

BETTENDORF COMMUNITY SCHOOL DISTRICT
BETTENDORF, IOWA

Unofficial Minutes of the December 18, 2017 Regular Meeting
of the Board of Education
(pending Board approval)

1. Public Hearing. A public hearing on choosing the option of a minimum of 1080 hours for the 2018/19 school calendar as opposed to 180 days opened at 6:00 p.m. There were no comments and the hearing closed at 6:00 p.m.
2. 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 18, 2017. 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; Chris Andrus, Director of Operations; Travis Hansen, Technology Director; Joy Kelly, BHS Principal; Lana LaSalle, TJ Principal; Caroline Olson, MT Principal; John Cain, GW Principal; Megan Kannenberg, BEA Rep; Ryan Longnecker, Student Rep; Tim Perkins, Treasurer; Colleen Skolrood, Board Secretary.

Director Pyevich arrived at 7:09 p.m.

3. Agenda Approval.

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

Ayes: 7 Directors Castro, Champion, Holland, Lynch, Staley, Struck

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

4. 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.

Pepper Trahan, 6328 Patrick Pointe Rd., Davenport, said she appreciates that she was sent updated figures for the At-Risk budget for 2018/19, but said it is unclear if the updated figures are

correct. She would like Dallon Christensen to provide the board and community with the correct numbers and a correct detailed explanation of the changes.

5. Commendations & Special Invited Guests.

5.01 SEISTA Honor Orchestra. South East Iowa String Teacher's Association (SEISTA) Honor Orchestra is a Southeastern Iowa honors string orchestra experience. It is a one-day affair, hosted at Bettendorf High School. There are three orchestras separated by grade and ability level: High School, Middle School (primarily 7th and 8th grades), and Cadet (primarily 5th and 6th grades). Congratulations to the following students for being selected to participate in SEISTA Honor Orchestra 2018!

Cadet Orchestra, 5th Grade (Graciela Burroughs, Lee Starovich)
Martin Dekeyzer (MT), Grace Li (HH) – Violin; Chase Cooper (GW), Calista Rasmer (NA), Luceena Susairaj (GW), Halima Talbi (GW) – Viola; Paige Mook (NA) - Cello

Cadet Orchestra, 6th Grade (Rachel Palmer)
Annabelle Donohoo, Gianna Schwartz, Sylvia Tank, Abby Torgerud – Violin; Michael Farmer – Cello; Zoe Beck – Bass; Sam Huffaker - Violin

Middle School Orchestra (Rachel Palmer)
Skylar Fausett-Nonnenman, Rebeca Garza-Doty, Andrea Koehler, Audrey; Scarlett, Grace Schuetz – Violin; Emma Cleveland - Viola ; Isabelle Appel, Preston Martens - Cello

High School Orchestra (Megan Cooney)
Dennis Davis, Hannah Trudell – Violin; Rebecca Kuhel, Josh Turner – Viola; Keegan Schmidt, Faith Weis – Cello; Layken Bytnar – Bass

6. Board Learning.

6.01 Board Evaluation.

Directors Castro and Holland are appreciative of the timeliness of the information.

Director Champion feels there is a lot of work to do on Question 7; work of board sub-committees is regularly communicated with the whole board and community. He is not sure the information is getting through the subcommittees properly. He has some concerns about transparency because these meetings are not open to the public. He recommended public work sessions for when the board is working on major decisions.

Director Struck echoed Director Champion comments. She said it is great to have a baseline. She said there is not a lot of consistency when looking through the responses and recommended more communication.

Director Lynch said it is a work in progress and is appreciative for the process.

President Staley said it is a good start and it needs to be a regular part of what we do.

7. Consent Agenda.

Motion by Director Struck, seconded by Director Holland, to approve the consent agenda with the removal of 7.06, YellowFolder - Digital Record Retention.

Ayes: 7 Directors Champion, Holland, Lynch, Staley, Struck, Castro,

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

7.01 Approval of December 4, 2017 Regular Board Minutes and December 6, 2017 Disciplinary Hearing Minutes

7.02 Approval of November Financials

7.03 Approval of December 18, 2017 Bills Recommended for Payment

7.04 Approval of Administrative Recommendations - Personnel

Certified Approval to Hire

Angela Greaves/BHS/Family Consumer Science/1.0 FTE/BA,5/
\$21,622/94-day contract/Replacing long term leave/Effective 1/16/18

Classified Recommendation to Hire

Korey Caves/Operations/Safety and Compliance Coordinator/\$18.92
probationary rate/8.0 hours per day/Restructuring of Manager of Operations
position/Effective 01/08/18

7.05 Adoption of the ELP Regulation

7.07 Approval of Requests for Open Enrollment

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

Into Bettendorf from Davenport 2017/18

London Roberts, grade 5, continuation

Into Davenport from Bettendorf, 2017/18

Chamone McComb, grade 12, continuation

7.06 YellowFolder Discussion. Directors had some questions and concerns about the cost. Travis Hansen is recommending the district move to YellowFolder for digital record retention. YellowFolder is an education focused digital storage company that will be utilized to sort and store all of our permanent student records, special education records, archived human resource records and archived financial records. Currently, most of these records are stored in various filing cabinets throughout the district making it extremely difficult to find a record if it is requested. The district currently is using a program from Xerox called DocuShare to digitally store some student records. The issues with DocuShare is that the program is not user friendly, rarely works correctly and is still stored on site so it is vulnerable to fire and natural disasters.

YellowFolder is currently running an offer for new districts. If we decide to wait to sign an agreement, the first year of hosting will cost the district \$40,160, setup fees and monthly hosting costs.

Motion by Director Holland, seconded by Director Struck to approve 7.06, YellowFolder - Digital Record Retention.

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

8. Shared Communication & Committee Reports.

8.01 Board Shared Communication & Committee Reports (audio begins at 16m 45s)

Director Lynch reported the Finance Committee met and spent a considerable amount of time addressing a number of questions that came from a number of individuals. They also spent a good amount of time discussing ways and means of financing facilities projects that are being talked about, but that discussion has not come to a conclusion. Director Castro asked about overtime. The Finance Committee's view was this was a one-time concern that seemed to be related to information/technology needs. If it is a pattern, they will revisit it.

President Staley reported the Board Facilities Committee met. The Committee supports a district-wide facilities recommendation. The plan is based on recommendations from the district administration as well as a recent assessment of district facilities needs and principal requests for updating student learning environments.

The plan calls for:

1. A consolidation of Thomas Jefferson and Mark Twain elementary schools into a new 3-section building
2. Moving Edison Academy at the Thomas Edison Education Center to a leased facility for 5 years
3. Other improvement projects and future-ready projects as outlined by Legat Architects at the November 6 board meeting.

Superintendent Raso will present the plan to the board and public at the Monday, January 8th board meeting. Director Struck said she is confused how the Facilities Committee backed a plan without having numbers and a recommendation from the Finance Committee. Treasurer Perkins noted the Finance Committee has had a high level discussion on this plan.

8.02 Student Representatives' Report.

Ryan Longnecker shared some of the latest happenings at the high school:

- Student Council has established winter committees
- QC Leadership Conference was held @ the Bettendorf PAC
- Snowball on January 20th
- Senior directed play was a good success
- Basketball is underway
- Boys' Swim Team placed 3rd at their most recent meet

Lastly, Brian Roemer, a Bettendorf student, was lost to suicide last week. He said it is time to come together as a family and school and be a little kinder to each other.

8.03 BEA Report.

The Calendar Committee met and from that discussion a new version of the calendar was created and sent out to parents for feedback.

9. Discussion Items & Reports.

9.01 Legat Architects & Russell Construction Update on Costing, Scheduling, Design & Development on BHS Mechanical Upgrades (audio begins at 1h 03m 42s).

Legat Architects and Russell Construction gave an update on the BHS mechanical upgrades. The Design Phase has been completed. Project construction is scheduled to start on June 4th with a completion date of August 23rd. Total projected costs for this project is \$6,793,961.

9.02 High School Course Changes for Subsequent Year (audio begins 1h 14m 32s).

BHS Principal Joy Kelly presented one new course proposal for 2018/19 school year. Algebra 2 Concepts prepares students who have struggled with math courses in the past to either take Algebra 2 at the high school level or to take Algebra 2, Math for Liberal Arts or Statistics at Eastern Iowa Community Colleges. The need for this course became evident after looking at the data in regards to the percentage of students who enroll in a 2-year state school and need to enroll in remedial (non-credit bearing) math courses. They are expecting forty to fifty students to take this course. The students will be assigned to it.

9.03 Discussion of Hour vs. Days for the 2018/19 School Year (audio begins at 1h 20m 01s).

Superintendent Raso recommended continuing with hours versus days because it gives the district more flexibility.

9.04 Strategic Plan/Vision Cards: Parent Satisfactory Survey Results. Goal 3: Learning Environment and Goal 4: District-Wide Engagement (audio begins at 1h 26m 22s).

During summer strategic planning, district administration decided to begin surveying parents annually about their experiences in the Bettendorf Community School District. In November, parents had the opportunity to take the satisfaction survey. 608 surveys were submitted. The survey results will help improve educational services for our students and guide future planning at the district and school level.

9.05 First Reading of Policies – Reapproved (audio begins at 1h 32m 48s).

The regulation for the Extended Learning Program (ELP) is the same plan that Lorelei Andedo and Kay Ingham spoke to at the December 11th work session. Once the training piece for staff is developed, they will share that with the board as well.

9.06 First Reading of Policies, Renumbered & Reapproved.

These policies were just renumbered:

- 306.1 renumber to 304.1
- 306.2 renumber to 304.2
- 306.3 renumber to 304.3
- 308 renumbered to 306
- 308.E1 renumbered to 306.E1

9.07 First Reading of Policies - Renumbered & Revisions (audio 1h 35m 43s).

Significant changes were made to Board Policy 305. They went with IASB language, but it is virtually the same concept. Director Castro would like “presents himself/herself to the school and community in a moral, ethical, personal, and professional manner so as not to bring discredit or adverse publicity to the BCSD or its employees,” added back in the policy.

10. Action Items.

10.01 Approval of Hours vs. Days for the 2018/19 School Year.

Motion by Director Struck, seconded by Director Lynch to approve the school year structure.

Ayes: 7 Directors Lynch, Pyevich, Staley, Struck, Castro, Champion, Holland

Nays: 0

Motion carried 7-0

10.02 Approval of First Reading of Policies – Reapproved.

Motion by Director Lynch, seconded by Director Holland, to approve first reading of Board Policy 604.3.

Ayes: 7 Directors Pyevich, Staley, Struck, Castro, Champion, Holland, Lynch

Nays: 0

Motion carried 7-0

10.03 Approval of First Reading of Policies, Renumbered & Reapproved.

Motion by Director Lynch, seconded by Director Struck, to approve a first reading of the policies listed below.

- 306.1 renumber to 304.1
- 306.2 renumber to 304.2
- 306.3 renumber to 304.3
- 308 renumbered to 306
- 308.E1 renumbered to 306.E1

Ayes: 7 Directors Staley, Struck, Castro, Champion, Holland, Lynch, Pyevich

Nays: 0

Motion carried 7-0

10.04 Approval of First Reading of Policies - Renumbered & Revisions.

Motion by Director Lynch, seconded by Director Pyevich, to approve a first reading of the policies listed below.

- 307 renumbered to 305 rev
- 305 renumbered to 308 rev

Ayes: 7 Directors Struck, Castro, Champion, Holland, Lynch, Pyevich, Staley

Nays: 0

Motion carried 7-0

11. Management Report.

11.01 Superintendent's Report – There are two calendars for consideration. In both, the school year begins for students on August 23rd and ends for students on June 5th. Draft A is the previous Draft 2 with changes to the MS conference dates. Draft B has a week-long Thanksgiving break (no October break). Elementary has trimesters, moving conferences and PT comp days (November 19 and March 8). Directors feel both drafts are approvable.

The Attendance Rankings and data will be discussed more in-depth during future meetings.

11.02 Director of Finance's Report – The Energy Consumption Report will be ready for the January 8th board meeting. They continue to work on various finance scenarios for the facilities plan. As far as earlier comments, this is the first time his team is going through these reports. The modified supplemental amount approved at the 12/11 special board meeting is still correct and did not change. A couple of lines were misapplied, but they have since been fixed.

12. Board Requests for Information.

There were no requests for information. Director Castro would like to see Director Struck be a board member on the Special Education Committee.

13.

Future Events and Informational Items.

- Tuesday, December 19, Facility Committee Meeting, Noon
- Thursday, December 21, Policy Review Committee Meeting, 6:00 pm
- December 22, 1 Hour Early Release
- December 25 - January 2, Winter Break
- Wednesday January 3, Board Agenda Planning, 4:30 pm
- Monday, January 8, Meet & Greet, 5:00 pm/Board of Education Meeting, 6:00 pm, PAC
- Tuesday, January 9, Facility Committee Meeting, Noon
- Monday, January 11, Policy Review Committee Meeting, 6:00 pm
- Monday, January 15, No School, Martin Luther King Jr Day

14. Adjournment.

Director Castro motion to adjourn the meeting at 8:07 p.m.

Gordon Staley, President

ATTEST:

Colleen Skolrood, Secretary