



# Board of Education Meeting

September 13, 2021  
5:00 p.m.

~~-Revised-~~

**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 21<sup>st</sup> 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  
September 13, 2021  
5:00pm**

**-Revised-**

	<u>Exhibit</u>
<b>I. Call to Order</b>	
<b>II. Moment of Silence</b>	
<b>III. Pledge of Allegiance</b>	
<b>IV. Mission Statement</b>	
<b>V. Information from Individuals and Delegations</b>	
<b>VI. Partnership with John Deere Waterloo</b>	A Page 1
<b>VII. Consent Agenda</b>	
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• <i>West High Music Trip to Chicago, IL</i>	G Page 25
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<b>VIII. Superintendent's Contract</b>	K Page 35

**IX. Classroom Interactive Display Purchase**

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**X. Superintendent's Report**

**XI. Information from Board Members**

**XII. Adjourn**

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Partnership with John Deere Waterloo

**CONTACT:** Mindy Schmidt, Community Relations Manager, John Deere  
Dr. Jane Lindaman, Superintendent

**ATTACHMENTS:** None

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**BACKGROUND:**

John Deere has a long history of being a valued partner with Waterloo Schools, most recently as a business partner with the Waterloo Career Center. Last fall, Mindy Schmidt, Community Relations Manager with John Deere Waterloo, reached out to district staff to discuss a more holistic approach in supporting the various needs of the district, including:

- Continued partnership and support of the Waterloo Career Center through internships, serving on advisory board, etc.,
- STEM initiatives, i.e. support of FIRST Lego League, summer STEM camp, etc.,
- Support of ST Math curriculum,
- And much more!

Mindy Schmidt will attend the board meeting to provide additional information on this long-standing partnership.

**FOR INFORMATION ONLY**

**Minutes of the Board of Education  
Waterloo Schools  
County of Black Hawk, State of Iowa  
August 23, 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, August 23, 2021, in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

Present: Board members: Endya Johnson, Jesse Knight, Sue Flynn, Astor Williams, Lyle Schmitt 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  
Assistant to the Superintendent/Board Secretary, Pam Arndorfer

Absent: Board member: Stacie Mills

**I. Call to Order**

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

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Mission Statement**

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

**V. Information from Individuals and Delegations**

- Sherry Davis, 1668 Golden Valley Drive, Waterloo, introduced herself as the WESP President. Sherry is in her 2<sup>nd</sup> year in this position and expressed the WESP's goal of strengthening their working relationship with the school board and district.
- Jodi Bauler, 2778 Crestline Avenue, Waterloo, shared her appreciation for the opportunity to co-emcee the Opening Day Ceremony. She also provided some WEA updates including additional teacher representation at future board meetings.

**VI. Summer School Update**

This item was presented as Information Only. Dr. Stephanie Mohorne, Associate Superintendent for Educational Services, provided information. Grade-level updates were provided by:

- **Elementary:** Jennifer Hartman, Director of Elementary Education, and Annette Duncan, Lowell Elementary Literacy Coach and District Elementary Literacy Curricular Leader
- **Middle:** Ross Bauer, Central Middle School Principal

- **High:** Mike Penning, East High PBDA Coordinator, and Ashley Reimer, West High PBDA Coordinator

## VII. Consent Agenda

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

- Minutes of the August 9, 2021 Regular Board Meeting
- Bills Due & Payable and Bills Paid Between Board Meetings
- IASB Legislative Action Priorities

### Exhibit C: Personnel Appointments and Adjustments

Sue Flynn, Vice President, assumed the chair as Shanlee McNally, President, recused herself from this agenda item. It was moved by Ms. Johnson and seconded by Mr. Knight 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.

## IX. Substitute Attendance Bonus *[this item was addressed out of order]*

Sue Flynn, Vice President, assumed the chair as Shanlee McNally, President, recused herself from this agenda item. It was moved by Mr. Schmitt and seconded by Ms. Flynn that the Board of Education approve the acceptance of the substitute attendance bonus as presented. Kingsley Botchway II, Chief Officer of Human Resources & Equity, and Dr. Jane Lindaman, Superintendent, provided information. Mr. Schmitt and Ms. Flynn agreed to a friendly amendment to the motion to read that the Board of Education approve the acceptance of the substitute attendance bonus with incremental steps of \$1000 for the prescribed number of days worked. Motion as amended carried 5-0.

## VIII. Bid Approval – New Lowell Elementary Furniture Project

It was moved by Mr. Knight and seconded by Ms. Johnson that the Board of Education accept the recommendation from ISG Architects and approve the New Lowell Elementary Furniture Bids as presented at a total cost of \$717,558.68. MaTrasa Mae, representative of ISG Architects, provided information. Motion carried 6-0.

## X. Superintendent's Report

- Today was the first day back to school for students in grades K, 1, 6, 9
  - We have received several Kindergarten registrations in the last 24 hours
  - We continue to monitor class sizes and move teachers as needed
  - Tomorrow we welcome back students in 2, 3, 7, and 10; Wednesday the remainder of students will return
  - Our facilities are looking great as we start the school year – thanks to the custodians, food service workers, teachers, administrators, etc. for all the work in getting classrooms and buildings ready for our students
- We are monitoring the weather for the next few days and will make heat-related decisions as necessary; many of our buildings are air conditioned, and in those that aren't, we will have the ability to move classrooms around to air conditioned portions of the building

- Lowell staff was able to do a walkthrough of the new building this past Friday; reminder that we will do a mid-year move-in for Lowell over winter break
- We continue to monitor COVID numbers and have resumed contact tracing
- Congratulations to the East High spring sports teams for winning the MVC Spring Sportsmanship Award – this is voted on by officials and is a great testament to our student athletes and coaches
- Coaches Classic was held this past Monday – thanks to Dan Huff and his team for putting on this wonderful event

**XI. Information from Board Members**

Each board member was given the opportunity to comment.

**XII. Adjourn**

It was moved by Ms. Flynn and seconded by Mr. Schmitt that the Board of Education adjourn the meeting. Motion carried 6-0. The meeting adjourned at 6:58pm.

Respectfully submitted,

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Pamela G. Arndorfer, Board Secretary

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Date Approved by the Board of Education

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education approve the minutes of the August 23, 2021, Regular Board meeting.”



**Minutes of the Board of Education  
Waterloo Schools  
County of Black Hawk, State of Iowa  
September 1, 2021**

The Board of Education of the Waterloo Schools, County of Black Hawk, State of Iowa, was called to meet in special session at 4:00pm on Wednesday, September 1, 2021, in the Room 110 of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

Present: Board members: Endya Johnson, Jesse Knight, Sue Flynn, Shanlee McNally, Stacie Mills, Astor Williams and Lyle Schmitt  
Superintendent, Dr. Jane Lindaman

The meeting for the Superintendent’s regularly scheduled review of performance on goals and objectives was called to order by Ms. McNally at 4:06pm.

It was moved by Ms. Flynn and seconded by Mr. Williams to go into closed session to evaluate the professional competency of an individual as provided by Iowa Code 21.5(1)(i). The motion carried 7-0 on a roll call vote with Ms. Johnson, Mr. Knight, Ms. Flynn, Ms. Mills, Mr. Williams, Mr. Schmitt and Ms. McNally all voting yes. The board went into closed session at 4:07pm.

The board came out of closed session at 7:56pm.

It was moved by Ms. Flynn and seconded by Ms. Johnson that the Board of Education adjourn the meeting. Motion carried 7-0. The meeting adjourned at 7:57pm.

Respectfully submitted,

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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 1, 2021, Special Board meeting.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Personnel Appointments and Adjustments

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

**ATTACHMENTS:** Routine Personnel Appointments

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**BACKGROUND:**

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

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

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

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**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

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**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**  
**September 13, 2021**

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**ISSUE:** Grant from Whole Kids Foundation

**CONTACT:** Carrie Taylor, ELP Teacher, Highland Elementary  
Matthew Willand, Principal, Highland Elementary

**ATTACHMENTS:** Garden Grant Agreement

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**BACKGROUND:**

The Waterloo Schools would like to recognize the Whole Kids Foundation Garden Grant for their generous grant of \$3,000 to Highland Elementary School. This money will be used to create an outdoor classroom for the students at Highland Elementary.

Carrie Taylor, ELP Teacher at Highland Elementary, will be in attendance to share additional information on the project.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“that the Board of Education accepts with gratitude the \$3,000 grant from the Whole Kids Foundation to support an outdoor classroom at Highland Elementary School.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Donation from R.J. McElroy Trust

**CONTACT:** Pam Arndorfer, Assistant to the Superintendent/Board Secretary

**ATTACHMENTS:** Funding Letter

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**BACKGROUND:**

Pursuant to Board Policy 701.9, donations over \$2,500 must be approved by the Board of Education. Waterloo Schools would like to recognize and thank the R.J. McElroy Trust for their generous donation of \$4,900 for emergency fund purposes at the following schools: Irving Elementary, Cunningham SFE, Kingsley Elementary, Lincoln Elementary, Orange Elementary, Fred Becker Elementary, Highland Elementary, Carver Academy, Central Middle, Bunger Middle, Hoover Middle, East High, West High, Expo ALC, and the Waterloo Career Center. This money is used for discretionary purposes such as clothing, medical expenses, activity fees, etc. This is an ongoing program of financial support to our schools and has met a great student need.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“that the Board of Education accepts with gratitude this donation in the amount of \$4,900 from the R.J. McElroy Trust for the 2021-2022 Youth Emergency Fund as presented.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** West High Music Trip to Chicago, IL

**CONTACT:** Erin Gaherty-Williams, West High Orchestra Teacher  
 Luke Overton, West High Vocal Music Teacher  
 Andy Mieke, Principal, West High School  
 Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Letter of Support from Mr. Mieke  
 Trip Itinerary  
 Working Budget

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**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.

West High Principal, Andy Mieke, is seeking approval for West High students and music instructors to travel to Chicago, IL, from Friday, April 8 through Sunday, April 10. Students will perform at VanderCook College of Music in Chicago, see a live Broadway musical, and take part in the many educational experiences offered by various Chicago museums and sites. The trip cost is estimated at \$60,167.50 which includes all meals and entertainment for approximately 100 students, 10 chaperones and 4 teachers. Students will participate in fundraising efforts for the trip with proceeds being split equally among all students.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education approve travel for West High students and staff to Chicago, IL, from April 8-10, 2022.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Lowell Furniture Change Order #01

**CONTACT:** Marty Metcalf, Director of Operations  
Michael Coughlin, Chief Financial Officer

**ATTACHMENTS:** Change Order Request 01  
Letter of Support  
Corrected Bid Tabulation

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**BACKGROUND:**

The New Lowell Elementary construction project is under the direction of ISG Inc. with Larson Construction as general contractor. The furniture for this project was bid separately and approved at the August 23 board meeting. After the August 23 board meeting, it was brought to ISG's attention that the approved Fomcore alternate for ottomans (C7A-C7G and C8A-C8G) did not have the specified fabric included. ISG has reviewed options with District staff and is recommending a change order to proceed with the bid item KI ottomans (C7A-C7G and C8A-C8G) with the correct fabric (see bid tabulation).

The original KI ottoman with patterned fabric was bid by Office Concepts at a cost of \$51,979.77, while the Fomcore ottoman without the pattern was bid by Office Concepts at a cost \$28,543.60. Change order #01 will result in an add of \$23,436.17 to the total furniture package.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

“that the Board of Education approve Lowell Furniture Change Order 01 at an additional cost of \$23,436.17 to purchase the KI patterned ottoman from Office Concepts.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Adjusted 2021-2022 Board Meeting Dates

**CONTACT:** Pam Arndorfer, Assistant to the Superintendent/Board Secretary

**ATTACHMENTS:** None

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**BACKGROUND:**

Board policy calls for regular board meetings to be held on the second and fourth Mondays of the month, unless an alternate schedule is approved. Meeting dates for the 2021-2022 school year were approved at the April 26, 2021 board meeting. Due to the Thanksgiving holiday and scheduling conflicts, it is being proposed to cancel the November 22, 2021 Regular Board Meeting. The adjusted meeting dates through summer 2022 are as follows:

Monday, September 13, 2021	5:00pm	Regular Board Meeting
Monday, September 27, 2021	5:00pm	Regular Board Meeting
Monday, October 11, 2021	5:00pm	Regular Board Meeting
Monday, October 25, 2021	5:00pm	Regular Board Meeting
Monday, November 8, 2021	5:00pm	Regular Board Meeting
Monday, November 22, 2021	<b>Canceled</b>	<b>Holiday Schedule</b>
Monday, December 13, 2021	5:00pm	Regular Board Meeting
Monday, December 27, 2021	<b>Canceled</b>	<b>Holiday Schedule</b>
Monday, January 10, 2022	5:00pm	Regular Board Meeting
Monday, January 24, 2022	5:00pm	Regular Board Meeting
Monday, February 14, 2022	5:00pm	Regular Board Meeting
Monday, February 28, 2022	5:00pm	Regular Board Meeting
Monday, March 14, 2022	5:00pm	Regular Board Meeting
Monday, March 28, 2022	5:00pm	Regular Board Meeting
Monday, April 11, 2022	5:00pm	Regular Board Meeting
Monday, April 25, 2022	5:00pm	Regular Board Meeting
Monday, May 9, 2022	5:00pm	Regular Board Meeting
Monday, May 23, 2022	5:00pm	Regular Board Meeting
Monday, June 13, 2022	5:00pm	Regular Board Meeting
Monday, June 27, 2022	<b>Canceled</b>	<b>Summer Schedule</b>
Monday, July 11, 2022	5:00pm	Regular Board Meeting
Monday, July 25, 2022	<b>Canceled</b>	<b>Summer Schedule</b>

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“that the Board of Education cancel the November 22, 2021 board meeting and hold the remainder of their regularly scheduled meetings as presented on the schedule.”



**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Joint Representation and Conflict Waiver

**CONTACT:** Dr. Jane Lindaman, Superintendent

**ATTACHMENTS:** Provided at Board Meeting

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**BACKGROUND:**

Waterloo Schools, along with the Governor of the State of Iowa and several additional Iowa School Districts, have been named in a lawsuit filed by Arc of Iowa on behalf of parents of children with disabilities enrolled in each of the defendant's school districts. The Petition alleges that House File 847 violates the ADA and Section 405 of the Rehabilitation Act.

EMC Insurance has requested that any districts named in the suit (those who use EMC for their coverage) utilize Ahlers & Cooney, P.C., to represent them concurrently in defense of the Petition and Request for Injunctive Relief.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

“that the Board of Education hire Ahlers & Cooney, P.C. to represent Waterloo Schools as requested by EMC Insurance.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

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**ISSUE:** Superintendent's Contract

**CONTACT:** Shanlee McNally, Board President

**ATTACHMENTS:** None

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**BACKGROUND:**

The Board of Education met in closed session with the Superintendent on September 1, 2021, for a regularly scheduled annual review of performance on goals and objectives.

**THE BOARD PRESIDENT'S RECOMMENDATION IS:**

“that the Board of Education renew the superintendent's contract through June 30, 2024 with commensurate salary and benefits compensation.”

**BOARD OF EDUCATION MEETING**  
**September 13, 2021**

**ISSUE:** Classroom Interactive Display Purchase

**CONTACT:** Matt O'Brien, 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 district began phasing in ActivPanels as replacements for ActivBoards in 2017, with the high schools completed this past summer.

Lowell Elementary has been utilizing non-interactive projectors while at its temporary location. The new school was designed to utilize Promethean ActivPanels as the classroom display technology. ActivPanels were selected as the preferred solution by multiple focus groups consisting of district teachers.

ActivPanels were last purchased in 2021, with CDW-G being the selected bidder. Due to long lead times stemming from supply chain challenges, CDW-G and Promethean have agreed to offer the "higher-end" model at a roughly equivalent price to the model the district last purchased in 2021. Because the ability to adjust the height of the ActivPanel is important at the elementary level to allow both students and teachers to interact with it, the purchase of height adjustable stands is also recommended. The proposed purchase is outlined in the table below:

Item	Qty	List Price	Our Price	Ext. Price
Promethean ACTIVpanel Titanium 75" Interactive Display	54	\$4,803.31	\$3,225.00	\$174,150.00
Promethean AP-ASF-90 mobile stand	53	\$1,000.12	\$675.00	\$35,775.00
Promethean AP-ASW-90 height adjustable stand	1	\$750.81	\$900.00	\$900.00
				\$210,825.00

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

"the Board of Education approve the purchase of Promethean ActivPanels and stands from CDWG at a total cost of \$210,825."



September 13	Board of Education Meeting	5:00pm
September 24	District-wide PD / No School	
September 27	Board of Education Meeting	5:00pm
October 8	District-wide PD / No School	
October 11	Board of Education Meeting	5:00pm
October 12	PK-12 Conferences	4-7:30pm
October 14	PK-12 Conferences (No School Oct 14 & 15)	12-8pm
October 25	Board of Education Meeting	5:00pm