



Board of Education Meeting

February 22, 2021
5:00 p.m.

Board Room
Education Service Center
1516 Washington Street
Waterloo, Iowa

Waterloo Schools

Engaged in Learning, Prepared for Success

Mission

The Waterloo Schools community commits to a comprehensive system of education and support to assure that each and every student will graduate prepared for college, career and citizenship as evidenced by continuing education, pursuing a career path and contributing to a community.

Strategic Focus Areas and Objectives

People

Recruit, hire and retain a diverse, high-performing workforce aligned with district values and goals.

- Enhance and clarify hiring protocol to ensure awareness and consistency between buildings.
- Align staff with talent and workforce needs (strengths-based placements with the right people in the right seats).
- Optimize our workforce through professional learning with clear expectations, skill attainment, perfecting practice.
- Improve the organizational health of the district.

Achievement

Increase achievement for all students through rigorous curriculum, high expectations and effective delivery of instruction, with assessment for improved teaching and increased learning.

- Increase the percentage of students proficient in math, literacy and science.
- Accelerate the learning for all students while narrowing the achievement gap for all subgroups.
- Create 21st Century schools that increase personal, emotional, social and academic independence in order to prepare students for college, career and citizenship.

Community

Initiate, strengthen and engage in community partnerships that result in the academic, social and behavioral success of each and every student.

- Communicate frequently and accurately.
- Improve image and confidence in Waterloo Schools.
- Partner with businesses, organizations, people to secure resources and enhance real-world experiences.
- Empower Parents.

Environment

Provide an optimal learning environment that is safe, inspiring and welcoming, where all individuals are respected, valued and engaged. Secure, organize and optimize financial resources for human assets, programs and operations that support student achievement.

- Provide physical environment that allows for a safe learning environment.
- Provide programs that allow students to explore athletic and extra-curricular activities.
- Plan for future facility needs – plan and explore capital expenditures, prepare for future physical needs.
- Align financial resources to the established goals.



**WATERLOO SCHOOLS
BOARD OF EDUCATION MEETING
February 22, 2021
5:00pm**

Exhibit

I.	Call to Order	
II.	Moment of Silence	
III.	Pledge of Allegiance	
IV.	Mission Statement	
V.	Information from Individuals and Delegations	
VI.	Board Celebration – Career Academy Incentive Fund (CAIF) Grant	A Page 1
VII.	Consent Agenda	
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VIII.	Textbook Adoption for Waterloo Literacy Grades 6-11	H Page 25
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XII.	Superintendent’s Report	

XIII. Information from Board Members

XIV. Adjourn

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Board Celebration – Career Academy Incentive Fund (CAIF) Grant

CONTACT: Dr. Jane Lindaman, Superintendent
Jeff Frost, Executive Director of Professional Technical Education

ATTACHMENTS: Award Letter

BACKGROUND:

Pursuant to Board Policy 701.9, donations over \$2,500 must be approved by the Board of Education. Waterloo Schools was notified on February 11 that the Iowa Department of Education has awarded us a \$1,000,000.00 Career Academy Incentive Fund grant to support programming at the Waterloo Career Center.

The grant from the Iowa Department of Education is intended to prepare more high school students for success in college, post-secondary training and the workforce. Students benefit from industry partnerships, earn high school and college credit, and gain technical and traditional academic skills offered through career and technical education programs. According to a news release from the state, the incentive fund aligns with the Future Ready Iowa goal of 70% of the workforce having education or training beyond high school by 2025. Waterloo Schools was one of three recipients from this cycle of funding, with the others being Eastern Iowa Community College and Indian Hills Community College.

We are delighted to be chosen as a recipient of this grant! Jeff Frost, Executive Director of Professional Technical Education, will be present to share additional information.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education accepts and acknowledges with gratitude the \$1,000,000.00 Career Academy Incentive Fund (CAIF) Grant from the Iowa Department of Education in support of programming at the Waterloo Career Center.”

**Minutes of the Board of Education
Waterloo Schools
County of Black Hawk, State of Iowa
February 8, 2021**

The Board of Education of the Waterloo Schools, County of Black Hawk, State of Iowa, was called to meet in regular session at 5:00pm on Monday, February 8, 2021. The Board met virtually for this meeting.

Present: Board Members: Endya Johnson, Jesse Knight, Sue Flynn, Astor Williams, Stacie Mills, Lyle Schmitt and Shanlee McNally
Associate Superintendent for Educational Services, Dr. Stephanie Mohorne
Chief Officer of Human Resources/Equity, Kingsley Botchway II
Chief Financial Officer/Board Treasurer, Michael Coughlin

Absent: Superintendent, Dr. Jane Lindaman
Assistant to the Superintendent/Board Secretary, Pam Arndorfer

I. Call to Order

The meeting was called to order by Ms. McNally at 5:00pm.

II. Moment of Silence

III. Mission Statement

The Waterloo Schools Mission Statement was read by Ms. McNally.

IV. Consent Agenda

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

- Minutes of the January 25, 2021 Regular Board Meeting
- Personnel Appointments and Adjustments

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

It was moved by Mr. Knight and seconded by Ms. Johnson 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 7-0.

V. SCRC Modified Allowable Growth Request – Environmental Hazard Removal

It was moved by Mr. Knight and seconded by Ms. Johnson that the Board of Education approve the appearance at the School Budget Review Committee to request modified allowable growth of \$133,670.90 for the costs associated with environmental projects and that this increased allowable growth may be funded by 2021-22 cash reserve levies. Michael Coughlin, Chief Financial Officer, provided information. Motion carried 7-0.

VI. Human Resources Update

This item was presented as Information Only. Kingsley Botchway II, Chief Officer of Human Resources/Equity, Lorene Dehl, Human Resources Specialist, and Joy Briscoe, Talent Acquisition & Outreach Specialist, provided information.

VII. Superintendent's Report

Kingsley Botchway II, Chief Officer of Human Resources/Equity, provided the Superintendent's Report in the absence of Superintendent Lindaman.

- Legislative Report
 - Please continue to reach out to legislators in regards to the voucher bill, we will be in touch with additional information as we learn more
 - Diversity plan has moved forward but is getting some resistance, still awaiting further information and will forward that on as we get it
- High School A/B transition
 - Students are excited to be back; staff excited to welcome students back to the buildings full time
 - We are looking into process/protocol for managing the number of students passing in the hallways; we continue to work on ways to shore up lunchroom procedures as well

XV. Information from Board Members

Each board member was given the opportunity to comment.

XVI. Adjourn

It was moved by Mr. Schmitt and seconded by Mr. Knight that the Board of Education adjourn the meeting. Motion carried 7-0. The meeting adjourned at 6:04pm.

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 February 8, 2021, Regular Board meeting.”

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Personnel Appointments and Adjustments

CONTACT: Kingsley Botchway II, Chief Officer of Human Resources/Equity

ATTACHMENTS: Routine Personnel Appointments

BACKGROUND:

Routine personnel matters, as outlined in attachment, are recommended for approval.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the personnel items as listed.”

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Bills Due and Payable and Bills Paid Between Board Meetings

CONTACT: Michael Coughlin, Chief Financial Officer
Dr. Jane Lindaman, Superintendent

ATTACHMENTS: Listing of Bills Due and Payable and Bills Paid Between Board Meetings

BACKGROUND:

The Board authorizes the issuance of warrants for payment of claims against the school district for goods and services. The Board will allow the warrants after the goods and services have been received and accepted in compliance with Board policy.

THE SUPERINTENDENT'S RECOMMENDATION IS:

"the Board of Education approve the Bills Due and Payable and the Bills Paid Between Board Meetings."

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: School Resource Officers Agreement / City of Evansdale

CONTACT: Dr. Jane Lindaman, Superintendent
Marla Padget, Executive Director of Student Services
Michael Coughlin, Chief Financial Officer

ATTACHMENTS: School Resource Officers Agreement

BACKGROUND:

The School Resource Officers Agreement is a cooperative agreement between the Waterloo Schools and the City of Evansdale. The School Resource Officer Program provides for the assignment of one police officer for the Evansdale schools. Primary assignment is at the middle school with the School Resource Officer providing additional services at the elementary level. The School Resource Officer assists the schools in providing a safe and orderly environment through the introduction and presentation of the substance abuse and violence awareness programs.

The district funding for this program is through the general operating budget of the district. The total cost of \$34,065.00 (a \$912.00 increase from the current agreement) is due in two installments (November 1, 2021 and April 1, 2022).

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the School Resource Officers Agreement with the City of Evansdale for the 2021/2022 school year at a cost of \$34,065.00.”

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Set Date of Public Hearing – Central Middle School Remodel / Waterloo Career Center Expansion

CONTACT: Dr. Jane Lindaman, Superintendent
Marty Metcalf, Director of Operations
Michael Coughlin, Chief Financial Officer

ATTACHMENTS: None

BACKGROUND:

In accordance with Section 73A of the Code of Iowa, a Public Hearing is required if the Board of Education of a school corporation proposes to make public improvements that may exceed \$130,000. The District is proposing a remodel of Central Middle School and expansion of the Waterloo Career Center.

Central Middle School recently underwent a minor renovation of 6 classrooms, however, the balance of the classroom spaces have remained as they were originally constructed in the mid-1970s. The Facilities Committee has been studying options to move forward with remodeling the existing space for Central Middle School. In effort to capitalize on the current favorable construction bids, in August 2020 the board approved the hiring of InVision Architects to plan for the programmatic and facility needs to remodel Central Middle School. InVision was also directed to propose options for the housing of students during the remodel process. The Facilities Committee is proposing the construction of a new building on the Central Middle School site that will temporarily house middle school students during the 2022-2023 school year and reopen in August 2023 as an expansion to the Waterloo Career Center.

The Public Hearing for the Central Middle School Remodel/Waterloo Career Center Expansion project will be held on Monday, March 8, 2021 at 5:00pm at the Education Service Center, 1516 Washington Street, Waterloo, IA 50702.

The Notice of Public Hearing regarding the Central Middle School Remodel/Waterloo Career Center Expansion project will be published in the *WCF Courier*.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the date of March 8, 2021 at 5:00pm to hold the Public Hearing for the Central Middle School Remodel/Waterloo Career Center Expansion project.”

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Set Date of Public Hearing – 2021/2022 School District Calendar

CONTACT: Dr. Stephanie Mohorne, Associate Superintendent for Educational Services
Kingsley Botchway, Chief Officer of Human Resources & Equity

ATTACHMENTS: Notice of Public Hearing

BACKGROUND:

In accordance with Iowa Code 279.10, a Public Hearing is required prior to adopting the School District Calendar. The Public Hearing for the 2021/2022 School District Calendars will be held on March 8, 2021 at 5:00pm in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, IA 50702.

The District is proposing a rolling start to the school year as follows:

- August 23, 2021 – Grades K, 1, 6 and 9
- August 24, 2021 – Grades 2, 3, 7 and 10
- August 25, 2021 – Grades 4, 5, 8, 11 and 12

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the date of March 8, 2021 at 5:00pm to hold the Public Hearing for the 2021/2022 School District Calendar.”

NOTICE OF PUBLIC HEARING
2021-2022 School District Calendars

Notice is hereby given, in accordance with Iowa Code Section 279.10, by the Board of Education of the Waterloo Community School District that a Public Hearing will be held in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa, at which time any and all interested persons may appear to give their views on the proposed School District Calendars.

The time of public hearing is hereby set at **5:00pm** (local time) on **Monday, March 8, 2021**.

Dated at: WATERLOO, IOWA, this 22nd day of February, 2021.

BY: Pamela Arndorfer, Secretary of the Board

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Textbook Adoption for Waterloo Literacy Grades 6-11

CONTACT: Dr. Stephanie Mohorne, Associate Superintendent for Educational Services
 Sherice Ortman, Advanced Programs Coordinator

ATTACHMENTS: Supporting Documents

BACKGROUND:

The student consumable and digital courseware, My Perspectives English Language Arts, published by SAVVAS, is to be used in the 6th through 11th grade English Language Arts (ELA) classrooms. This includes an 8-year student edition (consumable) subscription and digital courseware to cover standards-aligned content in 6th-10th grade English courses, along with American Literature and Composition courses in 11th grades. A small set of hardcover textbooks, digital novels, and paperback novels are included in the quote summary. The student consumables and digital courseware is aligned with both the Iowa Core Standards and National Curriculum Standards for English Language Arts, and supports breadth and depth of knowledge.

The teachers spent time last year reviewing various curricula that support the literacy pathway in the Waterloo Schools. The previous text was dated and did not meet the necessary standards. In addition, the digital tools will provide eight years of up-to-date content so the course will stay relevant. The consumables and digital courseware meet the needs of students, contain required components, and support current standards which elevate exam scores, align both core and inquiry standards, and prepares our students for ongoing opportunity.

The staff is recommending adoption for 2021-2022 school year. The total instructional materials adoption is \$664,404.26.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the adoption of My Perspectives English Language Arts digital licenses and consumable student editions, in the amount of \$664,404.26.”

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: SBRC Modified Allowable Growth Request
WCC New Program Start-up Costs

CONTACT: Michael Coughlin, Chief Financial Officer

ATTACHMENTS: Schedule of Program Costs

BACKGROUND:

Iowa Code Section 257.31 grants Iowa schools the authority to request modified allowable growth from the School Budget Review Committee due to unusual circumstances that constitute a need for additional funds. Waterloo Schools has such unusual circumstances for the fiscal year ending June 30, 2020, and is therefore requesting modified allowable growth under 257.31, Sections (5)g. The following information is supplied in support of our request:

The 2012-13 Facility Plan of the District began the work of planning a Career Technical Education Center. In 2015-16, the district started an extensive \$16M remodel of Central Middle School to create the Waterloo Career Center [WCC]. The program design is for 2-4 additional programs each year. In 2020-21 the WCC currently contains 18 programs within 14 clusters with the goal of 30 programs when completed. The attached exhibits outline the Background Information, Mission, Vision and Goals. Also attached is a list of program descriptions which outline the benefits to the students.

The request presented for MSA is for the start-up costs of each of the programs that were funded from the General fund regular funding. We have received several donations from the WCC Business Partner for supplies, materials and equipment. These donations are not part of the cost request totals.

The district is submitting the request to strengthen the Unspent Authorized Balance. The current state of declining enrollment has resulted in a projected drop in UAB. The MSA awarded will be considered to be funded by the Cash Reserve Levy. The history of the district has been to carefully consider the Property Tax Levy Rate and the effect on the local taxpayers. Since 2007 the levy rate has dropped from \$16.58 to \$14.20, while maintaining a UAB and Solvency ratio that meets the Board approved Financial Balances goals.

The sustainability of the WCC is a budget priority for the district and we will continue to work with multiple Business Partners to assist with grants/donations for materials and equipment. The district has also been applying for state grants to assist. The WCC is also a regional resource for other districts to offer CTE courses and the number of students from other districts continues growing every year.

Waterloo Schools has faced and recovered from severe financial positions in the past and desire to strengthen the current position. The Board of Education has recognized this and supported the process to pursue appropriate avenues and levy cash reserve to support them. We respectfully

request that you grant the District modified allowable growth in the amount of \$1,194,130.46 for Fiscal Year 2020 for the WCC programs start-up costs. It will provide financial assistance in stabilizing the authorized budget and dealing with new challenges in the future.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approves the appearance at the School Budget Review Committee to request modified allowable growth of \$1,194,130.46 for the costs associated with start-up costs for Waterloo Career Center programs from 2016-17 through 2019-20 and that this increased allowable growth may be funded by 2021-22 cash reserve levies.”

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Board Policy Changes – First Reading
CONTACT: Tara Thomas, Director of School and Community Relations
ATTACHMENTS: Proposed Policy

BACKGROUND:
The following policy has been reviewed by the District Leadership Team and the Policy Review Committee and is being presented for First Reading.

Number	Title
707.2	Transportation in Inclement Weather

FOR INFORMATION ONLY

TRANSPORTATION IN INCLEMENT WEATHER

School district buses will not operate when weather conditions due to fog, rain, snow or other natural elements make it unsafe to do so. Because weather conditions may vary around the school district and may change quickly, the best judgment possible will be used with the information available.

The final judgment as to when conditions are unsafe to operate will be made by the Superintendent or designee. The Superintendent, or designee, will be assisted by the Director of Operations in consultation with transportation company administration.

Employees, students and families will be notified by the District’s notification system, television websites, radio and social media outlets when school is canceled or temporarily delayed.

Legal Ref.: Iowa Code 279.8

Cross Ref.: 601.1 School Day

ADOPTED:

Reviewed:

BOARD OF EDUCATION MEETING
February 22, 2021

ISSUE: Return to Learn Update

CONTACT: Dr. Jane Lindaman, Superintendent
Kingsley Botchway II, Chief Officer of Human Resources/Equity
Dr. Stephanie Mohorne, Associate Superintendent for Educational Svcs.

ATTACHMENTS: None

BACKGROUND:

An update on the following areas of the Return to Learn Plan will be provided:

1. Update on High School Transition
2. Vaccination Update
3. Worker's Compensation in Relation to COVID-19

FOR INFORMATION ONLY

Important Dates and INFORMATION

February 22	Board of Education Meeting	5:00pm
March 8	Board of Education Meeting	5:00pm
March 15-19	Spring Break	
March 22	Board of Education Meeting	5:00pm
April 12	Board of Education Meeting	5:00pm
April 26	Board of Education Meeting	5:00pm