

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT, IN THE COUNTY OF LINN, STATE OF IOWA

Educational Leadership and Support Center, Board Room
Monday, February 26, 2018 @ 5:30 p.m.

ATTENDANCE

John Laverty, President; Directors Gary Anhalt, Jennifer Borcharding, Rafael Jacobo, and Kristin Janssen.
Absent: Directors Nancy Humbles and Mary Meisterling

Also present: Brad Buck, Noreen Bush, Laurel Day, Steve Graham, Mary Ellen Maske, Linda Noggle, and Wendy Parker.

President John Laverty called the meeting to order at 5:30 p.m.

APPROVAL OF AGENDA

It was recommended that the revised agenda of Monday, February 26, 2018 Board of Education meeting be approved as set forth, and that each item is considered ready for discussion and/or action.

Director Rafael Jacobo made the following motion: "I move that the Board of Directors approve the revised agenda of Monday, February 26, 2018, and that each item is considered ready for discussion and/or action. Motion was seconded by Director Gary Anhalt.

Record of the roll call vote: Ayes: Directors Anhalt, Borcharding, Jacobo, Janssen, and Laverty. Nays: None. Absent: Directors Humbles and Meisterling.

PUBLIC HEARING

BA-18-254 Public Hearing – Sale of District Vehicle (Denny Schreckengast/Tom Day/Jon Galbraith)

Pursuant to notice published in The Cedar Rapids Gazette, a Public Hearing was held at 5:30 p.m. on February 26, 2018 for the purpose of receiving any objections to granting the sale of a District vehicle.

No written or oral objections were presented and sustained. The Board was asked to consider final approval to the Sale of District Vehicle during the Consent Agenda portion. Information Item.

BA-18-255 Public Hearing – Hiawatha, Nixon, & Pierce Elementary Schools – 2018-2019 Roof Improvements Bid Package 1 Projects (Jon Galbraith/Chris Gates)

Pursuant to notices published in The Cedar Rapids Gazette, a hearing was held at 5:30 p.m. on February 26, 2018 for the purpose of receiving any objections to the adoption of prepared drawings, specifications, form of contract, and total estimated cost for Hiawatha, Nixon, and Pierce Elementary Schools – 2018-2019 Roof Improvements Bid Package 1 Projects.

No written or oral objections were presented and sustained. The Board was asked to consider final approval to the drawings, specifications, form of contract, and total estimated cost for this project during the Consent Agenda portion for the Hiawatha, Nixon, & Pierce Elementary Schools 2018-2019 Roof Improvements Bid Package 1 Projects. Information Item.

BA-18-256 Public Hearing – Kennedy High School and Van Buren Elementary School – 2018-2019 Roof Improvements Bid Package 2 Projects (Jon Galbraith/Chris Gates)

Pursuant to notices published in The Cedar Rapids Gazette, a hearing was held at 5:30 p.m. on February 26, 2018 for the purpose of receiving any objections to the adoption of prepared drawings, specifications, form of contract, and total estimated cost for Kennedy High School and Van Buren Elementary School – 2018-2019 Roof Improvements Bid Package 2 Projects.

No written or oral objections were presented and sustained. The Board was asked to consider final approval to the drawings, specifications, form of contract, and total estimated cost for this project during the Consent Agenda portion for the Kennedy High School and Van Buren Elementary School 2018-2019 Roof Improvements Bid Package 2 Projects. Information Item.

BA-18-257 Public Hearing – Polk Alternative Education Center- 2018-2019 Chiller Replacement Project (Jon Galbraith)

Pursuant to notices published in The Cedar Rapids Gazette, a hearing was held at 5:30 p.m. on February 26, 2018 for the purpose of receiving any objections to the adoption of prepared drawings, specifications, form of contract, and total estimated cost for Polk Alternative Education Center – 2018-2019 Chiller Replacement Project.

No written or oral objections were presented and sustained. The Board was asked to consider final approval to the drawings, specifications, form of contract, and total estimated cost for this project during the Consent Agenda portion for Polk Alternative Education Center 2018-2019 Chiller Replacement Project. Information Item.

SUPERINTENDENT’S REPORT

Dr. Buck shared: Pierce Elementary was announced the winner of this year’s Healthiest State Initiative Award. The staff & students were awarded \$5,000 to build upon their momentum & continue to make health improvements that will benefit students for years to come; McKinley Middle School received a \$500 grant for the Grizzly Cove food pantry -Farm Credit Services of America’s *Working Here Fund* which will help purchase food for their food pantry. He also announced that the Workplace Learning Connection is hosting the 2018 Planning for Your Future event on March 6. The event is open to all Linn County High School students and parents. It is a wonderful opportunity for our families to explore the multitude of pathways available to students and supports our district’s Future-Ready vision. Lastly, Dr. Buck stated that the District already has a variety of actions in place related to safety and security. In addition, the District will create a Task Force to further investigate the topics along with best practices.

BOARD REPORTS

Director Borcharding attended 2018 STEM Festival. Director Anhalt provided a brief legislative report. President Laverty made the following statement about collective bargaining mutually negotiated contracts for all employee classifications. *“I know that many of you are here (in the audience) tonight representing the concerns of bargaining units with the District. We are aware of those concerns and they are being discussed and addressed in the negotiations process. I want to assure you the District is bargaining in good faith in its contract negotiations with all of its bargaining units towards the end of reaching mutually negotiated contracts for all.”*

COMMUNICATIONS, DELEGATIONS, AND PETITIONS

Heubner, Ann, 390 Ascot Ln, Robins, IA, Teachers & Iowans for Public Education, Bargaining
 McMahon, Kelly, 5508 Dostal Dr SW, Cedar Rapids, IA, Individual, Community Schools & Institute
 Cronbaugh, Chris, 427 26th St SE, Cedar Rapids, IA, Teaching Contract
 Asmussen, Kara, 2417 2nd Ave SE, Cedar Rapids, IA, Contract
 Clayton, Bernard, 1604 6th Ave SE, Cedar Rapids, IA, Contract with Worker

CONSENT AGENDA

BA-18-000/13 Minutes - Regular Meeting on February 12, 2018 (Laurel Day)

It was recommended that the Board of Education approve the Minutes from the Regular Meeting held on Monday, February 12, 2018.

BA-18-001/08 Approval of Claims Report - January 2018 (Steve Graham)

It was recommended that the Board of Education approve the Claims Report and ratify the list of paid bills and payrolls for the period ending January 31, 2018.

BA-18-002/08 Activity Fund Financial Report - January 2018 (Steve Graham)

It was recommended that the Board of Education approve the Activity Fund Financial Reports for the period ending January 31, 2018.

BA-18-003/08 Budget Summary Report - January 2018 (Steve Graham)

It was recommended that the Board of Education approve the Budget Summary Report for the month ending January 31, 2018.

BA-18-004/08 Statement of Receipts, Disbursements, and Cash Balances Report - January 2018 (Steve Graham)

It was recommended that the Board of Education approve the Statement of Receipts, Disbursements, and Cash Balances Report for the month of January 2018.

BA-18-005/08 Investments Report - January 2018 (Steve Graham)

The Investments Report summarized investment transactions for the month of January 2018. Investments redeemed during the month totaled \$654,500. The current interest rate for US Bank is 0.55%, in comparison to 0.3% at US Bank in January 2017. Information Item.

BA-18-009/14 Personnel Report (Linda Noggle)

APPOINTMENTS - SALARIED STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Calloway, William	\$5,372	Track MN Asst Jefferson	2/12/2018
Grimm, Amber	\$44,700 (prorated)	Title Kenwood	2/7/2018

Grose, Benjamin	\$44,700 (prorated to \$17,084.29)	BD Polk	2/15/2018
Guenther-Yoke, Tracie	\$5,001	Track MN Asst Kennedy	2/12/2018
Shaffer, Jennifer	\$44,700 (prorated)	Title Grant Wood	2/12/2018

GRANTING LEAVES OF ABSENCE – SALARIED STAFF

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Chatfield, Daniel	Personal	Counselor Wilson	2018-2019 School Year

RESIGNATIONS - SALARIED STAFF

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Duffy, Sean	Personal	Math Roosevelt	3/7/2018
Stromert, John	Personal	WM Soccer Washington	1/8/2018

RETIREMENT - SALARIED STAFF

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Reed, Laura	Home School Wilson	6/1/2018

DEATH - SALARIED STAFF

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Brown, Lynsey	District Teacher Bertram/4 Oaks	2/8/2018

APPOINTMENTS - HOURLY STAFF

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Doty, Steven	\$13.62	Bus Attendant ELSC	2/13/2018
McKinstry, Teresa	\$13.62	Bus Attendant ELSC	2/21/2018
Pelc, Janel	\$13.62	Bus Attendant ELSC	2/13/2018
Rickertsen, Maria	\$12.05	Child Care Professional Rockwell	2/19/2018
Sawatzky, Melissa	\$19.39	Confidential Secretary ELSC	2/26/2018

Schulz, Abigail	\$13.84	Behavioral Disabilities Grant Wood	2/21/2018
Shmaisi, Abdul	\$11.95	Food Service Assistant Franklin	2/13/2018
Steenburg, Brian	\$13.62	Bus Attendant ELSC	2/13/2018

RESIGNATIONS - HOURLY STAFF

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Ackerman, Jaime	Personal	Multicat 1:1 Kenwood	2/14/2018
Diggins, Dontae	Personal	BD Polk	2/20/2018
Freerksen, Brian	Personal	BD Polk	2/20/2018
Green, Alexis	Personal	Child Care Professional Rockwell	2/13/2018
Martin, Marcus	Personal	Campus Security Roosevelt	2/20/2018
Pokorny, Tammie	Personal	Bus Attendant ELSC	2/15/2018
VanZee, Roger	Personal	Bus Attendant ELSC	2/23/2018
Walter, Darci	Personal	Multicat 1:1 Washington	2/23/2018

RETIREMENTS - HOURLY STAFF

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Gossard, Maureen	Media Secretary Metro	6/2/2018

It was recommended that the Board of Education approve the Personnel Report.

BA-18-011/06 Policy Manual – Review and Revision -- Regulations 201.3 “Composition & Term of Office”, 201.4 “Board Elections”, Regulation 404.5 “Promotion of Non-District Sponsored Travel”, Policy 411 “Charter/Innovation Zone Schools”, Regulations 411.1 “Charter/Innovation Zone Schools – Application”, 502.5 “Harassment”, 506.11 “Notification of Arrests, Criminal Charges, Child Abuse/Dependent Adult Abuse Complaints”, 602.4 “School Attendance Areas”, Procedure 602.4c “Proof of Residency”, Regulation 802.6 “Naming District Facilities”, 1001.2 “Relations with News Media”, Procedure 1001.2a “Cooperating with the Media”, Regulations 1001.3 “Releases to the News Media”, 1001.5 “Media Broadcasts”, and Policy 1005 “Public Education & the Democratic Process” (Brad Buck/Laurel Day)

The Board of Education reviews policies, regulations and procedures at least once every five years. Board approval is required for all policies. Administrative regulations and procedures do not require Board approval.

The agenda item included policies, regulations, and procedures that have been reviewed by Policy Review Committee (PRC) & the Superintendent's Cabinet. Most proposed revisions are based on changes to state and federal law, current District practice, and to maintain the District's Policy Manual up-to-date as required by Iowa Code. The PRC utilizes legal & policy services provided by the Iowa Association of School Boards, National Association of School Boards, including policy primer & on-line sample policy documents. Guidance from District Legal Counsel was sought. Information Item.

Policy Manual #	Title	Action
201.3	Composition & Term of Office	Revised
201.4	Board Elections	Revised
404.5	Promotion of Non-District Sponsored Travel	Reviewed
411	Charter/Innovation Zone Schools	Reviewed
411.1	Charter/Innovation Zone Schools - Application	Reviewed
502.5	Harassment	Revised
506.11	Notification of Arrests, Criminal Charges, Child Abuse	Revised
602.4	School Attendance Areas	Revised
602.4c	Proof of Residency	Revised
802.6	Naming of District Facilities	Revised
1001.2	Relations with News Media	Reviewed
1001.2a	Cooperating with the Media	Revised
1001.3	Releases to the News Media	Revised
1001.5	Media Broadcasts of Athletic Contests	Reviewed
1005	Public Education & Democratic Process	Reviewed

BA-18-258 Approval - Sale of District Vehicle (Denny Schreckengast/Tom Day/Jon Galbraith)

It was recommended that the Board of Education approve the Sale of District Vehicle - 1997 Kenworth Jerrdan Wrecker to Complete Recycling Group of Elkton, MD who was the high bidder at \$ 63,233.00.

BA-18-259 Purchasing Register - Eastern Iowa Purchasing Group (EIPG) Primary Vendor Contract- 2018-2019 (Suzy Ketelsen/Tom Day)

It was recommended that the Board of Education approve the Purchasing Register for the 2018-2019 EIPG Primary Vendor RFP.

BA-18-260 Award of Contract - Hiawatha, Nixon, & Pierce Elementary Schools - 2018-2019 Roof Improvements Bid Package 1 Projects (Jon Galbraith/Chris Gates)

It was recommended that the Board of Education approve the Award of Contract to the low bidder, Advance Builders, Corp., for Roof Package 1 - Hiawatha, Nixon, and Pierce Elementary Schools. The low bid amount for Hiawatha is \$115,000. The low bid amount for Nixon is \$65,500. The low bid amount for Pierce is \$245,000, which includes alternate bid 1 in the amount of \$47,000. The total amount of all bids is \$425,500.

BA-18-261 Award of Contract – Kennedy High School and Van Buren Elementary School – 2018-2019 Roof Improvements Bid Package 2 Projects (Jon Galbraith/Chris Gates)

It was recommended that the Board of Education approve the Award of Contract to: the low bidder, Jim Giese Commercial Roofing, Inc., for Roof Package 2-- Kennedy High School. The low bid amount is \$375,120. This includes alternate bid 1 in the amount of \$11,913, and the base bid amount of \$363,207; the low bidder, Cedar Service Company, for Roof Package 2 – Van Buren Elementary School. The low bid amount is \$48,042.

BA-18-262 Award of Contract – Polk Alternative Education Center – 2018-2019 Chiller Replacement Project (Jon Galbraith)

It was recommended that the Board of Education approve the Award of Contract to the low bidder, B. G. Brecke, for the Polk Alternative Education Center Chiller Replacement Project. The low bid amount is \$98,000.

BA-18-263 Final Approval – Grant Elementary School – 2017 HVAC Tridium Integration Project – Certificate of Substantial Completion (Jon Galbraith/Tammy Carter)

It was recommended that the Board of Education approve the Certificate of Substantial Completion and approve payment of the retainage pay application for the Cedar Rapids Community School District – Grant Elementary School 2017 HVAC Tridium Integration Project.

BA-18-265 Activity Fund Agreed Upon Procedures Engagement Letter with RSM US LLP (Steve Graham)

As requested by the Board of Education, the Activity Fund Engagement letter is prepared by RSM US LLP for the agreed upon procedures related to the Spring Activity Fund review of financial activity to be conducted at all secondary schools and Kingston Stadium. These procedures are aligned with District established cash management procedures. Information Item.

BA-18-266 Purchasing Register – Bus Tires (Tom Day/Denny Schreckengast)

It was recommended that the Board of Education approve the Purchasing Register – Tires.

BA-18-267 Proposal Acceptance –Marco for Printing Upgrade -Graphics & Printing Department (Tom Day)

It was recommended that the Board of Education approve the Proposal Acceptance – Marco for Printing Upgrades in the Graphics & Printing Department.

BA-18-268 Proposal Acceptance – Purchase of Dell Computers via State of Iowa Contract (Lori Bruzek/Tom Day)

Upon motion by Director Rafael Jacobo and second by Director Kristin Janssen the Board approved the Consent Agenda.

Record of the roll call vote for items **BA-18-000/13, BA-18-001/0/, BA-18-002/08, BA-18-003/08, BA-18-004/08, BA-18-009/14, BA-18-258, BA-18-259, BA-18-260, BA-18-261, BA-18-262, BA-18-263, BA-18-266, BA-18-267, and BA-18-268** was: Ayes: Directors Anhalt, Borcharding, Jacobo, Janssen, and Laverty. Nays: None. Absent: Directors Humbles and Meisterling.

BOARD GOVERNANCE**BA-18-264 Memorandum of Understanding – Cedar Rapids Community School District and the City of Cedar Rapids – Core Neighborhood Sustainability (John Laverty/Brad Buck)**

It was recommended that the Board of Education approve the Memorandum of Understanding – Cedar Rapids Community School District and the City of Cedar Rapids – Core Neighborhood Sustainability.

Record of the vote: Ayes: Directors Anhalt, Borcharding, Jacobo, Janssen, Laverty. Nays: None. Absent: Directors Humbles and Meisterling.

WORK SESSION**BA-18-269 School Bus Consultants – Elementary Transportation Study Results (Steve Graham/Brad Buck)**

On December 11, 2017, the Board approved a study by School Bus Consultants to determine the impact of transportation services moving from 21 to 13 elementary school locations as reflected within the Board approved Facilities Master Plan. The presentation will include analysis of cost impact for providing transportation for regular education students residing further than 1 mile, 1.5 miles and the current state required standard of 2 miles from their assigned elementary attendance center.

This study does not propose any specific neighborhood boundaries at this time. Rather the study assumes a simple distribution of elementary students based upon elementary locations that are the shortest distance from where elementary students currently reside.

Representatives of School Bus Consultants presented their findings to the Board members. Information Item.

BA-18-270 Seclusion and Restraint Task Force Recommendations (Wendy Parker)

In September 2017, the District created a task force around restraint and seclusion. The task force shared their recommendations with the Board. Information Item.

SCHOOL BOARD CALENDAR

(Dates and times are tentative – please consult with the Board Secretary’s Office for more details)

2018 – FEBRUARY

Monday	Feb 26	5:30 pm	Board Regular Meeting/ Work Session	ELSC, Board Room 2500 Edgewood Rd NW
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2018 – MARCH

Mon - Fri	Mar 12-16		CRCSD Spring Break	
Monday	Mar 26	5:30 pm	Board Regular Meeting/ Work Session	ELSC, Board Room 2500 Edgewood Rd NW

2018 – APRIL

Saturday - Monday	Apr 7-9		NSBA Annual Convention	San Antonio, TX
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Monday	Apr 9	5:30 pm	Board Regular Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Monday	Apr 23	5:30 pm	Board Regular Meeting/ Work Session	ELSC, Board Room 2500 Edgewood Rd NW
<u>2018 - MAY</u>				
Friday	May 4	12:30 pm	District Retirement Luncheon	
Monday	May 14	5:30 pm	Board Regular Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Wednesday	May 23	7:00 PM	Metro HS Graduation	DoubleTree
Thursday	May 24	7:00 PM	Kennedy HS Graduation	US Cellular Center
Friday	May 25	7:00 PM	Washington HS Graduation	US Cellular Center
Saturday	May 26	7:00 PM	Jefferson HS Graduation	US Cellular Center

There being no further business coming before the Board, President Laverty adjourned the meeting at 7:14 p.m.

By: Laurel Day, Board Secretary

Board of Education approved Record of Proceedings on March 26, 2018 and I hereby declare these minutes as part of the permanent record of the District.

By _____
John Laverty, President

ATTEST _____
Laurel A. Day, Board Secretary