

Regular Meeting – June 8, 2020

Unapproved

The Charles City Board of Education met electronically in regular session on Monday, June 8, 2020. The meeting was open to the public by calling in at the zoom address and could be viewed at Facebook.com/CharlesCityCSD. The meeting was held electronically due to the heightened public health risks and the need to limit large gatherings during the COVID 19 outbreak. President Mack called the meeting to order at 6:15 p.m. Present: Board members Freund, Dight, Rottinghaus and Bergland. Absent: none. Staff members present included Superintendent Fisher, Board Secretary O'Brien and Communication Director DeVore. The peak electronic viewer count during the meeting was 40.

The Mission/Vision statement was read by Director Dight.

(Freund/Bergland) to approve the agenda as presented. Motion carried 5-0.

There were no electronic public comments made during the meeting.

Superintendent Fisher reported District progress on the three Strategic goals: equity and achievement, culture and climate and facilities and infrastructure.

- Our 2020 Vision work around teaching and learning continues to roll forward. We are working on more community and parent communication to update everybody on how our teaching and learning will be different and better this upcoming year. It will also be much more resilient to COVID related disruptions.
- Baseball and softball practice has started with games starting on June 15th. We have postponed our Grand Opening of the fields until next year as we have big plans for a celebration of all our donors. This year we wanted to honor social distancing so are going for a “soft” opening of the fields.
- Baseball /Softball fields have the finishing touches going on them right now and will be ready by next week. We have lots of volunteers helping complete some of the dugout work. Grading and seeding work is also being completed at the College Grounds.

Reports from the Facility committee chair Dight and Policy committee chair Freund were received.

Tia McInroy presented information on the mindfulness course work 20 staff members participated in. Mindfulness is a mental state achieved by focusing one's awareness on the present moment, while calmly acknowledging and accepting one's feelings, thoughts, and bodily sensations. The benefits of practicing mindfulness include: Improved attention, Emotional regulation, Greater compassion, and reduction of stress and anxiety. Part of the course included how to implement into the classroom. Their next steps include; scheduling a meeting with those who have taken the classes to discuss implementation ideas, train other interested staff members, implement mindfulness into more classrooms and train a staff member to be a Certified Mindfulness Instructor.

Superintendent Fisher provided an update on the COVID Return to Learn Plan and Reentry Work. The reentry plan will use local guidelines and follow a FAQ format. Administration is asking for grace while the plan is being developed.

(Rottinghaus/Dight) to approve the 2020 Vision statement, “Creating compassionate competent problem solvers” as recommended. Thanks was extended to the board and leadership for all of the work on crafting our new vision. Joe Taylor did the final scrub from the input taken from the board meeting on May 26th. Motion carried 5-0.

(Dight/Freund) to approve the change order with Marco Technologies at a monthly cost of \$2,023.07 as recommended. April Hanson, Director of Technology, provided an update on technology installation and explained the modifications to the AV classroom order. Changes were made to quantity and types of equipment. The original award was 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 gathering and High School style room revisions. Motion carried 5-0.

(Rottinghaus/Freund) to approve the second reading of series 500 Board Policies with changes and to approve the review of policies with no changes as recommended. The Policy Committee has reviewed the proposed policy changes to series 500. Motion carried 5-0.

(Freund/Rottinghaus) to approve the second reading of other miscellaneous policies changes as recommended. The Policy Committee has reviewed the proposed miscellaneous policy changes. Many changes were recommended by the Iowa Association School Board due to legislative changes. Motion carried 5-0.

(Bergland/Dight) to approve the first reading of policy 407.6 Licensed Employee Early Retirement as recommended. A committee of staff leadership and administration drafted the policy. It was also 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 to choose from. Option 1, 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, 2021 retirements, the deadline for option 1 would be modified to November 1, 2020. Under option 2, if notice is given by February 1st the same year, the employee plans to retire the incentive is 25% of the employee salary. The current policy notice is February of the year of retirement which doesn't provide much notice for decision making and hiring replacements. Motion carried 5-0.

(Dight/Rottinghaus) to approve the Resolution Authorizing Issuance of Building Procurement Cards as presented. The Board discussed the Purchase Card (P-card) resolution. A P-card will be placed in each building office 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. Motion carried 5-0.

(Rottinghaus/Freund) to set the public hearing concerning the use of flexibility funds for Monday, June 22, 2020 at 6:15 p.m. via zoom. The District must hold a public hearing for use of flexibility funds pursuant to Chapters 21 and 298A Code of Iowa. These funds, in the amount of \$57,286.76 were unexpended and unobligated from the Professional Development Program funds. 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. Motion carried 5-0.

(Bergland/Freund) to approve the Board Meeting dates in 2020-21 and revise board policy 210.2 “Regular Meetings” to one meeting in July on the 3rd Monday. No vote was taken. (Bergland/Freund) revised the motion to approve the Board Meeting dates in 2020-21 and revise

board policy 210.2, “Regular Meetings” to one meeting in July on the 3rd Monday and waive the second reading. There was much discussion. Motion carried 5-0.

(Freund/Bergland) to accept the May 2020 financial reports as presented. There was discussion of COVID funding. Motion carried 5-0.

(Dight/Freund) to approve the consent agenda excluding item L, 2020 school fees for further discussion.

- Approval of the minutes of the regular meeting held on May 11, 2020 and May 26, 2020 as presented.
- Approval of the June 2020 bills.
- Approval of the following personnel appointments contingent upon completion of positive background checks.

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

- Approval of Teacher Leadership Coaching Stipends:

Employee	Position	Amount	Start Date
Kellie Boggess	TLC Instructional Coach	7,500	7/1/20
Sheila Etherington	TLC Instructional Coach	7,500	7/1/20
Eric Johanningermeier	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

- 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.
- 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 from August 15, 2020 through July 15, 2021.
- Renewal of the District’s membership in the Iowa Association of School Boards (IASB) for 2020-21. The membership dues are \$5,299.00.
- Approval of the annual mileage rate at 57.5¢ (the IRS rate) as of 7/1/20. The rate per the master contract is set at the IRS rate. This is a .5¢ decrease from last year.
- Approval of the 2020-2021 contract for educational services with NIACC.
- Approval of the three-year agreement ending 6/30/23 with the Iowa Department of Human Services for learning connection funding.

Motion carried 5-0.

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
Access Systems	Copier Maint/HS	\$ 200.00
Aces	Safety Net Back Up/Tech Dept	\$ 1,002.00
Ag Vantage FS	Fertilizer/Diesel/B & G	\$ 1,358.65
Ahlers & Cooney, P.C.	Legal Services	\$ 433.50
Airgas	Cylinder Rent/HS/Spurgin	\$ 96.42
Amazon	Misc Books/Fisher	\$ 397.48
ASCA Conference	Conf Reg/Linc/Hagensick	\$ 159.00
B & H Photo-Video	Camera Filemaker/Supplies/J DeVore	\$ 4,569.44
Beyond Consequenses Institute	Trauma Informed Book/Wash/Conlin	\$ 64.97
Carquest Auto Parts	Parts/B & G	\$ 908.71
Cedar Falls Community Schools	River Hills Tuition	\$ 33,458.46
Cedar River Signs & Designs	Senior Yard Signs/HS	\$ 3,124.00
Cedar River Tree Service	Tree Removal/B & G	\$ 1,900.00
Cedar Valley Produce Auction	Plants/HS/Johnson	\$ 508.80
Central Lock Security	Lock Repair/B & G	\$ 424.00
Central Preschool	Voluntary 3 & 4 Yr Old Program/May	\$ 3,861.35
Central Rivers Area Education Agency	Conference Reg/Supplies	\$ 234.00
Central Springs Schools	Open Enrollment	\$ 7,225.75
Century Link	Phone	\$ 311.23
Charles City Press	Reg Session	\$ 260.25
City Of Charles City	Water	\$ 1,242.90
Continental Clay Company	Inst Supp/B Bohlen/McInroy	\$ 518.84
Datio	Datio/Comet Cafe	\$ 54.00
Decker Equipment	Tack Strips/Lights/Brackets/MS	\$ 1,398.17
Dell	Laptop/J Mitchell	\$ 790.44
Department Education	(26) Bus Inpections	\$ 1,040.00
Emotional ABCs	Subscription/Linc/Hagensick	\$ 14.95
Facebook	Preschool Promotion Advertisement	\$ 23.58
Floyd County Engineer	Sand & Salt Mix/B & G	\$ 504.06
Forsyth, Donna	Reimb Supplies	\$ 29.62
Frontline Technologies Group	Time Keeping Software	\$ 7,247.94

Gordon Flesch Company	Copier Maint/Wash	\$ 306.39
Grainger	Suplies/Water Cooler/B & G	\$ 1,885.39
Heartland Paper	Cleaning Supplies/B & G	\$ 1,014.25
Hog Slat	Inst Supp/HS/Spurgin	\$ 56.86
Huber Supply	Cylinder Rent/HS/Spurgin	\$ 22.98
Hy Vee	Supplies/Senior Drive Thru Meal	\$ 85.22
IASBO	2020 Spring Conf/T O'Brien	\$ 75.00
Interactive Health Technologies	Inst Supp/MS/Rogotzke	\$ 300.00
Iowa Communications Network	May Port Fee	\$ 557.00
Jendro Sanitation	May Services	\$ 376.00
Jenkins Photography	Teacher Appreciation Week Video/Fisher	\$ 70.00
John Deere Financial	Misc Supplies	\$ 127.26
Keystone Laboratories	Wash Water Test	\$ 12.50
Kwik Trip	Fuel	\$ 588.43
Lessin Supply Company	Supplies/B & G	\$ 126.73
Loken, Sue	Reimb Supp/NPP Training	\$ 67.83
M Prints Ink	Senior Tshirts/HS	\$ 1,360.00
Marco, Inc	Copier/Priner Maint	\$ 3,226.49
Mason City Comm. Schools	Educare Tuition	\$ 6,008.76
Mason City Community Schools	Pinecrest Tuition	\$ 47,351.61
Mediacom	Internet/Alt HS	\$ 149.95
Mid American Energy Company	Elec/Gas	\$ 9,280.36
Midwest Bus Parts	Parts/Bus Barn	\$ 429.04
Mike's C & O Tire Service	Tires/Bus Barn	\$ 792.15
N.I.A.C.C	Fall 2019/Spring 2020 Concurrent Courses	\$ 94,437.84
Napa Of New Hampton	Parts/Bus Barn	\$ 759.42
Nashua-Plainfield Schools	Open Enrollment	\$ 25,208.50
New Hampton Schools	Open Enrollment	\$ 17,656.25
North Butler Community School District	Open Enrollment	\$ 21,187.50
North Iowa Lawn & Sports	Parts/B & G	\$ 1,588.51
Northland Products Company	Oil/Bus Barn	\$ 918.00

Nu Motion	Harness/Level 3	\$ 149.80
O'Keefe Elevator Company	Elevator Maint/B & G	\$ 161.15
O'Reilly Auto Parts	Parts/Bus Barn	\$ 662.44
Osage Community School	Open Enrollment	\$ 17,656.25
Pepper Of Minneapolis	Inst Supplies	\$ 859.89
Perry Novak Electric	Heat Detectors/Smoke Detectors/B & G	\$ 1,168.00
Pitney Bowes	Postage For Meter Machine	\$ 3,015.76
Plank Road Publishing	Inst Supp/Linc/Whealy	\$ 34.40
Pollard	Pest Control	\$ 182.00
Prairie Ag Supply	Toro Sidewinder/B & G	\$ 3,500.00
Rahmiller, Amanda	Reimb Supplies	\$ 169.46
Rainbow Resource	Inst Supp/Homeschool	\$ 1,669.82
Rotary Club Of Charles City	Membership/Fisher	\$ 77.50
RRMR School District	Open Enrollment	\$ 163.25
Saddleback Educational Publishing	Inst Supp/Homeschool	\$ 110.54
School Bus Sales Company	Parts/Bus Barn	\$ 1,145.42
Schoolpay	School Pay Service Fee	\$ 1.95
Schueth Ace Hardware	Misc Supplies	\$ 896.96
Sheet Music Plus	Inst Supp/MS/Otte	\$ 94.00
Sherwin-Williams Company	Rollers/B & G	\$ 18.51
Staples Advantage	Inst Supp/MS/Smith	\$ 6.36
Staudt, Lindsey	Reimb Supplies	\$ 101.49
Superior Lumber	Lumber/B & G	\$ 334.84
Timberline Billing Service	Medicaid Billing	\$ 800.13
Tink, Jesse	Leadership Coaching/Senior Leaders	\$ 1,350.00
Triumph Surplus	UPS/B & G	\$ 11.29
USIC Locating Services	Iowa Locate/Tech Dept	\$ 231.86
Waverly-Shell Rock Community Schools	Open Enrollment	\$ 3,531.25
Wood River Energy	Gas	\$ 1,226.81
Wright Express	Fuel Card	\$ 4.00
Zoom	Subscriptions/Fisher/J DeVore	\$ 2,256.20
Student Activity Fund:		

Arnold Motor Supply	Supplies/FFA	\$ 32.85
Austin, Meredith	Reimb Mash Tshirt	\$ 10.00
BSN Sports	Jerseys/Shorts/Boys Bball	\$ 1,825.00
Calpito, Gea	Reimb Mash Tshirt	\$ 10.00
Decker Sporting Goods	Supplies/Softball	\$ 6,882.15
Efle, Kylie	Reimb (4) Mash Tshirts	\$ 51.00
Haglund, Karl	Presentation/HS/T Mcinroy	\$ 100.00
Holzer, William	Reimb Mash Tshirt	\$ 10.00
Hy Vee	Balloons/Graduation	\$ 29.96
Lara, Shemaiah	Reimb Mash Tshirt	\$ 10.00
Mc Inroy, Tia	Reimb Mash Tshirt	\$ 10.00
Music Theatre International	Security Fees/Supplies/Little Shop Of Horrors	\$ 2,207.50
O'Reilly Auto Parts	Supplies/FFA	\$ 90.82
Oleson, Mckenna	Reimb (3) Mash Tshirts	\$ 30.00
Opp, Selah	Reimb Mash Tshirt	\$ 10.00
Prom Nite	Supplies/Prom	\$ 512.52
Ritter, Julie	Reimb Travel	\$ 55.10
Rodemaker, Aliya	Reimb Mash Tshirt	\$ 10.00
Schoolpay	School Pay Service Fee	\$ 7.57
Wink, Jacie	Reimb Mash Tshirt	\$ 10.00
Athletic Complex Project Dev Project:		
Chosen Valley Testing	Sports Complex Project	\$ 3,393.00
Decker Sporting Goods	Bases/Pitching Rubbers/Sports Complex	\$ 1,751.05
Superior Lumber	Supplies/Pressbox	\$ 6,864.76
Woodruff Construction	Pay Estimate 9	\$ 64,114.07
Physical Plant & Equipment:		
Cedar Falls Community Schools	River Hills Tuition	\$ 5,392.26
City Of Charles City	NGB Water	\$ 532.23
Mid American Energy Company	NGB Elec	\$ 559.95

Wood River Energy	NGB Gas	\$ 425.07
Debt Service Fund:		
Pinnacle Public Finance	Principal Payment/2015 Bond	\$ 388,195.00
School Nutrition Fund:		
Dell	Laptop/FS	\$ 790.44
Frenchick, Phillip	Reimb Lunches	\$ 13.95
Gautier, Joanna	Reimb Lunches	\$ 50.00
Huegel, Mark	Reimb Lunches	\$ 28.00
Johnson, Jodie	Reimb Lunches	\$ 76.45
Malven, Tim	Reimb Lunches	\$ 9.35
Marco, Inc	Printer Maint/FS	\$ 14.65
Noonan, Jenae	Reimb Lunches	\$ 13.75
Rima, Marla	Reimb Lunches	\$ 1.85
Sadler, Karen	Reimb Lunches	\$ 17.30
Stoll, Shari	Reimb Lunches	\$ 1.85
Taher	April/May Expenses	\$ 120,139.55
Von Hagen, Liz	Reimb Lunches	\$ 10.45
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	June Billing-(5) Weekly Draws	\$ 220,000.00
Scholarship Fund - Cds:		
Iowa State University	Barry Basuk Scholarship	\$ 250.00
NIACC	Dorothy Davis Scholarship	\$ 550.00
NIACC	Debes Scholarship	\$ 400.00
University Of Iowa	RJ Hagman Scholarship	\$ 550.00
University Of Iowa	Arthur Koenigsfeld Scholarship	\$ 2,500.00
University Of Northern Iowa	Helen Koebrick Scholarship	\$ 1,000.00
Wartburg College	Jan & Gene Martin Scholarship	\$ 200.00
Wartburg College	Terri & Eric Santee Scholarship	\$ 400.00
Agency Fund:		
Decker Sporting Goods	Visors/Caps/Spirit Shop	\$ 888.70

Sickman, Karleen	Reimb Supplies/Project Rise	\$ 35.00
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(Dight/Rottinghaus) to approve the 2020-2021 school fees as presented. Director Dight made note that only one fee increased and one actually decreased. It was also noted that even though meal prices paid to Taher increased .10 cents the meal prices charged to families remained unchanged. Motion carried 5-0.

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

- Pursuit of the mindfulness tools is exciting.
- Changes to the early retirement policy are unique and is better for the staff and the District by allowing more time.
- Implementation of the technology upgrades this fall is exciting.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, June 22, 2020. It was noted there is a 7:00 a.m. work session on Tuesday June 9th.

President Mack adjourned the meeting at 8:07 p.m.

Terri O'Brien, Board Secretary