



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

Regular Meeting
Monday, January 8, 2018
6:00 P.M.

Charles City Middle School
7th Grade Gather Space, 1st Floor (North End)
1200 1st Ave.
Charles City, Iowa

Enter the NE doors adjacent to the new parking lot & bus loop

Vision Statement: *In everything we do, we aim to maximize learning for all students and staff. Through personalized learning experiences, student-centered environments, and real-world opportunities, individuals are challenged to positively impact the global community.*

1. Call to Order by Chairperson Roll Call

Jason Walker, President
Scott Dight, Vice President
Missy Freund
Josh Mack
Robin Macomber
Falyn Knecht, Student Board Member

2. Reading of the District Mission Statement by **Student Director Knecht**

Our mission is to engage, inspire, and empower students and staff in order to maximize learning.

3. Approval of Agenda Action

4. Welcome Visitors: Public Comment

As we begin our agenda tonight I'll explain our process for public comment. The board will hear comments from the public in conjunction with each agenda item, using a structured process. As board president, I will ask for

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

comments when we reach that item on the agenda. You will be asked to approach the microphone, state your name, and limit your comments to two (2) minutes.

At this time I invite any member of the audience to step up to the microphone with comments about items of interest or concern that do not appear on tonight's agenda. Please begin by stating your name and contact information. It would be appreciated if you would limit your comments to two (2) minutes so that 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 full board agenda in a timely manner.

Comments from the public 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)
Buildings & Grounds	Walker	No
Communications & Public Relations	Mack	No
Finance	Dight	No
Negotiations & Compensation	Macomber	No
Policy	Freund	No
County Conference Board	NA	No
SIAC	Dr. Cox	No

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

Aligned with Iowa School Board Standard 4, Policy & Legal: Lead through sound policy, ensuring transparent, ethical, legal operations.

7. Job Shadowing Report Discussion

Board members did not draw names in December given the limited number of days in which to do visits. They will draw names for their January job shadowing tonight. This month, they are selecting names of staff at **Lincoln** Elementary.

Board Member	Teacher	Assignment
Walker		
Dight		
Freund		
Mack		
Macomber		
Knecht		

Aligned with Board goals of High Academic Achievement; Culture, Climate, & Environment

Aligned with Iowa School Board Standard 4, Policy & Legal: Lead through sound policy, ensuring transparent, ethical, legal operations.

8. German American Partnership Program (GAPP) Update Information

Due to budget cuts in Germany and changes in German regulations regarding exchange programs, administrators at our partner school in Walsrode, Germany have made the painful decision to end their 28-year partnership with Charles City. Marilyn Buttjer, CCHS German teacher, will update the board on the search for a new GAPP partner school. In addition, a CCHS student who will be traveling to Walsrode this summer would like to read a letter she wrote to an anonymous donor.

Aligned with the Board goal of High Academic Achievement

Aligned with Iowa School Board Standard 2, Student Learning: Provide effective leadership for quality instruction and high, equitable student learning.

9. Public Comment Change Discussion/Action

At the December 11, 2017 school board meeting, board members discussed the possibility of changing the process by which members of the public make comments at board meetings. President Walker recommended having public comment at the beginning of the meeting only.

During the 2013-14 school year, the school board revised its practice and began allowing public comment both at the beginning of the meeting and during each agenda item. This practice is unique to Charles City.

Board policy 213 states “The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board will set time aside for citizen participation, **either** at a specific time during the meeting **or** during the discussion of agenda items. In general, no more than 20 minutes will be allowed for public participation.”

President Walker recommends that we provide public comment at the beginning of the board agenda and allow up to three (3) minutes for each speaker.

The recommendation of the superintendent is:

“to change the public comment format during school board meetings to one general comment at the beginning of each meeting.

Aligned with the Board goal of Effective Communication

Aligned with Iowa School Board Standard 4, Policy & Legal: Lead through sound policy, ensuring transparent, ethical, legal operations.

10. Public Input on the HS Modernization Plan Discussion

At a special meeting on December 19, 2017, the board received the newest conceptual plan from BLDD Architects for modernizing Charles City HS. Staff at BLDD Architects have taken the initial feedback and are working on revising the design. That process is expected to be completed soon.

This is an opportunity for the public to provide input to the board regarding what they want to see included in the HS modernization.

Aligned with the Board goal of Facilities for Educational Excellence

Aligned with Iowa School Board Standard 4, Policy & Legal: Lead through sound policy, ensuring transparent, ethical, legal operations and Iowa School Board Standard 5, Fiscal Responsibility: Sustain and enhance district resources through planning and fiduciary oversight.

11. Set the Date for Lobbying at the State Capitol

Action

In December, the board directed Administration to work with area superintendents to set a date for a joint lobbying session at the Iowa State Capitol. January 24 is the date that has been chosen. Superintendents and at least one school board member from Charles City, Osage, Riceville, Howard-Winneshiek, Turkey Valley, New Hampton, Nashua-Plainfield, Clarksville, North Butler, and Rudd-Rockford-Marble Rock plan to attend.

The recommendation of the superintendent is:

“to set January 24, 2018, as our lobbying date in Des Moines.”

Aligned with the Board goal of Effective Communication

Aligned with Iowa School Board Standard 6, Advocacy: Advocate for public education and the needs of Iowa students.

12. Better Boardsmanship Book Study

Information

As part of the board’s Better Boardsmanship credits for 2017-18, board members will read *Orange Frog* by Shawn Achor. This is the same book that our entire staff has read as part of our Orange Frog program. Given the brevity of the book, board members will engage in a book talk at the next regular board meeting.

Aligned with the Board goal of Culture, Climate, and Environment

Aligned with Iowa School Board Standard 3, District Culture: Foster a culture that enables excellence and innovation.

13. Resolution Supporting IPERS

Action
Exhibit

Members of the majority party have been talking about the Iowa Public Employee Retirement System (IPERS) system and hinting at wholesale changes. Administration recommends that the board adopt the following resolution in support of the existing system.

The recommendation of the superintendent is:

“to adopt the following resolution:

WHEREAS, The hard-working women and men in the Charles City Community School District are the foundation of our school district, and;

WHEREAS, Employees are entitled to basic protections and promises that the State has made to the m, including the right to expect that IPERS not be changed negatively nor the benefits of current or future employees be put at risk, and;

WHEREAS, Any changes to IPERS that would diminish retirement security and predictability will hurt employee morale and lead to the inability to attract and retain dedicated, well-trained, experienced, and conscientious public servants, and;

WHEREAS, the school board members of the Charles City Community School District value our employees and the relationships that have been established, and we strongly believe that our community and our state benefit when employees have a strong and predictable retirement system.

BE IT RESOLVED that a copy of this resolution immediately be sent to all members of the Iowa Press, the Office of the Governor, and all Representatives and Senators of the Iowa State Legislature.”

On motion by _____, seconded by _____, the above resolution passed and was adopted on January 8, 2018 by the school board of the Charles City Community School District.

President, Charles City Community School District

Aligned with the Board goal of Effective Communication

Aligned with Iowa School Board Standard 6, Advocacy: Advocate for public education and the needs of Iowa students.

14. Audit Report for 2016-17

Action
Exhibit

Nolte, Cornman & Johnson has completed the audit of the fiscal year ended 6/30/17. Information from the report will be presented.

The recommendation of the superintendent is:
“to approve the 6/30/17 audit report as presented.”

Aligned with the Board goal of Fiscal Responsibility and Stability

Aligned with Iowa School Board Standard 5, Fiscal Responsibility: Sustain and enhance district resources through planning and fiduciary oversight.

15. Financial Report for November 2017

Action
Exhibit

Business Manager Terri O’Brien will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for November 2017.

The recommendation of the superintendent is:
“to accept the November 2017 financial reports as presented.”

Aligned with the goal of Fiscal Responsibility and Stability

Aligned with Iowa School Board Standard 5, Fiscal Responsibility: Sustain and enhance district resources through planning and fiduciary oversight.

16. 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 11, 2017, and special meetings on December 7, 2017 and December 19, 2017

Exhibit

- b. Approval of Monthly Bills for January 2018

Action
Exhibit

- c. Approval of Personnel: Resignations

Action

Name	Position	Date Effective
Melvin Baxter	Route Driver	1-9-18

Administration recommends that the Board approve the above personnel resignations.

d. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Derek Sturtevant	HS Musical Director	\$3,453	8/2017
Bethany Rhine	Orchestra Pit Conductor	\$600	8/2017

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

Information

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

Employee	Previous Position	New Position

g. Contract Modifications

Action

Employee	Change in Contract Amount	Reason

Administration recommends approval of the contract modifications listed above.

h. Special Pay Plan amendment

Action
Exhibit

Administration recommends approval of the special pay plan – plan document amendment exhibit A for small changes to the early retirement payout instructions.

17. Correspondence/Miscellaneous

Information

- Enrollment Summary

18. Important Upcoming Dates

Information

- Jan 15 **No School.** Professional learning day (half day) and teacher work day (half day)
- Jan 16 3rd Quarter/2nd Semester begins
- Jan 17 SIAC meeting
- Jan 20 District Speech contest
- Jan 22 Labor Management Committee meeting at 4:00 PM
- Jan 22 School board meeting at 6:00 PM in the 7th grade gather space
- Jan 24 School board lobbying trip to the state capitol

19. Consideration of Closed Session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential” Action

Administration requests that the Board go into closed session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” The board will reconvene to open session prior to any determination.

20. Determination Regarding Student Hearing Action

This item is on the agenda to allow the board, if it so desires, to take action on anything pertaining to the closed session.

21. Consideration of Closed Session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential” Action

Administration requests that the Board go into closed session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” The board will reconvene to open session prior to any determination.

22. Determination Regarding Student Hearing Action

This item is on the agenda to allow the board, if it so desires, to take action on anything pertaining to the closed session.

23. Consideration of Closed Session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential” Action

Administration requests that the Board go into closed session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” The board will reconvene to open session prior to any determination.

24. Determination Regarding Student Hearing Action

This item is on the agenda to allow the board, if it so desires, to take action on anything pertaining to the closed session.

25. Consideration of Closed Session per Iowa Code 21.5.1(e) “to conduct a hearing to suspend or expel a student” Action

Administration requests that the Board go into closed session per Iowa Code 21.5.1(e) “to conduct a hearing to suspend or expel a student, unless an open session is requested by the student or a parent or guardian of the student if the student is a minor.” The board will reconvene to open session prior to any determination.

26. Determination Regarding Student Hearing Action

The board may take action to suspend or expel a student.

27. Adjournment