



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

Regular Meeting  
Monday, February 22, 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  
Michelled Jones, Student Board Member

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

*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

Equity and Achievement Culture and Climate Facilities and Infrastructure
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#### 4. Welcome Visitors: Public Comment

*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	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 and matrix

Information/Action  
Exhibit

Superintendent Fisher will share information and provide an update on COVID. The Board will discuss the revised Covid Decision Matrix.

**The recommendation of the superintendent is:**

“to approve the Covid decision matrix revision dated 2/22/21 as recommended.”

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

8. Comet Shop Presentation/Discussion  
Exhibit
- High School business students will present a Comet Shop proposal for Board discussion.

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

9. Culture and Climate Presentation  
Exhibit

Abby Gomez, HS, Brenda Bailey, MS, Diane Sande, Lincoln and Brandy Mutch, Washington will provide an update on the District's culture and climate. Superintendent Fisher presented a PowerPoint on "Why Organizational Health Matters: The What and Why of Culture and Climate?" on February 8, 2021. This presentation will expand on the first presentation with what systems we plan to implement to promote a healthy staff and organization. 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.

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

10. Better Boardmanship Award Presentation

The Board team was awarded the prestigious Team Achievement Award through the Iowa Association School Board (IASB) Better Boardmanship Awards program for 2019-20. Only five Board teams in the entire state earned this award. To qualify for this award, the majority of the Board earned Individual Achievement Awards and they must have a Board development policy in place. A plaque is presented in recognition of the Board's support and encouragement for individual board member development, which only adds to an educated, more effective governance team.

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

11. Review of 2021-22 School Calendar Discussion  
Exhibit

The Board will discuss the proposed 2021-22 school calendar. The calendar task force also developed a draft of the 2022-23 school calendar and is being provided for your information. Supt. Fisher will present and explain the proposed 2021-22 school calendar. The Board will direct the Superintendent to make changes, if needed, to the tentative school calendar.

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

12. Set the Date & Time for a Public Hearing on the 2021-22 School Calendar Action

**The recommendation of the superintendent is:**

"to set the public hearing concerning the 2021-22 school calendar for Monday, March 8, 2021 at 6:15 PM in the High School library."

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

13. Driver Education agreement Action  
Exhibit
- The Street Smarts driver education contract is up for renewal. Due to the limited number of vendors providing this service, the High School is recommending renewal of the agreement for another three years. The cost will increase from \$365 to \$380.
- The recommendation of the superintendent is:**  
“to approve driver education contract agreement with Street Smarts for the period 7/1/21 to 7/1/24 as recommended.”
- Aligned with Strategic goals: Equity and Achievement; Culture and Climate, and Facilities and Infrastructure**
14. Vehicle Garage Bids Action  
Exhibit
- The District sent out the vehicle garage bid specifications to six vendors. There were two bids submitted. Director of Operations Jerry Mitchell reviewed the bids. This project was approved as part of the 2021-22 facilities project, \$105,000 budget. The cement work will be bid out separately.
- The recommendation of the superintendent is:**  
“to approve the bid from Countryside Construction for \$50,539.92 to construct the vehicle garage as recommended.”
- Aligned with Strategic goals: Equity and Achievement; Culture and Climate, and Facilities and Infrastructure**
15. Maintenance Shed Bids Action  
Exhibit
- The District sent out the maintenance shed bid specifications to six vendors. There were two bids submitted. Director of Operations Jerry Mitchell reviewed the bids. This project was approved as part of the 2021-22 facilities project, \$125,000 budget. The cement work will be bid out separately.
- The recommendation of the superintendent is:**  
“to approve the bid from Countryside Construction for \$117,305.17 to construct the maintenance shed as recommended.”
- Aligned with Strategic goals: Equity and Achievement; Culture and Climate, and Facilities and Infrastructure**
16. 12 Passenger Van Bids Action  
Exhibit
- The District sent out bid specifications to purchase a 12 passenger van to three vendors. There were three bids submitted. Director of Operations Jerry Mitchell reviewed the bids. This project was approved as part of the 2020-21 facilities project, \$18,000 budget.
- The recommendation of the superintendent is:**  
“to approve the bid from Mike Molstead Motors for \$22,750 to the purchase of a 12 passenger 2019 chevy Express Van as recommended.”
- Aligned with Strategic goals: Equity and Achievement; Culture and Climate, and Facilities and Infrastructure**

17. Relocation Assistance Regulation and Agreement Action Exhibit

The relocation assistance regulation and agreement was first approved by the Board on May 13, 2019. Several revisions to the document are proposed, the main one revising the relocation amount for \$1,000 to \$2,000 for senior leader staff. These changes would take effect immediately for new staff.

**The recommendation of the superintendent is:**

“to approve the revisions to the Relocation Assistance Regulation and Procedure documents as presented.”

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

18. 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
Ross Chettinger	Elementary Special Education Teacher	6/30/21
Scotti Hagensick	Elementary Counselor	6/30/21
Denise Flick	Lincoln paraeducator	2/19/21

Administration recommends that the Board approve the personnel resignations.

b. Approval of Personnel: Appointments Action

Name	Position	Amount	Start Date
Evan Marten	Director of Finance (53 days)	18,346	04/19/21
Evan Marten	Director of Finance (2021-22)	90,000	7/1/21
Ray Cole	MS Track Coach	\$2,956	2/22/21
Laura Smith	HS Counselor	*	8/11/21

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

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.

c. Approval of Personnel: Transfers Action

Name	Position	Amount	Start Date
Erik Hoefler	8th Grade Language Arts Teacher	Middle School Exploratory Teacher	08/01/21

## 19. Big Ideas

Discussion

The Board will discuss big ideas from the meeting.

## 20. Correspondence/Miscellaneous

Information

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## 21. Important Upcoming Dates

Information

- March 5 Finance Committee meeting - 7:00 a.m.
- March 8 School Board meeting - 6:15 p.m. Charles City High School
- March 22 School Board meeting - 6:15 p.m. Charles City High School

## 22. Adjournment