

Regular Meeting – June 11, 2018

Unapproved

The Charles City Board of Education met in regular session on Monday, June 11, 2018, 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, Mack, and Macomber. Absent: Board member Freund. Staff members present included Superintendent Dr. Cox and Board Secretary O'Brien. Also present were approximately 7 visitors and staff.

The Mission statement was read by Board member Macomber.

(Macomber/Dight) to approve the agenda as amended. An additional fundraiser for the School 2 School 5K was added to the fundraiser list under the consent agenda. Motion carried 4-0.

There was no public comment.

Dr. Cox reported interviews for the High School (HS) principal and MS associate administrator were held last week and the appointments for Bryan Jurens and Tom Harskamp are on the consent agenda for approval. There was a great turn out for the first week of the summer lunch program.

There were reports received from President Walker, Buildings and Grounds Committee and Robin Macomber, Policy Committee.

(Mack/Macomber) to approve the 2018-19 School Improvement Advisory Committee (SIAC) goals as presented. Dr. Cox explained the purpose of the committee and the recommended goals for 2018-19.

- **Keep the State long-range goal:** By the year 2021, 85% of students in grades K-4 will be at or above benchmark on the FAST CBM Reading assessment
- **Annual goal:** In the spring of 2018, 65% of students in grades K-4 were at or above benchmark on the FAST CBM Reading Assessment. By the spring of 2019, we will increase that percentage to 75%.
- **Major educational needs:**
 - Encourage the school district to increase the Career & Technical Education (CTE) opportunities for students so that they see options in addition to 4-year universities.
 - Encourage the school district to increase the school/business partnerships so that students learn employability skills (showing up on time, work ethic, etc.) at a younger age.
- **Harassment or bullying prevention:**
 - Provide trauma-informed or trauma-sensitive training to staff
 - Continue to work on kindness and respect

Motion carried 4-0.

(Dight/Macomber) to decline the \$1000 Iowa School Finance Information Services (ISFIS) workshop offered thru Grundmeyer Leader Search as part of the search firm cost. This amount will be deducted from the search firm invoice. Incoming superintendent Michael Fisher commented he has a lot of other resources to build his professional knowledge. There was much discussion. Motion carried 4-0.

(Dight/Macomber) to table action on the Iowa Association of School Boards (IASB) legislative priorities. Director Macomber had reviewed the list of priorities and is recommending two, repeal of the statewide penny sales tax sunset and increased statewide funding for mental health services. President Walker suggested changing the bond issuance requirement from a super majority to simple majority and unfunded mandates. Director Mack supported deaf and hard of hearing services funding. The Board will discuss legislative priorities again at the June 25, 2018 meeting. Motion carried 4-0.

(Macomber/Mack) to approve the 2018-19 administrator salaries as recommended.

High School Associate Principal	\$ 94,474
Middle School Principal	\$109,936
Lincoln Elementary Principal	\$ 97,359
Washington Elementary Principal	\$ 97,359

Motion carried 4-0.

(Dight/Macomber) to approve the second reading of board policies 905.1, 905.1R1, 905.1R2, 905.1E1 Community Use of School District Facilities policy and regulations as recommended. The Policy Committee requested some minor alterations to the first reading of the policy, including the addition of the employee facility use checklist at 905.1E1. Two regulations, 905.1R3, ICN room use regulation, and 905.1E2, indemnity and liability insurance agreement, were reviewed with no changes.

The suggested changes simplify and standardize the fees charged to outside groups for use of District facilities. The policy will charge a fee for building use to all outside entities. There will be a flat fee of \$25 for 0-4 hours or \$50 for 4+ hours on Saturdays, Sundays, or time outside of regular working hours for staff. Motion carried 4-0.

(Macomber/Dight) to approve the first reading of series 700, 800, and 900 Board Policies with changes and to approve the review of policies with no changes as recommended. The Policy Committee has reviewed the proposed policy changes to series 700, 800, and 900. Motion carried 4-0.

(Mack/Dight) to accept the May 2018 financial reports as presented. Motion carried 4-0.

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

- Approval of the minutes of the regular meetings held on May 14, 2018 and May 29, 2018 and special meetings on May 7, 2018, May 10, 2018 and May 21, 2018.
- Approval of the monthly bills for June 2018.
- Approval of the resignation of Jady Schutjer as MS instructional assistant effective 5/30/18.
- Approval of the appointments of Brooke Hottle, 7-9 counselor at \$38,019 effective 8/15/18, Lindsey Staudt, MS special education teacher at \$48,102 effective 8/15/18, Jessica Lechtenberg, kindergarten teacher at \$43,780 effective 8/15/18, Jocelyn Rawn, preschool/early childhood special education teacher at \$46,661 effective 8/15/18, Jennifer Mohs, 1st grade teacher at \$39,459 effective 8/15/18, Bryan Jurrens, HS Principal at \$104,000 effective 7/1/18 and Tom Harskamp, MS associate administrator at \$80,000 effective 7/1/18. 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 contract modifications for Jenae Noonan at \$45,481, lane revision, and Bethany Rhine adding \$3,704 for 20 extended days for summer lessons.
- Approval of an additional summer worker, Tait Arndt at \$9.00 per hour.
- Approval of IASB district membership for 2018-19 at \$5,438.00.
- Approval of ISFIS district membership for 2018-19 at \$2,211.26.
- Approval of the revised list of 2018-19 fundraisers.
- Approval of the annual mileage rate for 2018-19 at 54.5¢ (the IRS rate) as of 7/1/18.
- Approval of the agreement with Des Moines Area Community College (DMACC) to establish a career advantage program for concurrent enrollment, including Culinary Arts and German.
- Approval of the 2018-19 school fees as listed.

Student Fee	Fee amount	
Textbook fees – Elementary	\$30.00	No change
Textbook fees – MS	\$45.00	No change
Textbook fees – HS	\$50.00	No change
Textbook technology fees (5-12)	\$30.00	No change
Washington Extended Day program	\$150.00	No change
Washington Extended Day – Monday only	\$50.00	No change
Senior Graduation Fee	\$ 38.00	No change
HS yearbook	\$ 53.00	No change
Drivers Education (through StreetSmarts)	\$355.00	No change
MS yearbook	\$ 6.00	No change
Activity Tickets (K-12)	\$ 37.00	No change
Activity Tickets (Adult)	\$ 67.00	No change
Hot Lunch		
Breakfast (PK – 12)	\$1.45	No change
Lunch (PK – 12)	\$2.60	No change
Breakfast (Adult)	\$1.85	No change
Lunch (Adult)	\$3.75	No change
Supers (extra entrée)	\$1.50	No change

Motion carried 4-0.

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
2nd Gear	IBN Trutouch Screen/Tech Dept	\$ 3,757.00
Aces	Safety Net Backup/Tech Dept	\$ 403.00
Ag Vantage FS, Inc	LP Fuel/Bus Barn	\$ 3,799.45

Ahlers & Cooney, P.C.	Legal Services	\$ 3,382.17
Arnold Motor Supply, LLP	Parts/Bus Barn	\$ 69.69
Art Wear	Tshirts/Battle Of The Books/Prichard	\$ 117.00
Asset Genie, Inc	(10) Batteries/Tech Dept	\$ 377.50
Bancard Center	Supplies/Mini Courses/Conklin	\$ 6,005.93
Bayou Bend	Mini Golf/Elem Field Day	\$ 54.00
Bell Piano Service	Piano Tuning/HS/Sturtevant	\$ 105.00
Blanchard, Cathy	Reimb Travel	\$ 60.13
Bright Morning Team	Art Of Coaching Conf/Hanes	\$ 1,700.00
Bruening Rock Products Inc	Concrete Sand/B & G	\$ 193.68
Burnham, Anna	Reimb Travel	\$ 142.74
Carleton College Summer Academic Program	AP Reg/HS/S Downing	\$ 725.00
Carleton College	AP Reg/HS/T Downing	\$ 1,450.00
Carquest Auto Parts Of CC	Parts/Trailer/B & G	\$ 427.72
CCCEA	1/2 Retirement Tea	\$ 110.50
Central Preschool	Voluntary 3 & 4 Yr Old Program/May	\$ 10,662.40
Central Rivers Area Education Agency	Teaching A Growth Mindset/Hanes	\$ 430.00
Central Springs Schools	Open Enrollment	\$ 7,059.24
Century Link	MS Phone	\$ 286.23
Chamber Of Commerce	(3) Volunteer Awards Tickets/MS	\$ 15.00
Charles City Electronics	Phone Charger/B & G	\$ 49.99
Charles City Press	Special Session 5/7/18	\$ 353.81
Choice Supply	Inst Supp/HS/Mckeag	\$ 45.98
Cipafilter	Maintenance/Tech Dept	\$ 2,857.50
City Laundering Co.	Towels/Bus Barn	\$ 58.92
City Of Charles City	Wash Water	\$ 3,204.40
Clarksville Community Schools	Open Enrollment	\$ 3,451.58
Classroom Direct.Com	Inst Supp/Linc/Stultz	\$ 147.59
Clayton Ridge Community School District	Open Enrollment	\$ 3,451.58
Cleveland, Christine	Reimb Travel/HS Choir	\$ 304.95
Congregate Meals	Wash Meals	\$ 152.00
Davidson, Caleb	Reimb PBIS Supplies	\$ 87.19
DeBoest Concrete Corp	Snow Removal/B & G	\$ 3,300.00
Department Education	(20) Bus Inspections	\$ 800.00
Don's Repair	Parts/Bus Barn	\$ 67.16

Eldorado Climbing Walls	Rock Climbing Wall Materials/HS/Pittman	\$ 1,000.00
Fareway Store	Supplies/Homeschool	\$ 180.17
Farmchem	Parts/Sprayer/B & G	\$ 71.67
Field, Ruth	Reimb Travel	\$ 30.92
Floyd County Engineer	Sand & Salt Mix/B & G	\$ 1,098.03
Follett School Solutions	Books/Burnham	\$ 792.32
Forsyth, Donna	Reimb Mileage/Stem Innovator	\$ 19.90
Gage Plumbing & Heating, Mick	Restroom Rental/Wash	\$ 130.00
Gorman, Holli	Reimb Supplies	\$ 128.13
Grainger	Exit Sign/B & G	\$ 62.26
Haasco Ltd.	Asbestos Inspect/Football Field Storage	\$ 270.00
Hanes, Ann	Reimb Meal/Trama Conf	\$ 16.00
Heartland Paper Co	Cleaning Supplies/B & G	\$ 1,288.75
Heitz, Marilyn	Reimb Supplies/Homeschool	\$ 33.24
Herff Jones, Inc	Diplomas/HS	\$ 629.54
Houghlin Mifflin	Do The Math Supplies/Linc	\$ 9,938.50
Hy Vee	Supplies/Linc Mile Run & Parent Night	\$ 1,987.12
IAAE	State Reg/D Caffrey	\$ 250.00
Iowa Association Of Ag Educators	Ag Teacher Conf/HS/Spurgin	\$ 275.00
Iowa Choral Directors Association	Reg/HS/Sturtevant	\$ 510.00
Iowa Communications Network	May Port Fee	\$ 422.55
Iowa Department Of Human Services	May 2018 Non-Federal Share Of Medicaid	\$ 29,968.59
Iowa Dept Of Transportation	Fostergrandparents Gasahol	\$ 316.70
Iowa High Schl Music Asn	Reg/Jazz Choir Festival	\$ 140.00
Iowa Prison Industries	(2) Concessions Tables/Linc/Prichard	\$ 1,748.00
Iowa School For The Deaf	Interpreter Services/May	\$ 3,182.50
JAMF Software	Casper Suite/Tech Dept	\$ 10,896.00
John Deere Financial	Wire/B & G	\$ 622.05
Johnson, Caley	Reimb Supplies	\$ 17.00
Keystone AEA 1	Trama Sensitive Schools Conf/Rottinghaus	\$ 1,161.00
Krueger, Paul	Reimb Handy Jetter/Nozzle	\$ 422.11

Kruger, Alyssa	Reimb Meals/San Diego/Deeper Learning	\$ 64.38
Kwik Trip	Sp Ed Gasahol	\$ 6,382.19
Learning Supply	Inst Supp/Ms/Pittman	\$ 663.51
Lessin Supply Company	Parts/Sprayer/B & G	\$ 36.69
Loken, Sue	Reimb Phone 7/17-5/18/Learning Connections	\$ 596.68
Ludemann, Cara	Reimb Pizza Party/4th Gr Reading	\$ 23.97
Marco, Inc	Staples/Wash	\$ 1,199.89
McDermott, Laura	Reimb Travel	\$ 48.31
Menards	Supples/Project 18	\$ 714.58
Mid American Energy Company	White Portable Building Elec	\$ 11,853.78
Midwest Bus Parts, Inc	Parts/Bus 17, 16, 12	\$ 602.30
Mitchell County Extension	Caring For Field Of Dreams Reg/K Fisher	\$ 10.00
Molstead Motors Inc, Mike	Parts/Impala	\$ 118.20
Mutch, Brandy	Reimb Supplies	\$ 25.10
NAPA Of New Hampton	Parts/Bus Barn	\$ 177.20
Nasco	Inst Supp/Linc/Sande	\$ 276.25
Nashua-Plainfield Schools	Open Enrollment	\$ 10,510.82
New Hampton Schools	Open Enrollment	\$ 10,354.74
North Butler Community School District	Open Enrollment	\$ 6,903.16
O'Reilly Auto Parts	Parts/Impala	\$ 457.19
One Less Thing	Inst Supp/HS/Spurgin	\$ 95.00
One Source The Background Check Company	(11) Background Checks	\$ 141.50
Osage Community School	Open Enrollment	\$ 10,354.74
Pepper Of Minneapolis	Inst Supp/MS/Sturtevant	\$ 230.47
Pioneer Manufacturing	Parts/B & G	\$ 81.20
Pitney Bowes	Postage For Meter Machine	\$ 2,555.44
Pitney Bowes	Red Ink For Postage Machine	\$ 113.04
Quade, Tammy	Reimb Pizza/Teacher Appreciation	\$ 321.00
Rahmiller, Amanda	Reimb Meals/San Diego/Deeper Learning	\$ 63.08
Rainbow Resource	Inst Supp/Homeschool	\$ 229.07

Really Good Stuff	Inst Supp/Linc/Sande	\$ 1,378.11
Reinhart Foodservice, LLC	Supplies/Daily Grind	\$ 1,438.95
Rieman Music	Inst Supp/HS/Gassman	\$ 8.09
Roffman Band Service	French Horn Repair/HS/Gassman	\$ 140.00
School Speciality Inc	Inst Supp/Linc/Davis	\$ 3.83
Schoolmart	Inst Supp/HS/Voves	\$ 59.43
Schoolpay	Schoolpay Service Fee	\$ 64.72
Schueth Ace Hardware	Supplies/Project 18	\$ 187.15
Science Center Of Iowa	Admission/Homeschool	\$ 162.00
Shannon, Kara	Reimb Supplies	\$ 76.41
Smith, Leann	Reimb Supplies	\$ 150.39
Spurgin, Bret	Reimb Supplies	\$ 42.68
Stock Glass	HS Glass/ B & G	\$ 426.00
Storey Kenworthy/Matt Parrott	Inst Supp/Linc/Williams	\$ 3,293.12
Subway Store #396	Meals/Supt Search	\$ 44.82
Sullivan Electric Inc	Supplies/Project 18	\$ 972.23
Superior Lumber Inc	Plywood/Misc/B & G	\$ 786.11
T-J Service	Washer Repair/MS	\$ 69.99
Timberline Billing Service LLC	Medicaid Billing Services	\$ 2,532.58
Turning Leaf Counseling	Integrated Mental Health/May	\$ 1,148.00
USIC Locating Services, LLC	Iowa Locates/Tech Dept	\$ 218.55
Voves, David	Reimb Shelving	\$ 140.94
Waverly-Shell Rock Community Schools	Open Enrollment	\$ 6,903.16
West Music Company	(30) Ukuleles/Elem/Finder	\$ 1,540.10
West Music	Inst Supp/HS/Gassman	\$ 33.10
White, Jesse	Reimb Meals/San Diego/Deeper Learning	\$ 58.82
Williams, Michelle	Reimb Travel	\$ 57.67
Wilson, Heather	Reimb Pbis Reteaching Supplies	\$ 61.35
Wolf, Rachel	Reimb Supplies	\$ 120.56
Wood River Energy LLC	NGB Gas	\$ 4,461.98
Ziegler Inc	Parts/Bus Barn	\$ 404.64
Student Activity Fund:		
Adventureland	Admission/MS Band	\$ 2,044.00

Armel, Ray	Var Softball Off 5/22/18	\$ 108.48
ASPI Solutions, Inc	Quikstats/Softball	\$ 150.00
Atlantic Cocoa-Cola	Concessions	\$ 885.65
Bancard Center	Supplies/Drama	\$ 4,428.11
Bob Rogers Travel	Final Payment/NYC Trip/Gassman	\$ 2,546.00
Boyd, Bill	Var Baseball Off 5/29/18	\$ 239.90
Buhr, Dean	Var Softball Off 6/2/18	\$ 250.00
Cedar Falls High School	Entry Fee/JV Softball 6/9/18	\$ 110.00
Cedar River Pizza Company	Pizzas/Matinee & Stike Night/Drama	\$ 170.00
Christensen, Tim	9 Softball Off 6/1/18	\$ 70.00
Clark, Tom	Var Softball 5/29/18	\$ 130.00
Crooks, Darin	10 Baseball Off 5/30/18	\$ 70.00
Daniels, Dennis	Var Softball Off 6/2/18	\$ 270.00
Dave's Restaurant	Matinee Breakfast/Drama	\$ 106.42
Decker Sporting Goods	Tshirts/Girls Tennis	\$ 3,017.10
Decorah High School	Entry Fee/Girls Track	\$ 40.00
Del Valle, Jesus	9 Baseball Off 5/29/18	\$ 70.00
Dietz, Ray	Var Softball Off 6/2/18	\$ 90.00
Dingman, Hunter	9 Baseball Off 5/29/18	\$ 70.00
Direct Sports	Supplies/Baseball	\$ 314.99
Eklund, Ryan	Var Baseball Off 6/1/18	\$ 121.17
Fareway Store	Concesssions	\$ 1,820.82
FCCLA	Nationals/FCCLA	\$ 30.00
Floyd County Ag Center	Fertilizer/FFA	\$ 1,133.14
Floyd County Fairboard	Spring Swine Jackpot Show/FFA	\$ 1,100.00
Gielau, Al	Var Softball Off 6/2/18	\$ 230.00
Gilbert, Rich	Var Softball Off 5/29/18	\$ 140.89
Groen, Gene	Var Softball Off 5/25/18	\$ 106.17
Hall, Rick	Starter/Boys Track 5/3/18	\$ 140.00
Hoppel, Scott	Var Baseball Off 5/29/18	\$ 239.90
Hy Vee	Supplies/HS St Council	\$ 238.55
Impact Applications Inc	Impact Concussion Testing/Athletics	\$ 655.00
Iowa Girls HS Athletic Union	MS Membership	\$ 100.00
Iowa Sports Supply	Ribbons/MS Track	\$ 936.00

Krukow, Arnold	Var Softball Off 5/24/18	\$ 90.00
Kuehl, Allan	Soccer Off 5/17/18	\$ 122.00
Kwik Trip	Concessions	\$ 23.77
Lynch, Jack	Var Softball Off 5/23/18	\$ 110.00
Mccauley, Charles	Var Softball Off 6/2/18	\$ 90.00
My Place Hotel-Ankeny, IA	Lodging/State Wrestling/T Forsyth	\$ 110.87
Newton, Jerry	Starter/Boys Track 5/3/18	\$ 140.00
North Fayette Valley	Entry Fee/Softball 6/1/18 & 6/2/18	\$ 100.00
Olson, Frank	Var Softball Off 5/23/18	\$ 128.21
Osage High School	Entry Fee/Boys Track 4/24/18	\$ 80.00
Payk12	(2) Scanner Batteries/Athletics	\$ 165.00
Pioneer Drama	Scripts/Stultz/Drama	\$ 51.50
Ramsay, Charlie	Officiating Assigner/Soccer	\$ 70.00
Ritter, Julie	Reimb Travel	\$ 141.88
Sam's Club	Concessions	\$ 1,254.63
Schmalen, Ryan	9 Baseball Off 5/25/18	\$ 70.00
Schmitz, Keith	Var Softball Off 6/2/18	\$ 160.00
Schoolpay	Schoolpay Service Fee	\$ 7.95
Schreiber, Tom	Soccer Off 5/17/18	\$ 122.00
Skinner, Dan	Var Softball Off 6/2/18	\$ 160.00
Special Occasions Party And Event Rental	Graduaton Stage Rental/Hs	\$ 327.42
Sullivan, Tom	Var Softball Off 5/24/18	\$ 99.90
Voves, David	Reimb Supplies/Hs/Year End	\$ 97.47
Waukon High School	Entry Fee/Girls Track	\$ 75.00
Waverly Municipal Golf Course	Entry Fee/Girls Golf	\$ 60.00
West Music	Microphones/Stands/Case/HS/Gassman	\$ 795.00
Willenborg, Nick	Var Baseball Off 6/1/18	\$ 105.00
Xpressions	Tshirts/Spring Play	\$ 160.50
Yates, Mark	9 Baseball Off 5/25/18	\$ 70.00
Debt Service Fund:		

Pinnacle Public Finance, Inc	Principal Payment/2015 Sales Tax Bond	\$ 381,511.00
School Nutrition Fund:		
Achenbach, Amanda	Reimb Lunches	\$ 11.05
Buttjer, Marilyn	Reimb Lunches	\$ 4.55
Hackett, Lynette	Reimb Lunches	\$ 4.00
Holzer, Angie	Reimb Lunches	\$ 283.60
Hughes, Juanita	Reimb Lunches	\$ 7.20
Kamoss, Sharon	Reimb Lunches	\$ 2.75
Marco, Inc	Printer Maint/FS/May	\$ 29.36
Schoolpay	Schoolpay Service Fee	\$ 8.55
Taher	USDA Food Credit	\$ 66,662.76
Walker, Tracy	Reimb Lunches	\$ 312.00
Wedemeier, Linda	Reimb Lunches	\$ 5.30
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	May Billing	\$ 215,701.47
Scholarship Fund-CD's:		
Hawkeye Community College	Boeding & Speltz Scholarship	\$ 250.00
Loras College	Terri & Eric Santee Scholarship	\$ 215.00
MT Mercy University	Helen Koebrick Scholarship	\$ 1,000.00
NIACC	Helen Koebrick Scholarship	\$ 1,000.00
NIACC	Helen Koebrick Scholarship	\$ 1,000.00
NIACC	Arthur Koenigsfeld Scholarship	\$ 2,500.00
University Of Iowa	Debes Scholarship	\$ 490.00
University Of Northern Iowa	Dorothy Davis Scholarship	\$ 535.00
Agency Fund:		
Bancard Center	IBN CNA Video Music/J Devore	\$ 256.85
Eldorado Climbing Walls	Rock Climbing Wall Materials/HS/Pittman	\$ 9,020.00

Hy Vee	HS Lounge Exp	\$ 58.57
Voves, David	Reimb HS Lounge Exp	\$ 87.19

In other correspondence, the end of year enrollment summary was received by the Board.

The Board discussed other important upcoming dates.

President Walker adjourned the meeting at 6:27 p.m.

Terri O'Brien, Board Secretary