



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

Regular Meeting
Monday, January 14, 2019
6:15 P.M.

Charles City High School
CTE Industrial Technology Area
1 Comet Drive.
Charles City, Iowa

1. Call to Order by Chairperson

Roll Call

Robin Macomber, President
Jason Walker, Vice President
Scott Dight
Missy Freund
Josh Mack
Isaiah Tilton, Student Board Member (Non-Voting)

2. Reading of the District Mission/Vision Statement and Core Values by
Director Dight

*Our mission is to engage, inspire, and empower students and staff in order to maximize learning.
Our District core values are: Best for all Kids, Family, Committed Leaders, Passionate and
Invitational.*

3. Approval of Agenda

Action

4. Welcome Visitors: Public Comment

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.

High Academic Achievement
Culture, Climate, & Environment
Effective Communication
Fiscal Responsibility and Stability
Facilities for Educational Excellence

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	Walker	No
Communications & Public Relations	Mack	No
Finance	Dight	No
Negotiations & Compensation	Macomber	No
Policy	Freund	No
County Conference Board	NA	No
SIAC	Supt Fisher	No
Job Shadowing Report	Board Members	Yes

Aligned with strategic goals of High Academic Achievement; Culture, Climate, & Environment; Fiscal Responsibility & Stability; and Facilities for Educational Excellence

7. High School Design Fee Proposal Action Exhibit

BLDD Architects has been preparing preliminary design for the High School (HS) renovation/remodeling project. They have prepared a fee proposal related to the preliminary HS design work and how it may be offset against final design work, if a project is approved.

The recommendation of the superintendent is:

“to approve the fee proposal with BLDD Architects for High School renovation/remodeling project preliminary design as presented.”

Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure
Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

8. Committed Leader - Rob Pittman Information
Exhibit
- High School Social Studies Teacher, Rob Pittman, will present information on the new rockwall. .
- Aligned with Board/Superintendent goal 2: Culture and Climate**
Aligned with Board/Superintendent goal 3: Facilities and Infrastructure
Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT
9. Lunch Program Presentation Information
Exhibit
- Isaiah Tilton, Student Board Member, will share out information on the School Lunch Focus Group.
- Aligned with Board/Superintendent goal 2: Culture and Climate**
Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT
10. Lobbying at the State Capitol Information
- Supt Fisher will share information on the lobbying date at the state capital. TDA on Monday. At the December 10th Board meeting a date during the last two weeks of January was suggested. The upcoming 2019 Legislative Session was convened on Monday, January 7, 2019. The item will be posted as a work session which takes place at the Capitol Building. The following Districts will be participating with Charles City: Nashua-Plainfield, Howard Winneshiek, RRM, Alameda, and Osage. This is a preliminary list.
- Aligned with the Board/Superintendent goal 1: Professional Learning.**
Aligned with Strategic Focus Area 3: EFFECTIVE COMMUNICATION
11. Facility Retreat Overview Information
- Supt Fisher will share out information from the facility retreat. Facilities Director Mitchell and Supt Fisher met to priority facility projects for next year and following years for the purpose of strategic planning.
- Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure**
Aligned with Strategic Focus Area 3: EFFECTIVE COMMUNICATION
12. Internal Technology Connection Project Action
Exhibit
- April Hanson, Technology Director, is requesting approval of the Internal Technology Connection Project which includes wireless access points, network switches and uninterruptible power supplies throughout the District. A Request for Proposal (RFP) for sealed bids will be sent. This project will be submitted for e-rate funding, which could mean an 80% discount. The total cost of the project is estimated \$250,465 but after discount \$50,093. The amount after erate funding will be paid from the general fund technology budget of \$77,500. The project expenses after erate and general fund budget, if any, will be funded from PPEL funding.
- The recommendation of the superintendent is:**
 “to approve Internal Technology Connection project and estimated cost of \$250,465 as recommended.”
- Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure**
Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

13. 2019 Summer Facility Projects

Action

Administration recommends the following summer facility projects. As a reminder, the Board also has approved up to \$500,000 of in-kind match for the athletic complex development.

The annual allocation for the 2019 summer projects is \$844,131. The estimated total cost of the list of projects for the board to consider is \$832,912 plus \$250,000 to be used from carryover funds. Amounts not spent will increase the fund balance reserve for future facility projects. The proposed summer 2019 list includes:

<u>2019 Annual Projects</u>	<u>Building</u>	<u>Estimated cost</u>
Demo white office building	College Grounds	20,000
Resurface Track	Football Field	175,000
New fencing around the field (interior & exterior within budget)	Football Field	25,000
Replace Roof section L	High School	65,000
Replace Roof Section N	High School	45,000
Seal coat the parking lot and any asphalt in the district	High School	90,000
New Bell and PA system	Lincoln	25,000
Put in sidewalk to the front of the building	Middle School	20,000
Purchase a suburban for replacement	Transportation	50,000
L Shaped section of roof	Washington	30,000
New Bell and PA system	Washington	25,000
Widen exit/entrance to the parking lot	Washington	5,000
Resurface parking lot	Washington	29,000
* Discretionary (after general fund discretionary is used)	District	50,000
Technology - network/switches/access points	District	122,872
Safety Equipment	Athletic	3,000
River Hills Consortium Lease	District	15,000
Carrie Lane Lease space	High School	5,040
Central Office Lease space	Central office	33,000
 <u>2019 Carryover Project</u>		
Playground/cement/remove blacktop	Washington	250,000

The recommendation of the superintendent is:

“to approve the summer 2019 annual facility projects totaling \$832,912 plus \$250,000 from carryover funds as listed.”

Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure

Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

14. High School section L Roof Specification

Action
Exhibit

The Board approved the High School section L reroofing project for completion during the summer of 2019. Roof Section L is approximately 6922 sq. ft. is east of the HS cafeteria building structure located just north of the gymnasium. This project will be funded by Physical Plant and Equipment Levy (PPEL) funds. The specifications were completed by Gary Anderson from Skott & Anderson Architects. A slightly sloped rubber roof with foam insulation has been requested in the specifications.

The recommendation of the superintendent is:

“to approve the High School section L reroofing project specifications as presented.

Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure

Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

15. High School section N Roof Specification Action Exhibit

The Board approved the High School section N reroofing project for completion during the summer of 2019. Roof Section N is approximately 3850 sq. ft. east of the HS cafeteria building structure located just north of the gymnasium. This project will be funded by Physical Plant and Equipment Levy (PPEL) funds. The specifications were completed by Gary Anderson from Skott & Anderson Architects. A slightly sloped rubber roof with foam insulation has been requested in the specifications.

The recommendation of the superintendent is:

“to approve the High School section N reroofing project specifications as presented.

Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure

Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

16. Washington L shape Roof Specification Action Exhibit

The Board approved the Washington L shape reroofing project for completion during the summer of 2019. This roof is located in the middle of the building structure and north of the main entrance. This project will be funded by Physical Plant and Equipment Levy (PPEL) funds. The specifications were completed by Gary Anderson from Skott & Anderson Architects. A slightly sloped rubber roof with foam insulation has been requested in the specifications.

The recommendation of the superintendent is:

“to approve the Washington L shape reroofing project specifications as presented.

Aligned with the Board/Superintendent goal 3: Facilities and Infrastructure

Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

17. Application for Modified Supplemental Amount for Dropout Prevention Programs Action Exhibit

January 15, 2019, is the application deadline for Dropout Prevention programs for 2019-20. Approval of this application allows the district to generate revenue via additional property taxes to pay for At-Risk services for students. This program funds the Juvenile Court Liaison/dropout specialist, intensive guidance service, school based youth service, Schooll within a school, Carrie Lane Alternative program, Math and reading workshops, Elementary intervention supports, summer extended services, before and after school program, applied science and behavior intervention specialist. The total at-risk/dropout programs budget proposal is \$660,177. Modified supplemental amount may be requested for 75% of the total after at-risk reimbursement less carryover at At-Risk funding.

If the Board chooses to submit a request for modified supplemental amount, they could levy property tax to fill the shortage when the budget is approved in April.

The recommendation of the superintendent is:

“to approve the request for modified supplemental amount for \$421,380 (and the associated spending authority) which is solely for the purpose of implementing the District’s Board-adopted At Risk/Dropout program as recommended.”

Aligned with the Board/Superintendent goal 1: Professional Learning

Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT and:

Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

18. Staffing Update Information

Supt Fisher will share information on staff realignment and changes being implemented.

Aligned with the Board/Superintendent goal 1: Professional Learning

Aligned with the Board/Superintendent goal 2: Culture and Climate

Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

19. Audit Report for 2017-18

Action
Exhibit

Nolte, Cornman & Johnson has completed the audit of the fiscal year ended 6/30/18. Information from the report will be presented.

The recommendation of the superintendent is:

“to approve the 6/30/18 audit report as presented.”

Aligned with the Board/Superintendent goal 1: Professional Learning

Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

20. Financial Report for December 2018

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 December 2018.

The recommendation of the superintendent is:

“to accept the December 2018 financial reports as presented.”

Aligned with the Board/Superintendent goal 1: Professional Learning

Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

21. 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 Minutes of the Regular Meeting held on December 10, 2018

Exhibit

b. Approval of Monthly Bills for January 2019

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
Terri Hay	Clerical Assistant - Central Services	\$9.00 per hr	1/15/19
Jenae Noonan	HS Assistant Track Coach	\$3,237	1/15/19

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. Licensed Employee Transfers Action

Employee	Current Position	Recommended Position

Administration recommends the transfers listed above in accordance with board policy 405.7 (Licensed Employee Transfers).

f. Classified Employee Transfers Action

A listing of support staff transfers is provided in accordance with board policy 411.6 (Classified Employee Transfers).

Employee	Previous Position	New Position
Heather Kowalski	Part time Instructional Assistant	Full Time Transitional Alliance Program instructional assistant
Rick Lynch	Part time Instructional Assistant	Full Time Behavior Interventionist

g. Approval of AUL contract amendment Action
Exhibit

Administration recommends that the Board approve the American United Life Insurance Company (AUL) contract amendment for group annuity minimum rate guarantee. This only affects the rate Early Retirees make on their special pay plan benefits.

22. Correspondence/Miscellaneous Information

- Enrollment Summary

23. Important Upcoming Dates Information

- January 16 SIAC meeting at HS
- January 18 No School - teacher work day
- January 21 MLK Holiday - no school - missed make up day #2
- January 23 Board Listing Post - Zoetis 3:30 - 5:00 p.m.
- January 28 Board meeting 6:15 p.m.

24. Adjournment