

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: Jim Brown, James Kenyon, Susan Lantz, David Williams, Jenny Leeper and Joyce Coil. Others in attendance were: Dr. David Stoakes, Superintendent, Douglas Nefzger, Director of Business Affairs, Adrian Talbot, Director of Human Resources, Dan Conrad, Director of Secondary Education and Pam Zeigler, Director of Elementary Education. Also in attendance: Jill Danielsen, Frank Jowitt, Alison Gowans, Dirk Homewood, Linsey Zimmerman, Mike Brocka, Nick Hildebrandt, Christine Mangrich, Megann Tresemer, Lisa Sesterhenn, Rich Powers, Deb Beving and Emily Christensen.

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.

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

Director Lantz moved and Director Coil seconded the motion to approve the consent agenda with the removal of the Superintendent Applicant Confidentiality agreement to its own action item. Directors voting in favor of the motion: Lantz, Brown, Coil, Leeper, Williams, Kenyon, and Senchina. Those voting “no” none. Motion carried.

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

Director Kenyon moved and Director Coil seconded the motion to approve the following consent agenda with the correction to the December 16, 2011 Board of Education Minutes:

1. The agenda of the January 9, 2012 Board of Education agenda as presented
2. Approval of the December 12, 13, 16, and 21, 2011 Board of Education meeting minutes as presented with corrections to the December 16, 2011 minutes.
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Susan Lantz
4. Open Enrollment
5. Approval of Agreements:
  - American Red Cross Holmes Junior High Emergency Shelter
  - American Red Cross Peet Junior High Emergency Shelter

**Open Enrollment Report  
January 9, 2012**

Bobbi Burch	7 <sup>th</sup> Grade
Current resident district:	Cedar Falls
District requested:	Denver
Effective date:	2011-2012 – C
Quechariontae Thurmond	8 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2011-2012 – C
Shalisa Thurmond	Kindergarten
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2011-2012 – C
Alexandra Weathersby	4 <sup>th</sup> Grade
Current resident district:	Waterloo
District requested:	Cedar Falls
Effective date:	2011-2012 – C

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

Item No. 3 – Approval of Superintendent Applicant’s Confidentiality Agreement

The Board discussed concerns that qualified applicants for the position of Superintendent of Schools may be discouraged from making application for the position if their applications are available for general public examination. Director Lantz moved and Director Coil seconded the motion to approve the following Resolution. Directors voting in favor of the motion: Lantz, Brown, Coil, Leeper, Williams, Kenyon, and Senchina. Those voting “no” none. Motion carried.

WHEREAS, the Board of Directors of the **Cedar Falls Community School District** will soon advertise to seek applications for the position of Superintendent of Schools; and

WHEREAS, the Board of Directors of the **Cedar Falls Community School District** believes that otherwise qualified applicants may not apply for the position if their applications are made public due to possible negative repercussions regarding their present employment or for other legitimate reasons; and

WHEREAS, the Board of Directors of the **Cedar Falls Community School District** has been advised by its counsel that applications for the superintendency may be kept confidential per Iowa Code section 22.7(18) as interpreted by the Iowa Supreme Court in *City of Sioux City v. Greater Sioux City Press Club*, 421 N.W.2d 895 (Iowa 1988) if “*the government body receiving those communications from such persons outside of government could reasonably believe that those persons would be discouraged from making them to that government body if they were available for general public examination*” unless the individual consents to disclosure.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the **Cedar Falls Community School District** hereby determines that qualified applicants for the position of Superintendent of Schools may be discouraged from making applications for the position if their applications are available for general public examination.

BE IT FURTHER RESOLVED that the applications for Superintendent are hereby ordered to remain confidential, pursuant to the authority cited above unless the individual applicant consents to disclosure. The Board will authorize its consultant to develop procedures to meet the objectives of this Resolution.

Passed and approved by the Board of Directors of the Cedar Falls Community School District this 9<sup>th</sup> day of January, 2012.

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President

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Board Secretary

Item No. 4 – Secretary’s Monthly Financial Reports

Mr. Nefzger reviewed the monthly balances for December 2011 for the general fund, schoolhouse, student activity, and food service. President Senchina reported that the report would be filed subject to audit.

Item No. 5 – Communications

None

Item No. 6 – Approval of Plans, Specifications, and set Public Hearing for Southdale 2012 Additions and Remodeling Project

Mr. Nefzger introduced Nick Hildebrandt from Struxture Architects and Mike Brocka from Modus Engineering. Mr. Hildebrandt and Mr. Brocka reviewed the final plans and specifications for the Southdale 2012 addition and remodeling project. Director Coil moved and Director Leeper seconded the motion that the Cedar Falls Community School District Board of Education approve the proposed plans, specifications, proposed form of contract, and set February 13, 2012 at 7:00 p.m. as the date and time to hold a public hearing for the Southdale 2012 Additions and Remodeling project.

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

Item No. 7 – Approval of Plans, Specifications, and set Public Hearing for Hansen Five Classroom Phase I Project

Mr. Hildebrandt and Mr. Brocka reviewed the final plans and specifications for the Hansen Five Classroom Phase I project. Director Williams moved and Director Kenyon seconded the motion that the Cedar Falls Community School District Board of Education approve the proposed plans, specifications, proposed form of contract, and set February 13, 2012 at 7:00 p.m. as the date and time to hold a public hearing for Hansen five classroom phase I project. Directors voting in favor of the motion: Lantz, Brown, Coil, Leeper, Williams, Kenyon, and Senchina. Those voting “no” none. Motion carried.

Item No. 8 – Acceptance of Substantial Completion of the Hansen Portable Project

Mr. Nefzger reviewed the final budget for the Hansen 2011 portable project and recommended final acceptance of the project. Director Brown moved and Director Coil seconded the motion that the Cedar Falls Community School District Board of Education accept as complete the mechanical contractor portion of the 2011 Hansen Elementary portable classroom relocation project for all claims of materials furnished, labor performed, and service on this contract must be filed within the next 30 days. Directors voting in favor of the motion: Lantz, Brown, Coil, Leeper, Williams, Kenyon, and Senchina. Those voting “no” none. Motion carried.

Item No. 9 – Approval of the 2013-2016 AFSCME Negotiated Agreement

Dr. Talbot reviewed the proposed settlement with the American Federation of State, County & Municipal Employees Iowa Council 61, Local 2749 (AFSCME). The agreement of contract will cover a three year period from July 1, 2012 to June 30, 2015.

Economics of the contract include:

**Year 1 of agreement 2012-13:**

1. Individuals who were both employed on or before June 30<sup>th</sup> 2012 and were enrolled in a district sponsored health insurance plan during the 2011-12 school year :

- The District will contribute \$527.36/month toward individual health insurance premium
- The District will contribute \$381.02/month toward family insurance premium
- The District will contribute \$24.50/month toward individual dental insurance premium; the maximum yearly benefit is \$1000
- The District will pay \$6.13/month toward individual vision insurance premium

**\*The minimum employee contribution toward insurance premium shall be \$1.00/month. The actual employee contributions to be determined once insurance premium information becomes available.**

2. Individuals employed on or after July1, 2012:

Individuals employed 80% FTE ( 32 hours per week) and above will be eligible for insurance benefit coverage. Premium contributions shall be as follows:

- The District will contribute \$527.36 toward individual health insurance premium
- The District will contribute \$24.50/month toward individual dental insurance premium; the maximum yearly benefit is \$1000
- The District will contribute \$6.13/month toward individual vision insurance premium

**\*The minimum employee contribution toward insurance premium shall be \$1.00/month. The actual employee contributions to be determined once insurance premium information becomes available.**

**Year 2 and Year 3 of agreement 2013- 2014, and 2014 – 2015**

**Health Insurance**

Employee increase in single insurance premium of \$30.00/month and family insurance premium of \$10.00/month in each year of the agreement.

**Dental and Vision Insurance**

No change to employee premium contributions over the life of the contract.

**Wages:**

Current employees increase in wage rate of:

- Year 1 \$0.35/hr
- Year 2 \$0.30/hr
- Year 3 \$0.25/hr

Language

- Collapse current three (3) tier job classification system into two (2) tiers
- Revise paid sick leave provisions for immediate family illness or injury
- Allow Personal Leave to accumulate up to a maximum of three (3) days

This is an average of 2.73% total package settlement over the three (3) year duration of the agreement.

Director Williams moved and Director Brown seconded the motion that the Cedar Falls Community School District Board of Education approve the agreement with AFSCME as presented. Directors voting in favor of the motion: Lantz, Brown, Coil, Leeper, Williams, Kenyon, and Senchina. Those voting “no” none. Motion carried.

**Item No. 10 – Approval of Bids for Delivery Truck, Conventional School Bus and a Transit School Bus**

Mr. Nefzger reviewed bids for a delivery truck, conventional school bus, and a transit school bus.

There were two bids received for the delivery truck with specifications of a 16 foot body and a low tilt cab design chassis. It was recommended to except the bid from Hawkeye Truck & Trailer at a cost of \$54,917. 00. The second bid was from Dick Witham Ford and did not meet the specifications as determined.

There were three bids received for the 65 passenger conventional school bus. The specifications remained unchanged from previous school years. It was recommended to except the low bid from Hogle Bus Co. of Marshalltown, Iowa at a net cost after trade in of \$76,188.00.

There were two bids received for the 84 passenger transit school bus. The specifications remained unchanged from previous school years. The recommendation is to except the low bid from School Bus Sales of Waterloo, Iowa at a net cost after trade in of \$91,579.00.

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

Item No. 11 – Informational Report on Professional Learning Communities

Mr. Conrad provided an update on Professional Learning Communities (PLC) and highlighted a history of PLC collaboration within the Cedar Falls Community School District, including a review of the Iowa Core Curriculum (ICC) team’s priorities for the 2011-2012 school year. ICC team priorities include curriculum alignment, professional development and improving instruction through collaboration. The ideas formed in the creation of Professional Learning Communities include a focus on learning, collaborative culture and focus on results.

Mr. Conrad introduced Christine Mangrich, Coordinator of Instructional Services. Ms. Mangrich reviewed the current status of the Pk-12 system within the Cedar Falls Community School District focusing on Iowa Core and other standards, creating and implementing common formative assessments based on identified essential skills, using data from common formative assessments, identifying/refining essential skills by course and using alignment tools to determine gaps and overlaps.

There were three individual team reports shared with the Board on how Professional Learning Communities are being used. The first report was from the High School geometry PLC group, consisting of Dirk Homewood, Frank, Jowitt, Linsey Zimmerman, Joe Brown and Emily Wheeler. The second group was Megann Tresemer from Holmes Junior High English PLC group and the third group was Stacy Wilkinson and Kelli Pirkel from Lincoln Elementary 1<sup>st</sup> grade PLC group.

Ms. Zeigler, Director of Elementary Education reviewed the next steps involved with the Pk-12 PLC groups, which include horizontal and vertical articulation, expanding knowledge based on common formative assessment and continue creating and refining common formative assessments. Mr. Conrad reported the next steps at the secondary level include continuing to refine essential skills/concepts, refining common formative assessments and determining district-wide summative assessments and course offerings. Ms. Zeigler reported on the next steps for the elementary including focusing on math during collaborative time, adopt new curriculum materials for mathematics, refine common formative assessments, determine district-wide summative assessments and begin looking at literacy essential skills and concepts.

Board members had positive comments on the enthusiasm of all the presenters concerning Professional Learning Communities. President Senchina thanked each presenter for their time and energy involved in the presentation.

Item No. 12 – Superintendent’s Report

Dr. Stoakes reported the January 23, 2012 Board meeting will include a mid-year superintendent evaluation.

Item No. 13 – Questions, Comments, and Concerns

None

Item No. 14 – Adjournment

Director Coil moved and Director Lantz seconded the motion to adjourn. Directors voting in favor of the motion: Lantz, Brown, Coil, Leeper, Williams, Kenyon, and Senchina. Those voting “no” none. Motion carried. The meeting adjourned at 9:35 p.m.

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Secretary

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President