



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

Regular Meeting  
Monday, December 14, 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 Director **Bergland**

*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	No
Communications & Public Relations	Bergland	Yes 12/11
Finance	Mack	No
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	No
Equity & Achievement	Rottinghaus	No
County Conference Board	Mack	No
SIAC	Supt Fisher	Yes 12/9
Job Shadowing Report	Board Members	No

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

7. COVID update Information

Superintendent Fisher will share information and provide an update on COVID.

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

8. NIACC Regional Career Academy MOU Discussion/Action  
Exhibit

After several months of discussions with NIACC leadership and area superintendents, the Regional Career Academy is ready for consideration of next steps. By approving the MOU attached, NIACC can begin the process of applying for grants and planning programming for a new Regional Career Academy to be located within the Charles City Community Schools boundaries. Officials from NIACC will attend the meeting to answer any questions that the board may have.

**The recommendation of the superintendent is:**

“to approve the Memorandum of Understanding with NIACC regarding the Regional Academy as presented.”

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

9. School Board Equity Learning Presentation

Pat Rottinghaus, Board member, will present the fifth of a series of professional development sessions on Special Education. The Board will watch two YouTube videos prior to the meeting.

<https://www.youtube.com/watch?v=H90Po8tHbOU> <https://www.youtube.com/watch?v=cFtg2xub10E>

**Aligned with Strategic goals: Equity and Achievement**

10. Instructional Support Levy Resolution 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 consider continued participation in the Instructional Support Program. The Board wishes to consider continued participation in the Instructional Support Program for a period of 5 years commencing the fiscal year beginning July 1, 2022, at an amount not to exceed 10% of the total regular program district cost to be used for any general fund purpose. 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 December 14 at 4:00 p.m.

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

11. Resolution on Consideration of Continued Participation in the Instructional Support Levy Action  
Exhibit

After considering comments from the public hearing, the Board will consider approval of the resolution to participate in the Instructional Support Program for a period of 5 years commencing the fiscal year beginning July 1, 2020, at an amount not to exceed 10% of the total regular program district cost to be used for any general fund purpose. A roll call vote will be taken.

**The recommendation of the superintendent is:**

“to adopt the Resolution for participation in the Instructional Support Program as presented.”

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

12. Proposed Issuance of Approximately \$8,900,000 School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds 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 supporting the proposed issuance of approximately \$8,900,000 School Infrastructure Sales, Services, and Use Tax Revenue Refunding Bonds. 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 December 14 at 4:00 p.m.

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

13. Resolution Supporting the Proposed Issuance of Approximately \$8,900,000 School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds Action Exhibit

After considering comments from the public hearing, the Board will consider the possibility of refinancing the Sales Tax Bonds issued in 2013 and 2015 to finance the Middle School project. These bonds become callable in 2021. Savings from refinancing range from \$359,379 to \$557,041 depending upon the interest rate sold. A roll call vote will be taken.

**The recommendation of the superintendent is:**

“to adopt the Resolution supporting the proposed issuance of approximately \$8,900,000 School Infrastructure Sales, Services and Use Tax Revenue Refunding Bonds as presented.”

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

14. Activities Director Contract Action

Activities Director Todd Forsyth has submitted his resignation from the Activities Director duties and will return to full time teaching. His activities director contract will be prorated thru 12/31/20. A new full time teacher contract will be used from 1/1/21 thru the end of the school year.

**The recommendation of the superintendent is:**

“to approve the resignation of Todd Forsyth from his activities director position as of December 31st and issue a full time teaching contract effective January 1, 2021 for the remainder of the 2020-21 school year for \$35,868.71.

15. Interest Based Bargaining Presentation/Action Exhibit

The Interest Based Bargaining team will present information on their new method of negotiations and discuss the process of prioritizing insurance benefits.

**The recommendation of the superintendent is:**

“to approve the interest based bargaining methodology as presented.”

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

16. School Online Coaching Agreement Action Exhibit

Big Click Syndicate LLC has submitted a proposal to expand our work in providing and improving our School To You and digital classroom experience. The proposal covers five months of coaching and ad-hoc email support not to exceed \$17,000. The training and consultation would involve the planning, production and delivery of digital remote learning and optimizing our use of Google Classroom platforms. The services will be paid using COVID funding.

**The recommendation of the superintendent is:**

“to approve the school online coaching proposal with Big Click Syndicate as presented.”

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

17. Calendar Revision Action Exhibit

Superintendent Fisher will explain the proposed revisions to the 2020-21 school calendar.

**The recommendation of the superintendent is:**

“to set the date and time for a public hearing on the proposed 2020-21 calendar revisions for Monday, January 11, 2021 at 6:15 p.m. in the High School Library.”

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

18. Iowa DOT Highway Project Informational

The Iowa Department of Transportation plans to repave and rework parts of Highway 18 that run into town. The project planned for 2021 will include work around Lincoln Elementary. They are giving the road a facelift and installing new storm sewer intakes and upgrading sidewalks to meet current ADA code at the corner of F Street and Hwy 18. Contractors will be working in the existing right of way.

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

19. Early Retirement Policy Action Exhibit

The current Employee Early Retirement policy, #407.6, calls for a review every year. The policy committee is recommending the policy be revised to have the program continuing until revoked by the Board. In addition, the attorney is recommending other changes for clarity and other legal issues. With this policy change the program will be offered for fiscal year retirement 2022, option 1.

**The recommendation of the superintendent is:**

“to approval of the first reading of policy #407.6, employee early retirement policy and waive the second reading.

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

20. Financial Report for November 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 November 2020.

**The recommendation of the superintendent is:**

“to accept the November 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 November 9, 2020 and November 23, 2020 and special meetings on November 5, 2020 and November 13, 2020 Action Exhibit
- b. Approval of Monthly Bills for December 2020 Action Exhibit
- c. Approval of Personnel: Resignations Action

Name	Position	Date Effective
Andie Olson	Co Head Volleyball Coach	12/14/20

Administration recommends that the Board approve the personnel resignations.

- d. Approval of Personnel: Appointments Action

Name	Position	Amount	Start Date
Jenna Haglund	Assistant Speech Coach	\$1,337	12/14/20
Jesse White	7th grade boys basketball student supervisor	\$15.00 /hr	12/14/20
Moriah Mitchell	Adm Support 2 - Associate Activities Director	\$20.44 /hr	01/04/21

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. Volunteer Coach Action

Administration recommends approval of Payton Reams as girls basketball volunteer coach effective 12/7/20.

- f. Flexible Spending Plan Document change Action Exhibit

Administration recommends approval of the Flexible Spending Plan Document amendment dated March 18, 2020 as presented. The plans are being changed for COVID-19 modifications.

- g. IDATP fee Payment Action

Administration recommends approval of the 2021 Iowa Drug & Alcohol Testing program fees for 2020-21 of \$1,265.00. This program is for random testing of 22 current drivers.

- 22. Big Ideas Discussion

The Board will discuss big ideas from the meeting.

- 23. Correspondence/Miscellaneous Information

- Enrollment Summary

## 24. Important Upcoming Dates

Information

- December 24-31 Winter Break - No School
- January 1 New Year Day's Holiday
- January 8 Negotiations & Compensation Committee meeting - 7:00 a.m.
- January 11 School Board meeting - 6:15 p.m. Charles City High School

## 25. Adjourn to Closed Session as Per Iowa Code 21.5.1(i)

Action

The Board will adjourn to closed session as per Iowa Code 21.5.1(i) "to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session." The Board will discuss Superintendent Fisher's mid point evaluation.

## 26. Adjournment