

**Minutes of the Board of Education  
Waterloo Community School District  
County of Black Hawk, State of Iowa  
June 10, 2019**

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 5:00pm on Monday, June 10, 2019, in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

Present: Board members: Endya Johnson, Jesse Knight, Sue Flynn, Shanlee McNally, Rhonda McRina, Astor Williams, and Lyle Schmitt  
Superintendent, Dr. Jane Lindaman  
Associate Superintendent for Educational Services, Dr. Stephanie Mohorne  
Chief Officer of Human Resources/Equity, Kingsley Botchway II  
Chief Financial Officer/Board Treasurer, Michael Coughlin  
Assistant to the Superintendent/Board Secretary, Pam Arndorfer

**I. Call to Order**

The meeting was called to order by Ms. McNally at 5:02pm.

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Mission Statement**

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

**V. Cooperative Sponsorship Agreements**

This item was presented as Information Only. Pam Arndorfer, Assistant to the Superintendent/Board Secretary, provided information.

**VI. Information from Individuals and Delegations**

No public comments were brought forth.

**VII. Consent Agenda**

It was moved by Ms. Flynn and seconded by Ms. McRina that the Board of Education approve the consent agenda as revised. Motion carried 7-0. The following items were approved:

- Minutes of the May 13, 2019 Regular Board Meeting
- Bills Due & Payable and Bills Paid Between Board Meetings
- Educational Service Agreement with Kirkwood Community College
- WCC Culinary Arts Kitchen Equipment Quote
- District Safe School Emergency Operations Plan (EOP)

**Exhibit C: Personnel Appointments and Adjustments**

It was moved by Mr. Schmitt 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 7-0.

**Exhibit E: West High School Football Team Travel to the University of South Dakota**

It was moved by Mr. Knight and seconded by Mr. Williams that the Board of Education approve travel for the West High football team and six coaches to Vermillion, SD, July 18-20, 2019. Dave Milder, West High Assistant Football Coach, provided information. Motion carried 7-0.

**Exhibit F: Open Enrollment Appeal**

It was moved by Ms. Flynn and seconded by Ms. Johnson that the Board of Education should approve the Findings of Fact and Conclusions of Law as prepared by the Hearing Officer after the Open Enrollment Appeal Hearing of the parents of Logan Boyd as attached and uphold the denial of the open enrollment request for this student in this case as shown in the attached Exhibit A, Proposed Findings of Fact and Conclusions of Law. Tara Thomas, Director of School & Community Relations, and Dr. Jane Lindaman, Superintendent, provided information. Motion carried 6-1; Mr. Schmitt voted no.

**Exhibit J: School Nursing Contract**

It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education approve the School Nursing Agreement with Unity Point Health for the 2019-2020 fiscal year. Marla Padget, Executive Director of Student & At-Risk Services, Michael Coughlin, Chief Financial Officer, and Dr. Jane Lindaman, Superintendent, provided information. Motion carried 7-0.

**Exhibit K: Communities in Schools of Mid-America Memorandum of Understanding (MOU)**

It was moved by Ms. Flynn and seconded by Mr. Williams that the Board of Education approve the Communities in Schools Mid-America Memorandum of Understanding for the 2019-2020 school year at a cost of approximately \$40,000.00 for school year to work with our students. Marla Padget, Executive Director of Student & At-Risk Services, provided information. Motion carried 7-0.

**Exhibit L: Set Date of Public Hearing for the Sale or Disposal of Real Property**

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the date of July 15, 2019 at 5:00pm to hold the Public Hearing for the Sale or Disposal of Real Property as outlined. Michael Coughlin, Chief Financial Officer, and Dr. Jane Lindaman, Superintendent, provided information. Motion carried 7-0.

**Exhibit N: Student Transportation Service Contract**

It was moved by Ms. Flynn and seconded by Ms. Johnson, that the Board of Education accept the recommendation provided from the Facility Committee and approve the three (3) year contract extension through July 31, 2022 for student transportation services to Durham School Services. Durham representatives Alicia Hodges, Kathi Corbett, and Brent Knutson, provided information. Motion carried 6-1; Mr. Knight voted no.

**VIII. Resolution to Adopt Return-To-Play Protocol**

It was moved by Mr. Williams and seconded by Ms. Flynn that the Board of Education approve and sign the attached Resolution to Adopt Return-To-Play Protocol. West High Assistant Football Coach, Dave Milder, provided information. Motion carried 7-0.

**Waterloo Schools  
Resolution to Adopt Return-To-Play Protocol**

WHEREAS, Concussions are a type of brain injury that can range from mild to severe and can disrupt the way the brain normally works. Concussions can occur with or without loss of consciousness. Iowa Code 280.13C(1)(b)

WHEREAS, Concussions are among the most commonly reported injuries to children and adolescents who participate in recreational activities. Continuing to engage in activities with a concussion or symptoms of a brain injury leaves a young athlete vulnerable to greater injury. Iowa Code 280.13C(1)(a)(c)

WHEREAS, Concussions can impair how a student athlete thinks, acts, feels and learns. A student who has sustained a concussion may need adjustments, modifications to curriculum, and monitoring by medical staff until the student is fully recovered. Iowa Code 280.13C(1)(d)

WHEREAS, The Iowa Department of Public Health has created return-to-play protocol based upon peer-reviewed scientific evidence consistent with the guidelines of the Centers for Disease Control and Prevention of the United States Department of Health and Human Services, for a student's return to participation in any extracurricular interscholastic activity after showing signs, symptoms, or behaviors consistent with a concussion or brain injury. Iowa Code 280.13C(6)(a)

NOW THEREFORE, LET IT BE RESOLVED, that the Waterloo Schools Board of Education formally adopts the return-to-play protocol established by the Iowa Department of Public Health, listed in 641 Iowa Administrative Code Chapter 54 as the appropriate protocol for Waterloo Schools. Iowa Code 280.13C(6)(a)

ADOPTED by ACTION of the BOARD this 10th day of June, 2019

Signed: Shanlee McNally, Board President, Waterloo Schools

**IX. Extended Lease of Former AEA Building**

It was moved by Mr. Knight and seconded by Ms. Johnson that the Board of Education accept the Superintendent's recommendation to approve the lease with Central Rivers AEA for the former AEA 267 Conference Center for the 2019-20 school year for the use of a temporary space for Lowell Elementary School. Dr. Jane Lindaman, Superintendent, and Dr. Stephanie Mohorne, Associate Superintendent for Educational Services, provided information. Motion carried 7-0.

**X. Community Eligibility Provision [CEP]**

It was moved by Mr. Williams and seconded by Ms. Johnson, that the Board of Education accept the recommendation of the District Finance Committee and approve all schools listed for the Community Eligibility Provision for the 2019-2020 through 2022-2023 school year. Motion carried 6-1; Ms. Flynn voted no.

**XI. Board Policy Changes – Second Reading**

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board approve the following policies: *Compulsory Attendance Ages, Transfer of Students Within District (Special Permission), Open Lunch Period, Student Government, Student Records Access, Wednesday*

Night Student Activities, Attendance and Tardy Policy and Tobacco/Nicotine Products-Free Environment. Tara Thomas, Director of School & Community Relations, provided information. Motion carried 6-1; Ms. Johnson voted no.

**XII. Superintendent's Report**

- Thank you to everyone for the safe completion of another school year
- Encourage everyone to take advantage of the many activities and opportunities to stay engaged this summer
- Appreciate the willingness of Central Rivers AEA to work with the District on the extended contract for Lowell Elementary
- We are already gearing up for the launch of the 2019-20 school year – if parents have questions/concerns regarding their student next year, please feel free to contact the District this summer
- First day of 2019-20 school year is August 26

**X. Information from Board Members**

Each board member was given the opportunity to comment.

**XI. Adjourn**

It was moved by Mr. Knight and seconded by Ms. Johnson that the Board of Education adjourn the meeting. Motion carried 7-0. The meeting adjourned at 6:28pm.

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 June 10, 2019, Regular Board meeting.”