



**MINUTES
CARLISLE COMMUNITY SCHOOL
Regular School Board Meeting
Monday, May 11, 2020, 6:00 p.m.
Carlisle Community School Board Room
Livestream: [CCSD.LIVE](https://www.ccsd.live)**

The Carlisle School Board will follow CDC and Iowa Governor' Office for occupancy recommendation of no more than 10 people with social distancing of six feet.

School board Meetings will be live streamed at [ccsd.live](https://www.ccsd.live)

Patrons can email Bryce Amos, Superintendent of Schools prior to board meetings to submit public comment to the school board.

bryce.amos@carlislecsd.org

President Hill called to order the May 11 regular board meeting at 6:01 p.m.

Directors Present: Art Hill, President
Harry Shipley, Vice President, Zoom
Jeramie Eginore, Zoom
Mindy Donovan
Samantha Fett, Zoom

Also Present: Bryce Amos, Superintendent
Jean Flaws, Board Secretary/Business Manager, Zoom

The agenda was amended to add a new hire for 2020-2021.

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

Motion by Shipley to approve the minutes from the April 13 regular meeting, April 20 special meeting and April 27 special meeting as presented. Seconded by Eginore. Motion carried unanimously.

Visitors – No visitors

Board Communication – No communication

IASB Communication – School Board Recognition – May is School Board Recognition month. The board members will receive certificates. Being a board member is a voluntary position. Mr. Amos thanked the board members for their service and dedication for all they have done especially during this pandemic. Mr. Amos all noted several other recognitions since school has been closed. April 1 was Paraprofessional Day, May 4-8 was Teacher Appreciation Week, May 7 was School Nurse Day, and May 1 was School Lunch Hero Day along with School Principals Appreciation Day. A big thank you to all these groups for their service.

UPDATES/INFORMATION

A. Progress of 6-12 Literacy Curriculum Resource Adoption for 2020-21 School Year
Dana Lillis, Director of Teaching and Learning, presented on the adoption of the 6-12 literacy curriculum resource for 2020-2021. A team of grades 6-12 instructors went through a very comprehensive process from May 2019 – April 2020 to determine what the District needed and which resource would best fit those needs. There was a consensus of everyone on the team to go with Houghton, Mifflin, Harcourt “Into Literature” at a cost of \$183,254.15 over 6 years. It provides students texts and online access for student texts, a writable subscription for all students, additional books and professional development for 3 years for the teachers. Mrs. Lillis presented an implementation plan through November which includes a parent night in September.

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- B. US News & World Report School Rankings
 - i. Carlisle High School (Top 10 Metro HS / Top 30 State of Iowa)
- Mr. Amos announced the honors for the high school which provides great recognition for the school.
- C. School Closure Programs
 - i. School Grab-n-Go Lunch Program – To date, the school has served 2,475 lunches at the high school and 670 lunches at Hartford. This program will continue through May 22. The District is looking into the possibility of extending the program through June 30. Mr. Amos thanked Charlene McCrory, Food Service Director and her staff for their efforts in serving the students.
 - ii. Continuous Learning Programs – Last week, the District mailed out 414 instructional packets. Approximately 90% of students overall are participating. In the secondary grades, 96%-100% of the students have completed the survey or have been contacted by the school. At the middle school, 253 students requested component recovery.
 - iii. Return to Learn Planning – The Return to Learn Plan guidance was just released and the District will need to submit the plan by July 1. The challenge is not knowing what the environment will be like August 23. Carlisle will remain with the original approved 2020-2021 calendar. There are 3 options in the plan: 1) Required Continuous Learning (which the state has to approve this plan), 2) Hybrid Learning – coming back to school following CDC guidelines which would be a combination of on-site learning and remote learning. 3) On-site Delivery – students returning to school with possible appropriate health and safety measures. Work will begin to determine the scope and sequence process and operational departments will develop plans for any type of plan for students returning to school.
 - iv. Student Materials Pick Up – At the elementary, about 90% of items were picked up last week. Hartford pick up started May 11. About 93% of middle school students have picked up their items and about 75% of the high school students have picked up their items. Staff is working with the students who have yet to pick up their items.
- D. Phase II Projects Update
 - i. Wildcat Activities Center – Work is being done on redoing the polished concrete hallways along with some exterior work.
 - ii. Elementary Renovation – Elementary teachers have been packing up their classrooms so as to continue with the remodeling. The new furniture will be here in July.
 - iii. Main Campus Parking Lot Expansion – Mr. Amos is working with DLR Group in drawing up a plan to add about 30-40 parking spaces where the Lustron home was located at an approximate cost of \$400,000 - \$500,000.
- E. High School Graduation Ceremony – Mr. Amos reviewed the plans for the Graduation Ceremony to take place May 17. Plans are underway for a summer graduation ceremony at the football field/stadium June 28. Senior awards will be in conjunction with the graduation video, showing a student's awards when he/she receives their diploma. The video is scheduled to be released May 24. There will be a Senior Celebration Parade May 15, 3:30 – 4:30 sponsored by the Hometown Pride Committee. Seniors will line up on Wildcat Way and people can drive through to recognize the seniors (starting at School Street and down the hill to First Street).
- F. High School Principal Hiring Process – Mr. Amos reviewed the process for hiring a new high school principal. May 18-19 will be the first round of interviews. May 22 will be in-person interviews (following CDC guidelines) with up to 3 finalists. Three groups will participate in the interviews: students, staff and parents. May 28 will be a special board meeting where a recommendation to hire will be presented to the board for approval.

BUSINESS/ACTION ITEMS

- A. Approval of 6-12 Literacy Curriculum Resource Adoption

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Motion by Shipley to approve the 6-12 literacy curriculum resource adoption as presented. Seconded by Fett. Motion carried unanimously.

B. Graduating Senior Class List, 2019-2020

Motion by Eginoire to approve the graduating senior class lists for 2019-2020. Seconded by Shipley. Motion carried unanimously.

C. Acceptance of Offer on the Building Trades Home

The District has received an offer on the building trades home and countered which was accepted. The offer is \$287,500 with a subject to sale. Purchasers have been given until June 1 to sell their home.

Motion by Shipley to accept the offer on the building trades home. Seconded by Eginoire. Motion carried unanimously.

D. Approval of Mastery Manager Contract

Mastery Manager is an assessment management system that the District has been using. The cost is \$14,413.41 for 2020-2021.

Motion by Eginoire to approve the mastery manage contract as presented. Seconded by Shipley. Motion carried unanimously.

E. Approval of Non-certified Wages/Benefits for 2020-2021

Mr. Amos presented the wages/benefits for food service, transportation, custodians/maintenance, secretaries, subs and paraprofessionals.

Motion by Eginoire to approve the non-certified wages/benefits for 2020-2021 as presented. Seconded by Fett. Motion carried unanimously.

F. Approval of Administrator Salaries/Benefits for 2020-2021

In order to become more competitive in the area, the administrator/director benefits for family health insurance are being increased for 2020-2021. Currently the District does not contribute any money towards family health insurance. The proposal is for the District to contribute \$4,315.56 annually towards family health insurance for these employees or as cash for those that don't take family insurance. There will be no wage increase for this group.

Motion by Shipley to approve the administrator salaries/benefits for 2020-2021. Seconded by Fett. Motion carried unanimously.

G. Food Service Meal Prices and School Fees, 2020-2021

School and activity fees will not increase for 2020-2021. Food Service meal prices for next year are as follows: student breakfast-\$1.75, adult breakfast-\$2.10, student lunch-\$2.90, adult lunch-\$3.85, extra lunch entrée-\$1.55, second lunch-\$3.40 and extra milk/juice-\$0.50.

Motion by Eginoire to approve the food service meal prices and school fees for 2020-2021 as presented. Seconded by Donovan. Motion carried unanimously.

H. Pitney Bowes Agreement

The Pitney Bowes agreement is for the postage machine the District uses. The quarterly payment for this service is decreasing from \$195.12 to \$190.95.

Motion by Shipley to approve the Pitney Bowes agreement. Seconded by Eginoire. Motion carried unanimously.

I. Timberline Billing Service LLC Agreement

Timberline Billing Service assists the District in filing Medicaid reimbursement claims. This is a three year agreement with no increase in price.

Motion by Eginoire to approve the Timberline Billing Service LLC agreement as presented. Seconded by Shipley. Motion carried unanimously.

J. Resignations for 2020-2021

i. Kayla Holtgrewe

MS Volleyball Coach

Step 3 Group 6

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|-----------------------|----------------------------------|----------------|
| ii. Taylor Moser | 4 th Grade Teacher | Step 4 Lane 1 |
| iii. Hannah McCoy | Ass't Varsity Girls Soccer Coach | Step 0 Group 4 |
| iv. Matthew Blackmore | HS Principal | |
- K. New hires for 2020-2021
- | | | |
|---------------|-------------|----------------|
| i. Kaley Ihle | Dance Coach | Step 2 Group 3 |
|---------------|-------------|----------------|
- Motion by Eginore to approve the resignations and new hires for 2020-2021 as presented. Seconded by Fett. Motion carried unanimously.

Motion by Shipley to approve the bills in the amount of \$1,424,256.37. Seconded by Eginore. Motion carried unanimously.

Motion by Shipley to approve the April, 2020 financial reports as presented. Seconded by Eginore. Motion carried unanimously.

Mr. Amos's Report

- i. Superintendent Evaluation Process & Timeline – Mr. Amos reviewed the process and timeline for his evaluation. President Hill will send out the staff 360 feedback survey the week of May 18. Mr. Amos will give his evaluation report to the board members for review. The board members will then complete an evaluation form and return to President Hill for compilation and review at a closed session June 8 at 5:00 p.m.

FUTURE MEETINGS

- A. May 28, 2020 Special Board Meeting, 6:00 p.m., Carlisle Community School Board Room
- B. June 8, 2020 Regular Meeting, 5:00 p.m., Carlisle Community School Board Room, starting with closed session and then the regular meeting agenda starting at 6:00 p.m.

ADJOURNMENT

Motion by Shipley to adjourn the May 11 regular board meeting. Seconded by Eginore. Motion carried unanimously.

Meeting adjourned at 7:57 p.m.

Art Hill, Board President
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Attest: Jean Flaws, Board Secretary/Business Manager

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