

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: Jim Brown, James Kenyon, Susan Lantz, Jenny Leeper, Doug Shaw and David Williams. Others in attendance were: Dr. Andy Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs, Dan Conrad, Director of Secondary Education, Adrian Talbot, Director of Personnel, and Pam Zeigler, Director of Elementary Education. Also in attendance: MacKenzie Elmer and Liz Kressig.

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 Shaw moved and Director Kenyon seconded the motion to approve the following items:

1. Approval of the May 27, 2014, Board of Education agenda as presented.
2. Approval of the May 12, 2014 Board of Education Minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Susan Lantz
4. Approval of human resource report

Human Resources Report

May 27, 2014

***New Contracts - Recommended for Approval
2014-15 School Year***

Sheena Canady	Holmes JH	Social Studies	BA Step 4	(\$40,123)
Ryan Droste	Holmes/Peet JH	Social Studies	BA Step 5	(\$41,321)
Jenae Kennedy	Senior High	English	MA Step 9	(\$50,914)
Kendra Wohlert	Southdale	Music	MA Step 12	(\$54,751)
Wendy Johnson	Site TBD	Special Education	MA Step 10	(\$52,193)
David Meyer	Holmes JH	Associate Principal	See below*	
William Boevers	Peet JH	Principal	See below*	

**Compensation to be established by the Superintendent, in consultation with the Director of Business Affairs and Director of Human Resources, with due consideration given to internal equity and external market comparability.*

Employment with the Cedar Falls Community School District is contingent upon confirmation of medical examination required by the Iowa Department of Education, and acceptable verification of employment, licensure, reference, education, criminal background, child abuse registry, release from current contract (if applicable), and other pre-employment checks deemed necessary.

Coaching Contracts

Matthew Johnson	Peet JH	Head JH Boys Track	\$2,238
Luke Becker	Holmes JH	Head 9 th Grade Football	\$3,198
Luke Becker	Holmes JH	Head 9 th Grade Boys Basketball	\$3,198
Megan Droste	Peet JH	Head 8 th Grade Girls Volleyball	\$2,558

Resignations - Recommended for Approval

Daniel List**	Holmes JH	Social Studies	EOSY 2013-14
Whitney Aldrich	North Cedar	Special Education	EOSY 2013-14
James Fineran	Orchard Hill	Special Education	EOSY 2013-14

Coach Resignations – Recommended for Approval

Lynn Griffin	Senior High	Head Sophomore Volleyball	EOSY 2013-14
Lisa Johnson	Holmes JH	Head 7 th Grade Volleyball	EOSY 2013-14
Megan Droste	Peet JH	Assistant 8 th Grade Volleyball	EOSY 2013-14

***Pursuant to Iowa Code 279.19A (8) any and all coaching contracts in effect with this teacher shall automatically terminate at the end of the current school year.*

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

Item No. 2 – Public Comment

None.

Item No. 3 – Communications

Andrew Stensland, student board representative reported on the following:

- All school senate events are done for this school year
- Student senate is planning for homecoming activities that will be held in the fall of the 2014-2015 school year
- Upcoming baseball and softball activities

Dr. Pattee and the Board congratulated Mr. Stensland on being elected President of the Cedar Falls High School student senate for the 2014-2015 school year. President Coil thanked Mr. Stensland for his work this past school year and his presentations to the Board.

Item No. 4 – Approval of Robotics Trip

Dr. Pattee reviewed the opportunity for the robotics team students to participate in a trip to China in August. The trip will be funded in large part by a donation of \$25,000 from a business in China. The trip is seven days in length and includes a total of 24 current and former students, chaperones, instructor and volunteers. Director Shaw moved and Director Kenyon seconded the motion that the Cedar Falls Community School District Board of Education approve the travel for up to 12 robotic team students, including graduates from the class of 2014, one instructor, and up to 11 chaperones/volunteers to travel to Shenzhen, China between August 16, 2014 and August 23, 2014. Travel costs for the trip to be paid for by fundraising, donations and or individual participants only. Approval for this trip will be automatically rescinded if the United States Department of State issues a travel warning for the Shenzhen, China area. Directors voting in favor of the motion: Lantz, Coil, Brown, Kenyon, Williams, Shaw and Leeper. Those voting “no” none. Motion carried.

Item No. 5 – Discussion: Cedar Falls CSD 10 - Year Facility Master Plan

Dr. Pattee reviewed the survey results from the 10-year facility master plan presentations that were held throughout the district. A total of ten presentations were held and the survey consisted of the following three options:

1. Plan A: Remodel the high school, remodel Orchard Hill Elementary to accommodate 625 students and remodel North Cedar Elementary.
2. Plan B: Construction of a new high school and elementary schools, remodel North Cedar and Orchard Hill Elementary Schools, partnering to build a new transportation system, constructing a new central kitchen, remodeling schools to have 21st Century learning areas, developing pre-kindergarten programs in each of elementary schools and repurpose the current high school.
3. Plan C: Includes all of plan B plus installing a new pool at the high school, additions to both junior high buildings and install outdoor activity areas at the high school that include softball, baseball, soccer complex, etc.

In summary, the Bond referendum support for each plan was:

Plan A: 36.03% voted yes and 63.98% voted no
Plan B: 77.64% voted yes and 22.36% voted no
Plan C: 56.52% voted yes and 43.48% voted no

Dr. Pattee estimated there were approximately 200 community members that attended the forums and received approximately 165 returned surveys. Information will be shared with the facilities committee with a final recommendation coming to the Board at the June 9, 2014 school board meeting. Board members then shared comments on the survey results presented by Dr. Pattee.

Item No. 6 – Approval of Board Policies

Dr. Pattee reviewed the first of two readings to change board policies 502.6 Search and Seizure, 503.4 Conduct Code for Extracurricular Activities, 507.3 Student Wellness Policy and 803.3 Disposition of Obsolete Equipment. After discussion, Director Lantz moved and Director Brown seconded the motion that the Cedar Falls Board of Education approve the first of two readings of board policy 502.6 Search and Seizure, 503.4 Conduct Code for Extracurricular Activities, 507.3 Student Wellness Policy and 803.3 Disposition of Obsolete. Directors voting in favor of the motion: Coil, Leeper, Williams, Kenyon, Lantz, Brown and Shaw. Those voting “no” none. Motion carried.

Policy Title: Search and Seizure **Code No. 502.6**

School district property is held in public trust by the board. School district authorities may, without a search warrant, search students, student lockers, personal effects, desks, work areas, or student vehicles or protected student areas based on a reasonable and articulable suspicion that a school district policy, rule, regulation or law has been violated. The search shall be in a manner reasonable in scope to maintain order and discipline in the schools, promote the educational environment, and protect the safety and welfare of students, employees and visitors to the school district facilities. The furnishing of a locker, desk or other facility or space owned by the school and provided as a courtesy to a student, even if the student provides the lock for it, shall not create a protected student area and shall not give rise to an expectation of privacy with respect to the locker, desk, or other facility.

To ensure students are properly maintaining their assigned lockers, the principal of the building may periodically inspect all or a random selection of lockers. Either students or another individual will be present during the inspection of lockers. Student lockers may also be searched at any time without advanced notice.

School authorities may seize any illegal, unauthorized or contraband materials discovered in the search. ~~Items of contraband may include, but are not limited to, nonprescription controlled substances, marijuana, cocaine, amphetamines, barbiturates, apparatus used for controlled substances, alcoholic beverages, tobacco, weapons, explosives, poisons and stolen property.~~ Such items are not to be possessed by a student while they are on school district property or on property within the jurisdiction of the school district; while on school owned, operated, and/or sponsored school or chartered buses; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and welfare of the school district. Possession of such items will be grounds for disciplinary action including suspension or expulsion and may be reported to local law enforcement officials. The board believes that illegal, unauthorized or contraband materials may cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees, or visitors on the school district premises or property within the jurisdiction of the school district.

It shall be the responsibility of the superintendent, in conjunction with the principals, to develop administrative regulations regarding this policy.

Policy Title: Conduct Code for Extracurricular Activities **Code No. 503.4**

Extracurricular activities, for purposes of this policy, include all extracurricular ~~athletics, cheerleading, dance team, clubs, extracurricular fine arts performances, student government, and any other activity or group that participates in contests, competitions, or community service projects on behalf of or as a representative of the school district.~~ ~~activities and all other school sponsored activities other than regular classroom and laboratory classes.~~

It is a privilege to participate in extracurricular activities at the Cedar Falls Community Schools. ~~Students participating in these activities are considered to be school leaders. They are role models who represent their school and more importantly, depict its character. With leadership comes additional responsibility and student participants must adhere to the high standards of conduct. When students violate these high standards, the District may withdraw the privilege to participate in extracurricular activities. The student and/or the school is judged by the student's conduct. The attitude and conduct of a student has an impact on the attitude and conduct of others.~~ Students participating in extracurricular activities are expected to abide by all rules of this policy ~~365 days a year, 24 hours a day, in and out of the specific extracurricular season and on or off school grounds. during the entire calendar year, including summer months.~~

The activity director may declare a student ineligible whose conduct is contrary to and in violation of the rules and regulations established and made known by the activity director or whose conduct is contrary to or in violation of this conduct policy or other board policy.

Item 1: To retain eligibility for participation in the Cedar Falls Community Schools extracurricular activities, students must conduct themselves as good citizens both in and out of school. Any student who is found to have violated the schools conduct code for extracurricular activities will be deemed ineligible for a period of time as described below. A student may lose eligibility under the conduct code for any of the following behaviors, including, but not limited to:

- Possession, use, or purchase of tobacco products, regardless of the students age;
- Possession, use, under the influence, or the sale or purchase of alcoholic beverages;
- Being in a car or in attendance at a function or party where alcohol or other drugs are being consumed illegally by minors;
- Possession, use, or purchase of illegal drugs and/or **drug paraphernalia** the unauthorized possession, use, or purchase of otherwise lawful drugs. **Drugs are defined as anything that is mind altering;**
- Engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system, excluding minor traffic offenses, regardless of whether the student was cited, arrested, convicted or adjudicated for the act(s);
- Inappropriate or offensive conduct such as fighting, insubordination, **bullying**, hazing or harassment of others.

Length of Suspension:

- **1st Offense** - Students shall be suspended for a **minimum of 20%** of all activities in which a student is participating at the time of the violation.
- **2nd Offense (within one year of the date of the first offense)** – A student will be suspended for a **minimum of 40%** of all activities in which the student is participating at the time of the violation.
- **3rd Offense (within one year of the date of the previous offense)** – A student will be suspended from all activities for a period of one calendar year from the date of the last violation.

~~This number shall be determined by multiplying the total number of events in each activity for a period up to 20%. This number of events/games missed shall be determined by multiplying the total number of events in each activity for a period by 20% or 40% for a second offense.~~ In the case of a fractional number, the total events that a student shall be withheld from will be determined by rounding to the nearest whole number. A student will be suspended for a minimum of one extracurricular event. If there is not a sufficient number for contests or performances remaining in the scheduled season to fulfill the terms of a suspension, or if the student is not currently participating in an extra-curricular activity, the suspension balance will be carried over to the tournament series and/or to the next season in which the student participates. A season is defined as commencing with the first day of practice, concluding with the last contest or performance. ~~Any additional infraction will result in the student being suspended from extracurricular activities for the remainder of the school year.~~ The penalty shall be immediate. To resume eligibility, it is mandatory that the student obtain and follow the recommendations of the school approved evaluation procedures.

For the first infraction, the voluntary admission of an infraction of the rules involving alcoholic beverages, tobacco or controlled substance will not result in a suspension for a period of up to twenty percent (20%) of all activities in which a student is participating if the coach/sponsor/administrator is notified within seventy-two hours of the violation. This provision may be used one time throughout the student's junior high school (7-8) and one time throughout the student's high school (9-12) career by any student. This voluntary admission may not be used by a student if the infraction is already known to the school or law enforcement agencies. In addition, it is mandatory that the student obtain and follow recommendations of the school approved evaluation procedures before that student regains eligibility. The purpose of this provision is to allow a student to seek help.

- Item 2: The Administration may also have at their discretion the ability to impose consequences of greater magnitude due to the severity of the violation. These violations include, but are not limited to the sale or use of an illegal drug during an activity, at school or away; a student who is arrested for or charged with

a felony or charged with an act that would constitute a felony if committed by an adult.
- Item 3: Students cannot attempt to evade the intent of the Code of Conduct Rule by joining a new activity specifically to allow their suspension days to run its course. If a student athlete participates in an activity he/she had not been previously involved with, he/she must complete the season of the new activity in good standing in order for the suspension days to count.
- Item 4: A student must be present for three consecutive periods of a school day in order to perform at an activity that day, unless otherwise determined by the director of the activity and/or the building administrator.
- Item 5: Students must follow the IHSAA and IGHSAA academic requirements.
- Item 6: A student who is suspended from school due to disciplinary reasons according to Board Policy shall not participate in extracurricular practices or events, or attend Cedar Falls High School activities (on or off campus), during the suspension period. Additionally, a student who is expelled or excluded from school for an extended period of time may be ineligible to participate in activities for the remainder of the school year.
- Item 7: The ~~activity director~~ **director of extracurricular activities** will establish and make known rules of conduct and regulations for the students participating in the activity. Those rules of conduct shall be approved by the activities director or building principal. Said rules shall be in writing and delivered to each student and parent in the particular activity at the beginning of the season. Additional rules of conduct may be established and will be made known at the beginning of the season.

Appeal Procedure

Suspension of a student from an extracurricular activity shall be the decision of the activities director within the parameters of this guide, and after the activities director has informally investigated the allegation of misconduct, and has given the student the opportunity to respond. If the activities director determined that a violation of the activity code did occur, said student may be declared ineligible for extracurricular activities.

A student may contest the declaration of ineligibility by the activities director orally or in writing to the building principal. The building principal shall make a ruling within forty-eight hours of receipt of notice of objection.

In the event the ruling of the building principal is adverse to the student, he or she may appeal the ruling in writing to the appropriate building activities council. The appeal shall be no later than three days from receipt of decision of the building principal. The student will not be allowed to participate in any contest or performance during the appeal process, but may be allowed to participate in practice sessions. Said notice shall be delivered to the chairman of the appropriate building activities council. Any member of the building activities council who has been involved in prior matters regarding the ineligibility at issue may be disqualified from serving on the building activities council with regard to that matter. The building activities council shall hold a hearing within seven days of the receipt of notice of appeal and make a ruling within 48 hours of the conclusion of the hearing.

An adverse decision of the building activities council may be appealed in writing to the superintendent of schools. The appeal shall be within seven days of receipt of decision from the building activities council and the Superintendent will make a ruling within 48 hours of the conclusion of the hearing.

In the event of adverse decision by the superintendent, the ineligibility may be appealed to the Board of Education. However, it is with the discretion of the Board to determine whether to hear the appeal. The appeal shall be within seven days of receipt of the decision from the superintendent.

Policy Title: Student Wellness Policy **Code No. 507.3**

While maintaining learning through the support and promotion of good nutrition and physical activities, the Cedar Falls Community Schools contribute to the basic health status of students. Improved health optimizes student performance potential.

The District provides a comprehensive learning environment for developing and practicing life-long wellness behaviors. The entire school environment, not just the classroom, shall be aligned with school district goals to positively influence a student's understanding, beliefs, and habits as they relate to good nutrition and regular physical activity.

All foods available on school grounds and at school sponsored activities during the instructional day shall meet or exceed the school district nutrition standards and be in compliance with state and federal law. Food should be served with consideration toward nutritional integrity, variety of appeal, taste, safety, and packaging to ensure high-quality meals.

The District Safety Committee will conduct periodic assessments to determine the scope of policy compliance and the extent of progress made toward the student wellness goals. As part of this assessment the Committee will review current trends in nutrition and physical policies and practices, and the provisions that support an environment of healthy eating and physical activity.

District Targeted Wellness Goals:

- A. Nutrition Education and Promotion: Emphasizes caloric balance between food intake and physical activity.
- B. Physical Activity: Students in grades K-5 will have thirty (30) minutes of physical activity per day. This requirement can be met through a combination of physical education, recess, classroom, and other activities. Students in grades 6-12 shall have at least one hundred twenty (120) minutes of physical activity per week. This goal can be met with a combination of PE, school, and non-school sponsored athletics, and other activities.
- C. Other School-based Activities that Promote Student Wellness: Classroom health education will compliment physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities.
- D. District food service department, in conjunction with the Wellness Committee, will establish, at a minimum, the following wellness goals:
 - a. Establish a student food committee
 - b. Promote fruits, vegetables, whole grain products, low fat and fat-free dairy products
 - c. Identify required state and federal changes in a la carte, vending and fundraising activities and ensure compliance
 - d. Work towards increasing participation in breakfast and lunch
 - e. Provide professional development for all food service personnel as necessary
 - f. Notify the community of wellness goal activities through the District's website
- E. Nutrition Guidelines for all Foods Available during the School Day: The school district nutrition standards shall be in compliance with state and federal law*.

*For the purpose of this policy, the school day is defined as first bell to last bell, Monday through Friday, when students are regularly scheduled for classes.

Policy Title: Disposition of Obsolete Equipment **Code No. 803.3**

School property, such as equipment, furnishings, equipment and/or supplies (hereafter equipment), will be disposed of when it is determined to be of no further use to the school district. It shall be the objective of the school district in disposing of the equipment to achieve the best available price or most economical disposal.

Obsolete equipment shall be disposed of in a manner determined by the board. A public hearing shall be held regarding the disposal of the equipment with a value of \$25,000 or more prior to the board's final decision.

In case of a sale, advertisements for bids shall be taken. If the bids received by the board are deemed inadequate, the board may decline to sell the property and re-advertise.

It shall be the responsibility of the superintendent to make a recommendation to the board regarding the method for disposing of equipment of no further use to the school district.

Property having a value of not more than five thousand dollars, other than real property, may be disposed of by any procedure which is adopted by the board and each sale shall be published by at least one insertion ~~each week for two consecutive weeks~~ in a newspaper having general circulation in the district.

Acceptable methods approved by the board are sealed bids and public auction.

Item No. 7 – Questions, Comments, and Concerns

Director Brown shared with the Board his reflections on Dr. Pattee’s facility presentation at the Rotary Club meeting.

President Coil shared with the Board her experience on her visit to Lincoln Elementary School, her attendance at the Teacher Gold Star presentation and the employee retirement reception.

Item No. 8 – Closed Session of the Board of Education Under Iowa Code Section 21.5(i).

Director Williams moved and Director Shaw seconded the motion that the Cedar Falls Board of Education enter into closed session to evaluate the professional competency of individuals whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session under 2011 Code of Iowa 21.5(1) (i). Directors voting in favor of the motion: Coil, Leeper, Williams, Kenyon, Lantz, Brown and Shaw. Those voting “no” none. Motion carried.

Board room was cleared at 7:52 p.m.

Board entered closed session at 7:53 p.m.

Board returned to open session at 9:20 p.m.

Item No. 9 – Adjournment

Director Kenyon moved and Director Leeper seconded the motion to adjourn. Directors voting in favor of the motion: Kenyon, Coil, Brown, Leeper, Williams, Shaw and Lantz. Those voting “no” none. Motion carried. The meeting was adjourned at 9:24 p.m.

Secretary

President