

Regular Meeting – August 10, 2020

Unapproved

The Charles City Board of Education met in regular session on Monday, August 10, 2020 in the High School (HS) Commons/Study Hall. 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 Freund, Dight (via zoom), Rottinghaus (via zoom) and Bergland (via zoom). Absent: none. Staff members present included Superintendent Fisher, Board Secretary O'Brien, and Communication Director DeVore. Also in attendance were three staff members. The peak electronic viewer count for the meeting was 73.

The Mission/Vision statement was read by Director Freund.

(Rottinghaus/Freund) to approve the agenda as amended. Under personnel appointments, Lexis Wiegmann, HS math teacher was added. Motion carried 5-0.

There was no public comment.

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

Goal 1: Over 300 students have signed up for School To You delivery of education. The HS is pivoting to an online math curriculum. On the agenda, the District will be hiring a School To You coordinator.

Goal 2: Senior Leaders have been checking in with staff and sending out to staff frequently asked questions (FAQs) to alleviate concerns and take care of our staff. A task force has been working on alignment in the Northeast Iowa conference and will have a recommendation for the Board.

Goal 3: The new football field lights are installed and the landscaping at Washington is being completed. We continue work on the “project main street”, to ensure our campuses are invitational and communicate we are always expecting company.

Committee reports from the Policy committee, Director Freund chair, and the Equity and Achievement committee, Director Rottinghaus chair, were received.

Superintendent Fisher and Marcia DeVore, re-entry task force chair, presented information on the Return To Learn plan. The following principles guided the work of the re-entry leadership team:

- Foster overall health of students and staff while mitigating the risk posed by COVID-19.
- Provide high-quality teaching and learning experiences for students and staff, regardless of delivery mode.
- Make decisions that are driven by data and expert recommendations.

The information covered included: leadership and infrastructure, health and safety, teaching and learning, social emotional behavioral health, equity, and data collection.

The Charles City Community Schools will begin the 2020-21 school year utilizing our Hybrid plan.

- Students grades PK-5 would attend classes on campus every day.
- Students in grades 6-8 will be split into two groups and attend classes on campus either Monday/Thursday or Tuesday/Friday with alternating Wednesday attendance.
- Students in 9-12 will attend classes on campus in cohort groups. On Monday/Thursday students in grades 9 and 10 will attend classes on campus and students in grades 11 and 12 will attend classes on campus Tuesday/Friday, with alternating Wednesday attendance.
- The School to You model may be used in the event of a temporary quarantine.

There was a long discussion on face coverings. Face coverings will be required for all staff. Superintendent Fisher laid out the expectations for students. Students will be required to wear face coverings in common areas and when they are not able to social distance which is a small fraction of the day. He commented we will do what is safe and right.

Superintendent Fisher responded to FAQs received from the community. Superintendent Fisher thanked the many people on the task forces. This has been a huge collaborative effort, but wanted to give a shout to the re-entry task force chair, Marcia DeVore.

(Bergland/Dight) to approve the Return to Learn plans as presented. Director Rottinghaus read a statement she prepared. "I feel that we are definitely in a precarious position in our county at this particular time. We have a 14% positivity rate, we are tied for the 8th worst positivity rate in Iowa, and our percentage of children in the 0-17 age group positive has risen from 6% to 10% of our positives in the past 2 weeks.... If it wasn't for the interpretation of a law by Governor Kim Reynolds, I would be proposing that we start our school year 100% online, due to our District being tied for the 8th highest county positivity rate in Iowa. I will vote for the Hybrid Return to Learn presented and appreciate all of the hard work our District has put into this plan. However, one child or teacher getting sick or worse isn't something I will handle very well." Motion carried 5-0.

The Board took a five-minute recess at 7:56 p.m.

(Rottinghaus/Freund) 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. The leave bank could be used by sick employees with long term COVID illnesses who have run out of their existing leave protections and to ensure there is an abundance of leave to protect employees. There was much discussion. Motion carried 5-0.

(Dight/Freund) to direct the Superintendent to research and schedule, with the equity and achievement committee chair, a monthly 10 to 20-minute learning discussion on "equity" at Board meetings. The Board may be asked to listen to a podcast or Ted talk prior to the meeting, where the topic will be expounded and discussed. Motion carried 5-0.

(Freund/Bergland) to approve the Leader in Me program for Lincoln Elementary as recommended. In February 2020 the Board approved Washington Elementary as the first Leader in Me school in the District. The Lincoln Elementary staff wants to implement this signature program at grades 3-4. Motion carried 5-0.

(Rottinghaus/Freund) to approve the 2021 Iowa Association of School Board (IASB) legislative priority items: 26 Local Accountability and Decision-Making, 18 School Funding Policy, 19 Supplemental State Aid and 27 Expanding Educational Opportunities. There was much discussion. Motion carried 5-0.

(Bergland/Rottinghaus) to approve Lynch Dallas, PC, Cedar Rapids, as the secondary law firm for 2020-21. A secondary law firm is sometimes needed 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 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. Motion carried 5-0.

(Rottinghaus/Freund) to accept the July 2020 financial reports as presented. Motion carried 5-0.

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

- Approval of the minutes of the regular meeting held on July 20, 2020 as presented.
- Approval of the August 2020 bills.
- Approval of the following personnel appointments contingent upon completion of positive background checks.

| 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 Hofer | 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 |
| Lexis Wiegmann | HS Math Teacher | \$38,379 | 8/18/20 |

- Approval of the transfer of Dana Sullivan from HS Math Teacher to 9-12 Business Teacher.
- Approval of the Learning connections parent education/support program contract with FMC Early Childhood Iowa Area for FY2021. The contract provides \$1,775 for supports for parents as their child's first and most important educator.

Motion carried 5-0.

| Vendor Name | Invoice Detail Description | Amount |
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| Operating Fund: | | |
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| 2nd Gear | Chromebooks/Management Licenses/IC | \$ 12,500.00 |
| Access Systems Leasing | Copier/Printer Agreement | \$ 9,997.42 |
| Acco Brands | Laminator Cabinet/MS | \$ 1,024.11 |
| Aces | Safety Net Backup/Tech Dept | \$ 501.00 |
| Ag Vantage FS | Round Up/Fuel/B & G | \$ 1,404.48 |
| Ahlers & Cooney, P.C. | Legal Services | \$ 1,465.50 |
| Airgas USA | Cylinder Rental/HS/Spurgin | \$ 98.97 |

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| Amazon | Misc Supplies | \$ 4,208.91 |
| Arnold Motor Supply | Parts/Dump Trailer/B & G | \$ 20.57 |
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| B & H Photo-Video | Camcorders/HS/Jurrens | \$ 2,452.10 |
| Bruening Rock Products | Lime/B & G | \$ 300.00 |
| Bryan Rock Products | Red Ball Diamond/B & G | \$ 472.04 |
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| Carquest Auto Parts | Parts/Bus Barn | \$ 293.28 |
| Cedar Rapids Community Schools | Tuition/Level 1 | \$ 8,619.79 |
| Century Link | Long Distance | \$ 41.48 |
| Century Link | Phone | \$ 1,669.78 |
| Charles City Press | RegularSession/Gross Earnings/Registration | \$ 936.31 |
| City Laundering | Towels/Bus Barn | \$ 73.14 |
| City Of Charles City | Building Permit/Wash Sign | \$ 23.50 |
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| DJI | Credit/J DeVore | \$ (34.93) |
| Envato | Licenses/J DeVore | \$ 29.00 |
| Franklin Covey Client Sales | LighthouseTeam/Annual Membership | \$ 11,661.21 |
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| Gaston, Sam | Reimb Supplies | \$ 118.86 |
| Grainger | Refrigerant/B & G | \$ 358.55 |
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| Heartland Paper | Cleaning Supplies/B & G | \$ 3,211.22 |
| Huber Supply Co | Cylinder Rental/HS/Spurgin | \$ 70.46 |
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| Interactive Health Technologies | Inst Supp/HS/Stallsmith | \$ 300.00 |
| Iowa Association Schl Bds | Covid-19Leadership Conf/Rottinghaus/Bergland | \$ 190.00 |
| Iowa Department Of Human Services | July 2020 Non-Federal Share Of Medicaid | \$ 3,246.51 |
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| Jacks Small Engines | Parts/Mower/B & G | \$ 295.88 |
| John Deere Financial | Misc Supplies | \$ 675.25 |
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| Lacour, Sabra | Reimb Textbook Fees | \$ 30.00 |
| Lessin Supply Company | Misc Supplies/B & G | \$ 42.24 |
| Long View Facilitation | Strat Op Training | \$ 1,500.00 |
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| Mason City Community Schools | Pinecrest Tuition | \$ 34,897.63 |

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| Mathrack | Inst Supp/Linc | \$ 32.31 |
| Mediacom | Internet/Alt HS 7/17/20-8/16/20 | \$ 149.95 |
| Mid American Energy Company | Electric/Gas | \$ 14,589.99 |
| Midwest Bus Parts | Parts/Bus 4 | \$ 51.56 |
| Monk Development | 7/1/20-7/31/20 Website/J DeVore | \$ 185.00 |
| Nashua FFA | Reimb FFA Advisor National Trip | \$ 481.00 |
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| O'Reilly Auto Parts | Parts/Bus Barn | \$ 194.68 |
| Osage Community School | Tuition/Level 1 | \$ 11,299.30 |
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| Pitney Bowes | Postage For Meter Machine | \$ 176.08 |
| Postmaster | Postage/School To You Postcard | \$ 157.99 |
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| Really Good Stuff | Inst Supp/Linc | \$ 646.08 |
| Rochester 100 Inc | Inst Supp/Linc | \$ 240.00 |
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| Schueth Ace Hardware | Misc Supplies | \$ 706.95 |
| Sherwin-Williams Company | Rollers/Paint/B & G | \$ 1,785.17 |
| Staples Advantage | Supplies/Tech Dept | \$ 141.00 |
| Storey Kenworthy/Matt Parrott | Inst Supp/Wash | \$ 5,614.44 |
| Superior Lumber | Roof Boot/Nails/B & G | \$ 76.84 |
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| Teacher Created Resources | Inst Supp/Linc | \$ 96.38 |
| Timberline Billing Service | Medicaid Billing | \$ 402.71 |
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| Unique Country Store | Face Masks/IC | \$ 240.00 |
| US Cellular | Cell Phones | \$ 498.38 |
| USIC Locating Services | Iowa Locates/Tech Dept | \$ 231.86 |
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| Waverly-Shell Rock Community Schools | Lied Tuition | \$ 10,150.79 |
| Wright Express | CO Gas Card | \$ 4.00 |
| Ziegler Inc | Parts/Bus 18 | \$ 109.52 |
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| Student Activity Fund: | | |
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| Chatfield Salvage & Towing | Tire Rims/FFA | \$ 290.00 |
| Deutmeyer, Dean | Softball Official | \$ 106.39 |
| Emerson, Brandon | Baseball Official | \$ 75.00 |
| Gage Plumbing & Heating, Mick | RestRoom Rental/Sports Complex | \$ 208.00 |

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| Home Depot | Cultivator/FFA | \$ 249.00 |
| Hoppel, Scott | Baseball Official | \$ 75.00 |
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| Iowa Girls HS Athletic Union | Regional Softball | \$ 5,665.00 |
| Iowa High Schl Athletics | Substate Baseball | \$ 2,226.00 |
| John Deere Financial | Towels/Buckets/Athletics | \$ 625.13 |
| Lundberg, Caleb | Tricycle Hub Repair/FFA | \$ 140.00 |
| M Prints Ink | Fair Tshirts/FFA | \$ 660.00 |
| Otto's Oasis | Trees/Stakes/FFA | \$ 411.99 |
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| Shultz, Nathan | Market Hog/FFA | \$ 250.00 |
| Superior Lumber | Misc Supplies/FFA | \$ 508.40 |
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| Management Fund: | | |
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| Sisson And Associates | Insurance Renewals | \$ 132,599.25 |
| Waverly-Shell Rock Community Schools | Lied Tuition | \$ 930.27 |
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| Local Option Sales Tax Fund: | | |
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| UMB | Trustee Fee/2020 Sales Tax | \$ 1,000.00 |
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| Physical Plant & Equipment: | | |
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| First Congregational Church | Carrie Lane Rent/Aug | \$ 420.00 |
| Mason City Community Schools | Pinecrest Tuition | \$ 841.70 |
| Mid American Energy Company | NGB Electric | \$ 502.21 |
| Waverly-Shell Rock Community Schools | Lied Tuition | \$ 12,500.72 |
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| Health Insurance Fund: | | |
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| Blue Cross Blue Shield Of IA | July Billing | \$ 300,176.97 |
| Hopson Inc, J Robert | 2019-2020 Actuarial Certification | \$ 550.00 |
| National Association Of Insurance Commissioners | 2020 509a Application Fee | \$ 110.00 |
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| Scholarship Fund-Cds: | | |

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| NIACC | Helen Koebrick Scholarship | \$ 1,000.00 |

President Mack read the annual notice to parents of the District’s General Education Intervention (GEI) problem solving process.

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, Central Rivers AEA, support staff, and other 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.

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

- The District has caring compassionate staff that are willing to take on what is put in front of them.
- There are lots of unknowns but thankful her kids are in this District.
- We need to recognize staff at an upcoming meeting for everything they have done.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, August 24, 2020.

President Mack adjourned the meeting at 8:40 p.m.

Terri O’Brien, Board Secretary