

Regular Meeting – September 10, 2018

Unapproved

The Charles City Board of Education met in regular session on Monday, September 10, 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 Fisher and Board Secretary O'Brien. Also present were approximately seven visitors and staff.

The Mission/Vision statement was read by Vice President Dight.

(Macomber/Freund) to approve the agenda as presented. Motion carried 5-0.

There was no public comment.

Superintendent Fisher reported on facility projects and classroom observations and community meetings he has attended.

Board member Dight reported there is an upcoming meeting on September 16th regarding the sports complex. The meeting time had been changed to 6:30 p.m.

The Board also commented on the 5k race sponsored by Washington School and gave a shout out to Principal Shannon for her work, the new building signs look great and the exciting things happening in the classroom.

Annual Meeting

Superintendent Fisher called for nominations for board president for 2018-19. Board member Walker nominated Board member Macomber. There were no other nominations. The oath of office was given to newly elected President Macomber.

President Macomber called for nominations for Board Vice President for 2018-19. Board member Dight nominated Board member Walker. There were no other nominations. The oath of office was given to newly elected Vice-President Walker.

(Walker/Dight) to name Terri O'Brien as District secretary and treasurer for the 2018-19 school year. Motion carried 5-0. The oath of office was given to newly elected Secretary/Treasurer O'Brien.

(Freund/Mack) to appoint Ahlers & Cooney as legal counsel for 2018-19. Motion carried 5-0.

(Walker/Freund) to approve the Charles City Press as the District's official publication. Motion carried 5-0.

(Walker/Mack) to approve the 2018-19 committee and other appointments as follows:

Standing Committee	2018-19 Members
Facilities	Walker & Dight

Communications & Public Relations	Mack & Freund
Finance Committee	Dight & Mack
Negotiations & Compensation	Macomber & Mack
Policy	Freund & Macomber

Other Appointments	2018-19 Members
School Improvement Advisory Committee (SIAC)	Freund & Dight
Delegate to the Iowa Association of School Boards Delegate Assembly	Macomber
County Conference Board Representative	Walker

(Mack/Dight) to appoint Marcia DeVore as the district's level I investigator for 2018-19 and the local police department as level II investigator. Motion carried 5-0.

The Board received affidavits from three school depositories with balances at fiscal year-end 6-30-18, CUS Bank \$8,961,786.37, Bankers Trust \$1,473,215.19 and First Citizens National Bank \$145,500.00.

(Walker/Mack) to approve the list of depository banks and amounts for 2018-19.

- C US Bank, Charles City \$15,000,000
- Bankers Trust \$ 2,000,000
- First Citizens National Bank, Charles City \$ 200,000
- First Security Bank & Trust, Charles City \$ 200,000
- Security State Bank, Charles City \$ 200,000
- Iowa Schools Joint Investment Trust \$ 200,000

Motion Carried 5-0.

Regular Meeting

(Dight/Freund) to appoint Isaiah Tilton as the 2018-19 student board member. Motion carried 5-0. Terri O'Brien, Board Secretary, administered the oath of office to Isaiah Tilton the newly appointed student board member. Isaiah is a junior at the Charles City High School (HS).

There were no committee reports.

Board members draw names for their September HS job shadowing visits. Reports will be given in October.

Board Member	Staff Member	Assignment
Walker	Julie Parker	Instructional Assistant
Dight	Matt Sindlinger	Custodian
Freund	David Williams	Math Teacher
Mack	Derek Sturtevant	Vocal Music Teacher
Macomber	Julie Tjabring	Instructional Assistant
Tilton	Brent Spurgin	Agriculture Teacher

Dana Sullivan and Sarah Downing along with Superintendent Fisher reported on the interest based bargaining symposium they attended in September. The symposium was jointly sponsored by the Iowa Association of School Boards (IASB) and the Iowa State Education Association

(ISEA). Five different schools presented their process and experience with an interest based bargaining approach to labor relations. There is no one way of doing things but it is meant to precipitate conversations and discussion year round. The labor relations committee will have their first meeting on September 11, 2018.

Superintendent Fisher reported and answered questions regarding the High School renovation action plan for 2018-19. Note the name of the High School renovation project was changed from Phase II HS re-modernization. The Superintendent and senior leadership team have already conducted multiple stakeholder interviews and met with Piper Jaffray and BLDD Architects regarding decisions on bonding capacity and the design process. The next steps include developing a HS renovation task force of district staff, students and stakeholders for design input. This group will work collaboratively with BLDD Architects to provide feedback. In the future there will be a needs assessment by the renovation task force to determine “needs” versus “wants” for the renovated spaces, review past site visits and determine if additional site visits are needed, conduct community and stakeholder input sessions to gather additional input, finalize the design, and evaluate stakeholders acceptance of the proposed plan before seeking Board approval and calling an election.

(Walker/Dight) to approve the district core values as recommended. The Core Values include: We do what is BEST FOR ALL KIDS, we are FAMILY, we are COMMITTED LEADERS, we are PASSIONATE, and we are INVITATIONAL. Director Freund suggested making a poster of the mission and vision and core values. Motion carried 5-0.

(Dight/Mack) to adopt the 2018-19 priority Board/Superintendent goals as presented. The three goals include: professional learning Goal, culture and climate goal and facilities and infrastructure goal. These goals align with strategic goals. Motion carried 5-0.

(Walker/Mack) to set the date and time for a public hearing on use of flexibility funds for September 24, 2018 at 6:00 p.m. in the Middle School 7th grade learning studio as per the resolution. The proposed resolution would expend funds from the district’s Flexibility Account for Signage and Campus Beautification and a copier for the High School. These funds, in the amount of \$27,430, were unexpended and unobligated from Home School Assistance Program. Motion carried 5-0.

(Dight/Freund) to approve the 2017-18 certified annual report as submitted. Director of Finance, Terri O’Brien presented a PowerPoint with the highlights of the year end 6-30-18 financial statements. General Fund unassigned fund balance decreased 14.7% from \$1,707,585 to \$1,456,908. General Fund revenue decreased 1.6% from \$17,917,128 to \$17,626,185. General Fund expenses increased 0.15% from \$18,126,728 to \$18,153,271. Fund balance changes for all other funds were also discussed. Motion carried 5-0.

(Walker/Mack) to request supplemental state aid in the amount of \$226,487.94 for the fiscal year 2018 negative special education balance. The special education deficit decreased from \$577,407. An increase in Medicaid reimbursement of approximately \$152,000 contributed toward the deficit reduction. Motion carried 5-0.

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

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

- Approval of the minutes of the regular meetings held on August 13, 2018 and August 20, 2018.
- Approval of the monthly bills for September 2018.
- Approval of the resignation of Kristin McLeland as learning connection aide effective 9/4/18.
- Approval of the appointment of Maria Reh as booster club concession stand manager at \$25 per hour effective 9/11/18. All appointments are contingent upon completion of positive background checks. Also appointments are contingent upon successfully completing the pre-employment/post-offer functional capacity physical assessment.
- Approval of the licensed employee transfer for:

Employee	Current Position	New Position
Jenisha Garden	Lincoln	Middle School
Elizabeth VonHagen	Washington	Lincoln
Ryan Fank	Lincoln	Washington
Sue Hofer	Lincoln/Washington/Middle School	Lincoln/Washington
Jody Welter	Middle School	Middle School/Immaculate Conception

- Approval of the classified employee transfers for Delores Gaston from 9 month confidential secretary to 12 month confidential secretary.
- Approval of Middle School physical education fundraiser as presented. Students may purchase Speed Stack Sport cups and if the required number are sold to families the District will receive a set for free.

Motion carried 5-0.

Vendor Name	Invoice Detail Description	Amount
Operating Fund:		
Aces	Safety Net Backup/Tech Dept	\$ 501.00
Advanced Systems, Inc.	Copier Maint/CO 7/27/18-8/26/18	\$ 447.81
Ag Vantage FS, Inc	LP Fuel/Bus Barn	\$ 1,053.98
Ahlers & Cooney, P.C.	Sale Of North Grand Building	\$ 330.00
Amazon	Words Their Way Series/Linc/M DeVore	\$ 6,735.21
Anderson, Brandy	Reimb Supplies	\$ 49.20
AP Exams	AP Testing/HS	\$ 2,480.00
Apple Computer Inc	Apple TV/HS	\$ 179.00
Arnold Motor Supply, LLP	Supplies/Bus Barn	\$ 131.00
Auto Crafters	Repairs/Avenger	\$ 3,716.59

B & H Photo-Video	Audio Interface/J DeVore	\$ 77.70
Barry, Cari	Reimb Lodging/Differentiated Conf	\$ 125.85
Bell Piano Service	Piano Tuning/HS/Sturtevant	\$ 180.00
Booksource	Inst Supp/Wash/Mutch	\$ 1,667.31
Boyer, Joel	Reimb Lodging/Differentiated Conf	\$ 125.85
Breitbach Chiropractic	Physical/R Rahmiller	\$ 140.00
Brodart	Supplies/Elem Library	\$ 176.61
C.E. Stone Refrigeration	Linc Equip Repair/B & G	\$ 187.00
Carquest Auto Parts Of CC	Sockets/Bus Barn	\$ 1,337.48
Central Lock Security	NGB Camera Repair/B & G	\$ 379.00
Central Rivers Area Education Agency	Telpa Testing/ELL	\$ 760.33
Century Link	Long Distance	\$ 77.58
Century Link	Phones	\$ 1,571.95
Charles City Area Dev.	2018-2019 Membership	\$ 1,100.00
Charles City Foster	FG Transit Tickets/Aug & Sept	\$ 450.00
Charles City Press	Registration/Sessions	\$ 1,204.65
Choice Supply	Inst Supp/Wash	\$ 2,861.79
Circle K Electronics	Balance/(2) Handheld Radios/J DeVore	\$ 3,200.00
City Laundering Co.	Towels/Bus Barn	\$ 58.92
City Of Charles City	Water	\$ 2,117.14
Classroom Direct.Com	Chairs/Wash/Koenigsfeld	\$ 123.55
Code HS Inc	Computer Science Program License/HS/Yaddof	\$ 2,500.00
Congregate Meals	FG Meals	\$ 54.00
Demco	Supplies/Ms Library	\$ 100.59
Dick Blick Art Materials	Inst Supp/Ms/Frenchick	\$ 1,170.95
Don's Repair	Parts/Toro/B & G	\$ 75.70
Ebsco Publishing	Magazines/MS & Elem Library	\$ 927.01
Etherington, Sheila	Reimb Meals/Admin TLT Retreat	\$ 21.77
Finney Company	Inst Supp/HS/J Lundberg	\$ 520.77
Fisher, Mike	Reimb TLT Books	\$ 134.75
Flinn Scientific	Inst Supp/HS/Gomez	\$ 511.27
FM Controls, Inc	Labor/B & G	\$ 1,135.00
Follett School Solutions	Webpath/Destiny/MS & Elem Library	\$ 4,100.10
Fox Cabinetry	Table/Chairs/MS Courtyard	\$ 1,101.14

Gabel, Rick	Reimb Meals/Courtyard Volunteers	\$ 48.43
Gage Plumbing & Heating, Mick	Wash Air Repair/B & G	\$ 264.27
Gallagher-Bluedorn Performing Arts	Admission/Linc	\$ 550.00
Global Equipment Company	Chair Dolly/Wash	\$ 120.50
Gopher	Inst Supp/MS/Johnson	\$ 576.40
Grainger	Motors/Actuators/B & G	\$ 841.88
Grant Wood Aea	Powerschool Training/HS/Voves	\$ 1,200.00
Haldeman-Homme, Inc	MS Screen & Recover/B & G	\$ 9,725.00
Hamm, Brooke	Reimb Mandatory Reporter	\$ 25.00
Harskamp, Tom	Reimb Rollaway/SAI	\$ 41.08
Heartland Paper Co	Cleaning Supplies/B & G	\$ 2,706.07
Heeren, Jill	Reimb Supplies	\$ 147.27
Heinemann	Units Of Phonic/Linc/M DeVore	\$ 5,401.61
Hillegas Flooring, LLC	Wash Flooring Project	\$ 7,809.46
Hy Vee	Water/Supplies/CO	\$ 101.68
Interactive Health Technologies, LLC	Chargers/HS/Stallsmith	\$ 150.00
Iowa Communications Network	July Port Fee	\$ 2,112.75
Iowa Department Of Human Services	Aug 18 Non Federal Share Of Medicaid	\$ 214.03
Iowa Department Of Natural Resources	5 Yr Annual Permit/Transportation Center	\$ 700.00
Iowa High Schl Music Asn	Reg/HS/Gassman	\$ 25.00
Iowa Schools Building & Grounds Association	2018-2019 Membership/J Mitchell	\$ 175.00
Iowa Solutions	Annual K12 Tracker/Tech Dept	\$ 655.00
IT Supplies	Inst Supp/HS/J Lundberg	\$ 891.00
Jackson Street Press Inc	Postcards/Linc	\$ 84.40
Jendro Sanitation	July Services	\$ 2,475.75
John Deere Financial	Wrenches/Cut Off Wheels/Misc/Bus Barn	\$ 680.29
Johnson Controls Fire Protection LP	Service Call/B & G	\$ 802.50
K-Log	Desk/Wash/J Miller	\$ 1,440.00
Keystone Laboratories Inc	Wash Water Test	\$ 12.50
Kwik Trip	Gasahol & Diesel	\$ 2,009.43
Learning Supply	Inst Supp/Wash/Landt	\$ 2,175.83
Lenovo Inc	Palmrests/Tech Dept	\$ 2,872.60

Lessin Supply Company	Parts/Painter/Bus Barn	\$ 422.13
Marco, Inc	Printer Maint/Wash	\$ 1,910.79
Masters, Melinda	Reimb Parking/Press Training	\$ 56.00
Mathematically Minded, LLC	Site Membership/Linc/M DeVore	\$ 468.00
Mid American Energy Company	White Portable Building Elec	\$ 12,935.62
Midwest Bus Parts, Inc	Parts/Bus Barn	\$ 359.52
Mike's C & O Tire Service	Tires/Bus Barn	\$ 3,971.10
Mohawk	Motor Repair/B & G	\$ 346.58
Molstead Motors Inc, Mike	Parts/White Van	\$ 30.43
N.I.A.C.C - Mason City	(1) Bus Certification	\$ 100.00
Napa Of New Hampton	Parts/Bus Barn	\$ 16.22
NCIBA	Reg/HS/Gassman	\$ 20.00
Nelson, Lisa	Reimb Bins/Envelopes	\$ 575.45
New Holland Credit	Parts/Skidloader/B & G	\$ 21.00
Northland Products Company	Supplies/Bus Barn	\$ 153.40
O'Reilly Auto Parts	Parts/Bus Barn	\$ 255.41
One Source The Background Check Company	(18) Background Checks	\$ 204.50
Oriental Trading Co Inc	Inst Supp/MS/Garden	\$ 179.82
Otto's Oasis	MS Entry & Sign Landscaping/B & G	\$ 8,387.84
Pepper Of Minneapolis	Inst Supp/MS/Rhine	\$ 956.47
Pollard	Pest Control/Wash	\$ 175.00
Postmaster	Annual Fee/CO	\$ 225.00
Premier Furniture & Equipment, LLC	(3) Tables/MS/Pittman	\$ 1,152.75
Quill	Lamination Film/Wash	\$ 341.96
R & S Mowing LLC	Seeding/B & G	\$ 2,000.00
Rainbow Resource	Inst Supp/Homeschool	\$ 1,034.89
Really Good Stuff	Inst Supp/Wash/Krueger	\$ 838.24
Richard D. Johnson, FSA	GASB75 Actuarial Services	\$ 3,200.00
Rochester 100 Inc	Folders/Wash	\$ 950.00
RST Today	Trip Request Renewal/Bus Barn	\$ 724.53
Sadlier-Oxford: Progress In Mathematics	Books/IC	\$ 2,385.43
SAI	New Supt Institute/M Fisher	\$ 1,017.00
Scholastics	Subscriptions/HS/Pittman	\$ 148.34

School Fix	Mat/Linc	\$ 73.87
School Mate	Planners/Linc	\$ 555.75
School Nurse Supply	Supplies/Nurse	\$ 836.81
School Outfitters	Table/MS/Staudt	\$ 215.86
School Speciality Inc	Inst Supp/MS/Garden	\$ 201.58
Schoolpay	School Pay Service Fee	\$ 411.02
Schueth Ace Hardware	Washer Seats/B & G	\$ 1,238.20
Scuta	Subscription/Hs/Moen	\$ 125.00
Sherwin-Williams Company	Paint/Supplies/B & G	\$ 835.92
Sit Spots	Inst Supp/Wash/Johnson	\$ 56.70
Special Medical Services Corp	(2) Lift Tests	\$ 98.00
Staples Advantage	Supplies/Tech Dept	\$ 1,969.61
State Of Iowa-Elevator Safety	NGB Annual Inspection/ B & G	\$ 775.00
Storey Kenworthy/Matt Parrott	Inst Supp/Linc/Stultz	\$ 105.25
Studies Weekly	Subscriptions/IC	\$ 312.93
Superior Lumber Inc	Trowel/B & G	\$ 274.76
T-J Service	Washer Repair/MS	\$ 364.98
Teacher Created Resources	Inst Supp/Linc/Finder	\$ 212.05
Teachers Pay Teachers.Com	Inst Supp/Hs/Mena-Davis	\$ 510.99
Traces	Speaker/HS	\$ 200.00
Tudor, Jeanine	Reimb Wood Sticks	\$ 64.99
University Of Minnesota	(3) Press Workshop Reg/M DeVore	\$ 1,350.00
US Cellular	Cell Phones/Tech Dept	\$ 249.81
Usic Locating Services, LLC	Iowa Locates /Tech Dept	\$ 218.55
Voves, David	Reimb Creating Culture Conf Reg	\$ 100.00
West Music	French Horn/MS/Boss	\$ 3,315.22
Williams, Michelle	Reimb Meals/Press Training	\$ 29.58
Wood River Energy LLC	NGB Water	\$ 306.03
Wright Express	Unleaded/Gas Card	\$ 217.00
Youth Frontiers, Inc	Staff Purpose Retreat Deposit	\$ 1,000.00
Zarnothbrush Works, Inc	Connectors/B & G	\$ 461.20
Student Activity Fund:		
Atlantic Cocoa-Cola	Concessions	\$ 1,395.01
Atlas Improv. Co.	Workshop/Tickets/Sturtevant	\$ 450.00

Becker, Trey	JV Football Off 8/27/18	\$ 70.00
Cavalier Coaches Inc	Charter Bus/Xcountry Summer Trip	\$ 5,246.25
Decker Sporting Goods	Supplies/Baseball	\$ 2,724.90
Dingel, Dennis	9 Football Off 8/31/18	\$ 70.00
Floyd County Ag Center	Fertilizer/FFA	\$ 5,154.92
Gage Plumbing & Heating, Mick	Restroom Rental/Wildwood/Xcountry	\$ 504.00
Gielau, Al	9 Football Off 8/31/18	\$ 70.00
Hilltoppers Results Service	Timing Services/X Country	\$ 181.33
Hy Vee	Concessions	\$ 14.45
IHSADA	Membership/Athletics	\$ 175.00
Iowa Central Community College	Lodging/Meals/State Softball	\$ 722.08
Iowa Sports Supply	Medals/Xcountry	\$ 447.50
John Deere Financial	Shelving/Athletics	\$ 64.99
King, Dion	9 Football Off 8/31/18	\$ 70.00
Kuennen, Brittany	Var Volleyball Off 8/25/18	\$ 170.00
Lasher, Lance	JV Football Off 8/27/18	\$ 70.00
Luther College	Entry Fee/Girls Xcountry	\$ 200.00
Lynch, Jack	Var Volleyball Off 8/25/18	\$ 170.00
Marshalltown High School	Entry Fee/Volleyball	\$ 100.00
Maye, Brendan	Var Football Off 8/31/18	\$ 90.00
Meester, Ryan	9 Football Off 8/31/18	\$ 90.00
Mill, Inc-Colwell, The	Supplies/FFA	\$ 97.17
National FFA Organization	Manuals/FFA	\$ 62.25
Newton, Jerry	Starter/Xcountry 8/23/18	\$ 100.00
Olson, Frank	Var Volleyball Off 8/25/18	\$ 170.00
Pavlovich, Jeff	JV Football Off 8/27/18	\$ 70.00
Performance Therapies, P.C.	Strength & Conditioning Program/Athletic	\$ 900.00
Pioneer Drama	Supplies/Drama/Conklin	\$ 434.50
Rain And Hail, L.L.C.	Crop Insurance/FFA	\$ 1,069.00
Rieman Music, Frank	Supplies/MS/Boss	\$ 14.35

Rustad, Duane	JV Football Off 8/27/18	\$ 140.00
Schoolpay	School Pay Service Fee	\$ 272.81
Skretta, Joe	Var Volleyball Off 8/25/18	\$ 170.00
Steding, William	Var Football Off 8/31/18	\$ 109.80
Stone, Sammy	Var Volleyball Off 8/25/18	\$ 170.00
Synergy Physical Therapy And Sports	Athletic Trainer/Soccer 4/27/18	\$ 245.00
Thoren, Randy	Var Football Off 8/31/18	\$ 90.00
Waverly Shell Rock HS	Athletic Tape/Athletics	\$ 387.30
Wells, Jon	Var Football Off 8/31/18	\$ 90.00
West Music	Supplies/Oboe/French Horns/MS/Boss	\$ 3,458.78
YMCA Of The Rockies	Balance/Xcountry Summer Trip	\$ 12,788.00
Management Fund:		
Iowa Workforce Development	Unemployment	\$ 496.00
Athletic Complex Project Dev Project:		
Central Rivers Area Education Agency	Sports Complex Photo/J DeVore	\$ 9.00
Physical Plant & Equipment:		
Black Hawk Rental	Scissor Lift Rental/MS Gym Blind Project	\$ 353.10
Central Lock Security	50% Deposit/Wash Doors Project	\$ 3,115.50
DeBoest Concrete Corp	Wash Concrete Project	\$ 33,321.82
Fox Cabinetry	Picnic Table/MS Courtyard	\$ 1,908.86
Gage Plumbing & Heating, Mick	Wash Geo Project	\$ 21,003.71
Grainger	MS Gym Blind Project	\$ 397.63
Mid West Roofing Company	Wash Roof Project	\$ 135,687.00
Otto's Oasis	MS Roof Garden Project	\$ 21,036.74
Perry Novak Electric	Wash Parking Lot Lights Project	\$ 29,633.00
Schueth Ace Hardware	MS Gym Blinds Project	\$ 12,292.00
Scott's Carpentry & More	HS Door Project	\$ 1,375.00

Sherwin-Williams Company	MS Wall Protection Project	\$ 21,196.91
Superior Lumber Inc	Lumber/MS Gym Blind Project	\$ 3,545.89
School Nutrition Fund:		
Marco, Inc	Printer Maint/FS	\$ 29.36
Meyer, Becky	Reimb Lunches	\$ 3.95
Schoolpay	School Pay Service Fee	\$ 124.80
Health Insurance Fund:		
Blue Cross Blue Shield Of IA	September Billing	\$ 170,397.87
Scholarship Fund-CD's:		
Villanova University	NBJ Scholarship	\$ 500.00
Wartburg College	Barry Basuk Scholarship	\$ 200.00
Agency Fund:		
Hy Vee	HS Lounge Expense	\$ 40.00

In other correspondence, Harry Heiligental, IASB, shared Superintendent evaluation forms with the Board as a follow up to the Board workshop on August 20, 2018.

The Board discussed other important upcoming dates. The next regular Board meeting is scheduled for Monday, September 24, 2018 in the MS 7th grade learning studio.

President Macomber adjourned the meeting at 7:03 p.m.

Terri O'Brien, Board Secretary