

BETTENDORF COMMUNITY SCHOOL DISTRICT
BETTENDORF, IOWA

Unofficial Minutes of the May 21, 2018 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 May 21, 2018. 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, Champion, Holland, Lynch, Staley, Struck

Members absent: Director Pyevich

Other officials present: Mike Raso, Superintendent; Dallon Christensen, Director of Finance; Kay Ingham, Director of Student Services; Heather Stocking, Director of Human Resources; Celeste Miller, Director of Communications; Chris Andrus, Director of Operations; Joy Kelly, BHS Principal; Caroline Olson, MT Principal; Megan Kannenberg, BEA Rep; David Farmer, Treasurer; Colleen Skolrood, Board Secretary.

2. Agenda Approval.

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

Ayes: 6 Directors Castro, Champion, Holland, Lynch, Pyevich, Staley, Struck

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

3. Commendations & Special Invited Guests.

3.01 On Monday, April 30, BMS had 11 projects (16 students) compete in Iowa's National History Day State Competition in Des Moines. Six of the 11 projects made it to the final rounds of judging (top 4 to 6 entries in each project category) and 4 of the 6 were selected to represent Iowa (top 2 projects in their respective categories) next month in Washington DC.

4. Comments & Suggestions from Audience.

4.01 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.

Pepper Trahan said there are a number of concerning items that should be understood before the board approves the public hearing notice for the “Amendment of the Current Budget (fiscal 2018). President Staley noted the amended budget is a discussion item on the agenda and cannot be discussed until that time.

5. Consent Agenda.

Motion by Director Castro, seconded by Director Holland, to approve the consent agenda with the removal of 5.02 Approval of April 2018 Financials; 5.09 Approval of Special Ed Positions; and 5.10 Approval of Math Curriculum.

Ayes: 6 Directors Champion, Holland, Lynch, Staley, Struck, Castro

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

5.01 Approval of May 7, 2018 Committee of the Whole Board Minutes

5.03 Approval of May 21, 2018 Bills Recommended for Payment

5.04 Approval of Administrative Recommendations – Personnel

Classified Termination

Kirk Wilson/BMS/Juvenile Court Liaison/Effective 05/09/18

Recommendation to Hire

Clara Hayward/TJ/Secretary B/\$15.81 per hour/3.0 hours per day/Replacing Courtney Broderick/Effective 05/23/18

Kendall Place/GW/Secretary B/\$15.81 per hour/5.75 hours per day/Replacing Sarah Scheetz/Effective 05/14/18

Angelica VanHorn/PN-BHS/Nutrition Services-Part-Time/\$12.94/13.72 after 90 days/4.5 hours per day/Replacing Kairee Yerington/Effective 08/23/18

Letter of Assignment Modification

Kristi Shinn/PN-BHS to BMS/Nutrition Services Part-Time/Same rate of pay/5.75 to 4.5 hours per day/Replacing Betsy Swearengen/Effective 08/23/18

Certified Resignation

Paul Barasel/GW/Special Education/Effective 6/30/18

Emily Fall/HH/1st Grade/Effective 6/30/18

Jane Sullivan/District/Nurse-Medicaid/Effective 6/30/18

Laramie Wieseman/BHS/Science/Effective 6/30/18

Certified Approval to Hire

Jessica Hecker/BHS/Special Education/1.0 FTE/MA,9/\$56,550/Pending licensure and verification/Replacing Regina Knobloch/Effective 2018-2019 school year

Heidi Redmond/District/ELP/1.0 FTE/MA+45,9/\$61,222/New position-student need/Effective 2018-2019 school year

Samantha Rottinghaus/NA/5th Grade/1.0 FTE/BA,0/\$36,925/Pending licensure/Replacing Becca DeGeorge/Effective 2018-2019 school year

Certified Transfer

Matthew Edwards/From BHS to BMS/Social Worker/1.0 FTE/Voluntary transfer replacing Kimberly Davis/Effective 2018-2019 school year

Schedule D Resignation

Sheila Conrad/BHS/Club Sponsor Scholastic Bowl (0.50)/Effective 6/30/18

Laramie Wiesman/BHS/Assistant 8th Grade Boys Basketball/Effective 6/30/18

- 5.05 Approval of a donation to the Bettendorf High School Girls Softball Team, in the amount of \$6000.00 from Bettendorf Lil' Dawgs Girls Softball Organization, 3629 E. 62nd Ct, Bettendorf, IA. 52722. This donation will go towards the purchase of a new scoreboard
- 5.06 Approval of Donation for BCSD Outreach in the amount of \$500.00 from Scott and Mary Hutter, 4623 E. 48th Place, Bettendorf, IA. 52722
- 5.07 Approval of 2017/18 Graduates
- 5.08 Approval of the GoGuardian ChromeBook Management Software
- 5.11 Approval of Food Service Bids
- 5.12 Open Enrollment Request - denial of open request applications
Out of Bettendorf into Clayton Ridge
Anabella Taylor, grade 3, not timely filed
Roman Taylor, grade 1, not timely filed
- 5.13 Open Enrollment Request – (INFO ONLY)
Into Bettendorf from Pleasant Valley 2017/18
Bianca Meyer, grade 2, continuation
Arronington Nau, grade 7, continuation
Xander Nau, grade 9, continuation
Madyson Themas, grade 4, continuation
Makenna Themas, grade K, continuation
Noah Themas, grade 6, continuation
Into Pleasant Valley from Bettendorf 2017/18
Miranda Larson, grade 2, continuation
Trevor Larson, grade K, continuation
Into Bettendorf from Davenport 2017/18
Alivia Carr, grade 5, continuation
John Carr, grade 9, continuation
Shaleeah Crumbley, grade K, continuation
Madelyn Kelly, grade K, continuation
Noah Kelly, grade 1, continuation
Cole Harris, grade 9, continuation
Into Bettendorf from North Scott 2017/18
Dylan Laughlin, grade 5, continuation
Maria Laughlin, grade 7, continuation
Tyson Laughlin, grade 2, continuation
Into Pleasant Valley from Bettendorf 2018/19
Brecken Churchill, grade K
Emma Gayton, grade K
Nadia Okba, grade 10, new move
Joanne Olutade, grade 1

5.02 Approval of April 2018 Financials.

Director Castor asked if there is a reentry program for people who are off work for a while. Mr. Christensen said they need to do research to determine if it is best for the school district.

Motion by Director Champion, seconded by Director Lynch to approve the April 2018 Financials.

Ayes: 6 Directors Holland, Lynch, Staley, Struck, Castro, Champion
Nays: 0
Absent: 1 Director Pyevich
Motion carried 6-0-1

5.09 Approval of Special Ed Positions.

Director Castro asked if special education students have access to general education. Ms. Ingham said we need to provide special education students with the least restrictive environment possible.

Motion by Director Holland, seconded by Director Champion, to approve Special Ed positions.

Ayes: 5 Directors Lynch, Staley, Struck, Champion, Holland
Nays: 1 Director Castro
Absent: 1 Director Pyevich
Motion carried 5-1-1

5.10 Approval of Math Curriculum.

Director Castro said when the middle school teachers were polled, it was a 50/50 split on which math curriculum they preferred. He is concerned with spending money when Open Up curriculum is free. Director Champion pointed out the majority of the Math Committee members chose Math Techbook.

Motion by Director Lynch, seconded by Director Champion, to approve the Math Curriculum.

Ayes: 5 Directors Staley, Struck, Champion, Holland, Lynch
Nays: 1 Director Castro
Absent: 1 Director Pyevich
Motion carried 5-1-1

6. Board Learning.

6.01 IASB Financial (audio begins at 37m 22s).

Patti Schroeder and Shawn Snyder with IASB talked about understanding best practices as it relates to monthly financial statements, the role of the board versus administration, and financial reporting. The board sets the direction of the bigger picture goal. The administration is the how – how they are going to get there and how they are going to stay there.

7. Shared Communication & Committee Reports.

7.01 BEA Report.

The Bettendorf Education Association (BEA) Scholarship was awarded to Ashely Watkins. She is going to be an elementary education major at UNI in the fall. The BEA

Scholarship is open to Bettendorf High School seniors who are planning a career in education.

7.02 Board Shared Communication & Committee Reports.

Directors attending high school graduation need to be at the high school by 12:30 p.m. on Sunday, May 27th.

Director Lynch said the retirement reception was a lot of fun.

8. Discussion Items & Reports.

8.01 Update on BHS HVAC (audio begins at 1h 08m 36s).

Tim Smith with Russell Construction gave an update on the BHS HVAC upgrade. The project is currently tracking on budget and on schedule. James of Terracon gave an update on asbestos abatement in the mechanical rooms. There are additional costs associated with this. They will update the board once more is known.

8.02 Mark Twain Schematic Design Presentation (audio begins at 1h 18m 14s).

Jeff Sandberg from Legat Architects presented a schematic design for the new Mark Twain Elementary School. They held a collaborative design session a few weeks ago to discuss the vision. Some of the ideas from that session were a welcoming and sense of community, inviting but secure, flexible and open learning spaces, natural light, unique, pods, and outdoor learning. They created a hybrid option using ideas from the top two design plans. The next steps will be to begin design development, meet with City of Bettendorf, meet with fire department, begin the planning and zoning process, and begin site work bid package.

8.03 Strategic Plan Vision Cards: Continuation of Achievement Data Discussion (audio begins 1 h 40m, 03s).

Curriculum leaders shared data highlights and concerns in science, math and reading. Science is a reading test and students who struggle in reading struggle with the science test. The new Iowa assessment will align with the new science standards. The test should reflect all the work and effort that has been put in over the years.

The math department is continuing to screen students for placement. They are also co-teaching and using small group instruction for math intervention. Some of the 2017/18 math highlights were:

- Five of the nine grades have 85% or more of the students assessing proficient
- 4th and 11th grades assessed above 90%
- This year's junior class assessed at 82% proficient in fifth grade and assessed at nearly 92% proficient as juniors
- The low SES subgroup was only 71% proficient in fifth grade, but has grown to 80% proficient as juniors
- There was a 41% growth in the number of proficient IEP students from fifth grade to 11th grade

In reading, all grade levels were above or matched the state in average gain scores. The percentage proficient for the district's FRL subgroup and ALL students is similar in grades 3-7. The role of the success coach as well as focuses on differentiation and literacy across the content areas are aimed to close this gap. The addition of the English Plus class, the co-taught English classes in ninth and tenth grade, and addition of PRIDE Time have supported closing this gap. They continue to work at how to close the gaps with the subgroups, to increase the overall percentage proficient, and to maintain and increase growth.

8.04 Discussion of 2018-2019 School Fees (audio begins at 2h 14m 08s).

Directors discussed changes to the 2018-2019 school fees. The convenience fee for PaySchools online transactions will increase \$0.50 to \$2 per transaction. The chicken sandwich vendor meal will increase \$0.05 to \$3.70.

There was some discussion on whether to increase the convenience fee for PaySchools online transactions to \$2.50 now or increase it gradually over the next couple of years. Even with this increase, it still does not cover the district costs. A \$2.50 fee will offset district costs. Mr. Christensen will look into whether there is a maximum that can be charged for online transactions and if the district is within state guidelines.

8.05 Discussion of Guest Staff Handbook & Employee Handbook (audio begins at 2h 23m 48s).

Director of Human Resources Heather Stocking said there are not many changes to the Guest Staff Handbook and Employee Handbook. They updated all of the board policy changes due to renumbering and updated the nursing and mothering rooms in all of the buildings.

Director Lynch noted the Employee Handbook still has the Organizational Chart with the Assistant Superintendent listed.

8.06 Discussion of Central Office Administrative Restructure and Future Ready Coach (audio begins at 2h 25m 31s).

Administration looked at adding a Curriculum Director and Future Ready Coach. The board asked administration to find reductions in order to pay for the additional FTE's. They have provided savings by reductions of 2% across non-categorical discretionary budgets and the reduction of an Academic Interventionist. Superintendent Raso noted that if the Future Ready Coach is an internal hire then the cost could be coded to a categorical fund (TLC).

After further discussion, administration feels a Director of Curriculum and Special Services and an Associate Director of Curriculum and Special Services will better meet the needs in areas of curriculum and student services over a Director of Student Services and a Curriculum Director. It will also provide consistency during personnel transitions, provides flexibility within two over-lapping areas (curriculum & student services), provides a better opportunity to grow-your-own, and provides a financial benefit to the district.

Director Champion asked what impact 2% cuts will have on buildings. Superintendent Raso said it will not have much impact. Director Lynch said he appreciates all the work that has been done, but he would like to have a better handle on the bigger budget picture first before he is comfortable making a decision. Director Struck asked if everyone is on board with this structure. Superintendent Raso said yes, administrators and CPDs are on board. Kay Ingham will fill the Director of Curriculum and Special Services role and they will look for an Associate Director of Curriculum and Special Services.

8.07 Bond Referendum (audio begins at 2h 50m 25s).

Superintendent Raso shared a timeline for the proposed bond referendum for the 6-year projects approved by the board in March. Building meetings will be scheduled in June to discuss the future projects with staff, parents and the community. The dollar amount of the bond is scheduled to be determined in July with the potential of a petition going to the board in early August. The bond would allow the district to confirm community support for the projects, complete the projects in a shorter timeframe, allow the district to spread the cost of the projects over multiple funding sources, and lessen the effect of increasing building costs

8.08 Discussion on 2017-2018 Amended Budget (audio begins at 2h 57m 56s).

The certified budget comparison provides projections on a monthly basis that the finance department did not have in previous reporting. Based on the projections of Forecast5 Plus, the district has the possibility of overspending in support services. Overall, the district is in a similar situation as last year. This is a net zero budget amendment. They are simply moving dollars out of instructional and operations because they have significant authority there, and moving enough money into the instructional support services as well as the non-instructional programs to ensure that they do not overspend the authorized amounts. They are not asking for any additional spending authority. This is normal for school district's to do this time of year.

8.09 Discussion of the Second Reading & Renumber of Policies, 303.2 & 401.12 (audio begins at 3h 09m 30s).

These policies are second and final readings. There were no questions.

8.10 Discussion of the Second and Final Reading of Policies (audio begins at 3h 09m 52s).

Directors discussed changes to the following board policies:

- 401.12 –DELETE
- 401.13
- 401.13E1
- 401.13E2
- 401.13R1 rev
- 401.13R2
- 401.14
- 401.14E1DELETE
- 401.15rev

- 401.15E1 DELETE
- 401.15E2 DELETE

These policies are second and final readings. There were no questions.

9. Action Items.

9.01 Approval of Mark Twain Schematic Design.

Motion by Director Castro, seconded by Director Holland, to approve the schematic design for Mark Twain.

Ayes: 6 Directors Staley, Struck, Castro, Champion, Holland, Lynch
Nays: 0
Absent: 1 Director Pyevich
Motion carried 6-0-1

9.02 Approval of 2018-2019 School Fees.

Motion by Director Struck, seconded by Director Champion, to approve the 2018/19 proposed school fees.

Ayes: 5 Directors Struck, Castro, Champion, Lynch, Staley
Nays: 1 Director Holland
Absent: 1 Director Pyevich
Motion carried 5-1-1

9.03 Approval of Guest Staff Handbook & Employee Handbook.

Motion by Director Holland, seconded by Director Champion, to approve the Guest Staff Handbook and Employee Handbook for 2018-19 school year.

Ayes: 6 Directors Castro, Champion, Holland, Lynch, Staley, Struck
Nays: 0
Absent: 1 Director Pyevich
Motion carried 6-0-1

9.04 Approval of Central Office Administrative Restructure and Future Ready Coach.

Motion by Director Champion, seconded by Director Holland, to approve the Central Office Administrative Restructure and the Future Ready Coach.

Ayes: 4 Directors Champion, Holland, Staley, Struck
Nays: 2 Directors Castro, Lynch
Absent: 1 Director Pyevich
Motion carried 4-2-1

9.05 Approval of Public Hearing on 2017-2018 Amended Budget.

Motion by Director Holland, seconded by Director Lynch, to approve to hold the Public

Hearing on May 30th at 6:00 pm for amending the 2017/18 budget.

Ayes: 6 Directors Holland, Lynch, Staley, Struck, Champion, Castro
Nays: 0
Absent: 1 Director Pyevich
Motion carried 6-0-1

9.06 Approval of the Second & Final Reading & Renumber of Policies, 303.2 & 401.12

Motion by Director Castro, seconded by Director Holland, to approve the second reading and renumbering of policies 303.2 and 401.12.

Ayes: 7 Directors Lynch, Staley, Struck, Castro, Champion, Holland
Nays: 0
Absent: 1 Director Pyevich
Motion carried 6-0-1

9.07 Approval of the Second and Final Reading of Policies.

Motion by Director Holland, seconded by Director Champion, to approve the second and final reading of the policies listed below.

- 401.12 –DELETE
- 401.13
- 401.13E1
- 401.13E2
- 401.13R1 rev
- 401.13R2
- 401.14
- 401.14E1DELETE
- 401.15rev
- 401.15E1 DELETE
- 401.15E2 DELETE

Ayes: 6 Directors Staley, Struck, Castro, Champion, Holland, Lynch
Nays: 0
Absent: 1 Director Pyevich
Motion carried 6-0-1

10. Management Report.

10.01 Superintendent's Report – Graduation is May 27th. Superintendent Raso met with Laura O'Brien, School Liaison Officer for the Rock Island Arsenal. They had an initial discussion about the new law and the implementation of it in the Bettendorf Schools. There will be a ribbon cutting on June 1st for the new housing. Laura really liked Bettendorf's open enrollment policy that once a student is placed in a school that will be their home school for the duration. There are some bussing issues that still need to be discussed.

Edison's graduation is May 24th at 6:00 p.m.

10.02 Director of Finance's Report – will be working with Treasurer David Farmer and the former Finance Committee members to expand on the reports that we give now to the

reports coming out of Forecast5. Our demo contractor with Estes had a major customer go bankrupt. They are working through this now and instead of paying the contractor and then the contractor paying the subs, they are exploring how the district can pay the contractor and pay the subcontractors their amount. That way the subcontractors are being paid in a timely manner. They are going to run this pass the district attorneys.

11. Board Requests for Information.

There were no requests.

12. Future Events and Informational Items.

- Wednesday, May 23, Wellness Committee Meeting, 1:30 Admin
- Thursday, May 24, PEC Meeting, noon, Admin
- Monday, May 28, Memorial Day - Office Closed
- Wednesday, May 30, Board Agenda Planning, 5:00 pm
- Thursday, May 31, PRC Meeting, 6:00 pm, Admin
- Thursday, May 31, Finance Committee Meeting, 7:00 pm, Admin
- Monday, June 4, CoW Meeting, 6:00 pm, Admin

13. Exempt Session.

Motion by Director Struck, seconded by Director Lynch, to enter into exempt session, as provided in the Code of Iowa section 20.17(3) and 20.9 for the purpose of discussing strategies for negotiations.

Ayes: 6 Directors Holland, Lynch, Staley, Struck, Castro, Champion

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

Directors entered into exempt session at 9:17 p.m. Directors returned to open session at 10:06 p.m.

14. Closed Session.

Motion by Director Struck, seconded by Director Holland, to go into closed session in accordance with Iowa Code section 21.5 (1)(j), to discuss the purchase or sale of particular real estate where premature disclosure could be reasonably expected to increase the price the school district would have to pay for that property or reduce the price the school district would receive for that property.

Ayes: 6 Directors Castro, Champion, Holland, Lynch, Staley, Struck

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

Directors entered into closed session at 10:06 p.m. Directors returned to open session at 10:12 p.m.

15. Adjournment.

Director Castro motion to adjourn the meeting at 10:12 p.m.

Gordon Staley, President

ATTEST:

Colleen Skolrood, Secretary