

BETTENDORF COMMUNITY SCHOOL DISTRICT
BETTENDORF, IOWA

Unofficial Minutes of the December 16, 2019, 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 16, 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, Champion, Doerder, Eastman, Holland, Lynch

Members absent: Director Pyevich

Other officials present: Mike Raso, Superintendent; Brietta Collier, Director of Finance; Heather Stocking, Director of Human Resources; Celeste Miller, Director of Communications; Curt Pratt, Director of Operations; Dave Hlas, Director of Student Services; Jillian Dotson, Director of Curriculum; Kayla Leu, Director of Nutrition Services; Joy Kelly, BHS Principal; Kristy Kleppe, BHS Associate Principal; David Farmer, Treasurer; Mary Heeringa, BEA Representative; Ella Kilstrom, Student Rep; Colleen Skolrood, Board Secretary.

Director Pyevich arrived at 6:11 p.m.

2. Agenda Approval.

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

Ayes: 6 Directors Castro, Champion, Doerder, Eastman, Holland, Lynch

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

3. Commendations & Special Invited Guests.

- 3.01 Discussion of Insurance Pharmacy Benefits Manager. Directors learned about the difference in pharmacy spread pricing and pass through pricing as well as potential savings to the district's insurance plan in using a Pharmacy Benefits Manager. This has been reviewed by the Insurance Handbook Committee. Administration recommended using a Pharmacy Benefits Manager and MedOne.
- 3.02 Curriculum Update: Preschool. Dave Hlas shared what they learned at the 2019 NAEYC Conference.
- 3.03 Future Ready/Portrait of a Graduate Board Adoption. Haleigh Hoyt gave an update on Future Ready. She explained that her job is to help students get to talents, interests and explore their career options. Another feature of their work with students is a virtual job shadow system with video and information of thousands of different careers. They also help students build their resumes. Jillian Dotson gave an update on Portrait of a Graduate. She shared that they have been working with the AEA and collaborating with student, family, community, business, and industry partners to develop Portrait of a Graduate which describes the knowledge, skills, and dispositions our graduates will possess when

they move on to successful college, career, and civic lives. Directors wanted to make sure there is oversight in order for this to work. Students created visuals that were on display at the Portrait of a Graduate Gallery Walk on Thursday, November 14th. Stakeholders voted and provided feedback. The consensus was to take elements from each visual and combine them into one. Students Erica Smith and IMade Primasandya were in attendance to share the final logo and talk about their experience working on it.

- 3.04 SIAC Update. At the November 12 School Improvement Advisory Committee (SIAC) meeting, Haleigh Hoyt talked with the group about her Future Ready work with students and Jillian Dotson presented an update on Portrait of a Graduate.
- 3.05 BMS Students Perform in Opus Honor Choir. Bettendorf Middle School students Julisia Vallejo (8th), Landon Fox (8th), Ella Boehm (7th), Kate Scholl (7th), Avery LeHew (6th), and Mariana Martinez (6th) were recently selected for participation in the 34th annual
- 3.06 Opus Honor Choir Festival. Over 2600 students were nominated by their directors for 720 positions in the four Opus Honor Choirs. Selections were made by means of a recorded audition. The 2019 Opus Honor Choirs was held at 4 pm November 21st in C.Y. Stephens Auditorium in the Iowa State Center in Ames.
- 3.07 BHS Goldusters Take 4th Place at State. Congratulations to Coach Steiner and Coach Wells on the Golduster team's performance at the State dance competition this past weekend. The Goldusters took 4th place in the state for the pom routine, and they also received a division I rating for both the pom routine and the jazz routine. Christina Zimmerman Earns Board Certification. This week is National Board Certified Teacher's Week. Cristina Zimmerman was recently notified that she has been Board Certified. She is one of 3,831 teachers in the country new to the National Board Certification congratulations, Cristina!

4. Comments & Suggestions from Audience.

4.01 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.

5. Consent Agenda.

Motion by Director Champion, seconded by Director Doerder, to approve the consent agenda as printed.

Ayes: 7 Directors Champion, Doerder, Eastman, Holland, Lynch, Pyevich, Castro

Nays: 0

Motion carried 7-0

- 5.01 Approval of November 25, 2019 Disciplinary Hearing Minutes, November 25, 2019 Special Board Minutes, December 2, 2019 Regular Board Minutes, December 5, 2019 Disciplinary Hearing Minutes and December 9, 2019 Disciplinary Hearing Minutes
- 5.02 Approval of December 16, 2019 Bills Recommended for Payment
- 5.03 Approval of Administrative Recommendations – Personnel
Classified Resignation

Ashley Dodson/MT/Youth Mentor/Effective 01/09/20

Julie Gillitzer/MT/Paraeducator/Effective 12/13/19

Shannon Harty/MT/Youth Mentor/Effective 12/19/19

Isabel Noble/MT/Youth Mentor/Effective 01/06/20

James Thomas/Operations/Utility Driver/Effective 01/10/20

Classified Letter of Assignment Modification

Paige Bender/MT/Paraeducator to Paraeducator/Youth Mentor/\$16.74/\$15.71 per hour/4.5 to 3.0 (para) and 2.75 (youth mentor) hours per day/Overage-Student Need/Effective 01/06/20

Larry Smith/Operations/Bus Driver to Special Education Bus Driver/Regular rate of \$18.75 to \$18.90 per hour/Student Need/Effective 01/02/20

Classified Recommendation to Hire

Garry Cato/ Operations/Bus Driver/\$16.88/18.75 per hour after 90 days/Less than 30 hours per week/Replacing Corrie Moen/Effective 12/17/19

Taylor Cavanaugh/MT/Youth Mentor/\$15.71 per hour/Replacing Isabel Noble/Up to 18.5 hours per week/Effective 01/07/20

Bradley Levetzow/BMS/Security Guard/\$20.16 per hour/8.0 hours per day/New position/Effective 01/06/20

5.04 Approval of Food Service Analysis

5.05 Approval of Portrait of a Graduate Report

5.06 Approval of St. Ambrose University Teaching Agreement Renewal

5.07 Approval of two donations for the BHS Girls Golf Program in the amount of \$500.00 from Michael and Traci Huskey, 6426 Gabrielle Way. Davenport, IA. 52807 and a \$500 donation from Penny Furne, 1519 Robeson Ave, Bettendorf, IA. 52722

5.08 Approval of Requests for Open Enrollment

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

Out of Bettendorf 2019/20

Arlandria Arnold, grade 9, continuation (Dav)

Kaden Miller, grade 4, continuation (NS)

Noah Oh, grade 3, continuation, (PV)

Suah Oh, grade K, continuation (PV)

6. Shared Communication & Committee Reports.

6.01 Board Shared Communication & Committee Reports.

Director Castro attended a math meeting that was attended by administrators and math teachers from all levels. They came together for the purpose of creating a common mission statement for the district's math program. He said this is the first time a vision meeting like this took place in the district.

Director Castro thanked former board member and president, Gordon Staley, for his appropriate recommendation and solution to a student discipline issue. He said even though Mr. Staley was not in the closed sessions, his knowledge was very beneficial to the board.

Director Doerder had a busy couple of weeks. She met with Joy Kelly at the high school and said it was really nice to get a personal tour. She said it is awesome to see all the opportunities that are available. She also toured Herbert Hoover. She met with Heather

Stocking and Celeste Miller at the Administration Center and had some good conversations. Lastly, she recognized the district's teachers for all their hard work and said parents are pleased with the education their children are receiving.

Director Champion attended the high school choir concert last week and said it was amazing! He also attended one of the Middle School Exhibitions. One group of students worked on traffic safety in the city. He said they were well prepared and well behaved.

President Holland was a parent volunteer at the Middle School for Wellness Wednesday. He complimented Curt Pratt on the Mark Twain move.

Director Eastman attended the 6th grade Exhibition and said it is by far the best she has been to. She met with Joy Kelly and got a tour of the high school. She will be attending the Bettendorf Middle School tomorrow to participate in the Billboard Professional Panel.

Director Pyevich requested an update on dual enrollment courses.

6.02 Student Representatives' Report.

Ella Kilstrom shared the latest happenings at the high school. She shared that a student at BHS lost her sister, a former BHS student, to cancer this morning. She said it has been really nice to see how all the students have come together to support the Gamble family.

6.03 BEA Report.

They had a BEA meeting on December 4th and Round Table on December 9th. The middle school and high school have had their initial behavior training. Mary Heeringa said it is a really good start. She emailed Superintendent Raso the teacher responses for the district attorney regarding legality questions they still had. They would still like to see crisis plans for the buildings. They are meeting with negotiations team on Wednesday to exchange proposals. Ms. Heeringa has heard positive things from Mark Twain teachers and everyone is really impressed with the new building. Lastly, she gave a shout out to the music teachers during the holiday season and said they knocked it out of the park.

7. Discussion Items.

7.01 Discussion of FY20 Financial Update and Preliminary FY21 Budget.

Brie Collier discussed the district's budget timeline, prior tax rate history, current Unspent Authorized Budget (UAB), financial health indicators and board priorities. The district's certified budget is due on April 15th.

Over the next few months the board will continue to work on the following Board Goals and Priorities:

- Set financial health goals
- Suggest 15% - 20% UAB and Solvency Ratios
- Salaries/Benefits aligned to district vision
- Suggest 78% - 80% of total General Fund by FY2022
- Maintain steady tax levy rate
- Long-range planning

7.02 Discussion of BHS Course Proposal.

Bettendorf High School Principal, Joy Kelly discussed the proposed course changes for the 2020-2021 school year. The following are changes to the course name or length of course:

- Astronomy I to Astronomy
- AP Government to AP US Government and Politics
- Coding and Gaming to Computer Science Principles
- Multi-Media to Computer Graphics
- AP Calculus BC going from 9 to 18-week course

The following are proposed new courses:

- Computer Science - This would add a different level for students who do not want to pursue the AP route
- Sports Medicine II - PE/Health would like to offer an advanced sports medicine course. This course will be added to the curriculum but it should be noted that the PE and Health requirements may preclude an advanced sports medicine course from being offered every year.
- Introduction to Baking and Pastry Arts: This will be a dual credit course (students earn both high school and college credit) that gives students the opportunity to learn baking and pastry fundamental at an introductory level. This course will precede another dual credit course already in place (Culinary Principles).
- Concert Orchestra - Music would like to offer a 3rd ensemble - A mid-level audition orchestra designed to be a bridge between String Orchestra and Chamber Orchestra. This course is designed to expand the fundamentals of String Orchestra and prepare them to audition for Chamber Orchestra. This course will require additional staffing. We will not be able to move forward with this unless more staffing.
- There is the possibility of offering an advanced speech class called Public Speaking which would meet the speech graduation requirement while also serving as a dual credit course. Students could take speech or public speaking to meet the graduation requirement.

Not all of the directors wanted to approve Concert Orchestra without knowing the budget first. It was noted that the course would not move forward unless there was additional staffing.

7.03 Discussion of Financials.

The district's overall cash position is up from the same period last year. General Fund cash is up over the same period last year. SAVE cash is up compared to last year as well. However, this difference is decreasing as we use SAVE Bond Revenue proceeds to complete projects. The Self-Insurance fund is down as claims processed increased this month

7.04 IPIB Informal Resolution.

On May 17, 2019, Stephanie Christensen filed formal complaint 19FC:0052. She alleged that the Bettendorf Community School District (District) violated Iowa Code chapter 21 on May 14, 2019.

The District properly posted a notice and agenda for a special meeting to address a personnel issue set for May 14, 2019, at 6 p.m.

At around 4 p.m. on May 14, 2019, District staff received notice that a closed session was being requested by the District employee included on the agenda at 6 p.m. To ensure the 6 p.m. meeting could occur, the District scheduled a meeting at 5:30 p.m. to go into closed session based on the request of the District employee. The purpose of the closed session was allowed by Iowa law.

Because notice now could not be posted 24 hours prior to such closed session, the District consulted with counsel, who advised “good cause” existed for holding the closed session with less than 24 hours’ notice. The District understands the Iowa Public Information Board does not agree there was “good cause.”

The notice and agenda was sent to the media at 4:08 p.m., and posted online and on the bulletin board at 4:25 p.m.

The minutes for the 5:30 p.m. meeting stated the “nature of the good cause justifying that departure from the normal requirements,” as required by Iowa Code section 21.42(2)(b), as follows:

“The meeting was called to discuss items that are going to be pertinent to any decisions that may be rendered in the open session directly following the closed session.”

The Iowa Public Information Board (IPIB) accepted the formal complaint on June 20, 2019, as to the violation of Iowa Code section 21.4(1)(a) with less than 24 hour notification for the meeting held at 5:30 p.m. on May 14, 2019.

Pursuant to Iowa Code 23.9., the parties negotiated and reached an informal resolution. The parties agree to the following terms:

1. The District will acknowledge that the described actions occurred.
2. The District will acknowledge that the proper notice for the May 14, 2019, meeting held at 5:30 p.m. was not provided in accordance with Iowa Code chapter 21.4 (1)(a); such notice was not provided 24 hours prior to the meeting.
3. The District shall conduct training for all Board members on Iowa Code chapters 21 and 22 (Sunshine Laws). The District may utilize the PowerPoint training available on the IPIB website. The District’s attorney or designee may conduct the training.
4. The District shall approve this resolution during an open meeting and include the full text in the minutes of said meeting. Said minutes shall be provided to IPIB.

The terms of this informal resolution will be completed within 60 days of acceptance by all parties. Upon showing proof of compliance, the IPIB shall dismiss this complaint as

successfully resolved.

This informal resolution has been reviewed and approved by the following:

Stephanie Christensen signed on December 8, 2019 and President Holland, Bettendorf Community School District signed on December 16, 2019.

7.05 Discussion of Board Education.

Superintendent Raso shared the following board education structure:

- Develop a handbook titled, Board Handbook, not Board Orientation Handbook. This handbook would be provided to the whole board as a reference. It would be very similar to a staff handbook, highlighting important topics.
- Provide an orientation program for new board members. This orientation program could be done three different ways:
 1. One 90-minute to a 2-hour session where each central administration provides an overview of their departments to new board members.
 2. New board members would meet individually or in small groups with each central administrator at a time(s) scheduled with each individual administrator to receive an overview and have a more in-depth discussion.
 3. A combination of #1 & #2. An overview session followed by scheduled individual meetings with central office administrators for those board members who want to go more in-depth in certain areas.
- During election years along with the orientation program, we provide high-level overviews to the whole board. A refresher is a good thing even for someone who has been on the board for many years and it would also educate the public. We would split out directors' presentations (10 minutes or less) over 2-3 months of board meetings following the board elections that year.
- Bring in outside resources like IASB to provide board development activities throughout the year. Topics would be determined by identified needs and/or board interests.

8. Action Items.

8.01 Approval of Insurance Pharmacy Benefits Manager.

Motion by Director Lynch, seconded by Director Pyevich, to approve the Insurance Pharmacy Benefits Manager and MedOne.

Ayes: 7 Directors Doerder, Eastman, Holland, Lynch, Pyevich, Castro, Champion

Nays: 0

Motion carried 7-0

8.02 Approval of Future Ready/Portrait of a Graduate Board Adoption.

Motion by Director Lynch, seconded by Director Eastman, to approve the Future Ready/Portrait of a Graduate.

Ayes: 7 Directors Eastman, Holland, Lynch, Pyevich, Castro, Champion, Doerder

Nays: 0

Motion carried 7-0

8.03 Approval of BHS Course Proposals.

Motion by Director Lynch, seconded by Director Doerder, to approve the name changes to those courses proposed, to lengthen the AP Calculus course from 9 to 18-weeks, the proposed new courses; Computer Science, Intro to Baking & Pastry Arts, Sports Medicine II with the current PE staffing structure, the concept of a new Concert Orchestra course only if any additional FTE needed is approved as part of the overall budget presented in Spring 2020.

Ayes: 5 Directors Holland, Lynch, Pyevich, Doerder, Eastman

Nays: 2 Directors Castro, Champion

Motion carried 5-2

8.04 Approval of Financials.

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

Ayes: 6 Directors Lynch, Pyevich, Castro, Champion, Eastman, Holland

Nays: 0

Absent: 1 Director Doerder

Motion carried 6-0-1

8.05 Approval of IPIB Resolution.

Motion by Director Pyevich, seconded by Director Champion, to approve the IPIB Resolution.

Ayes: 5 Directors Pyevich, Castro, Champion, Holland, Lynch

Nays: 0

Abstained: 2 Directors Doerder, Eastman

Motion carried 5-0-2

9. Management Report.

9.01 Superintendent Report. He said they are looking to iron out some language first before bringing the calendar to the board. It will come before the board sometime later January/early February. Director Castro would like know more about what implicit bias, power struggles, trauma informed care, etc. mean.

9.02 Director of Finance Report. Brie thanked Heather Stocking for increasing awareness for the Doctor on Demand Program. Jillian and Brie met with the Bettendorf Foundation. They are looking for ways to support the district. Jillian did a great job of putting together some curriculum initiatives. The SBRC hearing is tomorrow. Brie will have an update at the next meeting.

9.03 Next Agenda Planning.

10. Future Events and Informational Items.

- Tuesday, December 17, Technology Committee, 8:30 am, Admin

- Wednesday, December 18, Initial Proposals for Negotiations, 3:30 pm, Admin
- Monday, December 23, MT Move In
- December 23 - January 1, No School - Winter Break
- December 23- January 1, District Office Closed
- Monday, December 30, Agenda Planning, 5:00 pm
- Friday, January 3, MT Ribbon Cutting/Open House, 3:30 pm

11. Exempt Session – Negotiations.

11.01 Motion to Enter into Exempt Session.

Motion by Director Eastman, seconded by Director Castro, 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 Lynch, Castro, Champion, Doerder, Eastman, Holland

Nays: 0

Absent: 1 Director Pyevich

Motion carried 6-0-1

Directors entered into exempt session at 9:00 p.m. They returned to open session at 11:27 p.m.

12. Adjournment.

Director Castro motion to adjourn the meeting at 11:27 p.m.

Adam Holland, President

ATTEST:

Colleen Skolrood, Secretary