

DUBUQUE COMMUNITY SCHOOL DISTRICT
Educational Programs/Policy Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: May 2, 2025
 - B. Date media was emailed agenda: May 2, 2025
 - C. Board Committee: **Educational Programs/Policy Committee**
 - D. Date and Time of Meeting: **May 7, 2025, at 4:00 p.m.**
 - E. Place of Meeting: **The Forum, 2300 Chaney Road**
 - F. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting. If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board members present: Dirk Hamel, Nancy Bradley, Kate Parks, and Lisa Wittman. District representatives present: Amy Hawkins, Brian Kuhle, Mimi Holesinger, Mark Burns, Lisa Feltes, Becky Fellenzer, Tammy Duehr, Mike Cyze and Coby Culbertson

Nancy Bradley called the meeting to order at 4:00 p.m.

EDUCATIONAL PROGRAMS

Conferences

Executive Director of Elementary Education, Lisa Feltes and Executive Director of Secondary Education, Mark Burns updated the committee on how they plan to better engage families and make conferences more meaningful. At the elementary level this includes finding ways to increase the engagement of the building specialists' team. At the secondary level, parents would have a 30-to-40-minute meeting with their student's advisory teacher in middle school and discuss high school and future goals. Parents would also have the opportunity to visit with their content teachers in the house they are assigned to. High school students would be assigned an advisory teacher who will be with the students all four years of high school. The focus of the conference will be on college and career readiness using the new career information system tool called Xello. They will also have the opportunity to meet one on one with their content teachers. Changes to conferences at the secondary level will be communicated to district families with a goal to be ready for spring of 2026 conferences.

Cell Phones

Chief Technology Officer, Coby Culbertson reported information regarding the new Iowa law and driven by the Board's strategic plan priority to minimize cell phone distractions in the learning environment. Culbertson along with Mark Burns and Board member Lisa Wittman were part of an advisory group that was created back in October of 2024 to give a recommendation to the school board on how to implement the new law that is taking effect on July 1, 2025. The advisory group was made up of parents, administrators, a student, and teachers. They looked at the cognitive impact, brain health and learning disruptions that cell phones and other personal electronic devices can cause in student learning. In January, a survey of students, staff and parents/guardians was conducted and found that students were not in favor of restrictions, while staff were largely in favor of restrictions. Parent responses were generally favorable, but some were concerned with emergency communication with their child. The advisory group's recommendation was to adopt a bell-to-bell practice of not allowing personal devices during school hours. All grade levels would be prohibited from using personal electronic devices during instructional time. High school students would have an exception to use personal electronic devices during their scheduled lunch period in the cafeteria. There would also be accommodation for students who are on an IEP or who have medical reasons in accordance with the law. Next steps involve communication with students and families before the end of this school year, working with principals to finalize school expectations, and ensure alignment with the recommendation and the law. Finally, a formal district policy will be presented to the Educational Programs Policy Committee on June 4th, 2025, and recommended changes will be presented at the May 19th Board meeting. The advisory group plans to reconvene in October to see how things are working out.

Purchase/Professional Contract

Keystone AEA (KAEA) for education services including early childhood, media and consulting for an estimated cost of \$112,394.00. Board 05.19.25

Policy #1000 – Educational Philosophy

Revised – Board 05.19.25

Policy #1001 – Anti-Bullying/Anti-Harassment

Tabled to a future meeting

Policy #3502 – Administrative Organization Plan

Revised – Board 05.19.25

Policy #3506 – Administrator Qualifications, Recruitment, Appointment

NEW– Board 05.19.25

Policy #3700 – Administrator Evaluation Renumber to #3507

Revised – Board 05.19.25

Policy #4101 – Non-Discrimination, Equal Employment Opportunity and Affirmative Action

Revised– Board 05.19.25

Policy #5102 – Student Records

Revised – Board 05.19.25

Policy #5103 – Student Records Access

Revised– Board 05.19.25

Other Items: Annual Educators' Recognition Reception will be held on Thursday evening, May 8, 2025. The reception starts at 5:00 p.m. with the program starting at 6:00 p.m.

No Board meeting on Monday. Next regular board meeting will be Monday, May 19th at 5:30 p.m.

Next meeting will be held on June 4th, 2025.

The meeting adjourned at 5:05 p.m.

Carolyn Mauss

Board Secretary