

Regular Meeting – August 14, 2017

Unapproved

The Charles City Board of Education met in regular session on Monday, August 14, 2017, in the 7th grade learning studio, Charles City Middle School. President Dight called the meeting to order at 6:30 p.m. Present: Board members Walker, Frisbie, Macomber and Winterink. Absent: none. Staff members present included Superintendent Dr. Cox and Board Secretary O'Brien. Also present were approximately six visitors and staff.

The Mission statement was read by Director Winterink.

(Macomber/Winterink) to approve the agenda as amended. The resignation of Kirsten Field was added under item 14c, personnel resignations. Roll call vote. Motion carried 5-0.

There was no public comment.

Dr. Cox reported many teachers are participating in professional development this week including one session presented by two High Tech High (HTH) teachers. Dates for back to school conferences, school pictures and the Middle School (MS) and High School (HS) open house were announced. There is a "School to School" 5K run/walk on August 26th.

Board members commented on the HTH workshop and new teacher breakfast they attended.

(Winterink/Walker) to appoint Director Macomber to the Labor Management Committee and request a recommendation for the community member and teacher appointees to the committee. Dr. Cox will also serve on the committee. The Charles City Community School District Educational Services Association has agreed to have four (4) members from the Association and four from the District on the Labor Management Committee. The purpose of this committee is "to collaboratively discuss employment matters not referred to in the master contract." Roll call vote. Motion carried 5-0.

(Walker/Macomber) to accept the bid from School Bus Sales for \$94,094 for a 25 passenger bus as presented. This purchase will be funded thru special education funding. Roll call vote. Motion carried 5-0.

Dr. Cox reported there are the following service opportunities available. The District is looking for two (2) parents as well as two (2) community members with no kids in school to service on the School Improvement Advisory Committee. Applications may be accessed at www.charlescityschools.org and are due by Thursday, August 31st.

The District has another opening for HS juniors and seniors to serve as a student board member for 2017-18. Applications may be accessed at www.charlescityschools.org and are due by Thursday, August 24th.

(Winterink/Walker) to approve the 2017-18 elementary student handbook as presented. Roll call vote. Motion carried 5-0.

(Macomber/Winterink) to approve the 2017-18 elementary PBIS (Positive Behavior Interventions and Supports) handbook as presented. Roll call vote. Motion carried 5-0.

(Winterink/Walker) to approve the 2017-18 secondary student handbook as presented. This is the second year as a combined MS and HS handbook. Roll call vote. Motion carried 5-0.

(Walker/Macomber) to approve the 2017-18 employee handbook as presented. Dr. Cox used an Iowa Association of School Boards (IASB) template as a basis for the handbook. This version includes some Chapter 20 collective bargaining changes made by the legislature in the spring. Roll call vote. Motion carried 5-0.

(Walker/Macomber) to accept the July 2017 financial reports as presented. Although the cash balance in the Health Fund has increased 30% in a year, the district's health insurance premiums were reduced 11% for the upcoming 2017-18 fiscal year. Roll call vote. Motion carried 5-0.

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

- Approval of the minutes of the regular meeting held on July 24, 2017
- Approval of the monthly bills for August 2017.
- Approval of the following personnel resignations from Jodi Watson as instructional assistant effective 8/14/17, Taneesha Shaw as instructional assistant effective 8/14/17, Kim Kingery as MS library aide effective 8/7/17, Kaitlynn Kostka as instructional assistant effective 8/9/17 and Kirsten Field as instructional assistant effective 8/14/17.
- Approval of the following appointments:

Name	Position	Amount	Start Date
Lynn Bauer	Instructional Assistant	\$14.58 per hour	8/21/17
Alexa Bock	Instructional Assistant	\$14.58 per hour	8/21/17
Amanda Boehmer	Instructional Assistant	\$14.58 per hour	8/21/17
Shelby-Lin Crane	Instructional Assistant	\$14.58 per hour	8/21/17
Rick Lynch	Instructional Assistant	\$14.58 per hour	8/21/17
Laura Mackay	Instructional Assistant	\$14.58 per hour	8/21/17
Jadyn Schutjer	Instructional Assistant	\$14.58 per hour	8/21/17
Stacy Ashley	Food Service – General worker	\$14.26 per hour	8/21/17
Ashley Michael	Food Service – General worker	\$14.26 per hour	8/21/17
Madonna Kloster	Food Service – General worker	\$14.26 per hour	8/21/17
Maria Reh	Food Service – General worker	\$14.26 per hour	8/21/17

All new appointments are contingent upon completion of 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.

- Approval of a contract revision as follows:

Name	Position	Amount	Start Date
Bret Spurgin	Add 25 Day Extended contact	\$5,474.50	7/1/17

- Acceptance of listing of support staff transfers as required under board policy 411.6.

Employee	Former Position	Assignment for 2017-18
Kelly Evens	Lincoln	Washington

Carol Cole	Lincoln	MS
Trisha Bonwell	Lincoln	MS
Stephanie Esparza	HS	Washington
Diane Hobert	MS	Washington
Christine Schlader	MS	HS
Julie Kincannon	MS	HS

- Approval of the 2017-18 Central Preschool agreement as presented. Funding for the agreement is from the State of Iowa – Statewide Voluntary Preschool program.
Roll call vote. Motion carried 5-0.

Vendor Name	Vendor Description	Amount
Operating Fund:		
Aces	Safety Net Backup/Tech Dept.	\$ 305.00
Ag Vantage FS, Inc	LP Fuel/Bus Barn	\$ 680.16
Arnold Motor Supply, LLP		\$ 425.70
Big Brothers Big Sisters Of Northeast Iowa	Reimb. Payroll,mileage,meals,background	\$ 4,536.57
BLDD Architects	Phase II-HS Referendum	\$ 6,431.57
Booksource	Inst. Supplies/Early Literacy	\$ 1,160.50
C.H. McGuinness Co., Inc	Gaskets/B & G	\$ 315.85
Carquest Auto Parts Of CC	Parts buses	\$ 932.89
Cedar Valley Printing	UPS	\$ 27.25
Central Rivers Area Education Agency	Mission Statement/HS, poster, business cards	\$ 739.76
Century Link	Phone bill	\$ 442.20
Charles City Fire Extinguisher Service	Refills/B & G	\$ 66.00
Charles City Press	Classified ad, registration	\$ 692.76
Charles City Schools	Start up cash/HS Hot Drink Bar	\$ 50.00
Choice Supply	Inst. Supplies/Washington	\$ 20.70
Cintas	Towels/Bus Barn	\$ 133.20
Classroom Direct.Com	Inst. Supplies/Washington	\$ 251.44
Cochlear Americas	Adapters/Washington	\$ 315.00
College Comm School District	Tuition/Level 1, 3	\$ 14,366.53
Conklin, Marie	Reimb. Meal/Leveraging Teacher Leadership	\$ 12.84
Cox, Dan	Reimb. Mileage/IASB, Meals/SAI Conference	\$ 188.45
Crisis Prevention	Workbooks/MS	\$ 510.00

Don's Repair	Parts, tools/B & G	\$ 272.38
Drake University	Standard base conference registration	\$ 1,791.00
Dubuque Comm School District	Tuition/Level 3	\$ 15,667.26
Ebsco Publishing	Subscriptions/HS Library	\$ 384.35
Fairmont Fire Systems	Service/Lincoln	\$ 114.00
Follett School Solutions	Books/Burnham	\$ 1,973.49
Grainger	Fuses/B & G	\$ 151.60
Hanes, Ann	Reimb. Meals, parking, supplies	\$ 106.69
Heartland Paper Co	Cleaning Supplies/B & G	\$ 5,230.73
Heinemann	Classroom Library/Lincoln	\$ 19,058.03
Hy Vee	Cookies, drinks/Transportation ctr open house	\$ 33.70
Iowa Association Schl Bds	Background checks	\$ 110.00
Iowa Council Of Teachers Of Mathematics	Conference Registrations	\$ 195.00
Iowa Department Of Education	Summer 17 IA Online/HS Student	\$ 250.00
Iowa Department Of Human Services	July 2017 Non Federal Share of Medicaid	\$ 37,917.08
Iowa Department Of Natural Resources	NPDES/Washington	\$ 300.00
Iowa Prison Industries	Name plate/Lincoln	\$ 50.70
ISPRA	Conference registration/J.DeVore	\$ 65.00
JAMF Software	Capser Suite/Tech Dept.	\$ 10,752.00
Jendro Sanitation	July Services	\$ 813.00
John Deere Financial	HASPS,lock, supplies/B & G	\$ 889.42
Keystone AEA 1	Summer Autism Trainings	\$ 699.00
Keystone Laboratories Inc	Washington Water Test	\$ 12.50
Lakeshore Learning Materials	Inst. Supplies/Washington	\$ 287.44
Learning Supply	Inst. Supplies/Washington	\$ 16.16
Lessin Supply Company	Parts/Bus 10	\$ 50.52
Lundberg, Dene'	Reimb. Supplies	\$ 254.07
Mark J. Becker & Assicates, LLC	Benefit compliance program	\$ 1,500.00
Mason City Community Schools	Tuition/Level 1, 3, HS Student	\$ 19,145.06
Mid American Energy Company	Electric bill	\$ 13,142.63
Mid West Roofing Company	Washington roof repair/B & G	\$ 490.80

Midwest Alarm Services	Inspections	\$ 2,226.00
Midwest Bus Parts, Inc	Parts/buses	\$ 363.54
Millennium Technology Of Iowa Corp	Motor, blower/B & G	\$ 498.96
Mississippi Bend AEA	Asbestos training/P. Krueger	\$ 65.00
N.I.A.C.C - Mason City	Bus Driver Certification	\$ 200.00
Napa Of New Hampton	Air compressor, parts/Bus barn	\$ 2,254.62
Nashua-Plainfield Schools	Open Enrollment, concurrent courses	\$ 600.61
Northeast Iowa Interpreting Service, Inc	Interpretor/Summer School	\$ 1,347.60
Northland Products Company	Oil/Bus Barn	\$ 951.30
O'Reilly Auto Parts	Parts/Bus barn	\$ 353.63
Pepper Of Minneapolis	Inst. Supplies/HS	\$ 324.98
Perry Novak Electric	Steel box plates, cable,connectors/B & G	\$ 405.00
Phonak	Touchscreen mic/Special Education	\$ 873.39
Pollard	Pest Control	\$ 175.00
Premier Furniture & Equipment, LLC	Adjustable tables, mats/HS	\$ 1,670.85
Rahmiller, Amanda	Reimb. Science Club supplies	\$ 45.97
Rochester 100 Inc	Folders/Lincoln	\$ 475.00
RRMR School District	Tuition/Level 1, 2	\$ 8,714.24
RST Today	Facilities scheduler/Tech Dept.	\$ 1,695.00
S & S Worldwide	Inst. Supplies/Homeschool	\$ 377.96
SAI	Annual Convention	\$ 1,334.00
Scholastic Magazines	Subscription/HS	\$ 164.83
School Specialty	Wall screen/Washington	\$ 413.24
Schueth Ace Hardware	Paint, paint supplies, supplies/B & G	\$ 741.00
Sherwin-Williams Company	Paint supplies/B & G	\$ 31.20
St Ansgar Community School	Concurrent courses/HS Student	\$ 209.51
Storey Kenworthy/Matt Parrott	Inst. Supplies/Washington	\$ 730.78
Superior Lumber Inc	Inst. Supplies/HS, door, lumber, misc/B & G	\$ 663.87
Taher	2016-17 new staff breakfast	\$ 377.25
Teacher Direct	Inst. Supplies/Lincoln	\$ 47.40
Timberline Billing Service LLC	Medicaid Billing services	\$ 2,983.84
US Cellular	Cell phone bill	\$ 248.53

Voves, David	Reimb. Meals, Conference registration	\$ 227.93
Waverly-Shell Rock Community Schools	Lied Center tuition/Level 3	\$ 21,790.65
Wilson, Jeremy	Reimb. Supplies	\$ 61.50
Ziegler Inc	Parts/Bus barn	\$ 4,556.57
Student Activity Fund:		
Fareway Store	Concessions	\$ 433.73
Hy Vee	Concessions	\$ 14.97
Iowa Girls Coaches Association	2017-18 Membership	\$ 95.00
NIOA	2017-18 Official assignments/Athletics	\$ 600.00
Performance Therapies, P.C.	Strength & Conditioning/Athletics	\$ 900.00
Pioneer Drama	Scripts/MS	\$ 18.50
RST Today	Facilities scheduler/Athletics	\$ 1,000.00
Sam's Club	RAGBRAI concessions/GAPP	\$ 769.82
T-J Service	Chest freezer/Football field concessions	\$ 429.99
Management Fund:		
Sisson And Associates	Excess Liability, cyber solutions renewals, work comp	\$ 277,894.00
Waverly-Shell Rock Community Schools	Lied Center tuition/Level 3	\$ 254.53
Local Option Sales Tax Fund:		
Cresco Building Services, Inc	Transportation Center/Application 10, 11	\$ 280,150.25
Skott & Anderson Architects	Transportation Center Architect fee	\$ 2,832.00
Physical Plant & Equipment:		
Waverly-Shell Rock Community Schools	Lied Center tuition/Level 3	\$ 3,181.98
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	Pharmacy rebate, July billing	\$ 5,036.66
State Of Iowa	509A cert of compliance filing fee	\$ 100.00

Dr. Cox read the annual notice to parent. “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, Central Rivers AEA 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.”

In other correspondence the Board received a thank you note from the IASB.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, August 28th in the MS 7th grade learning studio.

The Board recessed at 6:55 p.m. to move to the 7th grade media room for additional privacy during the closed session hearings. The board will reconvene to open session prior to any determination.

(Walker/Frisbie) to go into closed session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” Roll call vote. Motion carried 5-0.

Time In: 7:02 p.m.

Time Out: 7:17 p.m.

(Walker/Macomber) to readmit student A for the 2017-18 school year. Roll call vote. Motion carried 5-0.

(Frisbie/Macomber) to go into closed session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” Roll call vote. Motion carried 5-0.

Time In: 7:18 p.m.

Time Out: 7:25 p.m.

(Macomber/Walker) to readmit student B for the 2017-18 school year. Roll call vote. Motion carried 5-0.

(Macomber/Frisbie) to go into closed session per Iowa Code 21.5.1(a) “to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” Roll call vote. Motion carried 5-0.

Time In: 7:26 p.m.

Time Out: 7:35 p.m.

(Winterink/Macomber) to readmit student C for the 2017-18 school year. Roll call vote. Motion carried 5-0.

Terri O’Brien, Board Secretary