

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: Jenny Leeper, Joyce Coil, James Kenyon, Jim Brown, Dave Williams and Susan Lantz. Others in attendance were: Dr. Andrew Pattee, Superintendent, Douglas Nefzger, Director of Business Affairs and Daniel Conrad, Director of Secondary Education. Also in attendance were Doug Shaw, Mackenzie Elmer, Sarah Eastman and Alison Gowans.

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

President Senchina welcomed Dr. Pattee as the District's new Superintendent of the Cedar Falls Community Schools.

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

Director Williams moved and Director Brown seconded the motion to approve the following items:

1. The agenda of the July 22, 2013, Board of Education meeting
2. Approval of the June 10th and 12th, 2013 Board of Education minutes.
3. Approval of the bills as presented for payment as reviewed by Director Brown
4. Approval of Open Enrollment Requests
5. Approval Human Resource Report
6. Quarterly Transportation Report

**Open Enrollment Report
July 22, 2013**

<p>Dominic A Ackles Current resident district: District requested: Effective date:</p>	<p>1st Grade Waterloo Cedar Falls 2013-2014 – C</p>
<p>Jayden B Ackles Current resident district: District requested: Effective date:</p>	<p>5th Grade Waterloo Cedar Falls 2013-2014 – C</p>
<p>McKenzie Adams Current resident district: District requested: Effective date:</p>	<p>10th Grade Waterloo Cedar Falls 2013-2014</p>
<p>Braidyn N Fisher Current resident district: District requested: Effective date:</p>	<p>3rd Grade Waterloo Cedar Falls 2013-2014 – C</p>
<p>Leila King Current resident district: District requested: Effective date:</p>	<p>5th Grade Waterloo Cedar Falls 2013-2014 – C</p>
<p>Sabastian A Lander Current resident district: District requested: Effective date:</p>	<p>7th Grade Waterloo Cedar Falls 2013-2014 – C</p>
<p>Santana M Lander Current resident district: District requested: Effective date:</p>	<p>6th Grade Waterloo Cedar Falls 2013-2014 – C</p>

Seara S-D Lander Current resident district: District requested: Effective date:	4 th Grade Waterloo Cedar Falls 2013-2014 – C
Serina I Lander Current resident district: District requested: Effective date:	5 th Grade Waterloo Cedar Falls 2013-2014 – C
Skyler E Lander Current resident district: District requested: Effective date:	3 rd Grade Waterloo Cedar Falls 2013-2014 – C
Jyllian H Lofquist Current resident district: District requested: Effective date:	Kindergarten Waterloo Cedar Falls 2013-2014
Kaci M Robins Current resident district: District requested: Effective date:	10 th Grade Waterloo Cedar Falls 2013-2014
Angel K Robinson Current resident district: District requested: Effective date:	2 nd Grade Hudson Cedar Falls 2013-2014
Shania K Robinson Current resident district: District requested: Effective date:	1 st Grade Hudson Cedar Falls 2013-2014
Aiden K Tokle Current resident district: District requested: Effective date:	3 rd Grade Waterloo Cedar Falls 2013-2014 – C
Isaac J Turner Current resident district: District requested: Effective date:	Kindergarten Hudson Cedar Falls 2013-2014
Katelyn J Turner Current resident district: District requested: Effective date:	7 th Grade Hudson Cedar Falls 2013-2014
Logan A Turner Current resident district: District requested: Effective date:	4 th Grade Hudson Cedar Falls 2013-2014
Porsche Welton Current resident district: District requested: Effective date:	3 rd Grade Waterloo Cedar Falls 2013-2014 – C
*Belen Espino-Curtis Current resident district: District requested: Effective date:	6 th Grade Cedar Falls Waterloo 2013-2014

* This open enrollment will be denied

**Human Resources Report
 July 22, 2013**

****New Contracts - Recommended for Approval***

2013-14 School Year

Andrea Christopher	Southdale	Associate Principal	\$62,500
Chad Grandon	HN/LN	Associate Principal	\$55,000
Melissa Berger	Senior High	Special Education	MA Step 10 (\$50,197)
Patricia Carlson	Southdale	Fourth Grade	MA Step 9 (\$48,971)
Haley Iehl	Cedar Heights	Fourth Grade	BA Step 3 (\$37,483)
Jennifer Jacobsen	Lincoln	Elementary Counselor	MA Step 12 (\$52,647)
Katie Krill	North Cedar	Music (.9 FTE)	BA Step 3 (\$33,735)
Tammy Knox	Holmes	Family Consumer Science (.9FTE)	BA Step 3 (\$33,735)
Emilie Myers	Southdale	Early Childhood Spec Ed (.5 FTE)	BA Step 4 (\$19,316)
Daniel Scannell	Peet JH	Special Education	MA Step 14 (\$55,097)
Andrea Skopec	Hansen	Special Education	BA Step 5 (\$39,780)

Resignations - Recommended for Approval

Jill Helgerson	Southdale	EC Special Ed	EOSY	Reason: Family
Sadie Terpstra-Schwab	Hansen	Special Ed	EOSY	Reason: Other Employment
Stefanie Carter	Peet JH	Special Ed	EOSY	Reason: Family
Andrea Christopher	Lincoln	Guidance	EOSY	Reason: Promotion
Anne Graham	Orchard	Kindergarten	EOSY	Reason: Other Employment

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

Annual Meeting:

Item No. 1 – Reconciliation of the Treasurer’s Report

The Treasurer’s reconciliation report was presented by Mr. John Steen. Director Lantz moved and Director Kenyon seconded the motion to approve the Treasurer’s reconciliation report as presented: Directors voting in favor of the motion: Coil, Kenyon, Leeper, Brown, Williams, Senchina, and Lantz. Those voting “no” none. Motion carried.

TREASURER'S RECONCILIATION REPORT
 Cedar Falls Community Schools
 June 30, 2013

GENERAL FUND

Affidavit of Depository Bank

Wells Fargo Bank - Checking Accounts	
General Fund	\$3,241,521.42
Student Activity Fund	\$94,731.19
Food Service Fund	\$176,453.68
School House Fund	\$2,607,906.13

Investments:

Wells Fargo Reg. Savings	\$10,246,795.51
Wells Fargo Elna Christensen Savings	\$1,449,758.82
Lincoln Savings Bank – Money Market	\$3,506,366.79
Lincoln Savings Bank CD	\$1,834,533.00
Farmers State Bank	-

Treasurer's Balance June 30, 2012 \$23,158,066.54

Secretary's Balance

Operating Fund	\$10,122,996.78
Management Fund	\$1,203,833.06
Trust & Agency Fund	\$1,629,236.89
Student Activity Fund	\$629,361.35
Food Service Fund	\$598,598.32
Local Option Fund (LOT)	\$5,463,114.64
PPEL Fund	\$2,784,126.52

\$22,431,267.56

Difference to Account For:

Outstanding checks	\$738,029.02
Flex Spending payable	(\$14,365.70)
Wells Fargo regular savings deposit in transit	\$100.00
June Interest not posted	\$6,055.79
Meridian Bank Jet Pay Deposits	\$1,163.00
Meridian Bank Jet Pay Fees	\$(2,448.58)
Bank Charges	\$(1,734.35)
Bank Error	(\$0.20)

\$ 726,798.98

Secretary's Balance June 30, 2013 \$23,158,066.54

John E. Steen
 July 22, 2013

Item No. 2 – Approval of Depository Banks and Maximum Deposit Resolutions

Mr. Nefzger recommended the following depository banks and maximum deposit resolutions for fiscal year 2014. Director Lantz moved and Director Coil seconded the motion to approve the Depository Banks and Maximum Resolution amounts for the 2013-2014 school year as follows: Directors voting in favor of the motion: Kenyon, Leeper, Williams, Coil, Brown, Senchina, and Lantz. Those voting “no” none. Motion carried.

<u>Banks</u>	<u>2013-2014</u>	<u>2012-2013</u>
Wells Fargo, Iowa, NA	35,000,000	30,000,000
US Bank Iowa, NA	20,000,000	20,000,000
Regions Bank	20,000,000	20,000,000
First National Bank of C.F.	20,000,000	20,000,000
Bank Iowa	20,000,000	20,000,000
Liberty bank	20,000,000	20,000,000
Community National Bank	20,000,000	20,000,000
Lincoln Savings Bank	20,000,000	20,000,000
Farmers State Bank	20,000,000	20,000,000
ISJIT	20,000,000	20,000,000
Education liquidity Fund/Miles Capital	20,000,000	0

Item No. 3 – Approval of Appointment of School District Board Secretary

Director Coil moved and Director Brown seconded the motion to reappoint Mr. Douglas Nefzger as the District’s Board of Education Secretary for the 2013-2014 school year. Directors voting in favor of the motion: Kenyon, Coil, Leeper, Brown, Senchina, Williams and Lantz. Those voting “no” none. Motion carried. President Senchina then administered the oath of office to Mr. Nefzger. Mr. Nefzger answered in the affirmative. President Senchina thanked Mr. Nefzger for his willingness to serve in this capacity.

Item No. 4 – Approval of Appointment of School District Treasurer

Director Coil moved and Director Kenyon seconded the motion to reappoint Mr. John Steen as the District’s Board of Education Treasurer for the 2013-2014 school year. Directors voting in favor of the motion: Kenyon, Coil, Leeper, Brown, Senchina, Williams and Lantz. Those voting “no” none. Motion carried. President Senchina then administered the oath of office to Mr. Steen. Mr. Steen answered in the affirmative. President Senchina thanked Mr. Steen for his willingness to serve in this capacity.

Item No. 5 – Approval of Appointment of School Business Official

Director Lantz moved and Director Brown seconded the motion that the Cedar Falls Community School District Board of Education approve the appointment of Mr. Douglas Nefzger as the authorized school business official for the Cedar Falls Community School District for the 2013-2014 school year. Directors voting in favor of the motion: Kenyon, Coil, Leeper, Brown, Senchina, Williams and Lantz. Those voting “no” none. Motion carried.

Regular Meeting:

Item No. 6 – Secretary’s Monthly Financial Reports

Mr. Nefzger reviewed the monthly balances for June 2013 for the general fund, schoolhouse, student activity and food service. President Senchina reported that the report would be filed subject to audit.

Item No. 7 – Communications

Mr. Nefzger reviewed the findings of the arbitration hearing between the Cedar Falls Education Association (CFEA) and the Cedar Falls Community School District that was held on May 28, 2013. There are two inquiries the arbitrator needed to resolve. The first inquiry was on wages. The District presented a total package increase of 4.23%. The CFEA's offer for a total package increase was 4.42%. The second inquiry the arbitrator resolved was on hours. The District requested to change the amount of time teachers should report to duty before the start of school to 20 minutes prior to the pupils' school day and remain in their places of assignment, determined by the principal, for at least 25 minutes after the close of the pupils' school day. The Association's request is to keep the current language unchanged by reporting 30 minutes prior to the beginning of the pupils' school day and remaining 30 minutes after the pupils' school day. The Arbitrator, Lisa Salkovitz Kohn found the District's offer is the most reasonable of the parties' on wages for a total package increase of 4.23% and the Association's offer is the most reasonable of the parties' offer on hours.

President Senchina reported that Dallas Voigts, long time auditor for Cedar Falls Community School District has recently passed away. Mr. Voigts was the lead auditor for the District for quite a number of years.

Item No. 8– Approval of Resolution Fixing the Date of Sale of Approximately \$10,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2013, Electronic Bidding Procedures and Official Statement

Larry Burger from Speer Financial was welcomed by the Board. Mr. Burger reviewed the resolution fixing the date of sale of approximately \$10,000,000.00 in School Infrastructure Sales, Services and Use Tax Revenue and Refunding Bonds, Series 2013, electronic bidding procedures associated with receiving bids for the sale of these bonds and the official statement of the school district that will be used for potential bidders of the bond sale.

Director Williams introduced the following Resolution and moved its adoption. Director Coil seconded the motion to adopt. The roll was called and the vote was:

AYES: Senchina, Coil, Brown, Lantz, Williams, Kenyon, and Leeper.

NAYS: None

The President declared the Resolution adopted.

RESOLUTION FIXING THE DATE OF SALE OF APPROXIMATELY \$10,000,000
SCHOOL INFRASTRUCTURE SALES, SERVICES AND USE TAX REVENUE
BONDS, SERIES 2013, APPROVING ELECTRONIC BIDDING PROCEDURES, AND
APPROVING THE OFFICIAL STATEMENT

WHEREAS, pursuant to Iowa Code Chapters 423E and 423F, the Board of Directors of the Cedar Falls Community School District (the "Issuer") is currently entitled to receive proceeds of the statewide School Infrastructure Sales, Services and Use tax; and

WHEREAS, pursuant to an election duly held in the District in accordance therewith on February 1, 2011, and pursuant to Iowa Code Chapters 423E and 423F, the Board of Directors of the Cedar Falls Community School District approved a Revenue Purpose Statement and is currently entitled to expend proceeds of the statewide School Infrastructure Sales, Services and Use tax; and

WHEREAS, the Board finds it advisable and necessary that Bonds authorized be offered for sale for the purpose authorized at the election, and it is in the best interest to issue Bonds; and

WHEREAS, the Board deems it in the best interests of the School District and the residents thereof to receive bids to purchase School Infrastructure Sales, Services and Use Tax Revenue Bonds by means of both sealed and electronic internet communication; and

WHEREAS, the Board has received information from its Financial Advisor recommending the procedure for electronic bidding so as to provide for the integrity of the competitive bidding process and to facilitate the delivery of bids by interested parties:

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF DIRECTORS OF THE CEDAR FALLS COMMUNITY SCHOOL DISTRICT IN THE COUNTY OF BLACK HAWK, STATE OF IOWA:

Section 1. That the Speer Auction® Competitive Bidding System and the Electronic Bidding Procedures attached hereto are found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the sale of approximately \$10,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2013.

Section 2. That all electronic bidding shall be submitted in substantial conformity with Iowa Code Section 75.14 and Chapter 554D.

Section 3. That School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2013, in the aggregate amount of approximately \$10,000,000 (the "Bonds"), to be issued and dated September 23, 2013, will be offered for sale.

Section 4. That the Secretary of the Board of this School District shall cause to be prepared an Official Statement and to schedule the sale of the Bonds. The Bonds to be offered are School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2013, in the principal amount of approximately \$10,000,000, to be dated September 23, 2013. The Official Statement shall include the following terms, and the Electronic Bidding Procedures attached to this Resolution are approved:

Time and Place of Sale: Sealed bids or electronic bids for the sale of Bonds of the Cedar Falls Community School District, in the County of Black Hawk, State of Iowa (the "Issuer"), will be received at the Administration Office of the District until 11:00 o'clock A.M. on August 20, 2013. The bids will be publicly opened at that time and evaluated by the Superintendent, Board Secretary, and Financial Advisor and referred for action at the meeting of the Board of Directors.

Sale and Award: The sale and award of the Bonds will be held at the Board meeting scheduled on the same date.

Manner of Bidding: Open bids will not be received. No bid will be received after the time specified above for receiving bids. Bids will be received by any of the following methods:

- Sealed Bidding: Sealed bids may be submitted and will be received at the Administration Office, Cedar Falls Community School District, 1002 West First Street, Cedar Falls, Iowa.
- Electronic Bidding: Electronic internet bids will be received at the Administration Office, Cedar Falls Community School District, Cedar Falls, Iowa. The bids must be submitted through Speer Auction® competitive bidding system (www.SpeerAuction.com).
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the Administration Office, Cedar Falls Community School District, Cedar Falls, Iowa, (319)277-0614 or (319)291-8628. Electronic facsimile bids will be sealed and treated as sealed bids.

Official Statement: An Official Statement of information pertaining to the Bonds to be offered shall be prepared by the District's financial advisor, including a statement of the Terms of Offering and an Official Bid Form. The Official Statement may be obtained by request addressed to the Secretary of the Board of Directors, Cedar Falls Community School District, 1002 West First Street, Cedar Falls, Iowa 50613, (319)553-3000; or Speer Financial, Inc., 531 Commercial Street, Suite 608, Waterloo, Iowa 50701, (319)291-2077 and One North LaSalle Street, Suite 4100, Chicago, Illinois 60602, (312) 346-3700.

Terms of Offering: All bids must be in conformity with and the sale must be in accord with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

Section 5. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Superintendent and Board Secretary, upon the advice of the District's Financial Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

PASSED AND APPROVED this 22nd day of July, 2013.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

Item No. 9 – Approval of Scholarship Transfer to the Cedar Falls School Foundation

Mr. Nefzger and Director Lantz discussed the request to transfer the Maureen T. Lauterbach trust from the U.S. Bank of Cedar Falls to the Cedar Falls Schools Foundation. The U.S. Bank no longer is in a position to manage the trust and the surviving children of the Lauterbach estate have agreed to allow the trust to be transferred to the Cedar Falls Schools Foundation. In order for the transfer to occur a petition for the court to terminate the trust must be filed. The Cedar Falls Community School District is the receiver of this trust. Although the trust is for graduating seniors, it was felt the District would need to approve the terminating of the trust. After discussion, Director Coil moved and Director Leeper seconded the motion the Cedar Falls Board of Education approve and consent to the termination of the Lauterbach scholarship trust under the last will and testament of Maureen T. Lauterbach as set forward in the petition to court order to termination of the trust and for reason set forth in that petition and the Board authorizes the Board Secretary or Board President to execute on behalf of the Board the receipt, waiver and consent to termination presented at this meeting. Directors voting in favor of the motion: Coil, Kenyon, Leeper, Brown, Williams, Senchina, and Lantz. Those voting “no” none. Motion carried.

Item No.10– Approval of 2013-2014 Teamsters Contract

Mr. Nefzger reviewed the agreement reached between the Cedar Falls Community School District and Teamsters Local 138. This agreement will be a one year agreement for the 2013-2014 school-year and will end on June 30, 2014.

Language items include:

- Agreed on an expanded explanation for inclusion in the Handbook for Custodial and Maintenance Staff specifying how overtime and mandatory overtime assignments will be administered.
- Minimum call time of two hours for emergency services on weekends, holidays or other non-work time will apply to classifications II-VII.
- All full and part time positions will be posted internally. All job postings will be distributed electronically.
- Vacation Scheduling: agreed on a revised explanation for inclusion in the Handbook for Custodial and Maintenance Staff specifying how the annual department-wide vacation scheduling process will be applied.
- All individuals hired on, or after, July 1, 2013 shall have all wage and other payments transmitted electronically via ACH.

Economic items include:

- Hourly wage increase of \$0.55 for current staff.
- Wage increase for starting base rates increase by \$0.30.
- Change Mail Delivery position from Classification I to II.
- District to cover increased cost of insurance, with proportionate sharing of family insurance costs per the contract.

The total package increase is 4.26%. Director Williams moved and Director Lantz seconded the motion to approve the agreement between the Cedar Falls Community School District and Teamsters Local 138 for the 2013-2014 school year. Directors voting in favor of the motion: Kenyon, Leeper, Williams, Coil, Brown, Senchina, and Lantz. Those voting “no” none. Motion carried.

Item No.11– Approval of the Change Order for Southdale Elementary

Mr. Nefzger reviewed a change order request to add additional playground concrete area to be used by students of Southdale Elementary for basketball, tetherball and other activities. The total cost of the change order is \$38,554.48. This will be paid by the contingency budget for the Southdale Elementary School project. Director Kenyon moved and Director Coil seconded the motion to approve the change order for the Southdale Elementary project. Directors voting in favor of the motion: Kenyon, Leeper, Williams, Coil, Brown, Senchina, and Lantz. Those voting “no” none. Motion carried.

Item No.12– Approval of the Change Order for Hansen Elementary

Mr. Nefzger reviewed a change order request to add a storm sewer on the west side of the parking lot to eliminate storm water run-off issues discovered during the current construction project. The total cost of the change order is \$32,966.00. This will be paid by the contingency budget for the Hansen Elementary Phase II project. Director Lantz moved and Director Williams seconded the motion to approve the change order for Hansen Elementary Phase II project. Directors voting in favor of the motion: Kenyon, Leeper, Williams, Coil, Brown, Senchina, and Lantz. Those voting “no” none. Motion carried.

Item No.13– 2013-2014 Board of Education Goals

The Cedar Falls Board of Education discussed the goal setting process for the 2013-2014 school year. Directors Williams, Coil and Kenyon volunteered to sit on a committee to develop these goals and return with a recommendation at the next school board meeting.

Item No.14– 2013-2014 Superintendent Goals

A committee of Directors Brown, Williams and Leeper will work with Superintendent Pattee to develop his goals for the upcoming 2013-2014 school year. The recommended goals for Superintendent Pattee will be brought to the next board meeting for review by the entire Board.

Item No.15– Discussion and Approval of Urban Education Network (UEN) Membership

Superintendent Pattee discussed the opportunity for the District to join the Urban Education Network (UEN) of Iowa. The UEN consists of the eight largest school districts in the state of Iowa, was created in 1985 and incorporated into a non-profit organization in 1993. The original eight schools are Waterloo, Sioux City, Iowa City, Dubuque, Des Moines, Davenport, Council Bluffs and Cedar Rapids. Only these schools have voting rights on any issues the UEN would approve. Other school districts are offered associate memberships without voting rights. Associate memberships are available to school districts with a student enrollment of 5,000 or more or school districts with an enrollment of 3,000 or more students combined with a 40% population identified as free or reduced eligible. Dr. Pattee stated that an associate membership in the UEN would offer the Cedar Falls Community School District improved or increased lobbying efforts. Approximately 33% of all students educated in the State of Iowa are educated in school districts that have memberships or associate memberships in the UEN. The membership would be for one year and the associate member fee is \$5,000. After discussion, Director Brown moved and Director Coil seconded the motion to approve the associate membership in the Urban Education Network (UEN) for the 2013-2014 school year. Directors voting in favor of the motion: Leeper, Brown, Coil, Kenyon, Lantz, Williams and Senchina. Those voting “no” none. Motion carried.

Item No. 16 – Approval of Board Policies

Dr. Pattee reviewed the second reading of board policies 702.1, 401.17, 403.14, 807.1 and 807.2. Director Coil moved and Director Lantz seconded the motion to approve the second and final reading of board policies 702.1, 401.17, 403.14, 807.1 and 807.2. Directors voting in favor of the motion: Leeper, Brown, Coil, Kenyon, Williams, Lantz and Senchina. Those voting “no” none. Motion carried.

Policy Title: *School Transportation of Students* Code No. *702.1*

Transportation by school bus shall be available without cost, in accordance with the Code of Iowa and this policy, for:

- Students in grades 9-12 residing more than three miles from the attendance center.
- Students in grades 7-8 residing more than two miles from the attendance center.
- Students in grades PK-6 residing more than two miles from the attendance center, except that the distance limitation may be reduced by the administration to one mile in instances where traffic and/or walking conditions are adjudged to warrant the reduction.

Distances shall be measured in accordance with the procedures specified in the Code of Iowa.

Tickets for use in riding school buses shall be issued to students who qualify for transportation services without cost. Tickets may be purchased by students who live within the distance limitations, provided sufficient space is available during the month for which the ticket is to be used.

All students riding school buses are subject to disciplinary measures, including possible revocation of riding privileges, for failure to follow rules and regulations for orderly conduct while receiving transportation services. All formal referrals of problems of conduct will be made to the principal or associate principal of the student’s attendance center.

In the event that transportation by school bus is impractical or not available, provisions of the Code of Iowa regarding reimbursement of parents or guardians for transportation services shall be followed. **The superintendent, or designee, shall have the authority to designate the operation of school buses on established hard surface routes only due to weather or other safety considerations.**

Bus routes and the stops for loading and unloading of students shall be established annually by the administration. **Parents will be notified of school closings/delays through local media and/or other electronic means. When weather conditions deteriorate students will be returned to their regular drop off sites unless weather conditions prevent it. In that case, students will be kept at or returned to school until they are picked up by the parents.**

For security purposes video cameras are placed in all Cedar Falls Community School District buses.

Policy Title:

Dishonesty

Code No. **401.17**

Employees of the District serve in a position of public trust, are compensated with public funds, and are entrusted with public property. Employee actions and behavior must be honest and above reproach at all times. This work rule requires complete honesty in the discharge of an employee's duties, and, unless otherwise prohibited by law, it applies to all conduct whether the employee is on duty or off duty.

The conduct which is prohibited by this work rule includes, but is not limited to, the following:

1. Making statements to representatives of the District which the employee knows or has reason to believe are untrue, inaccurate, or incomplete.
2. Stealing cash, funds, or property of any kind belonging to the District, belonging to a fellow employee, or belonging to other persons who are on District property.
3. Failing to report or to transfer to the District any funds or property belonging to the District.
4. Unauthorized use, possession or removal of vehicles, property or equipment belonging to the District, belonging to a fellow employee, or belonging to others persons who are on District property.
5. Falsification of employment applications or any District records, including, but not limited to, work records and time records. Time record violations include, but are not limited to, claiming time for work which was not performed by the employee and reporting/signing another employee in or out.
6. Performing official duties in an unauthorized manner.
7. Charging items for personal use to a District credit card or account, or making unauthorized withdrawals from a District account using a debit card.
8. Misuse or unauthorized use of accounts or allowance (clothing, mileage, meals, etc.)
9. Converting surplus District property to personal use without authorization, or declaring property to be surplus or junk and then converting it to personal use.
10. Making improper claims for overtime when no overtime work, or working slowly to create the need for overtime work.
11. Using sick leave, or any other leave of absence, for any purpose which is not authorized.

Employees who violate this policy are subject to disciplinary action, including termination.

Policy Title:

Cooperation in Investigations

Code No. **403.14**

All employees are required to fully cooperate with any representative of the District who is conducting a work-related investigation. Employees will be disciplined for lying to any representative of the District, or providing information to any representative of the District which is dishonest, misleading, inaccurate, or incomplete.

Employees will also be disciplined for impeding, obstructing, or failing to cooperate with an inquiry or investigation conducted by any representative of the District. "Obstructing" includes, but is not limited to, threatening, intimidating, or coercing other individuals who may be contacted by a representative of the District, and discouraging other individuals who may be contacted by a representative of the District from responding to or cooperating with the District. "Failing to cooperate" includes, but is not limited to, failing to provide information, documents, or materials requested by a representative of the District, and providing information, documents, or materials to a representative of the District which are dishonest, misleading, inaccurate, or incomplete.

If an employee is the subject of an investigation, the District will respect the rights afforded to the employee by the Iowa Public Relations Act, the United States Constitution, and any other applicable state or federal law.

Policy Title: *Expenditures for Public Purposes*

Code No. *807.1*

The Board of Directors recognizes and supports the principle that District funds are to be expended only for legitimate public purposes and not for private personal gain for which services of comparable value have not been rendered to the District. The Board of Directors, therefore, believes it is important to designate those expenditures for officers, directors, employees, contractors and volunteers, that are in addition to salaries and benefits authorized and/or specified in Series 300 or 400 and legitimate expense reimbursements which serve a legitimate public purpose.

The Board of Directors authorizes the expenditure of District funds for District officers, directors, employees, contractors and volunteers for the following purposes, as these are commonly-granted benefits which aid in recruitment of personnel, promote improvement of staff morale and cooperation, and assist in building a commitment to the District, thus assisting in creating a more productive learning environment:

- Recognition for employees who have been with the District for ten (10) or more years, with items not to exceed \$100.00 each in cost to the District.
- A plaque, clock or comparable recognition item upon the retirement or end of service of an employee or official, with the plaque or recognition item not to exceed \$100.00 in cost to the District.
- Meals for licensed interviewees (and if the interviewee is an administrative candidate, the interviewee's spouse) and District employees accompanying the interviewee at the time of an interview not to exceed \$25.00 per attendee.
- Meals for newly-hired employees and other District employees accompanying them not to exceed one time per school year to promote understanding of District and community processes, with the cost of the meal not to exceed \$25.00 per attendee.
- Meals on-site during staff-development (in-service) meetings, with the costs of the meals to the District not to exceed \$15.00 per attendee. This is to promote a more efficient day so that staff members do not leave the premises.
- Meals may also be served to Board members and officers, the administrators, and other school personnel required to be present at Board meetings if the meetings are called prior to 6:00 p.m., or if they go unusually long, in order to enable the Board to continue with business without interruption, with the cost to the District not to exceed \$25.00 per attendee.
- Meals may also be provided to District officials and employees and consultants if the provisions of meals facilitate working time not to exceed \$25.00 per attendee.

The Board of Directors also authorizes the expenditure of District funds for coffee and soft drinks in the school buildings. Coffee, soft drinks, and light refreshments, such as fruit, cookies or pastries, may also be made available to the public at Board and committee meetings to promote a welcoming environment and as a common courtesy for individuals who travel to the District building for attendance at District meetings and conferences.

No District funds will be used to pay the cost of any alcoholic beverage and no alcoholic beverage will be available on schoolgrounds.

Policy Title: *Employee Garnishments*

Code No. *807.2*

It is the responsibility of the Board Secretary to accept service of garnishment orders upon employees of the District (Iowa Code 642.2(5)). In the event the Board Secretary is not available, the Supervisor of Financial Services or the Payroll Specialist will have the authority to accept garnishment orders on behalf of the District.

Item No. 17 – Approval of Report and Recommendation of Board Policy 602.20 - School District Instructional Organization

Mr. Conrad reviewed the recommendation of the Administration to continue with the current grade alignment with one minor change as prescribed in the current board policy 602.20. Mr. Conrad presented data that compared PreK-6, 7-9 and 10-12 grade organizational structure of Cedar Falls Community Schools with other similar sized school districts across the state of Iowa. Mr. Conrad noted that Ankeny, Dallas Center-Grimes, Waukee and West Des Moines Valley have the same grade 10-12 high school structure as Cedar Falls Community Schools. Mr. Conrad presented research and reviewed the following:

1. Research on 6th graders in an elementary setting versus middle school setting and 9th graders in a middle school setting versus high school setting.
2. Cedar Falls Community School District academic data that included grade point average in grades 7-10 and proficiency scores in reading, math and science for students in grades 4-10.
3. Compared 6th grade students over all proficiency scores in comparison with the other 20 school districts in the representative sample group in reading, math and science.
4. Presented student behavior data on local Cedar Falls Community School student needs and behavior and the transition of students in grades 5-6, as well as, student behavior data in 9th grade versus 7th, 8th and 10th grades.

All data submitted was over the previous five school years.

Mr. Conrad then submitted quantitative data by administrators, counselors and students on the advantages/disadvantages of 6th grade students remaining at the elementary school versus moving to the middle school and 9th grade students remaining at the current junior high versus moving to the high school. Mr. Conrad presented some basic financial implications of converting the existing high school or potential new high school from a 10-12 grade structure to a 9-12 grade structure.

In summary of the data and research supports 6th grade students at an elementary setting and 9th grade students at a separate setting than the high school. Academic data, behavior data and administrators/counselors input at the elementary and secondary levels support the District's current grade alignment. Concerns were expressed about the high school in excess of 1,600 students potentially being too large and the additional costs of increasing the size of the high school from a 10- 12 to a 9-12 grade structure. Mr. Conrad noted the one minor change in the current Board Policy 602.20 is changing the grade structure from a K-6, 7-9 and 10-12 to a PreK-6, 7-9 and 10-12 grade structure.

Director Kenyon moved and Director Coil seconded the motion to approve the first and final reading of the following Board Policy 602.20 School District Instructional Organization. Directors voting in favor of the motion: Leeper, Brown, Coil, Kenyon, Lantz, Williams and Senchina. Those voting "no" none. Motion carried.

Policy Title: *School District Instructional Organization*

Code No. **602.20**

The Cedar Falls Community School District offers an educational program for grades pre-kindergarten (PK) through twelve (12). The instructional program is organized by the following levels:

Voluntary pre-kindergarten program will be offered in the Cedar Falls Community School District, Cedar Falls, Iowa.

Grades pre-kindergarten (PK) through sixth (6) shall attend an elementary school in the Cedar Falls Community School District, Cedar Falls, Iowa.

Grades seven (7) through nine (9) shall attend a junior high school in the Cedar Falls Community School District, Cedar Falls, Iowa.

Grades ten (10) through twelve (12) shall attend the senior high school in the Cedar Falls Community School District, Cedar Falls, Iowa.

Item No. 18 – Approval of 2013-2014 IASB Legislative Priorities

Dr. Pattee reviewed the proposed list of Legislative resolutions as developed by the Iowa Association of School Boards (IASB) for school districts to make recommendations to IASB to be included in the 2013-2014 IASB Legislative action priorities list. There were a total of 36 resolutions submitted by IASB for school districts to review. After careful consideration, it was the consensus of the Board to support the following IASB Legislative resolutions.

3. Supports continued progress in the development of rigorous content standards and benchmarks consistent with the Iowa Core focused on improving student achievement, including the following state actions:
 - Provide and fund technical assistance to help school districts fully implement the Iowa Core.
 - Develop or obtain high-quality summative and formative assessments, aligned to the skills student should know and be able to do to succeed in the 21st century.
 - Include and fund all the components of successful standards systems: assessments aligned to high expectations, improved and aligned instruction and quality professional development.
8. Supports legislation that increases the at-risk student weighting and includes drop-out prevention in the foundation formula.
10. IASB supports Iowa law giving local school boards authority to establish charter schools. Charter schools should not be established by any entity other than public school boards and, after approval of a charter school by a local school district, charter school plans and waivers must be approved by the State Board of Education and subject to all state accountability and reporting standards.
13. Supports returning to three-year school board member terms with less than a majority of the school board elected in any one year.
14. Supports setting allowable growth at a rate that encourages continuous school improvement and reflects actual cost increases experienced by school districts and AEAs. Our financial priority is to increase and maintain the state cost per pupil and the spending authority associated with it to build a strong base for future education resources with full state funding of the state's share of the cost per pupil.
20. Supports the repeal of the mandatory school start date while offering incentives to school districts to provide extended days and/or innovative calendars. School districts receiving these incentives will evaluate and determine the impact on student learning when establishing the start day for school.

Item No. 19 – Approval of 2013-2014 Board Calendar

Dr. Pattee presented the 2013-2014 School Board calendar for Board review. The calendar includes meeting dates and reports that will be presented to the Board. Director Lantz moved and Director Williams seconded the motion to approve the 2013-2014 School Board calendar as follows: Directors voting in favor of the motion: Coil, Leeper, Brown, Senchina, Kenyon, Williams and Lantz. Those voting “no” none. Motion carried.

Board of Education
School Year 2013-2014

<u>Date</u>	<u>Day</u>	<u>Agenda</u>
July 1	Monday	First day of 2013-2014 Fiscal Year
July 22	Monday	Annual Meeting: <ol style="list-style-type: none">a) Approve annual report of secretary and depository report of treasurerb) Approve depository banksc) Appoint and administer oath of office to secretaryd) Appoint and administer oath of office to treasurer

August 12	Monday	Regular Meeting
August 26	Monday	Regular Meeting a) Southdale Tour – begin w/tour; meeting back at Admin Center
		Information Reports: a) PLC (Professional Learning Communities)
September 9	Monday	Regular Meeting
September 10	Tuesday	School Board Election
September 23	Monday	Organizational Meeting of Board: a) Nomination and election of Board Officers b) Oath of office to elected officers
		Information Reports: a) Harris Survey
October 14	Monday	Regular Meeting: a) Superintendent: 90-day Review
October 28	Monday	Regular Meeting
		Information Reports: a) Site Visit Information
November 11	Monday	Regular Meeting
November 20-21	Wed – Thurs	IASB Convention – Des Moines, Iowa
November 25	Monday	Regular Meeting
		Information Reports: a) Mathematics b) K-12 Art Program
December 9	Monday	Regular Meeting
		Information Reports: a) K-12 Counseling & Guidance
January 13	Monday	Regular Meeting
January 27	Monday	Regular Meeting
		Information Reports: a) 7-12 Business b) Mid-Year Superintendent Evaluation
February 10	Monday	Regular Meeting:
February 24	Monday	Regular Meeting
		Information Reports: a) Technology Update

March 10	Monday	Regular Meeting: a) Preliminary Budget
April 5-7	Sat-Monday	NSBA Conference in New Orleans. Louisiana
April 14	Monday	Regular Meeting: a) Budget Hearing
April 28	Monday	Regular Meeting Information Reports: a) Preschool b) Title I
May 12	Monday	Regular Meeting Information Reports: a) PLC Wrap-up
June 9	Monday	Regular Meeting: a) Superintendent Evaluation
June 12	Thursday	Board/Administrative Council Retreat
June 30	Friday	Fiscal year officially closes

This agenda may be modified and/or special meetings called as determined by the President of the Cedar Falls Board of Education.

Item No. 20 – Superintendent’s Report

Dr. Pattee distributed information received from the Black Hawk County Auditor’s Office discussing school board voting centers in Cedar Falls for the September 10, 2013 school board election. The following voting centers will open at 7:00 a.m. and close at 8:00 p.m.

1. Cedar Falls City Hall, 220 Clay Street, Cedar Falls
2. Church of Christ, 2727 West 4th St., Cedar Falls
3. Cedar Heights Comm. Presbyterian Church, 2015 Rainbow Dr. Cedar Falls
4. Nazareth Lutheran Church, 7401 University Ave., Cedar Falls

Item No. 21 – Questions, Comments, and Concerns

None

Item No. 22 – Adjournment

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

The meeting was adjourned at 9:33 p.m.

Secretary

President