



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

Regular Meeting
Monday, June 28, 2021
6:15 PM

Charles City High School

Charles City, Iowa

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

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
Missy Freund, Vice President
Scott Dight
Pat Rottinghaus
Janiece Bergland

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

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

4. Welcome Visitors: Public Comment

Equity and Achievement Culture and Climate Facilities and Infrastructure
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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	No
Communications & Public Relations	Bergland	No
Finance	Mack	Yes 6-25
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	Yes 6-22
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. Flexibility Fund Expenditures Public Hearing

This is the time when written comments will be read, and anyone may speak to the Board in support of, or against, any portion of the public hearing on the resolution to expend funds from district's Flexibility Account for Washington Elementary Landscaping, District Wide Signage, and District Wide Photography for Signage. These funds, in the amount of \$24,742.17 were unexpended and unobligated from Home School Assistance Program (HSAP) funds. This expense upon the public's approval will come from the 2017-2018 school year transfer from the HSAP.

8. Flexibility Funds Expenditures Action

After the public hearing, the School will consider the approval of the resolution to expend funds from the district's flexibility account to expend funds from the district's Flexibility Account in the amount of \$24,742.17 which were unexpended and unobligated from the 2017-2018 school year transfer from the Home School Assistance Program (HSAP) Funds.

Washington Elementary	Landscaping	\$ 14,616.97
District Wide	Signage	\$ 8,430.20
District Wide	Photography for signage	<u>\$ 1,695.00</u>
Total		\$24,742.17

The recommendation of the superintendent is:

“to approve the resolution to expend funds from district’s flexibility account for expenses listed in the amount of \$24,742.17 which were unexpended and unobligated from the 2017-2018 transfer from the Home School Assistance Program (HSAP) Funds.”

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

9. 2021-2022 school year Calendar Change Public Hearing

This is the time when written comments will be read, and anyone may speak to the Board in support of, or against, any portion of the public hearing on the resolution to change the graduation date from May 29th, 2022 to May 22nd, 2022.

10. 2021-2022 school year Calendar Change Action Exhibit

After the public hearing, the School will consider the approval of the resolution to change graduation from May 29th, 2022 to May 22nd, 2022.

The recommendation of the superintendent is:

“to approve the calendar change for the 2021-2022 school year which will move graduation from May 29th, 2022 to May 22nd, 2022.”

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

11. Strategic Plan Presentation Presentation Exhibit

Superintendent Fisher will present information on the District’s 2021-22 Strategic Goals and progress report card.

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

12. Resolution of Approving Contract and Bond High School Track

Action
Exhibit

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE CHARLES CITY COMMUNITY SCHOOL DISTRICT, IOWA:

That the construction contract and bond executed for the **High School Track Improvement Project**, as described in the plans and specifications and which have been signed by the Board President and Secretary on behalf of the Charles City Community School District and proof of insurance coverage be and the same are hereby approved as follows:

Contractor: Woodruff Construction, Inc.

Date of Contract: May 24, 2021

Bond surety: Liberty Mutual Insurance Company

Date of Bond: June 7, 2021

Portion of project: All

The recommendation of the superintendent is:

“to approve the resolution of approving contract and bond for the high school track improvement project as presented.”

Aligned with Strategic goals: Facilities and Infrastructure.

13. Board Meeting Dates

Discussion/Action
Exhibit

The Board will consider regular meeting dates in 2021-22. 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 2022. 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 2021-22 (*and revise the board policy accordingly*).”

14. Flexibility Funds Transfer

Information/Action

Effective with fiscal year 2018, a school district may authorize transfer of all or any portion of unexpended, unobligated amounts remaining at the end of the fiscal year from the following categorical fund to the flexibility account: Preschool foundation aid, professional development supplement and Home School Assistance Program (HSAP). HF 564 and HF 565 included language directing the Department to give deference to decisions of school districts’ boards of directors, promote flexibility for school districts, and minimize intrusions into school district operations. The final transfer amount is pending payment of all bills, however will be approximately \$75,800.00 from professional development supplement and \$0.00 from HSAP.

The District has unexpended funds in Professional Development. The transfer is being requested since we have more than adequate funding for professional development and:

- The school district has met all professional development requirements of Iowa Code chapter 284.

The recommendation of the superintendent is:

“to approve the transfer of all but \$20,000 of the unused balance of Professional Development funds, as of 6/30/21.”

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

15. Payment of Second June Bills

Informational

Every June a second check run is completed in order to approve the payment of as many bills as possible prior to the end of our fiscal year. The board will approve these bills at the regular meeting in July.

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

16. 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
Elizabeth Platte	5th Grade Reading	6/28/2021

Administration recommends that the Board approve the personnel resignations.

b. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Marcia Devore	Health and Pandemic Coordinator	\$3,000.00	7/01/2021
Samantha Jacobs	Kindergarten Teacher	\$ 50,445.00	8/12/2021
Elizabeth Vonhagen	Math/Special Education Strat 1	\$47,521.00	8/12/2021
Alesha Dean	6th Grade English/Language Arts	\$38,746.00	8/12/2021

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	From	To	Amount	Start Date
Ann Prichard	Lincoln-Talented and Gifted	5th Grade Reading	\$58,489.00	8/19/2021

Administration recommends that the Board approve the personnel resignations.

d. Approval of Personnel: Retirement

Action

Name	Position	Date Effective
Todd Forsyth	Business Education	End of 2020-21 School year

Administration recommends that the Board approve the personnel retirement

e. Annual Mileage Rate for 2021-22

Action

Administration recommends that the Board set the annual mileage rate at 56¢ (the IRS rate) as of 7/1/21. This is a master contract language item to have mileage at the IRS rate. This is a 1.5¢ decrease from last year.

f. 2021-22 School Fees

Action

Administration recommends approval of the 2021-22 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

HIGH SCHOOL

Grades 9 – 12 Senior Graduation Fee.....	\$ 40.00	No Change
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Yearbook	\$ 50.00	No Change
Drivers Education (thru StreetSmarts).....	\$380.00	\$15.00 Increase

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	\$2.00	\$0.10 increase

Lunch

Grades Pre-K-12.....	\$ 2.70	No increase
Adult	\$ 3.95	\$0.10increase

Supers (extra entree)	\$ 1.60	No increase
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g. Amend Years of Experience

Action

Bethany Bjorklund was previously approved for 10 years of nursing experience. Bethany actually has 13 years of completed nursing experience and will be entering year 14. Request to amend her previous contract and issue a new contract recognizing proper years of service.

h. Fundraiser Addition

Action

Ryan Rahmiller and the cross country team would like to host a car wash as a fundraising event this upcoming school year pending approval from the board. This was not included on the last board meeting as the decision was just made June 22nd, 2021.

17. Big Ideas Discussion

The Board will discuss big ideas from the meeting.

18. Important Upcoming Dates

Information

- July 19th Board Meeting 6:15 pm High School Library

19. Adjourn to Closed Session as Per Iowa Code 21.5.1(i)

Action

The Board will adjourn to closed session as per Iowa Code 21.5.1(i) “to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.” The Board will discuss Superintendent Fisher’s final evaluation.

20. Adjournment