

BETTENDORF COMMUNITY SCHOOL DISTRICT
BETTENDORF, IOWA

Unofficial Minutes of the August 5, 2019 Committee of the Whole 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 Committee of the Whole Board meeting at the Administration Center, 3311 18th Street, Bettendorf, Iowa, on August 5, 2019. President Adam Holland 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, Holland, Lynch, Staley, Struck

Members absent: Directors Champion, Pyevich

Other officials present: Mike Raso, Superintendent; Brietta Collier, Director of Finance and Business Services; Heather Stocking, Director of Human Resources; David Hlas, Director of Special Services; Jillian Dotson, Director of Curriculum; Celeste Miller, Director of Communications; Joy Kelly, BHS Principal; Jayme Olson, NA Principal; Lorelei Andedo, BMS Associate Principal; Brian Walthart, PN Principal; Karen Allison, HH Principal; Mary Heeringa, BEA Representative; 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: 5 Directors Castro, Holland, Lynch, Staley, Struck

Nays: 0

Absent: 2 Directors Champion, Pyevich

Motion carried 5-0-2

3. Comment and Suggestions from the Audience.

3.01 President's Statement.

Any member of the audience may address the board with comments about items of interest or concern. Please state your name and address and please limit your comments to three minutes. Iowa law prohibits discussing specific employees or their job performance. Please refer to policy 213.E1 - Public Input At Board Meetings.

There were no comments.

4. Consent Agenda.

Motion by Director Lynch, seconded by Director Struck, to approve the consent agenda as printed.

A few weeks ago Jayme Olson accepted the position at Neil Armstrong after David Hlas accepted the position of Special Services Director. After filling the Armstrong position, Superintendent Raso had a discussion with the administrative team to come up with a plan to fill the void at BMS and meet the needs at Mark Twain. The plan is to name Chad Uhde as interim associate principal at the middle school, to name Jeremy Heeringa as interim dean at the high school, and to have Jeremy and

Chad assist Caroline Olson at the Mark Twain sites through December. A process for permanent positions starting in July of 2020 would be done sometime later in this school year. The interim scenario allows us to get people in place quickly while allowing flexibility in the future for the district.

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

- 4.01 Approval of July 8, 2019 Regular Board Minutes and July 17, 2019 Special Board Meeting Minutes
- 4.02 Approval of August 5, 2019 Bills Recommended for Payment
- 4.03 Approval of Administrative Recommendations – Personnel
- Administrative Transfer
Jayme Olson/From BMS to NA/From Associate Principal to Principal/1.0 FTE/\$105,000 annual salary/Replacing David Hlas/Effective 7/29/19
Certified Resignation
Rachel Cuppy/District/Instructional Coach/Effective 7/30/19
Certified Approval to Hire
Faith Leatherman/BMS/Science & Health/1.0 FTE/MA,12/\$55,447/ Pending verification/Replacing Alec Clark/Effective 2019-2020 school year
Certified Transfer
Breanna Chumbley/From MT to NA/3rd Grade/1.0 FTE/Voluntary transfer replacing Hannah Dillon/Effective 2019-2020 school year
Alec Clark/From BMS to BHS/From Science & Health to Instructional coach/1.0 FTE/Voluntary transfer replacing Kimberly Rojas/Effective 2019-2020 school year
Hannah Dillon/From NA to District/From 3rd Grade to Curriculum & Professional Development, Literacy PK-5/1.0 FTE/Voluntary transfer replacing Kaye Meyers/Effective 2019-2020 school year
Schedule D Resignation
Scott Berg/MT/Student Council/Effective 6/30/19
Shannan Campbell/BHS/Team Leader, Special Education (0.50 only)/ Effective 2019-2020 school year
Alec Clark/BMS/Student Council Sponsor/Effective 6/30/19
Alec Clark/BMS/Team Leader, 6th Grade #1/Effective 6/30/19
Alec Clark/BMS/Lunchroom Supervision/Effective 6/30/19
Hannah Dillon/NA/Safety Patrol/Effective 6/30/19
Taylor Johnson/BMS/Assistant Girls Soccer Coach (0.50)/Effective 6/30/19
Daniel Van Winkle/BHS/Assistant Girls Soccer Coach/Effective 6/30/19
Schedule D Approval to Hire
Christopher Adams/BHS/Assistant Varsity Track, Girls Coach/\$3,863/ Replacing Larissa Resner/Effective 2019-2020 school year
Hailee Beals/NA/Safety Patrol/\$1,247/Replacing Hannah Dillon/ Effective 2019-2020 school year
Melissa Bixby/BMS/Team Leader, 7th Grade, #3/\$2,679/Replacing Nicole Armstrong/Effective 2019-2020 school year
Amanda Bohnert/BHS/Club Sponsor, Science (HS)/\$1,247/Replacing Amanda Solomon/Effective 2019-2020 school year
Brock Halverson/BMS/Team Leader, 8th Grade, #3/\$2,679/Replacing Rachael

Dierickx/Effective 2019-2020 school year
Taylor Johnson/BMS/Assistant Varsity Soccer Coach/\$3,863/Replacing Daniel Van Winkle/Effective 2019-2020 school year
Jill Kull/BMS/Team Leader, 6th Grade, #3/\$2,679/Replacing Mark Kuntz/Effective 2019-2020 school year
Erin Law/BHS/Club Sponsor, German (HS)/\$1,247/Replacing Diana Steiner/Effective 2019-2020 school year
Stephanie Maxwell/BMS/Team Leader, 6th Grade, #1/\$2,679/Replacing Alec Clark/Effective 2019-2020 school year
Michelle Silvera/BMS/Student Council Sponsor/\$1,247/Replacing Alec Clark/Effective 2019-2020 school year

Administrative FYI

Jeremy Heeringa/BMS to BHS/Interim Dean of Students/Supplemental Contract \$15,000/Effective 8/5/19
Chad Uhde/BHS to BMS/Dean of Students to Interim Associate Principal/ Supplemental Contract \$15,000/Effective 8/5/19

Classified Resignation

Yvonne Abbott/BMS/Paraeducator/Effective 07/18/19
Laurie Boyce Steinhauser/GW/Paraeducator/Effective 07/19/19
Jade Colby/GW/Paraeducator/Effective 07/15/19
Lindsey Fetterer/MT/Paraeducator/Effective 07/31/19
Christie Hodges/HH/Paraeducator/Effective 07/31/19
Karina Mendez/GW/Paraeducator/Effective 08/01/19
Amy Schermerhorn/District/ESL Tutor/Effective 07/19/19
Amy Smith/HH/Paraeducator/Effective 06/07/19
Arryn Zehring/NA/Youth Mentor/Effective 07/29/19

Classified Recommendation to Hire

Susan Severt/BHS/Secretary B/\$16.44 per hour/4.0 hours per day/Replacing Delaine Haack/Effective 08/12/2019
Larry Smith/Operations/Bus Driver/\$16.88/18.75 after 90 days/4.0 hours per day/New Position-New MT route/Effective 08/20/19

Classified Letter of Assignment Modification

Lindsey Jubell/BMS to BHS/Paraeducator/Same rate of pay/5.75 hours per day/Program Moving To BHS/Effective 08/20/19

- 4.04 Approval of EICC MOU for College Credit Course
- 4.05 Approval of 2019-2020 Legislative Priorities
- 4.06 Approval of a donation for the Football Golf Outing from, Orthopedic Specialist PC, 3385 Dexter Ct, Ste. 300, Davenport, IA. 52807
- 4.07 Approval of Second Reading of Policies 303.5E3 and 303.5E4
- 4.08 Approval of Policies - Name Change 4.08 Policy 301.E - this is the organizational chart; updating the name change from "Director of Student Services" to "Director of Special Services."
- 4.09 Approval of a tuition application for Evan Decker, grade 6, from Davenport and Nicolina Pappas, grade 3, from Rock Island, IL
- 4.10 Open Enrollment Requests - Denial of the Open Enrollment Requests
Into Bettendorf from Davenport 2019/20
Janiyah Ivy, Insufficient classroom space
Into Bettendorf from Pleasant Valley 2019/20
Elijah Dillin, grade 7, Not timely filed
- 4.11 Approval of Requests for Open Enrollment (Info Only)

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

Into Bettendorf 2019/20

Kaleb Akers, grade 8, continuation (PV)
Trey Akers, grade 7, continuation (PV)
Abigail Belcher, grade 11, continuation (Dav)
Kaden DeBolt, grade 6, continuation (Dav)
Kamren DeBolt, grade 2, continuation (Dav)
Keinya Esper, grade 5, continuation (Dav)
Alana Farrey, grade 7, continuation (PV)
Collin Farrey, grade 6, continuation (PV)
LaNiya Gooden, grade 6, continuation (Dav)
Ellie Heath, grade 7, new move (PV)
Elijah Huffman, grade 6, continuation (Dav)
Hayden Huffman, grade 4, continuation (Dav)
Raven Huffman, grade 8, continuation (Dav)
Christian Kautz, grade 10, continuation (PV)
Jonathan Keller, grade 8, continuation (PV)
Harmony Kirk, grade 3, continuation, (Dav)
Malik Kirk, grade 1, continuation, (Dav)
Ricky Kirk, grade 5, continuation (Dav)
James Licandro, grade 5, continuation (Dav)
William Meeks, grade 10, continuation (Dav)
James Mosbrucker, grade K, new move (PV)
Demetria Pugh, grade 4, continuation (Dav)
Demetric Pugh, grade 2, continuation (Dav)
Demiekah Pugh, grade 7, continuation (Dav)
Keegan Rinehart, grade 5, continuation (PV)
Cassoe Rinehardt, grade 11, continuation (PV)
Scarlett Sebastian, grade K, continuation (PV)
Laicee Selle-Peniston, grade 9, new move (PV)
Owen Tumey, grade 11, continuation(NS)
Ava Warner, grade K, sibling attends (PV)
Irmaya Waters, grade 5. good cause (Dav)
Leviticus Waters, grade 3, good cause (Dav)

Out of Bettendorf 2019/20

Elijah Bailey, grade 8, (PV)
Naomi Bailey, grade 4, (PV)
Christopher Cumberbatch, grade 12 (PV)
Michael Cumberbatch, grade 11, (PV)
Callum Humphires, grade 3 (PV)
Lillion Humphries, grade 8 (PV)
Jania Johnson, grade 8, (Dav)
Onique Peters, grade 6 (CAM)
Xavier Peters, grade 7 (CAM)

5. Shared Communications.

5.01 Board Shared Communication & Committee Reports (audio begins at 4m 26s).

Director Castro attended the wrestling and football golf outings. He said it is a great gig that raises a lot of money for scholarships.

Directors Lynch and Castro spent the afternoon visiting several of the district's elementary schools with two guests who were visiting. Patty Stoffers is involved in a group that has funded some of the district's afterschool programs. Director Lynch said it was a pleasure to take them around.

President Holland said today was the first day of Move to Middle. He said it is a great program offered to students transitioning from elementary to middle school. He also attended the Mark Twain PTA Swim Party at Splash Landing and said it was well attended.

5.02 BEA Report.

Mary Heeringa met with Brie and Heather to finalize TSS payouts from the previous school year. She said it was very well received by teachers. She also met with Heather later on to talk about plans for the school year and ways to work together to make the school year go as smoothly as possible. They had their IESA Leadership Conference in Des Moines a few weeks ago. She said the big focus was on trauma informed care. Next Monday, the BEA will provide lunch for new teachers in the district.

6. Discussion Items & Reports.

6.01 Facility Update (audio begins at 8m 16s).

Bill Bruce with Bush Construction gave an update on Mark Twain Elementary Construction project and the District summer projects at Paul Norton, Middle School, High School site improvements, and Operations building site improvements. Mark Twain North Open House will be on Wednesday, August 14th from 5-6:30 p.m.

6.02 Finance Update (audio begins at 18m 25s).

Paul Norton/Herbert Hoover Project Financial Updates

- Identified FY20 Priority Projects
 - Paul Norton - \$5,511,346
 - Herbert Hoover - \$6,238,190
- Need to trim budget by \$1,800,000
-

Next Steps:

- Review Paul Norton and Herbert Hoover project scope to trim budget
- Evaluate ongoing needs and large projects
 - Thomas Edison (\$2,500,000)
 - Other priority items...

Director Lynch appreciated the high level road map. He would like to review the maintenance needs that were identified in the fall of 2017 by Legat to see how much has already been accomplished and what remains to be done. The board directed administration to look at the secured front entrances and maybe a few other modifications at Paul Norton and Herbert Hoover. They also agreed Edison needs attention and would like to look into

repurposing the Mark Twain North Campus for Edison.

SAVE Revenue Purpose Statement

A new Revenue Purpose Statement (RPS) would go into effect when approved, not at the expiration of the old RPS. The board needs to adopt a resolution and file with the County Auditor. The deadline to get this on the November 5th ballot is September 20th. There is new language that the County Auditor has to indicate how Sales Tax dollars will be spent if there is no RPS in place. The order of spend down is to reduce levies in the following order: GO Bond debt service, Voted PPEL, Board PPEL, PERL and THEN the district could access Sales Tax revenue. This is roughly \$4,000,000 a year.

The board directed administration to develop a communication plan so the public knows exactly what they are voting on. This is not a G.O. Bond. Voting yes for a new Revenue Purpose Statement does not add any taxes; it is simply a change in legislation, which is why the district must vote on a new Revenue Purpose Statement.

- 6.03 Discussion of June Financials (audio begins at 44m 06s).

Director of Finance, Brie Collier presented a Cash and Investment Summary that breaks down every fund in the district.

- 6.04 Miscellaneous (audio begins at 50m 52s).

Discussion of Administrator Attendance at Board Meetings

Director Staley's vision is to have directors from administration, a principal from the high school, middle school, and representatives from the elementary buildings attend board meetings. The board thought it was a good idea and worth exploring. They said it would help improve communication.

Discussion of Timeline for Search Committee

Heather Stocking took a second to express condolences to Chris Andrus' family, who tragically passed last week.

Director Stocking said the search is a little unique because we currently do not have a vacancy to fill. She has reached out to five search firms and two have responded with a proposal. The one that is the most recommended by the state has declined to work with the district. She has not heard from the others. Of the proposals received the costs range anywhere from \$6,500 to \$16,000. Directors would like to follow the same process that was used before and asked for some guidance on the next step.

- 6.05 Curriculum Update: Overview (audio begins at 1h 17m 42s).

Director of Curriculum, Jillian Dotson gave an overview of the upcoming year. She also reviewed the 2019/20 Curriculum Presentations schedule. Director Staley asked to have the CTE presentation moved up.

- 6.06 Discussion of the 2019-2020 Guest Staff Handbook and 2019-2020 Employee Handbook (audio begins at 1h 28m 58s).

This is the basic handbook that references board policies.

- 6.07 Discussion of the BHS, BMS & Elementary Parent/Student Handbooks (audio begins at 1h 30m 20s).

Principals from BHS, BMS and the Elementary buildings reviewed the changes made to the Parent/Student Handbooks.

- 6.08 Discussion of the First Reading of Policies (audio begins at 1h 38m 52s).

208 Advisory Committees - No changes—reapprove.

208.1 Advisory Committees Exhibit - No changes—renumber only.

209.1 Development of Policy - No changes—reapprove.

209.2 Adoption of Policy - One minor change to reflect current practice of including second readings under the consent agenda.

209.3 Dissemination of Policy- Significant rewrite and simplification to reflect the fact that policies are now maintained online.

209.4 Suspension of Policy- No changes—reapprove.

209.5 Administration in Absence of Policy - A small addition to our current policy, in line with IASB recommendations.

203 Board of Directors' Conflict of Interest - One IASB-recommended change, because state-legislation increased the maximum limit for Board member compensation by the district from \$2,500.00 to \$6,000.00.

206.2 Vice President - IASB Policy Primer-recommended changes, to clarify order of succession if the President has an extended absence or steps down mid-term—in that case, the Vice President assumes the role of President and a new Vice President should be elected. There is no real substantive alteration in the Vice President's role.

501.5 School Attendance Areas - IASB Policy Primer-recommended changes, to reflect changes in law with the passage of House File 598. This law allows parents of siblings in the same grade (K-5) to request that their children be placed either in the same classroom or separate classrooms.

603.1 Basic Instruction Program - IASB Policy Primer-recommended changes, to add the new state-mandated financial literacy requirement.

209.6 Review and Revision of Policy - No changes—reapprove.

209.7 Adoption of Administrative Rules and Regulations- No changes—reapprove.

209.8 Review of Professional Services- No changes—reapprove. PRC did suggest that contracts for electronic and web-based services (such as ForeCastFive and PaySchools) should be understood as included within the scope of this policy.

306.E1 Senior List of Authority to the Superintendent - The principal change here is elimination of particular named individuals—the order of succession remains unchanged—along with some rewording to clarify.

A second change: Since the policy will no longer name particular individuals, we also strike the requirement to review every July. (If others think it is valuable to leave that in policy, it is easy to do so.)

7. Action Item.

- 7.01 Approval of June Financials.

Motion by Director Struck, seconded by Director Castro, to approve the June Financials.

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

7.02 Approval of the 2019-2020 Guest Staff Handbook and 2019-2020 Employee Handbook.

Motion by Director Lynch, seconded by Director Struck, to approve the 2019-2020 Guest Staff Handbook and 2019-2020 Employee Handbook.

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

7.03 Approval of the BHS, BMS & Elementary Parent/Student Handbooks.

Motion by Director Struck, seconded by Director Castro, to approve the BHS, BMS & Elementary Parent/Student Handbooks.

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

8. Management Report.

8.01 Superintendent's Report – Superintendent Raso said he looked into moving the Athletic Director (AD) to the district office. He said there are some school districts that have an AD at the district office, but they have multiple high schools and also have an AD at the high schools. It was determined that this is not something that would happen this year, but the board would like to continue exploring it.

Superintendent Raso said Chris Andrus was a great guy and will be missed.

8.02 Director of Finance Report - Brie said the highlight of the week was getting out to the buildings. She sat down with each of the principals to review building budgets.

9. Future Events and Informational Items.

- August 7, All Admin meeting, 8:00 am Admin
- August 12-13, New Teacher Orientation
- August 12, Agenda Planning, 5:00 pm
- August 14, New Teacher Breakfast, 7:30, Family Museum
- August 19, BOE meeting, 6:00 pm
- August 19-22, Staff In-service
- August 20, Staff Welcome Back
- August 23, First Day of School
- August 26, PRC meeting, 5:00 pm

- August 26, Agenda Planning, 6:00 pm

10. Adjournment.

Director Castro motion to adjourn the meeting at 7:53 p.m.

Adam Holland, President

ATTEST:

Colleen Skolrood, Secretary