



**CHARLES CITY COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

Regular Meeting  
Monday, October 12, 2020  
6:15 PM

**Charles City High School  
Library - Use North door entrance**

1 Comet Drive  
Charles City, Iowa

*The meeting will be held at the High School. Persons wanting to make comments are welcome to attend. The community can watch the school board meeting by attending in person or watching live at [Facebook.com/CharlesCityCSD](https://www.facebook.com/CharlesCityCSD).*

1. Call to Order by Chairperson Roll Call

Josh Mack, President  
Pat Rottinghaus, Vice President  
Scott Dight  
Missy Freund  
Janiece Bergland  
Cael Ruzicka, Student Board Member

2. Reading of the District Mission/Vision Statement by Student Director **Ruzicka**

*Our Mission: Regardless of who you are or what your story is, you can learn and be loved here.*

*Our Vision: Creating compassionate competent problem solvers.*

*Our Operating Principles: Information for one is information for all, no surprises, verify facts, think ahead, disagree (explain your thinking) and then commit*

3. Approval of Agenda Action

4. Welcome Visitors: Public Comment

Equity and Achievement Culture and Climate Facilities and Infrastructure
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*As we begin our agenda tonight, let me explain our process for public comment. On behalf of the board members, I invite any member of the audience to approach the microphone with comments about items of interest or concern. Please begin by stating your name and contact information. Please limit your comments to three (3) minutes so we can keep the meeting moving in a timely fashion and allow others an opportunity to speak as well as allowing the board to complete the agenda in a timely manner.*

*Comments from the public are not limited to items or topics on tonight’s agenda, but they are limited to matters within the board’s authority. Please understand that we as a board cannot discuss items not already on the agenda. Iowa’s sunshine law prohibits us from having a discussion without the proper notice to all of the school district community that the issue would be discussed at tonight’s board meeting.*

*Also, please remember you are making comments in a public meeting. Should you make comments that the subject of the comments considers to be inflammatory or libelous, you, as an individual, may be subject to legal action brought by the subject of your comments.*

*Thank you for your support of our school district.*

5. Comments by Board Members and Superintendent Information

This agenda item provides a time to allow board members and the superintendent to share information with other directors and the public. Discussion of the information items or follow-up questions are not permitted by law.

6. Committee Reports Discussion

This agenda item provides committee chairpersons (listed below) the opportunity to give an oral (or written) report from their respective committee meetings. Fellow board members and the public may ask questions of the chairpersons afterward.

<b>Committee</b>	<b>Chairperson</b>	<b>Report (Yes/No)</b>
Facilities	Dight	Yes 10/6
Communications & Public Relations	Bergland	No
Finance	Mack	No
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	No
Equity & Achievement	Rottinghaus	No
County Conference Board	Mack	No
SIAC	Supt Fisher	No
Job Shadowing Report	Board Members	No

**Aligned with Strategic goals: Equity and Achievement; Culture and Climate, and Facilities and Infrastructure**

7. National Principals Month Action

National Principals Month is an opportunity to #ThankAPrincipal for the great things that they do. The Board will recognize Kara Shannon (Washington), Marcia DeVore (Lincoln), Joe Taylor (MS), Tom Harskamp (MS), Bryan Jurrens (HS), and Larry Wolfe (HS).

**The recommendation of the superintendent is:**

“to recognize and thank Kara Shannon (Washington), Marcia DeVore (Lincoln), Joe Taylor (MS), Tom Harskamp (MS), Bryan Jurrens (HS), and Larry Wolfe (HS) for their contributions to the Charles City Community School District.”.

**Aligned with Board/superintendent goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**

## 8. Flexibility Fund Expenditure

Public Hearing

This is the time when anyone may speak to the Board in support of, or against, any portion of the public hearing on the resolution to expend funds from the district's flexibility account. These funds in the amount of \$60,620.37 were unexpended and unobligated from Home School Assistance funds. All persons interested are invited to attend this hearing and be heard. Written comments may be submitted to Terri O'Brien, Board Secretary on or before October 12 at 3:00 p.m.

**Aligned with Strategic goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**

## 9. Flexibility Funds Expenditures

Action  
Exhibit

After the public hearing, the School will consider the approval of the resolution to expend funds from district's unexpended and unobligated Home School Assistance funds in the amount of \$60,620.37 for:

Description	Amount	Vendor
Math Curriculum	\$40,295.40	Agile Minds
Washington Landscaping	\$12,926.97	Otto Oasis
Signage	\$5,200.00	Sandy's sign shop/ Blue Bird Photography
Radios	\$398.00	Circle K

The resolution shall include certification that the statutory requirements for the original source of the money, Home School Assistance Program funds, to be used have been met.

**The recommendation of the superintendent is:**

“to approve the resolution to expend funds from district's unexpended and unobligated home school assistance flexibility account totaling \$60,620.37 as recommended.”

**Aligned with Strategic goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**

## 10. Facilities Strategic Plan

Presentation  
Exhibit

Jerry Mitchell, Director of Operations, will present information on the three year Facilities Strategic Plan.

**Aligned with Strategic goals: Facilities and Infrastructure**

## 11. Cleaning Procedure and Building Air Exchange Information

Presentation  
Exhibit

Jerry Mitchell, Director of Operations, will explain COVID cleaning procedures and COVID safety guidelines for air exchanges.

**Aligned with Strategic goals: Equity and Achievement, and Culture and Climate**

12. COVID Hybrid Matrix and Plan Action Exhibit
- Staff task force of teachers, students, leadership, bus drivers, and paraeducators worked on a plan to safely reopen and developed a draft matrix for decision making. The Board discussed the options and timeline for reopening or remaining in hybrid at a work session on October 7th. Superintendent Fisher will share his recommendation at the Board meeting.
- The recommendation of the superintendent is:**  
 “to approve the reopening action plan and hybrid decision making matrix as presented.”  
**Aligned with Strategic goals: Equity and Achievement, and Culture and Climate**
13. Lincoln and Washington 2020 Vision Presentation Exhibit
- Kara Shannon, Washington principal and Marcia DeVore, Lincoln principal and teams will present information on their 2020 Vision.
14. Certified Enrollment Information
- Supt. Fisher will share preliminary information on certified enrollment for 2020. The count date was October 1, 2020 but is preliminary until all student information is verified and weightings calculated.
- Aligned with Board/superintendent goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**
15. Policy 101 Educational philosophy, Mission, Vision of the School Action Exhibit
- The Policy committee discussed adding the Mission and Vision statement to existing policy 101 on educational philosophy of the School District.
- The recommendation of the superintendent is:**  
 “to first reading of Board policy 101 Educational Philosophy, Mission, Vision of the School District as recommended.”
- Aligned with the Strategic goals: Equity and Achievement, Culture and Climate**
16. School Board Equity Learning Presentation
- Superintendent Fisher will present the third of a series of professional development sessions on Equity. This session will be on racism, the African American’s experience. The Board will listen to a Ted Talk on the subject prior to the meeting.
- Aligned with Strategic goals: Equity and Achievement**
17. IASB Convention Discussion
- The Iowa Association of School Board (IASB) convention will be completely digital. The Annual Convention kicks off on Nov. 17 with the Delegate Assembly. On Nov. 18–19, the general session will allow you to choose from multiple education sessions, networking time and innovative learning opportunities with your peers. The shift away from a face-to-face event was well-researched and vetted, with your health and safety top of mind.
- Aligned with Strategic goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**

18. Instructional Support Levy Information/Discuss  
Exhibit

Terri O'Brien, Director of Finance will lead discussion on what income surtax is and how it is used to fund the Instructional Support levy.

19. Annual Report Action  
Exhibit

Director of Finance Terri O'Brien has compiled the Annual Report for the district. The report is too lengthy to review during the board meeting. Board copies will be handed out Monday night. However, it will be available on the webpage on Friday. Administration recommends that the board accept the Annual Report and approve the 2020-21 line item budget that is contained within the report.

**The recommendation of the superintendent is:**  
 "to accept the 2020-21 annual report and approve the line item budget contained within the report."

**Aligned with Board/superintendent goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**

20. Financial Report for September 2020 Action  
Exhibit

Director of Finance Terri O'Brien will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for September 2020.

**The recommendation of the superintendent is:**  
 "to accept the September 2020 financial reports as presented."

**Aligned with Strategic goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.**

21. Consideration of Consent Agenda Action

Approval of the Consent Agenda approves all of the agenda items listed under this heading without further discussion or review. Any board member may remove any item from the Consent Agenda and that item will be considered separately after the vote on the Consent Agenda. If Board members have questions about the items on the Consent Agenda, they should ask about them prior to the meeting or ask that the specific item for which they have a question be removed from the Consent Agenda.

**The recommendation of the superintendent is:**  
 "to approve the Consent Agenda items as listed below."

- a. Approval of the Minutes of the Regular Meetings held on September 14, 2020 and September 28, 2020, Special Meeting held on September 30, 2020 and Work Session held on October 7, 2020 Action  
Exhibit
- b. Approval of Monthly Bills for October 2020 Action  
Exhibit
- c. Approval of Personnel: Resignations Action

Name	Position	Date Effective
Tyler Downing	7th Grade Boys Basketball	10/12/2020

Administration recommends that the Board approve the personnel resignations.

d. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Michelle Grob	Head speech	2,568	10/12/2020
Christine Cleveland	Fall Play Accompanist	\$200	10/12/2020
Derek Surtevant	Fall Play Music Director	\$200	10/12/2020
Harrison Sheckler	Fall Play Conductor	\$100	10/12/2020
Tyler Downing	Head Girls Basketball Coach	\$6,821	10/12/2020
Katelyn Shultz	Asst Girls Basketball Coach	\$3,344	10/12/2020

Administration recommends that the Board approve the above personnel appointments, contingent upon completion of positive background checks. Also appointments are also contingent upon successfully completing the pre-employment/post-offer functional capacity physical assessment and having the Para Certification on file and any additional testing if required.

e. Teacher Contract Modifications due to Additional Graduate Course Work

Action

Name	Current Lane	New Lane	Step	Increase in contract
Brandy Anderson	BA	BA+24	4	\$3,627
Ray Cole	MA+10	MA+20	10	\$1,813
Scotti Hagensick	MA+30	MA+40	6	\$1,812
Julie Holub	MA+20	MA+30	23+	\$1,813
Caley Johnson	BA+24	BA+45/MA	5	\$1,813
Chealsey Moen	MA+30	MA+40	7	\$1,902
Brandy Mutch	BA+12	BA+24	19	\$2,901
Jenae Noonan	BA+24	MA	7	\$1,813
Rachel Page	BA	BA+12	3	\$1,814
Lindsey Staudt	BA+24	BA+45/MA	9	\$1,814
Dana Sullivan	BA+24	BA+45	7	\$1,813
David Voves	MA+30	MA+40	14	\$1,812
Jeremy Wilson	MA+30	MA+40	24	\$3,264

Administration recommends that the Board approves the 2020-21 lane changes as presented.

f. Wage Modification

Action

Administration recommends approval of the hourly wage increase for Curt Carey, Mechanic, \$2.00 per hour, for obtaining four certifications in diesel exhaust fluid, LP bus training, Bendix (air brakes), and bus camera installation and operation.

g. Student Teaching Agreement William Penn University

Action  
Exhibit

Administration recommends approval of the student teaching agreement with William Penn University for 2020-21.

h. Student Teaching Agreement Morningside College

Action  
Exhibit

Administration recommends approval of the student teaching agreement with Morningside College for 2020-21.

## 22. Big Ideas

Discussion

The Board will discuss big ideas from the meeting.

## 23. Correspondence/Miscellaneous

Information

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## 24. Important Upcoming Dates

Information

- October 16                      Negotiations & Compensation Committee - 7:00 a.m zoom
- October 26                      School Board meeting - 6:15 p.m. Charles City High School
- November 9                      School Board meeting - 6:15 p.m. Charles City High School

## 25. Adjournment