



Board of Education Meeting

April 12, 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
April 12, 2021
5:00pm**

Exhibit

I.	Call to Order	
II.	Moment of Silence	
III.	Pledge of Allegiance	
IV.	Mission Statement	
V.	2021-22 Budget Certification, Public Hearing	A Page 1
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XIII. Superintendent's Report

XIV. Information from Board Members

XV. Adjourn

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: 2021-22 Budget Certification, Public Hearing

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

ATTACHMENTS: Notice of Public Hearing

BACKGROUND:

April 15, 2021 is the last day of each district to certify the 2021-22 Budget to the Black Hawk County Auditor and to the Department of Education. School districts are required to file a budget estimate with the district board secretary at least twenty days prior to the budget certification date. The notice of public hearing for the budget must be published at least ten and not more than twenty days prior to the hearing and must include the proposed budget, time, date and place of the public hearing. The attached budget was published in The WCF Courier with a notice of the hearing to be set for 5:00 PM on April 12, 2021.

The published budget estimate will serve as the District's maximum certified budget. The certified budget can only be exceeded if there is sufficient spending authority and if the budget has gone through an amendment process, including a public hearing. The budget is established from an Aid & Levy worksheet provided by the Department of Management, which utilizes a state formula to determine the mix of local taxes and state aid. It outlines the parameters for anticipated revenues and an estimate for property tax rates.

The line item budget must be developed within these parameters, along with the additional restrictions of spending authority carried forward from the previous year and the desired spending authority at the close of the new fiscal year.

The Certified Budget is the product of the foundation aid formula furnished by the Iowa Department of Management, as directed by the state legislature. The budget incorporates the Instructional Support Program and a cash reserve levy consistent with the goals for the financial condition of the District as outlined in Board Policy. The foundational component of the budget is the enrollment of students multiplied by the state-mandated cost allocation per pupil.

The property tax rate for the 2021-22 Budget was published to be \$14.20694 per thousand dollars of taxable valuation. The published maximum certified budget was \$214,762,849.

At the meeting, the Board of Education will approve and certify the 2021-22 Budget Summary.

PUBLIC HEARING

**Minutes of the Board of Education
Waterloo Schools
County of Black Hawk, State of Iowa
March 22, 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, March 22, 2021 in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

Present: Board Members: Jesse Knight, Sue Flynn, Astor Williams, Stacie Mills, Lyle Schmitt
(*by phone*) and Shanlee McNally
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

Absent: Board member, Endya Johnson
Assistant to the Superintendent/Board Secretary, Pam Arndorfer

I. Call to Order

The meeting was called to order by Ms. McNally at 5:04pm.

II. Moment of Silence

III. Pledge of Allegiance

IV. Mission Statement

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

V. Board Celebration: 2020/2021 Athletic Accomplishments

This item was presented as Information Only. Dan Huff, District Athletics & Activities Director, Tim Moses, East High Athletic Director, and Dr. Anthony Pappas, West High Athletic Director, along with several coaches and student athletes from East and West High Schools, provided information.

VI. Graduation Dates for WCSD High Schools – Class of 2022

This item was presented as Information Only. Graduation dates for the Class of 2022 are:

- Expo Alternative Learning Center at Expo ALC, Tuesday, May 24, 2022, 6:00pm
- West High School at McLeod Center, UNI, Wednesday, May 25, 2022, 6:00pm
- East High School at McLeod Center, UNI, Thursday, May 26, 2022, 6:00pm

VII. Information from Individuals and Delegations

No public comments were brought forth.

VIII. Consent Agenda

It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education approve the consent agenda. Motion carried 6-0. The following items were approved:

- Minutes of the March 3, 2021 Special Board Meeting and the March 8, 2021 Regular Board Meeting
- Personnel Appointments and Adjustments
- Bills Due & Payable and Bills Paid Between Board Meetings

IX. Textbook Adoption for World Language Grades 9-12

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the adoption of EntreCultures, EntreCulturas, and Klett textbooks and 8-year digital license in the amount of \$407,017.50 for World Language Grades 9-12. Dr. Stephanie Mohorne, Associate Superintendent for Educational Services, and Sherice Ortman, Advanced Programs Coordinator, provided information along with World Language instructors John Balong and Amber Pichelman. Motion carried 6-0.

X. Technology Purchase

It was moved by Ms. Flynn and seconded by Mr. Williams that the Board of Education approve the purchase of 1500 chromebooks and 80 laptops from Dell at a total cost of \$362,988, 2300 carrying cases from CDW-G at a total cost of \$39,100, and Mitel VOIP phone equipment from Marco at a total cost of \$63,587.50. Matt O'Brien, Executive Director of Technology, provided information. Motion carried 6-0.

XI. Durham Wage Proposal

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the proposed contract addendum with Durham School Services. Kingsley Botchway II, Chief Officer for Human Resources/Equity, and Michael Coughlin, Chief Financial Officer, provided information. Motion carried 6-0.

XII. 2021-22 Budget Estimate and Publication

It was moved by Ms. Flynn and seconded by Mr. Knight that the Board of Education approve the budget expenditure estimate and the tax levy rate for publication and set the public hearing for the 2021-22 Certified Budget at 5:00pm on April 12, 2021. Michael Coughlin, Chief Financial Officer, provided information. Motion carried 6-0.

XIII. Budget Guarantee 2021-22

It was moved by Mr. Knight and seconded by Ms. Mills that the Board of Directors of the Waterloo Community School District, will levy property taxes for fiscal year 2021-2022 for the regular program budget adjustment as allowed under section 275.14, Code of Iowa. Michael Coughlin, Chief Financial Officer, provided information. Motion carried 6-0.

XIV. Superintendent's Report

- We are seeing a relatively low COVID positivity rate in Black Hawk County (3.9% today), and the lowest number of students out of school since September – we will remain diligent with our mitigation efforts
- ESSER 2 & ESSER 3 money
 - We are working through our plans for using these funds
 - Will plan a board workshop this spring

- The deadline for spending the new money has been extended out through 2024 which is very good news
- Encourage the public to continue to watch legislation affecting public schools – please reach out to your legislators
- ISASP testing will begin first part of April
 - Schedules should be sent out from the buildings very soon
 - Virtual students will be testing onsite – we will work with parents and families as needed

XVII. Information from Board Members

Each board member was given the opportunity to comment.

XVIII. Adjourn

It was moved by Mr. Williams and seconded by Ms. Flynn that the Board of Education adjourn the meeting. Motion carried 6-0. The meeting adjourned at 8:06pm.

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 March 22, 2021, Regular Board meeting.”

BOARD OF EDUCATION MEETING
April 12, 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
April 12, 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
April 12, 2021

ISSUE: Area Education Agency (AEA) Food Purchasing Agreement 2021-22

CONTACT: Heather Bathen, District Manager of Food/Nutrition Programs
Marty Metcalf, Director of Operations

ATTACHMENTS: 2021-22 Food Purchasing Agreement

BACKGROUND:

AEA Purchasing is formed under the Code of Iowa as a 28E entity and is an initiative of Iowa's Area Education Agencies. The goal of AEA Purchasing is to combine the purchasing power of Iowa school districts to offer aggressive pricing on materials, goods and services. Participation in AEA Purchasing is without cost to Iowa's schools in that it is funded by small fees paid by the vendors. This buying power allows for better pricing on food for the school district.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“that the Board of Education approve the contract between Waterloo Schools and the Area Education Agency for food purchasing during the 2021-2022 school year.”

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: Communities In Schools of Mid-America Memorandum of Understanding (MOU)

CONTACT: Marla Padget, Executive Director of Student & At-Risk Services
Sheena Canady, Principal of Carver Middle School
Ross Bauer, Principal of Central Middle School

ATTACHMENTS: 2021-2022 Memorandum of Understanding (MOU)

BACKGROUND:

Communities In Schools of Mid-America (CISMidAm) continues partnerships between service agencies, corporations, foundations and the community to effectively address the vital non-educational resources and services that at-risk, low-income and/or disadvantaged youth need to succeed in obtaining an education and graduating from high school on time. Through this program, partnerships are built, programs, food, clothing, school supplies, parent involvement activities, ESL programs and/or health and dental care onto the school campus. CISMidAm uses existing resources efficiently and leverages funding to effectively provide age- and grade-level appropriate services to students through the CISMidAm Five Basics:

- A one-on-one relationship with a caring adults;
- A safe place to learn and grow;
- A healthy start and a healthy future;
- A marketable skill to use upon graduation; and
- A chance to give back to peer and community.

Communities In Schools of Mid-America, Inc. will provide a staff person (“CISMidAm Site Coordinator”) on-site as point of contact and serve as liaison to the school administrators & staff, organizations and volunteers.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve the Communities in Schools of Mid-America Memorandum of Understanding for the 2021-2022 school year at a cost of approximately \$40,000 to work with students at Carver Academy and Central Middle School.”

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: Junior Achievement Memorandum of Agreement for the 2021-2022 School Year

CONTACT: Dr. Jane Lindaman, Superintendent

ATTACHMENTS: Memorandum of Agreement

BACKGROUND:

Waterloo Schools and Junior Achievement of Eastern Iowa, Inc. wish to enter an agreement for the purpose of enriching the District's curriculum for the 2021-2022 school year.

Junior Achievement programs are taught by community volunteers. Each class consists of five or six forty-five minute sessions. The core purpose is "to inspire and prepare young people to succeed in a global economy." The pillars of student success include work readiness, entrepreneurship, and financial literacy. Services and programs are provided in all of the District's buildings.

All Jr. Achievement programs are aligned to the Iowa Core as well as the revised statewide social studies standards.

Junior Achievement has had a presence in the Waterloo Schools for over three decades and is a perfect match with our initiatives in career and technical education.

Payment is due to Jr. Achievement annually in November. The cost for the 2021-2022 school year is at a rate of \$9.93/student participating in grades 1-12 (an increase of \$1.09/student).

THE SUPERINTENDENT'S RECOMMENDATION IS:

"the Board of Education approve the 2021-2022 Memorandum of Agreement between Waterloo Schools and Junior Achievement of Eastern Iowa, Inc. at a cost of \$9.93/participating student."

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: 2021-22 Budget Certification and Adoption

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

ATTACHMENTS: Certified Budget Worksheets

BACKGROUND:

April 15, 2021 is the last day for each district to certify its budget to the county auditor and to the Department of Education. School districts are required to file a budget estimate with the board secretary for publication at least twenty days prior to the budget certification date. The notice of public hearing for the budget must be published at least ten and not more than twenty days prior to the hearing and must include the proposed budget, time, date and place of the public hearing.

The approved budget was published in The WCF Courier on March 26th and notice of the hearing was set for 5:00 PM on April 12, 2021. Following the hearing, at the regular meeting, the Board of Education will approve and certify the 2021-22 budget.

The published budget estimate will serve as the District's maximum certified budget. The certified budget can only be exceeded if there is sufficient spending authority and if the budget has gone through an amendment process, including a public hearing. The budget is established from an Aid & Levy worksheet provided by the Department of Management, which utilizes a state formula to determine the mix of local taxes and state aid. It outlines the parameters for anticipated revenues and an estimate for property tax rates.

The line item budget must be developed within these parameters, along with the additional restrictions of spending authority carried forward from the previous year and the desired spending authority at the close of the new fiscal year.

The Certified Budget is the product of the foundation aid formula furnished by the Iowa Department of Management, as directed by the state legislature. The budget incorporates the Instructional Support Program and a cash reserve levy consistent with the goals for the financial condition of the District as outlined in Board Policy. The foundational component of the budget is the enrollment of students multiplied by the state-mandated cost allocation per pupil.

The property tax rate for the 2021-22 year was published to be \$14.20694 per thousand dollars of taxable valuation, the exact rate as \$14.20694 in the current year. The Waterloo property tax rate ranks consistently near the lowest of the Urban Education Network (UEN) school districts.

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: East High Trip to St. Louis, MO, and Memphis, TN

CONTACT: Joseph Parker, East High School Principal
 Joelle Smith, East High Instrumental Music/Band Teacher
 Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

ATTACHMENTS: Information Outlining the East High School Fine Arts Trip

BACKGROUND:

As provided in the Waterloo Schools Board of Education Policies, Regulations and Administrative Procedures, policies 604.3 and 604.3-R (*Field Trips and Other Off School Site Learning Opportunities*), activities involving any student or student groups which require both out-of-state travel and an overnight stay must be approved by the Board of Education.

East High Principal, Joseph Parker, is seeking approval for East High students and Joelle Smith, Instrumental Music/Band Teacher, to travel to St. Louis, Missouri, and Memphis, Tennessee, for the Fine Arts Clinic from June 5-9, 2022. The Fine Arts trip is a 5-day trip for 9th-12th grade band, choir and orchestra students. Performances will satisfy the content specific standards. Touring various sites will connect how events in history, both musical and non-musical, has impacted their lives today. There will be 120 students and 20 adults attending this trip. The students will share photos and videos of experiences on the East High website for parents and the community to see. The trip will be done outside of the school year, so official assessment will not be taken. However, students will constantly be reflecting on the experiences with their peers, chaperones and directors. Students and parents will be paying for their own cost. The total cost is \$810 per person. Fundraisers will begin immediately to raise funds and the initial payment will not be due until Fall, 2021.

THE SUPERINTENDENT’S RECOMMENDATION IS:

“the Board of Education approve travel for East High students and staff to St. Louis, MO, and Memphis, TN, for the Fine Arts Clinic, from June 5-9, 2022.”

WATERLOO EAST Music Dept.

'CRUISIN' DOWN THE RIVER'

\$810/person

Proposed Itinerary

Day 1 – June 5

8:30 am Depart W'loo East. Lunch and dinner en route

8:00 pm Arrive Memphis.

Overnight Lodging – TBA. Pizza party and swim

Day 2 – June 6

7:30 am Breakfast at hotel and check out.

9:15 am Visit Graceland – performance opportunity

Tour the home of "The King". Explore the beautiful mansion and walk the gardens where he found peace

12:00 am Lunch at BB King's, 143 Beale St., Memphis.

Enjoy great music while you eat!

2:30 pm Memphis Riverboat sight-seeing cruise

Live historical commentary about Mississippi River life.

4:30 pm Tour Sun Studios

Tour the "Birthplace of Rock'n'Roll" A great historical music experience!

6:30 pm Dinner and games at Incredible Pizza

All you can eat buffet and free \$10 game card plus 4 rides

Day 3 – June 7

7:00 am Breakfast at hotel and check out. Depart for St. Louis

9:00 am Visit the National Civil Rights Museum, 450 Mulberry St.

Located at the Lorraine Motel where Dr. Martin Luther King was assassinated. A very moving, not-to-be-missed experience. One of the best museums of its kind in the country.

11:45 am Lunch at Hard Rock Café

An iconic lunch stop. Looking for Hard Rock merch...it's all here

12:45 pm Stroll famous Beale Street

1:45 pm Depart for St. Louis

6:00 pm Dinner – CiCi's Pizza, 7425 S Lindbergh Blvd, St. Louis

7:30 pm Check in lodging – TBA

Day 4 – June 8

8:00 am Breakfast

10:30 pm Visit 6 Flags over St Louis

5:30 pm Dinner – Pappy's Smokehouse BBQ

7:30 pm Attend 'The Lion King' at Fabulous Fox Theater

See Disney's iconic film made into an incredible, award-winning Broadway musical at one of the most beautiful theaters in the Midwest.

Day 5 – June 9

8:00 am Breakfast and check out.

10:15 am Visit Gateway Arch

12:15 pm Lunch – Old Spaghetti Factory

1:45 pm Visit the City Museum

More fun than anyone should be allowed to have in a museum. You won't want to leave!

5:00 pm Depart for home

12:00 am Arrive East HS

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: School Resource Officers Agreement / City of Waterloo

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 District and the City of Waterloo. The School Resource Officer Program provides for the assignment of six (6) police officers within the district. Primary assignment is at the middle school and high school level, including the District's alternative school, with each of the Resource Officers providing additional services at the elementary level. The School Resource Officers assist 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 \$299,081.00 (an \$8,711.00 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 Waterloo at a cost of \$299,081.00 for the 2021/2022 school year."

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: Classroom Interactive Display Purchase

CONTACT: Matt O'Brien, Executive Director of Technology

ATTACHMENTS: None

BACKGROUND:

The district recognizes the role technology can play as a tool to augment instruction and engage students. Interactive displays began to be installed in classrooms in 2008. Promethean activBoards were eventually outfitted in all district classrooms. The oldest activBoards in the district will be 12 years old this summer and are end of life. The district began phasing in activPanels as replacements for activBoards in 2017, with Bunger, Carver, and Hoover middle schools completed last year. It is proposed that the district proceed with this replacement process at our high schools through the purchase of activPanels which will be installed this summer. This proposal to continue using activPanels as the district's classroom display technology came from a focus group held with ten high school teachers, where a number of classroom display technologies were explored. The group unanimously ranked activPanels as their first choice.

ActivPanels were last purchased in 2020, with CDW-G being the selected bidder. CDW-G has agreed to lower their previous low bid by \$50 per unit to \$3250. The proposed purchase is outlined in the table below:

Item	Qty	Unit Price	Ext. Price
Promethean ActivPanel Nickel 75" Interactive Display	177	\$3,250.00	\$575,250.00
Promethean Fixed-Height Mobile Stand	7	\$470.00	\$3,290.00
Promethean AP-ASF-90 Stand	1	\$900.00	\$900.00
			\$579,440.00

THE SUPERINTENDENT'S RECOMMENDATION IS:

"the Board of Education approve the purchase of Promethean ActivPanels and stands from CDWG at a total cost of \$579,440."

BOARD OF EDUCATION MEETING
April 12, 2021

ISSUE: Human Resources Update

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

ATTACHMENTS: None

BACKGROUND:

Kingsley Botchway, Chief Officer of Human Resources/Equity, will provide an update on the following:

1. COVID-19 Update
2. General Staffing Update
3. Bussing Update

FOR INFORMATION ONLY

Important Dates and INFORMATION

April 12	Board of Education Meeting	5:00pm
April 26	Board of Education Meeting	5:00pm
May 10	Board of Education Meeting	5:00pm
May 24	Board of Education Meeting (<i>Note earlier start time</i>)	4:30pm*
May 31	Memorial Day – all offices and buildings closed	
June 2	Last Day of School	

2021 Graduation Dates

- Expo ALC, Monday, May 24, 6pm @ Expo
- West High, Tuesday, May 25, 6pm @ Young Arena
- East High, Thursday, May 27, 6pm @ Young Arena