

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, Susan Lantz, David Williams and Jenny Leeper. Others in attendance were: Mike Wells, Superintendent, Douglas Nefzger, Director of Business Affairs, Dan Conrad, Director of Secondary Education, Adrian Talbot, Director of Human Resources and Pam Zeigler, Director of Elementary Education. Also in attendance student council representative Andrew Stensland. Others present include Duane Hamilton, Barb Lynn Kluck, Tracy Johns, Jill White, Tammy Vanderwerf, Keyshaw Mosly, Christine Mangrich, Jenifer Juhl, Doug Shaw, Sarah Koch, Emily Christensen, Michele Matthias, Sarah Eastman and Dawn Ask Martin.

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 – Public Hearing on the Orchard Hill 2013 Portable Classroom Project

President Senchina reported that she had in her possession an affidavit of publication showing the notice of time and place of the public hearing for the proposed 2013 Orchard Hill portable classroom project. This notice was published in the Waterloo/Cedar Falls Courier on February 28, 2013. The Board will now hold a public hearing on this project. President Senchina asked for public comments. No public comments were offered. No written comments were received. President Senchina then declared the public hearing closed.

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

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

1. The agenda of the March 11, 2013 Board of Education
2. Approval of the February 21st, 25th, and 27th, 2013 Board of Education minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, President Senchina
4. Approval of the open enrollment requests
5. Approval of human resource report
6. Approval of Agreements:
 - Wartburg College Student teaching/field experience agreement
 - Contract for Grant writing and evaluation services – KB Consulting

Open Enrollment Report

March 11, 2013

2012-2013 School Year:

Ashton Lawrence	4 th Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2012-2013 – C

2013-2014 School Year (OUT):

Noah Baltz	1 st Grade
Current resident district:	Cedar Falls
District requested:	Hudson
Effective date:	2013-2014
Currently Attends:	Lincoln Elementary

Steven Baridon	12 th Grade
Current resident district:	Cedar Falls
District requested:	Hudson
Effective date:	2013-2014
Currently Attends:	Waterloo Christian School

Steven Dekutoski	Kindergarten
Current resident district:	Cedar Falls
District requested:	Hudson
Effective date:	2013-2014
Currently Attends:	
Lauren Hunemuller	9 th Grade
Current resident district:	Cedar Falls
District requested:	Janesville
Effective date:	2013-2014
Currently Attends:	Holmes Junior High
Kyle Johnson	5 th Grade
Current resident district:	Cedar Falls
District requested:	Hudson
Effective date:	2013-2014
Currently Attends:	Homeschooled
Bennett Thilges	5-year old Preschool
Current resident district:	Cedar Falls
District requested:	Denver
Effective date:	2013-2014
Currently Attends:	
Talia Simmer	2 nd Grade
Current resident district:	Cedar Falls
District requested:	Hudson
Effective date:	2013-2014
Currently Attends:	Homeschooled
Alexisandria Tichy-Reese	4 th Grade
Current resident district:	Cedar Falls
District requested:	Iowa Virtual Academy-Clayton Ridge
Effective date:	2013-2014
Currently Attends:	Homeschooled
2013-2014 School Year (IN):	
Ryan T Adams	Kindergarten
Current resident district:	Dike-New Hartford
District requested:	Cedar Falls
Effective date:	2013-2014
Autumn L Anderson	Kindergarten
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2013-2014
Nathaniel B Boyer	7 th Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2013-2014
Greg Brost	7 th Grade
Current resident district:	Grundy Center
District requested:	Cedar Falls
Effective date:	2013-2014

Clay T Dighton	4 th Grade
Current resident district:	Janesville
District requested:	Cedar Falls
Effective date:	2013-2014
Mason J Dighton	4 th Grade
Current resident district:	Janesville
District requested:	Cedar Falls
Effective date:	2013-2014
Ashley Draeger	11 th Grade
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2013-2014
Darby E Hart	10 th Grade
Current resident district:	Dike-New Hartford
District requested:	Cedar Falls
Effective date:	2013-2014
Devin JL Lang	Kindergarten
Current resident district:	Hudson
District requested:	Cedar Falls
Effective date:	2013-2014
Ethan D Miller	4 th Grade
Current resident district:	Dike-New Hartford
District requested:	Cedar Falls
Effective date:	2013-2014
Danika M Moulds	Kindergarten
Current resident district:	Janesville
District requested:	Cedar Falls
Effective date:	2013-2014
Nathan L Smiley	Kindergarten
Current resident district:	Dike-New Hartford
District requested:	Cedar Falls
Effective date:	2013-2014
Bradley B Trostheim	6 th Grade
Current resident district:	Dunkerton
District requested:	Cedar Falls
Effective date:	2013-2014

Human Resources Report

March 11, 2013

****New Contracts - Recommended for Approval***
2012-13 School Year

Coach

Luke Becker	Holmes JH	Asst JH Women's Track	\$1,498
Stephanie Pickett	Peet JH	Asst JH Women's Track	\$1,797

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

Item No. 3 – Secretary’s Monthly Financial Report

Mr. Nefzger reviewed with the Board the February 2013 fund balances for general, schoolhouse, student activity, and food service. President Senchina stated that the report would be filed subject to audit.

Item No. 4 – Communications

President Senchina reminded the Board of the IASB Raising the Bar webinar scheduled for May 13, 2013 at 6:00p.m. The regular board meeting on May 13th will begin with the webinar at 6:00p.m.

Item No. 5– Presentation by RSP & Associates on Enrollment Projections

Mr. Wells introduced Mr. Rob Schwartz of RSP & Associates. Mr. Schwartz reviewed his previous enrollment projections that he had done for the district and discussed future enrollment projections through the 2022-2023 school year. In summary, Mr. Schwartz reported that enrollment is projected to be close to 6,000 students by 2022-23 school year, which is an increase of approximately 19 percent. Capacity pressures will continue at each grade level with the greatest short term impact at Lincoln and Southdale Elementary. Mr. Schwartz stated there are specific areas of vacant land within the school district that when developed will have a drastic effect on future enrollment. Mr. Schwartz stated that his projections indicate enrollment will continue to increase and by the 2016-2017 school year there will be inadequate capacity at the junior high school level, by 2018-2019 school year there will be inadequate space at the high school level and over the next ten years there will be inadequate district wide elementary capacity.

Enrollment increases have occurred in some of the older developed areas within the school district, but more likely will continue in the new emerging developments. Mr. Schwartz went on to state there is a considerable amount of development opportunity within the community. With access to employment centers and improving infrastructure people will look to reside within the Cedar Falls Community School District. Specific enrollment projections call for an increase of student enrollment of approximately 954 additional students from the current enrollment in the 2012-13 school year to a total enrollment of 5,930 in the 2022-23 school year. Mr. Schwartz recommended the district begin planning to address capacity issues including but not limited to realigning attendance areas, grade reconfiguration, building additions, use of portable classroom facilities, potential new or additional schools and combinations of these recommendations. After a question and answer session the Board thanked Mr. Schwartz for his study and presentation.

Item No. 6– Informational Report: K-12 Special Education

Jill White, Coordinator of Student Services and Dr. Tracy John, Secondary Student Services updated the Board on the special education program within the Cedar Falls Community School District. For the 2012-13 school year there are 647 special needs students being served in and outside the District. There are 53.3fte teachers serving special needs students this school year. Ms. White and Dr. Johns reviewed the continuum of special education services provided to students, state compliance reviews that took place during the 2008-2009 and 2011-2012 school years, reviewed special education proficiency in reading, mathematics and science in grades 6, 8 and 11 and compared these test results to similar sized school districts across the state. In addition, Special Education Department Chairs Tammy Vanderwerf (elementary), Barb Lyman-Kluck (junior high) and Jennifer Juhl (high school) shared experiences they have seen associated with the continuous services for special education now placed in the school district. After a brief question and answer session Board members thanked all of the presenters for their time and efforts in working with special education students in the District.

Item No. 7– Approval of Board Policy: 605.1

Mr. Conrad reviewed the changes to board policy 605.1 - Requirements for Graduation. Changes in board policy 605.1 include student’s physical education grade will now be included in the grade point average and all students will be required to carry a minimum of six academic subjects plus physical education at the beginning of the school year. Because the changes were minor the policy revision requires only one reading. Director Lantz moved and Director Brown seconded the motion to approve the first and final reading of board policy 605.1. Directors voting in favor of the motion: Williams, Brown, Senchina, Leeper and Lantz. Those voting “no” none. Motion carried.

Policy Title: Requirements for Graduation Code No. 605.1

A total of 45 semester credits are necessary to fulfill the requirement for high school graduation.

Students in grade 9 are required to earn a minimum of six (6) core area credits before being promoted to the 10th grade. Core area credits are defined as English, Mathematics, Social Studies and Science.

A credit is defined as the successful completion of one semester of an academic subject.

ACADEMIC REQUIREMENTS FOR GRADUATION

Physical Education/Health	4.5 credits*
Science	6 credits
Mathematics	6 credits
English	8 credits
Social Studies	6 credits
Personal Economics	1 credit
Fine and/or Practical Arts	2 credits
Electives	11.5 credits

GENERAL REQUIREMENTS FOR GRADUATION

A total of 4 credits of physical education and .5 credit of Health are required for graduation. All students are required to enroll in physical education each semester except those exempted/disqualified by physical disabilities properly certified to by a physician and forwarded to the nurse prior to the beginning of each semester. *Physical education in grades 9-12 will be a graded course earning .50 credits each semester. Students in grade 10 will be required to enroll in one semester of physical education and one semester of physical education/health.

All credits will be counted towards graduation and will be calculated in a student’s grade point average. After the seventh week of a semester, a student dropping a course will receive a grade of “F” for the semester.

All students are required to carry a minimum of six academic subjects, or the equivalent, plus physical education each semester in high school. Exceptions to this because of special programs, such as work or tutoring, must be approved by the principal.

Students may audit a course for no credit and have it recorded on their transcript. This declaration must be made at the time of registration.

Students enrolled in another educational institution offering high school extension or correspondence courses may transfer a maximum of eight (8) credits towards graduation. Participation must be approved by the principal. Alternative program students seeking make-up credits must have approval by the principal.

Students must be enrolled in Cedar Falls High School during their final semester in school in order to meet the requirements for graduation.

All exceptional or unusual circumstances concerning graduation must be evaluated by the high school principal and the superintendent of schools.

Mid-Year Graduation

Students who plan to graduate at the end of the first semester of their 12th grade year must complete application procedures on or before October 1 of their senior year. Exceptions must be approved by the building principal.

To be considered for mid-year graduation, a student must have successfully completed all graduation requirements with the exception of the final semester of physical education. Parents and students are urged to analyze and discuss the possible advantages and disadvantages of early graduation. Every student is required to attend the high school for a minimum of five (5) semesters.

Students approved for mid-year graduation will have the final semester physical education requirement waived.

Practical Arts and/or Fine Arts Requirement

Students must earn a total of two credits in the Fine Arts/Practical Arts areas. Students may earn two credits in one area or one credit in each area to satisfy this requirement. Elective courses in the following departments will satisfy the practical arts requirement: Business Education, Industrial Technology Education, Family and Consumer Sciences, and Cadet Teaching. Elective courses in the following departments will satisfy the fine arts requirement: Art, Music, and Speech.

Personal Economics Requirement

The personal economics requirement may be met by successfully completing one of the following courses in grades 9-12:

- | | |
|--|----------------------------------|
| Consumer Economics (9 th Grade) | |
| Adult Living I or II | Vocational Cooperative programs: |
| Math for Daily Living | Office Education |
| Business Law | Distributive Education |
| Introduction to Business | Food Service |
| Economics | Health Occupations |
| Personal Finance | Trades and Industry |

Social Studies Requirements

At least one of the two semester courses in social studies beyond tenth grade must be in the World Studies area. The following courses will satisfy this requirement:

- | | |
|-----------------------|--------------------|
| Eastern Civilizations | World Geography |
| Western Civilizations | Developing Nations |

Any other course that may be modified and/or added to the high school program of studies which meets the established criteria of emphasis as approved by the administration may be used to satisfy these course requirements.

TRANSFER CREDITS

Students transferring in to the Cedar Falls District must meet all established requirements to receive a diploma from Cedar Falls High School. The district retains the right to determine grade level placement and whether or not to accept credits earned from a student's previous educational setting.

Transfer students in good standing at their previous school will be required to assume the course requirements of Cedar Falls High School, effective at the time of their transfer. However, all transfer students must meet the state requirements in U. S. History and American Government.

- A. Only credits earned in a high school or high school program accredited by their state department of education will be accepted towards meeting the graduation requirements for Cedar Falls High School. Exceptions may be granted only through approval of the superintendent of schools or designee. In the event credit is accepted from a non-accredited educational program, neither numerical or letter grades received will be recorded on the student's permanent transcript.
- B. A student who transfers from a non-accredited educational program will only be eligible for honors and awards for the actual period of time enrolled at Cedar Falls High School, and will not be eligible for class ranking until they have been fully-enrolled for six (6) or more semesters.

Students currently enrolled in the Cedar Falls District wanting to take courses offered by another district or post secondary institution must obtain pre-approval for the course from the high school principal in order for the credit to be accepted towards meeting graduation requirements.

ACCELERATION

Any student enrolled in a 9-12 course prior to entering the 9th grade will receive high school credit upon successful completion of that course. Credit earned will apply towards graduation and grades earned will be calculated into the student's grade point average. This option only applies to qualifying students as defined by the district's *Guidelines to Accommodate Academically Advanced Students*. Credits earned for application are limited to core area courses (English, Mathematics, Science, Social Studies) and World Language courses.

Item No. 8– Approval of Textbook Purchase

Pam Zeigler, Director of Elementary Education and Christine Mangrich, Coordinator of Instructional Services reviewed the process for selecting a new math textbook series. Ms. Zeigler and Ms. Mangrich reported there were a total of 42 teachers that reviewed and rated products available for a new elementary math series. Selected members of the team did a site visit to see how neighboring school districts are currently using the new textbook curriculum. The new curriculum will include online text books and assessment capabilities. Ms. Zeigler and Ms. Mangrich stated that teachers can tailor their individual instruction and needs based on the common core curriculum. The total purchase cost for the textbooks from Pearson Learning for grades K-6, including special education instruction is \$299,294. Director Williams moved and Director Lantz seconded the motion to approve the purchase of textbooks from Pearson Learning at a cost of \$299,294. Directors voting in favor of the motion: Williams, Senchina, Lantz and Leeper. Those voting “no” none. Those abstaining: Brown. Motion carried.

Item No. 9– Approval of Two-Year Extension to Auditor Bid

Mr. Nefzger reviewed the current agreement the District has with Carney, Alexander, Marold & Co. The original agreement was for audit services to be provided for three years with an option for a two year extension. After discussion Director Williams moved and Director Lantz seconded the motion to approve the two year extension for the auditing firm of Carney, Alexander, Marold & Co. at \$18,300 for fiscal year 2013 and \$18,600 for fiscal year 2014. Directors voting in favor of the motion: Williams, Brown, Senchina, Lantz, and Leeper. Those voting “no” none. Motion carried.

Item No. 10– Approval of Custodial Supply Proprietary Bids

Mr. Nefzger reviewed the custodial supply proprietary bid from Martin Brothers Distribution. Proprietary bids are for products that can only be purchased from that proprietor due to proprietary nature of the items. Director Lantz moved and Director Brown seconded the motion to approve the custodial proprietary supply bids from Martin Brothers Distributing in the amount of \$66,353.40 as presented: Directors voting in favor of the motion: Leeper, Lantz, Brown, Senchina, and Williams. Those voting “no” none. Motion carried.

Proprietary items supplied by Martin Brothers

Item No.	Quantity	Unit	Description	Unit Price	Total Price
1	100	Case	Hand Sanitizer - Instant Foam Refill Purell #5392-02 Only 2 - 1.2L per case	\$54.82	\$5,482.00
2	70	Pail	IDP Wax Finish One Step 5 gallon pail	\$87.67	\$6,136.90
3	20	Case	Multi-Clean 950 Bowl Cleaner Only (12) 32 oz/case	\$23.89	\$477.80
4	50	Case	Multi-Clean 2300 Bowl Cleaner Only (12) 32 oz/case	\$23.09	\$1,154.50
5	20	Case	Multi-Clean Eliminator Only (4) 2.0L/Case	\$82.92	\$1,658.40
6	800	Case	Paper Towels Rolls - Georgia Pacific EnMotion #89460-22 Only 10" x 800'/Roll - Touchless - 6 Rolls/Case	\$48.27	\$38,616.00
7	620	Case	Toilet Tissue - 9" Jumbo Roll - 1000' roll - 2 ply Must be compatible w/Ft. James Jumbo Roll Dispenser #860321 8/1000' rolls/case Only	\$20.69	\$12,827.80
TOTAL					\$66,353.40

Item No. 11– Approval of the 2013-2014 Proposed Budget for Publication and Set Public Hearing Date

Mr. Nefzger presented the 2013-2014 proposed budget to the Board of Education including information on operating fund revenues from local, state, federal sources and required expenditures for these funds. Mr. Nefzger reviewed the budget tax summary comparison for the budget year, highlights and key elements of the proposed budget and reported on the following dates: Establish proposed budget on March 11, 2013, publication of proposed budget on March 20, 2013, public hearing on April 8, 2013 at 7:00 p.m., adoption of the budget and file the budget with the county auditor on April 15, 2013. Director Brown moved and Director Williams seconded the motion to direct the secretary to publish the budget estimate and notice of public hearing, as required by law, in the Waterloo/Cedar Falls Courier, and that the public hearing for the 2013-2014 proposed budget be held at 7:00 p.m. on Monday, April 8, 2013 at the James L. Robinson Administration Center, 1002 West First Street, Cedar Falls, Iowa 50613. Directors voting in favor of the motion: Brown, Lantz, Leeper, Williams and Senchina. Those voting “no” none. Motion carried.

	2013-14 Estimated Expenditures	Estimated Amount Necessary to be Raised by Taxation
General Operating Fund	\$56,333,883	\$19,420,043
Student Activity Fund	\$1,276,590	\$0
Management Fund	\$794,967	\$450,000
Fiduciary Fund	\$30,000	\$0
Capital Projects Fund	\$11,779,895	\$0
Physical & Plant Equipment Levy	\$3,883,425	\$3,065,599
Debt Service Fund	\$2,258,834	\$0
Nutrition Fund	\$2,315,752	\$0
Total	\$78,673,346	\$22,935,642

Item No. 12– Approval of the 2012-2013 School Year Budget Amendment and Set Public Hearing

Mr. Nefzger reviewed the proposed expenditure amendment to the 2012-2013 school year budget in instruction from \$34,232,869 to \$39,434,516 due to the addition of River Hills School to the District. Mr. Nefzger also recommended the total support services portion of the budget be amended from \$14,258,771 to \$15,881,258 due to the addition of River Hills School to the District, and the non-instructional program \$2,042,300 to \$2,362,176 due to the increases of operational costs. The amendment to the 2012-2013 school year budget will not raise property taxes, but will give the District the legal authority to spend the additional dollars necessary for the additional expenses. Funding for this amendment will come from tuition in dollars received by other school districts or from revenue or funds on hand for the non-instructional program. Director Lantz moved and Director Leeper seconded the motion that the Cedar Falls Board of Education set 7:00 p.m. Monday, April 8, 2013 at the James L. Robinson Administrative Building, 1002 West First Street, Cedar Falls, Iowa, as the time, date, and place to hold a public hearing to amend the current 2012-2013 school year estimated budget. Directors voting in favor of the motion: Brown, Senchina, Leeper, Williams and Lantz. Those voting “no” none. Motion carried.

Item No. 13 – Student Board Member Report

Student Board member Andrew Stensland reported on the following:

1. High School musical “All Shook Up”.
2. The boys’ basketball team made the state tournament and won their first round game. This was the first time in 26 years this has happened for the boys’ basketball team. It was a great season for all winter sports.

Item No. 14 – Superintendent Search

President Senchina and Director Williams discussed with the Board their contact with different firms concerning the superintendent search. There were six firms contact and two firms stated they were unable to assist due to their current work load. After discussion President Senchina stated that she would contact three firms to set up interview times with the Board during the week of March 18th.

Item No. 15 – Questions, Comments, and Concerns

None

Item No. 16 – Adjournment

Director Brown moved and Director Williams seconded the motion to adjourn. Directors voting in favor of the motion: Brown, Leeper, Senchina, Williams and Lantz. Those voting “no” none. Motion carried. The meeting was adjourned at 10:07p.m.

At the conclusion of the meeting the Board entered into negotiations strategy session.

Secretary

President