



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

Regular Meeting
Tuesday, May 29, 2018
6:00 P.M.

Charles City Middle School
Gather space, 7th grade learning studio
1st Floor (North end)
1200 1st Ave.
Charles City, Iowa

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 (final meeting of her term)

2. Reading of the District Mission Statement by **Director Freund**

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, 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

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

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.

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.

6. New Superintendent Informational

The Board would like to welcome Mr. Mike Fisher as our next Superintendent of Schools. Mike was selected from a pool of 26 applicants. He has served as principal of Hoover Middle School in Waterloo for the past five years. He and his wife Sarah and their son Joshua plan to move to Charles City this summer. Mr. Fisher officially begins his duties on July 1, 2018. As part of his entry plan, he will be at the regular board meetings in June. He also will be meeting community members, students, and staff over the next several weeks. Welcome, Mr. Fisher!

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

Aligned with Iowa School Board Standard 1, Visionary Team: Operate as a visionary governance team in partnership with the superintendent and Iowa School Board Standard 3, District Culture: Foster a culture that enables excellence and innovation.

7. PE Presentation Information

Physical education teachers will share their experiences at the recent national PE conference and how it is impacting our PE program in all grade levels.

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.

8. Confidential Secretaries and Handbook Action
Exhibit

The Negotiations Committee met on May 24 with the superintendent regarding confidential secretary group wages, benefits, and handbook changes for the 2018-19 school year. Administration recommends an hourly rate increase of 41 cents per hour for confidential secretaries for 2018-19.

The recommendation of the superintendent is:

“to approve a confidential secretary salary increase of 41 cents per hour and the confidential secretary handbook for 2018-19.”

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.

9. Program Coordinators, Directors, & Administrator Handbook Action Exhibit

The Negotiations Committee met on May 24 with the superintendent regarding wages, benefits, and handbook changes for 2018-19. The handbook for Program Coordinators, Directors, and Administrators are combined into one document. This document explains the benefits and leaves for each group.

The recommendation of the superintendent is:

“to approve the handbook for program coordinators, directors, and administrators as recommended.”

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.

10. Program Coordinators Action

The Negotiations Committee met on May 24 with the superintendent regarding wages, benefits, and handbook changes for 2018-19 for Program Coordinators. This includes the Juvenile Court School Liaison, Communications & Community Engagement, Transition Alliance Program, Home School Assistance Program, Charles City Alternative Academic Program supervisor, and Technology Assistant.

The following increases are recommended:

Juvenile Court Liaison Officer	\$44,102
Communications and Community Engagement	\$57,558
TAP Coordinator	\$53,337
Home School Assistance Program Coordinator	teacher salary schedule, \$100 on base plus step
CCAAP Supervisor & Tech Assistant	\$21.02 per hour
Grant Paid programs	as approved by the grant board **

** Grant paid positions include Learning Connections and Outreach/Focus. Each of these positions will be paid an hourly rate as approved by the board paying for the positions.

The recommendation of the superintendent is:

“to approve the salary and hourly rate increases for the program/room coordinator positions as recommended.”

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.

11. Director Contract Action

The Negotiations Committee met on May 24 with the superintendent regarding salary changes for the 2018-19 school year for Directors. The following salaries are recommended:

Director of Buildings & Grounds and Transportation	\$84,035
Business Manager	\$89,268
Technology Director	\$79,118

The recommendation of the superintendent is:

“to approve the 2018-19 director salaries as recommended.”

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.

12. First Reading of Policy 905.1, Building Use Policy Discussion/Action
Exhibit

The Buildings and Grounds Committee has review the proposed policy changes to 905.1, Community Use of School District Facilities & Equipment, for the policy, policy regulations, and fee schedule. The Building Use application, 905.1 E1, is being eliminated since applications for building use are now on-line.

The changes simplify and standardize the fees charged to outside groups for use of District facilities. The policy will charge a fee for building use to all outside entities. There will be a flat fee of \$25 per hour for 0-4 hours or \$50 per hour for 4+ hours on Saturdays, Sundays, or time outside of regular working hours for staff.

The recommendation of the superintendent is:

“to approve the first reading of Board Policy 905.1, 905.1 R1, 905.1 R2, Community Use of School District Facilities & Equipment and delete 905.1 E1 as recommended.”

Aligned with the Board goal of Facilities for Educational Excellence.

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

13. At The Board Table Information
Exhibit

The board will engage in an IASB At the Board Table exercise as part of their board-approved goal of achieving the Iowa Association of School Boards Better Boardmanship Award in 2017-18.

Aligned with Iowa School Board Standard 1, Visionary Team: Operate as a visionary governance team in partnership with the superintendent.

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

14. 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
Chris Hageman	HS Special Education Teacher	6/30/18
Jessica Hirsch	MS Special Education Teacher	6/30/18
Marilyn Heitz	HSAP Co-Coordinator	6/30/18
Heather Coon	MS Counselor	6/30/18
Alexis Finder	HS Drama	6/30/18

Administration recommends that the Board approve the above personnel resignations.

b. Approval of Personnel: Appointments Action

Name	Position	Amount	Start Date
Jessica Menchak	Teacher of the Deaf & Hard of Hearing	\$47,741	8/15/18
Michael Fisher	Superintendent of Schools	\$150,000	7/1/18

Administration recommends that the Board approve the above personnel appointments, contingent upon completion of **release from current contract and** 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. Licensed Employee Transfers Action

Employee	Current Position	Recommended Position
Lisa Nelson	Kindergarten	MS Reading

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

d. 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
Kari Klemesrud	Educational Secretary (HS)	Confidential Secretary (MS)
Julie Miller	Educational Secretary (MS)	Educational Secretary (WE)

e. Approval of the DECAT learning connection contract Action Exhibit

Administration recommends approval of the third contract amendment with the Iowa Department of Human Services DECAT for \$6,000 to provide funding for the Learning Connections Teen Parent Education Services for 2018-2019.

f. Consideration of Transportation Reciprocal Agreements Action

Iowa Code 285.9 requires the Board of Directors of each Area Education Agency to:

- A. review and approve all transportation arrangements between districts in the agency and in all districts in the agency not operating high schools.
- B. approve all bus routes outside the boundary of the district of the school operating buses.

With permission of the impacted district, a school district's bus may operate beyond its borders to:

- A. reduce a road-related safety concern on a route
- B. create a more efficient/direct route
- C. transport special education students with established tuition in/out agreements
- D. transport private school students
- E. transport open-enrolled students
- F. transport homeless students to district of origin

Administration recommends approval of 2018-19 transportation reciprocal agreements for all six permissible situations at a maximum limit of 2 miles with the following school districts: New Hampton, Osage, Riceville, and Rudd-Rockford-Marble

Administration recommends approval of the 2018-19 transportation reciprocal agreement for letters A, B, C and F with a maximum limit of 2 miles with the Nashua-Plainfield Community School District.

Administration recommends approval of the 2018-19 transportation reciprocal agreement for letters C, E and F with a maximum limit of 2 miles with the North Butler Community School District. Further, no new students. Only those transported prior to 2017-18. This aligns with a change made by the North Butler CSD in the reciprocal agreement.

g. Correspondence/Miscellaneous Information

h. Important Upcoming Dates Information

- May 30 Last day of school (dismissal at 11:20 AM at WE/LE & 11:30 AM at MS/HS)
- June 5 Final contract day for teachers
- June 6 SIAC meeting at 5 PM at IBN space
- June 11 Regular board meeting at 6 PM at CCMS
- June 25 Regular board meeting at 6 PM at CCMS

15. Adjournment