

Regular Meeting – July 20, 2020

Unapproved

The Charles City Board of Education met in regular session on Monday, July 20, 2020 in the High School cafeteria. The meeting location was posted in the HS Common but was moved because the Commons was being cleaned for school opening. The meeting was open to the public by attending in person or watching live at Facebook.com/CharlesCityCSD. President Mack called the meeting to order at 6:15 p.m. Present: Board members Rottinghaus (via zoom) and Bergland (via zoom). Absent: Board members Freund and Dight. Staff members present included Superintendent Fisher, Board Secretary O'Brien and Communication Director DeVore. The peak electronic viewer count during the meeting was 69.

The Mission/Vision statement was read by Director Bergland.

(Rottinghaus/Bergland) to approve the agenda as presented. Motion carried 3-0.

There was one public comment via zoom from Deb Scharper who is running for Iowa Senate seat in District 26. She provided some information on her qualifications.

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

Goal 1: 2020 Vision is working to create compassionate and competent problem solvers. We have continued to network across the country with unique people and organizations to learn more about engagement, authentic problem solving, and content delivery. We even had a group of senior leaders go out last week to learn extensively about videography.

Goal 2: During this anxious time, we have been doing our best to engage our community, kids, and staff. As a regardless school we want to make sure nobody gets left behind in our family. In the past week our principals have been reaching out to every single staff member by phone to check on their physical and emotional health. We are also reaching out to see how we can make our staff feel safe and comfortable with reopening. We want to be attuned to the needs of our family.

Goal 3: Summer projects keep rolling on. We are working on new landscaping at Washington and the new football field lights are being installed. I want to introduce project main street as well. This is our new program for our communications and operations office to build better systems to ensure our campuses are invitational and communicate we are always expecting company. You'll continue to see improvements in cosmetics, cleaning, and invitational environments around our schools.

There were no committee reports received.

Superintendent Fisher reported that building registration has been moved from August 4th to August 6th. There is an administrative personal training date scheduled for August 4th. Staff requested principals be available for registration day.

Superintendent Fisher provided an update on action steps concerning the recent sportsmanship issue which occurred at a summer sporting event. He contacted conference superintendents to

develop a clear action plan with measurable goals for one conference school who we have cited for patterns of unsportsmanlike conduct towards our students throughout the past several years.

Superintendent Fisher has also been in communication with Dr. Stacey Cole, superintendent of Storm Lake Community Schools, a very diverse community. We are investigating the option of entering into a strategic partnership to develop comprehensive work around Social Justice and Equity for all students and staff. Our strategic plan would include creating a team of internal trainers for equity, comprehensive equity assessments of our schools, and embedding anti-bias and equity work in all of our teaching, learning, and systems. President Mack thanked everyone for their work.

Marcia DeVore reported on our Return to Learn plan due to the COVID pandemic. An extensive conversation with the Board was planned until the Governors proclamation dated July 17, 2020 changed the course of Return to Learn options for schools. The proclamation assumes in-person instruction as the method of instruction for all Iowa school districts during the 2020-2021 school year with certain remote-learning opportunities in limited circumstances. We are committed to developing our Return to Learn plan so our students can have an amazing teaching and learning experience whatever the method, but with health and safety first and foremost. The team is now working to revise the plans to fit into the new state metrics. We plan to announce our Return to Learn plan by July 31st. There was much discussion.

Superintendent Fisher lead discussion on the future format of School Board meetings. An exemption to the in-person requirement of school board meetings was granted during the COVID-19 outbreak for “good cause” since publicly accessible places were “impossible or impracticable” while limiting large gatherings. There was much discussion. The Board decided to provide an in-person space for future school board meetings but Board members may continue to attend by zoom if they are not able to attend large gatherings.

The Iowa Association of School Boards (IASB) is requesting School Boards identify and prioritize our top four legislative priorities for the 2021 legislative session and IASB delegate assembly by August 10th. A list of the 2020 legislative priorities was provided to the Board. Superintendent Fisher will work on developing a list to approve at the August 10th meeting.

(Rottinghaus/Bergland) to approve the Baseball and Softball Field project change order 4 with Woodruff construction amending the contract completion date to 4/25/20 as presented. Veenstra & Kimm, engineers for the project, are recommending approval of Change Order 4 to change the contract completion date from 12/14/19 to 4/25/20 which extends the substantial completion of the project to May 22, 2020. Motion carried 3-0.

(Bergland/Rottinghaus) to approve the Baseball and Softball Field project change order 5 with Woodruff Construction, \$2,921.64 deduction to contract price as presented. Veenstra & Kimm, engineers for the project, are recommending approval of Change Order 5 to adjust the final contract price to match final quantities installed, (\$2,921.64) reduction to contract price. Motion carried 3-0.

(Rottinghaus/Bergland) to approve pay estimate #10 - final pay estimate for Woodruff Construction in the amount of \$13,839.41 with final retainage to be paid within 31 days of acceptance of work and providing all punch list items are completed. Veenstra & Kimm, engineers

for the project, are recommending approval of pay estimate #10. The retainage amount \$97,682.22 is recommended for payment 31 days after owner acceptance of the work in accordance with the terms of the contract, providing all punch list items are complete. Motion carried 3-0.

(Bergland/Rottinghaus) to approve the Resolution for Final Acceptance and Closing Final Project Costs for the Public Improvement Contract Known as: Baseball and Softball Field Improvement Project and attaching the Engineer’s close out report and recommendations summary in support of final acceptance. Veenstra & Kimm, engineers for the project, prepared the resolution accepting work from Woodruff Construction LLC with substantial completion on June 12, 2020. The original contract was dated August 26, 2019. The final contract amount with change orders totaled \$1,953,644.33. The resolution for final acceptance and closing final project costs was prepared by Ahlers Law Firm. Motion carried 3-0.

(Rottinghaus/Bergland) to accept the June 2020 financial reports as presented. Motion carried 3-0.

(Bergland/Rottinghaus) to approve the consent agenda as presented.

- Approval of the minutes of the regular meetings held on June 8, 2020 and June 22, 2020 and work session held on June 9, 2020 as presented.
- Approval of the July 2020 bills.
- Approval of the following resignations.

Name	Position	Date Effective
Darren Bohlen	7-12 Business Education Teacher	7/20/20
Hailey Brown	HS Counselor	7/20/20
Hailey Brown	Varsity Volleyball Coach	7/20/20

- Approval of the following personnel appointments contingent upon completion of positive background checks.

Name	Position	Amount	Start Date
Erica DeBruyn	Assistant Drama coach	\$2,173	8/1/20
Brittany Brewer	7th grade volleyball coach	\$2,675	8/1/20
Shelby Crane	Assistant Spirit team coach	\$1,003	8/1/20
Sarah Blickenderfer	Assistant Spirit team coach	\$1,003	8/1/20

- Approval of the transfer of Keisha Cunnings from Pom Squad Coach to Head Spirit Team coach at \$2,247.
- Approval of the contract revision for Todd Forsyth, Activities Director, to begin August 1, 2020 and run thru June 30, 2021, 11 months, rather than the July 1, 2020 contract start previously approved. His 2019-20 runs thru July 31, 2020. The 2020-21 amount was prorated for 11 months.
- Approval of a memorandum of understanding with the Charles City Community Education Association to add an assistant varsity cross country coach at level H. This is due to the number of students out for the activity.
- Approval of the contract with Iowa Department of Human Services and Juvenile Court Services, for the shared Juvenile Court School Liaison position. The contract runs 8/15/20 to 6/30/21 with the option to extend up to five additional 1-year extensions.

- Renewal the agreement with Avalon for 2020-21 to provide assessment, counseling and therapy services for students, \$164.00 per day for each therapist.
- Renewal the agreement with Turning Leaf Counseling for 2020-21 to provide assessment, counseling and therapy services for students. The cost would be picked up by the family's insurance.

Motion carried 3-0.

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
Able Net Inc	Big Mack Switch/Wash/Weigle	\$ 144.45
Aces	Safety Net Backup/Tech Dept	\$ 1,002.00
Adobe	Creative Cloud/J DeVore	\$ 381.47
Ag Vantage FS	Fertilizer/B & G	\$ 173.29
Ahlers & Cooney, P.C.	Legal Services	\$ 2,918.00
Amazon	Misc Supplies	\$ 3,739.59
Ames Community School District	Tuition/Level 2	\$ 4,210.05
Apple Computer Inc	Laptop/J DeVore	\$ 1,199.00
Arnold Motor Supply	Parts/Bus Barn	\$ 4.39
ASCA Conference	Conf Reg/HS/Moen	\$ 189.00
Baker Enterprises, Inc	College Grounds Dirt Pile Excavating	\$ 5,855.02
Best Buy Store	Ipad/MS/Harskamp	\$ 249.99
Blue Bird Photography	Graphic Design/J DeVore	\$ 320.00
Bogges, Kellie	Reimb Supplies	\$ 151.92
Breitbach Chiropractic	Physicals	\$ 150.00
Carquest Auto Parts	Parts/Bus Barn/B & G	\$ 550.14
Cedar Falls Community Schools	Tuition/Level 3	\$ 31,676.39
Central Lock Security	Linc Lock Repair/B & G	\$ 144.00
Central Rivers Area Education Agency	Strategic Plan/J DeVore	\$ 341.56
Central Springs Schools	Tuition/Level 1	\$ 8,967.33
Century Link	Long Distance	\$ 92.64
Century Link	Phone	\$ 3,139.73
Charles City Area Dev.	20-21 Membership	\$ 1,100.00
Charles City Press	Reg Sessions/Free & Reduced Guidelines	\$ 1,172.61
Cipafilter	20-21 Firewall Services/Tech Dept	\$ 3,270.10
City Laundering	Towels/Bus Barn	\$ 146.28
City Of Charles City	Water	\$ 2,493.52
Clark, Lori	Mother Memorial	\$ 30.00

Continental Clay Company	Inst Supp/MS/McInroy	\$ 45.50
Cyclone Awards & Engraving	Name Tag/J DeVore	\$ 10.75
Decker Equipment	Tack Strips/MS	\$ 436.04
DirectNic	Website SSL Certificate/J DeVore	\$ 42.00
Division Of Labor	Operating Permit Fee/B & G	\$ 175.00
DJI.Com	Drone/Supplies/J DeVore	\$ 533.93
Ebay	Parts/B & G	\$ 57.78
Emotional ABCs	Subscription/Linc/Hagensick	\$ 14.95
Family Development Resources	Books/Supplies/Loken	\$ 5,171.95
Five In A Row Publishing	Inst Supp/Homeschool	\$ 54.72
Follett School Solutions	Books/MS Library	\$ 178.88
Franklin Covey Client Sales	Leader In Me Coaching	\$ 19,000.00
Frontline Technologies Group	20-21 Timekeeping Module/Absence Management Software	\$ 13,012.68
Gaston, Sam	Reimb Fuel	\$ 10.00
Gordon Flesch Company	Copier Maint/CO	\$ 170.30
Hapara	20-21 Online Mentoring Subscription/MS	\$ 2,811.38
Harrison Truck Centers	Parts/Bus Barn	\$ 735.34
Head Rush Technologies	Recertification/HS/Pittman	\$ 836.28
Heartland Paper	Cleaning Supplies/B & G	\$ 2,632.33
Herff Jones	Caps & Gowns/Alt HS	\$ 321.15
Hobby Lobby	Picture Frames/HS	\$ 140.55
Hy Vee	Misc Supplies	\$ 1,719.03
I3 Verticals	20-21 Data Management Annual Fee	\$ 1,000.00
IASBO	2020-2021 Membership/T O'Brien	\$ 175.00
Impact 7G	Operations & Maint Refresher	\$ 250.00
Iowa Association Schl Bds	20-21 Policy Online Subscription	\$ 6,074.00
Iowa Communications Network	June Port Fee	\$ 617.36
Iowa Department Of Human Services	May 20 Non-Federal Share Of Medicaid	\$ 18,998.16
Iowa Division Of Labor Services	Boiler Inspection/B & G	\$ 280.00
Iowa Prison Industries	Name Plates/Linc	\$ 33.20
ITech	Repairs/Tech Dept	\$ 59.99
JAMF Software	20-21 Casper Suite/Tech Dept	\$ 11,816.00

Jendro Sanitation	June Services	\$ 1,212.00
John Deere Financial	Misc Supplies	\$ 1,387.62
Johnson, Caley	Reimb Postage	\$ 23.30
Keystone Laboratories	Wash Water Test	\$ 12.50
Kwik Trip	Fuel	\$ 2,372.28
L & J Welding	Inst Supp/HS/Spurgin	\$ 9.40
Lakeshore Learning Materials	Inst Supp/Linc/Spieker	\$ 103.48
Leeper, Susan	Father Memorial	\$ 30.00
Lessin Supply Company	Parts/B & G	\$ 222.26
Lexia	Subscription Renewal/Linc	\$ 7,800.00
Loken, Sue	Reimb Supplies/Nurturing Parenting	\$ 232.04
Main Street Drug	Thermometers/IC	\$ 261.80
Marco	Printer Maint/True Up	\$ 5,861.59
Martin's Flag Company	Comet Flags/J DeVore	\$ 677.37
Mason City Comm. Schools	Tuition/Level 3	\$ 6,397.25
Masterclass	Subscription/Fisher	\$ 180.00
Matt Mcmanus Impact	Gold & Silver Cords/HS	\$ 525.60
Mediacom	Internet/Alt HS	\$ 149.95
Mercy One North Iowa Clinics	TB Testing/Aide	\$ 261.00
Mid American Energy Company	Electric/Natural Gas	\$ 13,365.92
Midwest Alarm Services	Fire Montoring/Services/B & G	\$ 4,853.94
Midwest Bus Parts	Parts/Bus Barn	\$ 552.36
Mike's C & O Tire Service	Tires/Bus Barn	\$ 1,253.90
Miller, Lisa	Reimb Travel/Hot Spot Fees	\$ 217.57
Monk Development	Website Design & Development/J DeVore	\$ 860.00
Motivating Systems	20-21 PBIS Rewards Service/Linc	\$ 801.00
Napa Of New Hampton	Parts/Bus Barn	\$ 243.99
Nashua-Plainfield Schools	Tuition/Level 2	\$ 8,234.52
NASP/NHS	NHS Dues/HS/Voves	\$ 385.00
Newbauer	Hand Sanitizer/IC	\$ 489.24
North Iowa Lawn & Sports	Parts/B & G	\$ 1,509.56
Northern Tool & Equipment	Corn & Bean Plater/HS/Spurgin	\$ 1,059.61
O'Reilly Auto Parts	Parts/Bus Barn/B & G	\$ 766.12
One Source The Background Check Company	Background Checks	\$ 71.50

Oriental Trading	Supplies/Wash Comet Cart	\$ 516.65
Osage Community School	Concurrent Courses/HS Student	\$ 89.44
Perfection Learning	Books/Wash Library	\$ 179.20
Pitney Bowes	Meter Rental	\$ 156.00
Pizza Ranch	Pizzas/MS Professional Development	\$ 38.00
Pollard	Pest Control	\$ 182.00
Powerschool Group	Renewals/Tech Dept	\$ 26,287.51
PSAT	Testing/HS	\$ 289.00
Rockler	Dust Collectors/Supplies/HS	\$ 5,620.66
Roffman Band Service	Repairs/MS Band	\$ 55.00
Rotary Club Of Charles City	Membership/Fisher 7/1/20	\$ 77.50
RRMR School District	Tuition/Level 1	\$ 8,966.64
SAI	Membership/Taylor/Fisher	\$ 1,122.00
Sandy's Sign Shop	Misc Indoor Signage/J DeVore	\$ 1,004.50
School Bus Sales Company	Parts/Bus Barn	\$ 2,221.25
Schoolpay	School Pay Service Fee	\$ 15.28
Schueth Ace Hardware	Misc Supplies	\$ 1,488.34
Screencastify	Subscription/MS/Anderson	\$ 29.00
Securly	20-21 Internet Content Filter/Tech Dept	\$ 4,500.00
Shape America	Credit/MS/Rogotzke/Stallsmith	\$ (955.00)
Sherwin-Williams	Supplies/B & G	\$ 336.11
Singapore Math	Inst Supp/Homeschool	\$ 57.60
Software Unlimited	Software Maintenance/CO	\$ 9,770.00
Staples Advantage	Supplies/Tech Dept	\$ 142.97
Stream Line Painting	Track Graffiti Removal/B & G	\$ 75.00
Street Smarts	Driver's Ed/Summer 2020	\$ 5,113.65
Superior Lumber	Credit/B & G	\$ (11.34)
Timberline Billing Service	Medicaid Billing	\$ 4,042.42
Tink, Jesse	Leadership Coaching/Senior Leaders	\$ 900.00
Trane U.S	Flamerod/B & G	\$ 85.62
Triumph Surplus	UPS/B & G	\$ 8.95
US Cellular	Cell Phones/Hot Spots	\$ 957.42
USIC Locating Services	Iowa Locate/Tech Dept	\$ 231.86
Waverly-Shell Rock Community Schools	Shared Contract	\$ 17,512.30

Wood River Energy	Natural Gas	\$ 3,676.32
Wright Express	Gas Card	\$ 4.00
Write Shop	Inst Supp/Homeschool	\$ 143.40
Ziegler	Parts/Bus Barn	\$ 93.88
Zoom	Subscription/J DeVore	\$ 149.80
Student Activiy Fund:		
Anderson's Middle Zone	Supplies/Prom	\$ 635.34
Armel, Ray	Softball Official	\$ 95.00
Atlantic Cocoa-Cola	Concessions	\$ 412.36
Berning, Jason	Baseball Official	\$ 131.73
Bethke, Matt	Softball Official	\$ 203.20
Boyd, Bill	Baseball Official	\$ 110.94
Christensen, Timothy	Baseball Official	\$ 150.00
Dearmoun, Monte	Softball Official	\$ 75.00
Decker Sporting Goods	Supplies/Softball	\$ 1,037.55
Deutmeyer, Dean	Softball Official	\$ 95.00
Dietz, Patricia	Softball Official	\$ 190.00
Dietz, Ray	Softball Official	\$ 208.81
Downing, Jordan	Baseball Official	\$ 75.00
Emerson, Brandon	Baseball Official	\$ 300.00
Farmer's Feed And Grain	Crop Fertilizer/FFA	\$ 4,747.09
Fierova, Thomas	Softball Official	\$ 75.00
Gage Plumbing & Heating, Mick	Restroom Rental/Sports Complex	\$ 208.00
Gielau, Al	Softball Official	\$ 462.92
Harter, Mike	Softball Official	\$ 114.80
Hoppel, Scott	Baseball Official	\$ 105.00
Hy Vee	Supplies/FFA	\$ 156.00
Iowa Association Of Track Coaches	20-21 Membership/Track	\$ 50.00
Iowa High Schl Speech Asn	Entry Fee/District Individual	\$ 176.00
Jensen, Steven	Softball Official	\$ 75.00

Johanningmeier, Carter	Baseball Official	\$ 300.00
John Deere Financial	Supplies/FFA	\$ 256.38
Krukow, Arnold	Softball Official	\$ 102.92
KW Electric	Add Up Lights/Football Field	\$ 3,196.93
Lundberg, Jim	Reimb Honey Bees/Supplies/FFA	\$ 764.44
Lynch, Jack	Softball Official	\$ 75.00
Marley, Jay	Baseball Official	\$ 114.90
National FFA Organization	Gavel Block/FFA	\$ 68.50
New Holland Credit	Tractor Switch/FFA	\$ 47.00
Newton, Jeffrey	Softball Official	\$ 350.20
Otto's Oasis	Maple Tree/Fairgrounds/FFA	\$ 839.00
PayK12	Passes/Athletics	\$ 281.65
Pearce, Brian	Baseball Official	\$ 105.00
Pepper Of Minneapolis	Supplies/MS Band	\$ 55.00
Pizza Hut	Custodial Pizza Party/FFA	\$ 142.82
Reindl, Mike	Baseball Official	\$ 75.00
Rieman Music	Supplies/MS Band	\$ 317.49
Ritter, Jeff	Softball Official	\$ 165.00
Roffman Band Service	Supplies/MS Band	\$ 7.19
Rogers, Keith	Softball Official	\$ 75.00
Sahr, Nathan	Baseball Official	\$ 224.44
Salinas, Dylan	Baseball Official	\$ 330.00
Schoolpay	School Pay Service Fee	\$ 8.91
Schueth Ace Hardware	Batteries/Drama	\$ 17.98
Score Vision	Annual Software License/Athletics	\$ 5,000.00
Sleep Inn	Lodging/Judge/Solo & Ensemble	\$ 235.20
Spurgin, Bret	Reimb Supplies	\$ 69.36
Sullivan, Tom	Softball Official	\$ 185.00
Superior Lumber	Supplies/FFA	\$ 120.27
True Pitch	Flex-A-Clay/Baseball	\$ 740.00
Valley Athletics	Uniforms/Softball	\$ 2,330.30
Willis, Ryan	Baseball Official	\$ 210.00
Yakle, John	Softball Official	\$ 225.00

Management Fund:		
EMC Insurance Companies	Work Comp	\$ 500.00
Sisson And Associates	1/2 Insurance Renewals	\$ 133,255.25
Athletic Complex Project Dev Project:		
Baker Enterprises	Football Practice Field Excavating	\$ 11,175.00
Chosen Valley Testing	Sports Complex Project	\$ 489.00
Croell	Softball Batting Cages	\$ 2,669.00
John Deere Financial	Cable Ties/Sports Complex	\$ 111.96
L & J Welding	Dugouts/Sports Complex	\$ 18,445.70
Perry Novak Electric	Locate Feeders	\$ 561.27
R & S Mowing	Move Dirt To College Grounds/Seeded	\$ 10,500.00
SA Architects	Sports Complex Project	\$ 3,000.00
Schueth Ace Hardware	Paint/Sports Complex Dugouts	\$ 335.54
Sherwin-Williams Company	Paint/Sports Complex/Baseball	\$ 148.70
Superior Lumber	Wall Caps/Sports Complex	\$ 10,744.98
Woodruff Construction	Pay Estimate 10	\$ 13,839.41
Physical Plant & Equipment:		
Baker Enterprises	College Grounds Dirt Pile Excavating	\$ 21,779.98
Cedar Falls Community Schools	River Hills Tuition	\$ 455.43
City Of Charles City	NGB Water	\$ 1,015.01
First Congregational Church	Carrie Lane Rent/June	\$ 840.00
Hillegas Flooring	Carpet/Linc Flooring Project	\$ 3,490.00
KW Electric	Football Field Lights	\$ 191,803.07
Mid American Energy Company	NGB Electric	\$ 498.17
R & S Mowing	Wash Berm Removal/Seeded/Discr \$	\$ 13,900.00
Wood River Energy	NGB Natural Gas	\$ 1,926.55
Debt Service Fund:		
UMB	Principal & Interest Payment/Sales Tax	\$ 691,138.75
School Nutrition Fund:		

Schoolpay	School Pay Service Fee	\$ 0.15
Taher	Operating Expenses/June	\$ 44,181.14
Total K12	Dining System Support	\$ 3,800.00
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	June Billing	\$ 195,039.30
Department Of The Treasury	Form 720 Excise Tax 6/30/20	\$ 796.25
Group Benefit Partners	Consulting Services	\$ 7,500.00
Scholarship Fund - CDs		
NIACC	Dorothy Davis Scholarship	\$ 740.00
NIACC	Debes Scholarship	\$ 570.00
University Of Iowa	RJ Hagman Scholarship	\$ 342.00
Wartburg College	Terri & Eric Santee Scholarship	\$ 270.00
Custodial Fund:		
Rimmer, Shantell	Donation/CC Family	\$ 100.00

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

- Prior to the start of school so much needs to happen.
- Our District has really stepped up to support our family. There has been a lot of effort and support received.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, August 10, 2020.

(Rottinghaus/Bergland) to 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 provided Superintendent Fisher’s final evaluation. Roll call vote. Motion carried 3-0.

Time In: 7:11 p.m.

Time Out: 8:28 p.m.

President Mack adjourned the meeting at 8:28 p.m.

Terri O’Brien, Board Secretary