

BETTENDORF COMMUNITY SCHOOL DISTRICT  
**BETTENDORF, IOWA**

Unofficial Minutes of the December 5, 2016 Regular Meeting  
of the Board of Education  
(*pending Board approval*)

1. Call to Order.

The Board of Directors of the Bettendorf Community School District, in the County of Scott, State of Iowa, met in open session according to Iowa law for their regular Board meeting at the Administration Center, 3311 18th Street, Bettendorf, Iowa, on December 5, 2016. President Gordon Staley called the meeting to order at 6:00 p.m. and the Board recited the Pledge of Allegiance. Colleen Skolrood, Board Secretary, verified that the meeting notice had been posted and mailed to the media as required by law.

Members present: Directors Castro, Justis, Pyevich, Staley, Struck, Tinsman, Trahan

Members absent: None

Other officials present: Mike Raso, Superintendent; Maxine McEnany, Director of Financial and Business Services; Celeste Miller, Director of Communications; Kay Ingham, Director of Student Services; Heather Stocking, Director of Human Resources; Travis Hansen, Technology Coordinator; Tim Perkins, Treasurer; Faith Bonilla, Student Representative; Colleen Skolrood Board Secretary.

2. Agenda Approval.

Motion by Director Pyevich, seconded by Director Tinsman, to approve the agenda as presented.

Ayes: 7 Directors Castro, Justis, Pyevich, Staley, Struck, Tinsman, Trahan

Nays: 0

Motion carried 7-0

3. Comments & Suggestions from Audience.

President's Statement. On behalf of fellow Board members, at this time I would like to invite any member of the audience to step to the microphone with comments about items of interest or concern that do not appear on the agenda this evening. Please begin by stating your name and address. It would be most appreciated if you would limit your comments to three minutes so that we can keep the meeting moving in a timely fashion and allow others an opportunity to speak. We ask that you remember that Iowa law prohibits us from discussing specific employees or their job performance. If you have thoughts to share about items that are included as topics for tonight's meeting, we would invite those comments when we reach that point in the meeting. Thank you for your support of our school district.

Craig Kinzer, *1616 Broadlawn Ave., Davenport*, said he was not given any explanation as to why one of his coaching contracts was not renewed. President Staley said he has been communicated with by the district and Mr. Kinzer knows where he stands. Former Bettendorf High School Track Coach Ron Egger said he is concerned about the district hiring coaches that are not teachers in the district. He said they do not have any rights when it comes to issues like these.

4. Commendations & Special Invited Guests.

4.01 Bettendorf Robodogs Lego Teams Presentation. Dan Drexler and members of the three Bettendorf Robodogs Lego teams shared their presentations.

4.02 American Association of Teachers of French - Sheila Conrad (info only). Sheila Conrad, French teacher at Bettendorf High School, was recently commended by the American Association of Teachers of French for her accomplishments in her field, including serving as president of the AATF of Iowa, and co-presenting a session at the state conference of the Iowa World Languages Association in Iowa City.

5. Consent Agenda.

Motion by Director Struck, seconded by Director Justis, to approve the consent agenda as presented.

Travis Hansen included upgrades to the existing district phone and voicemail system in his 2017-2018 PPEL budget. The current system is being phased out and the licenses and support are only good until the end of this calendar year. Because of this, the upgrade needs to be done now instead of waiting until the next fiscal year. The total costs for replacing the phone server, the voicemail server, and upgrading all of the current licenses came to \$59,030.03 which is covered in the current PPEL budget.

Director Trahan questioned the recent additional para positions. She feels like the board should see the big overall picture of central administration first before hiring people.

Ayes: 6 Directors Justis, Pyevich, Staley, Struck, Tinsman, Trahan, Castro

Nays: 1 Director Trahan

Motion carried 6-1

5.01 Approval of November 21, 2016 Regular Board Minutes and November 22, 2016 Special Board Minutes

5.02 Approval of December 5, 2016 Bills Recommended for Payment

5.03 Approval of Administrative Recommendations - Personnel

5.04 Student Teaching Agreement - Morningside College

5.05 Approval of Voicemail Upgrade

5.06 Approval of Requests for Open Enrollment

FOR INFORMATION ONLY. The following students have been approved for open enrollment.

Into Bettendorf, 2017/18

**Reece Ollar**, kindergarten, from Pleasant Valley

Out of Bettendorf, 2016/17

**Chloe Weideman**, prep kindergarten, to Pleasant Valley, continuation

**Elizabeth Weideman**, grade 2, to Pleasant Valley, continuation

6. Shared Communication & Committee Reports.

6.01 Board Shared Communication & Committee Reports (44m 18s).

Treasurer Tim Perkins reported the Finance Committee met. They discussed elementary facilities projects. Maxine shared a couple more funding scenarios. She also provided a spreadsheet listing all the improvement projects done at each building, as well as the age and square footage of each.

Director Trahan spent a day visiting high school math and language arts classrooms.

Director Castro mentioned 1987 graduate of BHS, Marine Sgt.Maj., Carlos "Mike" Murcia was crowned Military Hero of the Iowa-Nebraska game recently held at Kinnick Stadium. Mike is a 24 year Marine veteran.

Director Castro shared Staff Sgt. Joshua Wise, 2003 graduate of BHS, was recently awarded the Purple Heart Medal. It is our nation's highest honor that can be given to a service member. The medal is awarded to soldiers injured or killed in combat. As far as Director Castro is aware, this is the first BHS graduate to ever receive this nation's highest honor. Although he does not meet the specific criteria, it is Director Castro's wish to have him inducted into the BHS Hall of Honor.

6.02 Student Representatives' Report – Faith Bonilla.

- 12 Days of Kindness – doing something every day to keep school spirit up.
- Getting involved in The Native Fund – Iowans helping Iowans.
- Costa Rican students arrived at BHS last week. It is a unique opportunity for BHS Spanish students.
- She also gave an update on the latest Robotics Competition and Speech and Debate competition.

7. Old Discussion.

7.01 Superintendent Evaluation Process Discussion Part II (audio begins at 1h 27m 48s).

Director of Human Resources Heather Stocking continued review of the Superintendent evaluation process with Directors.

7.02 Second & Final Reading of Board Policies.

Motion by Director Justis, seconded by Director Tinsman, to table Board Policy 302.6.

Ayes: 4 Directors Pyevich, Trahan, Tinsman, Castro

Nays: 3 Directors Justis, Staley, Struck

Motion carried 4-3

There was a lengthy discussion on the vagueness of Board Policy 302.6. The Policy Committee will review it again.

Motion by Director Justis, seconded by Director Pyevich, to approve a second and final reading of the following Board policies:

- 104 Anti-Bullying/Harassment Policy
- 104.R1 Anti-Bullying/Harassment Investigation Procedures
- 104.E1 Anti-Bullying/Harassment Complaint Form
- 104.E2 Anti-Bullying/Harassment Witness Disclosure Form
- 104.E3 Disposition of Anti-Bullying/Harassment Complaint Form
- 105 Student Learning Standards - DELETE

Ayes: 7 Directors Struck, Trahan, Tinsman, Castro, Justis, Pyevich, Staley

Nays: 0

Motion carried 7-0

7.03 Second & Final Reading of Board Policy 102.R1.

Motion by Director Justis, seconded by Director Struck, to approve a second and final reading of Board Policy 102.R1.

Ayes: 7 Directors Tinsman, Castro, Justis, Pyevich, Staley, Struck, Trahan  
Nays: 0  
Motion carried 7-0

8. New Business.

8.01 City of Bettendorf - TIF Presentation (audio begins at 1h 01m 32s).

Jeff Reiter, City of Bettendorf Economic Development Director, presented information on a riverfront area TIF.

8.02 Approval of TIF Support Letter.

Motion by Director Struck, seconded by Director Tinsman, to approve the Bettendorf TIF support letter.

Ayes: 7 Directors Pyevich, Staley, Struck, Trahan, Tinsman, Castro, Justis  
Nays: 0  
Motion carried 7-0

8.03 At-Risk Budget & Programming Report for 2017/18 (audio begins at 2h 09m 08s).

At-Risk Coordinator Tammy Chelf discussed At-Risk programming and Director of Finance Maxine McEnany gave an update on the At-Risk budget for 2017/18.

8.04 Approval of At-Risk Budget for 2017/18.

Motion by Director Struck, seconded by Director Tinsman, to approve a request for a Modified Supplemental amount of \$1,267,464 for the 2017/18 At-Risk/Dropout Budget.

Ayes: 7 Directors Trahan, Tinsman, Castro, Justis, Pyevich, Staley, Struck  
Nays: 0  
Motion carried 7-0

8.05 Board Policy Discussion (audio begins at 2h 22m 24s).

**300 series**

**Administration**

- |       |   |
|-------|---|
| 300   | Role of School District Administration - revise           |
| 301   | Administrative Structure & Relationships - rev title only |
| 301E  | Organizational Chart - pend restructuring                 |
| 301.1 | Management - no changes                                   |
| 301.2 | Administration & Board of Directors - renum from 302.1    |
| 301.3 | Administration & District Personnel - renum from 302.2    |

- 301.4 Administration & Adjoining District Administrations - renum from 302.3 - rev
- 301.5 Administration & Area Education Agency - renum from 302.4- rev
- 302 Superintendent of Schools - renum from 303.1; rev
- 302.1 Superintendent Qualifications, Recruitment & Appointment - renum from 303.2
- 302.2 Superintendent Contract & Contract Renewal - renum from 303.3, rev
- 302.3 Superintendent Salary & Other Compensation - renum from 303.4, rev

	<u>Pending HR/Board discussion of job description and evaluation</u>
302.4	Superintendent of Schools - Duties - renum from 303.5
302.5	Superintendent of Schools - Evaluation - renum from 303.6
302.5E	Superintendent of Schools - Eval Procedures & Forms - renum from 303.6E

- 302.6 Superintendent - Professional Development renum from 303.7 - additional revisions after 1st reading
- 302.7 Superintendent Civic Activities - renum from 303.8  
Superintendent Consulting/Outside Employment - renum from 303.9

8.06 First Reading of Board Policies - 300 Series.

Motion by Director Justis, seconded by Director Tinsman, to approve the following Board policies for a first reading:

- 300 Role of School District Administration
- 301 Administrative Structure & Relationships
- 301.1 Management
- 301.2 Administration & Board of Directors
- 301.3 Administration & District Personnel
- 301.4 Administration & Adjoining District Administrations
- 301.5 Administration & Area Education Agency -
- 302 Superintendent of Schools
- 302.1 Superintendent Qualifications, Recruitment & Appointment
- 302.2 Superintendent Contract & Contract Renewal
- 302.3 Superintendent Salary & Other Compensation
- 302.7 Superintendent Civic Activities
- 302.8 Superintendent Consulting/Outside Employment

Ayes: 7 Directors Castro, Justis, Pyevich, Staley, Struck, Trahan, Tinsman

Nays: 0

Motion carried 7-0

9. Superintendent's (Management) Report.

9.01 Superintendent's Report

- Superintendent Goals – Mr. Raso shared his individual goals.
- PLC Update – Solution Tree will be coming to the district in August.
- Calendar Update – Director Trahan asked if the Calendar Committee would consider not ending the quarter in the middle of the week. She said it is hard on teachers.

9.02 Director of Finance Report – Maxine had nothing further to report.

10. Board Requests for Information.

There were no requests for information.

11. Future Events and Informational Items.

- Tuesday, December 6, Board Facilities Work Session, 6:00 pm, AEA
- Wednesday, December 7, Safety Committee, 10:00 am, Admin
- Wednesday, December 7, Board/Admin Retreat, 6:00 pm, Admin
- Tuesday, December 13, BCS Foundation, 11:45 am, Admin
- Tuesday, December 13, Calendar Parent Meeting at Armstrong, 7:00 pm
- Monday, December 19, Armstrong Winter Break begins
- Monday, December 19, Board of Education, 6:00 pm, Admin

12. Closed Session - Pending Litigation.

Motion by Director Pyevich, seconded by Director Castro, to enter into closed session, as provided in the Code of Iowa section 21.5(1)(c) for the purpose of discussing strategy with counsel in matters where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the position of this school district in that litigation.

Ayes: 7 Directors Justis, Pyevich, Staley, Struck, Trahan, Tinsman, Castro

Nays: 0

Motion carried 7-0

Directors entered into closed session at 8:53 p.m. Directors returned to open session at 10:08 p.m.

13. Adjournment.

Director Castro motion to adjourn the meeting at 10:08 p.m.

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Gordon Staley, President

ATTEST:

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Colleen Skolrood, Secretary