

## **Regular Meeting – April 23, 2018**

Unapproved

The Charles City Board of Education met in regular session on Monday, April 23, 2018, in the 7<sup>th</sup> 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. Absent: Student Director 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 President Walker.

(Dight/Freund) to approve the agenda as presented. Motion carried 5-0.

During public comment, Josiah Cunnings, 6<sup>th</sup> grade student, explained why he led the student protest held on Tuesday, April 17<sup>th</sup>. Emily Garden, 2013 Charles City graduate said she was incredibly proud of Josiah. Larry Wolfe gave a shout out to prom workers. It was a job well done.

Dr. Cox reported there have been five missed days of school of which three will not be made up and two will. The last day of school is scheduled for May 30<sup>th</sup>. The Drive 4 UR School event is this Saturday at Mike Molstead Motors.

Patti Schroeder and Shawn Snyder, Finance Support Directors at the Iowa Associations of School Boards, (IASB) presented information and provided handouts for Board members showing Key Financial Indicators and the Unspent Authorized Budget (UAB) and how Charles City's UAB compares to districts our size in Iowa. The District currently has \$4,256,278 UAB and 19% UAB ratio. IASB recommends a target UAB ratio between 5% and 15%. They recommended that the Board set a goal for the UAB amount and percentage and consider:

- Using UAB balances for one-time expenses and not reoccurring expenses such as salaries.
- Revenue will be impacted if there is continued declining enrollment and continued low percentage increase in supplemental state aide. A higher UAB ratio gives Districts time to react to changes.
- Part of the UAB amount is for categorical funds which has been designed for a specific use.
- The amount of cash position to back the UAB amount. If the UAB is larger than assigned/unassigned fund balance, cash reserve levy may need to be increased.

(Dight/Freund) to approve the list of reductions as presented. Dr. Cox explained his 2018-19 cost reduction recommendation. The District reduction goal is \$575,000. An agreement could not be made with neighboring district's regarding operational sharing so the goal amount was not adjusted for potential additional revenue from a sharing arrangement.

Early retirements generated \$317,850 in savings thru not replacing 2.72 full time employees and turn around savings on positions being replaced. In addition, three coaching reductions totaling \$11,984, for assistant 7<sup>th</sup> grade volleyball, assistant 8<sup>th</sup> grade volleyball and one High School (HS) boys' basketball coach are recommended. Lowering health fund premiums, \$172,000, since our health fund balance continues to grow and by lowering premiums next year we can keep more dollars in the General fund while maintaining a solid Health fund balance. Discretionary budgets will be reduced \$88,000, for such things as supplies, equipment and professional

development since our budget was high as compared to other districts our size. The total projected savings is \$589,834. There was much discussion. Motion carried 5-0.

Six MS teachers, Alyssa Kruger, Ryan Rahmiller, Caleb Davidson, Jesse White, Amanda Rahmiller and Holli Gorman, were in San Diego in March to attend a Deeper Learning Conference. The teachers reflected on how this conference impacted their daily work, how they expect to impact their work in 2018-19, the focus of the conference, and why board support for professional development is important. There was much discussion. The teachers were thanked for their commitment to professional learning.

Dr. Cox led discussion on possibly setting a salary range for superintendent candidates and rescheduling the May 16<sup>th</sup> meeting since a conflict with one board member has arisen. The deadline for applicants is April 29<sup>th</sup>. He believes high quality applicants want to know the salary or salary range before they submit their names. They won't waste their time or the board's time if the salary doesn't meet expectations or a candidate may give more consideration to the Charles City opening knowing the salary range. He provided a handout, showing salaries for superintendents in similar sized schools, conference schools and for schools where a search was just completed or in progress. Dr. Cox's salary and annuity for the current year is \$163,872. There was much discussion.

(Dight/Macomber) to publish a total compensation range for the superintendent search between \$150,000 and \$170,000. Motion carried 5-0.

The Board discussed alternative dates for the May 16<sup>th</sup> meeting scheduled to conduct formal interviews with finalists. Dr. Cox suggested that May 14<sup>th</sup> may be too soon after the May 10<sup>th</sup> board screening of candidates for finalists to attend formal interviews. The first available date after May 16<sup>th</sup> to reschedule formal interviews was Monday, May 21<sup>st</sup>. The Board reviewed the revised timeline for the Superintendent search.

- May 7 - Board closed session to review the candidate pool – 5:00 p.m.
- May 10 – Board closed session to screen candidates via online conversations – 1:00 p.m. to 5:00 p.m.
- May 21 – 2 mixed groups of community/staff interviews of finalist –beginning at 1:00 p.m.
- May 21 – Board closed session to review data collected from afternoon groups.
- May 21 – Board open session to offer a contract.

Dr. Cox explained the proposed 2018-19 school calendar. August 15<sup>th</sup> and 16<sup>th</sup> are new teacher days. August 17<sup>th</sup> is the first day for all other teachers. The students first day of school is August 23<sup>rd</sup> and ends on May 30<sup>th</sup>. The calendar includes 1123.24 hours of instruction.

(Freund/Macomber) to set the public hearing concerning the 2018-19 school calendar for Monday, May 14, 2018 at 6:00 PM in the 7<sup>th</sup> grade learning studio of the Charles City Middle School. Motion carried 5-0.

Board members discussed the potential timeline for bringing the high school modernization plan before the voters. Dr. Cox asked the board to consider two questions:

- Do you want to proceed with a September vote or wait until December?

- Would you like to see the 21<sup>st</sup> Century Task Force reconvened to address the recent additions that were requested to the design?

After much discussion, the consensus was to reconvene the task force in June and let the newly hired superintendent spend time with Dr. Cox and the task force regarding the project original design and recent additions. The Board would like the HS Modernization Plan added to every Board meeting agenda until a plan is finalized.

(Macomber/Dight) to approve a contract with Taher, Inc. as the food service management company (FSMC) beginning on July 1, 2018. The District received bids from Taher, Inc. and Lunchtime Solutions. The bids were scored independently by the RFP evaluation team consisting of Dr. Dan Cox, Paige Elsbernd, Dené Lundberg, Lynette Hackett, and Terri O’Brien. Taher is the current provider of FSMC services. A profit guarantee is included in the contract. Effective 7/1/18 food service employee wages and benefits become the responsibility of the FSMC. Motion carried 5-0.

There were no committee reports presented.

Board members drew names for the April/May job shadowing experience at the Charles City High School. They will report back on their visits on May 29<sup>th</sup>.

<b>Board Member</b>	<b>Teacher</b>	<b>Assignment</b>
Walker	Elizabeth Roth	English
Dight	Marilyn Buttjer	German
Freund	Steph Hervol	Science
Mack	Darren Bohlen	Business
Macomber	David Voves	Instructional Coach
Knecht		

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

- Approval of the resignations of Angela Willey as 6<sup>th</sup> grade social studies teacher, Rachel Wolf as 7-12 family and consumer science teacher, and Ruth Field as instructional assistant effective at the end of the school year.
- Approval of the appointments of Alexandra Holbach as special education teacher and Jodie Johnson as MS/HS agriculture teacher. The amount and start date of the contract will be finalized after the 2018-19 collective bargaining agreement is approved. All appointments are contingent upon release from current contract and 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 licensed employee transfers in accordance with Board policy 405.7:

<b>Employee</b>	<b>Current Position</b>	<b>New Position</b>
Elizabeth Von Hagen	Strategist I at Washington	Strategist I at Lincoln
Ryan Fank	Strategist II at Lincoln	Strategist II at Washington
Jodie Welter	Strategist I at CCMS	Strategist I at CCMS and Immaculate Conception
Jenisha Garden	Strategist I at Lincoln	Strategist I at CCMS

- Approval of the following summer workers at \$9.00 per hour: Theo Arndt, Carol Cole, Misty Fielder, Terri Hay, Wendy LaBarge, Melany Pleggenkuhle, Dylan Salinas, Christine Schlader, Julie Tjabring, and Rachel Sullivan.
- Approval of a softball fundraiser as requested by Dana Sullivan. They would like to sell cell phone/iPad/iPod gripping attachments. The money would be used to purchase a mobile pitching machine.

Motion carried 5-0.

In other correspondence, the Dr. Cox reported the rescheduled meeting date, May 21<sup>st</sup>, will work for Grundmeyer Leader Search.

The Board discussed other important upcoming dates.

President Walker adjourned the meeting at 8:34 p.m.

Terri O'Brien, Board Secretary