



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

Regular Meeting
Monday, January 25, 2021
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 **Rottinghaus**

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

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.

Committee	Chairperson	Report (Yes/No)
Facilities	Dight	Yes 1-22
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. COVID update Information/Action

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

The recommendation of the superintendent is:

“to reopen grades 7-12 for every day learning per the matrix effective January 26, 2021.”

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

8. Leaders In Training Presentation
Exhibit

Alexis Whealy, Chealsey Moen and Dana Sullivan will present information on the leaders in training program for pre-service administrators.

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

9. Central Services Relocation Update

Presentation/Discussion

Exhibit

Superintendent Fisher will present options for the Central Services move. The District must move its Central Services offices out of the North Grand Building within the next 6 - 9 months since Shawn Foutch will be starting renovation work this fall. There has been a task force working to find the best and most effective location.

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

10. Armory Lease

Action

We are working out the final details of a lease agreement with the Charles City Armory Board for the property next to Comet Field for \$1000 annually which would be waived in exchange for the property's lawn maintenance work. The term of the lease is 20 years. Jerry Mitchell, Executive Director of Operations, has been working with the Armory. A copy of the final lease agreement will be sent out as soon as it is available.

The recommendation of the superintendent is:

“to approve the lease agreement with the the Charles City Armory Board for a period of 20 years as recommended.”

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

11. Art Department Technology Purchase

Action

Exhibit

For the past several years, we have had a major need for Macbooks in our high school for digital design classes. This work aligns with our vision for Creating Compassionate Competent Problem Solvers; we have many students in art classes who want to make it more than hobbies, but also careers. Digital design is a clear pathway for this work. The High School would like to purchase two new carts of 30 MacBook Pros each to be used for some of our High School Career Pathway Courses that need additional advanced software that is not available from a Chromebook. Schools are only allowed to purchase Mac devices from Apple directly as no other vendor is allowed to sell mac devices to an educational institution. Our staff utilizes MacBooks to instruct from and the district already has a management server and licensing for Mac devices in place to easily accommodate these new devices so that is why we are going with this platform. We propose to use COVID money to support this purchase. The cost quotes are for software, (2) charging carts and (60) 13-inch MacBook Pros.

The recommendation of the superintendent is:

“to approve the Apple Inc. Education Price Quote for \$72,739.90 and the journeyEd.com adobe license quote for \$2,425.00 and waive the bid requirements for this purchase as recommended.”

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

12. HP Financing Resolution and Amendment to Schedule A

Action

Exhibit

On May 26, 2020 the Board approved a lease purchase agreement with Hewlett-Packard (HP) financial services. In September 2020, the Board authorized the use of \$72,635 Governor's Emergency Education Relief (GEER) funds to finance part of the purchase. Now that the chromebooks have been received, part in December and January, the District is ready to amend the original lease purchase agreement with HP financing. The total lease is decreasing from \$273,985 to \$201,350.

The recommendation of the superintendent is:

“to approve an amendment to the terms of Exhibit A to the May 26, 2020 state and local government master lease purchase agreement number 5532333781 between Hewlett-Packard Financial Services Company, as lessor, and Charles City Community School District, as lessee, as recommended.”

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

13. 2021 Summer Project

Discussion/Action

Superintendent Fisher will lead discussion on 2021-22 facility projects. The facilities committee met on Friday to review. The total cost equals \$906,881.

Description of Project	Building	Amount
Build New Maintenance Shed	Transportation Facility	125,000
Build Vehicle Garage	Transportation Facility	105,000
Move Central Services Office	North Grand Build	70,000
Demolish Building & Grounds Building	College Grounds	40,000
Move LP tanks to Transportation Facility	Transportation Facility	12,000
Land Improvements	Comet Field Area	40,000
PreKindergarten Closet	Washington Elementary	10,000
Buy 2 Mowers	Building & Grounds	45,000
Concrete - curbs & sidewalks	District Wide	40,000
Technology Lease payments		257,436
Consortium Building Cost payments		30,300
Carrie Lane Lease		5,040
Football Lights Lease payment		52,105
Carpet Budget	District Wide	25,000
Band/Orchestra/Choir/CTE	Equipment	50,000

The recommendation of the superintendent is:

“to approve the 2021-22 facility projects as presented.”

Aligned with Strategic goals: Facilities and Infrastructure

14. 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 Personnel: Resignations

Action

Name	Position	Date Effective
Tom Harskamp	Middle School Co-Principal	6/30/21

Administration recommends that the Board approve the personnel resignations.

b. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Tom Harskamp	Executive Director of Student Engagement & Leadership	95,000.00	7/1/21
Carter Shaul	Instrumental Fill-In	\$150	1/26/21
Sam Naumann	Pit Director	\$600	1/26/21

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.

15. Big Ideas

Discussion

The Board will discuss big ideas from the meeting.

16. Correspondence/Miscellaneous

Information

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17. Important Upcoming Dates

Information

- February 5 Equity & Achievement Committee meeting - 7:00 a.m.
- February 8 School Board meeting - 6:15 p.m. Charles City High School
- February 19 Policy Committee meeting - 7:00 a.m.
- February 22 School Board meeting - 6:15 p.m. Charles City High School

18. Adjournment