

## REGULAR BOARD MEETING NOVEMBER 22, 2004

The Board of Directors of the Davenport Community School District in the Counties of Scott and Muscatine, State of Iowa, met for a Regular Board Meeting on Monday, November 22, 2004 pursuant to law and the rules of said Board. The meeting was held in the Jim Hester Board Room at the Davenport Schools Administration Service Center, 1606 Brady Street, Davenport, Iowa, in said district. President Zamora called the meeting to order at 7:04 PM.

The following members were present: President Patt Zamora; Directors Richard Clewell, Nikki DeFauw, Ralph Johanson, Larry Roberson, and Timothy Tupper. Absent: Director Alan Guard. Student board members present were Steve Graham and Emily Lemburg from Central; and Sarah Neece from North.

### RECOGNITION

#### I. RECOGNITION

##### A. **Garfield Elementary School \* *Principal Bill Schneden***

Principal Bill Schneden recognized members of the Garfield student council for their efforts in putting the LIFE SKILLS into action. He felt these students were role models for other children at the school. With the help of staff and sponsor **Mrs. Nancy Bach** the students connected the Life Skills to community service learning projects. Each month a special theme was discussed around the Life Skills and projects were put into place school wide. Several students shared activities they were involved in at school. **Cally Bridge** talked about Red Ribbon Week and drug free activities. **Dalton Lee** mentioned the LIFE SKILL of CARING and told how students collected food through a “trick or treat” hunger drive. **Maddy Running** shared stories about team work with snack sales and gathering Toys for Tots. **Kelsey Stanger** explained activities that involved responsibility and talked about students doing a hat and mitten drive as well as gathering gifts for the elderly. **Alex LaFrenz** mentioned future LIFE SKILLS for the months of January through April. Mrs. Bach thanked the students for sharing stories about their hard work and for understanding that LIFE SKILLS are a necessary part of our lives. They are open to future projects during the second half of the year.

Director Clewell said these students were ambassadors in our schools and maybe they could go around to other buildings with their ideas and help more kids become involved in community service projects. Sometimes it is hard to get something started, but after you get going it feels good. Others could benefit from the experience of the students from Garfield Elementary.

## COMMUNICATIONS

### II. COMMUNICATIONS

- A. Thanksgiving Break: Wednesday, November 24 – Friday, November 26
- B. Monday, December 6, 5:30 PM, Committee of the Whole, Children's Village West
- C. Monday, December 13, 7:00 PM, Regular Board Meeting, Administration Service Center, Jim Hester Board Room
- D. Thursday, December 16, 4:00 PM, Board Policy Committee, Administration Service Center, Executive Conference Room
- E. Open Forum – No one requested time to speak.

## CONSENT AGENDA

### III. CONSENT AGENDA

To conserve time and focus attention on non-routine matters on the agenda, the Board considered a number of items grouped together as a Consent Agenda, all items to be approved in one motion.

#### A. **Reading of the Minutes of the Last Regular and Intervening Meetings**

The minutes from the last Regular Board Meeting and intervening meetings were presented for approval as follows: Regular Board Meeting November 8 and Special Call Board Goal Development Workshop November 15, 2004.

#### B. **Personnel: Appointments, Resignations, Leaves, Etc.**

##### LEAVES OF ABSENCE: ADMINISTRATIVE

|   |   |
|---|---|
| Bland, Sandra<br>Associate Principal<br>LOA | Extension of Leave of Absence<br>Effective: Start of 2004-2005 school year to<br>start of 2005-2006 school year |
|---|---|

##### RESIGNATIONS: SUPPLEMENTAL CONTRACTS

|   |   |
|---|---|
| Docker, Benjamin<br>Assistant Sophomore Baseball Coach<br>North High            | 7%<br>\$1,721.00                              |
| Estes, Turner<br>Freshman Boys' Basketball Coach<br>West High                   | 8%<br>\$1,967.00                              |
| Squire, Arthur<br>7 <sup>th</sup> Grade Football Assistant<br>Wood Intermediate | 7%<br>\$1,689.00<br>(end of 2003-2004 season) |

|                                   |            |
|-----------------------------------|------------|
| Steverson, Dennis                 | 10%        |
| Assistant Varsity Wrestling Coach | \$2,459.00 |
| Central High                      |            |

|                                 |            |
|---------------------------------|------------|
| Weisrock, James                 | 7%         |
| 7 <sup>th</sup> Grade Wrestling | \$1,721.00 |
| Walcott Intermediate            |            |

APPOINTMENTS: SUPPLEMENTAL CONTRACTS

|                                    |            |
|------------------------------------|------------|
| Bowrey, Lance                      | 5%         |
| Intermediate Track Co-Ed Assistant | \$1,230.00 |
| Wood Intermediate                  |            |

|                                   |            |
|-----------------------------------|------------|
| Conner, Jacob                     | 10%        |
| Assistant Varsity Wrestling Coach | \$2,459.00 |
| North High                        |            |

|  |            |
|--|------------|
| Fox, William   | 7%         |
| 7 <sup>th</sup> Grade Boys' Basketball, 2 <sup>nd</sup> Team | \$1,721.00 |
| Walcott Intermediate   |            |

|                            |            |
|----------------------------|------------|
| Hansen, Theresa            | 7%         |
| Intramurals S H Boys/Girls | \$1,721.00 |
| Central High               |            |

|                                 |            |
|---------------------------------|------------|
| Josund, William                 | 5%         |
| Strength and Conditioning Coach | \$1,230.00 |
| North High                      |            |

|   |            |
|---|------------|
| Klingaman, Sarah  | 7%         |
| 8 <sup>th</sup> Grade Girls' Basketball, 2 <sup>nd</sup> Team | \$1,721.00 |
| Wood Intermediate   |            |

|                                    |            |
|------------------------------------|------------|
| Menard, Rebecca                    | 5%         |
| Intermediate Track Co-Ed Assistant | \$1,230.00 |
| Wood Intermediate                  |            |

|   |            |
|---|------------|
| Saladino, Joy                                 | 8%         |
| Basketball Girls' 9 <sup>th</sup> -West Only- | \$1,967.00 |
| 2 <sup>nd</sup> Team                          |            |
| West High                                     |            |

|                              |            |
|------------------------------|------------|
| Tiry-Ortiz, Mateo            | 6%         |
| Assistant Boys' Soccer Coach | \$1,475.00 |
| North High                   |            |

|                              |            |
|------------------------------|------------|
| Wolf, Chad                   | 12%        |
| Head Girls Sophomore         | \$2,951.00 |
| Basketball Coach @ West High |            |

## SALARY ADJUSTMENTS: CERTIFICATED

| LAST NAME | FIRST NAME | SCHOOL | STEP | FROM    | TO   | SALARY      |
|-----------|------------|--------|------|---------|------|-------------|
| Hantz     | Matthew    | Truman | 5    | B.S.+15 | M.S. | \$34,074.00 |

## RETURN FROM LEAVE OF ABSENCE: CERTIFICATED

|   |  |
|---|--|
| Burnett, Paula<br>Kindergarten<br>Eisenhower Elementary | Effective: November 2, 2004<br>Salary: \$49,218.00 |
|---|--|

## APPOINTMENTS: CERTIFICATED

|   |  |
|---|--|
| Tendall, Rosita<br>Vocal Music (.75)<br>Adams/Harrison Elementary | Degree: M.A. + 30<br>Effective: November 8, 2004<br>Salary: \$33,127.50 prorated to \$23,815.98 for the<br>133 days remaining in the 2004-2005 school year |
|---|--|

## RESIGNATIONS/TERMINATIONS: CLASSIFIED

|                                      |   |
|--------------------------------------|---|
| Earnest, Ed<br>Para Educator<br>KCAE | Effective: November 9, 2004<br>Years of Service: 1 mo |
|--------------------------------------|---|

|   |   |
|---|---|
| Iogha, Grace<br>Clerk II<br>Administration Service Center | Effective: November 4, 2004<br>Years of Service: 2½ yrs |
|---|---|

|  |  |
|--|--|
| Reed, Connie<br>Para Educator<br>Harrison Elementary | Effective: November 12, 2004<br>Years of Service: 1 mo |
|--|--|

## LEAVES OF ABSENCE: CLASSIFIED

|  |  |
|--|--|
| Burkhardt, Sharon<br>Custodian<br>Young Intermediate | Leave of Absence without Pay<br>Effective: October 20, 2004 – October 20, 2005 |
|--|--|

## APPOINTMENTS: CLASSIFIED

|   |  |
|---|--|
| Carillo Alfaro, Virginia<br>Para Educator<br>Jefferson Elementary | Effective: November 10, 2004<br>Salary: \$8.55<br>Hours: 7.5 hours/day |
|---|--|

|  |   |
|--|---|
| Hubbard, Teresa<br>Para Educator<br>Jackson Elementary | Effective: November 9, 2004<br>Salary: \$7.05<br>Hours: 6.5 hours/day |
|--|---|

|               |                              |
|---------------|------------------------------|
| Liske, Alicia | Effective: November 15, 2004 |
|---------------|------------------------------|

|   |   |
|---|---|
| Para Educator<br>Eisenhower Elementary                        | Salary: \$7.05<br>Hours: 6.0 hours/day                                  |
| Seebacher, Erika<br>Para Educator<br>Central High             | Effective: November 18, 2004<br>Salary: \$11.40<br>Hours: 5.6 hours/day |
| Stoner, Patricia<br>Para Educator<br>Eisenhower Elementary    | Effective: November 1, 2004<br>Salary: \$7.05<br>Hours: 6.0 hours/day   |
| Sullivan, Andrea<br>Para Educator<br>Washington Elementary    | Effective: November 1, 2004<br>Salary: \$7.05<br>Hours: 6.0 hours/day   |
| Thomas-Hodges, Heather<br>Para Educator<br>Smart Intermediate | Effective: November 15, 2004<br>Salary: \$7.05<br>Hours: 6.0 hours/day  |
| Williams, Darryl<br>Campus Security<br>Williams Intermediate  | Effective: November 8, 2004<br>Salary: \$10.53<br>Hours: 7.5 hours/day  |

\* Not a Teacher      \*\* Guest Teacher      \*\*\* Not a Replacement

**MOTION:** Director Tupper moved the Board approve the Consent Agenda as submitted by the administration. Director Roberson seconded the motion.

The vote on the motion was called and recorded as follows: Ayes: Tupper, Roberson, DeFauw, Johanson, Clewell, and Zamora. Motion carried unanimously.

## APPROVAL OF BILLS

### IV. APPROVAL OF BILLS

The administration recommended a resolution for approval of the bills.

**MOTION:** Director Roberson moved, "Resolved all claims presented to the Board having been duly certified as correct by the Secretary, and reviewed by the administration and Board Treasurer, the same be and they are hereby audited and allowed as just claims and warrants drawn on the Treasury for the several amounts. Further Resolved, the payment of claims and salaries be approved as presented with two exceptions which were voided, Check #159728 Family Resources for \$145,000, which will be reissued; and Check #159964 Softchoice for \$195 because of a wrong vendor." Director Tupper seconded the motion.

The vote on the motion was called and recorded as follows: Ayes: Roberson, Tupper, Clewell, DeFauw, Johanson, and Zamora. Motion carried unanimously.

## OTHER ITEMS REQUIRING ACTION

**V. OTHER ITEMS REQUIRING ACTION****A. Negotiation Team Recommendations for 2005-2006 Contracts**

The administration presented names for individuals to serve on various negotiation teams for 2005-2006 contracts. President Zamora asked if the board members wanted to approve the lists with one motion or separately for each group (Food Service, Maintenance, Para-Educators, Secretaries, Teachers, and Warehouse/Custodians). Director Tupper asked for clarification on whether the Ahlers Law Firm was being recommended as a member of the team or just as a consulting firm. Mrs. Watts said the law firm was listed as it was discussed, but they won't sit at the table unless there is fact finding or arbitration. Then they would represent the district and be a part of the team. President Zamora said this wasn't her understanding on how the consultants would be used. Dr. Schuerman clarified the law firm would only be used with fact finding and arbitration but otherwise they would not be at the table. Director Tupper didn't think they had properly discussed the role of the law firm. Dr. Schuerman said the misunderstanding seemed to be because the law firm was listed as a member of the team. He suggested the Board exclude the law firm from the membership team and the administration could bring their role as consultants back to the Board for approval later. Mrs. Watts said it sounded like the Board would like more information on how the firm would be used. Director Tupper didn't think they should be a part of the negotiation teams and he didn't want them listed as team members. Dr. Schuerman hoped the Board would approve the other team member names and discuss the role of the law firm in an Exempt Session, so this misunderstanding could be cleared up. He said the approval could be exclusive of the law firm being named.

**MOTION:** Director Tupper moved the Board approve the list of negotiation team members as identified with the exception that the Ahlers Law Firm would not be included for purposes of this action. Director DeFauw seconded the motion.

Director Roberson said he saw the law firm being used on a consultant basis whether they sit at the table or are in the room next door. The team would take care of the negotiations as in the past. The law firm would not be at the table but they were available by phone as needed. He didn't see the point in excluding their name. Director Tupper said the conversation was that the consultant firm would not be a member of the bargaining teams. If we are not on the same page, we need to discuss this more. Director Roberson felt the Board needed a more clear definition of what the firm would do and Director Tupper thought the Board should talk this through more. Director Clewell said there seemed to be a misunderstanding on how the law firm would participate and he agreed the Board should discuss their services further. Dr. Schuerman said he understood their concerns and staff did as well. The administration will clarify this so everyone understands and has their questions answered. In the event the firm is needed, we will get Board approval. Director DeFauw raised the same concerns and felt the difference was with naming the law firm as a member of the team so they would negotiate. President Zamora said they were not being recommended in the motion as part of the team. They could still be reached by telephone.

**ACTION:** The vote on the motion was called and recorded as follows: Ayes: Tupper DeFauw, Clewell, Roberson, Johanson, and Zamora. Motion carried unanimously.

**Negotiation Team for Teacher Contracts 2005-2006**

Bill Fox, Associate Principal, Walcott Elementary and Intermediate School  
Linda McClurg, Associate Director, Human Resource Services  
Scott McKissick, Principal, Harrison Elementary School  
Debra Miller, Principal, Fillmore Elementary School  
Larry Roberson, Board Member  
Juli Staszewski, Director, Curriculum and Staff Development  
Marsha Tangen, Chief Financial Officer  
Tim Wernentin, Principal, Central High School  
Jeff Womack, Principal, Lincoln Fundamental School

**Negotiation Team for Maintenance 2005-2006**

Bill Good, Director of Operations  
Tom Hunt, Maintenance Supervisor  
Larry Roberson, Board Member  
Marsha Tangen, Chief Financial Officer  
Tom Wagner, Associate Director of Learning Services  
Rita Watts, Director of Human Resources

**Negotiation Team for Custodians 2005-2006**

Bill Good, Director of Operations  
Nancy Jacobsen, Principal Williams Intermediate  
Jim Krueger, Supervisor of Custodians  
Sheri Womack, Principal Madison Elementary  
Larry Roberson, Board Member  
Marsha Tangen, Chief Financial Officer  
Rita Watts, Director of Human Resources

**Negotiation Team for Para Educators 2005-2006**

Betty Long, Director of Exceptional Education and Federal Programs  
Steve Mielenhausen, Associate Principal J. B. Young Intermediate  
Larry Roberson, Board Member  
Sheri Day, Principal Hayes Elementary  
Tom Wagner, Associate Director of Learning Services  
Rita Watts, Director of Human Resources  
Claudia Wood, Associate Director of Finance

**Negotiation Team for Secretaries 2005-2006**

Erica Goldstone, Principal Walcott Schools  
Larry Roberson, Board Member  
Sheri Simpson-Schultz, Principal Washington Elementary  
Rita Watts, Director of Human Resources  
Claudia Wood, Associate Director of Finance

**Negotiation Team for Food Service 2005-2006**

Bruce Potts, Principal Sudlow Intermediate  
Sharon Seemann, Food Service Manager  
Laurie Crane, Supervisor of Food Service  
Marsha Tangen, Chief Financial Officer  
Rita Watts, Director of Human Resources  
Larry Roberson, Board Member

## B. Board Policy Revisions

MOTION: Director Clewell moved the Board approves the following policy revisions and corrections placed at the table and as previously discussed.

- #401.20 Suspension, Demotion, and Dismissal – Revised
- ~~#401.44 Employee Substance Abuse Policy – Revised~~
- #401.47 Employee Substance Abuse Testing Policy – Revised
- #401.48 Drug Free Workplace Policy – Revised
- #501.08 Students-Legal Status – Revised

Director DeFauw seconded the motion.

President Zamora asked Board members to note the wording change in Policy 401.47 that came from Lane & Waterman. Director Roberson asked if the definition of “good cause” was spelled out in Policy #401.20 or was this action at the discretion of the Superintendent. Dr. Schuerman said it would be the Superintendent’s discretion and could be a judgment call in some cases. He wasn’t sure if there was an exact definition. Mrs. Watts said in the past, the administration would recommend “for cause” and legal council says “just cause or for cause” for a recommendation. President Zamora said this wording gives us some discretion. Director DeFauw said the employer is protected under Iowa law as stated in the first paragraph of Policy #401.20. President Zamora thought there was case law in determining what “cause” was and that we meet the standards.

Director Tupper asked if we had a situation where an employee, outside of the work place, had a problem with drugs or alcohol and it affects their job, do we have the right to handle this with our policies. Mrs. Watts said the administration had that conversation, and they are going to be bringing a “good role model policy” to the Board. It will address actions outside the work place and will lend itself to that type of situation. President Zamora said we could ask for a legal opinion if people were concerned. Director Tupper said there were some instances where activities outside the work place should be addressed.

Director Clewell thought in Policy 401.20, the person may be suspended and this is the way the administration can deal with the problems. Mrs. Watts said there could be matters related to credibility with parents or staff when a situation happens that impacts on the character of an individual and this could be “just cause.” Director Tupper thought we might be limited by our own Policy #401.44, but he knows we need to be flexible. He didn’t want us to limit ourselves from taking action with the policy. Director Clewell said we ran the policies through legal review, but we didn’t specifically ask about behavior outside the work place. We could ask for additional review. Dr. Schuerman said the Board could send this to the Policy Committee to look at a policy relating to behavior outside the work place, or we could amend the motion.

AMEND: Director Clewell moved the Board amend the previous motion and delete approval of the #401.44--Employee Substance Abuse Policy until further review by the Policy Committee. Director DeFauw seconded the amendment.

Director Roberson brought up questions about having one set of standards for bargaining units and something else for non-bargaining groups. He asked if we were telling people different things and if we have different rules, it was not fair. We need to make sure we are not doing one thing for one group and something different for another. We need to look at this with all the personnel policies to make sure we have the same due process. He questioned Policy #401.44 where it talks about the collective bargaining agreement grievance procedure. Director DeFauw said the bargaining groups have different grievance procedures as part of the negotiated contracts. Director Roberson thought it said because a group didn't negotiate something, then we were telling them they would be treated differently. We need to look at this to make sure it is equitable for everyone.

Director Clewell said with Policy #401.44, this was an issue discussed at length and we got legal review because there were inconsistencies. The previous wording created uncertainties and we know our employees have different processes, but they are treated fairly.

#### **ACTION ON THE AMENDMENT**

The vote on the amendment to delete Policy #401.44 from the approval list was called and recorded as follows: Ayes: Clewell, DeFauw, Johanson, and Zamora. Nays, Roberson and Tupper. Amendment to the motion carries.

NOTE: The policy revisions for #401.44 will not be approved at this time.

#### **ACTION ON THE AMENDED MOTION**

The vote on the amended motion to approve policy revisions for #401.20 Suspension, Demotion, and Dismissal; ~~#401.44 Employee Substance Abuse Policy~~; #401.47 Employee Substance Abuse Testing Policy; #401.48 Drug Free Workplace Policy; and #501.08 Students-Legal Status was called and recorded as follows: Ayes, Clewell, DeFauw, Johanson, and Zamora. Nays, Roberson and Tupper. Motion carries.

#### **c. Bid #492 – New Service Van/Public Hearing**

**MOTION:** Director DeFauw moved the Board accept the recommendation of the administration for low Bid #492 from Reynolds Motor Company in the amount of \$29,595 for the purchase of a new service van. Director Tupper seconded the motion.

President Zamora declared a public hearing open for community input on Bid #492 for the purchase of a new service van. No one came forth to be heard. The public hearing was therefore declared closed.

The vote on the motion was called and recorded as follows: Ayes: Tupper, DeFauw, Johanson, Roberson, Clewell, and Zamora. Motion carried unanimously.

**D. Bid #493 – Fire Alarm Upgrades at Smart Intermediate/Public Hearing**

**MOTION:** Director Tupper moved the Board accept the administration's recommendation for low Bid #493 from Davenport Electric in the amount of \$25,990 for the fire alarm upgrades at Smart Intermediate School. Director Roberson seconded the motion.

President Zamora declared a public hearing open for community input on Bid #493 for fire alarm upgrades at Smart Intermediate. No one came forth to be heard. The public hearing was therefore declared closed.

The vote on the motion was called and recorded as follows: Ayes: Tupper, Roberson, DeFauw, Johanson, Clewell, and Zamora. Motion carried unanimously.

**DISCUSSION ITEMS****VI. DISCUSSION ITEMS****A. Summer Reading Academy 2004 Report**

Ethel Reynolds, Deb Wood, and Ken Krumwiede presented a summary report outlining the activities and achievements made by the students who attended the 2004 Summer Reading Academy. Mr. Krumwiede covered feedback and Ms. Wood was available to talk about assessment. Mr. Krumwiede said according to Policy 503.01 Promotion and Non-Promotion Practices in Elementary Schools, the Board provided for a second grade summer reading academy. This program was started seven years ago and the Board received data on the results of the academy. Each year we are able to collect more data that will be helpful. They are also collecting data from the Reading Recovery teachers and through Solution Focus work.

The academy had 14 classrooms with six to eight students in a class with one teacher and one reading recovery person. The academy lasted four weeks and 176 qualified for the program this year. We had more this year because of the changes from the DRA to the BRI testing. When we raised the bar, it was more difficult and we tested for comprehension and fluency. Of the 176, there were 31 who dropped because they moved or we just couldn't find them anymore. We provided transportation for all of the students and every school was represented this summer. There were 145 in the academy in the summer. We do assessment and we have consistency now in this process. Out of 145, there were 99 who passed the assessment. We had 46 who did not meet the requirements and those students could be retained for the most part. But if a student has an IEP, they may or may not be retained. Of the 46, we had 25 who were retained in second grade this year. The teachers don't make the decision but the home school gets together a team which meets with the parents to discuss whether the student is retained. There were 35 students with IEP's and we had 8 pass, 10 fail, and 17 who had IEP's that dropped out.

We collected data from teachers and parents and had positive feedback. Our recommendation is that the Board continues with the academy next year. Board members had some questions about handling students with IEP's, retention, other opportunities for students to be tested out, attending private school, and getting tutors. Director Tupper thought it was wonderful that three-fourths of the kids were at grade level but he wondered if that sustained itself over time. How did the children who took last year's academy do on the assessment at the end of this year? Did they regress or move forward? Mr. Krumwiede said this was the data they were collecting. We need to follow up on the children. Director Roberson felt we needed to put faces with the numbers because one-fourth of the students didn't make it. We have to see what we can do to make sure the kids are in the academy and they do well.

Director Clewell quoted, "In order to learn, you have to want to be taught." He asked how we do this and wondered about what happened to the 25 students who were sent back to second grade. Mr. Krumwiede explained how the buildings work with these students and said there were criteria the staff looks at when making their decision. If someone had trouble because of a major illness, do we hold them back? Once we had twins tested with one passing and one failing--do we split them up? These types of situations require flexibility. Mr. Krumwiede said at Truman they track the kids until they finish fifth grade, but what happens after that he doesn't know.

Mrs. Reynolds said they are starting to track more students over the last two years and there is data. President Zamora asked about special education students, and Mr. Krumwiede said the decision was up to the IEP team. Sometimes the student has an IEP because of reading or it might be for behavior. President Zamora asked if there were factors in common for the students not making the grade. Mr. Krumwiede said they haven't looked at that, but one factor is attendance. We call the parents each day if the student is not at the academy and tell them how important it is to be at school.

Director Zamora asked about the steps taken for those who did not pass. Mr. Krumwiede said the information goes back to the team and they develop a solution focus plan and it may lead to an IEP or another strategy to help the student. Director Zamora asked about the home environment and how we reach parents. Mr. Krumwiede said the parent involvement in summer is fabulous and parents want to know how children are doing. There is homework each night and a majority of the parents are involved. Director Zamora asked what we do to get the other families involved. Mrs. Reynolds responded about the CSIP at each elementary building and how the "bubble kids" are addressed. The Board would like to know how the students are doing during this year that passed the Academy last year in 2003.

Director Roberson noted how important it is for families to be involved, but wondered what we do for kids who don't get that kind of support at home. Mrs. Reynolds said they just had that type of conversation, and the research says even if we have disconnected families, if there is quality work going on in the classroom, the children can learn at school. We are becoming better at our instruction and the Reading Recovery training that teachers are getting helps them have a quality program. We have strong teachers in the Summer Academy and that is why we are successful.

**B. Lincoln Charter School Application Update**

Principal Jeff Womack, Miriam Anderson, and Rachael Mullins responded to questions on the Lincoln School Charter Application. The staff provided information on current parent outreach activities along with responses they have received. They talked about parental support, fine arts scheduling, attendance, and events at the school. They shared what was done with the site council, PTA, community groups, and how they contacted people with online postings of progress and resources. The survey findings showed 42% of parents had enough information, 28% supported the progress, 16% wanted more information, and 13% were interested in helping.

There will need to be a formal agreement with signed assurances, descriptions of expectations, maintenance for statutory and regulatory provisions, and an overview. Director Clewell asked if the staff felt the critical masses wanted them to move forward with the charter application. Mr. Womack said inertia was developing on what the program will look like and that is part of the process. Director Zamora had concerns that 58% of people didn't have enough information. It was explained that the numbers came from the forms that were returned. Ms. Mullins said the letter was in the packets of information and there will be a number of other opportunities for parents to come to the school and learn more about the charter.

Director Zamora suggested the staff go after parents and to provide assurances that the School Board will maintain control. Mr. Womack said the school policies have to be followed and this is a four-year requirement for the charter. Director Zamora asked if the Board didn't feel it was a good process, what could happen. Mr. Womack said they would have an agreement with the State and those answers would be in the plan with fail-safe provisions. Ms. Mullins explained the State would approach this as a grant cycle. We would forfeit funds if we backed out during the year. Director Zamora asked for a copy showing some of the fail-safe provisions.

**C. Board Policy Revisions and Adoptions**

Directors Clewell and DeFauw talked about revisions, review, and adoption notes on policies discussed by the Policy Committee. The first policy #602.18--Accreditation was explained by Director Clewell on how other UEN districts were dropping the NCA accreditation. NCA is doing their review in coordination with the State Department visit and this was more efficient and less expensive. The second policy revisions were made in #503.13 -- Accelerated Graduation. We refined the wording to make it more flexible for high school students who wanted to graduate early. This required permission of the principal and the superintendent. It was referenced in the graduation requirements policy. Policy #503.14--Graduation did not have any changes but was for review only. This policy deals with midterm and summer graduation plus home instruction. The Board discussed reasons for having a doctor's statement to allow home instruction students to attend a graduation ceremony. Mr. Andrews said it justified that although the student was not able to attend school, they would be able to at least attend the graduation ceremony. It gives the student and principal some leverage. Home instruction was not the same as home schooling. Director Tupper had concerns about this policy and thought the committee should review it further. Director Zamora said the policy protected us against an accident at graduation.

There was a sample of a new policy being proposed for adoption, #504.09 Cell Phones and Other Interferences. At first the policy could be perceived as harsh, but some school districts are even more strict and don't allow phones at all. We put certain school hours into the policy so there would not be disruption during classes. Student board member Steve Graham said sometimes a cell phone goes off in a class, but it isn't a big issue. The teachers tell students to turn off their phones, but if something important is happening in a student's life, they should just let the teacher know so the student can take the call in class. The teachers and administrators enforce this, but in extenuating circumstances they let us use phones.

Director Clewell talked about having photo phones, privacy, and cheating on tests. It would be too difficult to require teachers to identify which phones were equipped with photo capacity. We allow phones before and after school, but restrict the use during the school day. Student board member Emily said students can't use their cell phones in the building now. Director DeFauw said we were trying to be proactive so students could use phones when they are at outside activities on school grounds, such as during rehearsal practice or at sporting events.

Director Zamora said this will be a policy that needs to be enforced because if we don't we know how people feel about being fair, and we need to be consistent and enforce the rules. Director Clewell said we wanted to be flexible and the administrative regulations will tell in detail how things will be handled and the rules will be applied. We need to leave the details up to the administration and they should establish further development. Director Tupper expressed concerns with consistency with the wording where one paragraph said cell phones may be used and another paragraph said the devices are not allowed. The committee will look into this further and the second paragraph was dealing the phones that have photo capabilities and the possibility of taking pictures in locker rooms. We can reword the paragraph. Director Roberson felt that the phones should not interrupt classroom work and people shouldn't be calling students during the day at school unless it was an emergency situation. Director Zamora said there are also other ways to get messages to students when an emergency arises.

Director DeFauw talked about this being a new policy and wanted to give principals some latitude. We looked at policy samples that totally prohibited phones but felt we wanted some leniency or a middle ground policy. We can revisit this in the Policy Committee. Mr. Andrews said feedback was provided by principals and they were comfortable with the wording. It gives them what they wanted to use as a reference when dealing with the cell phone issues.

The last policy discussed revisions that needed to be made in our policy #503.11-- Graduation Requirements because of some clerical errors in the numbers recorded in one of the paragraphs. As the counselors reviewed the impact of the revisions, they caught the error and asked for a change to be made. Mrs. Reynolds said she usually goes through the policy revisions and provides feedback to the committee. She had concerns about the possible conflict in this policy and the accelerated graduation policy. The one policy talked about having to attend for part of a student's senior year, but the accelerated graduation policy makes an exception to this rule.

Director Clewell explained we wanted maximum flexibility for students and #503.11

was too restrictive in the case of an outstanding student who had the capacity to finish in less than four years. The accelerated graduation policy would allow the student to graduate early but would need the permission of the principal and the superintendent first. Juli Staszewski was concerned because she felt the high school graduation committee felt the need for students to enter their senior year and participate in activities and commencement. The group wanted at least one term in the senior year for students.

Director DeFauw said in the course of discussing Policy #503.11, the Board received assurances that students could petition the administration for early graduation and that could happen. This gives students and parents the latitude they wanted for an early graduation and was outlined in another policy on accelerated graduation. Director Zamora said that was discussed and certain students could benefit from graduating after three years. Director DeFauw said Policy #503.11 should more specifically address those students who have a specific reason for requesting early graduation so they can apply early. We need to provide flexibility with the policies.

Student board member Steve Graham asked how students could graduate early and Ms. Staszewski said students could take the required courses and attend summer school. Mr. Andrews said the counselors would alert principals the semester before that a student might want to graduate early. Ms. Staszewski talked about additional classes students will need to take and phasing in the PE requirement. She said the management system cannot handle having some students getting credit for a class and others not receiving credit. It is too difficult to track and so the phasing in of other courses has changed. Once we start giving credit for PE, we have to do it for everyone or it won't build up to the right number of credits. They failed to review the numbers in the middle paragraph of Policy #503.11 when it was originally revised. Director Zamora said the students in 8<sup>th</sup> grade will be the ones who have to fully earn 26 credits to graduate. The other students will be doing the same things but will receive credit for PE next year.

Director Clewell summarized that the Policy Committee will look into the cell phone policy and wireless access and look at #503.11 to have a reference to accelerated graduation and correcting the numbers in the middle paragraph. Director Zamora thanked the Policy Committee for their hard work.

#### **D. Comprehensive School Improvement Plans (CSIP)**

Juli Staszewski was available to answer questions the Board had about the Comprehensive School Improvement Plans being followed at buildings. This plan was much smaller than the five-year plan and focuses on the framework for improvements. It looks at what we are doing and where we are heading in each building. We are looking at goals for reading, math, and science. There has been a lot of work over the last five years and we have a lot of research over these years. Effective school research is moving us forward and there are strategies that have been provided to raise student achievement. The Board talked about implementation plans and staff development being incorporated into the CSIP collaboratively. We are reviewing our efforts in reading, math, and science so students become better learners.

Mrs. Staszewski talked about having information on the CSIP on the web. If someone can't access it, we would be happy to provide them with copies. This plan will also tell

us how we will know we are successful and have achieved our goals. Director Tupper asked what the process looked like over five years. Mrs. Staszewski said groups will look at goals and assign committees for literacy, math, and science. We will include the CSIP goals which were approved by the Board in August. We will have an opportunity to collect data to see if what we are doing is impacting education positively. Then we can revisit our methods and report annually on our progress. There was additional talk about accessing data and having additional discussions. Director Clewell asked if the goals and metrics will lead us to having 100% efficiency by 2014. Mrs. Staszewski felt if we stay focused we would be close to the trajectory. We are seeing the skills grow tremendously and feel we can reach our goals. We know where our base line data is and we know the State's trajectory. We know where we have to get to meet the requirements. Mrs. Staszewski talked a little about safe harbor and that Bob Mata would have more information on the impacts of the building CSIP.

Director Johanson talked about APR progress and home environment issues. Mrs. Staszewski said when students come to us without background or readiness for school, we can still help them make up as needed. When they come ready to learn from home, it is easier and they have more success. It is not an excuse for us because we know with extra effort we can help the students be successful. Mrs. Reynolds said they want parent involvement, but we won't use that as an excuse for students not learning. We can have students become proficient with other means.

### **AGENDA ORDER CHANGE**

President Zamora asked to change the order of the agenda and move Administrative and Board Reports/Requests to this point in the meeting in order to allow Mrs. Tangen uninterrupted time at the end of the meeting to present her report. There were no objections to this change in the order of the agenda.

### **ADMINISTRATIVE AND BOARD REPORTS**

#### **VII. ADMINISTRATIVE AND INSTRUCTIONAL REPORTS**

- A. Dr. Schuerman noted the District received an award from the State Board of Education which was presented by the Governor for our efforts in improving reading achievement. We were recognized with the gains in the 8<sup>th</sup> grade Hispanic students. The plaque will be available for display in the Board Room.
- B. Dr. Schuerman said the Board was aware of his observation on the structure and organization of the methods dealing with curriculum leadership. We need analysis and addressed these issues. The focus in the five-year plan won't happen without change. Your staff has been analyzing this and looking at ways to approach change. We shall begin the process and lead toward their contributions to the long-range plans and the matter of improving academic achievement. We will begin December 1. We are completing a new math program in grades K-5. If you implement a new program, you must provide leadership to monitor, have staff training, and trouble shoot so it can be monitored, implemented, and taught properly.

The principals need to know what is happening and make sure it will be taught. If we teach the new program, we will have math achievement. Therefore, Theresa Rockwell, who is a curriculum facilitator for two days and building facilitator for three days, will be a full-time K-5 curriculum facilitator for math with primary responsibility in these areas. Kathy Learn, who is a curriculum facilitator for two days and a building facilitator for three days, will be a full-time reading and language arts coordinator or instructional specialist. You will then have a K-12 thrust in motion and we can make sure reading and math are the focus in our district. The staff will continue to work with the other positions so the Superintendent and staff are going forward on the direction of leadership. These are the first steps we are taking.

#### VIII. BOARD REPORTS AND REQUESTS

Director Roberson reported on the IASB convention and hearing about the importance of staff development during working hours. Everything they do with staff development should be about student achievement.

Director Clewell reported on the enthusiasm at the IASB convention. He attended the Steering Committee for UEN and other general meetings. They talked about issues in our schools and especially about the Iowa financial strategies and comprehensive early childhood education. We need to make changes to be more effective.

Director Johanson was very enthused about attending two sessions at IASB and has asked to make a longer presentation at the next Committee of the Whole session on what he learned. Director Zamora attended the Delegate Assembly but wished she could have gone to the award's ceremony instead with Dr. Schuerman.

#### DISCUSSION ITEMS CONTINUED

##### E. **School Finance and Budget Discussion Series – Session 5**

CFO Marsha Tangen began the fifth session of the School Finance & Budget discussions and reviewed calculations on spending authority and combined district costs. She talked about miscellaneous income and she would get back to the Board with a definition about military credits. Mrs. Tangen went through the handout materials and will work with the Board on unspent balances at the next meeting. Director Clewell noted that Mrs. Tangen did a presentation at the IASB convention that was very well received.

#### ADJOURNMENT

**MOTION:** Director Tupper moved the Board adjourn. Director Clewell seconded the motion.

The vote on the motion was called and recorded as all ayes.

President Zamora declared the meeting adjourned at 9:22 PM.

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Linda Smith Kortemeyer, Board Secretary