

Regular Meeting – October 12, 2020

Unapproved

The Charles City Board of Education met in regular session on Monday, October 12, 2020 in the High School (HS) Library. President Mack called the meeting to order at 6:15 p.m. Present: Board members Freund (zoom), Dight (zoom), Rottinghaus and Bergland (zoom) and student member Ruzicka (zoom). Absent: none. Staff members present included Superintendent Fisher, Board Secretary O'Brien, and Communication Director DeVore. Five others attended via zoom.

The Mission/Vision statement was read by Student Director Ruzicka.

(Freund/Bergland) to approve the agenda as presented. Motion carried 5-0.

There was no public comment.

Superintendent Fisher reported District progress on the three Strategic goals: equity and achievement, culture and climate and facilities and infrastructure.

Goal 1: We are living and also working on more communication to our community and customers on what our vision, “creating compassionate competent problem solvers” means and how learning is changing. We are continuing our equity work and are pleased to be bringing in training for our staff and students soon.

Goal 2: Thanks to our staff teams and students for helping us build our reentry plans and hybrid matrix. Also thanks to the community who gave us input and feedback.

Goal 3: We have updated our facilities strategic plan. The Learning Center (TLC) may be a future partner at our North Grand Building campus.

A Facilities committee report was received from Director Dight.

(Rottinghaus/Freund) to recognize and thank Kara Shannon (Washington), Marcia DeVore (Lincoln), Joe Taylor (MS), Tom Harskamp (MS), Bryan Jurens (HS), and Larry Wolfe (HS) for their contributions to the Charles City Community School District. National Principals Month is an opportunity to #ThankAPrincipal for the great things that they do. Motion carried 5-0.

The public hearing on the resolution to expend funds from the district's flexibility account was called to order. This is the time when anyone may speak to the Board in support of, or against, any portion of the resolution. There were no written or oral comments received. The public hearing was closed.

(Freund/Rottinghaus) to approve the resolution to expend funds from the district's unexpended and unobligated home school assistance flexibility account totaling \$60,620.37 as recommended.

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
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The resolution includes certification that the statutory requirements for the original source of the money, Home School Assistance Program funds, have been met. Motion carried 5-0.

Jerry Mitchell, Director of Operations, explained the Facility Strategic Plan. Fiscal Year 2021-22 facility projects include a new maintenance shed at the Transportation Center, moving the LP gas pumps to the Transportation Center, demolishing the old bus garage building at Wright Avenue, and land improvement, plus other smaller projects. The following three years of projects are identified but may move up earlier and later on the schedule depending on circumstances. These projects include annual bus replacements and roof replacements. The 2021-22 project list will be brought before the Board in the spring for approval. The District is planning to set aside \$150,000 per year for the next four years for a solution to the east end of the North Grand Avenue building.

Mr. Mitchell explained how the air exchanges at the HS work and the cleaning procedures in the District to combat the spread of COVID. They have worked with an engineer to determine the proper rated air filter considering the age of the units at the HS.

(Dight/Freund) to approve the reopening action plan and hybrid decision-making matrix as presented. Superintendent Fisher explained the recommendation. The District will begin a phased reopening of our grades 6-12 beginning October 19 and fully reopening by November 2. This will occur as long as COVID conditions remain stable and healthy.

Grade	Days per week	Beginning
6 grade	5 day per week	October 19
7 grade	5 days per week	October 27
8 grade	5 days per week	November 2
9 & 10 grades	4 days per week	October 27
11 & 12 grades	3 days per week	October 27

The matrix is a hybrid decision tool used by the Superintendent to make a recommendation to the Board on if we should remain open, go back to hybrid or ask for a Department of Education waiver to go totally remote. There was discussion and questions. The Board was appreciative of the many hours by staff and input from the community. Motion carried 5-0.

Kara Shannon, Washington principal and Marcia DeVore, Lincoln principal presented information on their 2020 Vision, action initiative plan (AIP). The AIP success criteria calls for 100% of grade level units include an authentic task that promotes transfer of learning and has been vetted through the problem solver process by June 30, 2021. Videos from staff were shown. Marie Conklin and Scotti Hagensick on applying the seven habits, Cara Ludemann on the “I Can” statement, Lisa Nelson on knowing her students, and Diane Sande on problem solving.

Superintendent Fisher shared preliminary information on certified enrollment for 2020. The count date was October 1, 2020 and is preliminary until all student information is verified and weightings calculated. Good news for three years straight we have increasing enrollment. The preliminary enrollment number is 1560.92 this year, an increase of 12.04 students. Our invitational nature and hard work by Justin DeVore and many others have made an impact.

(Rottinghaus/Freund) to approve the first reading of Board policy 101, “Educational Philosophy, Mission, Vision of the School District” as recommended. The Policy committee is recommending the addition of our Mission and Vision statement to existing policy 101 on educational philosophy. Motion carried 5-0.

Superintendent Fisher led discussion on the third of a series of professional development sessions on Equity. This session was on racism, the African American’s experience. The Board listened to a Ted Talk on the subject prior to the meeting and commented on what grabbed, and surprised them. The Ted Talk makes really good points. Communication and understanding are the key.

The Iowa Association of School Board (IASB) convention will be completely digital. The Board discussed whether they would attend individually at home or at a third location so that they may collaborate and discussed what they learned. There are multiple education sessions throughout the day to choose from. Superintendent Fisher will come up with some locations for consideration.

Terri O’Brien, Director of Finance, presented information on what income surtax is and how it is used to fund the Instructional Support levy (ISL). Surtax may be used in place of property tax to generate funding for the ISL. The District currently has a 6% surtax.

(Bergland/Dight) to accept the 2020-21 annual report and approve the line item budget contained within the report. Motion carried 5-0.

(Rottinghaus/Freund) to accept the September 2020 financial reports as presented. The self-funded dental balance is (\$17,329.17). We are working with Group Benefit Partners and Delta Dental to determine if this will correct itself or other changes must be made. Motion carried 5-0.

(Rottinghaus/Freund) to approve the consent agenda as presented.

- Approval of the minutes of the regular meetings held on September 14, 2020 and September 28, 2020, special meeting on September 30, 2020 and work session on October 7, 2020 as presented.
- Approval of the October 2020 bills.
- Approval of the resignation of Tyler Downing as 7th grade boys’ basketball coach effective 10/12/20.
- Approval of the following personnel appointments contingent upon completion of positive background checks.

Name	Position	Amount	Start Date
Michelle Grob	Head speech	2,568	10/12/2020
Christine Cleveland	Fall Play Accompanist	\$200	10/12/2020
Derek Sturtevant	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

- Approval of the following teacher contract modifications due to additional graduate course work.

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

- 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.
- Approval of the student teaching agreement with William Penn University for 2020-21.
- Approval of the student teaching agreement with Morningside College for 2020-21.

Motion carried 5-0.

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
Academic Therapy Publications	Testing Materials/MS/Brandon	\$ 514.80
Access Systems Leasing	Copier/Printer Agreement	\$ 3,899.87
Ahlers & Cooney, P.C.	Legal Services	\$ 2,709.50
Air Filter Sales & Services	Air Filters/B & G	\$ 2,060.80
Airgas	Cylinder Rent/HS/Spurgin	\$ 98.97
Amazon	Misc Supplies	\$ 4,340.28
American Solutions For Business	Swag Bag Supplies/J DeVore	\$ 2,422.48
Arnold Motor Supply	Parts/Bus Barn	\$ 57.12
ATI	Boiler Chemicals/B & G	\$ 7,972.68
B & H Photo-Video	(8)Camcorders/(4)Transmitters/J DeVore	\$ 11,124.40
Blue Bird Photography	Name Sign Photos/J DeVore	\$ 1,695.00
Booksource	Inst Supp/Wash/Mutch	\$ 2,673.90
Breitbach Chiropractic	(2)Physicals/Bus Barn	\$ 150.00

Carolina Biological	Inst Supp/HS/Spurgin	\$ 1,724.35
CarQuest Auto Parts	Parts/Bus Barn	\$ 485.18
Central Iowa Distributing	Sprayers/Disinfectant Tablets/IC	\$ 2,120.00
Central Preschool	Voluntary 3 & 4 Yr Old Program/September	\$ 3,861.35
Central Rivers Area Education Agency	School To You Postcards/J DeVore	\$ 2,146.31
Century Link	Long Distance	\$ 142.45
Century Link	September Radio Loop	\$ 76.00
Charles City Fire Extinguisher Service	Refills/Maintenance/Bus Barn	\$ 42.50
Charles City Press	Special & Reg Sessions	\$ 621.75
Circle K Electronics	Antenna/Bus Barn	\$ 45.25
City Laundering	Towels/Bus Barn	\$ 73.14
City Of Charles City	Water	\$ 7,535.77
Classroom Direct	Inst Supp/Wash/Rottler	\$ 123.39
CPI	Online Refresher Seats/Wash	\$ 1,012.50
Cyclone Awards & Engraving	Name Tag/J DeVore	\$ 10.75
Datio	Datio/Comet Cafe	\$ 54.00
DeVore, Justin	Reimb Cable	\$ 19.99
Dick Blick Art Materials	Inst Supp/M Hamm/T McInroy	\$ 1,286.76
Econo Lodge	Lodging/State Fair/Spurgin	\$ 489.16
Edpuzzle Inc	Subscription/MS	\$ 1,300.00
Ellison	Cutting Pads/Linc	\$ 28.40
Ewell Educational Services	Subscription/HS/Spurgin	\$ 325.00
Exemplars, Inc	PSCC Common Core/MS	\$ 1,210.00
Follett School Solutions	Books/Wash & Linc Library	\$ 1,587.70
Franklin Covey Client Sales	Membership/TLIM Guides/Wash & Linc	\$ 12,137.24
Gage Plumbing & Heating, Mick	Motor Capacitor/B & G	\$ 23.49
Gassman, Jacob	Reimb Supplies	\$ 169.18
Global Leadership Network	(5)Global Leadership Online	\$ 845.00
Goldfax	Fax Overage	\$ 28.10
Grainger	Misc Supplies/B & G	\$ 689.03
H & R Lawncare LLC	Seeding/Wash & College Grounds/Discr \$	\$ 7,600.00

Hafer, Jedd	Remote Parent Training/School To You	\$ 750.00
Hagensick, Scotti	Reimb Travel/Deliver Chromebook	\$ 23.00
Heartland Paper	Cleaning Supplies/Mats/B & G	\$ 23,870.49
Heinemann	Calkins/RYOS/Wash	\$ 220.00
Home Science Tools	Inst Supp/Homeschool	\$ 26.15
Houghton Mifflin Harcourt	Journey Books/IC	\$ 558.11
Hy Vee	Misc Supplies	\$ 65.87
IA Dept Of Administrative Services	2021 TSA Annual Adm Fee	\$ 550.00
Iowa Bandmasters Assoc.	Membership/M Fisher	\$ 75.00
Iowa Communications Network	September Port Fee	\$ 440.75
Iowa Department Of Natural Resources	Annual Water Use Fee/Wash	\$ 95.00
Iowa High Schl Music Asn	Reg/All State	\$ 481.00
Iowa Pupil Transportation Assoc	2020-2021 Membership	\$ 275.00
Iowa Solutions	K12 Tracker/Tech Dept	\$ 655.00
Iowa Vocational Rehabilitation Services	Tap-Cash W/Fiscal Agent	\$ 23,509.00
ISPRA	2020-2021 Membership/J DeVore	\$ 50.00
ITech	Repairs/1:1 Laptops/Tech Dept	\$ 639.98
IXL Membership Services	Site Licenses	\$ 10,750.00
Jackson Street Press	Student Folders/Wash	\$ 462.76
Jaymar Business Forms	AP Checks/CO	\$ 284.52
Jendro Sanitation	October Services	\$ 1,513.50
Joan's Redo	Vinyl Window Masks/MS/Brewer	\$ 325.00
John Deere Financial	Misc Supplies	\$ 1,096.25
Keystone Laboratories	Wash Water Test	\$ 12.50
Kirk Gross Company	(11)Stools/Wash	\$ 1,587.64
Kwik Trip	Fuel	\$ 1,697.19
Lakeshore Learning Materials	Inst Supp/Wash	\$ 396.12
Larson Co., Gustave A.	Copmpressor/Supplies/B & G	\$ 1,524.98
Learning Headphones	Inst Supp/Wash/Eastman	\$ 143.70
LeRoy's	Grasshopper Edger/B & G	\$ 1,347.00
Lessin Supply Company	Welding Gloves/Helmets/HS/Spurgin	\$ 1,624.33

M Prints Ink	Senior Signs/HS Homecoming	\$ 960.00
MacGill	Gloves/Nurse	\$ 106.25
Mediacom	Internet/Alt HS	\$ 149.91
MFASCO Customer Service	Safety Glasses/MS/Pittman	\$ 325.34
Mid American Energy Company	Electric & Gas	\$ 19,830.44
Midwest Bus Parts	Parts/Bus Barn	\$ 452.66
N.I.A.C.C	Certification/T LaBarge	\$ 100.00
New Holland Credit	Parts/B & G	\$ 161.43
North Iowa Lawn & Sports	Parts/Mowers/B & G	\$ 276.29
Now Micro Inc	(365)Carrying Cases/Tech Dept	\$ 9,375.00
O'Keefe Elevator Company	MS Elevator Repair Deposit/B & G	\$ 491.50
O'Reilly Auto Parts	Parts/Bus Barn	\$ 810.00
One Source The Background Check Company	(11)Background Checks	\$ 249.00
Oriental Trading	Incentives/MS/Garden	\$ 126.98
Otto's Oasis	Wash Landscaping Projects	\$ 6,821.60
Parts Town	Seal Kit/B & G	\$ 246.01
Perfection Learning	Inst Supp/HS/S Downing	\$ 525.89
Phonak	Receiver/Wash	\$ 762.99
Pitney Bowes	Service Agreement/Postage Machine	\$ 318.38
Postmaster	Postage Due Account	\$ 30.00
Rainbow Resource	Inst Supp/Homeschool	\$ 22.95
Read Naturally	Read Live Licenses/MS/Welter	\$ 1,150.00
Reading A To Z	Licenses/Wash/Eiklenborg	\$ 125.07
Really Good Stuff	Inst Supp/Wash	\$ 285.07
Roffman Band Service	Oboe Repair/HS/Gassman	\$ 98.65
Rotary Club Of Charles City	Membership/M Fisher	\$ 77.50
SAI	Leadership-Life Fit/MS/Harskamp	\$ 110.00
Scholastic	Subscription/HS/Pittman	\$ 492.10
School Specialty	Inst Supp/Wash/Wilson	\$ 77.95
School Specialty	Inst Supp/Wash/Eastman	\$ 62.38
Schoolpay	School Pay Service Fee	\$ 1,293.15
Schueth Ace Hardware	Misc Supplies	\$ 646.77
Schultz Music	Cello Repair/MS/Naumann	\$ 292.00

Senorwooly	Subscription/HS/Noonan	\$ 85.00
Sherwin-Williams Company	Paint/Wash Project/Discr \$	\$ 424.20
Shredder, The	Shredding	\$ 247.50
Sit Spots	Inst Supp/Wash/Bailey	\$ 45.75
Staples Advantage	Misc Supplies	\$ 1,217.38
Stock Glass	HS Glass/B & G	\$ 89.00
Storey Kenworthy/Matt Parrott	Inst Supp/Linc	\$ 5,668.08
Street Smarts	Driver's Ed/Fall 2020	\$ 3,898.20
Subway Store	Meals/MS Meeting	\$ 108.68
Superior Lumber	Misc Supplies	\$ 1,199.43
T-J Service	Washer Repair/B & G	\$ 75.00
Teacher Created Resources	Inst Supp/Linc	\$ 482.83
Teachers Pay Teachers	Inst Supp/HS/Holzer	\$ 172.50
Triumph Surplus	UPS/B & G	\$ 8.90
ULine	Inst Supp/Wash	\$ 176.49
Varsity Group	Disinfectant Room Unit/Wrestling Room	\$ 2,625.00
Voves, David	Reimb Totes	\$ 19.96
West Music Company	Inst Supp/HS/Gassman	\$ 772.00
Wright Express	CO Gas Card	\$ 4.00
Student Activity Fund:		
Adrenaline Fundraising	Fundraiser/Spirit/Cunnings	\$ 1,477.20
Amazon	Concessions	\$ 67.28
Anderson's Middle Zone	Tiara/Sashes/Homecoming	\$ 52.59
Atlantic Cocoa-Cola	Concessions	\$ 1,631.59
Bixby, Carter	Football Official	\$ 85.00
Bushman, Tom	Volleyball Official	\$ 170.00
Cedar Falls High School	Entry Fee/Volleyball	\$ 100.00
Christensen, Josh	Football Official	\$ 122.00
City Of Charles City	Wildwood Rental/Xcountry	\$ 400.00
Crawford, Brian	Football Official	\$ 105.00

Decker Sporting Goods	Volleyball Uniforms & Misc Supplies	\$ 1,556.20
Dike-New Hartford HS	Entry Fee/Xcountry	\$ 100.00
Dingel, Dennis	Football Official	\$ 75.00
Formanek, Eric	Statistician/Football	\$ 100.00
Gage Plumbing & Heating, Mick	Restroom Rentals	\$ 300.00
Grundy Center Community School District	Entry Fee/Xcountry	\$ 80.00
Heinemann, Jodi	Volleyball Official	\$ 95.00
Henn, Greg	Football Official	\$ 75.00
Hoodjer, Galen	Volleyball Official	\$ 101.60
Hy Vee	Supplies/HS Homecoming	\$ 305.02
Iowa Sports Supply	Performance Masks/Athletics	\$ 747.50
John Deere Financial	Totes/HS/Gassman	\$ 103.53
Johnson, Trevor	Football Official	\$ 85.00
King, Dion	Football Official	\$ 75.00
Kuennen, Brittany	Volleyball Official	\$ 170.00
Lake Mills High School	Entry Fee/Volleyball	\$ 45.00
Lasher, Lance	Football Official	\$ 75.00
Lynch, Jack	Volleyball Official	\$ 170.00
Lynch, Levi	Football Official	\$ 85.00
Mason City High School	Entry Fee/Xcountry	\$ 230.00
Meinders, Dave	Volleyball Official	\$ 170.00
Meyer, Dan	Volleyball Official	\$ 450.00
Morris, Randy	Volleyball Official	\$ 75.00
Neuroth, Connor	Football Official	\$ 85.00
Nuss, Jill	Volleyball Official	\$ 95.00
Olson, Frank	Volleyball Official	\$ 170.00
Osage High School	Entry Fee/Volleyball	\$ 80.00
Otto's Oasis	Flowers/Homecoming	\$ 50.00
Pearce, Brian	Football Official	\$ 75.00

Rain And Hail, L.L.C.	Crop Insurance/FFA	\$ 1,032.00
Sahr, Nathan	Football Official	\$ 180.00
Schofield, Dan	Football Official	\$ 105.00
Schoolpay	School Pay Service Fee	\$ 429.82
Scott, Tony	Volleyball Official	\$ 75.00
Shannon Wrestling Tournaments	Timing/Xcountry	\$ 733.55
Skretta, Joe	Volleyball Official	\$ 170.00
Staples Advantage	Supplies/HS Homecoming	\$ 288.50
Stone, Sammy	Volleyball Official	\$ 170.00
Superior Lumber	Supplies/HS/Gassman	\$ 37.39
Vanderwerf, Sarah	Reimb Homecoming Supplies	\$ 87.12
West Music Company	Supplies/HS/Gassman	\$ 261.87
Wright, Cameron	Football Official	\$ 105.00
Local Option Sales Tax Fund:		
City Of Charles City	NGB Water	\$ 829.76
First Congregational Church	Carrie Lane Rent/October	\$ 420.00
Mid American Energy Company	NGB Elec	\$ 629.30
School Nutrition Fund:		
Schoolpay	School Pay Service Fee	\$ 363.20
Taher	Operating Expenses/September	\$ 76,209.88
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	September Billing	\$ 252,104.12
Group Benefit Partners, LLC	Consulting Services	\$ 7,500.00
Custodial Fund:		
Amazon	Scale/Project Rise	\$ 18.88
Decker Sporting Goods	Tshirts/Spirit Shop	\$ 1,538.00
Lowe's	(3)Shelving Units/Project Rise	\$ 507.00
Otto's Oasis	HS Lounge Exp	\$ 60.00
Sickman, Karleen	Reimb Supplies	\$ 89.06

The Board identified some of the Big Ideas that came out of the Board meeting.

- Equity Learning professional development provided a different perspective than your own.
- The amount of work and discussion going into making our hybrid decision.
- District enrollment is up.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, October 26, 2020.

President Mack adjourned the meeting at 8:00 p.m.

Terri O'Brien, Board Secretary