

Regular Meeting – December 11, 2017

Unapproved

The Charles City Board of Education met in regular session on Monday, December 11, 2017, in the 7th grade learning studio, Charles City Middle School (MS). President Walker called the meeting to order at 6:00 p.m. Present: Board members Dight, Freund, Mack and Macomber and Student Member Knecht. Staff members present included Superintendent Dr. Cox and Board Secretary O'Brien. Also present were approximately 12 visitors and staff.

The Mission statement was read by Board Member Mack.

(Dight/Macomber) to approve the agenda as presented. Roll call vote. Motion carried 5-0.

There was no public comment.

Dr. Cox reported a special meeting of the Board is scheduled for Tuesday, December 19, 2017 at 5:00 p.m. to hear a presentation from BLDD Architects regarding the High School (HS) modernization plan and to discuss the North Grand Building. Prior to the special meeting, the Board will informally meet with State Senator Waylon Brown and State Representative Todd Prichard to talk about important educational issues prior to the 2018 legislative session which begins at 4:30 p.m. This event is open to the public. The concert season has begun. The public was directed to the website for concert events and times.

There were no committee reports.

Board members reported on their job shadowing experience during November. No new names were drawn due to the many events occurring this time of year.

Larry Wolfe, HS Assistant Principal, introduced the Success Team members, Dan Caffrey, Josh Dean, Julie Molstead and Karleen Sickman. Mr. Caffrey explained the many duties of the Success team. Their responsibilities include academic support, credit recovery, behavioral support, home visits, on-line learning, Project Rise mentoring, and transitioning students back to the classroom. Their monthly attendance has increased from 759 student visits to 1174 visits. Board members noted the team's passion and the positive difference they are making in the lives of students.

During the 2017 Iowa Association of School Boards (IASB) convention President Walker attended a session on public comment during board meetings. Currently the Board receives public comment after each agenda item, however, many Districts have one general comment agenda item during which the public can comment on anything on the agenda or other items they want to address. President Walker led discussion on whether the District should change their method for receiving public comment. There was much discussion. This topic will be added to the January 8, 2018 meeting for further discussion and possible action.

During the IASB convention, President Walker learned many Districts use a voice voting method, i.e. all in favor or opposed, versus a roll call vote. Roll call votes are not required by Iowa law for most types of action. Beginning with the January 8, 2018 meeting, the Board will begin using all in favor or opposed voting method versus roll call voting.

(Mack/Freund) to direct administration to secure a lobbying date and invite area boards to join the Charles City Board. The upcoming 2018 Legislative Session will convene on Monday, January 8, 2018. Members of the Charles City Board have gone to Des Moines the past three years to lobby legislators on behalf of educational issues. Administration will secure a date, invite area boards to join us, and report back on January 8 with the identified date and expected participants. Roll call vote. Motion carried 5-0.

Board members Freund, Macomber, Mack and Walker attended the pre-conference and the 72nd annual convention of the IASB in Des Moines on November 15th and 16th. Dr. Cox attended on November 16th. Each Board member and Dr. Cox reported on items of interest. For the third year in a row, Charles City Community School District presented at the convention. This year the Iowa BIG North program presented a session about their program. About 150 people were in attendance. Also, the entire Charles City Board of Education was one of six Boards across Iowa honored with the 2016-17 Team Achievement Award in the better Boardsmanship Award program.

(Dight/Macomber) to approve the naming rights for the athletic complex project as presented. Major donations of \$25,000 and above will be recognized by naming an element of the complex with a sign or display of varying dimensions. Names of donors \$100 - \$24,999 will be recognized on a donor recognition board. Roll call vote. Motion carried 5-0.

(Macomber/Dight) to approve the first reading of board policy 407.6, Licensed Employee Early Retirement, and waive the second reading. The goal of the Board is to not offer a retirement incentive each year, however, there is a need to reduce expenses after the 2017-18 school year. The property tax implications of offering an incentive of \$35,000 was discussed. Dr. Cox reminded the board and public that while this offer will have a tax implication, there are areas in which the tax rate could go down. The final tax rate will be determined in April 2018. Roll call vote. Motion carried 5-0.

(Macomber/Freund) to approve the Early Retirement Board Resolution for non-certified employees meeting the eligibility requirements as stated in the resolution following the 2017-18 school year. The retirement incentive is 60 months of insurance paid by the District. Dr. Cox shared that custodial and food service employees are not included in the offer because there are no savings generated by the District for those employee groups. Roll call vote. Motion carried 5-0.

(Freund/Mack) to approve the resolution authorizing the request for modified supplemental amount for dropout prevention in the amount of \$434,055 as recommended. This program funds the Carrie Lane program, Juvenile Court School Liaison, teacher and counselor special programs, MS/HS summer school, mental health services, elementary PBIS intervention, before and after school services, school within a school services, and the at-risk coordinator. Roll call vote. Motion carried 5-0.

(Dight/Freund) to approve Washington Elementary section D reroofing project specifications as presented. The Board approved four roofing projects for completion during the summer of 2018. These projects 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. Roll call vote. Motion carried 5-0.

(Macomber/Mack) to approve High School sections Q & R reroofing project specifications as presented. The HS roof project sections are in areas to be renovated, not torn down, in a potential Phase II, HS construction project. Roll call vote. Motion carried 5-0.

(Freund/Macomber) to approve High School section K reroof project specifications as presented. Roll call vote. Motion carried 5-0.

(Dight/Macomber) to approve Lincoln Elementary School roof wall-flashing specifications as presented. Roll call vote. Motion carried 5-0.

(Freund/Dight) to approve the use of District facilities by outside organizations in the event of a disaster as recommended. The Floyd County Medical Center (FCMC) requested a business associate agreement to cover property liability in situations when they used school facilities in the event of a disaster. Our insurance agent suggested that in order to cover property damage while others use District facilities the board take action to allow the use of school properties for disaster use. Roll call vote. Motion carried 5-0.

(Dight/Macomber) to approve the November 2017 financial reports as presented. Roll call vote. Motion carried 5-0.

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

- Approval of the minutes of the regular meeting held on November 13, 2017.
- Approval of the monthly bills for December 2017.
- Approval of the following volunteer coaches:

Jake Niichel	Volunteer wrestling coach
Tyler Mitchell	Volunteer bowling coach

All appointments are contingent upon completion of positive background checks and successfully completing the pre-employment/post-offer functional capacity physical assessment and having the Para Certification on file and any additional testing if required.

- Approval of the following contract modification:

Bethany Rhine	Increase contract \$2,656.00	HS Orchestra omitted
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- Approval of the addendum to the contract for educational services for concurrent enrollment career link programs and course for 2017-18 with North Iowa Area Community College (NIACC). Introduction to Psychology will be added to the list of classes the District authorizes their students to take.
- Approval of the memorandum of understanding (MOU) with the Floyd County Medical Center for transportation in the event of a disaster.
- Approval of the fee payment to the Iowa Drug & Alcohol Testing Program (IDATP). The 2018 fee of \$1,043 is equal to \$52 x the number of drivers (permanent and substitute) plus \$55 participation fee.
- Approval of the application to the School Budget Review Committee (SBRC) in the amount of \$4,531.06 for special education administrative costs associated with River Hills Consortium program for the 2018-19 school year.

Vendor Name	Vendor Description	Amount
Operating Fund:		
A & P Food Equipment	Switch/B & G	\$ 38.03
Aces	Safety Net Backup	\$ 403.00
Advanced Systems, Inc.	Staples, Copier Maintenance	\$ 796.45
Ag Vantage FS, Inc	LP Cylinder, Fuel/Bus Barn	\$ 902.52
Ahlers & Cooney, P.C.	Legal Services	\$ 682.00
Amazon	Inst. Supplies/MS, HS, Lincoln, 2way radios	\$ 2,581.82
Anderson's Middle Zone	Supplies/Homecoming	\$ 64.98
Apple Computer Inc	Purchase Program/Tech Dept.	\$ 200.00
Arnold Motor Supply, LLP	Parts/Bus Barn	\$ 231.24
Avalon Center	Integrated Mental Health Services	\$ 1,640.00
Bailey, Brenda	Reimb. Meals/NCTE Conference	\$ 116.54
Bancard Center	Lodging, supplies, Inst. Supplies, BIBS	\$ 3,284.80
Big Brothers Big Sisters Of Northeast Iowa	Reimb. Ins, dues, payroll, supplies, lodging	\$ 5,153.61
BLDD Architects	HS referendum	\$ 2,500.00
Blue Range Technology	Panels, keyboards/Tech Dept	\$ 3,500.00
C.H. McGuiness Co., Inc	Flame rode/B & G	\$ 54.39
Carolina Biological	Inst. Supplies/HS	\$ 18.96
CarQuest Auto Parts Of CC	Parts/Bus Barn	\$ 571.89
Cedar Falls Community Schools	River Hills Tuition/Level 3	\$ 29,600.10
Cedar Valley Printing	UPS/Washington, Lincoln, HS, B & G	\$ 122.85
Central Lock Security	Readers/Bus Barn	\$ 3,034.75
Central Rivers Area Education Agency	Inst. Supplies/MS	\$ 9,642.95
Central Springs Schools	Open Enrollment	\$ 7,059.24
Charles City Press	Regular session	\$ 365.68
Choice Supply	Inst. Supplies/MS, Washington. Supplies/CO	\$ 1,114.68
Circle K Electronics	Antennas,misc/Bus Barn	\$ 180.05
City Laundering Co.	Towels/Bus Barn	\$ 109.50
City Of Charles City	Water bill	\$ 3,472.73
Clarksville Community Schools	Open Enrollment	\$ 3,451.58
Clubs Choice	Fundraisers/Washington	\$ 9,699.10
Committee For Children	Inst. Supplies/Washington	\$ 144.00
Congregate Meals	Fostergrandparent meals	\$ 140.00

Cox, Dan	Reimb. Meals, subway tickets, parking/A4LE Conf	\$ 77.74
Department Education	Bus Inspections	\$ 760.00
Drake University-Continuing Ed	Domino Effects/Sickman, Molstead	\$ 70.00
Fareway Store	Supplies/Homeschool, conferences, Home Ec.	\$ 355.73
Floyd Co.	2017 School board election	\$ 3,976.83
Follett School Solutions	Books/Burnham	\$ 708.09
Follett Software Company	Books/Burnham	\$ 433.03
Fun And Function	Inst. Supplies/Washington	\$ 54.94
Gage Plumbing & Heating, Mick	HS Jet drain lines/B & G	\$ 443.00
Gopher	Inflator/Lincoln	\$ 116.94
Grainger	Duct fan/B & G	\$ 121.41
Hageman, Chris	Reimb. Supplies	\$ 37.36
Halvorson Trane	Valent unit repair/B & G	\$ 1,045.47
Heartland Paper Co	Cleaning supplies/B & G	\$ 1,326.78
Heinemann	Inst. Supplies/MS	\$ 81.29
Hy Vee	Inst. Supplies, Groceries, supplies	\$ 1,421.18
Iowa Association Schl Bds	Background checks, 2017-18 fees, Annual drug testing	\$ 1,145.00
Iowa Communications Network	November port fee	\$ 484.53
Iowa Department Of Human Services	Nov 2017 Non Federal Share of Medicaid	\$ 39.55
Iowa Dept Of Transportation	Fostergrandparent diesel	\$ 113.32
Iowa School For The Deaf	Interpreter services/November 2017	\$ 3,182.50
IXL Membership Services	License/HS, MS	\$ 709.00
Jendro Sanitation	November services	\$ 1,817.28
John Deere Financial	Inst. Supplies/HS, Supplies/B & G	\$ 707.77
Journey Ed	Microsoft office	\$ 4,822.00
Junior Library Guild	Books/Burnham	\$ 1,004.70
K Mart -	Supplies/Washington	\$ 56.00
Kamm Excavating	Air compressor rental/B & G	\$ 50.00
Kelley Toppers	Topper/Ford F150/B & G	\$ 800.00
Keystone Laboratories Inc	Washington water test	\$ 12.50
Kobliska, Judy	Reimb. Meal/Decoding Dyslexia	\$ 15.00

	conference	
Kwik Trip	Gasahol and Diesel	\$ 6,577.26
L & J Welding	Inst. Supplies/HS	\$ 241.05
Lab-Aids, Inc	Inst. Supplies/HS	\$ 230.70
Landers, Karen	Reimb. Snacks, meals/School Nursing Conference	\$ 36.15
Learning Supply	Supplies/CO, Inst. Supplies/MS, HS, Washington	\$ 806.01
Lessin Supply Company	Parts/Bus Barn, Inst. Supplies/HS	\$ 500.57
Lexia	Subscription renewal/MS	\$ 200.00
Marco, Inc	Copier Maint, Printer Maint	\$ 3,333.76
Mason City Community Schools	Tuition/Level 1, MS Student	\$ 2,680.00
Menards	Library counter/Washington	\$ 337.75
Mid American Energy Company	Electric bill	\$ 11,308.03
Midwest Bus Parts, Inc	Parts/Bus Barn	\$ 273.18
Midwest Computer Products Inc	Projectors/Lincoln	\$ 898.00
Mike's C & O Tire Service	Tires & Tire repairs/B & G	\$ 2,333.44
Molstead Motors Inc, Mike	Parts/Bus Barn	\$ 10.89
Movie Licensing Usa	Movie licensing	\$ 388.00
N.I.A.C.C - Mason City	Bus Driver Training, CDL class	\$ 1,410.00
Napa Of New Hampton	Parts/Bus Barn	\$ 635.00
Nasco	Inst. Supplies/MS	\$ 194.66
Nashua-Plainfield Schools	Open Enrollment	\$ 10,510.82
New Hampton Schools	Open Enrollment	\$ 10,354.74
New Holland Credit	Parts/B & G	\$ 85.80
Niichel, Kim	Reimb. meal and supplies	\$ 32.05
North Butler Community School District	Open Enrollment	\$ 13,806.32
O'Reilly Auto Parts	Parts/Bus Barn	\$ 107.44
Osage Community School	Open Enrollment	\$ 10,354.74
Pearson	Inst. Supplies/Lincoln	\$ 145.63
Pepper Of Minneapolis	Inst. Supplies/HS	\$ 325.39
Pepsi-Cola Bottling	Drinks/HS Smart lunch	\$ 225.60
Pizza Ranch	Pizzas/Lincoln PBIS	\$ 55.96
Premier Furniture & Equipment, LLC	Benches/HS	\$ 350.00
Quade, Tammy	Reimb. Halloween snacks	\$ 38.74

Rahmiller, Ryan	Reimb. Meals/A4LE conference	\$ 29.00
Really Good Stuff	Inst. Supplies/Washington	\$ 107.84
Reinhart Foodservice, LLC	Groceries/Comet Café, Hs Home Ec.	\$ 1,665.99
Rieman Music	Inst. Supplies/HS	\$ 124.36
Roffman Band Service	Instrument repairs/MS, HS	\$ 565.58
Safe Schools Academy	Conference registration/Rottinghaus	\$ 85.00
Scholastic Book Fairs	Books/MS Book Fair	\$ 2,389.68
Scholastic Magazines	Subscription/Lincoln	\$ 605.00
Scholastic	Textbooks/IC	\$ 1,645.61
School Bus Sales Company	Parts/Bus Barn	\$ 154.59
School Fix	Chair mat/Lincoln	\$ 111.38
Schoolpay	SchoolPay service fee	\$ 56.46
Schueth Ace Hardware	Inst. Supplies/HS, Supplies/B & G	\$ 406.42
Shannon, Kara	Reimb. Lunches/Visiting school	\$ 34.00
Smith, Leann	Remb. Meals/NCTE Conference	\$ 88.09
Staples Advantage	Inst. Supplies/TAG, HS, MS, Washington	\$ 741.95
Stock Glass	Glass/B & G	\$ 619.58
Superior Lumber Inc	Inst. Supplies/HS, Supplies/B & G	\$ 308.08
Taher	Vending machine supplies/HS Smart Lunch	\$ 506.25
Thor Manufacturing	Trailer/HS project, Tires/HS project	\$ 2,748.13
Timberline Billing Service LLC	Medicaid billing services	\$ 3.33
Usic Locating Services, LLC	Iowa Locate/Tech Dept	\$ 218.55
Waverly-Shell Rock Community Schools	Open Enrollment, Lied Center Tuition/Level 3	\$ 16,912.08
West Music Company	Inst. Supplies/HS	\$ 158.00
West Music	Inst. Supplies/MS	\$ 23.97
Wolf, Rachel	Reimb. Supplies	\$ 8.75
Wood River Energy LLC	Gas bill	\$ 3,726.50
Wright Express	Gas card unleaded	\$ 56.59
Student Activity Fund:		
Agile Sports Technologies	SUBL subscription/Boys bball	\$ 150.00
Amazon	Supplies/Drama	\$ 102.43
Bancard Center	HUDL software, Supplies, lodging	\$ 1,538.15
Battle Of Waterloo, The	Entry fee/Wrestling	\$ 200.00

Bob's Guitars	Cables/Drama	\$ 113.85
Boundless Network	T-shirts/MS cross country	\$ 173.63
Cedar Falls High School	Entry fee/Wrestling	\$ 95.00
Cedar River Pizza Company	Pizzas/Drama lunch	\$ 192.60
Cedar Valley Fundraising	Fundraiser/Pom Squad, Social Studies	\$ 2,022.00
Chamber, Brian	Basketball official	\$ 140.00
Decker Sporting Goods	Balls/basketball	\$ 1,348.80
Dingel, Dennis	Basketball official	\$ 140.00
Fareway Store	Concessions, Supplies/Drama	\$ 489.13
Federer, Mike	Basketball official	\$ 95.00
Graphic Edge	Leggings/Pom Squad	\$ 225.29
Hildman, Mark	Basketball official	\$ 111.17
Hoffert, Chris	Basketball official	\$ 95.00
Hy Vee	Concessions	\$ 17.97
ISDTA	Entry fee/State Pom Squad	\$ 24.00
John Deere Financial	Supplies, radio/FFA	\$ 237.03
Johnson, Dale	Basketball official	\$ 140.00
K Mart -	Supplies/Drama	\$ 70.15
Kalvig, Mike	Basketball official	\$ 206.17
Lessin Supply Company	Supplies/Wrestling	\$ 19.28
Mat Club	30% concessions stand profit	\$ 425.56
Morris, Randy	Basketball official	\$ 95.00
Otto's Oasis	Flowers/Homecoming	\$ 55.00
Pepsi-Cola Bottling	Concessions	\$ 695.96
Pump, Marty	Basketball official	\$ 140.00
Rada Mfg Co.	Fundraiser/HS	\$ 60.95
Sam's Club	Concessions	\$ 567.16
Schiller Gallery & Framing	Hangers/HS	\$ 75.00
Schoolpay	Schoolpay service fee	\$ 84.81
Schueth Ace Hardware	Supplies/Wrestling	\$ 0.69
Scott, Tony	Basketball official	\$ 70.00
Scratch Cupcakery	FCCLA Fundraiser	\$ 1,169.40

Staples Advantage	Supplies/Athletics	\$ 36.38
Sullivan, Tom	Basketball official	\$ 70.00
Thein, Trevor	Basketball official	\$ 70.00
Varsity Spirit Fashions	Uniforms/Cheerleading	\$ 5,357.90
Wolfe, Larry	Reimb. Supplies	\$ 103.95
Xperitas	Deposit/R. Lair/Germany 2018	\$ 892.56
Yaddof, Naomi	Reimb. Supplies	\$ 83.67
YMCA Of The Rockies	Deposit/xcountry summer trip	\$ 1,335.00
Management Fund:		
Sisson And Associates	Add 2017 Ford F-250	\$ 721.00
Physical Plant & Equipment:		
Cedar Falls Community Schools	River Hills tuition/Level 3	\$ 3,033.54
Molstead Motors Inc, Mike	2017 Dodge Caravan, Plow deflector, mud flaps	\$ 25,137.98
Debt Service Fund:		
Pinnacle Public Finance, Inc	Interest payment/2015 Sales Tax Bond	\$ 56,511.00
School Nutrition Fund:		
Marco, Inc	Printer maintenance/FS	\$ 7.13
Schoolpay	Schoolpay service fee	\$ 506.10
Taher	Operating expenses/October	\$ 57,187.77
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	November and December billings	\$ 246,561.84

In other correspondence, the November enrollment summary was provided.

The Board discussed other important upcoming dates.

President Walker adjourned the meeting at 7:15 p.m.

Terri O'Brien, Board Secretary