



## CHARLES CITY HIGH SCHOOL

June 11, 2021

Re: Commencement Date Change

Based on feedback from multiple stakeholders this year the recommendation is being made to move Charles City's High School Commencement from Memorial Day Weekend (May 29th) to the weekend before (May 22nd).

Our initial perception was that it was a long standing tradition for commencement to occur on Memorial Day Weekend. After conversations with multiple stakeholders this was not a long standing tradition and was adopted by the prior administration under the assumption that our seniors needed to remain in classes as long as possible.

Iowa Code allows graduating seniors to be excused from up to 5 school days which does not include any additional snow make up days acquired throughout the year. This school year our graduating seniors were only granted 1.5 days of excused days versus all other students. The assumption that it is best to have graduating seniors remain in school as long as possible is one that negatively affects the following situations:

1. Adequate time for graduating seniors to finalize grades for graduation
2. Providing graduates attending the armed forces adequate time to transition to basic training
3. Time for graduating seniors to focus on transitioning to college/career
4. Separating the finalizing of graduating senior transcripts and finalizing grades for 9-11 students
5. Class Recognition and Comet Choice Awards the week prior to commencement
6. 11th grade students transitioning to school leadership roles prior to the first week of school
7. 8th grade students transitioning to the High School
8. A weekend focused on the successes of our graduating class
9. Time for graduation parties the week of and the week after commencement

The proposed timeline for seniors last day of school and commencement is as follows:

- May 17th - Seniors last day of school
- May 18th - Graduation Practice/Walkthrough (½ day)
- May 22nd - Commencement Ceremony

This would provide our graduating seniors with the 5 days allowed by Iowa Code to be excused and allow us the opportunity to positively impact the items listed above.

Respectfully,

Bryan Jurrens  
High School Principal



**PROCEEDINGS FOR APPROVING  
CONTRACT AND BONDS**

Charles City, Iowa  
June 28, 2021

The Board of Education of the Charles City Community School District met at Charles City High School Commons, Charles City, Iowa, on June 28, 2021, at a meeting starting at 7:00 p.m. The Board President presided and the roll being called, the following named Board Members were present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

Whereupon, the Board President and Secretary were directed by the BOARD OF EDUCATION on May 24, 2021 to execute contract with the contractor for construction of certain public improvements described in general as “**High School Track Improvement Project**” said contract not to be binding on the Charles City Community School District until approved by this Board. And, whereupon the contractor has submitted executed contracts, bonds, and proof of insurance in accordance with the plans and specifications previously adopted.

The Board took up and considered the proposed **High School Track Improvement Project**. Board Member \_\_\_\_\_ introduced the resolution next hereinafter set out and moved its adoption, seconded by Board Member \_\_\_\_\_. After due consideration thereof by the Board, the Mayor put the question on the motion and the roll being called, the following named Board Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Whereupon, the Board President declared the said motion duly carried and the said resolution adopted, as follows:

RESOLUTION APPROVING CONTRACT AND BOND

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE CHARLES CITY COMMUNITY SCHOOL DISTRICT, IOWA:

That the construction contract and bond executed for the **High School Track Improvement Project**, as described in the plans and specifications and which have been signed by the Board President and Secretary on behalf of the Charles City Community School District and proof of insurance coverage be and the same are hereby approved as follows:

Contractor: Woodruff Construction, Inc.

Date of Contract: May 24, 2021

Bond surety: Liberty Mutual Insurance Company

Date of Bond: June 7, 2021

Portion of project: All

PASSED AND APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Josh Mack, President

ATTEST:

\_\_\_\_\_  
Evan Marten

# Board Meeting Dates Schedule

## 2021-22 School Year

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**ALL MEETING TIMES ARE AT 6:15 P.M. UNLESS OTHERWISE NOTED**

Regular session	Middle School	July 19, 2021	One July meeting - on the 3rd Monday
Regular session	Middle School	August 9, 2021	
Regular session	Middle School	August 23, 2021	
Regular session	Middle School	September 13, 2021	
Regular session	Middle School	September 27, 2021	
Regular session	High School	October 11, 2021	
Regular session	High School	October 25, 2021	
Regular session	High School	November 8, 2021	
Regular session	High School	November 22, 2021	
Regular session	High School	December 13, 2021	
Regular session	High School	N/A	No 2nd regular session in Dec
Regular session	High School	January 10, 2022	
Regular session	High School	January 24, 2022	
Regular session	High School	February 14, 2022	
Regular session	High School	February 28, 2022	
Regular session	High School	March 7, 2022	Spring Break is the 3rd week so had to adjust
Regular session	High School	March 28, 2022	
Regular session	High School	April 11, 2022	
Regular session	High School	April 25, 2022	
Regular session	High School	May 9, 2022	
Regular session	High School	May 23, 2022	
Regular session	High School	June 7, 2022	
Regular session	High School	June 21, 2022	

High School Library - 1 Comet Drive, - North entrance

Charles City Community School  
Teacher Quality 2020-21 Budget

	<u>2020-21</u>					
2019-20 carryover - TQ	20,000.00					
2020-21 annual allocation	110,328.00					
<b>Total revenue</b>	<b>130,328.00</b>	<b>TQ line item budget</b>				
<b>Expenses</b>	<b>Total Expense</b>	<b>District</b>	<b>HS</b>	<b>MS</b>	<b>Linc</b>	<b>Wash</b>
Staff Salary	19,143.80	90.00	1,440.00	1,657.50	3,892.50	12,063.80
Sub	-		-	-	-	-
Benefits	3,271.86	15.39	246.12	283.28	665.29	2,061.78
Travel	1,353.94		1,353.94	-	-	-
Supplies	9,317.38	2,635.66	-	1,703.42	482.99	4,495.31
Staff training registration	1,402.98		225.00	285.63	267.50	624.85
Contracted Training	-		-	-	-	-
Total Expense	34,489.96	2,741.05	3,265.06	3,929.83	5,308.28	19,245.74
Budget	100,326.53	3,850.00	30,039.21	28,526.04	16,278.56	21,632.72
Amount under budget	65,836.57	1,108.95	26,774.15	24,596.21	10,970.28	2,386.98
Amount Remaining	95,838.04					
Reserve for FY 21 carryover	20,000.00					
Transfer to flexibility - Estimated 6/22/21	75,838.04	Goal was to transfer \$30K to flexibility				