



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

Regular Meeting  
Monday, October 22, 2018  
**6:15 P.M.**

**Charles City Middle School  
Gather space, 7<sup>th</sup> grade learning studio  
1<sup>st</sup> Floor (North End)  
1200 1<sup>st</sup> Ave.  
Charles City, Iowa**

1. Call to Order by Chairperson Roll Call

Robin Macomber, President  
Jason Walker, Vice President  
Scott Dight  
Missy Freund  
Josh Mack  
Isaiah Tilton, Student Board Member (Non-Voting)

2. Reading of the District Mission/Vision Statement and Core Values by  
**Director Mack**

*Our mission is to engage, inspire, and empower students and staff in order to maximize learning.  
Our District core values are: Best for all Kids, Family, Committed Leaders, Passionate and  
Invitational.*

3. Approval of Agenda Action

4. Welcome Visitors: Public Comment

*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 to complete the agenda in a timely manner.*

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

5. 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.

6. Committee Reports Discussion

This agenda item provides committee chairpersons (listed below) the opportunity to give an oral (or written) report from their respective committee meetings. Fellow board members and the public may ask questions of the chairpersons afterward.

<b>Committee</b>	<b>Chairperson</b>	<b>Report (Yes/No)</b>
Facilities	Walker	Yes
Communications & Public Relations	Mack	No
Finance	Dight	No
Negotiations & Compensation	Macomber	No
Policy	Freund	Yes
County Conference Board	NA	No
SIAC	Supt Fisher	No

**Aligned with strategic goals of High Academic Achievement; Culture, Climate, & Environment; Fiscal Responsibility & Stability; and Facilities for Educational Excellence**

7. German American Partnership Program Information/Discussion  
Exhibit

Shari Stoll, German Instructor will introduce Heike Makk, principal of our new German partner school called Freie Schule Anhalt in Kothen in the state of Saxony-Anhalt, Germany. German students and staff are in Charles City and St. Ansgar until the morning of October 26th.

**Aligned with Board/Superintendent goal 2: Culture and Climate  
Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT**

8. Certified Enrollment Information

Supt. Fisher will share final enrollment information for 2018. The count date was October 1, 2018 and was finalized October 15, 2018 after student information was verified.

**Aligned with Board/Superintendent goal 2: Culture and Climate  
Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY**

9. Core Value Passion- Trauma Informed Presentation  
Exhibit
- Principal Kara Shannon and Instructional Leader, Marie Conklin will present on the “big rock” of professional learning for our district. They will discuss the need and what our staff has been doing to respond to our students.
- Aligned with Board/Superintendent goal 2: Culture and Climate**  
**Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT**
10. Employee Relations Conference - Labor Symposium Informational
- Supt Fisher and Directors Macomber and Dight attended an Iowa Association of School Board - Employee Relations Conference on October 18, 2018 in Des Moines. They will share information. Employee relations is one of the most crucial areas of focus for governance teams, but can also be one of the biggest hurdles. Attendees will catch up on the latest HR hot topics, takeaway best practices and tips, and gain knowledge to help stay ahead of the curve.
- Aligned with Board/Superintendent goal 1: Professional Learning**  
**Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT**
11. Superintendent’s Evaluation Instrument Discussion/Action  
Exhibit
- Iowa Code [284A.7](#) states that the superintendent must be evaluated annually on competence in meeting the Iowa Standards for School Leaders (ISSL) as well as performance/progress toward the superintendent’s Individual Administrator Professional Development Plan.
- Superintendent Fisher will share an evaluation tool (developed by SAI and the IASB) for use in 2018-19 as well as his proposed IAPDP that was developed from board member input given.
- The recommendation of the superintendent is:**  
 “to approve the superintendent’s evaluation tool and Individual Administrator Professional Development Plan.”
- Aligned with the Board/Superintendent goal 1: professional learning, goal 2: Culture and climate and goal 3: Facilities and Infrastructure**  
**Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT**
12. IASB Legislative Platform Discussion
- The Iowa Association of School Boards (IASB) requested Districts take some time to discuss the proposed IASB Legislative Platform so that our delegate is prepared to vote based on our board’s position. The delegate assembly is Nov 14, 2018, at the Iowa Events Center.
- Aligned with the Board/Superintendent goals of Professional learning and Culture, Climate**  
**Aligned with Strategic Focus Area 3: EFFECTIVE COMMUNICATION**
13. School Budget Review Committee (SBRC) Application for Open Enrollment Out and LEP Instruction beyond 5 Years Action  
Exhibit
- December 1, 2018, is the School Budget Review Committee (SBRC) application deadline for increasing enrollment, open enrollment out, and Limited English Proficiency (LEP) instruction beyond 5 years. This application of \$288,074.22 is a request for supplemental amount only. If the Board chooses to submit a request for modified supplemental amount, they could levy property tax to fill the shortage when the budget is approved in April.
- The recommendation of the superintendent is:**

“to approve the SBRC application authorizing the request for modified supplemental amount for increasing enrollment of \$264,169.90 and for LEP instruction beyond 5 years in the amount of \$23,904.32.”

**Aligned with the Board/Superintendent goal 1: professional learning**

**Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY**

14. Special Lift Bus

Action  
Exhibit

Administration requested bids for a lift bus to be paid from special education funding and received two bids. A summary of the bids is attached. The bus is a 25 passenger, 4 wheel chair gas lift bus.

**The recommendation of the superintendent is:**

“to approve the bid from Hoglund Bus Company for a 25 passenger 4 chair gas lift bus for \$87,977.”

**Aligned with the Board/Superintendent 2: Culture and climate goal**

**Aligned with Strategic Focus Area 5: FACILITIES FOR EDUCATIONAL EXCELLENCE**

15. First Reading of Board Policy #401.7, Employee Travel Compensation

Action  
Exhibit

The Policy Committee met to discuss the Employee Travel Compensation policy, #401.7. A survey of conference schools determined that all but one other school in the conference do not have a limit on breakfast, lunch and dinner reimbursements. Meal expense reimbursement should be reasonable for the location and nature of the event.

**The recommendation of the superintendent is:**

“to approve the first reading of board policy, #401.7, Employee Travel Compensation as presented.”

**Aligned with the Board/Superintendent goal 1: Professional Learning**

**Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY**

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 Personnel: Resignations

Action

Name	Position	Date Effective
Paul Krueger	Maintenance	10/29/2018

Administration recommends that the Board approve the personnel resignations..

b. Approval of Personnel: Appointments

Action

Name	Position	Amount	Start Date

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Administration recommends that the Board approve the above personnel appointments, 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.

c. Approval of Volunteer Worker Action

Name	Position
Kaleb Ross	Bowling Team Volunteer

Administration recommends the above volunteer worker

f. 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).

g. Classified Employee Transfers Action

A listing of support staff transfers is provided in accordance with board policy 411.6 (Classified Employee Transfers).

Employee	Previous Position	New Position
Kim Carmen	Part time Route Driver	Full time Route Driver/Custodian
Sonja Cotton	Part time Route Driver	Full time Route Driver/Custodian
Susie Smith	Part time instructional assistant	Full time instructional assistant /native language interpreter

17. Correspondence/Miscellaneous Information

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18. Important Upcoming Dates Information

- October 29                      Parent Teacher Conferences - No School
- November 12                      Board meeting - 6:15 p.m. Lincoln Elementary

19. Consideration of Closed Session per Iowa Code 21.5(j) “to discuss the sale of particular real estate only where premature disclosure could be reasonably expected to decrease the price the governmental body would receive pay for that property.” Action

Administration requests that the Board go into closed session per Iowa Code 21.5.1(j) to discuss the sale of the North Grand Building where premature disclosure could be reasonably expected to decrease the price the District would receive for that property. Administration will request advice on the terms it would like to see included in the sale of the North Grand Building. The board will reconvene to open session prior to adjournment.

20. Adjournment