

Minutes for Communication Committee  
Wednesday, January 8, 2020  
High school conference room

Present: Areny Bork, Bonnie Breza, Michele Butler. Absent: Lynn Doelle

Meeting was called to order at 6:00pm.

Discussion centered on topics to address at our next community communication meeting. A list of community representatives to specifically invite was developed. Final plan and agenda will be brought to the full board on January 15 for input and/or approval.

Meeting adjourned at 6:44pm.

Cochrane -Fountain city School District  
Human Resource Committee Meeting Minutes  
January 8, 2020

Karen Knospe called the meeting to order at 4:00 p.m. in the High School Conference room. Committee members present were Karen Knospe, Rita Greshik and Kalene Engel. Others present were Michele Butler.

**Review the Committee's Charge-**The Human Resources Committee is charged with providing recommendations concerning the recruiting, hiring, training, compensating and retaining a highly qualified and diverse staff.

**Review Job Descriptions-** Michele Butler presented job descriptions she prepared for the committee to review. The committee reviewed job descriptions for Accounts and Budget Specialist, Payroll and Student Accounts Specialist, Principal, Assistant Principal, Athletic Director, Buildings and Grounds Supervisor, Transportation Supervisor, Mechanic-Bus Route Manager, Curriculum Supervisor, Food Service Supervisor.

**Adjourn:** Kalene Engel made a motion to adjourn at 5:30 p.m., seconded by Rita Greshik. Motion carried.

Cochrane-Fountain City School District  
Human Resource Committee Minutes  
January 29, 2020

Karen Knospe, chair of the committee called the meeting to order at 6:15 p.m. in the High School Conference Room. Committee members present were, Karen Knospe, Kalene Engel and Rita Greshik. Others present included Michele Butler, Lynn Doelle and Larry Cyrus

**Review the Committee's Charge-**The Human Resources Committee is charged with providing recommendations concerning the recruiting, hiring, training, compensating and retaining a highly qualified and diverse staff.

**Review Job Descriptions-** Supt. Butler reviewed the job descriptions completed thus far with the changes that were discussed prior. She informed us she will continue working on job descriptions with School Nurse next.

**Review Employee Opinion Survey Results-** Michele presented the results of an all staff survey and compared it to a previous survey and pointed out trends in the data.

**Discuss Potential Retirement Benefit Plan-**Michele Butler presented a potential retirement plan she has been considering. A lot of work still needs to be done, but Michele sees great potential in this plan. The committee appreciated the plan and lots forward to further reports from the Superintendent. Michele would like to present plan through an actuary.

**Adjourn-** Kalene Engel made a motion to adjourn at 7:15 p.m., seconded by Rita Greshik. Motion carried.

**MINUTES OF THE  
BOARD OF EDUCATION  
COCHRANE-FOUNTAIN CITY SCHOOL DISTRICT  
Policy Committee Meeting  
High School Conference Room  
January 29, 2020  
7:00 p.m.**

**Committee Charge:** *The Policy Committee is charged with making recommendations for the adoption, deletion or revision of school board policies, and, in limited circumstances, administrative rules.*

**Call to Order:** Chairperson Kalene Engel called the meeting to order at 7:22 p.m.

**Roll Call:** The following committee members were present: Kalene Engel, Lynn Doelle, Rita Greshik. Michele Butler was also present:

**Approval of Minutes from 11/6/19 Meeting:** Rita made a motion to approve the minutes and Lynn seconded the motion. No discussion. Motion approved 3-0.

**New Business:** After introduction and explanation by Michele, committee members reviewed and suggested changes to the following policies:

1. 352 – Field Trips
2. 352.1 – District-Sponsored Trips/Activities Involving Long-Distance Travel or an Overnight Stay

By consensus, the committee agreed to recommend the policies, as revised, to the full school board for approval

**Update of Existing Policies:** Due to changes in statutes and/or rules, WASB has recommended changes to policy 522.1 Alcohol and Drug Free Workplace and elimination of the 342.7 Services/Programs for English Learners Exhibit. Committee members reviewed and discussed the policies and made further suggestions for modification.

By consensus, the committee agreed to recommend the revision to policy 522.1 and removal of 342.7 Exhibit to the full school board for approval

**Adjournment:** Rita moved to adjourn the meeting; Lynn seconded the motion. NO discussion. Motion passed 3-0. Meeting adjourned at 7:25 p.m.

Cochrane-Fountain City School District  
Minutes for Curriculum Committee Meeting  
January 29, 2020  
High School Conference Room  
3:30 p.m.

1. Michele, Steve S. and Steve N. provided an update on the new standards for social studies and science.

- New state standards
- Essential learning objectives
- Student action

2. Plans for PLC teams and PLC at C-FC was discussed.

3. C-FC is looking at ways to expand or include Course Options and Distant Learning.

4. Ways to improve ACT test scores.

- Purpose of the test
- Preparing for the test
- Taking the test
- Understanding the results

5. Summer school was also discussed.

- June classes
- August classes
- What classes can be included
- Classes that maybe should be offered - What about staff?

6. Mental Health Programming - Perhaps an update with the Board would be important.