the board when the superintendent, or designee, or board secretary believes it is necessary for the management of the school district. The board president may contact and seek advice from the school board's legal counsel. The board's legal counsel will attend both regular and special school board meetings upon the request of the board or the superintendent, or designee. Board members may contact legal counsel upon approval of a majority of the board. It is the responsibility of each board member to pay the legal fees, if any, of an attorney the board member consulted regarding matters of the school district unless the board has authorized the board member to consult an attorney on the matter.

It is the responsibility of the superintendent, or designee, to keep the board informed of matters for which legal counsel was consulted, particularly if the legal services will involve unusual expense for the school district.

Policy Title: ***Recruitment, Qualifications, and Selection of Personnel*** Code No. **401.5**

The superintendent shall be responsible for recruiting personnel for the various positions within the district, with the assistance of other employees as the superintendent may so determine. The superintendent shall take affirmative action to encourage persons to apply in accordance with the District's affirmative action plan.

The superintendent shall use such methods, advertising media or other sources as may be appropriate to recruit personnel. Vacant positions requiring licensed employees not filled via transfer shall generally be advertised in at least one print or electronic publication having state-wide circulation. All applicants shall be required to complete a written application. Applicants who provide false, inaccurate, or incomplete information in their application form or resume or who fail to disclose information requested in the application form may not be eligible for employment.

To the fullest extent permitted by state and federal law, the Employer may consider all information concerning an applicant or an employee in making hiring, termination, and other employment-related decisions. The term "all information" includes information of any kind (verbal, written, photographic, videographic, etc.) that is accessible in any medium (print, electronic, etc.) from any source.

The Employer may consider public information and other information to which it has lawful access. This may include information that is contained in social networking sites, blogs, and other electronic sites such as YouTube. If there is information that pertains to the applicant that requires explanation, interpretation, or clarification when it is considered by the Employer, it is the applicant's obligation to communicate this information to the Employer.

Information that is relevant to the Employer's decisions may be considered regardless of the date on which the Employer obtains the information and regardless of the date on which the information was first published, created, or made accessible to the Employer.

Employees who have provided false, inaccurate or incomplete information in their application form or resume or who have failed to disclose information requested in the application form will be subject to disciplinary action up to and including termination of employment. This policy applies to all employees regardless of the date on which the individual was employed and applies to all violations regardless of the date on which the District discovers the violation of this policy.

Applications for employment may be obtained and completed online at the District's web site or applicants may contact the Human Resources Department for assistance in completing an application. Administrators and supervisors will follow district hiring practices to fill positions in their work area and will make recommendations to the superintendent or designee concerning employment and assignment.

Selection and assignment of staff shall be based upon the following:

- a. All professional employees shall be properly certificated, authorized or licensed as required by statute, the Iowa Department of Education and the Iowa Board of Educational Examiners and as required by the District's job descriptions.
- b. All classified employees shall be properly licensed by the State if a license is required by law or by the District's job description.
- c. Educational and other training where such training is necessary or appropriate for the position.
- d. Needs of the District.
- e. Demonstrated ability to fulfill all aspects and essential duties of the position.
- f. Demonstrated rapport with children, fellow workers, and others.
- g. Ability to exercise discretion and good judgment.
- h. Diligence and dependability.
- i. Honesty and integrity.
- j. Ability to follow instructions and suggestions of supervisors.

- ~~jk.~~ Degree of being well-informed on all essentials relating to the position.
- ~~kl.~~ Compatibility with the District's philosophy and programs.
- ~~lm.~~ Adherence to professional ethics.
- ~~mn.~~ Personal qualities advantageous to the position.
- ~~no.~~ History of past successful job experiences.
- p. Impact on the school and or department from which an employee is requesting an internal transfer, as well as the "fit" with the existing staff in the school and or department into which an internal transfer has been requested.
- q. Satisfactory outcomes on post-offer pre-employment testing, and where applicable pre-assignment testing including, but not limited to, drug and alcohol testing and physical abilities testing.
- ~~or.~~ Other factors or qualities as may be determined from time to time by the administrative and supervisory staff.

The District shall carefully consider the facts relating to any applicant who has a known history of a criminal conviction or other of a conviction or judicial or administrative finding of child, dependent adult, or sexual abuse.

~~{Note: need policy on The District shall perform criminal and abuse background checks as required by law or as deemed necessary by the administration. -Do you do checks on all employees?}~~

Employment of administrators and teachers shall require Board approval. The Superintendent, or designee, will have the authority to employ:

- licensed employees, other than administrators and teachers
- supervisors and coordinators
- classified employees

Policy Title:

***Notification of Arrest, Criminal Charges,
Child or Dependent Adult Abuse Complaints***

Code No. **401.18**

Employees are expected to perform their assigned jobs, respect and follow Board of Education policies, and obey the law. In the event that employees are arrested, have any criminal charges filed against them, receive a disposition of any criminal charges pending against them, and/or any charges relating to operating a motor vehicle while intoxicated, they must notify the Office of Human Resources. Notification of the Office of Human Resources should occur within five (5) business days of notification to the employee. Employees whose duties require possession of a Commercial Driver's License and/or who regularly and frequently operate district vehicles must report all charges and citations, including traffic tickets such as speeding tickets. Employees will be responsible for the payment of a fine, penalty, or ticket incurred while operating a district vehicle. Other employees need not report such traffic tickets.

Employees must notify the Office of Human Resources of any child or dependent adult abuse complaints filed against them. Employees must notify the Office of Human Resources regarding the findings in any complaint against them alleging child or dependent adult abuse. The Office of Human Resources should be notified of any complaints and findings within five (5) business days of notification to employee.

Information relating to arrests, criminal charges and child abuse complaints shall be treated as confidential and maintained as part of the employee's personnel file.

Employees who do not notify the district as required by this policy may be subject to disciplinary action up to and including termination.

Policy Title:

Vacations and Holidays

Code No. 402.2

Vacation days and holidays shall be set forth in a collective bargaining agreement, employee handbook or individual contract approved by the Board of Education. Vacation days will be prorated for employees who are not contracted for or who do not work a full contract year.

Vacation

Eligibility for employees not covered by a collective bargaining agreement: All regular full time and part time twelve (12) month, supervisory and classified employees shall accrue paid vacation. Part time twelve (12) month employees shall earn vacation which is prorated based on full time equivalency (fte). Administrators shall be eligible for vacation as specified in individual employment contracts and agreements.

Vacation accruals: Existing employees shall begin accruing on July 1st each year and shall be credited on the last day of each month. Vacation shall be available for use, subject to supervisory approval, in the month immediately following the month in which it was accrued. Upon initial employment new employees shall have vacation accrual prorated from the date of employment through June 30th of the initial year of employment, credited on the last day of each month. Thereafter vacation accrual shall begin on July 1st and be credited on the last day of each month.

Vacation shall accrue as follows:

Service Period	Date	Annual Total (Weeks Or Hours)
Year 0	Start date through June 30 th	Proration of 2 weeks; i.e. 80 hours
Year 1-5	July 1 st - June 30 th	2 weeks
Years 6-12		3 weeks
Year 13 and above		4 weeks

Note: The Superintendent, or designee, may grant a deviation from this accrual schedule under circumstances deemed appropriate. Under no circumstances shall an employee, other than administrators, accrue more than a total of four (4) weeks of vacation per year, excluding any amount which may have rolled over from a prior year.

Paid sick leave, vacation, personal leave and other paid leave are considered as time worked for the purpose of vacation accrual. Accrual shall be based on a regular 40 hour week and shall not include over time hours. Unpaid time, including workers' compensation leave, shall not be included for purposes of accrual computation.

Vacation Rollover: As of June 30th of any school year, any vacation balance over the total vacation hours accrued during that school year, with the exception of administrators, will be forfeited.

Rate of Pay: Vacation shall be paid at the employee's regular straight time rate of pay per hour.

Holiday's During Vacation: If a recognized holiday falls within a period of paid vacation that day shall be treated as a holiday and shall not be debited from the employee's vacation balance.

Vacation Scheduling: Approval of requests to take vacation rests with the immediate supervisor or designee with managerial authority. Vacations may be scheduled at any time during the contract year. Vacation may be taken in one (1) hour increments by Classified employees who are considered Non-Exempt employees under the Federal Fair Labor Standards Act and as such are compensated on an hourly wage basis. All other groups of employees are considered Exempt employees under the Fair Labor Standards Act and as such shall take vacation and all other paid time off in one half (0.5) or whole (1.0) day increments.

Termination: Employees who provide a minimum of fourteen (14) calendar day's notice of intent to terminate employment shall be paid for all accrued but unused vacation earned as of the final day of paid employment. Any employee who has taken more vacation than has been either rolled over or accrued by the date of termination, shall have his/her final pay adjusted accordingly.

Discipline: Failure on the part of the employee to follow procedures for requesting vacation, failure of an employee to return to work on the specified date following vacation, failure to communicate in a timely manner an inability to return to work on the specified date, or failure to provide a legitimate reason for failing to return on the specified date, may be grounds for disciplinary action, including dismissal.

HOLIDAYS

Holidays for employees not covered by a collective bargaining agreement: All regular full and part-time twelve (12) month Administrators, Supervisory and Classified employees shall be eligible for the following paid holidays, which shall be prorated for part time employees based on full time equivalency:

July 4 th	Two days at Christmas time
Labor Day	Two days at New Year's time
Thanksgiving Day	Martin Luther King, Jr. Day
Friday after Thanksgiving	Memorial Day

For individuals employed on a basis of less than twelve (12) months, paid holidays are as follows, (provided that the holiday falls during an employee's effective period of employment):

July 4 th	New Years (1 day)
Labor Day	Martin Luther King, Jr. Day
Thanksgiving Day	Memorial Day
Christmas (1 day)	

If an emergency situation requires an employee to work on a holiday, the employee if regularly compensated on an hourly wage basis shall receive holiday pay at straight time plus double time pay for time worked.

Holiday pay eligibility: An employee must be in an active paid status on the work day immediately preceding a holiday to receive holiday pay.

Holiday pay rate: Shall be at the regular straight time hourly rate for the employee, and shall be prorated on the basis of time worked per forty (40) hour week.

Policy Number: ***Workplace Inspections*** Code No. ***403.6***

Employees may be assigned desks, workspaces, lockers or other storage areas, computers and electronic communications devices. These desks, workspaces, lockers, storage areas, computers and electronic communications devices are District property. The District retains the right to inspect these areas and devices including accessing, inspecting and reading anything stored in or on them at any time and for any reason, without notice, including checking for damage or for a violation of a District policy or rule. Employees have no expectation of privacy in desks, workspaces, lockers, storage areas, computers and electronic communications devices which includes any personal property or information stored in such spaces or on such devices.

The District assumes no responsibility or liability for any items of personal property which are placed in or on desks, workspaces, lockers, storage areas, computers and electronic communications devices. Employees are not to store hazardous materials, weapons, controlled substances not validly prescribed for the employee, or alcoholic beverages on District property, except that a small container of spray commonly used for personal protection may be stored on District property if the facility in which it is stored is locked.

Except in cases of emergency, if the District conducts an inspection or examination under the terms of this policy, there will be at least two individuals present at the time of the inspection or examination. Similarly, except in cases of emergency, if it is believed that an employee has a prohibited item inside a personal belonging the employee will first be asked to open the personal belonging before the inspection proceeds.

Item No. 11 – Questions, Comments, and Concerns

After a check of Board member's calendars it was determined the June 15, 2015 at 6:00p.m. will be the time and place for a special board meeting.

Annual Board Retreat/ Administrative Council meeting will be held on June 10, 2015 at 9:00 a.m.

July and August school board meetings will be held on July 20th and August 10th, 2015

President Coil thanked individual Board members on their hard work toward the boundary line decision, as well as all the committee members, administrators and public for their time and efforts in communication to the Board in this decision making process.

Item No. 12 – Adjournment

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

The meeting was adjourned at 8:10 p.m.

Secretary

President