



Iowa City Community School District

Educational Services Center

1725 North Dodge Street • Iowa City, IA 52245 • (319) 688-1000 • Fax (319) 688-1009 • www.iowacityschools.org

Stephen F. Murley
Superintendent of Schools

Ann Feldmann
Assistant Superintendent

Rebecca Furlong
Assistant Superintendent

David Dude, Ph.D.
Chief Operating Officer/
Chief Technology Officer

Craig Hansel, Ph.D.
Chief Financial Officer

R. Chace Ramey, Ph.D., J.D.
Chief Human Resource
Officer

ICCSD Community Education District-Wide Advisory Council Meeting 10-2-2013 8:30 a.m. – 10:00 a.m. Educational Services Center, Meeting Room 113

Those present: Marcia Bollinger, Pete Wallace, Lynette Jacoby, Sheri Proud, Kate Moreland, Amy Minter, Susie Poulton, Joan Vanden Berg

Susie Poulton convened the meeting at 8:35.

1. Minutes were approved with the following amendments:

The July minutes state that a 28E agreement is in place for the City of Coralville for Borlaug, Sheri Proud added that Wickham and Van Allen should also be added.

The July minutes state that the City of Coralville staff feels they have higher standard for Rec Centers than what is required by DHS. Sheri requested that “and a more responsive complaint process” be added.

2. Update on BASP Interagency Agreements

Susie reported that she held a meeting with BASPs about the Interagency Agreements. Only one board president attended, so she is taking this as a good sign that the BASPs do not have any major concerns. Agreements are due October 1st, so far Susie has received two.

More work is yet to completed with the Recreation Centers.

Pete congratulated district staff on the participatory nature of the process.

3. Update on meetings with BASP subcommittee

The BASP subcommittee met one time in September and on October 1st. Committee members began to analyze each standard and make recommendations for what we want our standards to be for the ICCSD. It has been good with rich

discussion. The team would like have standards completed by the first of the year.

5. CEDAC membership

Susie distributed a copy of the Community Education legislation, Chapter 276, and the board resolution. (See attached.) It is in the board resolution that the term be two years. It is not in the legislation. Board members agreed that with quarterly meetings, a two year term was not long enough. It takes a few meetings just to get a good understanding of the issues and the purpose of the committee. It was also discussed that perhaps rotating terms makes sense so that the entire committee doesn't turn over at the same time. Marcia volunteered to be the first member to rotate off. She felt that a representative who had more experience / expertise in youth programming would be of benefit to the group.

Kate also shared examples of what other district were doing with their Community Education programs. Examples included a catalog of all youth programming, adult education, child development programming. Kate will gather more information on what other community education programs are doing and report back to the committee.

6. Budget update for FY14

Attached is the FY14 budget. Joan explained that we have a carry-over of \$104,765, but as we increase the match for current after school programs, we will exceed the \$600,000 annual allocation.

Committee members asked if the program at Hills was a blended with the fee-based BASP. Joan said that they weren't successful in working to blend the programs, which is not as cost effective as the programs that are blended. Kate asked how many students were being served with the \$62,163 at Hills. Amy responded that 35 students are participating.

Pete moved to approve the budget. Sheri seconded the motion. Motion carried.

7. Update on Out-of-School Initiative (See attached.)

We are in the process of completing a second round of the parent survey. The survey will be wrapped up by September 22nd. The comments about after school and summer care were powerful. Getting parents to respond to the survey has been a challenge. Focus groups are being planned for later this fall which perhaps will provide an opportunity to involve parents who are more difficult to reach.

Sheri moved to adjourn the meeting at 10:00, Lynette seconded the motion. Next meeting will be **January 8th**, as the first Monday of January is New Year's Day!

MEMORANDUM

To: Board of Directors for the Iowa City Community School District

From: Kirsten Frey

Re: Implementation of Community Education Program

Date: May 20, 2009

To enable the District to utilize Sales Tax Revenues to fund the Family Resource Centers, to facilitate the operation of the Healthy Kids School-Based Health Care Clinics, and to provide the structure necessary to help centralize certain activities and programs across the District, the Administration is requesting that you adopt and implement a Community Education Program pursuant to Iowa Code Chapter 276, the "Iowa Community Education Act." The purpose of this chapter is to: "provide educational, recreational, cultural, and other community services and programs through the establishment of the concept of community education with the community school serving as the center for such activity," including:

- co-operation between school districts and "other community agencies and groups;
- to mobilize community resources to solve identified community concerns;
- to facilitate more efficient and expanded use of existing school buildings and equipment;
- to provide leadership in working with other entities;
- to mobilize the human and financial resources of a community;
- to provide a wide range of opportunities for all socioeconomic, ethnic, and age groups; and
- to develop a sense of community in which the citizenry cooperates with the school and community agencies and groups to resolve their school and community concerns and to recognize that the schools belong to the people.

Iowa Code §276.2 (2009).

As a result of this statutory mandate, other schools that have implemented community education programs¹ have utilized the program as a means to:

- coordinate facility use and scheduling,
- arrange and track volunteer efforts of students and adults,
- provide summer or after-school classes for students,
- operate before and after school programs,
- provide a directory of tutors,

¹ Schools that have developed Community Education Programs include but are not limited to: Ankeny, Council Bluffs, Davenport, SE Polk, Urbandale, Waukee, Des Moines, West Des Moines

- offer public health services,
- develop and maintain wellness programs,
- offer early childhood family education/parenting classes,
- sponsor Senior Olympics,
- manage Dollars for Scholars programs,
- operate a Safety Town for pre-kindergarten students
- provide summer or after school courses for seniors or adults
- operate a clothing exchange program
- facilitate and act as a liaison with other governmental bodies and organizations

Given the breadth of the statutory language, the foregoing list of the types of programs that could be included in a community education program is not exhaustive. In fact, the statute specifically grants the authority to provide “educational, recreational, cultural, and other community services and programs for all age, ethnic, and socioeconomic groups residing in the community.” Iowa Code § 276.10 (2009).

If the District is interested in implementing a community education program, the statute requires the identification of a Community Education Director. The responsibilities of the Director include:

1. Serve as staff person to district-wide and local advisory councils;
2. Promote, publicize, and interpret the community education programs to the schools and community;
3. Facilitate community needs and resources after adequate assessment;
4. Seek ideas, promote people involvement in the process, and open lines of communication and coordination;
5. Stimulate planning to meet needs;
6. Schedule community-use hours available in school-plant facilities and related equipment and coordinate such use with building principals or designated representatives;
7. Prepare the community education budget in concert and with approval of the district-wide advisory council, and administer the budget after final approval by the board of directors.

Iowa Code Section 276.10 (2) requires the school district board to appoint a Community Education Director who “shall have professional training in the field of community education, recreation, or comparable experience.” “Director” is defined as “the local community school district director who assumes responsibility for making the process function effectively.” Iowa Code Section 276.3 (6)

In addition, the Board must also appoint “a district-wide advisory council,” defined as “a broadly representative group of persons selected from the entire school district.” The advisory council is the body that provides the governance over the community education program. At least one member of the council shall be a representative from the

local public recreation department or agency, if one exists." Iowa Code Section 276.3 (8) and (7) (2009). The Board then must decide whether local advisory councils are necessary. "Local advisory councils," are defined as "a broadly representative group of persons living within the attendance boundaries of an individual neighborhood school." In other words, each elementary and secondary school building can have its own advisory council. Alternatively, the statute gives the Board the discretion to determine whether "the size of the district does not warrant the establishment of a local advisory council." Iowa Code Section 276.8(15) (2009).

Community education programs are funded through a special tax levy referred to as the Educational and Recreational Tax, Iowa Code §300. To assess this levy, the District would need to request that the commissioner of elections place a request on the ballot which would ask registered voters of the school district whether to improve a levy a tax of not to exceed thirteen and one half cents per thousand dollars of assessed valuation for public educational and recreational activities. Iowa Code § 300.2 (2009). Community education programs may also be funded through private funds, donations, and grants, any federal funds made available and Sales Tax Revenues.

The District currently has several programs that could be operated as part of a Community Education Program, including but not limited to the Healthy Kids School Based Health Care Clinics and the Family Resource Centers. In addition, the Community Education Program would facilitate the centralized scheduling of District facilities and the development of a consistent approach to programs offered across the District.

TO DEVELOP A COMMUNITY EDUCATION PROGRAM, THE BOARD MUST:

- 1. Adopt a Resolution creating and authorizing a Community Education Program for the Iowa City Community School District.**
- 2. Establish a District-wide Advisory Council (CEDAC).**

I would recommend a 5 member CEDAC made up of the following:

- a. Resident of Iowa City
- b. Resident of Coralville
- c. Resident of North Liberty
- d. Resident of Hills/University Heights/unincorporated Johnson County
- e. Representative of Iowa City/North Liberty/Coralville Recreation Department

Each representative would serve a term of two years.

- 3. Determine whether the District's size warrants the establishment of local advisory councils.**

Given the current needs of the District, I would recommend against the implementation of Local Advisory Councils at this time. As the Community Education Program develops, more programming is offered and the programming becomes more site specific and/or diverse, these local advisory councils could be developed at a later date.

- 4. Appoint a Community Education Director.**

The current programs that will be part of the Community Education program include the Healthy Kids School Based Health Care Clinics and the Family Resource Centers. Given that fact, the Administration recommends that Joan Vandenberg and Susie Poulton be named Community Education Co-Directors.

Once these steps are taken, the Community Education Program will exist. At that point, the Director/Co-Directors shall:

1. Initiate a process for selecting the members of the CEDAC. CEDAC will need to meet and organize itself, elect a Chair, and in its preliminary review of possible means of assessing needs, establish committees to address particular needs, including but not limited to the Family Resource Centers and the School Based Health Care Clinics.
2. Work with the CEDAC to assess Community Education needs and propose a plan and programs to meet those needs, including preparing a budget for its planned programs. CEDAC conducts needs assessment, utilizing input from the community. With the information gained from the needs assessment, the CEDAC then meets to discuss and formulate a proposed CE plan, program and budget for the District. The CEDAC then presents its recommendations for the District's CE program to the School Board.
3. Present, with CEDAC, a proposed Community Education program/budget to School Board for review/approval. Upon receipt of the Community Education plan/program and proposed budget, the Board will need to decide whether to approve the proposed program and budget.
4. Perform regular/continual re-assessment of Community Education program needs and effectiveness. If the School Board approves the proposed Community Education program and budget, the CEDAC and Community Education Director/Co-Directors continue to meet throughout the year to implement the Community Education program, assess the effectiveness of the program, assess new or changing needs of the District, and consider whether to recommend changes or additions to the Community Education program in response to new or changing needs.
5. Assist with the preparation and presentation of the annual report. Midway through the budget year, the CEDAC, with the assistance of the Director/Co-Directors presents a report to the Board on the implementation of the Community Education program as approved by the Board, identifying possible changes and making recommendations for the following year's program, and requests direction from the Board regarding same, including whether the CEDAC should consider recommending funding through the public levy option for the Community Education program. With the feedback from the School Board, the CEDAC then moves forward with either no changes or begins planning for possible changes in the program.

**Iowa City Community School District
Community Education Program
Resolution**

RESOLVED: pursuant to the authority granted to it in Iowa Code §276.10 (2009), the Board of Directors of the Iowa City Community School District hereby establishes a Community Education Program for the Iowa City Community School District, effective June 30, 2010; and

RESOLVED FURTHER: the Board of Directors of the Iowa City Community School District hereby directs that said Community Education Program shall be supervised and administered by a District-Wide Advisory Council, the size of the District and the needs of the program not currently warranting local advisory councils. Said District-Wide Advisory Council shall be made up of five (5) members of the larger Iowa City Community School District community including the following:

1. Resident of Iowa City
2. Resident of Coralville
3. Resident of North Liberty
4. Resident of Hills/University Heights/unincorporated Johnson County
5. Representative of Iowa City/North Liberty/Coralville Recreation Department; and

RESOLVED FURTHER: that Joan Vandenberg and Susie Poulton are hereby named Co-Directors of the Community Education Program, with said individuals having the responsibilities and obligations identified in Iowa Code §276.5 (2009).

Passed and approved on June 8, 2010.

Patti Fields, Board President

Lane Plugge, Superintendent

CHAPTER 276 COMMUNITY EDUCATION

276.1 TITLE.

276.2 PURPOSE.

276.3 DEFINITIONS.

276.4 STATE CONSULTANT.

276.5 LOCAL DIRECTOR.

276.6 AND 276.7

276.8 DUTIES OF DISTRICT-WIDE ADVISORY COUNCIL.

276.9 DUTIES OF LOCAL ADVISORY COUNCIL.

276.10 ESTABLISHMENT OF PROGRAM.

276.11 FUNDING OF COMMUNITY EDUCATION CONCEPT.

276.12 USE OF SPECIAL TAX LEVY.

276.1 TITLE.

Sections 276.1 to 276.11 of this chapter shall be known and may be cited as the "*Iowa Community Education Act*".

Sectionstory: Early Form

[C79, 81, § 276.1]

Referred to in § 276.3

276.2 PURPOSE.

It is the purpose of this chapter to provide educational, recreational, cultural, and other community services and programs through the establishment of the concept of community education with the community school serving as the center for such activity. In co-operation with other community agencies and groups, it is the purpose of the community education Act to mobilize community resources to solve identified community concerns and to promote a more efficient and expanded use of existing school buildings and equipment, to provide leadership in working with other entities, to mobilize the human and financial resources of a community, and to provide a wide range of opportunities for all socioeconomic, ethnic, and age groups. A related purpose of this chapter is to develop a sense of community in which the citizenry co-operates with the school and community agencies and groups to resolve their school and community concerns and to recognize that the schools belong to the people, and that as the entity located in every neighborhood, the schools are available for use by the community day and night, year-round or any time when the programming will not interfere with the elementary and secondary program.

Section History: Early Form

[C79, 81, § 276.2]

Referred to in § 276.1, 276.3

Community Education

276.3 DEFINITIONS.

As used in sections 276.1 to 276.11 unless the context otherwise requires:

1. "Board" means the local board of directors of school districts.
2. "Community" means the area located within the boundaries of the local school district.
3. "Community education" means a life-long education process concerning itself with every facet that affects the well-being of all citizens within a given community. It extends the role of the school from one of teaching children through an elementary and secondary program to one of providing for citizen participation in identifying the wants, needs, and concerns of the neighborhood community and coordinating all educational, recreational, and cultural opportunities within the community with community education being the catalyst for providing for citizen participation in the development and implementation of programs toward the goal of improving the entire community.
Community education energizes people to strive for the achievement of determined goals and stimulates capable persons to assume leadership responsibilities. It welcomes and works with all groups, it draws no lines. It is the one institution in the entire community that has the opportunity to reach all people and groups and to gain their cooperation.
4. "Community school" means any elementary or secondary school.
5. "Department" means the department of education.
6. "Director" means the local community school director who assumes responsibility for making the process function effectively.
7. "District-wide advisory council" means a broadly representative group of persons selected from the entire school district with at least one representative from each of the local advisory councils after they are formed. At least one member of the council shall be a representative from the local public recreation department or agency, if one exists.
8. "Local advisory council" means a broadly representative group of persons living within the attendance boundaries of an individual neighborhood school.
9. "State consultant" means the state community education consultant.

Section History: Early Form

[C79, 81, § 276.3]

Section History: Recent Form

86 Acts, ch 1245, § 1466
Referred to in § 276.1

276.4 STATE CONSULTANT.

The state consultant of community education shall serve district and local advisory councils in accordance with rules promulgated by the director of the department of education and in compliance with

Section History: Early Form

[C79, 81, § 276.4]

Section History: Recent Form

85 Acts, ch 212, § 21
Referred to in § 276.1, 276.3

276.5 LOCAL DIRECTOR.

The local community education director shall:

1. Serve as staff person to district-wide and local advisory councils.
2. Promote, publicize, and interpret the community education programs to the schools and community.
3. Facilitate community needs and resources after adequate assessment.
4. Seek ideas, promote people involvement in the process, and open lines of communication and coordination.
5. Stimulate planning to meet needs.
6. Schedule community-use hours available in school-plant facilities and related equipment and coordinate such use with building principals or designated representatives.
7. Prepare the community education budget in concert and with approval of the district-wide advisory council, and administer the budget after final approval by the board of directors.

Section History: Early Form

[C79, 81, § 276.5]
Referred to in § 276.1, 276.3

276.6 AND 276.7 Repealed by 86 Acts, ch 1245, § 1499A.

276.8 DUTIES OF DISTRICT-WIDE ADVISORY COUNCIL.

The district-wide advisory council shall:

1. Provide guidance to local advisory councils, training and orientation for community persons, evaluation and assessment of needs and delivery systems for school districts.
2. Develop a "sense of total community" and promote democratic thinking and action.
3. Promote meaningful involvement of total community in the identifying, prioritizing, and resolving of school-community concerns.
4. Serve as an advocate of community education and foster community co-operation.
5. Provide an annual budget recommendation and annual report to the local board of education.
6. Mobilize available human and financial resources of the community to meet needs, interests, and concerns of people in the total community.

7. Make school facilities and resources available to all age groups from the total community, day and night, year round.
8. Facilitate the assessment of community-wide needs with the understanding that local advisory councils will manage their own assessments of needs.
9. Provide support and act as a resource group for local advisory councils and the community education director.
10. Help plan and recommend a community education budget for approval by the local board of education.
11. Recommend to the board, regulations, guidelines, and fees, if any, for facility usage.
12. Define short and long-range community education goals and objectives.
13. Communicate through inquiring, informing, suggesting, recommending and evaluating community education for the community.
14. Co-operate with other agencies and organizations including the community colleges and institutions under the control of the state board of regents toward common goals.
15. Perform the functions of the local advisory council in the event that the board determines that the size of the district does not warrant the establishment of a local advisory council.

Section History: Early Form

[C79, 81, § 276.8]
Referred to in § 276.1, 276.3

276.9 DUTIES OF LOCAL ADVISORY COUNCIL.

The local advisory council shall:

1. Determine needs and priorities and provide programs to serve the needs of the community located within the attendance boundaries of an individual school.
2. Provide programming which is available to any community resident.
3. Promote meaningful involvement of the total neighborhood community in its identification and resolution of school and community concerns.
4. Mobilize available human and financial resources of the community to meet the wants and needs in that neighborhood community.
5. Use existing programs and community resources for delivery of services whenever feasible.
6. Use funds as allocated by district-wide advisory council after budget approval by board.
7. Evaluate the success of programs in meeting needs, interests, and concerns and in resolving responsible needs and concerns.

Section History: Early Form

[C79, 81, § 276.9]
Referred to in § 276.1, 276.3

276.10 ESTABLISHMENT OF PROGRAM.

1. The board of directors of a local school district may establish a community education program for schools in the district

and provide for the general supervision of the program. Financial support for the program shall be provided from funds raised pursuant to chapter 300 and from any private funds and any federal funds made available for the purpose of implementing this chapter. The program which recognizes that the schools belong to the people and which shall be centered in the schools may include but shall not be limited to the use of the school facilities day and night, year round including weekends and regular school vacation periods for educational, recreational, cultural, and other community services and programs for all age, ethnic, and socioeconomic groups residing in the community.

2. If a community education program is established, the board shall appoint a community education director who shall have professional training in the field of community education, recreation, or comparable experience.

3. Upon establishment of a community education program, the board shall provide for the selection of a district-wide advisory council which shall be responsible to the board and shall cooperate with and assist the board and the local community education director. The board shall also provide for the selection of local advisory councils.

4. The board shall receive an annual report and budget recommendation from the district-wide advisory council and may request supplementary reports as needed.

5. The school districts may cooperate with community colleges, institutions under the control of the state board of regents, and area education agencies in providing community education programs.

6. The board may use opportunities available under Pub. L. No. 93-380.

7. The board may approve cooperation and pooling of funds with other school districts.

Section History: Early Form

[C79, 81, § 276.10]

Section History: Recent Form

90 Acts, ch 1253, § 121; 2006 Acts, ch 1010, §81
Referred to in § 276.1, 276.3

276.11 FUNDING OF COMMUNITY EDUCATION CONCEPT.

Residents of the affected school district shall determine if community education will function in their community by providing for funding pursuant to chapter 300.

Section History: Early Form

[C79, 81, § 276.11]
Referred to in § 276.1, 276.3

276.12 USE OF SPECIAL TAX LEVY.

If the voters of a school district have approved the levying of a tax pursuant to section 300.2 prior to July 7, 1978, moneys collected

pursuant to the voted tax levy after said date may be used for
community education programs.

Section History: Early Form

[C79, 81, § 276.12]

Previous Chapter 275 Next Chapter 277



	Hills	Kirkwood	Weber	Twain	Wood	FRC & Afterschool Coord.	Undesignated	Total
SILCO / SAFE								
12-13 Year-End								
Allocation	62,163	18,750	75,000	23,587	75,000	300,414	45,500	600,414
Personnel (including PC)	43,223	-	29,734	-	75,748	311,910	-	
Supplies	364	2,731	-	-	11,161	-	-	
Transportation	10,948	-	10,415	-	-	-	-	
Total Expenditures	54,535	2,731	40,150	-	86,909	311,910	-	496,235
Carry-over	7,628	16,019	34,850	23,587	(11,909)	(11,496)	45,500	104,179
								(103,765)

Proposed Budget	FY14	FY15
FRC	300,000	300,000
Wood	75,000	75,000
Weber	75,000	75,000
Kirkwood	56,250	75,000
Twain	23,587	23,587
Hills	69,791	69,791
	599,628	618,378

CEDAC MEETING
10.2.13