

## **Regular Meeting – February 8, 2021**

Unapproved

The Charles City Board of Education met in regular session on Monday, February 8, 2021 in the High School (HS) Library. President Mack called the meeting to order at 6:15 p.m. Present via zoom: Board members Freund, Dight, Rottinghaus and Bergland. Absent: Student Board member Ruzicka. Staff members present included Superintendent Fisher, Board Secretary O'Brien (via zoom), and Communication Director DeVore. Six others attended via zoom and one in person.

The Mission/Vision statement was read by Director Dight.

(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.

Strategic Goal 1: We continue to find better equity resources and partnerships. Our equity team is working to implement our vision. We are in talks with a few different national experts to assist with this work both with students and staff.

Our stage lighting, which were purchased in the late 80s, needs work. We have been working with a theatre consultant to replace them. These lights will be portable.

Strategic Goal 2: We are evaluating our climate/culture so it aligns and accelerates work around students and staff. This is always a high priority for our family. We are looking for ways to improve this climate/culture.

Strategic Goal 3: Our facilities strategic planning goal is to develop a 10 to 20-year facility plan. Director Jerry Mitchell continues to gather input from a variety of community stakeholders.

The Board thanked the students who attended the Board listening post on January 30 via zoom. They appreciate their perspectives and hearing from them.

An Equity and Achievement committee report was received from Director Rottinghaus.

Director Rottinghaus read a proclamation for National School Counseling Week to recognize our counselors Ray Cole (Middle School), Scotti Hagensick (Lincoln), Chealsey Moen (High School) and Sandy Thomson (Washington).

(Rottinghaus/Dight) to appoint Michelle Jones as the Junior student board member for 2020-21. Motion carried 5-0. The oath of office was administered to Ms. Jones by Board Secretary O'Brien.

Superintendent Fisher provided a Covid update. Governor Reynolds rolled back some of the state Covid mandates, however the District is still requiring masks and social distancing. The Activities

Conference is keeping mandates in place and allowing athletes a ticket for each member of their household plus two. 191 vaccinations were given to staff, foster grandparents and substitutes on Friday, February 5<sup>th</sup>. The second dose will be given in early March. Superintendent Fisher requested feedback on a revised Covid matrix, which he will bring to the Board for approval at the second February Board meeting.

Superintendent Fisher introduced Annick Beaver, a member of the District's English Language Learner (ELL) staff, who presented the seventh in a series of equity based professional development sessions. Ms. Beaver presented a math lesson in French to the Board. 5% of our student body receives some ELL services. The Board reflected on the experience.

Marcia DeVore, Lincoln Principal, and April Hanson, Director of Technology, presented information on the Healthy Campus Metrics Project developed to gauge the health of our campuses. The metrics will gauge each campus' health in student satisfaction, staff satisfaction, student engagement, trust, evidence of learning and connectedness. Every two weeks, data from each campus will be entered in a dashboard, and reviewed monthly at the District level.

Superintendent Fisher presented a PowerPoint on "Why Organizational Health Matters: The What and Why of Culture and Climate?". This is the first of two presentations on culture and climate. If we have valued and healthy people, our kids and organization will be valued and healthy. Teacher turnover is one of the biggest barriers to student success and achievement. The next presentation will be on what systems we plan to implement to promote a healthy staff and organization.

Bryan Jurrens, HS Principal, explained our progression in digital content delivery. Where did we start? When Covid descended upon us we needed to get digital content created and delivered by using trial and error and figuring out how to make it work. Now we have shifted from survival mode and emerged stronger. Now we need to determine where we go from here. We need good instructional digital practices for the future.

(Rottinghaus/Freund) to approve the purchase of a Lincoln Electric computer numerical controller (CNC) plasma table with accessories and software for \$28,971.02 and waive the bidding requirement for the purchase as recommended. A CNC plasma cutter would allow HS students the opportunity to explore, learn, and utilize skills that are used in current manufacturing practices across the nation. Currently their only source of CNC technology is a broken plasma cutter that was donated, for which parts are no longer available to fix. As they continue to increase opportunities for students and increase career opportunities it is important that they match the current technology that is being utilized by the current workforce. The Board questioned the waiver of bidding requirements for such a large purchase. Mr. Jurrens explained that due to the software package that is included and integrated with the CNC plasma cutter this makes this specific product unique. Other CNC plasma cutters are harder to get parts for and harder to utilize as well as requiring us to search for an aftermarket "3rd Party" solution to incorporate design and coding/programming into the curriculum. Perkins funding will be used to make the purchase. The HS agreed to demonstrate the technology to the Board. Motion carried 5-0.

(Bergland/Dight) to create an ad hoc food service committee for the duties, purpose and committee members as presented. The process to create an ad hoc committee is outlined in Board policy

208.1. The duty of the committee would be to review the status and health of our food service program. Their purpose is to create a report, with a recommendation on future food service delivery plans. The committee members are Josh Mack, Pat Rottinghaus, Mike Fisher, Jerry Mitchell and Paige Elsbernd. Superintendent Fisher commented he would like to make this a normal evaluation/review process to be performed every couple of years to gauge our food service health. Motion carried 5-0.

(Dight/Freund) to approve the Central Services office design, in a remodeled area of the Transportation Center, as presented. At the January 25, 2021 Board meeting Director Jerry Mitchell presented a plan for the Central Services office to move from the North Grand Building (NGB) since the developer of the NGB will start his renovation work this fall. The City has approved the plans to begin construction. Since most of the work will be done internally, there will be no change orders prepared for Board approval, however, the plans may change slightly as new ideas or concerns are addressed with the current design. The Board approved funding for the project as part of the 2021-22 facility projects. Motion carried 5-0.

(Freund/Rottinghaus) to approve the contract with Midwest Roofing as presented. At the January 11, 2021 Board meeting the bid for \$62,800 from Midwest Roofing to replace the HS section M roof was approved. This is part of the 2020-21 approved facilities project. Motion carried 5-0.

(Rottinghaus/Bergland) to accept the resignations and applications for early retirement with deep gratitude and appreciation for their tireless work on behalf of the students of the Charles City Community School District. The Board Secretary received four (4) resignations and applications for early retirement for option 1 retirements at June 30, 2022. Option 1 retirements entitle the eligible retiree to receive 50% of their 2021-22 base salary. There were no option 2 applications for June 30, 2021 retirements, 25% of base salary.

Name	Position	Year of retirement	Years of Service
Don Betts	Carrie Lane Teacher	6/30/22	27
Mary Catherine Blanchard	English Language Learner Teacher	6/30/22	27
Melinda Masters	Lincoln Elementary Teacher	6/30/22	36
Larry Wolfe	High School Associate Principal	6/30/22	10
	<b>Total Years of Service at Retirement</b>		<b>100</b>

Motion carried 5-0.

(Bergland/Rottinghaus) to accept the January 2021 financial reports as presented. Motion carried 5-0.

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

- Approval of the minutes of the regular meetings held on January 11, 2021 and January 25, 2021 as presented.
- Approval of the February 2021 bills.
- Approval of resignation of Kim Usher as HS paraeducator effective 2/1/21.
- Approval of the following 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 for the position.

Name	Position	Amount	Start Date
Danielle Vance	Washington paraeducator	\$15.09/ hr.	2/9/21
Allison Kuehn	Music Lesson assistant	\$13.25/ hr.	2/9/21
Jenna Haglund	Asst Varsity Girls Track Coach	\$3,130	2/8/21
Bryan Bjorklund	HS Computer Science Teacher	*	8/1/21
Bryan Bjorklund	Head Football Coach	*	8/1/21

\* amount and start date to be determined after the 2021-22 collective bargaining agreement is approved.

Motion carried 5-0.

Vendor Name	Invoice Detail Description	Amount
<b>Operating Fund:</b>		
Access Systems Leasing	Copier/Printer Maintenance	\$ 2,158.29
Access Systems	Fax Overage/Tech Dept	\$ 4.00
Acco Brands USA	Laminating Film/MS	\$ 104.59
Aces	Safety Net Backup/Tech Dept	\$ 501.00
AEP Connections	Manage Frustration Conf/Wash/Heeren	\$ 165.00
Ag Vantage FS	LP Fuel/Bus Barn	\$ 582.00
Ahlers & Cooney, P.C.	Legal Services	\$ 1,365.50
Airgas USA	Cylinder Rent/HS/Spurgin	\$ 301.05
Amazon	Misc Supplies	\$ 6,116.25
American Solutions For Business	Branded Swag Bags/J DeVore	\$ 838.25
Arnold Motor Supply	Parts/Bus Barn	\$ 121.20
Bonnstetter, Danielle	Reimb Mileage	\$ 74.75
Breitbach Chiropractic	Physicals/Bus Barn	\$ 225.00
Brodart	Supplies/Wash Library	\$ 112.04
CarQuest Auto Parts	Parts/B & G	\$ 867.41
Central Preschool	Voluntary 3 & 4 Yr Old Program/January	\$ 3,861.35
Central Rivers Area Education Agency	Battle Of The Books Reg/Linc/Sande	\$ 40.00
Central Springs Schools	Tuition/Level 1	\$ 5,367.61
Century Link	Long Distance	\$ 107.60
Century Link	Phone	\$ 1,557.21

Charles City Press	Reg & Special Sessions/Classified ads	\$ 1,078.56
Circle K Electronics	Radio/Misc/Bus Barn	\$ 353.75
City Laundering Co.	Towels/Bus Barn	\$ 73.14
Collaborative For Educational Services	ISTE Training/MS/Yaddof	\$ 750.00
Conklin, Marie	Reimb Travel	\$ 171.41
Country Landscapes, Inc	Mobilization/Erosion Control Fence/B & G	\$ 1,543.20
CPI	Membership/Wash/Conklin	\$ 150.00
Cyclone Awards & Engraving Inc.	(44)Name Tags/J DeVore	\$ 303.37
Decker Sporting Goods	Tshirts/Preschool	\$ 675.00
Demco	Supplies/(2)Bookshelves/Wash Library	\$ 1,253.56
Dept Of Inspections And Appeals	License Renewal/HS/Mead	\$ 150.00
Donovan Group Iowa	Communications Services/January	\$ 1,200.00
Education.Com	Inst Supp/ELL/Blanchard	\$ 59.94
Equity Literacy Institute	Equity Visioning	\$ 6,000.00
Fareway Store	Water/Google Review Meetings	\$ 7.98
Fisher, Mike	Reimb Webcam/Mic/Misc/Zoom Meetings	\$ 379.96
Flinn Scientific	Inst Supp/HS/Gomez	\$ 70.00
Floyd County Fairboard	Refund Cleaning Supplies	\$ 722.52
Follett School Solutions	Books/Wash & Linc Library	\$ 1,140.33
Franklin Covey Client Sales	Standard Leadership Supplies/Wash	\$ 331.74
Gage Plumbing & Heating, Mick	Pipe/B & G	\$ 5.68
Gardner, Hidir	Reimb Supplies	\$ 25.00
Gaston, Sam	Reimb Supplies	\$ 12.40
Grainger	Misc Supplies/B & G	\$ 1,079.36
Hy Vee	Misc Supplies	\$ 1,513.35
Innovative Business Products & Services	Parents/Students Workshop	\$ 5,250.00
Iowa Communications Network	January Port Fee	\$ 440.75
Iowa School Counselor Association	Membership/Cole	\$ 169.00
Iowa Title & Realty Company	City Property Transfer	\$ 237.00
Jendro Sanitation	February Services	\$ 1,197.50

John Deere Financial	Misc Supplies	\$ 675.49
Journey Ed	(500)Adobe Site Licenses/Tech Dept	\$ 2,425.00
Jurens, Bethany	Reimb Supplies	\$ 101.63
KCHA	Holiday Greeting Ad/J DeVore	\$ 100.00
Keystone Laboratories	Wash Water Test	\$ 12.50
Kobliska, Judy	Reimb Supplies	\$ 25.00
Kwik Trip	Gasahol/Diesel	\$ 4,311.27
Larson Co., Gustave A.	Misc Supplies/B & G	\$ 2,233.24
Lessin Supply Company	Misc Supplies/B & G	\$ 613.37
Lowe's	Tools/HS/Lundberg	\$ 555.30
Lundberg, Jim	Reimb Tools/Misc	\$ 150.79
MacGill	Gloves/Nurse	\$ 153.00
Massachusetts General Physicians Organization	CPS Pre-Requisite	\$ 1,192.00
Mid American Energy Company	Electric	\$ 13,823.70
Midwest Alarm Services	MS & Bus Barn Service Call	\$ 5,007.85
Midwest Bus Parts	Parts/Bus Barn	\$ 167.41
Mike's C & O Tire Service	Tires/Bus Barn	\$ 34.90
Morton, Julie	Reimb Laptop Charger	\$ 15.00
Nasco	Inst Supp/HS/Gomez	\$ 85.95
Nassco	Cleaning Supplies/B & G	\$ 2,317.09
Nolt's Midwest Produce Supplies	Flats/Pots/Misc/HS/Spurgin	\$ 223.58
North Iowa Lawn & Sports	Parts/B & G	\$ 674.09
Northland Products Company	Oil/Bus Barn	\$ 511.20
Now Micro Inc	(365)Chromebooks/Tech Dept	\$ 63,510.00
O'Reilly Auto Parts	Parts/Bus Barn	\$ 874.44
One Source The Background Check Company	(5)Background Checks	\$ 51.00
Osage Community School	Tuition/Level 1	\$ 5,068.98
Pepper Of Minneapolis	Inst Supp/HS/Sturtevant	\$ 549.29
Pitney Bowes	Postage For Meter Machine	\$ 127.56
Pittman, Rob	Reimb Supplies	\$ 50.97
Pollard	Pest Control	\$ 182.00

Quade, Tammy	Reimb Popcorn/Chromebook/Carnival	\$ 375.57
Riceville Community Schools	Tuition/Level 1	\$ 10,557.96
Rifton Equipment	Harness/Wash	\$ 90.00
Ross, Wendy	Reimb Cap & Gown Fee	\$ 20.00
Rottler, Caley	Reimb Supplies	\$ 122.60
Safety Strong	Inst Supp/IC	\$ 5,545.00
Sande, Diane	Reimb Books/Battle Of Books	\$ 143.28
Sandy's Sign Shop	Name Signs/J DeVore	\$ 48.00
Scholastic Book Fairs	Books/Linc Library	\$ 348.22
School Bus Sales Company	Parts/Bus Barn	\$ 409.69
Schueth Ace Hardware	Misc Supplies/B & G	\$ 381.65
Sleep Inn	Lodging/Interest Based Bargaining	\$ 358.40
Spieker, Amy	Reimb Supplies	\$ 25.00
Spurgin, Bret	Reimb Supplies	\$ 54.97
Staples Advantage	Inst Supp/HS	\$ 174.32
Stock Glass	Glass/'17 Caravan	\$ 403.42
Street Smarts	Driver's Ed/Winter 2021	\$ 3,774.10
Studies Weekly	Subscription/IC	\$ 174.90
Stultz, Katelyn	Reimb Supplies	\$ 25.00
Super Teacher Worksheets	Inst Supp/ELL/Blanchard	\$ 24.95
Superior Lumber	Supplies/B & G	\$ 285.44
T-J Service	Frig Repair/Wash	\$ 204.99
Teacher Created Resources	Inst Supp/Linc	\$ 44.92
Teaching Textbooks Distribution	Inst Supp/Homeschool	\$ 74.29
Thrift Books	Inst Supp/HS/Roth	\$ 62.85
Timberline Billing Service	Medicaid Billing	\$ 1,581.13
Triumph Surplus	UPS	\$ 12.97
US Cellular	Cell Phones	\$ 514.64
USIC Locating Services	Iowa Locates/Tech Dept	\$ 477.64
Verizon	(25)Hot Spots/Tech Dept	\$ 501.00
Waverly-Shell Rock Community Schools	Lied Center Tuition	\$ 57,210.70
Webstaurant Store, The	Inst Supp/HS/Mead	\$ 258.49
Wiltgen Manufacturing Co.	(12)Bins/B & G/Discr \$	\$ 1,680.00

Woodward-Granger Community School District	Tuition/Level 2	\$ 458.19
Wright Express	Gas Card	\$ 4.00
<b>Activity Fund:</b>		
Bath And Body Works	Supplies/Culture Positivity/HS/SIAT	\$ 212.05
Bohlen, Doug	Reimb Boardbox/Bowling	\$ 616.61
Camp, Bob	Girls Basketball Official	\$ 130.41
Central Community School	Entry Fee/Wrestling	\$ 90.00
Crozier, Mike	Girls Basketball Official	\$ 130.41
Dearmoun, Monte	Girls Basketball Official	\$ 210.00
Decker Sporting Goods	First Aid/Wrestling	\$ 551.80
Dingel, Dennis	Boys Basketball Official	\$ 150.00
Dingman, Hunter	Girls Basketball Official	\$ 116.55
Dreckman, Bob	Wrestling Official	\$ 75.00
Dunn, Tom	Boys Basketball Official	\$ 75.00
Fareway Store	Fruit/FFA	\$ 130.82
Frost, Joe	Boys Basketball Official	\$ 75.00
Gielau, Al	Boys Basketball Official	\$ 75.00
Gruetzmacher, Michael	Boys Basketball Official	\$ 105.00
Hauge, Ben	Girls Basketball Official	\$ 215.00
Hoffert, Chris	Boys Basketball Official	\$ 130.74
Holthaus, Jordan	Wrestling Official	\$ 75.00
Hy Vee	Supplies/FFA	\$ 615.54
IBCA	Membership/Basketball	\$ 140.00
Iowa High Schl Speech Asn	Entry Fee/District Large Group	\$ 56.00
John Deere Financial	Supplies/FFA	\$ 157.57
Kalvig, Mike	Boys Basketball Official	\$ 109.62
Keleher, Jerry	Girls Basketball Official	\$ 105.00
King, Dion	Boys Basketball Official	\$ 75.00
Kolder, Rod	Boys Basketball Official	\$ 130.08



Lundberg, Jim	Reimb Supplies/FFA	\$ 87.07
M Prints Ink	Tshirts/FFA	\$ 275.00
Marley, Jay	Wrestling Official	\$ 122.26
Minn Tex Citrus	Fruit/Meat/Cheese/FFA	\$ 142.55
Nasco	Ear Taggers/HS/Spurgin	\$ 100.45
National FFA Organization	Jackets/Scarves/Tie/FFA	\$ 655.80
Niehaus, Jeffrey	Girls Basketball Official	\$ 105.00
Nuehring, Caleb	Girls Basketball Official	\$ 105.00
Pappas, Nicholas	Boys Basketball Official	\$ 75.00
Parks, Greg	Girls Basketball Official	\$ 210.00
Pepper Of Minneapolis	Music/Fall Play/Sturtevant	\$ 50.00
Pioneer Drama	Script/Mirror Mirror On The Wall/Conklin	\$ 259.50
Schmidt, Mike	Boys Basketball Official	\$ 105.00
Steckelberg, Charles	Boys Basketball Official	\$ 75.00
Streit, Phil	Girls Basketball Official	\$ 105.00
Thein, Trevor	Boys Basketball Official	\$ 75.00
Thompson, Todd	Girls Basketball Official	\$ 110.00
US Cellular	Cell Phone/Activities	\$ 77.83
Walderbach, Kurt	Girls Basketball Official	\$ 122.21
Zehr, Jeremy	Boys Basketball Official	\$ 105.00
<b>Management Fund:</b>		
Iowa Workforce Development	Unemployment	\$ 865.40
<b>Local Option Sales Tax Fund:</b>		
First Congregational Church	Carrie Lane Rent/February	\$ 420.00
Mid American Energy Company	NGB Electric	\$ 1,468.15
UMB	2013 Sales Tax Bond Adm Fee	\$ 1,000.00
<b>Physical Plant &amp; Equipment:</b>		

Access Systems Leasing	Copier/Printer Maintenance	\$ 1,385.00
City Of Charles City	Purchase Of Land-Athletic Complex	\$ 500.00
Marco	Lease Pay-AV Equipment/January	\$ 16,743.07
<b>School Nutrition Fund:</b>		
Grainger	Cloth Pads	\$ 18.95
Jacobs, David	Reimb Lunches	\$ 52.10
Taher	Operating Expenses/January	\$ 77,821.61
<b>Health Insurance Fund:</b>		
Blue Cross Blue Shield Of IA	February Billing-(4)Weekly Draws	\$ 190,000.00
<b>Custodial Fund:</b>		
Decker Sporting Goods	Vests/Jackets/Pullovers/Pants/Spirit Shop	\$ 3,672.00

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

- There is great culture and climate work being done.
- The Board values the early retirement plan so they can prepare and plan for the future.
- We need to up our technology plans since that is the way of the future.
- The low Covid numbers and having students back in school is positive. We are being smart to continue to require masks.

The enrollment summary for February 1 was received and discussed.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, February 22, 2021.

President Mack adjourned the meeting at 8:35 p.m.

Terri O'Brien, Board Secretary