



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

Regular Meeting
Monday, April 23, 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

2. Reading of the District Mission Statement by **President Walker**

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

6. At The Board Table Information Exhibit

The Charles City Community School District currently has a \$4,256,278 Unspent Authorized Budget. There is a misperception that that means we have \$4,256,278 in cash. We do not. The UAB is like a credit card limit. Our actual cash on hand is roughly \$2.8 million dollars.

Patti Schroeder and Shawn Snyder, Finance Support Directors at the Iowa Associations of School Boards, will conduct a 60-minute session for board members and for the public about Unspent Authorized Budgets in general and how Charles City's UAB compares to districts our size in Iowa. They also will answer questions from board members and the public regarding UABs.

Aligned with the Board goal of Fiscal Responsibility and Stability

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

7. 2018-19 Budget Reduction Recommendation Discussion/Action Exhibit

Administration will share a revised list of budget reductions with the board and the public. Replacements for staff taking early retirement should result in \$317,850 in turn-around savings. We project saving another \$271,984 from reducing insurance costs, reducing discretionary spending, and reducing three coaching positions.

Four items from the original list have been removed: freezing administrative salaries, reducing one HS wrestling coach, sharing Communications and Community Engagement, and reducing one elementary teacher.

The original figure of \$575,000 included a 1% settlement with the teachers' union and the support staff union. Neither of the unions has settled with the District yet. The projected savings of \$589,834 might be offset by a slightly higher settlement.

The Board will take final public comment regarding the list of proposed reductions for 2018-19 before taking action on the superintendent's recommendations.

The recommendation of the superintendent is:
"to approve the list of reductions as presented."

Aligned with Board 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.

8. Deeper Learning Conference Presentation Information

Six teachers from Charles City Middle School attended the Deeper Learning Conference in San Diego in March. They will share their plans for implementing their learning in the 2018-19 school year as well as the immediate professional impact that the conference has had on their work.

Aligned with the Board goal of High Academic Achievement

Aligned with Iowa School Board Standard 2, Student Learning: Provide effective leadership for quality instruction and high, equitable student learning.

9. Superintendent Search Discussion/Action

Board members will discuss the search timeline and make any needed adjustments to the final interview date(s). They also may discuss the salary or salary range for the next superintendent.

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

10. Tentative 2018-19 School Calendar Information
Exhibit

Dr. Cox will present and explain the proposed 2018-19 school calendar.

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

11. Set the Date & Time for a Public Hearing on the 2018-19 School Calendar Action

The recommendation of the superintendent is:

“to set the public hearing concerning the 2018-19 school calendar for Monday, May 14, 2018 at 6:00 PM in the 7th grade learning studio of the Charles City Middle School.”

Aligned with the Board goal of Culture, Climate and Environment

12. HS Modernization Plan Information/Discussion

Board members may discuss the potential timeline for bringing the high school modernization plan before the voters.

Aligned with the Board goal of Facilities for Educational Excellence

Aligned with Iowa School Board Standard 4, Policy & Legal: Lead through sound policy, ensuring transparent, ethical, legal operations and Iowa School Board Standard 5, Fiscal Responsibility: Sustain and enhance district resources through planning and fiduciary oversight.

13. Food Service Management Company RFP Action

Two bids were submitted for the Food Service Management Company Request for Proposal (RFP) for services beginning on July 1, 2018. The Charles City Community School 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.

The District is awaiting approval from the Department of Food and Nutrition before releasing a recommendation. Administration should have a recommendation on Monday at the board meeting.

Aligned with the Board goal of Culture, Climate and Environment

14. 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)
Buildings & Grounds	Walker	
Communications & Public Relations	Mack	
Finance	Dight	
Negotiations & Compensation	Macomber	
Policy	Freund	
County Conference Board	NA	
SIAC	Dr. Cox	Yes

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

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

15. Job Shadowing Report

Discussion

The April/May job shadowing experience will be at **Charles City High School**. Board members will draw names and report back on their visits on May 29.

Board Member	Teacher	Assignment
Walker		
Dight		
Freund		
Mack		
Macomber		
Knecht		

Aligned with Board goals of High Academic Achievement; Culture, Climate, & Environment

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

16. 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
Angela Willey	6 th Grade Social Studies	End of School Year
Rachel Wolf	7-12 Family & Consumer Science	End of School Year
Ruth Field	ELL instructional assistant	End of School Year

Administration recommends that the Board approve the above personnel resignations.

b. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Alexandra Holbach	Special Education Teacher	**	**
Jodie Johnson	MS/HS Agriculture Teacher	**	**

**** amount and start date to be determined after the 2018-19 collective bargaining agreement is approved.**

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
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

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

e. Approval of summer worker assignments

Action

Administration recommends that the Board approve 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.

f. Approval of softball fundraiser

Action
Exhibit

Administration recommends that the Board approve a softball fundraiser as requested by Dana Sullivan as presented. They would like to sell cell phone/iPad/iPod attachments for gribbing. The money would be used to purchase a mobile pitching machine.

17. Correspondence/Miscellaneous

Information

18. Important Upcoming Dates

Information

- April 28 Drive 4 UR School from 9 AM – 1 PM at Molstead Motors
- April 29 Applications due for Superintendent of Schools
- May 7 TQ meeting at 3:45 PM at CCMS
- May 9 Retirement Tea at the Elks
- May 14 Regular school board meeting at CCMS at 6:00 PM

19. Adjournment