



# **Board of Education Meeting**

November 8, 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 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  
November 8, 2021  
5:00pm**

Exhibit

- |              |   |              |
|--------------|---|--------------|
| <b>I.</b>    | <b>Call to Order</b>  |              |
| <b>II.</b>   | <b>Moment of Silence</b>  |              |
| <b>III.</b>  | <b>Pledge of Allegiance</b>   |              |
| <b>IV.</b>   | <b>Mission Statement</b>  |              |
| <b>V.</b>    | <b>Advanced Programs Update</b>   | A<br>Page 1  |
| <b>VI.</b>   | <b>National Apprenticeship Week Proclamation</b>  | B<br>Page 5  |
| <b>VII.</b>  | <b>Information from Individuals and Delegations</b>   |              |
| <b>VIII.</b> | <b>Consent Agenda</b>   |              |
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|              | • <i>Personnel Appointments and Adjustments</i>   | D<br>Page 11 |
|              | • <i>Bills Due &amp; Payable and Bills Paid Between Board Meetings</i>  | E<br>Page 15 |
|              | • <i>West High School JROTC Travel to Missouri</i>  | F<br>Page 23 |
|              | • <i>Joint Education Service Agreement Between Hawkeye Community College and Waterloo Schools</i>                     | G<br>Page 40 |
| <b>IX.</b>   | <b>Career and Technical Education Advocacy Consortium MOU</b>   | H<br>Page 45 |
| <b>X.</b>    | <b>Central Rivers AEA Director District 8 Representative Election</b>   | I<br>Page 47 |
| <b>XI.</b>   | <b>Superintendent's Report</b>  |              |
| <b>XII.</b>  | <b>Information from Board Members</b>   |              |
| <b>XIII.</b> | <b>Adjourn</b>  |              |

**BOARD OF EDUCATION MEETING**  
**November 8, 2021**

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**ISSUE:** Advanced Programs Update

**CONTACT:** Sherice Ortman, Coordinator of Secondary Curriculum and Advanced Programs  
Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Advanced Programs Highlights  
Equity in High School College Classes

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**BACKGROUND:**

High School students in the Waterloo Schools can select from more than 90 college options. The 2021 Waterloo Community School District graduates received over \$1,322,019.00 in academic scholarships and college transfer credit.

In 2020 both East and West became IB World Schools. The official IB World authorization of both high schools came after a five-year review of programming, staff development, assessment integrity, and pathway alignment. The Waterloo Schools is proud to call both East and West locations IB World Schools, the only two high schools in the state of Iowa to reach IB World status. IB World School plaques are displayed at both buildings.

In addition to IB, the Waterloo Schools offer a wide range of advanced learning opportunities. The Waterloo Community School District (WCSD) advanced programs have expanded to offer Talent Development (TD) at the middle schools, Twice Exceptional (2e) programming district-wide, and an increase in concurrent, Advanced Placement (AP), and IB certificate options at both East High and West High. The WCSD continues to build the biliteracy seal pathway and offers the seal to students who meet the criteria in speaking, reading, and writing in two or more languages.

Sherice Ortman will present an update on the IB Diploma Program and other Advanced Programs in the Waterloo Schools.

**FOR INFORMATION ONLY**

**BOARD OF EDUCATION MEETING**  
**November 8, 2021**

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**ISSUE:** National Apprenticeship Week Proclamation

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

**ATTACHMENT:** National Apprenticeship Week Proclamation

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**BACKGROUND:**

Waterloo Schools recognizes the importance of offering real-life work experiences to our students, specifically through the use of Registered Apprenticeships. National Apprenticeship Week is November 15-21, 2021. Jeff Frost, Executive Director of Professional Education, will be present to read the proclamation and provide additional information.

**FOR INFORMATION ONLY**

## **WATERLOO COMMUNITY SCHOOLS NATIONAL APPRENTICESHIP WEEK PROCLAMATION**

WHEREAS, the Waterloo Community Schools recognizes the urgent need to prepare and maintain an inclusive, diverse and highly-skilled workforce that is capable of meeting the demands of the industry we serve and fortifying our economy; and

WHEREAS, Registered Apprenticeship programs enable employers to develop and train their future workforce while offering career seekers affordable paths to secure high-paying jobs; and

WHEREAS, the Waterloo Community Schools recognizes the role of Registered Apprenticeship in expanding opportunities in our workforce that are inclusive of individuals who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality, thus providing a path for all qualified individuals, including women, youth, people of color, rural communities, justice-involved individuals and individuals with disabilities, to become apprentices and contribute to America's industries.

NOW, THEREFORE, I, Dr. Jane Lindaman, Superintendent of Schools of the Waterloo Community Schools, call upon all of our business partners to recognize the value of Registered Apprenticeships, and to promote industry awareness and expansion during the seventh anniversary of:

NATIONAL APPRENTICESHIP WEEK  
November 15, 2021, through November 21, 2021

IN SUPPORT,



Dr. Jane Lindaman, Superintendent  
Waterloo Schools  
1516 Washington Street  
Waterloo, IA 50702  
(319) 433-1874  
[lindamanj@waterlooschools.org](mailto:lindamanj@waterlooschools.org)



**Minutes of the Board of Education  
Waterloo Schools  
County of Black Hawk, State of Iowa  
October 25, 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, October 25, 2021, in the Board Room of the Education Service Center, 1516 Washington Street, Waterloo, Iowa.

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

**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. Information from Individuals and Delegations**

- Charlie Aldrich, East High alumni, shared information about an upcoming 50-year reunion celebration of the November 7, 1970 iconic East vs. West football game. The celebration will be held November 3, 2021, beginning at 5pm, at the American Legion Post 138 in Waterloo.
- Jodi Bauler, WEA President, shared ways that the District and WEA have been collaborating in recent months.

**V. Consent Agenda**

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

- Minutes of the October 11, 2021 Regular Board Meeting and the October 13, 2021 Special Board Meeting
- Personnel Appointments and Adjustments
- Bills Due & Payable and Bills Paid Between Board Meetings

**Exhibit D: Delegate Assembly Representative**

It was moved by Mr. Schmitt and seconded by Ms. Flynn that the Board of Education appoint Endya Johnson as the delegate to the IASB Delegate Assembly and Annual Meeting. Dr. Jane Lindaman, Superintendent, provided information. Motion carried 5-0.

**VI. Contract with Xello**

It was moved by Ms. Flynn and seconded by Ms. Johnson that the Board of Education approve the contract with Xello at a cost of \$110,620.00 for implementation from January 1, 2022 through June 30, 2024. Dr. Jane Lindaman, Superintendent, provided information. Motion carried 5-0.

**VII. Substitute Clerical and Food Service Staff Compensation Increase**

It was moved by Ms. Johnson and seconded by Ms. Mills that the Board of Education approve the proposed pay increase for substitute clerical and food service staff as outlined. Kingsley Botchway, Chief Officer for Human Resources & Equity, provided information. Ms. Johnson and Ms. Mills agreed to a friendly amendment to read that the Board of Education approve the proposed pay increase for substitute clerical and food service as outlined, and that the pay increase be retroactive to October 16, 2021. Amended motion carried 5-0.

**VIII. Superintendent's Report**

- All-State Band tryouts were this past weekend, Waterloo Schools had 5 students receive recognition.
- Attended the Dan Gable celebration this past weekend – very well done and a great turnout.
- Thank you to those running for office this year – school board, mayor, city council, etc. Elections will be held November 2<sup>nd</sup>.
- We continue to work through COVID numbers and protocols – this week have 2 buildings with a mask mandate.
- Planning continues to move forward for our Lowell students and families – will be holding a parent open house in January followed by a general community open house most likely in March. Please stay tuned!

**IX. Information from Board Members**

Each board member was given the opportunity to comment.

**X. 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 6:10pm.

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 October 25, 2021, Regular Board meeting.”

**MINUTES OF THE BOARD OF EDUCATION**  
**Waterloo Community School District**  
**October 13, 2021**  
**and**  
**October 20, 2021**

The Board of Education of the Waterloo Schools, County of Black Hawk, State of Iowa, was called to meet in special session at 3:15pm on Wednesday, October 13, 2021, in Room 110 of the Education Service Center, 1516 Washington Street, Waterloo, Iowa to conduct a Private Termination Hearing.

Board Members Present: Lyle Schmitt, Sue Flynn, Jesse Knight, Astor Williams and Shanlee McNally

The meeting was called to order at 3:19pm by Ms. McNally.

Pursuant to Iowa Code 279.15, the board entered into closed session at 3:21pm to conduct a private termination hearing, exempt from Chapter 21.

The board came out of closed session at 5:47pm and the meeting was continued to October 20, 2021, beginning at 1:30pm for further deliberation.

The board returned to closed session at 1:35pm on Wednesday, October 20, 2021 to continue deliberation on a private termination hearing in accordance with Iowa Code 279.15, exempt from Chapter 21.

The board returned to Open Session at 2:44pm.

It was moved by Ms. Flynn and seconded by Mr. Knight to uphold the Superintendent's recommendation and discontinue the teacher's contract. The motion carried 3-2 on a roll call with Mr. Knight, Ms. Flynn and Ms. McNally voting yay; Mr. Schmitt and Mr. Williams voting nay.

It was moved by Mr. Knight and seconded by Ms. Flynn that the Board of Education adjourn the meeting; motion carried 5-0. The meeting adjourned at 2:46pm.

Respectfully Submitted,

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Pam 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 Special Board Meeting dated October 13, 2021 and continued to October 20, 2021.”

**BOARD OF EDUCATION MEETING**  
**November 8, 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**  
**November 8, 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**  
**November 8, 2021**

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**ISSUE:** West High School JROTC Travel to Missouri

**CONTACT:** Andy Mieke, Principal, West High School  
 CMSgt (Ret) Paul E. Wallace, West High JROTC Instructor  
 Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Letters of Request and Information Outlining the West High JROTC Trip

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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 approximately 15 students, 2 instructors and 1 female chaperone (parent) of the West High School JROTC to travel to Ozark High School in Ozark, Missouri to compete in the Ozark Invitational Drill Meet from December 3-5, 2021. The JROTC team will have the opportunity to compete against 14 other JROTC programs in the Midwest. The purpose of the trip is to enhance the student's education and high school experience.

All costs for this trip will be paid from West High School's JROTC account. Transportation has been reserved through Durham School Services. The team will leave on Friday, December 3, compete on Saturday, December 4, and return home early Sunday morning.

**THE SUPERINTENDENT'S RECOMMENDATION IS:**

"that the Board of Education approve travel for West High's JROTC students to compete in a drill meet at Ozark High School in Ozark, Missouri, from December 3-5, 2021."

**BOARD OF EDUCATION MEETING**  
**November 8, 2021**

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**ISSUE:** Joint Education Service Agreement between Hawkeye Community College and Waterloo Community School District

**CONTACT:** Sherice Ortman, Coordinator of Secondary Curriculum and Advanced Programs  
 Dr. Stephanie Mohorne, Associate Superintendent for Educational Services

**ATTACHMENTS:** Service Agreement

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**BACKGROUND:**

Pursuant to Chapter 28E of the Iowa Code, the Waterloo Community School District wishes to enter into an agreement with Hawkeye Community College to provide students the opportunity of taking collegiate level coursework while in high school. The parties, for mutual consideration and benefits, agree to provide joint services on the terms and conditions hereinafter set forth.

The school board shall annually approve courses to be made available for high school credit using locally developed criteria (Senior Year Plus, 2021).

Locally developed criteria include:

- A variety of college and career options are available to provide opportunity for a diverse population of learners.
- The Hawkeye Community College concurrent courses are offered at four WCSD campuses; Elk Run, Waterloo Career Center, East High, and West High School.
- The Hawkeye Community College concurrent courses, at the Waterloo Community School District sites, are taught by high school instructors employed by the Waterloo Community School District who meet state and college faculty standards and requirements.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“the Board of Education approve the Joint Education Service Agreement between Hawkeye Community College and the Waterloo Community School District for the 2021-2022 school year as presented.”

**BOARD OF EDUCATION MEETING**  
**November 8, 2021**

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**ISSUE:** Career and Technical Education Advocacy Consortium MOU

**CONTACT:** Jeff Frost, Executive Director of Professional Technical Education

**ATTACHMENTS:** Memorandum of Understanding (MOU)

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**BACKGROUND:**

The Waterloo Schools, Sioux City Community Schools, Des Moines Community Schools, Cedar Rapids Community Schools, and Woodbine Community Schools are proposing a Memorandum of Understanding between our districts to support, advocate, and collaborate in advancing legislative, fiscal, and district support for Career and Technical Education statewide.

The participating school districts, located in different regions and representing a combination of large and small schools, are seen as state leaders in Career and Technical Education programming. District personnel will prioritize key areas which will benefit all districts within the state as well as work with state and federal legislators to create additional funding streams and student opportunities within CTE.

This Memorandum of Understanding will be in effect from November 9, 2021 through June 30, 2022, with an understanding that if this agreement is successful, we will look for an extension for the following fiscal year.

**THE SUPERINTENDENT’S RECOMMENDATION IS:**

“that the Board of Education approve the Career and Technical Education Advocacy Consortium Memorandum of Understanding with the Sioux City Community Schools, Des Moines Community Schools, Cedar Rapids Community Schools, and Woodbine Community Schools effective November 9, 2021 through June 30, 2022.”

**CAREER AND TECHNICAL EDUCATION ADVOCACY CONSORTIUM  
MEMORANDUM OF UNDERSTANDING**

1. **PURPOSE.** The purpose of this Memorandum of Understanding (MOU) is to formalize the Career and Technical Education Advocacy Consortium (CTEAC) commitment between the Career Academy Program (Sioux City Community School District), IGNITE (Waterloo Community School District), Central Campus (Des Moines Community School District), Iowa BIG (Cedar Rapids Community School District) and IGNITE Pathways (Woodbine Community School District). By signing this MOU, each school district affirms their commitment to support, advocate and collaborate in advancing legislative, fiscal and district support of Career and Technical Education statewide.

2. **DESCRIPTION.** Pursuant to Iowa Department of Education guidelines, CTEAC will operate as a consortium focused on CTE advocacy within the state of Iowa. Participating school districts will garner local school district buy in as well as policy and legislative support from decision makers within their region for the advancement of CTE programming and funding. Participating organizations will encourage cooperation and collaboration of CTE idea sharing in an effort to create additional funding streams and student opportunities for CTE within the state. Additionally, encouraging staff and student visits to innovative programming within the state is recommended.

3. **PARTICIPATING CTEAC CONSORTIUM ORGANIZATIONS AND SCHOOL DISTRICT RESPONSIBILITIES:**

- a. Engage policy makers locally to facilitate new and innovative CTE language supporting the advancement of student opportunities.
- b. Promote legislative solutions to create new funding streams for CTE programming.
- c. Commit to meeting regularly as a consortium focused on growth and advancement of CTE programming, policy and funding.
- d. Coordinate with local AEA is on creative CTE solutions to existing loopholes and gaps within CTE policy and programming.
- e. Establish a CTEAC liaison with the Iowa Department of Education in an effort to work in conjunction with the innovative practices already underway.
- f. Represent CTEAC on STEM and CTE partnerships at the local, regional and state level.
- g. Advocate for resource, programming and student exchanges within already established innovative CTE programming in the state and region.

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Board of Education President  
Waterloo Community School District

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Superintendent of Schools  
Waterloo Community School District



**BOARD OF EDUCATION MEETING**  
**November 8, 2021**

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**ISSUE:** Central Rivers AEA Director District 8 Representative Election

**CONTACT:** Pam Arndorfer, Board Secretary

**ATTACHMENTS:** Correspondence from Central Rivers AEA  
Statement of Candidacy  
Official Ballot

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**BACKGROUND:**

An election is being held for one seat on the Central Rivers Area Education Agency Board of Directors, representing Director District #8. Waterloo Schools is the only school district in Director District #8.

Any eligible voter residing within the respective director district, except those persons employed by a local school district, is eligible to serve on the Central Rivers Area Education Agency board. The board term is for four years, beginning with the first regular meeting in December 2021.

One candidate filed for Director District #8. Mr. Bryan Burton is a resident of the Waterloo Community School District and is the current representative for Director District #8.

**THE SUPERINTENDENT’S RECOMMENDED MOTION IS:**

“that the Board of Education cast its vote for Bryan Burton, as the Director District 8 representative to the Central Rivers Area Education Agency Board of Directors.”



November 8	Board of Education Meeting <i>This is the only meeting in November</i>	5:00pm
November 17-18	IASB Conference, Des Moines	
November 24-26	Thanksgiving Break – all offices/buildings closed	
December 13	Board of Education Meeting <i>This is the only meeting in December</i>	5:00pm
December 22-31	Winter Break All offices/buildings will be closed December 23-24 and 29-31 School resumes January 3, 2022	