



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

Regular Meeting

Monday, October 8, 2018

6:15 P.M. (Note change in start time)

**Charles City Middle School
Gather space, 7th grade learning studio
1st Floor (North End)**

1200 1st Ave.

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 Mack

*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	Yes

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

7. Job Shadowing Report Information

This agenda item provides Board members an opportunity to give an oral report on their job shadowing experience from the previous month. Fellow board members and the public may ask questions of them afterward. Board members will draw names for their October job shadowing visits.

Board Member	Teacher	Assignment
Walker		
Dight		
Freund		
Mack		
Macomber		
Tilton		

Aligned with Board/Superintendent goal 1: professional learning
Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT

8. National Principals Month Action

National Principals Month is an opportunity to #ThankAPrincipal for the great things that they do. The Board will recognize Kara Shannon (Washington), Marcia DeVore (Lincoln), Rick Gabel (MS), Tom Harskamp (MS), Bryan Jurrens (HS), and Larry Wolfe (HS).

The recommendation of the superintendent is:

“to recognize and thank Kara Shannon (Washington), Marcia DeVore (Lincoln), Rick Gabel (MS), Tom Harskamp (MS), Bryan Jurrens (HS), and Larry Wolfe (HS) for their contributions to the Charles City Community School District.”

Aligned with Board/Superintendent goal 2: Culture and Climate

Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT

9. Certified Enrollment Information

Supt. Fisher will share preliminary information on certified enrollment for 2018. The count date was October 1, 2018 but is preliminary until all student information is verified and weightings calculated.

Aligned with Board/Superintendent goal 2: Culture and Climate

Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

10. Sale of North Grand Building Discussion/Action

There has been ongoing discussions with various perspective buyers over the last 9 months since the previous option to purchase the property expired in December 2017. The title is being updated. Administration is recommending the Board authorize administration to work with interested parties to negotiate possible terms for the sale of the North Grand Building Property. These negotiations will include any conditions or restrictions, if any, the Board recommends be placed on the sale.

The recommendation of the superintendent is:

“to direct administration to negotiate possible terms for the sale of the North Grand Building property, with interested parties, conditional upon final board approval following a public hearing held in accordance with the Iowa Code.”

Aligned with Board/Superintendent goal 3: Facilities and Infrastructure

Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE

11. IASB Workshop Discussion Presentation
Exhibit

Directors Dight, Freund, Mack, and Superintendent Fisher attended the Iowa School Board Association Regional Workshop on October 3rd in Mason City. They will lead a share out discussion over the topics which included the role of the board, coherence, and communication.

Aligned with Board/Superintendent goal 1: Professional Learning

Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT

12. At the Board Table Presentation
Exhibit

Superintendent Fisher will lead discussion on a better boardsmanship topic on communication structures.

Aligned with Board/Superintendent goal 2: Culture and Climate

Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT

13. Better Boardsmanship Goal

Discussion/Action

In the four previous year the Charles City Community School District Board of Education earned the Better Boardsmanship Team Award of Achievement sponsored by the Iowa Association of School Boards. This agenda item formalizes the BBA as a Board goal for 2018-19 as part of the Board's commitment to continued learning and growth.

The recommendation of the superintendent is:

“to approve the Board goal of achieving the Better Boardsmanship Team Award of Achievement in 2018-19”

Aligned with Board/superintendent goal 1: Professional Learning

Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT

14. Athletic Training Contract

Discussion/Action
Exhibit

Our previous athletic training provider doesn't have the staff to continue to provide this service to the District. Director of Activities, Todd Forsyth, has been working with Synergy to provide this services to the athletics in Charles City. The first year service will be prorated beginning November 1, 2018 to May 31, 2019.

The recommendation of the superintendent is:

“to approve the contract with Synergy Physical Therapy & Sports Medicine for \$5,000 for the period November 1, 2018 thru May 31, 2019 as presented.

Aligned with Board/Superintendent goal 2: Culture and climate

Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT

15. Human Resources Conference

Discussion/Action

Superintendent Fisher would like to attend a human resources conference in Chicago on November 6 through November 8, 2018. He is requesting reimbursement for registration expenses, \$1295 plus hotel costs. The conference is sponsored by the American Association of School Personnel Administrators which we joined last month. This conference will provide training, and guidance on best-practice human resources strategies in hiring, managements, and evaluation. This additional support will provide our human resource staff and leadership additional tools in improving hiring practices across our district.

The recommendation of the superintendent is:

“to approve the hotel and registration expenses for Superintendent Michael Fisher to attend the human resources conference on November 6-8 in Chicago.”

Aligned with Board/Superintendent goal 1 and 2: Professional Learning and Culture & Climate

Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT

16. Annual Report

Action
Exhibit

Business Manager Terri O'Brien has compiled the Annual Report for the district. The report is too lengthy to review during the board meeting. Board copies will be handed out Monday night. However, it will be available on the webpage on Friday. Administrators and Directors will be present to answer questions and board members are encouraged to comment on parts of the report that are of particular interest to them or the public in general. Administration recommends that the board accept the Annual Report and approve the 2018-19 line item budget that is contained within the report.

The recommendation of the superintendent is:

“to accept the 2018-19 annual report and approve the line item budget contained within the report.”

Aligned with the Board/Superintendent goal 1: Professional Learning
Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

17. Financial Report for September 2018

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 September 2018.

The recommendation of the superintendent is:
 “to accept the September 2018 financial reports as presented.”

Aligned with the Board/Superintendent goal 1: Professional Learning
Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

18. 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 Meetings held on September 10, 2018 and September 24, 2018 Exhibit
- b. Approval of Monthly Bills for October 2017 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
Melina Mena Davis	HS Annual Advisor	\$2,331	09/24/18
Melanie Johannngmeier	HS musical instrumental	\$100	10/8/18
Renae Boss	HS Musical instrumental	\$100	10/8/18
Jacob Gassman	HS musical instrumental	\$100	10/8/18
Janiece Bergland	HS musical set design	\$500	10/8/18
Bethany Rhine	Orchestra Pit Conductor	\$600	10/8/18
Tricia Baxter	HS Musical Pianist	\$600	10/8/18
Phillip Frenchick	MS Assistant Drama	\$999	10/18/18

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 Volunteer Worker Action

Name	Position

Administration recommends the above volunteer worker

- f. 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).

- g. 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
Ammie Joslin	MS instruction assistant	Lincoln Instructional assistant

- h. Teacher Contract Modifications due to Additional Graduate Course Work Action

Name	Current Lane	New Lane	Step	Increase in contract
Marie Conklin	BA	BA+24	13	\$3,601.00
Caleb Davidson	BA	BA+12	2	\$1,801.00
Rebecca Mead	MA	MA+10	12	\$1,801.00
Phillip Frenchick	BA+12	BA+24	15	\$1,801.00
Scotti Hagensick	MA+20	MA+30	4	\$1,801.00
Jenn Hardy	BA	BA+12	2	\$1,801.00
Julie Holub	MA+10	MA+20	23	\$3,241.00
Erin Lyman	MA+10	MA+20	18	\$3,241.00
Phoebe Pittman	BA	BA+12	14+	\$1,800.00
Jennifer Seehusen	BA+12	BA+24	12	\$1,801.00
LeAnn Smith	BA+24	MA	9	\$1,800.00
David Voves	MA+20	MA+30	12	\$1,801.00
Laura Walker	BA	BA+12	6	\$1,801.00

Administration recommends that the Board approve the 2018-19 lane changes as presented.

- i. Approval of TAP contract for 2018-19 Action
Exhibit

Administration recommends approval of the 2018-19 Transitional Alliance Program contract with Iowa Vocational Rehabilitation Services beginning October 1, 2018 and ending September 30, 2019.

19. Correspondence/Miscellaneous

Information

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20. Important Upcoming Dates

Information

- October 8 & 9 No School Professional Development Days
- October 22 Board meeting - 6:15 p.m. in 7th grade learning studio

21. Adjournment