

**Minutes of the Board of Education
Waterloo Community School District
County of Black Hawk, State of Iowa
September 24, 2018**

The Board of Education of the Waterloo Community School District, County of Black Hawk, State of Iowa, was called to meet in regular session at 5:00 p.m. on Monday, September 24, 2018, in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

Present: Board members: Endya Johnson, Sue Flynn, Jesse Knight, Shanlee McNally and Astor Williams

Superintendent, Dr. Jane Lindaman

Chief Officer of Human Resources/Equity, Kingsley Botchway II

Associate Superintendent for Educational Services, Dr. Stephanie Mohorne

Assistant to the Superintendent/Board Secretary, Pam Arndorfer

Chief Financial Officer/Board Treasurer, Michael Coughlin

Absent: Board members: Rhonda McRina and Lyle Schmitt

I. Call to Order

The meeting was called to order by Ms. McNally at 5:01pm

II. Moment of Silence

III. Pledge of Allegiance

The Pledge of Allegiance was led by members of East High's JROTC team.

IV. Mission Statement

The Waterloo Schools Mission Statement was read by Mr. Knight.

V. Board Celebration –Swartzendruber Award

This item was presented as Information Only. Dr. Jane Lindaman, Superintendent, provided information and presented the Swartzendruber Award for the 2017-18 school year to Highland Elementary School. Highland was represented by principal, Matt Willand, along with several staff members.

**VI. ASBO International Certificate of Excellence Award
Government Financial Officers Certificate of Excellence Award**

This item was presented as Information Only. Michael Coughlin, Chief Financial Officer, provided information.

VII. Information from Individuals and Delegations

No public comments were brought forth.

VIII. East High School JROTC Field Trip to Leavenworth, KS

This item was addressed out of order. It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education approve the East High JROTC Field Trip to Leavenworth, Kansas, October 12-13, 2018. Lt. Col. (ret) Glen Keith and two East High JROTC cadets provided information. Motion carried 5-0.

IX. Annual Meeting – Financial Documents

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the Treasurer’s Report for June 30, 2018 and approve the list of financial institutions as depositories with corresponding maximum amounts in policy 701.1, *Depository of Funds*, and place on file the Certified Annual Report 2017 as required by the Iowa Department of Education. Michael Coughlin, Chief Financial Officer, provided information. Motion carried 5-0.

X. Election of Officers

Mr. Williams nominated Ms. McNally as President of the Board of Education. It was moved by Ms. Flynn and seconded by Mr. Knight to close nominations for the office of President of the Board of Education. Motion carried 5-0. Ms. McNally was elected president 5-0.

Ms. Johnson nominated Ms. Flynn as Vice President of the Board of Education. It was moved by Mr. Knight and seconded by Mr. Williams to close nominations for the office of Vice President of the Board of Education. Motion carried 5-0. Ms. Flynn was elected president 5-0.

Pam Arndorfer, Board Secretary, administered the Oath of Office to Shanlee McNally, President, and Sue Flynn, Vice President.

XI. Reorganization of the Board

It was moved by Mr. Knight and seconded by Mr. Williams that

- the President of the Board of Education of the Waterloo Community School District, Shanlee McNally, be authorized to sign all warrants, contracts, and all other documents that require her signature; and
- the Vice President of the Board of Education of the Waterloo Community School District, Sue Flynn, be authorized to sign all warrants, contracts, and all other documents that require her signature in the absence of the President; and
- the signature plate of Shanlee McNally, immediate Past President of the Board of Education, be authorized to continue as a valid check signature until a plate for the new president can be obtained; and
- the Superintendent be authorized to invest school district monies prior to allocating these funds toward payment of expenditures, in accordance with Board Policy 701.8; and
- the Board of Education reaffirms all policies and actions of preceding Boards.

Motion carried 5-0.

XII. Consent Agenda

It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education approve the consent agenda as revised. Motion carried 5-0. The following items were approved:

- Minutes of the September 10, 2018 Regular Board Meeting
- Board Member’s Travel

Exhibit H: Personnel Appointments and Adjustments

It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education approve the personnel items as listed. Kingsley Botchway II, Chief Officer of Human Resources/Equity, provided information. Motion carried 5-0.

Exhibit I: Bills Due & Payable and Bills Paid Between Board Meetings

It was moved by Ms. Flynn and seconded by Mr. Williams that the Board of Education approve the Bills Due and Payable and the Bills Paid Between Board Meetings. Michael Coughlin, Chief Financial Officer, provided information. Motion carried 5-0.

Exhibit J: Contract with Hawkeye Community College for Driver's Education

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the Driver's Education Program proposal from Hawkeye Community College for the period August 2018 through August 2019. Michael Coughlin, Chief Financial Officer, provided information. Motion carried 5-0.

XIII. Superintendent's Report

- Thank you to Shanlee McNally and Sue Flynn for their years of service as President and Vice President and their willingness to continue
- East High Homecoming last week – all went well and so nice to have “Taste of East” brought back; good luck to West High as they celebrate Homecoming this week
- Finishing up with enrollment numbers and preparing for October 1 official count day
- Encourage everyone to visit the Waterloo Schools’ website and check out the Activities Portal – lots of extra-curricular activities and events to attend
- Had the pleasure of hosting the Iowa Department of Education at Lou Henry and the Iowa Governor at the Waterloo Career Center in the past week

X. Information from Board Members

Each board member was given the opportunity to comment.

XI. Adjourn

It was moved by Ms. Flynn and seconded by Ms. Johnson that the Board of Education adjourn the meeting. Motion carried 5-0. The meeting adjourned at 6:20pm.

Respectfully submitted,

Pamela G. Arndorfer, Board Secretary

Date Approved by the Board of Education

THE SUPERINTENDENT'S RECOMMENDATION IS:

“the Board of Education approve the minutes of the September 24, 2018, Regular Board meeting.”