



# CARLISLE COMMUNITY SCHOOL

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**MINUTES**  
**CARLISLE COMMUNITY SCHOOL**  
**Regular School Board Meeting**  
**Monday, July 16, 2018 6:00 p.m.**  
**Carlisle Community School Board Room**

President Chambers called to order the July board meeting at 6:01 p.m.

Directors Present: Kyle Chambers, President  
Art Hill, Vice President  
Jeramie Eginoire  
Harry Shipley  
Cody Woodruff

Also Present: Bryce Amos, Superintendent  
Jean Flaws, Board Secretary/Treasurer

Motion by Hill to approve the agenda as presented. Seconded by Shipley. Motion carried unanimously.

Motion by Eginoire to approve the minutes of the June 11 regular board meeting. Seconded by Woodruff. Motion carried unanimously.

Visitors – No visitors

Board Communication – The school board members received a letter from three parents concerning the addition of lights to the baseball field. Mr. Amos will respond to the parents. The board directed Mr. Amos to look into adding lights and field extension for the baseball field.

IASB Communication - None

## Updates/Information

- A. School Handbook Updates (PK-12) – Changes in the school handbooks were presented. The District's updated attendance procedures were included in all the schools' handbooks. Changes for the middle school handbook also include building procedures for entering classrooms, building procedures for split lunch, student IDs, socials requiring student IDs, level 1 behaviors and the CCSD discipline policy and procedures on student dismissal/removal from class. Changes for the high school handbook also include the pass/fail process and the dress code policy.
- B. Custodian/Bus Driver Handbook – Mr. Eighthy reviewed the process in developing the handbook. Much of the handbook came directly from the Teamsters master contract without many changes.
- C. Carlisle Staff Handbook Updates – Mr. Eighthy reviewed the recommended changes to the staff handbook that were made by the handbook committee. Changes were made to the areas of: crisis plan, identification badges, requests for changes to the handbook, activity pass, probationary period, and resignation. Insurance for custodians/full-time transportation and payroll information-custodial staff were eliminated as they were moved to the custodian/bus driver handbook. A suggestion was made to clarify that activity passes are only good for home sporting events and not district or state events.
- D. Phase II Projects Update – The board of adjustments will be meeting July 18 to review feedback, if any, from residents within 300 feet of the new high school activity center. If it is approved, the opening of the bids will be August 7 and brought to the August 13 board meeting for acceptance. The completion date has been moved back to the end of October. The industrial tech project is moving along. The heating/cooling unit will not arrive until the first of September. Temporary units will be used until then. The demolition of the maintenance and industrial tech/art buildings will take place the end of July. The

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bond money has been received and will be invested with ISJIT.

**Business/Action Items**

**A. Award Bread and Milk Bids for the 2018-2019 School Year**

Bids were received from Bimbo Bakeries for bread as follows: \$1.94/white sandwich bread, 24 oz.; \$1.94/wheat sandwich bread, 20 oz.; \$2.07/4" hamburger buns, 12 ct. and \$2.54/6" coney buns, 16 ct. Bids were received from Anderson Erickson for milk as follows: \$0.2450/½ pint strawberry and chocolate skim milk and ½ pint 1% milk; \$0.79/12 oz. skim and strawberry and chocolate skim milk; \$0.2320/½ pint skim milk. Motion by Hill to approve the bread bid from Bimbo Bakeries and the milk firm bids from Anderson Erickson as presented for the 2018-2019 school year. Seconded by Eginore. Motion carried unanimously.

**B. Approval of Custodian/Bus Driver Handbook**

Motion by Shipley to approve the custodian/bus driver handbook as presented. Seconded by Woodruff. Motion carried unanimously.

**C. Approval of School Handbooks**

Motion by Woodruff to approve the school handbooks with changes as presented. Seconded by Shipley. Motion carried unanimously.

**D. Approval of Carlisle Staff Handbook**

Motion by Shipley to approve the Carlisle staff handbook as presented with changes. Seconded by Woodruff. Motion carried unanimously.

**E. Approval of Substitute Teacher Wage**

Mr. Eighmy is proposing the increase of the substitute teacher wage from \$120.00 to \$130.00 per day/\$65.00 per half day to stay competitive with surrounding districts. The fill rate for teachers last school year was 78%. Motion by Shipley to approve the increase in the substitute teacher wage to \$130.00. Seconded by Eginore. Motion carried unanimously.

**F. Appointment of Level I, Level I Alternate and Level II Investigators**

Motion by Hill to approve the appointment of Brandon Eighmy as level I investigator, Barb Niemeyer as level I alternate investigator and the Carlisle Police Department as level II investigators. Seconded by Woodruff. Motion carried unanimously.

**G. Appointment of Board Secretary/Treasurer**

Motion by Hill to approve Jean Flaws as board secretary/treasurer for 2018-2019. Seconded by Shipley. Motion carried unanimously.

**H. Approve Employee & Family Resources Agreements**

Employee Family Resources provide assistance to staff and students grades 6-12. The annual cost per employee and the cost per student have not changed; \$12.00 and \$6.00 respectively. Motion by Shipley to approve the Employee & Family Resources agreements. Seconded by Eginore. Motion carried unanimously.

**I. Approve Communication Innovators Contract for Indoor Activities Center Audio System**

The District is responsible for purchasing the audio system for the activities center. The proposed cost is \$94,612 by Communication Innovators. Mr. Schreck visited another district in which the same system is installed.



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Motion by Eginore to approve the Communication Innovators contract for indoor activities center audio system. Seconded by Hill. Motion carried unanimously.

J. Approve Communication Innovators Contract for Doane Hakes Stadium Audio System  
The football field's current system is too small for the field size. The proposed cost for a new system by Communication Innovators is \$50,000. The current system will be sold and the activities department will contribute \$10,000 to help with the cost of the new system.

Motion by Shipley to approve the Communication Innovators contract for Doane Hakes Stadium audio system. Seconded by Eginore. Motion carried unanimously.

K. Approval of General Fund to cover Building Trades Fund deficit

Motion by Hill to approve Resolution 0718-001 for the general fund to cover any deficit in the building trades fund for the 2018-2019 school year up to \$250,000. Seconded by Woodruff. Motion carried unanimously.

L. Education Services Contract, Sioux City CSD

Motion by Hill to approve the education services contract with Sioux City CSD. Seconded by Shipley. Motion carried unanimously.

M. Second Reading of Secondary School (6-12) Student Identification Card Policy (502.12)

The wearing of IDs is intended to provide a layer of security as the District continues to grow. Concern was expressed about the inconvenience to students and the enforcement of this policy. Administration will listen to feedback and make changes as needed.

Motion by Eginore to approve the second reading of Secondary School (6-12) student identification card policy, 502.12. Seconded by Hill. Motion carried with Woodruff voting nay.

N. First Reading of Board Policy Codes 406.1, 406.2, 406.3, 406.4, 406.6, 412.4, 706.2, 201, 202.3

Motion by Shipley to approve the first reading of board policy codes 406.1, 406.2, 406.3, 406.4, 406.6, 412.4, 706.2, 201, 202.3 and waive the second reading. Seconded by Eginore. Motion carried unanimously.

O. Legislative Priorities

Motion by Hill to approve the legislative priorities of Teacher Leadership and Development, School Funding Policy, Supplemental State Aid and SAVE (Secure an Advanced Vision for Education).

Seconded by Woodruff. Motion carried unanimously.

P. Resignations for 2018-2019

a. Ken Sadler	Boys Varsity Soccer Coach	Step 4 Group 2
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Q. New Hires for 2018-2019

a. Mark Hoekstra	Strength & Conditioning Coach	Step 4 Group 1
b. Rhonda Ray	Mentor	
c. Brandy Baxter	Mentor	
d. Jessica Fastenow	Mentor	
e. Katie Spooner	Mentor	
f. Aaron White	Mentor	
g. Brianne Sears	Mentor	
h. Jennifer Bourbonnais	Mentor	
i. Brandy Baxter	CTL – 5 <sup>th</sup> Grade	
j. Kolton Boyer	CTL – MS Science	

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|-----------------------|-----------------------------|----------------|
| k. Jenny Sinclair     | CTL – MS ELA                |                |
| l. Dana Bradshaw      | MS Yearbook Sponsor         |                |
| m. Rebecca Zirkelbach | Speech Coach                | Step 4 Group 5 |
| n. Ken Sadler         | Girls Varsity Soccer Coach  | Step 4 Group 2 |
| o. Dylan Lundin       | High School Night Custodian |                |

Motion by Hill to approve the resignation and new hires for 2018-2019 as presented. Seconded by Woodruff.  
Motion carried unanimously.

Motion by Hill to approve the bills as presented in the amount of \$1,047,956.00. Seconded by Eginore.  
Motion carried unanimously.

Motion by Shipley to approve the June 2018 financial reports as presented. Seconded by Eginore. Motion carried unanimously.

### Mr. Amos' Report

\*Mr. Amos met with the City's school liaison regarding the Great Western Bank property that is for sale. Both entities have expressed an interest. The District's main interest in the property is for additional parking. The main building would require renovation in order to make it useable as office space. District will not pursue its interest in purchasing for now.

\*The District will begin having a summer graduation ceremony. There is one student who qualifies this year because of summer school attendance and will be recognized at the August board meeting. Thirty students attended summer school. Eleven students caught up with credits with 29 credits recovered.

\*The participation of staff in professional learning shows the professionalism of the staff. Forty staff attended professional conferences and 80 staff participated in the District's curriculum writing days this summer.

\*The high school has been rated #18 of all high schools in the State of Iowa by U.S. News and World Report. The high school received a bronze recognition nationally.

\*The solvency ratio has been 27%-28%. Mr. Amos will bring recommendations to the September board meeting on ways to lower the solvency ratio closer to 20%.

\* Mr. Amos, Mrs. Lillis and Mrs. Rolffs presented at the Annual Visible Learning Conference on how to build systemness and collective efficacy which was geared for a district leadership. The presentation went well and was well received.

The next Regular Board Meeting is August 13, 2018, 6:00 p.m., in the Carlisle Community School Board Room.

Closed Session to Evaluate the Professional Competency of an Individual per Iowa Code § 21.5(1)(i)  
Closed Session was not needed.

Motion by Woodruff to adjourn the July regular meeting. Seconded by Hill. Motion carried unanimously.  
Meeting adjourned at 7:58 p.m.

Kyle Chambers, Board President  
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Attest: Jean Flaws, Board Secretary/Business Manager

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