



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

Regular Meeting
Monday, September 14, 2020
6:15 PM

**Charles City High School
Library - Use North door entrance**

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 Rottinghaus**

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	Yes 9/4
Finance	Mack	No
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	No
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. Athletic Conference Alignment Presentation

Chris Rygh, Long View Facilitation, Todd Forsyth, Activities Director, and several students will share out results from our conference alignment task force.

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

8. COVID update Information

Superintendent Fisher will share information and provide an update on COVID.

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

9. Strategic Plan and Board Goals

Discussion/Action
Exhibit

Superintendent Fisher will update the board on the strategic plan that will create our board goals for the District.

Aligned with Strategic goals: Equity and Achievement

10. Storm Lake Equity Partnership

Action
Exhibit

Superintendent Fisher will explain the Equity Partnership agreement with Storm Lake Community School District.

The recommendation of the superintendent is:

“to approve the Storm Lake Community School District Equity Partnership agreement as presented.”

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

11. SIAC Appointments

Action

Iowa Code 280.12 charges the board of directors of each public school district to appoint a School Improvement Advisory Committee (SIAC). Code language states, “The advisory committee shall consist of members representing students, parents, teachers, administrators, and representatives from the local community, which may include representatives of business, industry, labor, community agencies, higher education, or other community constituents. To the extent possible, committee membership shall have balanced representation with regard to race, gender, national origin, and disability.”

The two school board members will be appointed at the next board meeting.

The following names are submitted for consideration:

Name	Position	Term End Date
To be Named in Sept	Student Board Member	2021
	Student	2021
	Student	2021
Brandi Johnson	Parent	2021
Veronica Litterer	Parent	2021
Thad Johnson	Parent	2021
James Cavanaugh	Parent	2021
Katelyn Stultz	Staff	2021
Michelle Williams	Staff	2021
Dave Bahe	Staff	2021
Sandy Thomson	Staff	2021
Carter Melrose	Community	2021
Kris Wegner	Community	2021
Michael Fisher	Superintendent	NA
Kara Shannon	Principal	NA
Ex-officio	School Board	NA
Ex-officio	School Board	NA
Katie Jarvill	IC Teacher	NA

The recommendation of the superintendent is:

“to accept the SIAC nominees as presented.”

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

Annual Meeting

12. Call for Nominations for Board President for 2020-21 Action

Superintendent Fisher will chair this portion of the meeting. Board Secretary Terri O'Brien will administer the Oath of Office to the newly-elected board president. The president of the board is elected by a majority vote at the annual meeting in even-numbered years to serve a one-year term of office. Superintendent Fisher will call for nominations.

13. Call for Nominations for Board Vice President for 2020-21 Action

The newly-elected board president will conduct the election for board vice president. Board Secretary Terri O'Brien will administer the oath of office to the new vice president.

14. Appointment of District Secretary/Treasurer for 2020-21 Action

Administration recommends that the board name Terri O'Brien as the District Secretary and Treasurer for 2020-21. The Board President will administer the oath of office to the new secretary-treasurer.

15. Appointment of Legal Counsel for 2020-21 Action

Administration recommends that the board appoint Ahlers & Cooney as Legal Counsel for 2020-21.

16. Naming of District Official Publication Action

Administration recommends that the Board approve the *Charles City Press* as the District's official publication.

17. Appointment of Student Board Member Discussion/Action

Superintendent Fisher will share the process to select the student board members for 2020-21 and name the nominees. By policy, the student board member serves from the first regular meeting in September through the last regular meeting in May. The student board member is eligible to participate in discussion, but not vote, at all regular board meetings held in open session. The student school board representative shall be responsible for communicating board decisions and information to the student body.

The recommendation of the superintendent is:

"I move to appoint _____ as the student board member for 2020-21."

If the student is present, Terri O'Brien, Board Secretary, will administer the oath of office to the student board member.

18. Levels I and II Investigator for Allegations of Abuse of Students by School Staff Action

Administration recommends that the Board name **Marcia DeVore** as the District's Level I Investigator for the 2020-21 school year. The Level II investigator is a liaison from the local police department.

19. Affidavits from Depository Informational
Exhibit

Each year as part of the annual meeting/reports, the treasurer will present the 6/30/20 affidavits of School Depositories. The Board will receive and examine the statements from the depository banks.

- C US Bank \$6,380,595.26
- C US Bank \$ 56,013.03 Certificates of Deposit
- UMB \$1,490,185.67
- Fidelity Bank \$ 145,000.00 Certificates of Deposit

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

20. 2019-20 Certified Annual Report Action Exhibit

Director of Finance Terri O’Brien has provided the enclosed summary information of our certified annual financial report. If board members have specific questions, they should contact Terri prior to the meeting to allow her time to research answers. The report is due September 15, 2020. The Board will consider action to accept the 2019-20 Certified Annual Report as submitted.

The recommendation of the superintendent is:
 “to approve the 2019-20 Certified Annual Report as submitted.”

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

21. GEER funding resolution Action Exhibit

The Iowa Department of Education and Governor Kim Reynolds have made available to Districts money to increase connectivity for students preschool thru 12th grade for the 2020-21 school year beginning on September 1, 2020. Districts may use GEER funds (Governor’s Emergency Education Relief) to lease hotspots, provide a discount on broadband internet service to student households with need, or loan devices to qualifying households. If all funds cannot be spent on connectivity, they may be spent on devices to ensure that students can access content when they are learning away from school. The GEER funding budget includes \$13,765 for connectivity and \$72,635 for devices.

The District wishes to amend the chromebook lease with HP financing to purchase some chromebooks using GEER funds. The Board will adopt a resolution authorizing expenditure of the Governor’s Emergency Education Relief Grant for the 2020-21 school year.

The recommendation of the superintendent is:
 “to adopt the resolution authorizing expenditure of the Governor’s Emergency Education relief grant for the 2020-21 school year as recommended.”

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

22. Financial Report for August 2020 Action Exhibit

Director of Finance Terri O’Brien will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for August 2020.

The recommendation of the superintendent is:
 “to accept the August 2020 financial reports as presented.”

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

23. 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 August 10, 2020 and August 24, 2020 and Work session on September 4, 2020 Action Exhibit
- b. Approval of Monthly Bills for September 2020 Action Exhibit
- c. Approval of Personnel: Resignations Action

Name	Position	Date Effective
Kady Korbel	9th grade softball coach	9/14/20
Brenda Bailey	Asst High School speech	9/4/20

Administration recommends that the Board approve the personnel resignations.

- d. Approval of Personnel: Appointments Action

Name	Position	Amount	Start Date
Jeanine Tudor	COVID customer service coordinator	\$17.00/ hr	8/24/20
Lynn Bauer	COVID customer service coordinator	\$17.00/ hr	8/24/20
Timothy LaBarge	Route Driver - Care Route	\$16.95 Rte & \$15.41 activity	9/2020
Ray Cole	Compassionate customer service specialist	\$17.00/ hr	9/2020
Dana Sullivan	Compassionate customer service specialist	\$17.00/ hr	9/2020
Dan Caffrey	Compassionate customer service specialist	\$17.00/ hr	9/2020
Karleen Sickman	Compassionate customer service specialist	\$17.00/ hr	9/2020
Joshua Dean	Compassionate customer service specialist	\$17.00 /hr	9/2020
Laura MacKay	Compassionate customer service specialist	\$17.00 /hr	9/2020
Ann Hanes	Compassionate customer service specialist	\$17.00 /hr	9/2020
Brenda Marpe	Compassionate customer service specialist	\$17.00 /hr	9/2020
Annick Beaver	Compassionate customer service specialist	\$17.00 /hr	9/2020
Kim Carman	Compassionate customer service specialist	\$17.00 /hr	9/2020
Mary Cross	Compassionate customer service specialist	\$17.00 /hr	9/2020

Julie Tjabring	Compassionate customer service specialist	\$17.00 /hr	9/2020
Christina Eaves	Compassionate customer service specialist	\$17.00 /hr	9/2020
Angie Parsons	Compassionate customer service specialist	\$17.00 /hr	9/2020

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

Administration recommends that the Board approve the personnel transfer.

24. Big Ideas Discussion

The Board will discuss big ideas from the meeting.

25. Correspondence/Miscellaneous Information

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26. Important Upcoming Dates Information

- September 18 Policy Committee - 7:00 a.m zoom
- September 28 School Board meeting - 6:15 p.m. Charles City High School
- October 2 Facility Committee - 7:00 a.m. zoom
- October 12 School Board meeting - 6:15 p.m. Charles City High School

27. Adjournment