



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

Regular Meeting
Monday, April 9, 2018

5:00 PM (note earlier start time)

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 **Student Director Knecht**

Our mission is to engage, inspire, and empower students and staff in order to maximize learning.

3. Approval of Agenda

Action

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

SUPERINTENDENT SEARCH

4. Superintendent Search Firm Presentations Information Exhibits

The Board will hear from three search firms. Each firm will have 40 minutes to give their presentation and answer questions from board members.

- A) 5:00 PM McPherson & Jacobson
- B) 5:45 PM Ray and Associates
- C) 6:30 PM Grundmeyer Leader Search LLC

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

Aligned with Iowa School Board Standard 3, District Culture: Foster a culture that enables excellence and innovation.

5. Executive Search Consultant Action

At approximately 7:15 PM, the Board will discuss the three proposals and may take action to hire a search firm. They also may choose to set a special meeting later this week to finalize their search firm choice.

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.

6. Timeline for Superintendent Search Discussion/Action

If the board takes action to hire a search firm, they may spend 30 minutes or so with the selected firm to establish the timeline and process for the superintendent search. The board also may take action regarding the search process details.

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

(The board might take a brief recess at this point.)

REGULAR MEETING

7. Welcome Visitors: Public Comment (this could take place as early as 7:20 PM or as late as 8:00 PM)

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 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 the 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.

8. 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.

9. 2018-19 Certified Budget Public Hearing

This is the time when anyone may speak to the Board in support of, or against, any portion of the 2018-19 certified budget. Written comments also will be considered if received prior to the closing of the public hearing.

10. Consideration of the 2018-19 Certified Budget Action Exhibit

The published budget reflects \$12.746 property tax rate and 6% surtax rate. Administration recommends the board approve the budget as follows:

Property tax rate: \$12.746 (an increase of increase of \$0.004 or 0.03%)
Surtax 6% (same as prior year).

The recommendation of the superintendent is:

“to approve the 2018-19 certified budget as recommended, 6% income surtax rate, and \$12.746 property tax rate.”

Aligned with the 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.

11. 2017-18 Certified Budget Amendment Public Hearing

This is the time when anyone may speak to the Board in support of, or against, any portion of the 2017-18 certified budget amendment. Written comments also will be considered if received prior to the closing of the public hearing.

12. Consideration of the 2017-18 Certified Budget Amendment Action Exhibit

The published 2017-18 certified budget amendment increases the budget lines in the areas of instruction and non-instructional programs as follows:

Area	From	To	Reasons
Instruction	\$12,329,000	\$12,985,000	Categorical Funds Carryover Spending
Non-instructional Programs	\$ 999,480	\$ 1,020,000	Allowance for Increased Food Service Spending

There increases do not mean an increase in taxes. The increase allows the District to spend more of the funding already accumulated.

The recommendation of the superintendent is:

“to adopt the 2017-18 certified budget amendment as published.”

Aligned with the 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.

13. 2018-19 Cost Reduction Recommendation

Information/Discussion

The superintendent has been working to establish an Operational Sharing agreement with neighboring districts that will generate additional State dollars in FY20. The proposed agreement is expected to be complete by next Friday. In addition, negotiations with the two unions are still in process. As such, the superintendent recommends delaying final action until April 23rd.

The Board will take public comment regarding the proposed reductions for 2018-19.

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.

14. Drink-Vending Contract

Action
Exhibit

The contract with Pepsi has expired. Todd Forsyth, Activities Director, has received quotes from two vendors: Pepsi and Atlantic Coca-Cola Bottling Company. The quote from Atlantic Coca-Cola Bottling Company includes \$12,500 toward the athletic complex in years one and two and an additional \$2250 towards the complex in years three through five, totaling \$31,750. The \$25,000 gift includes naming rights to the scoreboard one diamond for 10 years, beginning when the diamond is complete and we start playing games there.

The recommendation of the superintendent is:

“to approve a 5-year contract with Atlantic Coca-Cola Bottling Company to supply pop, water, and Power Ade.

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.

15. Financial Report for March 2018

Action

Business Manager Terri O’Brien will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for March 2018.

The recommendation of the superintendent is:

“to accept the March 2018 financial reports as presented.

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.

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 Minutes of the Regular Meetings held on March 19, 2018 and March 26, 2018.

Exhibit

b. Approval of Monthly Bills for April 2018

Action

c. Approval of Personnel: Resignations

Action

Name	Position	Date Effective
Kendall Gent	4 th grade teacher	End of School year
Kendall Gent	Middle School football coach	End of School year
Kendall Gent	9 th grade baseball coach	End of School year

Administration recommends that the Board approve the above personnel resignations.

d. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date
Hannah Kemp	Assistant Girls Tennis	\$2,324.00	4/9/2018
Samuel Shaffer	HS English Teacher	**	8/13/2018
Chealsey Moen	CCHS Counselor	**	8/13/2018
Malinda M. Mick	Elementary Media & Technology Specialist	**	8/13/2018

** Amount 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.

e. Licensed Employee Transfers

Action

Employee	Current Position	Recommended Position

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

f. 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

g. Vacation Carryover

Action

Justin DeVore, Communication & Community Engagement, requests approval to change his maximum vacation carryover provision from 10 to 25 days due to his current & future anticipated workload on several projects. This is time he has accrued, and is not an additional benefit.

h. Retirement Investors' Club Service Agreement

Action
Exhibit

Administration recommends approval of the administrative services agreement between the State of Iowa, Department of Administrative Services and the District for the purpose of providing the State's 403(b) plan (RIC 403b) to the District's eligible employees.

17. Correspondence/Miscellaneous

Information

- Enrollment Summary

18. Important Upcoming Dates

Information

- April 17 Comet Relays (Boys)
- April 20 Comet Relays (Girls)
- April 20 No School. Professional Learning Day
- April 21 Prom
- April 23 Regular board meeting at 6:00 PM

19. Adjournment