

BETTENDORF COMMUNITY SCHOOL DISTRICT  
**BETTENDORF, IOWA**

Unofficial Minutes of the July 11, 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 July 11, 2016. President Pepper Trahan 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, Interim 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; Lana LaSalle, TJ Principal; Roger Wilming, BEA Representative; Tim Perkins, Treasurer; Colleen Skolrood, Board Secretary.

2. Agenda Approval.

Motion by Director Struck, seconded by Director Justis, 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.

There were no comments.

4. Commendations & Special Invited Guests.

4.01 National Speech & Debate - Owen Weber (info only). Congratulations to recent Bettendorf High School graduate Owen Weber for taking 6th Place in Extemporaneous Debate at the 2016 National Speech & Debate Tournament on June 17.

4.02 Diane Lichtenberg - Volleyball Honors (info only). Congratulations to Bettendorf

High School Coach Diane Lichtenberg on being named National High School Athletic Coaches Association (NHSACA) Coach of the Year Top 8 Finalist at the NHSACA Convention on June 29th, in Louisville Kentucky.

5. Consent Agenda.

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

Director Castro was not at the June 20 Re-audit meeting but said he would have voted against the re-audit if he was present.

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

Nays: 0

Motion carried 7-0

5.01 Approval of June 20, 2016 Regular Board Minutes and June 28, 2016 Special Board Minutes

5.02 Approval of July 11, 2016 Bills Recommended for Payment

5.03 Approval of Administrative Recommendations – Personnel

Classified Resignation

**Allyson Kiehn**/MT/21 CCLC Youth Mentor/Effective 06/20/16

**Dyan Raso**/BMS/Paraeducator/Effective 06/27/16

**Melissa Tropa**/MT/21 CCLC Youth Mentor/Effective 07/29/16

Classified Recommendation for Employment

**Delaine Haack**/BHS/Secretary B/\$15.81 per hour/4.0 hours per day/Replacing Cynthia Frey/Effective 08/19/16

Classified Letter of Assignment Modification

**Courtney Broderick**/TJ to GW/Paraeducator/Same rate of pay/5.75 hours per day/Restructuring of preschool program/Effective 08/19/16

**Michelle Meggers**/HH/Paraeducator/Same rate of pay/From 2.0 to 3.0 hours per day/Student Need/Effective 08/19/16

**Amber Otero**/NA/21 CCLC Youth Mentor to 21 CCLC Program Co-Director/\$15.71 to \$25.25 per hour/From 1.75 hpd to 10 hours per week/Replacing Rebecca Eastman/Effective 07/01/16

**Jamie Thompson**/GW/Paraeducator/Same rate of pay/From 5.5 to 5.75 hours per day/Student Need/Effective 08/19/16

Administrative Approval to Hire

**David Hlas**/NA/Principal/1.0 FTE/\$90,000 annual base salary (prorated to start date)/Pending verification/Replacing Lisa Stevenson/ Effective 2016-2017 school year

Certified Resignation

**Jennifer Newquist**/GW/Early Childhood Special Education/Effective 7/8/16

Certified Approval to Hire

**Perry Bentsen**/BMS/Special Education/1.0 FTE/MA+30,9/\$60,090/ Pending verification and licensure/Replacing Kristy Klavemann-Egger/ Effective 2016-2017 school year

**Elizabeth Coplan**/GW/Special Education/1.0 FTE/BA,4/\$43,269/Pending verification and licensure/Replacing Kaitlyn Costas/Effective 2016-2017 school year

**Holly Dobbins**/TJ/2<sup>nd</sup> Grade/1.0 FTE/BA,0/\$37,350/Pending licensure/  
Replacing Melissa Simpson/Effective 2016-2017 school year

**Jordan McLaughlin**/BHS/Vocal Music/0.50 FTE/BA,0/\$23,048/Replacing  
Andrea Cooper/Effective 2016-2017 school year

**Laramie Wieseman**/BHS/Science/1.0 FTE/BA,1/\$38,596/Pending verification  
and licensure/Replacing Sarah Michaelson/Effective 2016-2017 school year  
Schedule D Resignation

**Michelle Bruty**/BMS/Team Leader, 6<sup>th</sup> Grade/Effective 6/30/16

**Alexandria DeLong**/BMS/Assistant 8<sup>th</sup> Grade Basketball, Girls  
Coach/Effective 6/21/16

Schedule D Approval to Hire

**Nicole Armstrong**/BMS/Assistant 7<sup>th</sup> Grade Volleyball Coach/\$1,869/  
Replacing Stacy Clark/Effective 2016-2017 school year

**Jessica Baid**s/BMS/Assistant 8<sup>th</sup> Grade Basketball, Girls Coach/\$1,869/  
Replacing Alexandria DeLong/Effective 2016-2017 school year

**Kelly Batke**/BMS/Assistant 7<sup>th</sup> Grade Basketball, Girls Coach/\$1,869/  
Replacing Stacy Clark/Effective 2016-2017 school year

**Alec Clark**/BMS/Head 7<sup>th</sup> Grade Football Coach/\$2,804/Replacing Brian Tritt  
& Charles Kalar/Effective 2016-2017 school year

**Alec Clark**/BMS/Assistant 8<sup>th</sup> Grade Basketball, Boys Coach/\$1,869/  
Replacing Nathan Hernandez/Effective 2016-2017 school year

**Shannon Clayton**/BMS/Assistant 7<sup>th</sup> & 8<sup>th</sup> Grade Cross Country Coach/  
\$1,869/Replacing Scott Lammers/Effective 2016-2017 school year

**Alexandra DeLong**/BMS/Team Leader, PE/\$2,679/Replacing Scott  
Lammers/Effective 2016-2017 school year

**Angela Farmer**/BHS/Club Sponsor-National Honor Society/\$1,247/  
Replacing Paul Nagovan/Effective 2016-2017 school year

**Pamela Hughes**/BHS/Head Sophomore Volleyball Coach (adding additional  
.50)/\$3,863/Replacing Kristine Ratigan/Effective 2016-2017 school year

**Jacob Koepnick**/BHS/Club Sponsor-Science/\$1,247/ Replacing Peter  
Bruecken & Chris Like/Effective 2016-2017 school year

**Judy Redmond**/BHS/Club Sponsor-Amicus-Best Buddies/\$1,247/ Replacing  
Brian Hughes/Effective 2016-2017 school year

**Curtis Shepherd**/BMS/Assistant 7<sup>th</sup> & 8<sup>th</sup> Grade Track, Girls Coach/  
\$1,869/Replacing Nicole Armstrong/Effective 2016-2017 school year

Certified FYI

**Jennifer Watkins**/NA/Co-Program Director (.50), 21<sup>st</sup> Century Grant/  
Effective 7/1/16

5.04 Construction Change Order - BMS Paving Project

5.05 MOU - Retired & Senior Volunteer Program (RSVP)

5.06 Approval of Requests for Open Enrollment

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

Into Bettendorf, 2016/17

**Nick Arnold**, grade 11, from Davenport, continuation

**Chloe Bell**, grade 6, from Pleasant Valley, good cause due to change of  
residence

**Claire Bell**, grade 5, from Pleasant Valley, good cause due to change of  
residence

**Daxtyn Bowling-Wilkins**, kindergarten, from Davenport

**Angelina Hinton**, grade 8, from Pleasant Valley, continuation  
**Ava Hinton**, grade 1, from Pleasant Valley, continuation  
**Gavin Lewellen**, grade 1, from Davenport, continuation  
**Allison Maranda**, grade 6, from Pleasant Valley, continuation  
**Lydia McDonald**, grade 3, from Pleasant Valley, continuation  
**Mackenzie McDonald**, grade 6, from Pleasant Valley, continuation  
**Lauri Mennala**, grade 9, from Pleasant Valley, good cause due to change of residence  
**Morgan Younkin**, grade 10, from Davenport, continuation  
Out of Bettendorf, 2016/17  
**Jacey Quinn**, grade 4, to Pleasant Valley, continuation  
**Mary Quinn**, grade 11, to Pleasant Valley, continuation  
**Rhema Saddler**, grade 6, to Pleasant Valley, good cause due to change of residence  
**Roman Saddler**, grade 3, to Pleasant Valley, good cause due to change of residence  
**Ryan Saddler**, grade 7, to Pleasant Valley, good cause due to change of residence

6. Shared Communication & Committee Reports.

6.01 Board Shared Communication & Committee Reports.

There was no shared communication.

7. Old Discussion.

7.01 Board Policy Discussion (audio begins at 4m 35s).

The Policy Review Committee discussed suggested revisions to the following board policies:

Board Policy 304.7 Administrative Professional Development (PD)

Requirement of superintendent's signature for all PD after four school days have been missed and any PD that is 300 miles outside of the district was added. The Policy Review Committee added the requirement of a form to be filled out to discuss the purpose and a share out plan for the PD in addition to alignment to the strategic plan. Beau Huber has worked with Kathy Lowry to create a system titled Professional Development Request System. This system will allow the form to be housed online and allow for pulling multiple reports. The system also sends out a confirmation email to the staff member and a flag to Central office. In the automated email it could house a link to relevant policies and regulations. Mr. Raso will train principals and Kathy can work with secretaries to roll this out in the fall.

Director Pyevich questioned why we address professional development more than 300 miles outside of the district but not less than 300 miles. He said the whole point is the number of days away from the district, not the miles.

Board Policy 401.14 – Employee involvement in Decision Making

The re-audit recommendation was to have an independent review process for approval of

agreements. The Policy Review Committee made edits to the policy, but Wendy Meyers, District Legal Counsel, suggested an Administrative Regulation instead of policy. We have discussed creating a review committee. Mr. Raso is working on the administrative regulation.

Board Policy 905.1 – Community Use of School District Facilities

The re-audit recommended implementing procedures to ensure compliance with the policy. The district has purchased new software that will alleviate this issue. We drafted a policy to reflect the changes to the software. Mr. Raso would like to have Chris Howard and Kevin Skillet review it to see if it meets the needs of the district for scheduling. We would like to have a first reading in August.

Board Policy 705.4 – Expenditures for Public Purpose

The Policy Review Committee made changes based on Maxine's recommendations.

Board Policy 401.2 – Employee Conflict of Interest

Attorney Mikki Schiltz sent legal comments on July 7 to administration. The Policy Review Committee originally recommended additions included restricting non-district employment that interferes with duties and availability; restricted use of facilities and equipment; disallows private business during school time or on property; receiving financial gains from activities where the source of the information is from their district employment; and sharing potential conflicts of interest with the superintendent and board annually. Mikki Schiltz felt it was too broad and restrictive. Mr. Raso will ask Wendy Meyer to draft a rendition that meets all of the recommendations of the re-audit.

7.02 Second Reading of Board Policies.

Motion by Director Struck, seconded by Director Staley, to approve a second and final reading of the following board policies:

- 507.4 Injury or Illness at School
- 507.4R1 Stock Epinephrine Auto-Injector Supply
- 507.9R1 Safe Snacks/Peanut/Tree Nut Regulation
- 507.9E1 Safe Snacks/Peanut/Tree Nut Regulation - Parent Letter

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

Nays: 0

Motion carried 7-0

7.03 Approval of Budget Reductions for 2016/17 (audio begins at 37m 56s).

Motion by Director Struck, seconded by Director Pyevich, to approve the proposed budget reductions for 2016/17.

The proposed budget reductions total \$388,541 in cuts for 2016-17, including a 5 percent across-the-board budget cut. This is estimated to save the district \$221,967 and involves equipment expenses and other categories, not including salaries or benefits. The district's events calendar will move to online only, but black-and-white copies will be made available to those who prefer them. District enrollment will make the biggest difference

in district finances. Final enrollment numbers will not be known until October.

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

7.04 Strategic Plan (audio begins at 59m 15s).

Directors discussed the BCSD Strategic Plan 2016-18. Mr. Raso asked the board for input on the strategic plan. District's goals include promoting student achievement, staff development, learning environments, district-wide alignment, and resources. Directors would like to boost the graduation rate above the state average of 94 percent. There was also discussion on retaining and developing staff. Director Castro said how teachers are treated in the workplace has a lot to do if people stay or not. Rodger Wilming, Bettendorf High School language arts teacher and president of the Bettendorf Education Association, said the district should do more to increase incentives to new teachers. He cited examples of neighboring districts that will reimburse student loans to young teachers.

8. New Business.

8.01 First Reading of Board Policy.

Motion by Director Struck, seconded by Director Castro, to approve a first reading of the board policy #401.7R1.

401.7 – Employee Travel Compensation – Maxine worked with the Finance committee to create procedures to implement policies and regulations related to this policy. The guidance and rules for attending conference and meetings will be passed out to administrators this week. Administrators will share this with building principals and it will also be available online.

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

9. Superintendent's (Management) Report.

9.01 Interim Superintendent's Report –Please send Mr. Raso special topics you would like covered during the next school year. It will be a busy year so he would like to get a schedule put together as soon as possible. Director Trahan volunteered to speak at the Staff Welcome Back.

9.02 Director of Finance Report – Maxine resubmitted parts of the planetarium request to show the district's finances over the next five years.

10. Board Requests for Information.

There were no requests.

11. Future Events and Informational Items.

- Monday, August 1, Board of Education, 6:00 p.m., Admin

- Thursday, August 11, Neil Armstrong First Day of School
- Monday, August 15, Board of Education, 6:00 p.m., Admin
- Friday, August 19, District Welcome Back, 7:30 a.m., BHS
- Tuesday, August 23, First Day of School
- Set dates for Construction Manager Process

12. Adjournment.

Director Tinsman motion to adjourn the meeting at 8:47 p.m.

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Pepper Trahan, President

ATTEST:

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Colleen Skolrood, Secretary