



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

Regular Meeting
Monday, September 28, 2020
6:15 PM

**Lincoln Elementary
Studio Room (Room 5)**

600 5th Ave.
Charles City, Iowa

The meeting will be held at Lincoln Elementary. 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
Pat Rottinghaus, Vice President
Scott Dight
Missy Freund
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	No
Negotiations & Compensation	Rottinghaus	No
Policy	Freund	Yes 9/18
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. Legendary Teacher Day Resolution Information

In November we will celebrate all of our staff as part of American Education Week. Legendary Teacher Day has been set aside for Thursday, September 24th to recognize the contributions that a specific teacher, currently teaching or now retired, made in your life.

Whereas, the Charles City Community School District Board of Education believes we have all had special teachers that made a significant difference in our lives; and

Whereas, the Charles City Community School District Board of Education recognizes that those teachers demonstrated unique skills allowing them to transform their deep content knowledge into life changing student learning; and

Whereas, the Charles City Community School District Board of Education highly values the caring family culture created by those teachers; and

Whereas, the Charles City Community School District Board of Education understands that we often do not fully understand and recognize the profound influence teachers have on our future until we have lived our future; and

Whereas, the Charles City Community School District Board of Education realizes the importance of taking time to fully recognize the legendary teachers in our lives;

Therefore, Be it Resolved that the Charles City Community School District Board of Education does hereby affirm its support for Thursday September 24th as Legendary Teacher Day. We encourage our entire community to take time on this day and contact the Legendary Teacher in your life and express your gratitude for the difference they made in your life.

Aligned with Strategic goals: Culture & 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. School Board Equity Learning Presentation
Exhibit

Superintendent Fisher will present the second of a series of professional development sessions on Equity. This session will be on White Privilege: Unpacking the Invisible Knapsack.

Aligned with Strategic goals: Equity and Achievement

10. Culture and Climate Review Presentation

All principals will provide a review of their building culture and climate from the 19-20 School Year.

11. Sportsmanship Action Plan Presentation
Exhibit

Todd Forsyth, Activities Director and student leaders will present information on the sportsmanship action plan.

12. Eagle Scout Project Presentation

Justin Heyer will share information on his Eagle Scout project, the addition of two beautiful flag poles at the new softball and baseball fields. This is an example of our core value of student leadership.

13. Equity Strategic Plan Presentation/Action
Exhibit

Superintendent Fisher will present information on the Equity strategic plan initiative and funding for the initiative. The cost not to exceed \$36,000 over 3 year will be paid through categorical funding.

The recommendation of the superintendent is:

“to approve the Equity Literacy Institute scope of work/estimate not to exceed \$36,000 over three years as recommended.”

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

14. Appointment of Student Board Member

Discussion/Action

Superintendent Fisher will share the process to select the student board members for 2020-21. 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 Cael Ruzicka and Mario Hoefler as the student board members for 2020-21.”

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

15. Committee Appointments for 2020-21

Action

The Board will discuss the regular cadence of Board committees prior to making assignments to committees for 2020-21. According to board policy 208.2 (Standing Committees), there will be five (5) standing committees. Two (2) board members will serve on each standing committee. Meetings of the standing committees will comply with the Open Meetings law with the exception that the minutes of the meetings are not published. As part of the first regular meeting of the month, the chairperson for the committee may report on meetings held during the month.

Committees serve an advisory role to the board. They have no decision-making authority. The board does not have the authority to delegate decision-making ability to a committee. No committee (standing or ad-hoc) can take over the authority given to the school board by Iowa Code.

The primary purpose of each committee is as follows:

- Facilities:** Review proposed facility improvements and summer projects prior to approval by the board.
- Communications and Public Relations:** Review board/public communication and referenda campaigns prior to approval by the board.
- Finance:** Review the monthly bills and financial records of the District prior to the first meeting of the month.
- Negotiations and Compensation:** Take part in the negotiations process and review recommended increases in salaries/benefits for employee groups prior to approval by the board.
- Policy:** Review current and proposed policies prior to approval or renewal by the board.
- Equity & Achievement:** Discuss matters of equity and learning.

Standing Committee	2019-20 Members	2020-21 Members
Facilities	Dight & Bergland	
Communications & Public Relations	Bergland & Freund	
Finance Committee	Mack & Dight	
Negotiations & Compensation	Rottinghaus & Mack	
Policy	Freund & Rottinghaus	
Equity & Achievement	Rottinghaus & Rotating	

Additional appointments are needed for the following:

Appointments	2019-20 Members	2020-21 Members
School Improvement Advisory Committee (SIAC)	Freund & Rottinghaus	Freund & Dight
Delegate to the IASB Delegate Assembly	Mack	
County Conference Board Representative	Mack	

16. Review of Policy 210.2, Regular Meetings Action Exhibit

According to Policy 210.2, Regular Meetings are scheduled for the second and fourth Mondays of the month, beginning at 6:15 p.m. Both meetings are regular meetings. This is the time for Board members to discuss their preferences for both the frequency and start time for meetings.

The recommendation of the superintendent is:

“to approve the review of policy 210.2, Regular Meetings, with no changes. Regular meetings will be held at 6:15 p.m. on the second and fourth Mondays of the month excluding July, March and December.”

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

17. Policy 907 & 907R1 Operation During Public Emergency Action Exhibit

The Policy committee discussed policy templates 907 and 907R1 from the Iowa Association of School Boards and made slight modifications. The policy outlines the authority of the school board and the authority it is delegating to the Superintendent.

The recommendation of the superintendent is:

“to first reading of Board policy 907 and 907R1, District Operation During Public Emergency as recommended.”

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

18. Board Listening Posts Discussion

The Board will discuss the 2020-21 School Board Listening Posts schedule. This is the time for Board members to discuss their preferences for the method, frequency and start time for school board listening posts.

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

19. Naming of School Depository for 2020-21 Discussion/Action

Administration recommends naming the following banks as depositories for 2020-21. Naming of depository was delayed until after the results of the bid service bid were known. The District will continue to use C US bank as their primary bank depository.

● C US Bank, Charles City	\$15,000,000
● UMB Investment Direct	\$ 2,000,000
● First Citizens National Bank, Charles City	\$ 200,000
● First Security Bank & Trust, Charles City	\$ 200,000
● Fidelity Bank & Trust, Charles City	\$ 200,000
● Iowa Schools Joint Investment Trust	\$ 200,000

The recommendation of the superintendent is:

“to approve the list of depository banks and amounts as listed for 2020-21.”

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

20. 2019-20 Special Education Supplement Action Exhibit

The Special Education Supplement report for the Department of Education was completed using information from the Certified Annual Report and other information. The District may request allowable growth and supplemental aid for a negative balance by requesting it. The deficit is up from \$126,905.45 last year to \$573,542.42. The state website is not completed yet and the final amount will be adjusted to their calculation. The deficit increased due to lower medicaid revenue, and increased consortium expenses.

The recommendation of the superintendent is:

“to request supplemental state aid in the amount of \$573,542.42 for the fiscal year 2020 negative special education balance.”

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

21. 2019-20 LEP Allowable Cost

Action
Exhibit

The LEP (Limited English Proficient) allowable cost report for the Iowa Department of Education was completed using information from the Certified Annual Report and other information. The District may seek approval for the modified supplemental amount request for excess LEP costs for serving English language learners in a Limited English Instructional Program during the 2019-20 school year.

The recommendation of the superintendent is:

“to request modified supplemental state aid in the amount of \$76,918.19 for the fiscal year 2020 excess LEP costs.”

Aligned with the Board/Superintendent goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.

22. Notice of Public Hearing

Action
Exhibit

Prior to spending flexibility funds the Board schedules and holds a public hearing on the following resolution: Be Pursuant to Chapters 21 and 298A Code of Iowa, NOTICE IS HEREBY GIVEN that a public hearing will be held by Charles City Community School District, at October 12, 2020 at 6:15 p.m. in the High School Library. This hearing is on a resolution to expend funds from district’s Flexibility Account for:

Description	Amount	Vendor
Math Curriculum	\$40,295.40	Agile Minds
Washington Landscaping	\$7,795.37	Otto Oasis
Signage	\$7,000.00	Sandy’s sign shop
Radios	\$398.00	Circle K

These funds, in the amount of \$55,488.77 were unexpended and unobligated from Home School Assistance Program (HSAP). The proposed resolution shall include certification that the statutory requirements for the original source of the money proposed, HSAP, have been met.

All persons interested are invited to attend this hearing and be heard. Written comments may be submitted to Terri O’Brien, Board Secretary on or before October 12, 2020 at 3:00 p.m.

The recommendation of the superintendent is:

“to set the date and time for a public hearing on use of flexibility funds for October 12, 2020 at 6:15 p.m. in the High School Library as per the resolution.”

Aligned with Board/superintendent goals: Equity and Achievement, Culture and Climate and Facilities and Infrastructure.

23. Instructional Support Levy

Information/Discuss
Exhibit

Terri O’Brien, Director of Finance will lead discussion on what the Instructional Support levy is and future plans to renew.

24. 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

Administration recommends that the Board approve the personnel resignations.

b. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date

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: Transfer

Action

Name	Old Position	New Position

Administration recommends that the Board approve the personnel transfer.

d. Approval of Transition Alliance Program Contract Amendment for 2020-21

Action
Exhibit

Administration recommends approval of the contract renewal dated 9/9/20 that extends the Transition Alliance Program (TAP) contract thru 9/30/21 and updates the annual budget for 20-21.

e. Consideration of 2020-21 Fundraisers

Action
Exhibit

The District uses this process in an effort to avoid too many school fundraisers from taking place at any one time. Administration recommends that the Board approve the fundraising calendar for 2020-21 as submitted.

f. SIAC Committee Appointments

Action

Administration recommends the appointment of Anders Haglund and Shemhiah Lara, High School students to the School Improvement Advisory Committee (SIAC).

25. Big Ideas

Discussion

The Board will discuss big ideas from the meeting.

26. Correspondence/Miscellaneous

Information

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27. Important Upcoming Dates

Information

- October 2 Facility Committee - 7:00 a.m. zoom
- October 12 School Board meeting - 6:15 p.m. Charles City High School
- October 16 Negotiations & Compensation - 7:00 a.m. zoom
- October 26 School Board meeting - 6:15 p.m. Charles City High School

28. Adjournment