



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

Regular Meeting  
Monday, May 10, 2021  
5:15 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  
Michellle Jones, Student Board Member

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

*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

#### 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	YES 4/30/2021
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/Discussion

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

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

8. Board Policy Review 1st Reading Action  
Exhibit

Superintendent Fisher will discuss the 1st reading of board policies that are scheduled for annual review.

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

**The recommendation of the superintendent is:**

“to approve the policy and presented”

9. Request for Proposal Sale on 1970 Portion of North Grand Building Action  
Exhibit

An RFP for the sale of the North Grand Building. The RFP states we are able to review all offers and reserve the right of refusal of any and all offers that do not meet state specifications.. The RFP also indicates that higher priority will be given to entities and individuals who would like to utilize the building in a manner that meets the mission and vision of the district by advancing education and child development within the community.

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

**The recommendation of the superintendent is:**

“to approve the RFP expiring June 10th, 2021 as presented.”

10. Lawn Mower Bid Approval Action  
Exhibit

Jerry Mitchell received three bids for purchasing a lawn mower. Jerry would like to purchase two of those lawn mowers, a 72inch Diesel Toro for \$15050.41, and a Diesel 72inch Grasshopper for \$16,510.00. These were the two lowest bids.

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

**The recommendation of the superintendent is:**

“to approve the the two lawn mower bids totaling \$31,560.41 as present”

11. Financial Report for April 2021 Action  
Exhibit

Director of Finance, Evan Marten, will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for April 2021.

**The recommendation of the superintendent is:**

“to accept the April 2021 financial reports as presented.”

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

12. Phase one Invision Contract Action  
Exhibit

Invision has submitted a proposed Agreement between the School District and themselves.

**The recommendation of the superintendent is:**

“to accept the draft as proposed and work towards finalizing the agreement with Invision as our architects”

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

12. Tyler Technologies Traversa Approval Action  
Exhibit

Jerry Mitchell attended several meetings with many different stakeholders to review and find the most efficient bus routing and tracking system. Traversa was the clear winner. Traversa will assist students by letting them know if they got on the wrong bus, and will also assist parents in knowing exact times when their child got on and off the bus to include location.

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

**The recommendation of the superintendent is:**

“to approve the Traversa busing system totaling \$56,814.00 out of ESSER funds over the next two years as presented”

13. 2021-2022 Senior Leader Salary Action  
Exhibit

Superintendent Fisher is proposing a 2.00% package increase for all senior leaders excluding new hires.

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

**The recommendation of the superintendent is:**

“to approve the 2.00% package increase as presented”

14. 2021-2022 Non-Union licensed Staff Action  
Exhibit

Superintendent Fisher is proposing a 2.48% package increase for Non-Union licensed Staff.

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

**The recommendation of the superintendent is:**

“to approve the 2.48% package increase as presented”

15. 2021-2022 Admin Support Staff Action  
Exhibit

Superintendent Fisher is proposing a 2.60% package increase for Admin Support Staff.

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

**The recommendation of the superintendent is:**

“to approve the 2.60% package increase as presented”

16. Pike County School Services Action

The Charles City Community School and Pike County Schools in Georgia have been in a 2 year partnership of mentoring and sharing of resources. We have worked with them through their execution of their Portrait of a Graduate and essential competencies that led a reframing of teaching and learning. Mike Fisher visited two years ago and since then, we have maintained regular zoom meetings for mentoring and sharing of resources. In

addition, they have begun learning from us about our leadership focus and how that is being utilized to help kids also reach their maximum potential.

We have had several requests by staff to visit Pike County Schools in person to better see problem based learning in action. We have a budget of ESSER money that could be used to fund this project.

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

**The recommendation of the superintendent is:**

“To approve a reasonable amount of site visits for staff, students, and/or community leaders to visit Pike County Schools for collaboration, learning, and sharing of resources to continue to improve student achievement in Charles City.”

17. 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 Minutes of the Regular Meetings held on April 12, 2021, April 26, 2021 and the Special Meeting on April 30, 2021. Exhibit
- b. Approval of Monthly Bills for April 2021 Action  
Exhibit
- c. Approval of Personnel: Resignations Action

Name	Position	Date Effective
Loren Robbins	FT Paraeducator	5/27/2021
Laura Walker	Junior Class Chair/Prom Advisor	5/10/2021
Julie Hollister	PT Paraeducator	5/29/2021
Josh Johnson	Assistant Varsity Football Coach	5/10/2021

Administration recommends that the Board approve the personnel resignations.

d. Approval of Personnel: Appointments Action

Name	Position	Amount	Start Date
Brenda Abrahamson	FT Paraeducator	\$15.09	5/11/2021
Kim Jensen	FT Paraeducator	\$15.09	5/11/2021
Jennifer Satrio	FT Paraeducator	\$15.09	8/19/2021
Jill Striech	Special Education Teacher Strat I	\$49,714.00	8/12/2021
Abby Palsic	High School Business	\$50,810.00	8/12/2021

\* 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.

e. Approval of Personnel: Transfers

Action

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Amount</b>	<b>Start Date</b>
Brooke Hamm	Educational Sec.	FT Paraeducator	\$16.63	TBA
Jessica Jones	PT Paraeducator	FT Paraeducator	\$16.61	5/11/2021
Tracy Frein	PT Paraeducator	FT Paraeducator	\$16.36	5/11/2021
Madalyn Fank	2nd Grade Teacher Washington	Title I/ Special Education	No Change	8/16/2021
Alison Reams	Washington Paraeducator	Library Paraeducator	No Change	8/19/2021
Tyler Mitchell	10th Grade Football	Assistant Varsity Football	\$3,630	8/01/2021

18. Big Ideas

Discussion

The Board will discuss big ideas from the meeting.

19. Correspondence/Miscellaneous

Information

- Enrollment Summary
- Congratulations Note to Mike and Bryan for Voter Registration

20. Important Upcoming Dates

Information

- May 11 Comet Choice Awards 5:30 p.m. FFA Enrichment Center
- May 12 TLC Dedication Ceremony North Grand Building 10:40am
- May 12 Senior Recognition Ceremony 5:30 p.m. North Grand Auditorium
- May 24 School Board Meeting - 6:15 p.m. Charles City High School
- May 30 Graduation- 1:30 p.m. Comet Gym

22. Adjournment