

Regular Meeting – August 13, 2018

Unapproved

The Charles City Board of Education met in regular session on Monday, August 13, 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, Freund, Mack and Macomber. Absent: none. Staff members present included Superintendent Michael Fisher and Board Secretary O'Brien. Also present were approximately 10 visitors and staff.

The Mission statement was read by Director Macomber.

(Macomber/Freund) to approve the agenda as amended. Item #10, Rock Climbing Wall presentation by Rob Pittman will be postponed until September. Motion carried 5-0.

There was no public comment.

Superintendent Fisher reported preparations for students return will focus on facility entrances, landscaping and signage. The Cross Country team had a successful trip. Administration and leadership are preparing for school start. He has completed his 50th stakeholder interview.

Director Mack thanked Superintendent Fisher and commented he has heard very good comments from the community.

Committee reports were received from Buildings & Grounds, Communications & Public Relations and Finance Committee chairpersons.

Superintendent Fisher shared a draft of District Core Values. District leadership has been working diligently over the past 12 months on core values that will clarify, align, and make the district vision/mission even more powerful. We have multiple retreats with the administration, directors, and teacher leadership that will finish this work over the next month. We are very excited as this will allow staff to start the year with a renewed sense of our vision/mission. Action on the District Core Values is planned in September.

(Mack/Dight) to appoint Superintendent Fisher, Director Macomber, Brenda Bailey, and Brittany Sickles to the 2018-19 Labor Management Committee. The CCCESA will appoint four members from their association. One of the topics of discussion for this committee is Interest Based Bargaining, a different approach to collective bargaining. Motion carried 5-0.

(Macomber/Freund) to accept the School Improvement Advisory Committee (SIAC) nominees as presented. Per Iowa code 280.12 the advisory committee shall consist of members representing students, parents, teachers, administrators, and representatives from the local community, which may include representatives of business, industry, labor, community agencies, higher education, or other community constituents.

Name	Position	Term End Date
To be Named in Sept	Student Board Member	2019
Ruby Peterson	Student	2019
Cinnamon Evans	Student	2019
Brandi Johnson	Parent	2019

Veronica Litterer	Parent	2019
Chad Weber	Parent	2019
Naomi Yaddof	Teacher (HS)	2019
Michelle Williams	Teacher (LE)	2019
Scotti Hagensick	Teacher (MS)	2019
Sandy Thomson	Teacher (WE)	2019
Frank Blaine	Community	2019
Diane Winter	Community	2019
Lorraine Winterink	Community	2019
Michael Fisher	Superintendent	NA
Bryan Jurens	Principal	NA
Ex-officio	School Board	NA
Ex-officio	School Board	NA
Laurie Field	IC Principal	NA

Motion carried 5-0.

(Macomber/Mack) to approve the 2018-19 Elementary Student Handbook as presented. Motion carried 5-0.

(Dight/Freund) to approve the 2018-19 Secondary Student Handbook as presented. Motion carried 5-0.

(Macomber/Dight) to approve the 2018-19 Employee Handbook as presented. Motion carried 5-0.

(Macomber/Mack) to approve the NFHS Network School Broadcast Program agreement for livestreaming District as presented. The Communications Committee has discussed the cost benefit of the agreement which is also being considered by the conference Districts.

Todd Forsyth, Activities Director reported NFHS Network sells equipment/software for livestreaming events. A viewer would have the option to pay for 1 event or multiple events. A percentage of these funds comes back to the school district.

The NEIC athletic directors all agreed in moving forward with this project by purchasing cameras to place in their gym and football field. This would allow viewers to have a selection of events to watch. The hope is to engage more fans and more people to our school district. At this point, Waukon, Cresco, Decorah, Oelwein have committed. Motion carried 5-0.

(Dight/Freund) to approve the addition of the North Grand Building (NGB) boiler project to the 2018 summer facility projects as recommended. The NGB boiler needs repair before the winter heating season. A project bid not to exceed \$25,000 was received from Mick Gage. Overall the summer 2018 list of approved projects were under budget by \$11,605 and 3 projects which have been completed thus far are also under budget. With the addition of this project, the District should be within the annual allowance for the 2018-19 projects. Motion carried 5-0.

(Freund/Macomber) to approve the ICAT Facility Assessment scope & fee proposal as received from Estes Construction on behalf of Iowa Association School Board (IASB) ICAT team.

Proposals were received from three vendors including Estes Construction. The facility assessment proposal including mechanical, electrical, plumbing (MEP) for the High School (HS), MS, Lincoln and Washington Elementary, HS athletic stadium and Transportation Center totaled \$12,500, \$9,500 basic services and \$3,000 for MEP. Motion carried 5-0.

(Dight/Macomber) to accept the August 2018 financial reports as presented. Motion carried 5-0.

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

- Approval of the minutes of the regular meeting held on July 16, 2018.
- Approval of the monthly bills for August 2018.
- Approval of the resignations of Sara Hemann as instructional assistant effective 8-13-18, Brittni Molstead as instructional teacher leader effective 8-13-18 and Gary Finger as bus driver effective 8-13-18.
- Approval of the appointments of Brandy Anderson as 9th grade volleyball coach at \$2,997 effective 8-1-18, Sharon Nikolai as early childhood special education teacher at \$38,019 effective 8-15-18, Joe Ferch as MS custodian at \$16.09 per hour effective 8-14-18, Michael Ludemann as HS custodian at \$16.09 per hour effective 8-14-18 and Mark Sindlinger as 10th grade football coach at \$3,330 effective 8-14-18. 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 licensed employee transfer for Joclyn Rawn from early childhood special education teacher to kindergarten teacher.
- Approval of the classified employee transfers as follows:

Employee	Position	Old Building	New Building
Trisha Bonwell	Instructional Assistant	MS	Washington
Deanna Kaiser	Instructional Assistant	Lincoln	MS
Ammie Joslin	Instructional Assistant	Lincoln	MS
Tammy Frascht	Instructional Assistant	Lincoln	MS
Penny Willsher	Instructional Assistant	Lincoln	HS

- Approval of the teacher leadership compensation (TLC) mentor teacher stipends for:

Employee	Position	Amount	Start Date
Jake Gassman	Beginning Mentor Teacher	\$750	8/15/2018
Tim Malven	Beginning Mentor Teacher	\$750	8/15/2018
Darla Arends	Beginning Mentor Teacher	\$750	8/15/2018
Jen Seehusen	Beginning Mentor Teacher	\$750	8/15/2018
David Voves	Beginning Mentor Teacher	\$750	8/15/2018
Trudy McKeag	Beginning Mentor Teacher	\$750	8/15/2018
Stephanie Hervol	Beginning Mentor Teacher	\$750	8/15/2018
Michelle Williams	Beginning Mentor Teacher	\$750	8/15/2018
Marie Conklin	Beginning Mentor Teacher	\$750	8/15/2018
Kelly Bailey	Beginning Mentor Teacher	\$750	8/15/2018
Rob Pittman	Beginning Mentor Teacher	\$750	8/15/2018
Carrie Eiklenborg	Beginning Mentor Teacher	\$750	8/15/2018
Liz VonHagen	Beginning Mentor Teacher	\$750	8/15/2018
Bret Sprugin	Beginning Mentor Teacher	\$750	8/15/2018

Jim Lundberg	Beginning Mentor Teacher	\$750	8/15/2018
Brandy Mutch	Beginning Mentor Teacher	\$750	8/15/2018
Scotti Hagensick	Beginning Mentor Teacher	\$750	8/15/2018
Mollie Ott	Beginning Mentor Teacher	\$750	8/15/2018

- Approval of the teacher leadership compensation (TLC) mentor teacher stipends for:

Employee	Position	Amount	Start Date
Melina Davis	Veteran Mentor Teacher	\$500	8/15/2018
Amy Johnson	Veteran Mentor Teacher	\$500	8/15/2018
Renee Boss	Veteran Mentor Teacher	\$500	8/15/2018
Ann Hanes	Veteran Mentor Teacher	\$500	8/15/2018
Kim Niichel	Veteran Mentor Teacher	\$500	8/15/2018
Amy Spieker	Veteran Mentor Teacher	\$500	8/15/2018
Keisha Trettin	Veteran Mentor Teacher	\$500	8/15/2018

- Approval of the contract with FMC (Floyd-Mitchell-Chickasaw) Early Childhood Iowa, to support parents as their child's first and most important educator, for the contract term 8/15/18 through 6/15/19 for \$15,500.
- Approval of the memorandum of understanding with the City of Charles City (sponsoring agency) for Foster Grandparent Program. In place of fuel and van maintenance support, the District will provide up to \$5,000 in Charles City transit tickets.
- Approval of approve the memorandum of understanding with the North Iowa Community Action Organization Head Start Program for 2018-19. The purpose is to provide better services for children and families.

Motion carried 5-0.

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
Academic Therapy Publications	Inst Supp/Linc/Spieker	\$ 724.90
Advanced Systems, Inc.	Copier Maint/Co	\$ 347.57
Ag Vantage FS, Inc	LP Fuel/Bus Barn	\$ 556.02
Ahlers & Cooney, P.C.	Legal Services	\$ 210.00
Ames Community School District	Tuition/Level 3	\$ 18,921.16
Arnold Motor Supply, LLP	Vlave Assembly Throttlns/Bus Barn	\$ 319.15
Bancard Center	Lodging/Summer Conf/Johnson	\$ 6,279.79
Bohlen, Brian	Reimb Fuel/Iowa City Tourn	\$ 201.04
Breitbach Chiropractic	Physical/T Boge	\$ 70.00
C.H. McGuinness Co., Inc	Actuators/Valve Body/Strainer/Misc/B & G	\$ 1,117.61
Carleton College	AP conf reg/Lodging/T Mcinroy	\$ 1,200.00
Carquest Auto Parts Of CC	Wire Term/Bus Barn	\$ 1,199.08

Cedar River Signs & Designs	Outfield Banners/Baseball	\$ 1,382.46
Cengage Learning	6th & 7th Math Pilot Packs/MS	\$ 2,400.00
Central Lock Security	HS Repairs/B & G	\$ 688.00
Central Rivers Area Education Agency	Social-Emotional & Behavior Conf/Conklin	\$ 120.00
Central Springs Schools	Tuition/Level 1	\$ 6,902.69
Century Link	Long Distance	\$ 148.90
Century Link	Phone	\$ 2,807.12
Charles City Press	Registration/regular session/special session	\$ 1,632.21
Choice Supply	Supplies/Co	\$ 1,080.03
Circle K Electronics	Radios/FCC License/J DeVore	\$ 1,100.00
City Laundering Co.	Towels/Bus Barn	\$ 58.92
Classroom Direct.Com	(20) Chairs/(2) Tables/Wash/Koenigsfeld	\$ 768.68
Cyclone Awards & Engraving Inc.	(7) Name Tags/J DeVore	\$ 67.68
Don's Repair	Supplies/B & G	\$ 21.66
Ever-Green Landscape Nursery & Supply, Inc	Wood Chips/B & G	\$ 1,840.00
Harrison Truck Centers, Inc	Parts/Bus 10	\$ 430.79
Heartland Paper Co	Cleaning Supplies/B & G	\$ 4,725.47
Heinemann	Books/MS Library	\$ 18,472.13
Hobart Service	Equip Repair/B & G	\$ 206.39
Hottle, Brooke	Reimb Taxi/Powerschool Training	\$ 140.29
Hy Vee	Food/Drinks/MS Taecher Apreciation	\$ 467.91
IA Division Of Criminal Investigation	Background Check Deposit	\$ 500.00
Iowa Department Of Human Services	July 2018 Non Federal Share Of Medicaid	\$ 25,955.24
Iowa Department Of Natural Resources	Water Use Permit Annual Fee	\$ 300.00
Iowa Testing Programs	IA Assessments/IA Algebra Readiness	\$ 7,290.29
IXL Membership Services	License Upgrade/HS/Voves	\$ 465.00
John Deere Financial	Supplies/B & G	\$ 634.42
Johnson, Amy	Reimb Pizza Party/MS C-Buck Winners	\$ 54.96
Keystone Laboratories Inc	Wash Water Test	\$ 12.50
Kwik Trip	Diesel/Gasahol	\$ 1,748.95

Lakeshore Learning Materials	Seats/Cushions/Linc/Sande	\$ 3,034.04
Lessin Supply Company	Supplies/B & G	\$ 591.38
Marco, Inc	Printer Maint/Wash/July	\$ 1,127.26
Mark J. Becker & Assicates, LLC	Benefit Compliance Program	\$ 1,500.00
Mason City Comm. Schools	Tuition/Level 2	\$ 5,368.59
Mason City Community Schools	Pinecrest Tuition/Level 3	\$ 16,927.60
Mid American Energy Company	Electric & natural gas	\$ 15,036.88
Midwest Alarm Services	Fire Alarm Inspections	\$ 3,740.00
Midwest Bus Parts, Inc	Parts/Bus Barn	\$ 1,939.17
Midwest Computer Products Inc	Projector/MS/T Dean	\$ 934.00
Mike's C & O Tire Service	Tires	\$ 2,214.54
Moen, Chealsey	Reimb Meals/Parking/Powerschool Training	\$ 137.61
Motivating Systems, LLC	PBIS Rewards Service/Linc	\$ 1,200.00
MPS	Textbooks/HS/T Downing	\$ 4,031.24
Nashua-Plainfield Schools	Tuition/Level 1	\$ 5,626.22
National Association For Gifted Children	Annual Conv/Prichard/Grob	\$ 1,318.00
Nolt's Midwest Produce Supplies	Inst Supp/HS/J Lundberg	\$ 42.34
Northeast Iowa Interpreting Service, Inc	Interpretor/Level 3/Summer School	\$ 2,327.50
O'Keefe Elevator Company, Inc	MS Elevator Maint/B & G	\$ 154.96
O'Reilly Auto Parts	Parts/Bus Barn	\$ 190.80
Odysseyware	Software/MS	\$ 15,750.00
Oriental Trading Co Inc	Inst Supp/Wash/Mutch	\$ 377.07
Perma Bound	Books/Wash Library	\$ 323.02
Pitney Bowes	Postage For Meter Machine	\$ 3,071.05
Pittman, Rob	Reimb Meals/AP Conf	\$ 94.00
Pollard	Pest Control/Wash	\$ 175.00
Really Good Stuff	Inst Supp/Wash/Wilson	\$ 934.65
Roffman Band Service	Trombone Repair/HS/Gassman	\$ 517.10
RRMR School District	Tuition/Level 2	\$ 15,014.78
RST Today	Facilities Scheduler	\$ 1,636.00
SAI	Memberships/annual convention registrations	\$ 2,554.00

School Bus Sales Company	Parts/Bus Barn	\$ 1,453.00
Schueth Ace Hardware	Supplies/B & G	\$ 1,289.92
Sherwin-Williams Company	Parking Lot Paint/B & G	\$ 273.38
Staples Advantage	Inst Supp/Linc	\$ 38.06
Storey Kenworthy/Matt Parrott	Inst Supp/Wash/Wilson	\$ 10,528.82
Superior Lumber Inc	Supplies/B & G	\$ 1,327.05
Timberline Billing Service LLC	Medicaid Billing Services	\$ 2,105.76
US Cellular	Cell Phones/Tech Dept	\$ 250.01
Usic Locating Services, LLC	Iowa Locates/Tech Dept	\$ 218.55
Voves, David	Reimb Mileage/Aguilar Conf	\$ 338.12
Walker, Laura	Reimb Supplies	\$ 35.07
Waverly-Shell Rock Community Schools	Tuition/Level 3	\$ 17,563.21
West Delaware County Comm School District	Tuition/Level 3	\$ 7,311.10
West Interactive Services Corp	School Messenger Renewal/Wash	\$ 2,250.00
Wood River Energy LLC	Natural Gas	\$ 299.57
Worthington Direct	Furniture/Wash/Thomson	\$ 504.61
Student Activity Fund:		
Bancard Center	Supplies/FFA	\$ 423.92
Benton County Youth Livestock	Judging Contest Reg/FFA Judging	\$ 20.00
Bethke, Matt	Var Baseball Off	\$ 224.52
Bob's Guitars	Stage Box/Sturtevant	\$ 999.00
Buhr, Dean	Var Baseball Off	\$ 263.43
Bushbaum, Chris	Var Baseball Off	\$ 114.90
Crooks, Darin	10 Baseball Off	\$ 85.00
Decker Sporting Goods	Supplies/Football	\$ 690.00
Fareway Store	Concessions	\$ 43.77
Fireside Dinner Theatre	Little Mermaid Tickets/Drama	\$ 1,999.55
Hampton-Dumont HS	Entry Fee/Girls Track	\$ 170.00
Hoppel, Scott	Var Baseball Off	\$ 105.00
Iowa Girls Coaches Association	Membership/Athletics	\$ 95.00
Iowa Girls HS Athletic Union	Regional Softball	\$ 7,476.00

Jackson Street Press Inc	Copies/HS/Voves	\$ 28.80
John Deere Financial	Supplies/FFA	\$ 21.88
Klein, Dan	Var Baseball Off	\$ 105.00
National FFA Organization	Flag/FFA	\$ 76.00
Norcosto Inc	Supplies/Drama/Grob	\$ 264.35
Obermann, Jim	Var Baseball Off	\$ 123.48
Otto's Oasis	Flag Poles/Flags/FFA	\$ 5,000.00
PayK12	Ticket Tracker Annual Fee/Athletics	\$ 1,244.00
Plaques & Such	Chevrons/Numerals/Athletics	\$ 382.50
Playscripts, Inc	Supplies/Drama/Stultz	\$ 25.23
Roffman Band Service	Supplies/MS/Boss	\$ 143.75
RST Today	Facilities Scheduler/Athletics	\$ 159.00
Score Vision LLC	License Renewal/Athletics	\$ 3,000.00
Special Occasions Party And Event Rental	Black Skirts/Stairs Rental/HS Graduation	\$ 95.96
Spurgin, Bret	Reimb Pizza/Bowling/FFA Officer Meeting	\$ 83.40
True Pitch Inc	Clay/Baseball	\$ 700.00
Turner, Ryan	10 Baseball Off	\$ 85.00
Voves, David	Reimb Cake/End Of Yr Staff Celebration	\$ 30.00
West Music Company	Supplies/MS/Boss	\$ 331.89
Management Fund:		
Iowa Workforce Development	Unemployment	\$ 3,168.00
Sisson And Associates	Cybersolutions Renewal	\$ 2,721.50
Waverly-Shell Rock Community Schools	Lied Center Tuiton/Level 3	\$ 274.76
Athletic Complex Project Dev:		
Mid America Golf & Landscaping	Athletic Complex Design/Apl 1	\$ 27,640.00

Physical Plant & Equipment		
DeBoest Concrete Corp	Sidewalk/Football Field/B & G	\$ 17,027.70
Peerless Well & Pump	Wash Geo Repair/B & G	\$ 11,825.00
Waverly-Shell Rock Community Schools	Lied Center Tuiton/Level 3	\$ 4,450.33
School Nutrition Fund:		
Lacour, Chad	Reimb Lunches	\$ 13.80
Marco, Inc	Printer Maint/FS/July	\$ 29.36
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	July Billing	\$ 213,436.59
United States Treasury	Form 720 Excise Tax 6/30/18	\$ 1,135.25

The District is expected to provide the following annual notice to parents of their General Education Intervention (GEI) problem solving process.

The General Education Intervention (GEI) process is available to all students. This process is interactive and ongoing. It involves teams of individuals collaborating with one another to create academic/behavioral intervention designed to meet the diverse needs of individual students. Members of GEI teams include parents, educators, caregivers, administrators, AEA 267 support staff, and others who are knowledgeable about the educational needs of a student.

The purpose of our GEI process is to identify and implement academic/behavioral intervention strategies that address individual student needs in general education classroom settings. The GEI process involves direct and frequent monitoring of student progress in the area of concern. It is also part of the assessment process that is used to determine whether or not a student needs to be considered for special education services.

The Board discussed other important upcoming dates.

President Walker adjourned the meeting at 6:35 p.m.

Terri O'Brien, Board Secretary