

MINUTES

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

Educational Leadership and Support Center, Board Room
Monday, December 10, 2018 @ 5:30 p.m.

ATTENDANCE

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

Also present: Brad Buck, Noreen Bush, Laurel Day, Rod Dooley, David Nicholson, Akwi Nji, and Linda Noggle.

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

APPROVAL OF AGENDA

It was recommended that the agenda of Monday, December 10, 2018 Board of Education Regular Meeting be approved as set forth, and that each item is considered ready for discussion and/or action.

Upon motion by Director John Laverty, and second by Director Meisterling, the Board approved the agenda of Monday, December 10, 2018 Regular Board Meeting and that each item is considered ready for discussion and/or action.

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

SUPERINTENDENT'S REPORT

Dr. Buck announced that Roosevelt Middle School's Mr. Lynn Johnson was selected as Middle School Athletic Director of the Year by the Iowa High School Athletic Directors Association. Dr. Buck also congratulated Washington High School's band director Mr. Jim Miller who was recognized by the Northeast Iowa Bandmasters Association as the 2018 Karl King Distinguished Service Award recipient. Dr. Buck stated that he wants to take a moment to acknowledge that while we recognize a few individuals from time to time through his Superintendent's Report, he is aware that there are others who may receive awards and recognitions of which he's unaware. "The bottom line is that if you're looking for a team of highly qualified, hardworking, and passionate professionals – you can find that with the Cedar Rapids Community School District. So, thank you to all who are doing this difficult and important work every day." He went on to share a few highlights of our students and staff events: Jackson Elementary held their 3rd annual Jackson Day of Service by participating in service activities such as raking leaves for neighbors or collecting supplies for organizations including Waypoint and Cedar Valley Humane Society; the weekend prior to Thanksgiving more than 60 students from CRCSD performed at the All-State Music Festival in Ames; and, Metro High School students and staff participated in their 44th annual "Turkey Day" feast which involves Metro students preparing a meal for staff, students, alum, and invited guests. Lastly, Dr. Buck thanked everyone for their attendance at last week's annual State of the District. The event is a valuable opportunity to inform and engage community members around our district's initiatives. The opening act – Jefferson High School Chamber Choir - was a *wonderful* opportunity to be reminded of the reason behind all we do: our students.

BOARD REPORTS

Director Anhalt provided an overview of the upcoming legislative session.

COMMUNICATIONS, DELEGATIONS, AND PETITIONS

None to report.

CONSENT AGENDA**BA-19-000/09 Minutes – Regular Meeting on November 12, 2018 (Laurel Day)**

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

BA-19-001/05 Approval of Claims Report – October 2018 (David Nicholson)

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 October 31, 2018.

BA-19-002/05 Activity Fund Financial Report – October 2018 (David Nicholson)

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

BA-19-003/05 Budget Summary Report – October 2018 (David Nicholson)

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

BA-19-004/05 Statement of Receipts, Disbursements, and Cash Balances Report – October 2018 (David Nicholson)

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

BA-19-005/05 Investments Report – October 2018 (David Nicholson)

The Investments Report summarized investment transactions for the month of October 2018. Investments purchased during the month totaled \$26,022,920.78, and investments redeemed during the month totaled \$282,834.00. The current interest rate for US Bank is 1.662%, in comparison to 0.30% at US Bank in October 2017. The interest rate for ISJIT CDs for October 2018 was 2.10%. Information Item.

BA-19-006/03 Food and Nutrition Fund Statement of Revenues and Expenditures – October 2018 (David Nicholson)

It was recommended that the Board of Education approve the Food and Nutrition Fund – Statement of Revenues and Expenditures for the month ending October 2018.

BA-19-007/03 Unspent Balance Report – October 2018 (David Nicholson)

The Unspent Balance Report was designed to inform the Board of Education on a monthly basis the status of the district's General Fund authorized reserves (Unspent Balance). An analysis of staffing and all other budgetary changes that impact the Unspent Balance as of month ended October 31, 2018 is summarized for your review. Information Item.

BA-19-008/08 Open Enrollment – Denial 2018-2019 School Year (John Rice)

It was recommended that the Board of Education approve the Open Enrollment-Denial of the students commencing with the 2018-2019 school year.

BA-19-009/09 Personnel Report (Linda Noggle)

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

BA-19-011/05 Policy Manual – Review & Revisions – Policy 407 “Extended Learning Opportunities”, Regulation 503.2 “Professional Research”, Procedure 602.4a “In-District Attendance Permits – General Education”, Regulation 602.6 “Open Enrollment Applications”, and Procedure 602.6a “Open Enrollment Requests” (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 a policy, regulations, and procedures that have been reviewed by the Policy Review Committee (PRC). 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
407	Extended Learning Opportunities/Homework	Reviewed
503.2	Professional Research, Publishing, & Intellectual Property	Revised
602.4a	In-District Attendance Permits – Gen Education	Revised
602.6	Open Enrollment Applications	Revised
602.6a	Open Enrollment Requests	Revised

BA-19-183 Final Approval – Jefferson High School Auditorium ADA Seating Project 2018 – Certificate of Substantial Completion (Chris Gates)

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 – Jefferson High School Auditorium ADA Seating Project 2018.

BA-19-184 Final Approval – Washington High School Woodshop Dust Collector Replacement Project – Certificate of Substantial Completion (Chuck Perry)

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 – Washington High School Woodshop Dust Collector Replacement Project.

BA-19-185 Tabulation – Musical Instruments (Tom Day/Beth Davies)

It was recommended that the Board of Education approve the Tabulation – Musical Instruments.

BA-19-186 Amended Agreement – Cedar Rapids Community School District and Iowa Vocational Rehabilitation Services (Wendy Parker)

It was recommended that the Board of Education approve the Amended Agreement between Cedar Rapids Community School District and Iowa Vocational Rehabilitation Services.

BA-18-187 Agreement – Cedar Rapids Community School District and Iowa NET High Academy (INHA) – Drop-out Prevention – 2018-2021 School Years (Rod Dooley)

It was recommended that the Board of Education approve the Agreement between the Cedar Rapids Community School District and Iowa NET High Academy (INHA) for the 2018-2021 School Years.

BA-19-188 Final Approval – Jefferson High School Wheel Chair Lift Project 2018 – Certificate of Substantial Completion (Jon Galbraith)

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 – Jefferson High School Wheel Chair Lift Project 2018.

BA-19-189 Final Approval – Jefferson High School ADA Compliance Project 2018 – Certificate of Substantial Completion (Chris Gates)

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 – Jefferson High School ADA Compliance Project 2018.

BA-19-190 Final Approval – Washington High School Auditorium Improvements Project 2018 – Certificate of Substantial Completion (Jon Galbraith)

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 – Washington High School Auditorium Improvements Project 2018.

BA-19-191 Chapter 12 Exemption Request – Physical Education (John Rice)

It was recommended that the Board of Education approve the General Accreditation Standards 281 – IAC Chapter 12 Exemption Request for Jefferson High School, Kennedy High School, and Washington High School to condense all the required physical education minutes into one semester.

BA-19-192 Final Approval – Metro High School ADA Compliance Project 2018 – Certificate of Substantial Completion (Jon Galbraith)

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 – Metro High School ADA Compliance Project 2018.

BA-19-193 Final Approval – Hoover Elementary School Parking Lot Rehabilitation Project 2018 – Certificate of Substantial Completion (Chris Gates)

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 – Hoover Elementary School Parking Lot Rehabilitation Project 2018**.

BA-19-194 Agreement – Marzano Research – 2018-2019 School Year (Rod Dooley)

It was recommended that the Board of Education approve the Agreement between the Cedar Rapids Community School District and Marzano Research for the 2018-2019 School Year.

BA-19-195 Preliminary Approval – Metro High School 2019-2020 Chiller Replacement Project (Jon Galbraith)

It was recommended that the Board of Education approve the Preliminary Documents and Schedule for the Metro High School 2019-2020 Chiller Replacement Project.

BA-19-196 Preliminary Approval – Metro High School 2019-2020 Roof Improvement – Bid Package 1 Project (Chris Gates)

It was recommended that the Board of Education approve the Preliminary Documents and Schedule for the Metro High School 2019-2020 Roof Improvement Bid Package 1 Project.

BA-19-197 Preliminary Approval – Polk AEC 2019-2020 Roof Improvement Bid Package 2 Project (Chris Gates)

It was recommended that the Board of Education approve the Preliminary Documents and Schedule for the Polk AEC 2019-2020 Roof Improvement Bid Package 2 Project.

BA-19-198 Agreement – Cedar Rapids Community School District and Voyager Sopris Learning 2018-2019 School Year (Val Dolezal/Eric Christenson)

It was recommended that the Board of Education approve the Agreement between the Cedar Rapids Community School District and Voyager Sopris Learning for continued learning and professional development for teachers around the science of reading during the 2018-2019 School Year.

BA-19-199 Agreement – Cedar Rapids Community School District and Essdack (Craig Barnum)

It was recommended that the Board of Education approve the Agreement between the Cedar Rapids Community School District and Essdack for the speaking engagement on February 1, 2019.

BA-19-200 Tabulation – Vehicles and Mowers (Thomas Day/ Scott Wing/David Nicholson)

It was recommended that the Board of Education approve the Tabulation – Vehicles and Mowers.

Director Jennifer Borcharding moved and Director John Lavery seconded that the Board approve the Consent Agenda.

Record of the roll call vote for items **BA-19-000/09, BA-19-001/05, BA-19-002/05, BA-19-003/05, BA-19-004/05, BA-19-006/03, BA-19-008/08, BA-19-009/09, BA-19-183, BA-19-184, BA-19-185, BA-19-186, BA-19-187, BA-19-188, BA-19-189, BA-19-190, BA-19-191, BA-19-192, BA-19-193, BA-19-194, BA-19-195, BA-19-196, BA-19-197, BA-19-198, BA-19-199, and BA-19-200** was: Ayes: Directors Anhalt, Borcharding, Humbles, Jacobo, Janssen, Lavery and Meisterling. Nays: None.

ADMINISTRATION

BA-19-201 Cedar Rapids Community School's Foundation – Update (Laurel Day)

Scott Drzycimski, President of the Board of Trustees, Cedar Rapids Community School Foundation, presented a progress report on behalf of the Foundation's Board of Directors. Information Item.

BA-19-202 Architect Selection Process (Brad Buck/David Nicholson)

In follow-up to guidance received by the Board at our November 2018 Regular Meeting, the administration shared a proposed timeline for selecting an architect for the Coolidge Elementary School project. Information Item.

BA-19-203 Comprehensive Annual Financial Report (CAFR) (David Nicholson)

A representative from RSM US LLP provided a brief report regarding the District audit that was completed for the year ended June 30, 2018.

It was recommended that the Board of Education approve the 2017-2018 Comprehensive Annual Financial Report.

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

LEARNING AND LEADERSHIP

BA-19-204 Human Resources - Update (Linda Noggle)

Linda Noggle, Executive Director of Talent Management, provided an update to the Board regarding Employee Engagement Groups, District Diversity initiatives, and the on-going work of our Substitute Teacher Task Force. Joy Briscoe, HR Recruiter, also provided an update on the work around our Diversity hiring vision and goals. Information Item.

BA-19-205 School Calendar DRAFTS - 2019-2010 and 2020-2021 School Years (Brad Buck/Noreen Bush)

The administration shared the drafts of the 2019-2020 and 2020-2021 School Calendars with the Board of Education. Pending the outcome of the Board discussion, a Public Hearing with a final calendar recommendation from the Superintendent, will be presented and held during the Monday, January 14, 2019 Board of Education Meeting. Information Item.

BOARD GOVERNANCE

BA-19-012/04 Policy Manual – Approval –Policies 508 “Voluntary Retirement Incentive Program – Licensed Teaching Staff”, 509 “Voluntary Retirement Incentive Program – Administrative Staff”, 510 “Voluntary Retirement Incentive Program – Support Staff” (Brad Buck/Linda Noggle)

Dr. Buck, Linda Noggle, and David Nicholson provided updated information as it relates to the proposed policies.

It was recommended that the Board of Education approve Proposed Policies 508 “Voluntary Retirement Incentive Program – Licensed Teaching Staff”, 509 “Voluntary Retirement Incentive Program – Administrative Staff”, 510 “Voluntary Retirement Incentive Program – Support Staff” of the District Policy Manual as recommended by the Superintendent.

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

SCHOOL BOARD CALENDAR

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

2018 - DECEMBER

Monday	Dec 10	5:30 pm	Board Regular Meeting	ELSC, Professional Development Center 2500 Edgewood Rd NW
Mon/Tues	Dec 24/25		Holiday	Offices Closed
Mon/Tues	Dec 31/Jan 1		Holiday	Offices Closed

2019 - JANUARY

Monday	Jan 14	5:30 pm	Board Regular Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Thursday	Jan 17	7:00 pm	Metro High School Winter Graduation	DoubleTree Hotel 350 First Ave NE
Monday	Jan 28	5:30 pm	Board Regular Meeting	ELSC, Board Room 2500 Edgewood Rd NW

2019 - FEBRUARY

Tuesday	Feb 5	9:00 am- 4:30 pm	IASB “Day on the Hill”	Des Moines
Monday	Feb 11	5:30 pm	Board Regular Meeting	ELSC, Board Room 2500 Edgewood Rd NW
Monday	Feb 25	5:30 pm	Board Regular Meeting/ Work Session	ELSC, Board Room 2500 Edgewood Rd NW

MOMENT OF SILENCE

Jason Kline, KHS Principal, and Rachel Collins, KHS Counselor, provided a tribute to KHS Staff Member, Rick Nees, who recently passed away. A Moment of Silence was held in recognition of Rick and his family.

There being no further business, the President Humbles adjourned the meeting at 7:06 p.m.

By: Laurel Day, Board Secretary

Board of Education approved Record of Proceedings on January 14, 2019 and I hereby declare these minutes as part of the permanent record of the District.

By _____
Nancy J. Humbles, Board President

ATTEST _____
Laurel A. Day, Board Secretary