

Regular Meeting – October 8, 2018

Unapproved

The Charles City Board of Education met in regular session on Monday, October 8, 2018, in the 7th grade learning studio, Charles City Middle School (MS). President Macomber called the meeting to order at 6:15 p.m. Present: Board members Walker, Dight, Freund, and Mack (arrived 6:19 p.m.). Absent: none. Staff members present included Superintendent Fisher and Board Secretary O'Brien. Also present were three visitors and staff.

The Mission/Vision statement was read by President Macomber.

(Walker/Freund) to approve the agenda as presented. Motion carried 4-0.

There was no public comment.

Superintendent Fisher reported on professional learning, culture & climate projects underway and facility projects relating to the three Board/Superintendent Goals. Thanks to Director Walker for leading a project planting 40 trees, funded thru state grant resources.

Board member Mack arrived at 6:19 p.m.

Reports were given by Directors Freund and Dight and Student Director Tilton.

Superintendent Fisher gave a SIAC committee report. The meeting was standing room only. Taher gave a report on nutrition and received great feedback on lunches. Information on core values was given. There were a lot of positive comments received.

There were no job shadowing reports received as Directors were unable to meet with their teacher assignments. Board members did not draw additional names.

(Dight/Walker) 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. National Principals Month is an opportunity to #ThankAPrincipal for the great things that they do. Superintendent Fisher honored the principals for doing tremendous work. Motion carried 5-0.

Superintendent Fisher shared preliminary information on certified enrollment for 2018. The preliminary count is 1504 which is up from 1500 last year. Principals and secretaries put in a lot of work and made a lot of family contacts to maintain these numbers. Without this effort, the count would likely have been 1485. Director Walker thanked staff for their hard work. Signature programming in the District makes it more attractive to families to enroll.

(Walker/Freund) 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. 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. These negotiations will include any conditions or restrictions, if any, the Board recommends be placed on the sale. Ahlers Law firm has been contracted to prepare for a sale. Motion carried 5-0.

Directors Dight, Freund, Mack, and Superintendent Fisher attended the Iowa School Board Association Regional Workshop on October 3rd in Mason City. Directors shared their experiences. It was good to compare experiences with Board member from other Districts across North Iowa. There was discussion of hosting a regional workshop in Charles City.

Superintendent Fisher led discussion on Better Boardsmanship topic, communication principles. The types, manner and preferences in communication between the board to board, superintendent to board, and board to superintendent were discussed. Staff feedback on enhanced communications efforts will be collected through survey information.

(Dight/Freund) to approve the Board goal of achieving the Better Boardsmanship Team Award of Achievement in 2018-19. In the four previous years, 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. Motion carried 5-0.

(Walker/Dight) 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. 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. Motion carried 5-0.

(Freund/Mack) to approve the hotel and registration expenses for Superintendent Michael Fisher to attend the human resources conference on November 6, 2018 thru November 8, 2018 in Chicago. Superintendent Fisher is requesting reimbursement for registration expenses, \$1295 plus hotel costs. The conference is sponsored by the American Association of School Personnel Administrators which the District 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. Motion carried 5-0.

(Walker/Freund) to accept the 2018-19 Annual Report and approve the line item budget contained within the report. This report will be copied to the District website for the community to review. Motion carried 5-0.

(Walker/Dight) to accept the September 2018 financial reports as presented. Motion carried 5-0.

(Dight/Freund) to approve the consent agenda items as presented.

- Approval of the minutes of the regular meetings held on September 10, 2018 and September 24, 2018.
- Approval of the monthly bills for October 2018.
- Approval of the following appointments contingent upon completion of positive background checks. Also appointments are contingent upon successfully completing the pre-employment/post-offer functional capacity physical assessment.

Name	Position	Amount	Start Date
Melina Mena Davis	HS Annual Advisor	\$2,331	09/24/18
Melanie Johanningmeier	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

- Approval of the classified employee transfer for Ammie Joslin from MS instructional assistant to Lincoln instructional assistant.
- Approval of teacher contract modifications due to additional graduate course work.

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

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

Motion carried 4-0. (Walker abstaining)

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
Aces	Saftey Net Back Up/Tech Dept	\$ 1,002.00
Adaptive Specialties, LLC	Helmet/Sp Ed/Heeren	\$ 119.98
Advanced Systems, Inc.	Copier Maint/Co 8/27/18-9/26/18	\$ 172.36
AEP Connections LLC	National Autism Conf/K Bohlen	\$ 585.00
Ag Vantage FS, Inc	Propane Heating Contract Deposit	\$ 1,338.59
Ahlers & Cooney, P.C.	Legal Services	\$ 210.00
Amazon	Supplies/J Devore	\$ 5,737.89
Apple Computer Inc	Macbook/J Devore	\$ 2,789.00
Arnold Motor Supply, LLP	Parts/Bus 2	\$ 16.47
Asset Genie, Inc	(25) Chromebook Displays/Tech Dept	\$ 823.75

ATI	Boiler Chemicals/B & G	\$ 6,171.02
Atlantic Cocoa-Cola	Drinks/HS Smart Lunch	\$ 745.79
Auto Crafters	Repairs/Avenger	\$ 528.62
Avalon Center	Integrated Mental Health Services	\$ 328.00
Bancard Center	Picture Frames/MS	\$ 7,161.82
Blue Range Technology	(25) Chromebooks/Tech Dept	\$ 5,887.50
Bogges, Kellie	Reimb Supplies	\$ 116.76
Boundless Network	Tshirts/HS Retreat	\$ 337.39
Breitbach Chiropractic	Physical/Cotton	\$ 70.00
Bruening Rock Products Inc	Stone/B & G	\$ 35.26
Carquest Auto Parts Of CC	Pliers/Bus Barn	\$ 719.33
Cedar River Signs & Designs	Vinyl/Wash/Thomson	\$ 10,367.55
Central Rivers Area Education Agency	Literacy Instruction/Smith	\$ 438.00
Century Link	September Radio Loop	\$ 287.60
Chamber Of Commerce	2018-2019 Membership	\$ 447.00
Charles City Electronics	Walkie Talkies/Wash	\$ 59.98
Charles City Foster	FG Transit Tickets/October	\$ 340.00
Charles City Press	Reg Session 9/24/18	\$ 430.20
Choice Supply	Supplies/CO	\$ 2,673.26
Circle K Electronics	Nexedge Repeater Deposit/J DeVore	\$ 687.16
City Laundering Co.	Towels/Bus Barn	\$ 58.92
City Of Charles City	Water	\$ 2,559.79
Classroom Direct.Com	Inst Supp/Wash/Johnson	\$ 1,024.98
Congregate Meals	FG Meals	\$ 141.00
Conklin, Marie	Reimb Meals/(3) Conferences	\$ 38.00
Continental Clay Company	Inst Supp/HS/B Bohlen	\$ 2,075.23
Cyclone Awards & Engraving Inc.	(15) Name Tag/J Devore	\$ 117.25
Demco	Inst Supp/HS/Roth	\$ 53.48
Dick Blick Art Materials	Inst Supp/MS/McInroy	\$ 735.64
Discount School Supply	Inst Supp/Wash/Johnson	\$ 34.20
Don's Repair	Parts/Trimmer/B & G	\$ 202.96
Ed Thomas Family Foundation	Leadership Academy/MS/Walker	\$ 140.00
Etherington, Sheila	Reimb Meal/Leadership Conf	\$ 15.00
Fareway Store	Popcorn/Elem Movie Night	\$ 54.23
Floyd County Recorder	Registration/2018 John Deere Gator	\$ 17.75

Gabel, Rick	Reimb Meals/SAI	\$ 191.40
Gage Plumbing & Heating, Mick	Gasket/Bubbler/B & G	\$ 90.62
Gaston, Sam	Reimb Bus Pass Pouches	\$ 79.59
Graphic Edge	Tshirts/Wash/5K	\$ 963.30
Heartland Paper Co	Credit/B & G	\$ 2,310.20
Heeren, Jill	Reimb Supplies	\$ 24.85
Heinemann	Workshop Materials/MS	\$ 4,838.30
Hy Vee	Water/Elem Movie Night	\$ 1,717.96
Iowa Communications Network	August Port Fee	\$ 2,114.80
Iowa Department Of Human Services	Sept 2018 Non Federal Share Of Medicaid	\$ 1,124.62
Iowa Department Of Natural Resources	Annual Water Use Fee/Wash	\$ 134.00
Iowa High Schl Music Asn	Reg/Marching Band Festival	\$ 629.00
Iowa Prison Industries	Name Plates/Linc	\$ 24.80
Iowa School Counselor Association	Reg/Moen	\$ 320.00
Jackson Street Press Inc	Postcards/Wash	\$ 283.88
John Deere Financial	Trimmer Line/Spray Paint/B & G	\$ 553.11
Jurrens, Bryan	Reimb Catering/Hs/Beginning Of Year	\$ 428.00
Keystone Laboratories Inc	Wash Water Test	\$ 12.50
Kwik Trip	Diesel/Gasahol	\$ 5,280.17
L & J Welding	Parts/Bus Barn	\$ 173.20
LaBarge, Wendy	Reimb Planbook Renewal	\$ 25.00
Lakeshore Learning Materials	Inst Supp/Wash/Ott	\$ 550.85
Learning Supply	Supplies/CO	\$ 1,259.78
Lessin Supply Company	Supplies/B & G	\$ 167.18
Marco, Inc	Printer Maint/Wash	\$ 1,268.67
Mc Inroy, Tia	Reimb Supplies	\$ 212.00
Mid American Energy Company	White Portable Building Elec	\$ 16,520.73
Mid West Roofing Company	Roof Repairs/B & G	\$ 2,003.30
Midwest Bus Parts, Inc	Parts/Bus 10	\$ 186.35
Midwest Computer Products Inc	(3) Projectors/Wash	\$ 4,670.00
Mike's C & O Tire Service	Tires/Bus Barn	\$ 23.53
Molstead Motors Inc, Mike	Paint Protection/Undercoat/2017 Ford	\$ 995.00

N.I.A.C.C - Mason City	(20) Bus Driver Training	\$ 600.00
Napa Of New Hampton	Transmission Oil/Bus Barn	\$ 511.23
Nasco	Inst Supp/HS/Mead	\$ 100.64
O'Reilly Auto Parts	Parts/Suburban	\$ 332.88
One Source The Background Check Company	(4) Background Checks	\$ 63.00
Oriental Trading Co Inc	Inst Supp/Wash/Thomson	\$ 182.90
Osage Vet Clinic	Visit/Supplies/HS/Spurgin	\$ 50.00
Pam's Catering	Snacks/ New Staff Gathering 9/24/18	\$ 150.00
Pearson Education	Inst Supp/Wash/Eastman	\$ 323.11
Pepper Of Minneapolis	Inst Supp/MS/Rhine	\$ 1,642.25
Performance Foodservice TPC	Groceries/Hs Home Ec	\$ 289.59
Perry Novak Electric	Box/Cover/Conduit/B & G	\$ 348.00
Pitney Bowes	Postage For Meter Machine	\$ 3,141.27
Pitney Bowes	Meter Rental	\$ 156.00
Pollard	Pest Control/Wash	\$ 175.00
Powerschool Group, LLC	Cloud Based Powerschool Hosting/Tech Dept	\$ 10,820.01
Premier Furniture & Equipment, LLC	(30) Desks/HS/S Downing	\$ 10,572.00
Rainbow Resource	Inst Supp/Homeschool	\$ 591.31
Really Good Stuff	Inst Supp/Wash/Mohs	\$ 857.36
Reinhart Foodservice, LLC	Groceries/Daily Grind	\$ 1,115.16
Rieman Music	Inst Supp/HS/Gassman	\$ 127.84
Rochester 100 Inc	Inst Supp/Wash/Koenigsfeld	\$ 120.00
SAI	2018-2019 Mentoring Ptogram/Jurrens	\$ 1,000.00
Scholastic	Subscription/MS/Walker	\$ 313.17
School Bus Sales Company	Parts/Bus Barn	\$ 487.85
School Systems LLC	P/T Conference Scheduler/Wash/Linc/MS	\$ 450.00
Schoolpay	School Pay Service Fee	\$ 936.10
Schueth Ace Hardware	Tape/B & G	\$ 3,094.37
Schumacher Elevator Co.	NGB Elevator Repairs/B & G	\$ 437.38
SDE	Conf Reg/IC/S Barry/J Boyer	\$ 1,587.00
Sherwin-Williams Company	Paint/B & G	\$ 97.06
Signs By Tomorrow	(5) Easels/J Devore	\$ 293.75
Social Thinking	Inst Supp/Wash/Conklin	\$ 108.15
Southwestern Community College	Tickets/HS/Sturtevant	\$ 1,010.00

Staples Advantage	Supplies/Tech Dept	\$ 682.63
Stock Glass	Wash Glass/B & G	\$ 172.50
Street Smarts LLC	Driver's Ed/Fall 2018	\$ 3,316.00
Superior Lumber Inc	Wire/Concrete/B & G	\$ 834.92
Taher	Vending Machine Supplies/HS Smart Lunch	\$ 669.79
Teachers Pay Teachers.Com	Inst Supp/MS/Anderson	\$ 49.74
Teaching Strategies	Gold Subscription/Wash/Preschool	\$ 731.50
Timberline Billing Service LLC	Medicaid Billing Services	\$ 113.13
Toledo Physical Education Supply	Inst Supp/Linc/S Hoefer	\$ 243.92
Triumph Surplus	UPS/Wash	\$ 21.10
US Cellular	Cell Phones/Tech Dept	\$ 101.73
USIC Locating Services, LLC	Iowa Locates/Tech Dept	\$ 218.55
Voves, David	Reimb Meals/Retreat	\$ 36.45
West Music Company	Inst Supp/HS/Gassman	\$ 728.00
West Music	Inst Supp/HS/Gassman	\$ 8.99
Wilson, Jeremy	Reimb Supplies	\$ 74.10
Wood River Energy LLC	Natural Gas	\$ 349.95
Youth Frontiers, Inc	2018-2019 Freshman Retreat Balance	\$ 2,495.00
Student Activity Fund:		
Algona Band Day Festival	Entry Fee/Hs/Gassman	\$ 175.00
Amazon	Concessions	\$ 2,132.44
Atlantic Cocoa-Cola	Concessions	\$ 3,015.66
Bancard Center	R & H Deposit/HS/Sturtevant	\$ 400.00
Becker, Trey	Football Official	\$ 210.00
Bushman, Tom	Volleyball Official	\$ 170.00
Carson, Jeff	Football Official	\$ 114.80
Cedar Falls High School	Entry Fee/Xcountry	\$ 215.00
City Of Charles City	Wildwood Rental/Xcountry	\$ 400.00
Crawford, Mark	Football Official	\$ 70.00
Decker Sporting Goods	Pylons/Football	\$ 2,167.50
Dingman, Hunter	Football Official	\$ 70.00
Dramatic Publishing Co	Supplies/Stultz	\$ 50.72

Fareway Store	Food/FFA Farm Safety Day	\$ 200.93
FDSH Band	Entry Fee/HS/Gassman	\$ 150.00
Gage Plumbing & Heating, Mick	Restroom Rental/Football Field	\$ 252.00
Graphic Edge	Tshirts/HS Homecoming	\$ 1,200.16
Henn, Greg	Football Official	\$ 70.00
Hoffert, Chris	Football Official	\$ 121.07
Hoffert, Steve	Football Official	\$ 95.00
Holzer, Jeff	Volleyball Official	\$ 420.00
Hy Vee	Concessions	\$ 31.97
ICCA	(2) Honor Cheer Quad Reg/Rima	\$ 80.00
Iowa FFA Association	(42) Student Membership/FFA	\$ 3,640.00
ISDTA	Membership/Pom Squad	\$ 168.00
John Deere Financial	Table/Clasps/Volleyball	\$ 122.84
Johnson, Mike	Football Official	\$ 95.00
Johnson, Phil	Football Official	\$ 95.00
Jostens	Yearbooks/HS	\$ 11,817.86
Kapnisis, Victoria	Volleyball Official	\$ 70.00
Karr, Griffin	Football Official	\$ 95.00
Kenyatta's Sound	DJ/Homecoming	\$ 300.00
King, Dion	Football Official	\$ 70.00
Kuennen, Brittany	Volleyball Official	\$ 283.15
Lake Mills High School	Entry Fee/Volleyball	\$ 85.00
Lakeshore Learning Materials	Supplies/MS/Boss	\$ 263.35
Lamaster, Susan	Volleyball Official	\$ 210.00
Lasher, Lance	Football Official	\$ 140.00
Lincoln, Patrick	Football Official	\$ 95.00
Lutterman, Dustin	Football Official	\$ 95.00
Lynch, Jack	Volleyball Official	\$ 104.00
Meinders, Dave	Volleyball Official	\$ 170.00
Meyer, Dan	Volleyball Official	\$ 350.00
Mohar, Megan	Volleyball Official	\$ 420.00
Moine, Mark	Football Official	\$ 70.00
NEIC	2018-2019 Conference Dues/Athletics	\$ 600.00

NICA	2018-2019 Assignment/Athletics	Official	\$ 600.00
Osage High School	Entry Fee/Volleyball		\$ 80.00
Otto's Oasis	Flowers/Homecoming		\$ 58.00
Pavlovich, Jeff	Football Official		\$ 210.00
Prouty, Jim	Football Official		\$ 95.00
Put-In-Cups, LLC	Fence Cups/HS Homecoming		\$ 610.20
Roberts, Troy	Football Official		\$ 70.00
Roffman Band Service	Clarinet Repair/MS/Boss		\$ 168.19
Rustad, Duane	Football Official		\$ 70.00
Schoolpay	School Pay Service Fee		\$ 396.05
Schueth Ace Hardware	Supplies/Sturtevant		\$ 49.41
Scott, Tony	Football Official		\$ 70.00
Skretta, Joe	Volleyball Official		\$ 265.00
Slater, Jason	Volleyball Official		\$ 122.39
Sports Facilities Group, Inc	Winch/Volleyball		\$ 132.42
Staples Advantage	Supplies/HS Homecoming		\$ 566.53
Steege, Nate	Football Official		\$ 95.00
Stone, Sammy	Volleyball Official		\$ 265.00
Sullivan, Tom	Volleyball Official		\$ 170.00
Taher	Concessions		\$ 2,089.15
Uline	Supplies/Sturtevant		\$ 509.08
Western Dubuque HS	Entry Fee/Girls Xcountry		\$ 120.00
Woolridge, Karl	Volleyball Official		\$ 95.00
Yakle, John	Football Official		\$ 70.00
YSF	30% Concession Stand Profit		\$ 138.96
Management Fund:			
Hy Vee	Prescription/Work Comp		\$ 81.99
Athletic Complex Project Dev Project:			

Central Rivers Area Education Agency	Sports Complex Donation Forms	\$ 57.75
Physical Plant & Equipment:		
All-Iowa Score Tables, Inc	Entrance Graphics/Pole Banners/MS	\$ 9,227.00
Bank Iowa	PPEL Capital Loan-Interest	\$ 9,455.00
Blacktop Service Company	MS Walking Trail Project	\$ 26,870.40
Cedar River Signs & Designs	Signs/MS	\$ 10,192.20
Central Lock Security	HS Weight Room Project	\$ 2,431.00
First Congregational Church	Carrie Lane Rent/October 2018	\$ 420.00
Mid West Roofing Company	Roof Projects	\$ 51,253.00
Scott's Carpentry & More	HS Weight Room Project	\$ 1,675.00
School Nutrition Fund:		
Kayaleh, Nadim	Reimb Lunches	\$ 15.20
Marco, Inc	Printer Maint/FS	\$ 29.36
Schoolpay	School Pay Service Fee	\$ 399.15
Taher	Advanced Lunch 18-18/Operating Exp/September	\$ 205,602.19
Tobin, Alicia	Reimb Lunches	\$ 212.10
Health Insurance Fund:		
Blue Cross Blue Shield Of Ia	October Billing-(5) Weekly Draws	\$ 212,500.00
Hopson Inc, J Robert	2017-2018 Actuarial Certification	\$ 550.00
Agency Fund:		
Bergland And Cram	Architect/Rock Climbing Wall/HS/Pittman	\$ 3,200.00
Decker Sporting Goods	Shirts/Spirit Shop	\$ 2,564.00
Hy Vee	HS Lounge Exp	\$ 20.00
Plaques & Such	Chevrons/Letters/Shooting Comets	\$ 93.45
Superior Lumber Inc	Supplies/Rock Climbing Wall	\$ 991.18

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, October 22, 2018 in the MS 7th grade learning studio.

President Macomber adjourned the meeting at 7:29 p.m.

Terri O'Brien, Board Secretary