

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 James Kenyon in the chair, and the following named Directors: Joyce Coil, Jeff Hassman, Susie Hines, Susan Lantz, Jenny Leeper, and Doug Shaw. 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: Sarah Eastman, AskMartin, Josh Wilkinson, Larry Wyckoff, Tamera Bronemann, Megann Tresemer, Jason Wedgbury, Lisa Dumler, Jenny Meeske, and Ethan Wiechmann.

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

Dr. Talbot provided an update to the Human Resource report. Upon receipt and review of the updated information, Director Coil moved and Director Lantz seconded the motion to approve the consent agenda with the updated human resources report as presented:

1. The May 9, 2016, Board of Education agenda as presented.
2. Approval of the April 25, 2016 closed and regular session Board of Education Minutes and May 5, 2016 closed session Board of Education Minutes
3. Approval of the bills as presented for payment as reviewed by the designated Board member, Jenny Leeper
4. Approval of Human Resource Report
5. Approval of Open Enrollment Report

Human Resources Report

May 9, 2016

2016-17 School Year

New Contracts* - Recommended for Approval

Teacher:

Christy Amundson	Hansen	Kindergarten	BA 4	SOSY 16-17	\$40,773**
Cynthia Gitta	Orchard Hill	Special Education	MA30 14	SOSY 16-17	\$60,879**
Shelley McCumber	Hansen	Physical Education	MA 15	SOSY 16-17	\$59,577**
Ann Osborne	Senior High	Orchestra	BA30 16	SOSY 16-17	\$58,030**
Jennifer Reiter	Holmes JH	Special Education	BA 4	SOSY 16-17	\$40,773**
Amy Smith	Southdale	Preschool Reg Ed	MA 11	SOSY 16-17	\$54,367**
Brett Williams	Peet JH	Special Education	BA 8	SOSY 16-17	\$45,657**

**NOTE: Salary amounts are projections based on placement on the 2015-16 CFEA Total Salary Schedule; actual salary will be finalized once the 2016-17 schedule is determined through collective bargaining.

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

Resignations - Recommended for Approval**

Teacher:

Nevin Conlon	Peet JH	Mathematics	EOSY 2015-16
Christy Manfull	North Cedar	Special Education	EOSY 2015-16
Trina Brewer	Hansen	Sixth Grade	Adjusted termination effective 5/31/16
Kimi Hancock	Hansen	Kindergarten	Adjusted termination effective 5/31/16

OPEN ENROLLMENT REPORT –

May 9, 2016

Gabriel Combs	6 th Grade
Current Resident District:	Cedar Falls
District Requested:	Hudson
Effective Date:	2015-2016 - C

Kylar Combs	2 nd Grade
Current Resident District:	Cedar Falls
District Requested:	Hudson
Effective Date:	2015-2016 - C

2016-2017 - IN

Lailia Purdy
Current Resident District:
District Requested:
Effective Date:

Kindergarten
Waterloo
Cedar Falls
2016-2017

2016-2017 - OUT

Lailia Purdy
Current Resident District:
District Requested:
Effective Date:

Kindergarten
Cedar Falls
CAM – Iowa Connections Academy
2016-2017

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

Item No. 2 – Public Comment

Larry Wyckoff of 4241 E. Park Road, Cedar Falls expressed concerns about overspending of the fiscal 2014-2015 school year budget. He stated he does not believe the bond issue approved by the voters on April 5, 2016 would have passed had the community known about the appropriate property tax increase for the 2016-2017 school year.

Item No. 3 – Secretary’s Monthly Financial Report

Mr. Nefzger reviewed the April 2016 fund balances for general, schoolhouse, student activity, and food service. President Kenyon stated that the report would be filed subject to audit.

Item No. 4 – Communications

High School Student Senate representative Michael Flanscha presented to the Board on the following activities:

- Annual Tiger Trot fundraiser held on April 16, 2016 earned approximately \$600 with half of the proceeds going to a Cedar Falls High School teacher experiencing health issues.
- Staff appreciation breakfast was held on May 4, 2016 and was well attended
- Annual blood drive will be held on May 11, 2016
- Musical performances for the year will be held on May 16, 17, and 18, 2016
- Update on sports activities: Men’s track at conference and at Drake relays, Women’s tennis
- Honors banquet will be held May 10, 2016

President Kenyon and the Board presented Michael Flanscha a framed certificate of appreciation, as this is Michael’s last board meeting before graduation.

Dr. Pattee reported that May is school Board appreciation month and distributed the Iowa Association of School Board recognition certificates to the Board of Education members and thanked them for their dedication and all they do for their leadership and passion for children.

Item No. 5 – Informational Report: Professional Learning Communities

Ms. Zeigler and Mr. Conrad began the Professional Learning Communities (PLC) presentation by reviewing what a PLC is. The three main ideas of a PLC is focusing on learning, collaborative culture and focusing on results as well as the following four critical questions regarding student learning are:

1. What do we want our students to learn?
2. How will we know they are learning?
3. How will we respond when they don’t learn?
4. How will we respond when they do demonstrate mastery?

Ms. Zeigler and Mr. Conrad reviewed data collection and the development of SMART goals associated with the PLC program.

Southdale Elementary Principal, Kim Cross and the third grade team of Liz Ebensberger, Tammy Bronemann, Kittie Kjormoe, Lisa Dumler, and Jeni Barry presented on PLC activities at Southdale Elementary. Principal Cross reviewed the history of PLC from the initial PLC summit to the present status, as well as operation implementation of PLC teams and SMART goal setting in alignment between grades, buildings and throughout the District. The Southdale third grade PLC team reported on the following:

- How they share items
- Knowledge they brought back after attending the PLC Institute up in Minneapolis
- Detailed how a PLC transition team functions
- Reviewed improvements to assessment and data review
- Student ownership and parent communication

Hansen Elementary Principal, Tara Estep, Jill Schulte and Michelle DeGabriele addressed the Board on the multi-tiered systems of support or MTSS that is being used. The team reported on the following:

- History and implementation of the MTSS over the past seven years
- SMART goal development
- Focus on instruction for students
- Reviewed five years of data for Hansen Elementary students in reading and mathematics

Megann Tresemer teacher at Holmes Junior High reviewed how the four critical questions are examined at each grade level. The focus on student work is the next steps in the PLC process.

High School teachers Ethan Weichmann, Kristi Urbanek, and Josh Wilkinson reported on the described student assignment process for the Math classes and learning scale associated with the process, as well as interventions available for students using “Tiger Time” or “Power Hour”. The team reported on the following:

- Communicating clear expectations to students
- Consistency in scoring homework and assignments between all math team instructors
- Describing how students are collaborating to help each other succeed throughout the class period and throughout the day
- Monday PLC team meetings

A question and answer session took place after each presentation and the Board thanked all of the presenters for their presentations, as well as their commitment to the PLC process.

Item No. 6 – Approval of 2016-2017 Student Fees

Mr. Nefzger reviewed the following fee recommendations for the 2016-2017 school year.

1. Increase the transportation fee for students that live inside the limits of riding the school bus by \$1.00 per month
2. Increase of .10 for elementary, secondary and adult breakfast and lunch fees

After discussion, Director Coil moved and Director Lantz seconded the motion to approve the proposed 2016-2017 student fee schedule as presented. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 7 – Approval of Technology Purchase

Mr. Nefzger reviewed the bids to purchase Chromebooks for year four of the five year technology plan. The District received four quotes. It is the recommendation of the Administration to accept the bid from CDWG from Vernon Hills, Illinois at a total cost of \$207,697.50 for 890 Chromebooks with operating systems. Director Coil moved and Director Hines seconded the motion that the Cedar Falls Community School District Board of Education approves the technology purchases from CDWG from Vernon Hills, Illinois at a total cost of \$207,697.50. Funding for this technology purchase will come from 2016-2017 Physical Plant and Equipment Levy. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 8 – Approval of Architect Contracts

The Board reviewed the architect contracts for the additions and remodeling of Orchard Hill and North Cedar Elementary buildings, as well as the construction of the new elementary school. The construction projects were approved by the voters of the community on April 5, 2016.

Mr. Nefzger reviewed the facts included in the design fee and all additional engineering costs including electrical, HVAC, civil, structural, sound, etc. and additional fees that are not included such as reproduction costs associated with printing of blueprints and specification booklets, building code studies, (traffic and environmental) material testing costs. However a separate line item budget was designated for these costs in the original total cost estimate approved by the voters. Mr. Nefzger briefly reviewed the process associated with the design of the building, which includes a minimum of three meetings with the design team and instructors to look at classrooms and multi-purpose spaces throughout the remodeling project, as well as working with the Rick Gersema, Supervisor of Building and Grounds on the mechanical system operation of facilities.

Board members discussed the current conceptual design of the new elementary building. Dr. Pattee reminded the Board that the concept design will continue to be worked on as we move forward. The Board discussed classroom standards for the individual rooms within a building and efficiencies associated with that design, including the potential of increasing the capacity of the new elementary school from a three section to a four section. After discussion, Director Hines moved and Director Lantz seconded the motion that the Cedar Falls Community School District Board of Education approve the architectural services contract for North Cedar and Orchard Hill Elementary building renovations and the new elementary school to Struxure Architects. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 9 – Approval of 2016-2017 CFESP Contract

Dr. Talbot reviewed the tentative agreement that was reached between the District and Cedar Falls Educational Support Professionals. The contract is a one year contract from July 1, 2016-June 30 2017 on economic and language items. This tentative agreement has been ratified by CFESP members.

Economic Items

- Increase of \$0.45/hr. for current employees in all classifications; current employees in the classification Para Educator 1 Special education will receive an additional increase of \$0.10/hr.
- Starting base wage rates for new employees will increase by \$0.23/hr., with Para Educator 1 Special Education increasing by \$0.28/hr.
- Employee contributions to insurance premiums for single coverage to increase from \$1.00/month to \$5.00/month.

There is a total package increase of 4.64%. Director Coil moved and Director Lantz seconded the motion to approve the proposed 2016-2017 contract between the Cedar Falls Educational Support Professionals and the Cedar Falls Community School District. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 10 – Approval of 2016-2017 Teamsters Contract

Dr. Talbot reported a tentative agreement was reached between the District and Teamsters Local 138 to cover a one year period July 1, 2016-June 30 2017 on economics and a two year period (July 1, 2016 – June 30, 2018) on language items. This tentative agreement has been ratified by Teamster’s members.

Economics

- Employee paid monthly health insurance single premium to increase from \$5.00 to \$10.00.
- Increase hourly wage rate for current employees in all classifications by \$0.65/hour. Increase wage rates for employees in classification VI and VII by an additional \$0.25/hr.
- Increase starting base rates for new employees in Classification I-V by \$0.62/hr. and \$0.85/hr. in classifications VI & VII

Language:

Personal Leave: Allow carryover of up to 16 hours, and maximum accrual of 32 hours; allow personal leave to be taken to extend holiday or vacation, subject to supervisory approval.

There is a total package increase of 4.65%. Director Shaw moved and Director Lantz seconded the motion to approve the proposed 2016-2017 contract between the Teamsters Local 138 and the Cedar Falls Community School District. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 11 – Approval of 2016-2017 CFEA Contract

Dr. Talbot reviewed the tentative agreement between the District and the Cedar Falls Education Association for a one year period July 1, 2016-June 30 2017 on economics and a two year period (July 1, 2016 – June 30, 2018) on language items. This follows a two year agreement, which expires on June 30, 2016. This tentative agreement has been ratified by the Cedar Falls Education Association members.

Economics:

- \$950 addition to the 2015-2016 base salary
- Step advancement for all employees
- Add Student Senate, DECA, Assistance Dance and Jr. High Robotics to the supplemental salary schedule; increase Head Dance from 5% to 6%
- The District will pay the increase in individual health insurance premium

The total package settlement is an increase of 4.71%. Director Coil moved and Director Hines seconded the motion to approve the proposed 2016-2017 contract between the Cedar Falls Education Association and the Cedar Falls Community School District. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried.

Item No. 12 – Facilities Update

Dr. Pattee provided an update on the facilities plan. The goal of the administration is to have the new elementary school open in time for the 2018-2019 school year. Bidding for the project will take place in winter or early spring. Dr. Pattee also reviewed the logistics of both North Cedar and Orchard Hill Elementary school projects.

Item No.13 – Superintendent’s Report

Dr. Pattee reported on the following:

1. Commencement – May 22, 2016, 2:00 p.m. at the University of Northern Iowa McLeod Center
2. Retirement reception for school district employees, May 25, 2016 at 4:00 p.m. at Pheasant Ridge
3. Board and Administrative Council Retreat on June 8, 2016.

Item No. 14 – Questions, Comments, and Concerns

Director Shaw asked about seventh grade electives. Dr. Pattee stated that meetings are currently taking place and there will be no changes in electives before the 2017-2018 school year.

Item No. 15 – Closed Session of the Board under 21.5(1)(i) of the Iowa Code

Director Leeper moved Director Hassman seconded the motion that the Cedar Falls Board of Education enter into closed session to evaluate the professional competency of an individual 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 2011 Code of Iowa 21.5 (1)(i). Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper and Shaw. Those voting “no” none. Motion carried.

Board room cleared at 9:37 p.m.

Board entered closed session at 9:45 p.m.

Board returned to open session at 10:05 p.m.

Item No. 16 – Adjournment

Director Hines moved and Director Hassman seconded the motion to adjourn. Directors voting in favor of the motion: Coil, Hassman, Hines, Kenyon, Lantz, Leeper, and Shaw. Those voting “no” none. Motion carried. The meeting was adjourned at 10:06 p.m.

Secretary

President