



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

Regular Meeting
Monday, June 8, 2020
6:15 PM

Charles City High School

Charles City, Iowa

Zoom meeting: Phone: 312 626 6799 meeting ID: 989 0994 7985

The meeting is being held with electronic options as well as in-person due to heightened public health risks and the need to limit large gatherings during the COVID-19 outbreak. The meeting is open for public comment by calling in at the zoom meeting. The community can watch the school board meeting live at Facebook.com/CharlesCityCSD. This is a short term solution to our open meeting requirement during the COVID-19 outbreak. In the interest of public health and social distance protocols, we do encourage you to join electronically.

1. Call to Order by Chairperson

Roll Call

Josh Mack, President
Missy Freund, Vice President
Scott Dight
Pat Rottinghaus
Janiece Bergland

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

Our vision: To ENGAGE, INSPIRE, and EMPOWER students and staff in order to maximize learning.

Our Mission: Regardless of who you are or what your story is, you can learn and be loved here.

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.

Committee	Chairperson	Report (Yes/No)
Facilities	Dight	Yes 5-29
Communications & Public Relations	Bergland	No
Finance	Mack	No
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	Yes 5-29
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. Mindfulness Presentation

Presentation
Exhibit

Tia McInroy will present information on the mindfulness course work 20 staff members participated in.

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

8. Covid Update

Discussion

Superintendent Fisher will discuss updates to the Return to Learn Plan and Reentry Work.

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

9. Vision Statement

Action

Thank you so much to the board and all of the leadership for all of the work on crafting our new vision pending board approval. Joe Taylor did the final scrub from the input we took from the board meeting last week.

The recommendation of the superintendent is:

“to approve the 2020 Vision statement, “Creating compassionate competent problem solvers” as recommended.”

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

10. Technology Change Order

Discussion/Action

Exhibit

April Hanson, Director of Technology, will provide an update on technology installation and explain the modifications to the AV classroom order with Marco Technologies. Changes were made to quantity and types of equipment. The original award was to Marco Technologies for 132 audio visual classrooms at a monthly cost of \$14,720. The change order encompasses additions for core style rooms and credits for minimal, gather and HS style room revisions.

The recommendation of the superintendent is:

“to approve the change order with Marco Technologies at a monthly cost of \$2,023.07 as recommended.”

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

11. Second Reading of Policy Series 500

Discussion/Action

Exhibit

The Policy Committee has reviewed the proposed policy changes to series 500.

The recommendation of the superintendent is:

“to approve the second reading of series 500 Board Policies with changes and to approve the review of policies with no changes as recommended.”

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

12. Second Reading of Miscellaneous Policy Changes

Discussion/Action

Exhibit

The Policy Committee has reviewed the proposed miscellaneous policy changes. Many are recommended because of IASB template changes due to legislative changes.

The recommendation of the superintendent is:

“to approve the second reading of other miscellaneous policies changes as recommended.”

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

13. First Reading of Early Retirement Policy Changes

Action
Exhibit

The Policy Committee has reviewed the proposed changes to policy 407.6 Licensed Employee Early Retirement. A committee of staff leadership and administration drafted this policy which was reviewed by the Policy committee. To be eligible licensed staff and senior leaders must be 55 years of age and have 10 years of service in Charles City. There are two options for staff if notice is given by February 1st a year in advance of the year the employee intends to retire the incentive is 50% of the employee salary. During the first year of this policy change, 2021 retirements, the deadline for option 1 application will be November 1st a year in advance of the year the employee intends to retire. If notice is given by February 1st the same year the employee plans to retire the incentive is 25% of the employee salary.

The recommendation of the superintendent is:

“to approve the first reading of policy 407.6 Licensed Employee Early Retirement as recommended.”

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

14. Resolution Authorizing Issuance of Building Procurement Cards

Discussion/Action
Exhibit

After approval of the changes to the credit card policy the Board will discuss the Purchase Card (P-card) resolution. The District will provide a P-card in each building to be checked out for purchases in the building. The Building office will be responsible for checking the card in and out and collecting receipts for any purchases.

The recommendation of the superintendent is:

“to approve the Resolution Authorizing Issuance of Building Procurement Cards as presented.”

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

15. Set the Date & Time for a Public Hearing on the Flexibility Resolution

Action
Exhibit

The District must hold a public hearing for use of flexibility funds: Be Pursuant to Chapters 21 and 298A Code of Iowa, NOTICE IS HEREBY GIVEN that a public hearing will be held by Charles City Community School District, on June 22, 2020 at 6:15 p.m. via zoom. This hearing is on a resolution to expend funds from the district's Flexibility Account. These funds, in the amount of \$57,286.76 were unexpended and unobligated from Professional Development Program.

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 June 22, 2020 at 3:00 p.m.

The recommendation of the superintendent is:

“to set the public hearing concerning the use of flexibility funds for Monday, June 22, 2020 at 6:15 p.m. via zoom.”

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

16. Board Meeting Dates

Discussion/Action
Exhibit

The Board will consider regular meeting dates in 2020-21. The current policy 210.2, regular meetings states:

“The regular meetings of the board will be held on the second and fourth Monday of each month. In March, the Board will meet on the third Monday when the regular meeting date conflicts with spring break. The Board will meet once in December. Meetings will begin promptly at 6:15 p.m. The board will adhere to this meeting date and time unless the board requires additional meetings or, due to circumstances beyond the board's control, the meeting cannot be held on the regular meeting date, and the meeting will be rescheduled in accordance with law and policy. Public notice of the meetings will be given.”

The Board will consider how many school board meetings to have in July 2020. The current policy has two meetings in July. It is the board's prerogative if they want to choose to go to one meeting and the date of that meeting in July.

The recommendation of the superintendent is:

“to approve the Board Meeting dates in 2020-21 *(and revise the board policy accordingly)*.”

17. Financial Report for May 2020

Action
Exhibit

Business Manager Terri O’Brien will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for May 2020.

The recommendation of the superintendent is:

“to accept the May 2020 financial reports 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 the Minutes of the Regular Meetings held on May 11, 2020 and May 26, 2020 Action
Exhibit
- b. Approval of Monthly Bills for June 2020 Action
Exhibit
- c. Approval of Personnel: Resignations Action

Name	Position	Date Effective

Administration recommends that the Board approve the personnel resignations.

d. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Tony Slinger	Volunteer Baseball Coach		6/1/20
Doug Bohlen	Volunteer Baseball Coach		6/1/20
Jeremy Heyer	Volunteer Softball Coach		6/1/20
Samantha Heyer	Volunteer Softball Coach		6/1/20
Brandy Anderson	5-12 Summer School Supervisor	\$30/ hour	6/1/20
Sarah Blickenderfer	5-12 Summer School Supervisor	\$30/ hour	6/1/20
Megan Vanderloop	5-12 Summer School Supervisor	\$30/ hour	6/1/20
Julie Molstead	5-12 Summer School Supervisor	\$21.36 /hour	6/1/20

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 TLC Coach Stipend

Action

Employee	Position	Amount	Start Date
Kellie Boguess	TLC Instructional Coach	7,500	7/1/20
Sheila Etherington	TLC Instructional Coach	7,500	7/1/20
Eric Johanningmeier	TLC Instructional Coach	7,500	7/1/20
Marie Conklin	TLC Success Coach	7,500	7/1/20
David Voves	TLC Instructional Coach	7,500	7/1/20
David Voves	TLC Coordinator	3,750	7/1/20

f. Employee Contract Modification

Action

Administration recommends approval of the resignation from Todd Forsyth's teaching contract and stipend and to offer him a new director contract effective for the 2020-2021 school year as presented.

g. Extension of Lease

Action
Exhibit

Administration recommends approval of the extension of the lease with the First Congregational society of Floyd County for space for the Carrie Lane program. The lease is for \$420 per month beginning the 15th of August, 2020 through July 15, 2021. .

h. Consideration of IASB membership renewal

Action
Exhibit

Administration recommends renewing the District's membership in the Iowa Association of School Boards (IASB) for 2020-21. The membership dues are \$5,299.00.

i. Annual Mileage Rate for 2020-21

Action

Administration recommends that the Board set the annual mileage rate at 57.5¢ (the IRS rate) as of 7/1/20. This is a master contract language item to have mileage at the IRS rate. This is a .5¢ decrease from last year.

j. 2020-2021 Contract for Educational Services

Action
Exhibit

Administration recommends approval of the 2020-2021 contract for educational services with NIACC.

k. Learning Connection Second Amendment

Action
Exhibit

Administration recommends approval of the three year agreement ending 6/30/23 with Iowa Department of Human Services for learning connection funding.

l. 2020-21 School Fees

Action

Administration recommends approval of the 2020-21 school fees as presented.

Pre-Kindergarten through Grade 4 textbook.....	\$ 30.00	No change
Middle School textbook.....	\$ 45.00	No change
High School textbook.....	\$ 50.00	No change
Technology Fee - (grades 5-12).....	\$ 30.00	No change

IF classrooms are not opened in the fall the technology fee will apply to PK-12

HIGH SCHOOL

Grades 9 – 12 Senior Graduation Fee.....	\$ 40.00	\$2 increase
Yearbook	\$ 50.00	\$5 decrease
Drivers Education (thru StreetSmarts).....	\$365.00	No change

MIDDLE SCHOOL

Grades 5 – 8 Yearbook	\$6.00	No change
-----------------------------	--------	-----------

HOT LUNCH

Breakfast Grades PreK 12	\$1.50	No increase
Adult	\$1.90	No increase

Lunch

Grades Pre-K-12.....	\$ 2.70	No increase
Adult	\$ 3.85	No increase

Supers (extra entree)	\$ 1.60	No increase
-----------------------------	---------	-------------

19. Big Ideas Discussion

The Board will discuss big ideas from the meeting.

20. Correspondence/Miscellaneous

Information

-

21. Important Upcoming Dates

Information

- June 12 Finance Committee - 7:00 a.m. zoom
- June 22 School Board Meeting - 6:15 p.m. zoom
- June 26 Negotiations & Compensation Committee meeting - 7:00 a.m. zoom

22. Adjournment