

**MINUTES**  
**REGULAR MEETING/WORK SESSION OF THE BOARD OF DIRECTORS**  
**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT,**  
**IN THE COUNTY OF LINN, STATE OF IOWA**  
**VIA ZOOM MEETING & LIVESTREAMED ON YouTube**  
<https://www.youtube.com/EngageCRschools/>

**Monday, January 25, 2021 @ 5:00 p.m.**

**ATTENDANCE**

Nancy Humbles, President; Directors Gary Anhalt, Jennifer Borcharding, Cindy Garlock, Dexter Merschbrock, Jennifer Neumann, and David Tominsky. Absent: None.

Also, present: Noreen Bush, Laurel Day, Nicole Kooiker, Dave Nicholson, Linda Noggle, Colleen Scholer, and Amy Evans.

Technical assistance provided by Justin Schaefer.

President Humbles called the meeting to order at 5:00 p.m.

**APPROVAL OF AGENDA**

It was recommended that the agenda of Monday, January 25, 2021 Board of Education Meeting/Work Session be approved as set forth, and that each item is considered ready for discussion.

Upon motion by Director David Tominsky and second by Director Gary Anhalt, the Board approved the agenda of Monday, January 25, 2021 Board of Education Meeting/Work Session and that each item is considered ready for discussion and/or action.

Record of the roll call vote was: Ayes: Directors Anhalt, Borcharding, Garlock, Humbles, Merschbrock, Neumann and Tominsky. Nays: None.

**BOARD GOVERNANCE**

**BA-21-158/02 Closed Session - To Discuss the Purchase of Real Estate  
(Noreen Bush/David Nicholson)**

It is recommended that the Board of Education meet in Closed Session on Monday, January 25, 2021, for the purpose of discussing the purchase of real estate per Section 21.5(1)(j) of the Code of Iowa.

Director David Tominsky moved: "I move that the Board of Education hold a Closed Session on Monday, January 25, 2021 to Discuss the Purchase of Real Estate in a Closed Session as provided in Section 21.5(1)(i) of the Iowa Code. Director Cindy Garlock seconded the motion.

Record of the roll call vote was: Ayes: Directors Anhalt, Borcharding, Garlock, Humbles, Merschbrock, Neumann, and Tominsky. Nays: None.

The Board of Education went into Closed Session at 5:03 PM  
The Board of Education adjourned the Closed Session at 5:12 PM

Recess at 5:12 PM  
Reconvene at 5:30 PM

### SUPERINTENDENT'S REPORT

Superintendent Bush congratulated WHS Band Director Jim Miller who was recently named the 2020 Karl King Distinguished Service Award by the Northeast Iowa Bandmaster Association. She stated that Preschool and Kindergarten Registration continues for the 2021-2022 School Year and provided an update on the Covid vaccine. She recognized two KHS students, Rahma and Raafa Elsheikh, who received the 2021 Dr Percy & Lileah Harris "Who is My Neighbor" student Award and congratulated the Taft students who took first place at the 2020-2021 Future Cities Competition.

### BOARD REPORTS

Director Garlock provided a legislative update and urged stakeholders to contact their local legislators regarding two bills impacting public education.

### COMMUNICATIONS, DELEGATIONS, AND PETITIONS

None to Report

### MOMENT OF SILENCE

Amy Evans, Principal of Van Buren Elementary, provided a tribute in honor of CRCSD staff member, Lisa Hamilton – Kindergarten Teacher, who recently passed away. A Moment of Silence was held in recognition of Lisa's service to the District and her family.

### CONSENT AGENDA

#### **BA-21-000/10 Minutes –Regular Meeting on Monday, January 11, 2021 (Laurel Day)**

It was recommended that the Board of Education approve the Minutes from the Regular Meeting held on Monday, January 11, 2021.

#### **BA-21-001/08 Approval of Claims Report – December 2020 (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 December 31, 2020.

#### **BA-21-003/05 Budget Summary Report – December 2020 (David Nicholson)**

It was recommended that the Board of Education approve the Budget Summary Report for the month ended December 31, 2020.

#### **BA-21-004/08 Statement of Receipts, Disbursements, and Cash Balances Report – December 2020 (David Nicholson)**

It was recommended that the Board of Education approve the Statement of Receipts, Disbursements, and Cash Balances Report for the month of December 2020.

#### **BA-21-006/05 Food and Nutrition Fund - Participation Report – December 2020 (David Nicholson)**

It was recommended that the Board of Education approve the Food and Nutrition Fund – Participation report for the month ending December 31, 2020.

#### **BA-21-007/06 Unspent Balance Report – December 2020 (David Nicholson)**

The Unspent Balance Report is designed to inform the Board of Education on the status of the District's General Fund authorized reserves- the Unspent Balance. An analysis of staffing and all other budgetary changes that impact the Unspent Balance as of month ended December 2020 is summarized for review. Information Item.

**BA-21-009/09 Personnel Report (Linda Noggle)****DEATH - SALARIED STAFF**

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Hamilton, Lisa	Kindergarten Van Buren	1/7/2021

**APPOINTMENTS - HOURLY STAFF**

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
Escobedo Wickham, Aunna	\$14.71	Media Secretary Hiawatha	1/18/2021
Rouse, Johnny	\$14.18	Bus Attendant ELSC	1/11/2021
Smith, Kate	\$15.03	Secondary Cook Harding	1/25/2021
Wirfs, Mitchell	\$16.75	Custodian II Floater ELSC	1/19/2021

**GRANTING LEAVES OF ABSENCE - HOURLY STAFF**

<u>Name</u>	<u>Type of Leave</u>	<u>Assignment</u>	<u>Effective Date</u>
Wiley, Misty	Personal	Paraprofessional Taylor	1/11/2021

**CHANGE OF GRADE / POSITION - HOURLY STAFF**

<u>Name</u>	<u>Salary Placement</u>	<u>Assignment</u>	<u>Effective Date</u>
O'Neil, Heidi	\$20.29	AP Spec./Project Asst. ELSC	2/1/2021

**RESIGNATIONS - HOURLY STAFF**

<u>Name</u>	<u>Reason</u>	<u>Assignment</u>	<u>Effective Date</u>
Bennett, Paula	Personal	Cashier Kennedy	1/8/2021
Brown, Jessica	Personal	Bus Attendant ELSC	1/15/2021
Duke, Michael	Personal	Custodian Roosevelt	1/11/2021
Ernst, Lillian	Personal	Engagement Specialist Taft	1/13/2021

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

**BA-21-011/05 Policy Manual –Review & Revision – Proposed Policy 300 “Administration” and Regulations 300.1 “Admin Structure & Mgmt”, 300.2 “Admin Code of Ethics”, 300.3 “District Level Admin”, 300.4 “School Building Admin”, and 300.5 “Terms & Conditions of Employment” (Noreen Bush/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 includes one policy and five regulations that have been reviewed and proposed by the Iowa Association of School Boards based on revised federal law. Guidance from District Legal Counsel was sought. Information Item.

**BA-21-207 Bargaining and Meet and Confer Teams – 2020-2021 School Year (Linda Noggle)**

It was recommended that the Board of Education approve the Bargaining and Meet and Confer teams for the 2020-2021 School Year.

**BA-21-208 Final Approval – Wilson Middle School – Wood Floor Refinish Project – 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 – Wilson Middle School – Wood Floor Refinish Project.

**BA-21-209 Final Approval – Taylor Elementary School and Roosevelt Middle School – Concrete Replacement Project – Certificate of Substantial Completion (Rich Reysack)**

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 – Taylor Elementary School and Roosevelt Middle School – Concrete Replacement Project.

**BA-21-210 Purchasing Register – FortiAnalyzer – 2021-2022 School Year (Jeff Lucas/Tom Day)**

It was recommended that the Board of Education approve the Purchasing Register for FortiAnalyzer 1000F for the 2021-2022 School Year.

**BA-21-211 Purchasing Register – Ruckus Edge Network Switches - 2021-2022 School Year (Jeff Lucas/Tom Day)**

It was recommended that the Board of Education approve the Purchasing Register for the Ruckus Edge Network Switches for the 2021-2022 School Year.

**BA-21-212 Purchasing Register – Ruckus Access Points - 2021-2022 School Year (Jeff Lucas/Tom Day)**

It was recommended that the Board of Education approve the Purchasing Register for Ruckus Access Points for 2021-2022 School Year.

**BA-21-213 Preliminary Approval – Jefferson High School - Auditorium Seating Project (Rich Reysack)**

It was recommended that the Board of Education approve the Preliminary Documents and Schedule for the Jefferson High School - Auditorium Seating Project.

**BA-21-214      Tabulation – Food and Nutrition Kitchen Equipment (Suzy Ketelsen/Tom Day)**

It was recommended that the Board of Education approve the Tabulation - Kitchen Equipment to Wilson Restaurant Supply.

Upon motion by Director David Tominsky and second by Director Jennifer Neumann, the Board approved the Consent Agenda.

Record of the roll call vote for Consent Agenda items **BA-21-000/10, BA-21-001/08, BA-21-003/05, BA-21-004/08, BA-21-006/05, BA-21-009/09, BA-21-207, BA-21-208, BA-21-209, BA-21-210, BA-21-211, BA-21-212, BA-21-213, and BA-21-214**, was: Ayes: Directors Anhalt, Borcharding, Garlock, Humbles, Merschbrock, Neumann and Tominsky. Nays: None.

**ADMINISTRATION**

**BA-21-215      Comprehensive Annual Financial Report (CAFR) (David Nicholson)**

It was recommended that the Board of Education approve the Comprehensive Annual Financial Report for Fiscal Year 2019-2020.

Record of the vote was: Ayes: Directors Anhalt, Borcharding, Garlock, Humbles, Merschbrock, Neumann, and Tominsky. Nays: None.

**BA-21-216      Request to School Budget Review Committee (SBRC) for Special Education Administrative cost (David Nicholson/Wendy Parker)**

It was recommended that the Board of Education approve the Request to the SBRC for the Use of Special Education Administrative Costs, as allowed under Iowa Department of Education guidelines, related to the administration of special education instructional services for students with behavioral disabilities and other developmental needs at five off-site facilities. Costs will be determined based upon actual service provided in the subsequent fiscal year.

Record of the vote was: Ayes: Directors Anhalt, Borcharding, Garlock, Humbles, Merschbrock, Neumann, and Tominsky. Nays: None.

**BA-21-217      Property Purchase Agreement (David Nicholson)**

It was recommended that the Board of Education approve the Purchase Agreement for the property that was identified in Closed Session.

Director David Tominsky moved: "I move that the Board of Education approve the Property Purchase Agreement as provided by the Administration." Director Cindy Garlock seconded the motion.

Record of the roll call vote was: Ayes: Directors Anhalt, Borcharding, Garlock, Humbles, Merschbrock, Neumann, and Tominsky. Nays: None.

**BA-21-157/03 Pandemic and Return to Learn Plans (Nancy Humbles /Noreen Bush)**

Superintendent Bush provided an update on current school-related decisions to the pandemic and Return to Learn Plans. Information Item.

**WORK SESSION**

**BA-21-218 Board Governance and Operations (Nancy Humbles)**

The Board of Education discussed Board operations and governance in a facilitated Work Session led by John Speer, Chief Administrator, Grant Wood Area Education Agency. Information Item.

There being no further business, President Humbles adjourned the meeting at 7:19 PM.

By: Laurel A. Day, Board Secretary

Board of Education approved Record of Proceedings on February 08, 2021 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