



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

Regular Meeting
Monday, August 10, 2020
6:15 PM

**Charles City High School
Commons / Study Hall**

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
Missy Freund, Vice President
Scott Dight
Pat Rottinghaus
Janiece Bergland

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

***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	No
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	Yes - 8/7
Equity & Achievement	Rottinghaus	Yes - 8/7
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. Return to Learn Action Plan Discussion/Action Exhibit

Superintendent Fisher and Marcia DeVore will present information on the COVID return to learn plans.

The recommendation of the superintendent is:
 “to approve the Return to Learn plans as presented.”

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

8. COVID Leave Bank

Discussion/Action

Superintendent Fisher will lead discussion on the proposed District COVID leave bank. The leave bank could be used by extremely sick employees with long term COVID illnesses who have run out of their existing leave protections. The Board established COVID leave bank of 500 days would be used as the last resort to ensure we have an abundance of leave to protect employees.

The recommendation of the superintendent is:

“to establish a District COVID leave bank and donate 500 days to the bank to be used after an employee exhausts all other available leaves for long term COVID illnesses.”

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

9. School Board Equity Learning

Discussion/Action

Exhibit

Directors Rottinghaus and Dight will lead discussion on plans for routine professional development / discussion on student equity in the District.

The recommendation is:

“to direct the Superintendent to research and develop with the equity and achievement committee chair to schedule monthly 10 to 20 minute learning discussions on "equity".

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

10. Lincoln Leader in Me

Action

In February 2020 the Board approved Washington Elementary as the first Leader in Me school in the District. Since then the Lincoln Elementary staff have requested to implement this signature program at grades 3-4.

The recommendation of the superintendent is:

“to approve the Leader in Me program for Lincoln Elementary as recommended.”

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

11. 2021 Legislative Priorities

Action

Exhibit

Although the 2020 legislative session is just adjourned the Iowa Association of School Boards (IASB) is planning for the 2021 session and wants to hear from us as they begin the work of setting legislative priorities. They are requesting them by August 10th. The attachment has 8 items highlighted that were voted by a board member or part of last year's priorities. You may pick one of these or from the entire list.

- 7 Mental Health
- 18 School Funding Policy
- 19 Supplemental State Aid
- 21 Bond Issues
- 26 Local Accountability and Decision-Making
- 27 Expanding Educational Opportunities
- 28 Election

The recommendation of the superintendent is:

“to approve the 2021 IASB legislative priority items __, __, __, and __.”

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

12. Secondary Law Firm

Action

Administration is recommending the Board approve a secondary law firm when our primary law firm, Ahlers Law Firm, has a conflict of interest on a particular project. Two law firms were contacted for hourly rates, Lynch Dallas PC and Swisher & Cohrt. Both firms have been used for secondary services in the past. Lynch Dallas proposes an hourly rate of \$175 for shareholders, \$155 for associates and \$85 for legal assistants. This is a flat fee agreement which includes a not to exceed amount.

The recommendation of the superintendent is:

“to approve Lynch Dallas, PC, Cedar Rapids, as the secondary law firm for 2020-21.”

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

13. Financial Report for July 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 July 2020.

The recommendation of the superintendent is:

“to accept the July 2020 financial reports as presented.”

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

14. 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 July 20, 2020 Action
Exhibit
- b. Approval of Monthly Bills for August 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
Jessica Moore	School Nurse	\$44,182	8/18/20
David Voves	School to You Coordinator	\$7,500	7/01/20

Susan Hoefler	Co-Acting Head Volleyball Coach	\$3,410.50	8/10/20
Andie Olson	Co-Acting Head Volleyball Coach	\$3,410.50	8/10/20
Jenae Noonan	9-12 Spanish Teacher	\$50,709	8/18/20
	HS Math Teacher		8/18/20

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 Personnel: Transfer Action

Name	Old Position	New Position
Dana Sullivan	HS Math Teacher	9-12 Business Teacher

Administration recommends that the Board approve the personnel transfer.

f. Learning Connection Contract Action
Exhibit

Administration recommends approval of the Learning connections: parent education/support program contract with FMC Early Childhood Iowa Area for FY2021. The contract provides \$1,775 money for supports for parents as their child's first and most important educator.

15. Annual Notice to Parents Information

The District is expected to provide an annual notice to parents of their General Education Intervention (GEI) problem solving process. The notice below will be published with the minutes.

The General Education Intervention (GEI) process is available to all students. This process is interactive and ongoing. It involves teams of individuals collaborating with one another to create academic/behavioral intervention designed to meet the diverse needs of individual students. Members of GEI teams include parents, educators, caregivers, administrators, AEA 267 support staff, and others who are knowledgeable about the educational needs of a student.

The purpose of our GEI process is to identify and implement academic/behavioral intervention strategies that address individual student needs in general education classroom settings. The GEI process involves direct and frequent monitoring of student progress in the area of concern. It is also part of the assessment process that is used to determine whether or not a student needs to be considered for special education services.

16. Big Ideas Discussion

The Board will discuss big ideas from the meeting.

17. Correspondence/Miscellaneous Information

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18. Important Upcoming Dates Information

- August 21 Facilities Committee - 7:00 a.m zoom
- August 24 School Board meeting - 6:15 p.m. Charles City High School

19. Adjournment