



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

Regular Meeting
Monday, December 10, 2018
5:45 P.M. Note time change

**North Grand Building
Iowa BIG North Room
Northeast Side of Building**
500 N. Grand 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 Freund

*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 the complete the agenda in a timely manner.

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

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.

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

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

7. Job Shadowing Report Information

This agenda item provides Board members an opportunity to give an oral report on their job shadowing experience from the previous month. Fellow board members and the public may ask questions of them afterward. Board members will draw names for their October job shadowing visits.

Board Member	Teacher	Assignment
Walker		
Dight		
Freund		
Mack		
Macomber		
Tilton		

Aligned with Board/Superintendent goal 1: professional learning
Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT

8. District Core Value - Vulnerability Presentation
Exhibit

Teacher Leader Team coaches will share information on vulnerability.

Aligned with Board/Superintendent goal 1: Professional Learning, and goal 2 Culture and Climate
Aligned with Strategic Focus Area 1: HIGH ACADEMIC ACHIEVEMENT

9. Human Resources Conference

Presentation
Exhibit

Superintendent Fisher attended a human resources conference in Chicago on November 6 through November 8, 2018. The conference was sponsored by the American Association of School Personnel Administrators. This conference will provide training, and guidance on best-practice human resources strategies in hiring, managements, and evaluation. This additional support will provide our human resource staff and leadership additional tools in improving hiring practices across our district. Superintendent Fisher will share information from the conference.

Aligned with Board/Superintendent goal 1 and 2: Professional Learning and Culture & Climate
Aligned with Strategic Focus Area 2: CULTURE, CLIMATE, & ENVIRONMENT

10. Policy 407.6 Employee Early Retirement

Action
Exhibit

The Board will discuss whether to offer licensed employee early retirement at the end of the 2018-19 school year. The history of early retirement incentives is included. The District experienced increasing enrollment in 2018-19 so budget reductions will not be necessary for 2019-20.

The recommendation of the superintendent is:

“to elect NOT to offer employee early retirement incentives for employees retiring at the end of the 2018-19 school year..”

Aligned with the Board/Superintendent goal 1: Professional Learning
Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

11. Lobbying at the State Capitol

Discussion/Action

The upcoming 2019 Legislative Session will convene on Monday, January 7, 2019. Members of the Charles City Board of Education have gone to Des Moines the past four years to lobby legislators on behalf of educational issues. Administration recommends that we go again and that we invite area school boards to join us.

If the board wishes to go again, Administration will secure a date, invite area boards to join us, and report back with the identified date and expected participants.

The recommendation of the superintendent is:

“to direct Administration to secure a lobbying date and invite area boards to join us.”

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

12. School Budget Review Committee (SBRC) Application for Increasing Enrollment

Action
Exhibit

The Board approved the SBRC request for increasing enrollment of \$264,169.90 for 38.9 students on October 22, 2018. After the amount was approved, enrollment increased by one more student. The District is allowed to modify its request for the additional student or by \$6,791.

The recommendation of the superintendent is:

“to approve the SBRC application authorizing the request for modified supplemental amount for increasing enrollment of \$270,960.90 as revised.”

Aligned with the Board/Superintendent goal 1: professional learning
Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

13. Financial Report for November 2018 Action
Exhibit

Director of Finance Terri O’Brien will briefly highlight some of the monthly financial reports during the meeting. Administration recommends approval of the financial report for November 2018.

The recommendation of the superintendent is:
 “to accept the November 2018 financial reports as presented.”

Aligned with the Board/Superintendent goal 1: Professional Learning
Aligned with Strategic Focus Area 4: FISCAL RESPONSIBILITY AND STABILITY

14. 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 Minutes of the Regular Meetings held on November 12, 2018 and November 26, 2018 Exhibit
- b. Approval of Monthly Bills for December 2018 Action
Exhibit
- c. Approval of Personnel: Resignations Action

Name	Position	Date Effective
Michael Ludemann	Custodian	11/13/18
Valerie Frascht	Instructional assistant	12/10/18
Terri Andrews	Instructional assistant	12/20/18

Administration recommends that the Board approve the personnel resignations..

d. Approval of Personnel: Appointments Action

Name	Position	Amount	Start Date
Julie Molstead	Virtual Learning Coordinator	\$5,000	12/11/18
Cynthia Caldwell	Custodian	\$16.09 /hr	01/02/19
Kelvin Marvin	Custodian/Driver	\$16.09/hr / \$16.52/hr	12/11/18

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.

e. 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).

f. 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

15. Correspondence/Miscellaneous Information

- Enrollment Summary

16. Important Upcoming Dates Information

- December 13 5th/6th winter vocal concert - NGB
- December 17 7-12 winter vocal concert - NGB
- December 20 3rd/4th winter vocal concert - MS gym\
- December 24-31 Winter break - no school
- January 14 Board meeting - 6:15 7th grade learning studio

17. Adjourn to Closed Session as Per Iowa Code 21.5.1(a) Action

The Board will adjourn to closed session as 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 be kept confidential as a condition for that governmental body’s possession or continued receipt of federal funds.” The Board will discuss the midpoint evaluation of the Superintendent of Schools.

18. Adjournment