

Red Oak Community School District

604 S Broadway

Red Oak, Iowa 51566

712.623.6600

www.redoakschooldistrict.com

Regular Board of Directors Meeting

Meeting Location: Red Oak Jr./Sr. Virtual Learning Center OR

VIA Internet and phone -visit website for information

Go To Meeting Link: <https://meet.goto.com/230353565>

Wednesday, October 18, 2023 – 5:30 pm

- Agenda -

- 1.0 Call to Order – Board of Directors President Bret Blackman
- 2.0 Roll Call – Board of Directors Secretary Heidi Harris
- 3.0 Approval of the Agenda – President Bret Blackman
- 4.0 Communications
 - 4.1 Public Comment

The board invites members of the public to offer comments about items of interest or concern relating to the district. Public comments are limited to two (2) minutes. The Board will not respond to comments at this time, but may consider public input when the topic is raised on an agenda. Due to open meeting laws the Board cannot discuss items not already on the agenda.
 - 4.2 Good News from Red Oak Schools
 - 4.3 Visitors and Presentations
- 5.0 Consent Agenda
 - 5.1 Review and Approval of Minutes from September 20, 2023, and September 27, 2023
 - 5.2 Review and Approval of Monthly Business Reports
 - 5.3 Personnel Consideration
 - 5.3.1 Hiring of Dillon Wiser as Jr High School Wrestling Coach for the 2023-2024 School Year
 - 5.3.2 Hiring of Morgen Worden as Jr High School Girls Basketball Coach for the 2023-2024 School Year (pending authorization)
 - 5.3.3 Hiring of Weston Rolenc as High School Head Boys Tennis Coach for the 2023-2024 School Year
 - 5.3.2 Acceptance of Dale French as High School Volunteer Assistant Girls Basketball Coach
- 6.0 General Business for the Board of Directors
 - 6.1 Old Business
 - 6.1.1 Discussion/Approval of 2nd Reading of Board Policies 800-806
 - 6.2.2 Discussion/Approval of 2nd Reading of Board Policy 402.14
 - 6.2 New Business

6.2.1 Discussion/Approval of 1st Reading of Board Policy 503.6

6.2.2 Discussion/Approval of Hiring a School Beyond School Sponsor with a Supplemental Stipend of \$4,726

6.2.3 Discussion/Approval of School Improvement Advisory Committee (SIAC) Members for the 2023-2024 School Year

7.0 Reports

7.1 Administrative

7.2 Future Conferences, Workshops, Seminars

7.3 Other Announcements

7.4 Board Member Requested Item(s) for Next Meeting Agenda

8.0 Next Board of Directors Meeting: Wednesday, November 15, 2023 – 5:30 pm
Red Oak Virtual Learning Center
Red Oak Jr./Sr. High

9.0 Adjournment

**Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Red Oak Junior Senior High School Campus
September 20, 2023**

The regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Bret Blackman at 5:30 p.m. at the Red Oak Junior Senior High School Virtual Classroom.

Present

Directors: Bret Blackman, Roger Carlson, Jackie DeVries, Bryce Johnson (arrived at 6:01 p.m.), and Kathy Walker

Superintendent Ron Lorenz, Board Secretary/Business Manager Heidi Harris

Approval of Agenda

Motion by Director Walker, second by Director DeVries to approve the agenda with the order of agenda items at the discretion of the meeting chair. Motion carried unanimously.

Consent Agenda

Motion by Director Walker, second by Director Carlson to approve the consent agenda as presented including meeting minutes, business reports, current personnel considerations, out-of-state field trips, and future fundraisers. Motion carried unanimously.

Public Hearing on Resolution to Transfer Unexpended Child Care Funds to the District's Flexibility Account

President Blackman opened the public hearing at 5:34 p.m. for the resolutions to transfer unexpended childcare funds to the District's Flexibility Account. There were no public comments. President Blackman closed the public meeting at 5:36 p.m.

Good News from Red Oak Schools

The new drop off and pick up app PickMyKid has been very successful in expediting the arrival and dismissal for all students in the District.

The new cell phones procedures have been accepted by students and seem to be having a positive impact on the school climate.

Scheduling changes have had a positive impact with the preschool instruction time while shortening the Wednesday afternoon early-outs has resulted in a greater focus on Professional Learning.

We are happy to announce that our new Teacher Prep Academy has five students and is going very well.

Visitors and Presentations

Daric O'Neal from Alley Poyner Macchietto Architecture shared an update on requested cost projections for the capital improvement projects identified in the District's long-range strategic facilities plan.

Board Policies Series 800 - 806

Motion by Director Johnson, second by Director DeVries to approve the first reading of board policies series 800 - 806. Motion carried unanimously.

Continuation of September 20, 2023, Meeting Minutes – Page 2

Board Policy 402.9

Motion by Director DeVries, second by Director Carlson to approve the first reading of board policy 402.9. Motion carried unanimously.

Board Policy 402.14

Motion by Director Johnson, second by Director DeVries to approve the first reading of Board Policy 402.14. Motion carried unanimously.

Board Policy 403.2

Motion by Director Carlson, second by Director DeVries to approve the first reading and waive the second reading of Board Policy 403.2. Motion carried unanimously.

Board Policy 509.4

Motion by Director Carlson, second by Director Walker to approve the first reading and waive the second reading of Board Policy 509.4. Motion carried unanimously.

Board Policy Series 605.1 - 605.3

Motion by Director Johnson, second by Director Carlson to approve the first reading and waive the second reading of Board Policies series 605.1 - 605.3. Motion carried unanimously.

Transfer of Child Funds to Flexibility Account

Motion by Director DeVries, second by Director Walker to approve the resolution to transfer unexpended childcare funds to the District's Flexibility Account, formerly an enterprise account. Motion carried unanimously.

Replacing Aging Facilities Vehicle

Motion by Director Johnson, second by Director Walker to approve the purchase of a 2015 Dodge Caravan for \$7,900 for the Maintenance Department. Motion carried unanimously.

Funds Transfer for Safety Equipment

Motion by Director Carlson, second by Director DeVries to approve the transfer \$11,406.11 from the General Fund to the Activity Fund for the purchase of and re-conditioning of protective and safety equipment in accordance with Iowa Code Chapter 298A.8. Motion carried unanimously.

Talented and Gifted Program

Motion by Director Walker, second by Director Johnson to approve the continuation of the Talented and Gifted Program. Motion carried unanimously.

Title 1 Reallocation

Motion by Director Johnson, second by Director DeVries to approve the hiring of two paraprofessionals to support the Title 1 Reading Program. Motion carried unanimously.

Leased Bus Repair

Motion by Director Carlson, second by Director Walker to approve the payment of up to \$10,899.58 for assessed damages (i.e., body repair) of recently returned leased school buses. Motion carried unanimously.

Adjournment

Motion by Director Walker, second by Director DeVries to adjourn the meeting at 7:06 p.m. Motion carried unanimously.

Closed Session

Motion by Director Carlson, second by Director Walker to enter into closed session per Iowa Code 21.5(1)(i) at 6.54 p.m. Motion carried unanimously. Exited closed session at 7.11 p.m.

Closed Session

Motion by Director Johnson, second by Director Carlson to enter into closed session per Iowa Code (1)(j) at 7:12 p.m. Motion carried unanimously. Exited closed session at 7.49 p.m.

Closed Sessions adjourned at 7:49 p.m.

Work Session

Monday, October 16, 2023 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Next Board of Directors Meeting

Wednesday October 18, 2023 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Heidi Harris, Board Secretary

Red Oak Community School District
Special Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Virtual
September 27, 2023

The special meeting of the Board of Directors of the Red Oak Community School District was called to order by President Bret Blackman at 7:30 a.m. The meeting was held virtually.

Present

Directors: Bret Blackman, Roger Carlson, Jackie DeVries (7:31 a.m.), and Kathy Walker
Superintendent Ron Lorenz, District Secretary Jessie Bruning

Approval of Agenda

Motion by Director Walker, second by Director Carlson to approve the agenda with the order of agenda items at the discretion of the meeting chair. Motion carried unanimously.

Gift of Personal Property

Motion by Director Carlson, second by Director Walker to approve the resolution of the acceptance of a gift of personal property (i.e. 2023 customized H & H Trailer, 7 X 16' HH Series, flat top, V-Nose enclosed cargo trailer, 7K tandem) from the Red Oak Music Boosters. Motion carried unanimously.

Adjournment

Motion by Director Walker, second by Director DeVries to adjourn the board meeting at 7:34 a.m. Motion carried unanimously.

Next Board of Directors Meeting
Work Session

Wednesday, October 18, 2023 – 5:30 p.m.
Monday, October 16, 2023 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Heidi Harris, Board Secretary

September 2023 Reconciliation Report

RED OAK COMMUNITY SCHOOLS 2024	GENERAL FUND	MANAGEMENT	PHYSICAL PLANT AND EQUIPMENT LEVY	DEBT SERVICE	SAVE TAXES/REV BONDS	BEFORE/AFTER SCHOOL
Beg. Balance 9-01-2023	\$3,931,091.56	\$905,496.15	\$2,891,793.72	\$345,230.29	\$2,903,989.11	\$8,049.79
Revenue	\$1,043,338.53	\$12,566.45	\$190,606.86	\$191,297.15	\$122,252.58	
Expenditure	\$1,077,669.50	\$27,415.25	\$24,707.60		\$76,785.87	
Balance 9-30-2023	\$3,896,760.59	\$890,647.35	\$3,057,692.98	\$536,527.44	\$2,949,455.82	\$8,049.79

\$10,985,650.62

Balance 9-30-2022	\$3,863,606.57	\$1,106,340.09	\$2,890,385.65	\$504,585.52	\$2,502,838.15	\$8,049.79
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Checking Account .20%	Checking Account	\$11,364,278.11
	Adjustment	(\$477.22)
	ISJIT	
	Petty Cash	\$100.00
	Outstanding Checks	\$24,766.92
		<u>\$11,388,667.81</u>

	ACTIVITY FUND	NUTRITION FUND
Beg. Balance 9-01-2023	\$83,268.73	\$531,456.62
Revenue	\$18,591.42	\$24,614.31
Expenditure	\$23,783.38	\$23,021.33
Balance 9-30-2023	<u>\$78,076.77</u>	<u>\$533,049.60</u>

Balance 9-30-2022	\$122,373.62	\$533,049.60
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Checking Account .20%	\$86,133.05	\$692,879.15
Petty Cash Boxes	\$200.00	\$-
Outstanding cks	\$8,056.28	\$17.02
	<u>\$78,276.77</u>	<u>\$692,862.13</u>

PHYSICAL PLANT AND EQUIPMENT LEVY

	2020-2021		2021-2022		2022-2023		2023 - 2024
Beginning Balance (July 1)	\$2,329,854.73	Beginning Balance (July 1)	\$ 2,726,998.24	Beginning Balance (July 1)	\$ 3,193,485.61	Beginning Balance (July 1)	\$ 3,209,437.61
Add: Revenue		Add: Revenue		Add: Revenue		Add: Revenue	
Property Taxes	\$137,149.56	Property Taxes	\$ 130,392.46	Property Taxes	\$ 174,097.05	Property Taxes	\$ 44,031.69
Voted PPEL	\$420,570.90	Voted PPEL	\$ 446,494.67	Voted PPEL	\$ 420,024.91	Voted PPEL	
Voted PPEL Surtax	\$493,222.30	Voted PPEL Surtax	\$ 174,559.79	Voted PPEL Surtax	\$ 45,787.95	Voted PPEL Surtax	\$ 5,020.41
Utility Replacement Tax	\$3,864.00	Utility Replacement Tax	\$ 3,566.87	Utility Replacement Tax	\$ 3,776.43	Utility Replacement Tax	
Utility Replacement Tax (SAVE)	\$13,925.08	Utility Replacement Tax (SAVE)	\$ 16,751.07	Utility Replacement Tax (SAVE)	\$ 13,371.56	Utility Replacement Tax (SAVE)	
Mobile Home Tax	\$61.01	Mobile Home Tax	\$ 45.81	Mobile Home Tax	\$ 88.96	Mobile Home Tax	\$ 27.10
Voted PPEL Mobile Home	\$188.87	Voted PPEL Mobile Home	\$ 269.31	Voted PPEL Mobile Home	\$ 88.06	Voted PPEL Mobile Home	
Military Credit	\$41.22	Military Credit	\$ 31.27	Military Credit	\$ 27.29	Military Credit	
Military Credit (SAVE)	\$115.82	Military Credit (SAVE)	\$ 0.56	Military Credit (SAVE)	\$ 98.69	Military Credit (SAVE)	
Commercial Industrial tax	\$2,160.74	Commercial Industrial tax	\$ 2,101.92	Commercial Industrial tax		Commercial Industrial tax	
Commercial Ind. Voted PPEL	\$7,786.86	Commercial Ind. Voted PPEL	\$ 3,814.88	Commercial Ind. Voted PPEL		Commercial Ind. Voted PPEL	
Interest	\$5,392.12	Interest	\$ 5,991.65	Interest	\$ 17,061.65	Interest	\$ 10,450.76
		Sale of Vacant Lot	\$ 2,000.00			School Bus Refunds	\$ 143,764.80
Prior Year Expenditure ERATE Reimbursement							
Subtotal	\$1,084,478.48	Subtotal	\$ 786,020.26	Subtotal	\$ 674,422.55	Subtotal	\$ 203,294.76
TOTAL AVAILABLE	\$3,414,333.21	TOTAL AVAILABLE	\$ 3,513,018.50	TOTAL AVAILABLE	\$ 3,867,908.16	TOTAL AVAILABLE	\$ 3,412,732.37
LESS: Expenditures		LESS: Expenditures		LESS: Expenditures		LESS: Expenditures	
Chrome Book Lease	\$84,589.28	Frontline License Renewals	\$ 17,052.94	Chrome Book Lease (Double Payment)	\$ 169,794.56	Chrome Book Lease (Double Payment)	\$ 84,897.28
Frontline Software	\$16,264.13	US Bank-Chromebook Lease Payment	\$ 84,897.28	Frontline Slicense Renewals	\$ 41,560.28	Frontline/SUI Software	\$ 36,310.83
Forecast5	\$22,158.00	Forecast5	\$ 14,426.00	FY22 Expenses Paid in FY23	\$ 18,715.00	Boiler Construction Documents	\$ 2,958.20
School Bus Lease	\$61,602.40	Software Unlimited	\$ 8,195.00	Boiler Construction Documents	\$ 7,000.00	FY23 Expenses Paid in FY24	\$ 1,922.04
RO Chrysler-Ford Transport Van	\$33,987.85	Heartland Insealators	\$ 5,120.00	Portable Rental	\$ 34,356.02	HS Gym Floor	\$ 4,655.00
Chrome Book Lease	\$308.00	Bus Lease	\$ 61,602.40	Bus Lease	\$ 61,602.40	Portable Rental	\$ 2,958.20
Rent Council Bluffs Sp Ed	\$728.08	Rent Council Bluffs Sp Ed	\$ 259.08	Garage Doors-Bus Barn	\$ 11,608.00	Bus Lease	\$ 137,764.80
Rent Council Bluffs Sp Ed	\$732.80	Rent Council Bluffs Sp Ed	\$ 2,202.60	Chrome Book Lease (Double Pymt Refund)	\$ (84,897.28)	New Bus Lease Advance	\$ 77,184.00
Rent Council Bluffs Sp Ed	\$759.74	Track Resurfacing	\$ 4,000.00	Portable Rental	\$ 3,015.34	Correction from FY23	\$ (18,318.56)
Rent Council Bluffs Sp Ed	\$791.55			Press Box Chairs	\$ 419.93	Frontline Software	\$ 12,590.23
Rent Council Bluffs Sp Ed	\$1,346.07			Track Resurfacing	\$ 82,000.00	Portable Rental	\$ 2,958.20
Infinite Campus Software Renewal	\$23,233.00			Portable Rental	\$ 2,978.20	Maintenance Van	\$ 7,900.00
Rent Council Bluffs Sp Ed	\$803.32			Boiler Construction Documents	\$ 3,500.00		\$ 1,259.17
Rent Council Bluffs Sp Ed	\$805.35			Portable Rental	\$ 2,968.20		
Rent Council Bluffs Sp Ed	\$803.80			Rent Council Bluffs Sp Ed	\$ 2,484.44		
				Portable Rental	\$ 2,968.20		
				Lunch Van	\$ 57,186.00		
				Gym Floor Resurfacing	\$ 5,678.50		
				Portable Rental	\$ 2,968.20		
				Rent Council Bluffs Sp Ed	\$ 2,272.87		
				Portable Rental	\$ 2,968.20		
				HS Boiler	\$ 178,070.00		
				Software Subscription	\$ 3,100.00		
				Rent Council Bluffs Sp Ed	\$ 1,947.40		
				Portable Rental	\$ 2,968.20		
				K-12 Docs	\$ 1,435.00		
				Gym Floor Resurfacing	\$ 3,920.00		
				Rent Council Bluffs Sp Ed	\$ 2,003.36		
				Portable Rental	\$ 2,958.20		
				Architect Svcs	\$ 6,000.00		
				Rent Council Bluffs Sp Ed	\$ 7,112.92		
				Architect Svcs	\$ 9,042.55		
				Portable Rental	\$ 2,958.20		
				Rent Council Bluffs Sp Ed			
Subtotal	\$248,913.37	Subtotal	\$ 197,755.30	Subtotal	\$ 652,662.89	Subtotal	\$ 355,039.39
Cash Balance	\$3,165,419.84	Cash Balance	\$ 3,315,263.20	Cash Balance	\$ 3,215,245.27	Cash Balance	\$ 3,057,692.98

Capital Projects Fund

	2020-2021		2021-2022		2022-2023		2023-2024
Beg Balance (July 1)	\$1,888,719	Beg Balance (July 1)	\$1,830,921	Beg Balance (July 1)	\$2,264,484	Beg Balance (July 1)	\$2,815,738
Add: Revenue		Add: Revenue		Add: Revenue		Add: Revenue	
1¢ Sales Tax	\$950,493	1¢ Sales Tax	\$1,247,814	1¢ Sales Tax	\$1,447,127	1¢ Sales Tax	\$351,700
Interest	\$3,688	Interest	\$4,218	Interest	\$14,279	Interest	\$6,583
Subtotal	\$2,842,900	Subtotal	\$3,082,954	Subtotal	\$3,725,890	Subtotal	\$3,174,021
LESS: Expenditures		LESS: Expenditures		LESS: Expenditures		LESS: Expenditures	
Chrome Book Lease	\$10,097	Chromebook Lease	\$10,097	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803
ROECC Construction Exp	\$7,768	Record FB/BB Fields Deed	\$22	FY22 Expense Paid in FY23	\$3,500	AOI Bldg Master	\$173
Admin Office Const Exp	\$7,696	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803
District Signage	\$28,312	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803
Trans Office Const Exp	\$1,998	Revenue Bond Payment	\$73,801	Revenue Bond Payment	\$73,612	Alley Poyner-Bldg Master	\$2,983
Trans Office Const Exp	\$5,600	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612		
Rev Bond Pymt Transfer	\$221,920	District Signage	\$9,895	Alley Poyner-Bldg Master	\$9,717		
Jerry's Basement Water	\$821	Revenue Bond Payment	\$73,807	Alley Poyner-Bldg Master	\$6,000		
Trans Office Const Exp	\$984	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612		
Rev Bond Pymt Transfer	\$73,973	Revenue Bond Payment	\$73,807	Alley Poyner-Bldg Master	\$7,596		
Trans Office Const Exp	\$1,521	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612		
ROECC Abstract	\$345	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612		
ROECC Construction Exp	\$5,785	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612		
Chrome Book Lease	\$30,620	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612		
Rev Bond Pymt Transfer	\$147,946	Track Incorrectly Coded	-\$3,500	Revenue Bond Payment	\$73,612		
Boyd Jones-Admin Center	\$6,755			Revenue Bond Payment	\$73,612		
Rev Bond Pymt Transfer	\$73,973						
ROECC Lighting	\$822						
Consession Stand Breaker	\$852						
Rev Bond Pymt Transfer	\$73,973						
Rev Bond Pymt Transfer	\$73,973						
Rev Bond Pymt Transfer	\$73,973						
ASI Signage	\$1,236						
Rev Bond Pymt Transfer	\$73,973						
ASI Signage	\$13,090						
Rev Bond Pymt Transfer	\$73,973						
Subtotal	\$1,011,979	Subtotal	\$828,387	Subtotal	\$910,152	Subtotal	\$224,566
Fund Balance	<u>\$1,830,921</u>	Fund Balance	<u>\$2,254,567</u>	Fund Balance	<u>\$2,815,738</u>	Fund Balance	<u>\$2,949,455</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
AHLERS & COONEY	852848	483.00
10 9010 2310 000 0000 342	SERVICES	483.00
Vendor Name AHLERS & COONEY		483.00
AMAZON CAPITAL SERVICES, INC.	111-0457992-8522654	211.58
10 9010 2700 000 0000 618	Bus Vacuum & Pencil Holders	211.58
AMAZON CAPITAL SERVICES, INC.	111-0775082-2151419	269.70
10 0109 1000 100 8017 641	Classroom Set of 30 novels - Warriors Do	269.70
AMAZON CAPITAL SERVICES, INC.	111-2001049-4810625	19.70
10 0109 1300 340 0000 612	Kitchen Supplies - FACS	19.70
AMAZON CAPITAL SERVICES, INC.	111-2938950-7941824	136.61
10 0418 2110 490 8027 618	YES Mentoring Supplies 111-9450136-19714	136.61
AMAZON CAPITAL SERVICES, INC.	111-3858153-6249068	198.06
10 0418 1000 100 8001 612	PTO Supplies111-7143509-7337033	198.06
AMAZON CAPITAL SERVICES, INC.	111-46885347-9172603	332.36
10 0418 1000 100 8001 612	PTO Supplies	332.36
AMAZON CAPITAL SERVICES, INC.	111-5193289-6818666	32.82
10 9010 2321 000 0000 618	Admin Book Study	32.82
AMAZON CAPITAL SERVICES, INC.	111-5529536-3301054	155.99
10 0418 1000 100 8001 612	PTO - Supplies	155.99
AMAZON CAPITAL SERVICES, INC.	111-5847253-9862627	93.12
10 0418 1000 100 8001 612	PTO - Supplies	93.12
AMAZON CAPITAL SERVICES, INC.	111-5878706-1917823	258.15
10 0418 1000 100 8001 612	PTO - 111-4682035-2300207	95.19
10 0418 1000 100 8001 612	PTO - 1115878706-1917823	142.97
10 0445 1200 460 3117 618	SPED - Childproof Door Lock111-4682035-2	19.99
AMAZON CAPITAL SERVICES, INC.	111-6429621-7848215	201.24
10 0418 1200 217 3303 612	SPED - Supplies	26.98
10 0418 1000 100 8001 612	PTO - Supplies	75.39
10 0418 2410 000 0000 611	Office - Supplies	98.87
AMAZON CAPITAL SERVICES, INC.	111-6696275-2905015	95.53
10 0418 1000 100 8001 612	PTO Supplies	95.53
AMAZON CAPITAL SERVICES, INC.	111-7417089-9694630	224.80
10 9010 1000 100 4669 618	5 Otterbox iPad cases	224.80
AMAZON CAPITAL SERVICES, INC.	Finall	11.66
10 9010 2321 000 0000 611	Admin Supplies	11.66
Vendor Name AMAZON CAPITAL SERVICES, INC.		2,241.32
AMAZON.COM CREDIT	111-3401909-6872203	23.99
10 9010 2235 000 0000 618	9th Gen iPad Carrying Case	23.99

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
AMAZON.COM CREDIT	111-4132761-8657819	308.96
10 9010 2235 000 0000 618	Technology Supplies	308.96
Vendor Name AMAZON.COM CREDIT		<u>332.95</u>
APPLE COMPUTER, INC.	MA28286382	2,940.00
10 9010 2235 000 4045 739	10 Pack Apple iPads	2,940.00
Vendor Name APPLE COMPUTER, INC.		<u>2,940.00</u>
BATTEN SANITATION SERVICE	Sanitation09 3023	6,095.00
10 0109 2630 000 0000 421	Jr/Sr High School Sanitation Sept 2023	1,995.00
10 0418 2630 000 0000 421	IES Sanitation Sept 2023	1,980.00
10 0445 2630 000 0000 421	ROECC Sanitation Sept 2023	2,025.00
10 9010 2630 000 0000 421	Admin/FBF/BBF/Bancroft/Webster 09/23	95.00
Vendor Name BATTEN SANITATION SERVICE		<u>6,095.00</u>
BLOMSTEDT, DEB	Insurance09/ 10	881.62
10 9010 1925 000 8018	Insurance Sept & Oct	881.62
Vendor Name BLOMSTEDT, DEB		<u>881.62</u>
BYRDSEED LLC	2644	149.00
10 0418 1000 470 1118 612	Byrdseed Online Subscription	149.00
Vendor Name BYRDSEED LLC		<u>149.00</u>
CAPITAL SANITARY SUPPLY CO.	0341848-2	2,318.58
10 9010 2620 000 0000 618	District Supplies o068324	1,298.10
10 9010 2620 000 0000 618	District Supplies o068437	795.20
10 9010 2620 000 0000 618	District Supplies o06890A	103.58
10 9010 2620 000 0000 618	District Supplies o068711	121.70
CAPITAL SANITARY SUPPLY CO.	CapSan23	2,651.34
10 9010 2620 000 0000 618	District Supplies o068090	1,986.78
10 9010 2620 000 0000 618	District Supplies o067574B	359.36
10 9010 2620 000 0000 618	District Supplies o068146	305.20
Vendor Name CAPITAL SANITARY SUPPLY CO.		<u>4,969.92</u>
CASEY'S BUSINESS MASTERCARD	fuel0923	2.46
10 9010 2700 000 0000 626	Activities Fuel	2.46
Vendor Name CASEY'S BUSINESS MASTERCARD		<u>2.46</u>
CENTURY LINK	712 F43-0022 152 Sep	176.00
10 9010 2490 000 0000 530	District Internet 712 F43 0022 152	176.00
CENTURY LINK	Centurylink0 9/2023A	106.99
10 9010 2490 000 0000 530	District Internet 712 623- 6389 671	106.99
CENTURY LINK	Centurylink0 923B	72.48
10 9010 2490 000 0000 530	District Internet 712 623-	72.48

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
	6393 688	
CENTURY LINK	Centurylink0 923C	72.48
10 9010 2490 000 0000 530	District Internet 712 623- 6390 680	72.48
CENTURY LINK	Centurylink0 923D	72.48
10 9010 2490 000 0000 530	District Internet 712 623- 8016 651	72.48
CENTURY LINK	Centurylink0 923E	72.48
10 9010 2490 000 0000 530	District Internet 712 623- 6817 133	72.48
CENTURY LINK	Centurylink0 923F	72.48
10 9010 2490 000 0000 530	District Internet 712 623- 6809 576	72.48
CENTURY LINK	Centurylink0 923G	72.48
10 9010 2490 000 0000 530	District Internet 712 623- 6394 697	72.48
Vendor Name	CENTURY LINK	<u>717.87</u>
CHEMSEARCH	8294887	478.76
10 0418 2640 000 0000 433	07/2023 IES Water Treatment	478.76
CHEMSEARCH	8410643	495.31
10 0418 2640 000 0000 433	IES Boiler Treatment 10/2023	495.31
Vendor Name	CHEMSEARCH	<u>974.07</u>
CITY OF RED OAK	WaterSept23	2,277.96
10 0109 2620 000 0000 411	JR/HS Water 09/2023	482.47
10 0418 2620 000 0000 411	IES Water 09/2023	546.36
10 0445 2620 000 0000 411	ROECC Water 09/2023	326.96
10 9010 2620 000 0000 411	Admin/Bus Barn/BB/FB Field Water 09/2023	922.17
Vendor Name	CITY OF RED OAK	<u>2,277.96</u>
COCA-COLA BTLG OF OMAHA	11127351	383.79
10 0418 3200 000 8901 618	Coca Cola for IES	383.79
Vendor Name	COCA-COLA BTLG OF OMAHA	<u>383.79</u>
COUNCIL BLUFFS COMM SCHOOLS	2024038	1,734.48
10 9010 1200 217 3303 320	Sped lvl 3 - 07/2023	1,734.48
Vendor Name	COUNCIL BLUFFS COMM SCHOOLS	<u>1,734.48</u>
CREXENDO BUSINESS SOLUTIONS, INC	124711	1,422.33
10 9010 2510 000 0000 532	District Internet	1,422.33
Vendor Name	CREXENDO BUSINESS SOLUTIONS, INC	<u>1,422.33</u>
CUMMINS SALES AND SERVICE	J3-6622	891.89
10 0109 2620 000 0000 432	HS Preventive Maintenance	891.89
CUMMINS SALES AND SERVICE	J3-6969	574.78
10 0418 2620 000 0000 432	IES Preventive Maintenance	574.78
Vendor Name	CUMMINS SALES AND SERVICE	<u>1,466.67</u>
DICK BLICK	1430785	144.33

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0109 1000 100 0000 612	ART SUPPLIES	144.33
Vendor Name DICK BLICK		<u>144.33</u>
DICKEL DUIT OUTDOOR POWER, INC.	65154	137.25
10 9010 2630 000 0000 435	Clutch, Clutch Drum, Flex Cable, Trim Li	137.25
DICKEL DUIT OUTDOOR POWER, INC.	65433	53.35
10 9010 2630 000 0000 618	New Rewind Starter	53.35
Vendor Name DICKEL DUIT OUTDOOR POWER, INC.		<u>190.60</u>
DOORS INC.	338575	130.00
10 0418 2620 000 0000 618	Crashbar Parts	130.00
DOORS INC.	338965	261.69
10 0418 2620 000 0000 618	Lockset Cylinders - Bathrooms	261.69
Vendor Name DOORS INC.		<u>391.69</u>
FAREWAY FOOD STORES	00059305	32.06
10 0109 1300 340 0000 612	Groceries	32.06
FAREWAY FOOD STORES	00059574	52.20
10 0109 1300 340 0000 612	Groceries FACS	52.20
FAREWAY FOOD STORES	00070882	20.33
10 0109 1300 340 0000 612	Groceries FACS	20.33
FAREWAY FOOD STORES	00071425	122.60
10 0109 1300 340 0000 612	Groceries FACS	122.60
FAREWAY FOOD STORES	00072206	106.48
10 0109 1300 340 0000 612	Groceries FACS	106.48
FAREWAY FOOD STORES	00073777	129.90
10 0109 1300 340 0000 612	Groceries FACS	129.90
FAREWAY FOOD STORES	00074802	104.84
10 0109 1300 340 0000 612	Groceries FACS	104.84
FAREWAY FOOD STORES	00075451	196.33
10 0109 1300 340 0000 612	Groceries FACS	196.33
FAREWAY FOOD STORES	00075767	78.56
10 0109 1300 340 0000 612	Groceries FACS	78.56
FAREWAY FOOD STORES	00076303	135.97
10 0109 1300 340 0000 612	Groceries FACS	135.97
FAREWAY FOOD STORES	00076519	154.43
10 0109 1300 340 0000 612	Groceries FACS	154.43
Vendor Name FAREWAY FOOD STORES		<u>1,133.70</u>
FASTENAL COMPANY	IARED92752	12.17
10 0445 2620 000 0000 618	Fasteners -Bleachers	12.17
Vendor Name FASTENAL COMPANY		<u>12.17</u>
FES	001457	405.00
10 9010 2236 000 0000 536	10/2023 Web Hosting	405.00
Vendor Name FES		<u>405.00</u>
FIRST BANKCARD - HEIDI HARRIS	135634	1,793.05
10 0109 2620 000 0000 618	Metal- BBF Bleachers	1,793.05
FIRST BANKCARD - HEIDI HARRIS	20745	2,445.28
10 0109 2620 000 0000 618	Visitor Bleacher Metal	2,445.28
FIRST BANKCARD - HEIDI HARRIS	6906751	223.86

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2640 000 0000 618	Shrink Wrap Dispenser & Wrap	223.86
FIRST BANKCARD - HEIDI HARRIS	I 27778	418.00
10 0418 2620 000 0000 618	Door Lockets- IES	418.00
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>4,880.19</u>
FIRST BANKCARD - OFFICE CARD 1	RedOakExpress24	49.99
10 9010 2572 000 0000 540	1 Year Subscription	49.99
Vendor Name FIRST BANKCARD - OFFICE CARD 1		<u>49.99</u>
FIRST BANKCARD - OFFICE CARD 2	Apple24	42.99
10 9010 1000 100 0000 358	PECS IV+ Application for iPad	42.99
Vendor Name FIRST BANKCARD - OFFICE CARD 2		<u>42.99</u>
FIRST BANKCARD BUSINESS MANAGER	FallFIASBO	345.01
10 9010 2310 000 0000 580	Fall IASBO Conference Accommodations	327.04
10 9010 2310 000 0000 580	Meals for Conference	17.97
Vendor Name FIRST BANKCARD BUSINESS MANAGER		<u>345.01</u>
FIRST BANKCARD	Conference Fee	135.00
10 0109 1000 100 0000 320	Iowa School Counselor Conference/lodging	135.00
Vendor Name FIRST BANKCARD		<u>135.00</u>
GLENWOOD COMMUNITY SCHOOLS	Apex0923	5,307.08
10 9010 1200 217 3303 320	Sped lvl 3 Apex Sept 2023	5,307.08
Vendor Name GLENWOOD COMMUNITY SCHOOLS		<u>5,307.08</u>
GREEN HILLS AEA	4418	1,093.10
10 0109 2240 100 0000 325	FASTBridge Assessments for grades 7-8	454.50
10 0418 2240 100 0000 325	FASTBridge Assessments for grades K-6	638.60
GREEN HILLS AEA	4440	803.27
10 0418 1200 217 3303 612	Readtopia License	401.64
10 0418 1200 214 3302 612	Readtopia License	401.63
GREEN HILLS AEA	4477	900.00
10 9010 2235 000 0000 358	VCiso 1st Qtr	900.00
Vendor Name GREEN HILLS AEA		<u>2,796.37</u>
GREEN TREE COMPANY, THE	10131	500.00
10 9010 2630 000 0000 435	Fill Dirt - Tennis Courts	500.00
Vendor Name GREEN TREE COMPANY, THE		<u>500.00</u>
HEALTHY TURF LANDSCAPING, INC	9268	450.00
10 9010 2630 000 0000 435	Late Summer Weed Control FBF/BBF	450.00
Vendor Name HEALTHY TURF LANDSCAPING, INC		<u>450.00</u>
HEARTLAND AEA #1	30922	130.00
10 0418 1000 100 0000 618	IES Cum Folders	32.50
10 0445 1000 100 0000 618	HS Cum Folders	32.50

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0109 1000 100 0000 618	ROECC Cum Folders	65.00
Vendor Name HEARTLAND AEA #1		130.00
HERRICK, KEVIN	GasJuly-Sept	75.38
10 9010 2235 000 0000 580	MILEAGE REIMBURSEMENT	75.38
Vendor Name HERRICK, KEVIN		75.38
ICAN	0653	350.00
10 0109 2120 000 0000 340	Financial Aid Presentation	350.00
Vendor Name ICAN		350.00
INSTRUCTIONAL EMPOWERMENT INC	Q-30763	4,200.00
10 0109 2213 132 3376 320	2 - 3 Hour Virtual Marzano Teacher Evalu	4,200.00
Vendor Name INSTRUCTIONAL EMPOWERMENT INC		4,200.00
IOWA TALENTED AND GIFTED ASSOC	20239423355-8470762	375.00
10 9010 2213 132 3376 320	ITAG Conference Registration	375.00
Vendor Name IOWA TALENTED AND GIFTED ASSOC		375.00
J. F. AHERN	605144	360.00
10 0109 2670 000 0000 490	HS Quarterly	180.00
10 0418 2670 000 0000 490	IES Quarterly	180.00
Vendor Name J. F. AHERN		360.00
JAN-PRO OF OMAHA	16559	2,330.00
10 9010 2630 000 0000 340	November 2023 Portable	2,330.00
JAN-PRO OF OMAHA	16564	4,480.00
10 9010 2630 000 0000 340	Additional Janitorial Sept 2023	4,480.00
JAN-PRO OF OMAHA	16643	38,750.00
10 9010 2630 000 0000 340	November 2023 Janitorial	38,750.00
Vendor Name JAN-PRO OF OMAHA		45,560.00
JONES MECHANICAL	25268094	7,140.68
10 0109 2620 000 0000 432	IES Boiler Repair	7,140.68
JONES MECHANICAL	25326210	1,888.00
10 0445 2620 000 0000 432	ROECC Replaced Shaft & Bearings	1,888.00
JONES MECHANICAL	25429373	275.00
10 9010 2630 000 0000 435	FBF - Backflow Testing	275.00
JONES MECHANICAL	25548088	1,564.81
10 0109 2620 000 0000 432	HS Gas Valve Replacement	1,564.81
JONES MECHANICAL	25548446	118.00
10 9010 2620 000 0000 432	IES - Located Actuator for Maintenance	118.00
Vendor Name JONES MECHANICAL		10,986.49
JOSTENS	31848819	32.45
10 0109 2410 000 0000 618	Diploma Covers	32.45
Vendor Name JOSTENS		32.45
LAKESHORE LEARNING CO.	404949101323	56.98

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0418 1000 100 8001 612	PTO- Supplies	56.98
LAKESHORE LEARNING CO.	886655091823	39.99
10 0445 1000 100 0000 618	PK Classroom Supplies	39.99
Vendor Name LAKESHORE LEARNING CO.		<u>96.97</u>
LAWN WORLD, LLC	9495	935.00
10 9010 2630 000 0000 435	Irrigation Repair	935.00
Vendor Name LAWN WORLD, LLC		<u>935.00</u>
LIEBOVICH STEEL & ALUM CO	2929568/9301 916	1,338.87
10 0109 1300 370 0000 612	22 ga 48 x 120	139.89
10 0109 1300 370 0000 612	3/16 x 48 x 120	299.60
10 0109 1300 370 0000 612	24 ga 48 x 120 Galvanized	189.94
10 0109 1300 370 0000 612	3/8 x 8 x 20' HR	408.50
10 0109 1300 370 0000 612	1 x 12' CF Round	95.72
10 0109 1300 370 0000 612	3/4 x 12' CF Round	63.28
10 0109 1300 370 0000 612	3/8 x 20' HR Round	35.78
10 0109 1300 370 0000 612	1/2" x 12' Hex CF	106.16
Vendor Name LIEBOVICH STEEL & ALUM CO		<u>1,338.87</u>
LORENZ, RONALD	gas092023	127.81
10 9010 2321 000 0000 580	Mileage September	127.81
Vendor Name LORENZ, RONALD		<u>127.81</u>
MATHESON TRI-GAS	0028453067	5,309.15
10 0109 1300 370 0000 612	Rebel 205 AC/DC	3,024.38
10 0109 1300 370 0000 612	Rebel Dual Cylinder cart	506.27
10 0109 1300 370 0000 612	4 argon/argon mix cylinders 150 size	1,525.20
10 0109 1300 370 0000 612	Fill price of straight argon	124.00
10 0109 1300 370 0000 612	Fill price for Argon/C02 C25 150 size	129.30
Vendor Name MATHESON TRI-GAS		<u>5,309.15</u>
MEDIACOM	Mediacom09/2 3	523.80
10 9010 2236 000 0000 536	District PRI 8384970590091909	523.80
MEDIACOM	Mediacom09/2 3B	1,098.92
10 9010 2236 000 0000 536	District Internet 8384 97 500 0000648	1,098.92
MEDIACOM	Mediacom09/2 3c	1,500.00
10 9010 2236 000 0000 536	District Internet	1,500.00
Vendor Name MEDIACOM		<u>3,122.72</u>
MIDAMERICAN ENERGY	20190-87007 - 09/23	35,340.30
10 0109 2620 000 0000 622	HS Electric	19,241.70
10 9010 2620 000 0000 621	District Gas	20.82
10 9010 2620 000 0000 622	District Electric	1,195.82
10 0418 2620 000 0000 621	IES Electric	11,660.06
10 0445 2620 000 0000 622	Roecc Electric	3,221.90
Vendor Name MIDAMERICAN ENERGY		<u>35,340.30</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
MONTGOMERY CO. MEMORIAL HOSP.	09212023	644.00
10 9010 2700 000 0000 346	Mandatory Drug Tests/Physicals	644.00
Vendor Name MONTGOMERY CO. MEMORIAL HOSP.		<u>644.00</u>
NEW COOPERATIVE INC	NCI0923	5,045.61
10 9010 2700 000 0000 626	Gas/Ethanol	1,608.35
10 9010 2700 000 0000 626	Utility Ethanol	442.22
10 9010 2700 000 0000 627	Diesel	1,228.56
10 9010 2700 000 0000 627	Truck Diesel	157.35
10 9010 2700 217 3303 626	Sped Gas	867.37
10 9010 2700 217 3303 627	Sped Diesel	664.01
10 9010 2620 000 0000 618	District Supplies	49.00
10 9010 2700 000 0000 623	Propane	28.75
Vendor Name NEW COOPERATIVE INC		<u>5,045.61</u>
ONESOURCE THE BACKGROUND CHECK COMPANY	2022139242	7.50
10 9010 2310 000 0000 320	Background Check	7.50
Vendor Name ONESOURCE THE BACKGROUND CHECK COMPANY		<u>7.50</u>
OREILLY AUTO PARTS	0298-219355	5.99
10 9010 2630 000 0000 618	Sealant	5.99
Vendor Name OREILLY AUTO PARTS		<u>5.99</u>
PIZZA RANCH	11558688	151.73
10 0418 3200 000 8901 618	Pizza for IES	151.73
Vendor Name PIZZA RANCH		<u>151.73</u>
PLUMB SUPPLY/RIBACK SUPPLY	8979420	82.00
10 0109 2620 000 0000 618	Urinal Valve - FBF	82.00
Vendor Name PLUMB SUPPLY/RIBACK SUPPLY		<u>82.00</u>
PRO LAWNS & LANDSCAPING, LLC	6026	855.00
10 9010 2630 000 0000 618	Skid Loader Rental-IES/Mulch - HS	855.00
Vendor Name PRO LAWNS & LANDSCAPING, LLC		<u>855.00</u>
QUADIENT	Postage092023	1,365.51
10 9010 2321 000 0000 531	Postage Refill	1,365.51
Vendor Name QUADIENT		<u>1,365.51</u>
QUILL CORP.	108134417	157.62
10 9010 2310 000 0000 611	Receipt Books Admin	77.01
10 0418 2410 000 0000 611	Receipt Books IES	30.30
10 0109 2410 000 0000 618	Receipt Books HS	50.31
Vendor Name QUILL CORP.		<u>157.62</u>
REA, CHRISTY	GAS07-19	47.51
10 9010 2235 000 0000 580	MILEAGE REIMBURSEMENT	47.51
Vendor Name REA, CHRISTY		<u>47.51</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
RED OAK CHAMBER & INDUSTRY ASSOC	2485	1,450.00
10 9010 2310 000 0000 810	2024 Annual Membership Dues	1,450.00
Vendor Name	RED OAK CHAMBER & INDUSTRY ASSOC	1,450.00
RED OAK HARDWARE HANK	180027	30.35
10 0109 2620 000 0000 618	Baseball Bleacher Lock	30.35
Vendor Name	RED OAK HARDWARE HANK	30.35
RED OAK PUBLISHING LLC	79504/79503	150.12
10 9010 2572 000 0000 540	Board Publications	150.12
Vendor Name	RED OAK PUBLISHING LLC	150.12
RIVERSIDE TECHNOLOGIES, INC	0399545-IN	1,400.00
10 9010 2235 000 0000 359	Oct 2023 Managed Services	1,400.00
Vendor Name	RIVERSIDE TECHNOLOGIES, INC	1,400.00
ROGERS PLUMBING & HEATING	36781	4,320.91
10 0109 2620 000 0000 432	FBF,BBF Water Service Repair	4,320.91
ROGERS PLUMBING & HEATING	37018	1,955.00
10 0109 2620 000 0000 432	Jet Truck Rental	1,955.00
Vendor Name	ROGERS PLUMBING & HEATING	6,275.91
ROI ENERGY, LLC	2023-050501	2,284.00
10 9010 2620 000 0000 618	Shop Lights	2,284.00
Vendor Name	ROI ENERGY, LLC	2,284.00
SAFEGUARD BUSINESS SYSTEMS	9002656545	480.44
10 9010 2310 000 0000 611	General Fund Checks	480.44
Vendor Name	SAFEGUARD BUSINESS SYSTEMS	480.44
SCHOLASTIC CLASSROOM MAGAZINES	M7415337 0	126.50
10 0418 1000 100 8001 612	PreK PTO	126.50
Vendor Name	SCHOLASTIC CLASSROOM MAGAZINES	126.50
SCHOOL SPECIALTY LATTA DIV.	308104418308	298.44
10 0109 2120 000 0000 618	HS Supplies	298.44
Vendor Name	SCHOOL SPECIALTY LATTA DIV.	298.44
SOUTHWESTERN COMMUNITY COLLEGE	38254	210.00
10 9010 2700 000 0000 340	3 Hour Annual Training for 7 drivers	210.00
Vendor Name	SOUTHWESTERN COMMUNITY COLLEGE	210.00
STREETSMARTS LLC	Streetsmarts 09/2023	1,140.00
10 0109 1000 121 0000 320	Drivers Ed X 3	1,140.00
Vendor Name	STREETSMARTS LLC	1,140.00
SW IA TIRE & SERVICE	134807	7.50
10 9010 2630 000 0000 618	Tire Plug	7.50
Vendor Name	SW IA TIRE & SERVICE	7.50
THYSSENKRUPP ELEVATOR CORP	1000553803	177.06

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0109 2620 000 0000 432	Oct & Nov Elevator Maintenance	177.06
Vendor Name	THYSSENKRUPP ELEVATOR CORP	<u>177.06</u>
TREBRON COMPANY INC	1697	4,128.00
10 9010 2235 000 0000 358	Sophos Anti-Virus Final Payment	4,128.00
Vendor Name	TREBRON COMPANY INC	<u>4,128.00</u>
UNITY POINT CLINIC	197252	42.00
10 9010 2700 000 0000 346	Mandatory Drug Testing	42.00
Vendor Name	UNITY POINT CLINIC	<u>42.00</u>
UPPER EDGE TECHNOLOGIES INC	69685	3,880.40
10 9010 2235 000 0000 618	Lenovo 300e 1st Gen Motherboard	374.95
10 9010 2235 000 0000 618	Lenovo 300e 1st Gen Audio Board	224.85
10 9010 2235 000 0000 618	Lenovo 300e 1st Gen LCD Touch Panel	660.00
10 9010 2235 000 0000 618	Lenovo 300e 1st Gen Bottom Cover	25.98
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen MTK Top Cover	74.97
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen MTK Hinge Set	9.99
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen MTK Camera	19.98
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen AMD LCD Touch Panel	1,199.92
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen AMD Palm Rest	839.88
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen AMD Battery	24.99
10 9010 2235 000 0000 618	Lenovo 300e 1st Gen Top Cover	19.98
10 9010 2235 000 0000 618	Lenovo 300e 1st Gen Camera	9.99
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen AMD Touch Pad	9.99
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen AMD Camera	9.99
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen MTK Motherboard	299.97
10 9010 2235 000 0000 618	Lenovo 300e 2nd Gen MTK Battery	74.97
Vendor Name	UPPER EDGE TECHNOLOGIES INC	<u>3,880.40</u>
UPS FREIGHT	000053702234 3	260.14
10 0418 1000 100 8017 641	Freight for myView materials	260.14
Vendor Name	UPS FREIGHT	<u>260.14</u>
US CELLULAR	Uscellular09 /2023	839.27
10 9010 2490 000 0000 530	Bus Barn Phones X2	92.98
10 9010 2490 000 0000 530	Nurse Phone	46.49
10 9010 2490 000 0000 532	Maintenance Phones X4	185.96
10 9010 2490 000 0000 532	Technology Phones X2	92.98
10 9010 2510 000 0000 532	Business Official Phone	46.49

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2510 000 0000 532	FBF/BBF MiFi	234.90
10 0109 2410 000 0000 532	HS Admin Phones X2	92.98
10 0418 2410 000 0000 532	SAM Phone	46.49
Vendor Name US CELLULAR		<u>839.27</u>

VANNAUSDLE, TRACY	VannausdleRe imb23	3,378.24
10 9010 1000 100 4045 320	Tuition Reimbursement	3,378.24
Vendor Name VANNAUSDLE, TRACY		<u>3,378.24</u>

VISUAL EDGE IT dba COUNSEL	24AR1185502	867.08
10 0109 1000 100 0000 359	JR/SR HS Copier Clicks	232.61
10 0418 1000 100 0000 359	IES Copier Clicks	400.47
10 9010 2520 000 0000 618	Steady Serve	12.99
10 9010 2520 000 0000 618	Admin Office Copiter Clicks	140.02
10 0445 1000 100 0000 359	ROECC Copier Clicks	80.99
VISUAL EDGE IT dba COUNSEL	24AR1208246	49.99
10 0418 1000 100 0000 359	IES Staples	49.99
Vendor Name VISUAL EDGE IT dba COUNSEL		<u>917.07</u>

WESTLAKE ACE HARDWARE	Westlake0920 23	1,053.30
10 0109 2620 000 0000 618	HS Supplies	93.24
10 0418 2620 000 0000 618	IES Supplies	158.64
10 9010 2620 000 0000 618	District Supplies	789.46
10 9010 2700 000 0000 618	Transportation Supplies	11.96
Vendor Name WESTLAKE ACE HARDWARE		<u>1,053.30</u>

WILSON LANGUAGE TRAINING CORPORATION	Wilson101223	270.00
10 0418 1200 431 4501 612	Wilson Foundations Kindergarten Teacher's	270.00
Vendor Name WILSON LANGUAGE TRAINING CORPORATION		<u>270.00</u>

Fund Number 10 189,357.91

Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
ALLEY, POYNER, MACCHIETTO, ARCHITECTURE, INC	23028-4	100.00
36 9010 4700 000 0000 450	IES Construction Observation	100.00
Vendor Name ALLEY, POYNER, MACCHIETTO, ARCHITECTURE, INC		<u>100.00</u>

COUNCIL BLUFFS COMM SCHOOLS	2024038	2,562.72
36 9010 2620 000 0000 441	Rent 07/2023	2,562.72
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		<u>2,562.72</u>

ELEVATE ROOFING	G702	195,505.00
36 0418 4600 000 0000 451	Inman Roof Repair	195,505.00
Vendor Name ELEVATE ROOFING		<u>195,505.00</u>

WILLIAMS SCOTSMAN INC	9019104091	2,958.20
36 9010 2620 000 0000 441	October Portable Rental	2,958.20
Vendor Name WILLIAMS SCOTSMAN INC		<u>2,958.20</u>

Fund Number 36 201,125.92
Checking Account ID 1 390,483.83

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
HOUSTON, NATACIA	Lunchreimbursement1	42.05
61 483 000 0000 000	Lunch Account Reimbursement	42.05
HOUSTON, NATACIA	LunchReimbursement2	26.75
61 483 000 0000 000	Lunch Account Reimbursement	26.75
Vendor Name HOUSTON, NATACIA		<u>68.80</u>
OPAA! FOOD MANAGEMENT INC	IA00051132	52,865.72
61 9010 3110 000 0000 570	September 2023 Food Expenses	52,865.72
OPAA! FOOD MANAGEMENT INC	IA0051264	6,655.76
61 9010 3110 000 4557 631	FFVP Sept. 2023	6,655.76
Vendor Name OPAA! FOOD MANAGEMENT INC		<u>59,521.48</u>
Fund Number 61		<u>59,590.28</u>
Checking Account ID 2		59,590.28
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
AMAZON CAPITAL SERVICES, INC.	111-0684446-1237840	194.26
21 0109 1400 950 7421 618	Homecoming Items 111-3383183-7995421	194.26
AMAZON CAPITAL SERVICES, INC.	111-5543615-5817017	836.28
21 0109 1400 950 7421 618	Homecoming Supplies 111-5897346-7856261	836.28
AMAZON CAPITAL SERVICES, INC.	111-9513774-8325813	38.28
21 0109 1400 950 7407 618	FFA Supplies	38.28
AMAZON CAPITAL SERVICES, INC.	111-9529957-0365022	146.53
21 0109 1400 950 7421 618	Homecoming Supplies 111-3991362-1780252	146.53
AMAZON CAPITAL SERVICES, INC.	Final	372.57
21 0109 1400 950 7421 618	Homecoming Spirit Items	372.57
Vendor Name AMAZON CAPITAL SERVICES, INC.		<u>1,587.92</u>
ATLANTIC COMMUNITY SCHOOLS	AtlanticXC100523	170.00
21 0109 1400 920 6645 810	XC Entry Fee	170.00
Vendor Name ATLANTIC COMMUNITY SCHOOLS		<u>170.00</u>
BENDT, BRIAN	Bendt090823	150.00
21 0109 1400 920 6720 340	V FB Official	150.00
Vendor Name BENDT, BRIAN		<u>150.00</u>
BLOMSTEDT, JOHN	Blomstedt100723	175.00
21 9010 1400 920 6815 340	9th VB Tournament Fee	175.00
Vendor Name BLOMSTEDT, JOHN		<u>175.00</u>
BROTHERS, KEITH	Brothers092823	100.00
21 0109 1400 920 6720 340	JH FB Official	100.00
Vendor Name BROTHERS, KEITH		<u>100.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
CONCORD THEATRICALS	2013563	390.00
21 0109 1400 910 6110 618	HS Play License	390.00
Vendor Name CONCORD THEATRICALS		<u>390.00</u>
COUNTY LINE DESIGN	18390	734.00
21 0109 1400 920 6600 618	XC, Bowling, VB Awards	734.00
Vendor Name COUNTY LINE DESIGN		<u>734.00</u>
CRESTON COMMUNITY SCHOOLS	CrestonXC100 223	110.00
21 0109 1400 920 6645 810	XC Entry Fee	110.00
Vendor Name CRESTON COMMUNITY SCHOOLS		<u>110.00</u>
DAKTRONICS, INC	00561271	250.00
21 0109 1400 920 6600 618	Antenna Extension Kit	250.00
Vendor Name DAKTRONICS, INC		<u>250.00</u>
DARRINGTON, SHAWN	Darrington09 2923	150.00
21 0109 1400 920 6720 340	V FB Official	150.00
Vendor Name DARRINGTON, SHAWN		<u>150.00</u>
EBLEN, ANTHONY	Eblen092923	150.00
21 0109 1400 920 6720 340	V FB Official	150.00
Vendor Name EBLEN, ANTHONY		<u>150.00</u>
ERICKSON, CARRIE	Erickson0919 23	120.00
21 0109 1400 920 6815 340	9/JV/V VB Official	120.00
Vendor Name ERICKSON, CARRIE		<u>120.00</u>
FIRST BANKCARD - HEIDI HARRIS	3511	101.00
21 0109 1400 920 6600 618	Scoreboard Antennas	101.00
FIRST BANKCARD - HEIDI HARRIS	9841054	1,120.00
21 0109 1400 910 6111 810	JH Musical Contract Fees	1,120.00
FIRST BANKCARD - HEIDI HARRIS	9845654	3,128.75
21 0109 1400 910 6210 618	HS Musical Royalties	3,128.75
FIRST BANKCARD - HEIDI HARRIS	EAA9EC2D- 0004	1,500.00
21 0109 1400 920 6600 618	Boxoutsports Subscription	1,500.00
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>5,849.75</u>
GLENWOOD BAND PARENTS ASSOC	3	200.00
21 0109 1400 910 6220 618	Loess Hills Field Festival	200.00
Vendor Name GLENWOOD BAND PARENTS ASSOC		<u>200.00</u>
GLENWOOD COMMUNITY SCHOOLS	GlenwoodVB10 0923	100.00
21 0109 1400 920 6815 810	9th VB Entry Fee	100.00
Vendor Name GLENWOOD COMMUNITY SCHOOLS		<u>100.00</u>
GRAPHIC EDGE, LLC, THE	1709357	897.57
21 0109 1400 920 6710 618	BBB Shooting Shirts	897.57
Vendor Name GRAPHIC EDGE, LLC, THE		<u>897.57</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
HARLAN COMMUNITY SCHOOL DIST.	HarlanVB0918 23	90.00
21 0109 1400 920 6815 810	VB Entry Fee	90.00
HARLAN COMMUNITY SCHOOL DIST.	HarlanXC0923 23	140.00
21 0109 1400 920 6645 810	XC Entry Fee	140.00
Vendor Name HARLAN COMMUNITY SCHOOL DIST.		<u>230.00</u>
HY VEE FOOD STORES	435720 58825435720	53.95
21 0109 1400 920 6600 618	Officials and Coaches Hospitality	53.95
Vendor Name HY VEE FOOD STORES		<u>53.95</u>
JOE'S PORTABLES, LLC	6899	440.00
21 0109 1400 920 6645 340	Porta Potty Rental	440.00
Vendor Name JOE'S PORTABLES, LLC		<u>440.00</u>
JOHNSON, JAMES	Johnson09292 3	150.00
21 0109 1400 920 6720 340	V FB Official	150.00
Vendor Name JOHNSON, JAMES		<u>150.00</u>
KEEFE, NICK	Keefe100323	120.00
21 0109 1400 920 6815 340	V/JV/V VB Official	120.00
Vendor Name KEEFE, NICK		<u>120.00</u>
KETTWICK, RENEE	Kettwick1002 23	90.00
21 0109 1400 920 6815 340	JH VB Official	90.00
KETTWICK, RENEE	Kettwick1007 23	175.00
21 9010 1400 920 6815 340	9th VB Tournament Fee	175.00
KETTWICK, RENEE	Kettwick1009 23	90.00
21 0109 1400 920 6815 340	JH VB Official	90.00
Vendor Name KETTWICK, RENEE		<u>355.00</u>
MADSEN, MATT	Madsen100223	90.00
21 0109 1400 920 6815 340	JH VB Official	90.00
MADSEN, MATT	Madsen100523	120.00
21 0109 1400 920 6815 340	9/JV/V VB Official	120.00
Vendor Name MADSEN, MATT		<u>210.00</u>
Maguire, Steven	Maguire09292 3	150.00
21 0109 1400 920 6720 340	V FB Official	150.00
Vendor Name Maguire, Steven		<u>150.00</u>
MONTGOMERY COUNTY AG SOCIETY	840000	100.00
21 0109 1400 950 7421 618	Fair Building Rental	100.00
Vendor Name MONTGOMERY COUNTY AG SOCIETY		<u>100.00</u>
NAHNSEN, JOHN	Nahnsen10052 3	120.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
21 0109 1400 920 6815 340	9/JV/V VB Official	120.00
Vendor Name NAHNSEN, JOHN		<u>120.00</u>
NEILL, ASHTYN	Neil091923B	120.00
21 0109 1400 920 6815 340	9/JV/V VB Official	120.00
NEILL, ASHTYN	Neill100323	120.00
21 0109 1400 920 6815 340	9./JV/V VB Official	120.00
Vendor Name NEILL, ASHTYN		<u>240.00</u>
NICHOLSON, AMBER	Nicholson091623	250.00
21 0109 1400 920 6815 340	V VB Official - Tournament	250.00
Vendor Name NICHOLSON, AMBER		<u>250.00</u>
NORDYKE, AARON	Nordyke092823	100.00
21 0109 1400 920 6720 340	JH FB Official	100.00
Vendor Name NORDYKE, AARON		<u>100.00</u>
PEPPER & SON, INC.	Pepper2023	1,235.13
21 0109 1400 910 6111 618	JH Drama 365522023,365534864, 365608791	380.39
21 0109 1400 910 6210 618	HS Music 365500892,365569858, 365504219	854.74
Vendor Name PEPPER & SON, INC.		<u>1,235.13</u>
PHILLIPS, MICHAEL	Phillips091823	180.00
21 0109 1400 920 6815 340	VB Official - MS	180.00
Vendor Name PHILLIPS, MICHAEL		<u>180.00</u>
RETALLIC, VICKIE	Retallic100923	90.00
21 0109 1400 920 6815 340	JH VB Official	90.00
Vendor Name RETALLIC, VICKIE		<u>90.00</u>
SAFEGUARD BUSINESS SYSTEMS	9002656545	301.70
21 9010 1400 920 6600 618	Activity Fund Checks	301.70
Vendor Name SAFEGUARD BUSINESS SYSTEMS		<u>301.70</u>
SHENANDOAH COMMUNITY SCHOOLS	ShenandoahXC092723	150.00
21 0109 1400 920 6645 810	XC Entry Fee	150.00
Vendor Name SHENANDOAH COMMUNITY SCHOOLS		<u>150.00</u>
SHOWERS, CRAIG	Showers092923c	150.00
21 0109 1400 920 6720 340	V FB Official	150.00
Vendor Name SHOWERS, CRAIG		<u>150.00</u>
STAR DESTINATIONS	23156	6,620.00
21 0109 1400 950 7407 580	FFA National Convention	6,620.00
Vendor Name STAR DESTINATIONS		<u>6,620.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
SWEETWATER	38290251	1,618.94
21 0109 1400 910 6210 618	Keyboard	<u>1,618.94</u>
Vendor Name SWEETWATER		1,618.94
TRI CENTER COMMUNITY SCHOOLS	TriCenterVB0 93023	100.00
21 0109 1400 920 6815 810	VB Entry Fee	<u>100.00</u>
Vendor Name TRI CENTER COMMUNITY SCHOOLS		100.00
TROPHIES PLUS	377672/37767 1	477.76
21 9010 1400 920 6815 618	VB Trophies/Medals	<u>477.76</u>
Vendor Name TROPHIES PLUS		477.76
WILLIAMS, JUSTIN	Williams0928 23	100.00
21 0109 1400 920 6720 340	JH FB Official	<u>100.00</u>
Vendor Name WILLIAMS, JUSTIN		100.00
WINTERSET COMM SCHOOL DISTRICT	WintersetVB1 01423	125.00
21 0109 1400 920 6815 810	VB Entry Fee	<u>125.00</u>
Vendor Name WINTERSET COMM SCHOOL DISTRICT		125.00
WOODS, JOSH	Woods092823	100.00
21 0109 1400 920 6720 340	JH FB Official	<u>100.00</u>
Vendor Name WOODS, JOSH		100.00
Fund Number 21		<u>24,901.72</u>
Checking Account ID 3		<u>24,901.72</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
HY VEE FOOD STORES	OctStatement	2,439.62
10 0418 2620 000 0000 618	Mulch - IES Playground	2,439.62
Vendor Name HY VEE FOOD STORES		<u>2,439.62</u>
JBI DISTRIBUTORS LLC	INV-2204	245.00
10 9010 2700 000 0000 618	Foaming Cleaner for Washing Vehicles	245.00
Vendor Name JBI DISTRIBUTORS LLC		<u>245.00</u>
OREILLY AUTO PARTS	0298-222410	634.46
10 9010 2700 000 0000 618	Lunch Van- Rotors, Brakes, Oil Seal	634.46
OREILLY AUTO PARTS	0298-222412/22334	92.20
	2	
10 9010 2700 000 0000 618	Brake Rotors- Maint Van	92.20
OREILLY AUTO PARTS	0298-222775	120.15
10 9010 2700 000 0000 618	Maint. Van Bearings, Grease	120.15
OREILLY AUTO PARTS	0298-222847	5.27
10 9010 2700 000 0000 618	Wheel Stud	5.27
Vendor Name OREILLY AUTO PARTS		<u>852.08</u>
RED OAK CHRYSLER, INC.	P68227	17.00
10 9010 2650 000 0000 618	Spare Van Keys	17.00
Vendor Name RED OAK CHRYSLER, INC.		<u>17.00</u>
SOUTHWESTERN COMMUNITY COLLEGE	38008	30.00
10 0109 1200 219 0000 320	3-Hour Yearly Training for Steve	30.00
Vendor Name SOUTHWESTERN COMMUNITY COLLEGE		<u>30.00</u>
SW IA TIRE & SERVICE	134664	24.03
10 9010 2640 000 0000 433	RR Tire Repair for New Maint. Van	24.03
Vendor Name SW IA TIRE & SERVICE		<u>24.03</u>
TRUCK CENTER COMPANIES	104104682: 01/1041063	94.54
10 9010 2700 000 0000 618	Coolant Surge Tank for Bus #8	94.54
Vendor Name TRUCK CENTER COMPANIES		<u>94.54</u>
WESTLAKE ACE HARDWARE	10544764	128.90
10 9010 2700 000 0000 618	Cleaning Supplies for Vehicles/ Shop Rag	128.90
Vendor Name WESTLAKE ACE HARDWARE		<u>128.90</u>
YOUNG AUTO PARTS INC.	252356	7.99
10 9010 2700 217 3303 618	Radiator Cap Bus #10	7.99
Vendor Name YOUNG AUTO PARTS INC.		<u>7.99</u>
Fund Number 10		<u>3,839.16</u>
Checking Account ID 1		<u>3,839.16</u>
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
GILL, TODD	GILLTODD1013 23	150.00
21 0109 1400 920 6720 340	V FB OFFICIAL	<u>150.00</u>
Vendor Name GILL, TODD		150.00
HY VEE FOOD STORES	565373 58831565373	222.61
21 0109 1400 950 7421 618	Homecoming Dance Supplies	<u>222.61</u>
Vendor Name HY VEE FOOD STORES		222.61
KEISER, TERRY	KEISER101323	150.00
21 0109 1400 920 6720 340	V FB OFFICIAL	<u>150.00</u>
Vendor Name KEISER, TERRY		150.00
MCGRUDER, JASON	MCGRUDER1013 23	150.00
21 0109 1400 920 6720 340	V FB OFFICIAL	<u>150.00</u>
Vendor Name MCGRUDER, JASON		150.00
MEYER, MARK	MEYER101323	150.00
21 0109 1400 920 6720 340	V FB OFFICIAL	<u>150.00</u>
Vendor Name MEYER, MARK		150.00
NIGHTSTER, JULIEN	Nightster101 323	150.00
21 0109 1400 920 6720 340	V FB Official	<u>150.00</u>
Vendor Name NIGHTSTER, JULIEN		150.00
Fund Number 21		<u>972.61</u>
Checking Account ID 3		<u>972.61</u>

800 - Objectives of Buildings & Sites (no changes proposed)

This series of the board policy manual sets forth the board objectives and goals for the school district's buildings and sites. It is the goal of the board to provide sufficient school district buildings and sites for the education program. The board will strive to provide an environment which will encourage and support learning.

In providing this environment the school district buildings and sites will accommodate the organizational and instructional patterns that support the education program. The board has final authority to determine what is necessary to meet the needs of the education program

It is the responsibility of the superintendent to oversee the day-to-day operations of the school buildings and sites and to notify the board of areas in need of improvement.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

801.1 - Buildings and Sites Long Range Planning (no changes proposed)

As part of the board's long range plan for the school district's education program, the board will include the buildings and sites needs for the education program. The long-term needs for building will be discussed and determined by the board.

It is the responsibility of the superintendent to provide information including, but not limited to, enrollment projections and education program requirements to the board.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

801.2 - Buildings and Sites Surveys (no changes proposed)

The board may engage the services of consultants or other personnel to study the needs of the school district's buildings and sites in providing the education program. The results of these services will be considered in planning the education program and in making decisions about the improvement and acquisition of additional buildings and sites.

It is the responsibility of the superintendent to make a recommendation to the board regarding the need for such services and who should perform such services for the board.

Approved January 16, 2014
Reviewed ~~February 11, 2019~~ **September 20, 2023**
Revised February 25, 2019

801.3 - Educational Specifications for Building and Sites (no changes proposed)

Buildings and sites considered for purchase or construction by the board or currently owned by the school district and used for the education program must meet, or upon improvement be able to meet, the specifications set by the board. The board will make this determination.

Prior to construction or renovation of buildings and sites, when required by law, the specifications must be endorsed by the State of Iowa. The board may set standards in addition to the requirements of the State of Iowa for school district buildings and sites.

Prior to remodeling or other construction of buildings and sites, the board may appoint a committee of consultants, employees, citizens, or others to assist the board in developing the specifications for the new or improved buildings and sites. The education specifications will include, but not be limited to, the financial resources available for the project, the definition and character of classrooms, the functional use to be made of the rooms, description of specialized needs, and other pertinent information as the board deems necessary. These specifications will be consistent with the education program, will support the teaching and learning that will take place in the building, and will provide the architect with the information necessary to determine what is expected from the facility. It is within the discretion of the board to determine whether a committee is appointed.

It is the responsibility of the superintendent to make a recommendation to the board regarding the specifications of buildings and sites.

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Reviewed ~~February 11, 2019~~ **September 20, 2023**
Revised February 25, 2019

803.1R1 - Regulations - 802.6 NAMING SCHOOL DISTRICT FACILITIES OR PORTIONS OF DISTRICT FACILITIES (relocated from 802.6 - Vandalism/Naming School District Facilities or Portions of District Facilities)

The Board will consider request to name or rename a District facility or a portion of a District facility such as a media center, gymnasium, auditorium, or field. Once named, a District facility shall not be renamed without the consent of the Board.

Any request will take into account the following criteria, if relevant:

- Historical preservation.
- District traditions.

- The traditions and programs of the facility.
- The intended purpose and function of the facility.
- The geographical area in which the facility is located.
- The long-range impact of any name change.
- The contributions and moral character of the person or entity being considered.
- The need for any naming or renaming to have board acceptance in a multi-cultural society.
- Other factors as deemed relevant.

The Board may decide to appoint a committee to review requests to name or rename a facility or portions of a facility. If a committee is appointed, upon the receipt of a recommendation from the committee, the Board may select a name for the facility or portions of a facility.

If the Board does not decide to appoint a committee to review request to name or rename a facility or portions of a facility, they will determine whether the request should be honored.

The Board retains the discretion to name or rename a District facility or portion of a facility.

801.4 - Site Acquisition (no changes proposed)

Sites acquired by the board will meet or upon improvement be able to meet the specifications set out by the board prior to using the site for the education program. The board may meet in closed session to discuss potential purchases of sites.

It is the responsibility of the superintendent to assist the board and to make recommendations concerning the acquisition of sites.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

801.5 - Bids and Awards for Construction Contracts (no changes proposed)

The board supports economic development in Iowa, particularly in the school district community. Construction contracts will be made in the school district community or in Iowa from Iowa-based companies if the bids submitted meet the required specifications and are comparable in quality and can be received without additional cost in comparison to those submitted by other bidders. The board will have the authority to approve or retain construction contracts.

Public, competitive sealed bids are required for public improvement construction projects, including renovation and repair, with a cost exceeding the statutory minimums required by law. The public, competitive sealed bid requirement is waived in the case of emergency repairs when the repairs are necessary to prevent the closing of a school. The AEA administrator will certify that the emergency repairs

are necessary to prevent the closing of a school. The superintendent will comply with the competitive quote process for those projects subject to the competitive quote law. The superintendent will determine the process for obtaining quotes for projects below the competitive quote limit.

The award of construction contracts will, generally, be made to the lowest responsible bidder. The board, in its discretion, after considering factors relating to the construction, including, but not limited to, the cost of the construction, availability of service and/or repair, completion date, and any other factors deemed relevant by the board, may choose a bid other than the lowest bid. The board will have the right to reject any or all bids, or any part thereof, and to enter into the contract or contracts deemed to be in the best interests of the school district.

It is the responsibility of the superintendent to make a recommendation and the reason for it to the board for construction contract bids. The board secretary shall recommend to the board which bid to accept.

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Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

802.1 - Maintenance Schedule (no changes proposed)

The school district buildings and sites, including the grounds, buildings and equipment, will be kept clean and in good repair. Employees should notify the building principal when something is in need of repair or removal, including graffiti.

It is the responsibility of the superintendent to maintain the school district buildings and sites. As part of this responsibility, a maintenance schedule for the general care and housekeeping of all buildings, equipment, and grounds is created and adhered to in compliance with this policy. This schedule shall include provisions establishing the proper lines of authority in administering such schedule.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

802.2 - Request for Improvements (no changes proposed)

Generally, except for emergency situations, requests for improvements or repairs are made to the superintendent by building principals and the head custodian. Requirements for requests outlined in the maintenance schedule will be followed.

Minor improvements, not exceeding a cost of \$5,000, may be approved by the superintendent. Improvements exceeding \$5,000 must be approved by the board. Routine maintenance and repairs outlined in the maintenance schedule will be followed.

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Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

802.3 - Emergency Repairs (no changes proposed)

When an emergency arises in the maintenance or operation of any district property that directly affects the learning environment and/or safety and welfare of personnel and students, the following actions shall be taken:

1. Insure the safety and welfare of the students.
2. Insure the safety and welfare of personnel.
3. Report such emergency condition to the appropriate administrator and/or maintenance staff for correction or to outside authorities.

In the event an emergency requiring repairs in excess of the statutory minimums required by law to a school district facility is necessary to correct or control the situation and to prevent the closing of school, the provisions relating to bidding will not apply.

It is the responsibility of the superintendent to obtain certification from the area education agency administrator stating such repairs in excess of the statutory minimums required by law were necessary to prevent the closing of school.

It is the responsibility of the superintendent to notify the board as soon as possible considering the circumstances of the emergency.

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Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

802.4 - Capital Assets (no changes proposed)

The school district will establish and maintain a capital assets management system for reporting capitalized assets owned or under the jurisdiction of the school district in its financial reports in accordance with generally accepted accounting principles (GAAP) as required or modified by law; to improve the school district's oversight of capital assets by assigning and recording them to specific facilities and programs and to provide for proof of loss of capital assets for insurance purposes.

Capital assets, including tangible and intangible assets, are reported in the government-wide financial statements (i.e. governmental activities and business type activities) and the proprietary fund financial statements. Capital assets reported include school district buildings and sites, construction in progress, improvements other than buildings and sites, land and machinery and equipment. Capital assets reported in the financial reports will include individual capital assets with an historical cost equal to or greater than \$2,500. The Federal regulations governing school lunch programs require capital assets attributable to the school lunch program with a historical cost of equal to or greater than \$500 be capitalized. Additionally, capital assets are depreciated over the useful life of each capital asset.

All intangible assets with a purchase price equal to or greater than \$2,500 with useful life of two or more years, are included in the intangible asset inventory for capitalization purposes. Such assets are recorded at actual historical cost and amortized over the designated useful lifetime applying a straight-line method of depreciation. If there are no legal, contractual, regulatory, technological or other factors that limit the useful life of the asset, then the intangible asset needs to be considered to have an indefinite useful life and no amortization should be recorded.

Phase III districts, as determined under GASB 34, will not retroactively report intangible assets. If actual historical cost cannot be determined for intangible assets due to lack of sufficient records, estimated historical cost will be used.

This policy applies to all intangible assets. If an intangible asset that meets the threshold criteria is fully amortized, the asset must be reported at the historical cost and the applicable accumulated amortization must also be reported. It is not appropriate to “net” the capital asset and amortization to avoid reporting. For internally generated intangible assets, outlays incurred by the government’s personnel, or by a third-party contractor on behalf of the government, and for development of internally generated intangible assets should be capitalized.

The capital assets management system must be updated monthly to account for the addition/acquisition, disposal, relocation/transfer of capital assets. It is the responsibility of the superintendent to count and reconcile the capital assets with capital assets management system on June 30 each year.

It is the responsibility of the superintendent to develop administrative regulations implementing this policy. It will also be the responsibility of the superintendent to educate employees about this policy and its supporting administrative regulations.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~

September 20, 2023

Revised February 25, 2019

802.4R1 - Capital Assets Regulation (minor change proposed—clarification of capitalization threshold of \$5,000)

A. Capital Assets Management System

The superintendent, and/or other designated staff, shall:

- 1) Conduct the fixed assets physical count;
- 2) Develop the fixed assets listing;
- 3) Tag fixed assets included in the fixed assets management system with a bar code identification number;
- 4) Make a recommendation of a computer software program for managing the fixed assets management system;
- 5) Enter the necessary data into the fixed capital assets management system and compile the appropriate reports;
- 6) Develop forms and procedures for maintaining the integrity of the fixed capital assets management system; and,
- 7) Maintain responsibility for an accurate fixed capital assets management system.

B. Determining historical cost

1. The historical cost of a capital asset is based on the actual costs expended in making the capital assets serviceable.
2. Gifts of capital assets are valued at the estimated fair market value at the addition/acquisition date.
3. Fixed assets purchased under a capital lease are valued at historical cost of their net present value of the minimum lease payments on the addition/acquisition date.
4. The historical cost of capital assets must include capitalized interest.

C. Annual capital assets listing reconciliation

1. The superintendent, and/or other designated staff, in conjunction with the capital assets management team, will conduct an annual capital assets physical count to develop the annual capital assets listing in a manner similar to the initial capital assets listing process in B above. At least every three years, someone other than the person in custody of the capital assets in the building/department/room will perform the capital assets physical count for the building/department/room.
2. Upon completion of the annual capital assets listing, the capital assets listing is reconciled to the capital assets management system data base.
3. Capital assets found to have been excluded from the data base are added to the capital assets management system. The capital assets management system process should be reviewed to prevent future incidents of excluding a capital asset.
4. Capital assets unaccounted for are reported to the superintendent who contacts the supervisor of and the individual in charge/control/custody of the capital asset. The individual in charge/control/custody of the capital asset has thirty days to account for the capital asset.
5. Capital assets unaccounted for after thirty days are reported to the superintendent for appropriate action and documentation. "Appropriate action" may include discipline, up to and including discharge, and may require the employee/person in charge/control/custody of the capital asset to replace the asset.

6. The superintendent is responsible for documenting the reasons each asset was not reconciled to the capital assets management system.
- D. Addition/acquisition of capital assets.
1. The school district's purchasing policy and administrative regulations must be followed when acquiring capital assets. The school district's policy and administrative regulations must be followed for receiving a gift of capital assets.
 2. The capital assets addition/acquisition documentation must be completed for each additional capital assets with an addition/acquisition cost of equal to or greater than ~~the~~ ~~capitalization~~ ~~threshold~~ ~~5,000~~. The following information should be collected, if applicable:
 - a. Name of location-building/department/room;
 - b. Location-building/department/room code;
 - c. Balance sheet accounting/class code;
 - d. Government or BTA program;
 - e. Addition/acquisition date;
 - f. Check/purchase order number or gift;
 - g. Bar code identification number assigned to and placed on the capital asset;
 - h. Serial/model number;
 - i. Cost-historical;
 - j. Fair market value on acquisition date (donated assets only);
 - k. Estimated useful life;
 - l. Vendor;
 - m. Purchasing fund and function;
 - n. Description of capital asset;
 - o. Department/person charged with custody,
 - p. Method of addition/acquisition-purchase, trade, gift etc.,
 - q. Quantity;
 - r. Replacement cost;
 - s. Addition/acquisition authorization; and,
 - t. Function for depreciation.
 3. Capital assets acquired in a month must be entered into the capital assets management system in the same month.
 4. The actual costs of construction in progress, other than infrastructure, is entered into the capital assets management system in the month in which costs are incurred until the total cost of addition/acquisition is entered. Upon completion of construction, the total costs accumulated over the period of construction are reclassified to buildings.
 5. Capital assets acquired in a month must be entered into the capital assets management system in the same month.
- E. Relocation/transfer of machinery and equipment capital assets.

1. A capital assets relocation/transfer documentation must be completed prior to removing machinery and equipment capital assets from their current location. The following information must be collected:
 - a. Relocation/transfer date;
 - b. Quantity;
 - c. Bar code identification number;
 - d. Current location-building/department/room code;
 - e. Name of current location-building/department/room;
 - f. New location-building/department/room code;
 - g. Name of new location-building/department/room;
 - h. Date placed at new location-building/department/room;
 - i. Department/person charged with custody; and
 - j. Relocation/transfer authorization.
2. Capital assets relocated/transferred in a month must be entered into the capital assets management system in the same month.

F. Disposal of capital assets

1. A Capital Assets disposal documentation must be completed prior to disposing of real property. The following information must be collected:
 - a. Disposal date;
 - b. Quantity;
 - c. Bar code tag identification number;
 - d. Legal description,
 - e. Location/Address;
 - f. Purchaser;
 - g. Disposal methods for real property trade, sale, stolen, etc.; and,
 - h. Disposal authorization.
2. Capital assets disposed of in a month must be entered into the capital assets management system in the same month.
3. When assets are sold or disposed of, it is necessary to calculate and report a gain or loss in the statement of activities. The gain/loss is calculated by subtracting the net book value (historical cost less any accumulated amortization) from the net amount realized on the sale or disposal.

G. Lost, damaged or stolen capital assets.

1. A Lost, Damaged or Stolen Capital Assets Report must be completed when a capital asset has been lost, damaged or stolen. The following information must be collected:
 - a. Date of loss, damage or theft;
 - b. Employee/person discovering;
 - c. Quantity;
 - d. Description of capital asset;
 - e. Bar code tag identification number;

- f. Location-building/department/room;
 - g. Description of loss, damage, etc.;
 - h. Filing of police report-yes or no;
 - i. Filing of insurance report-yes or no;
 - j. Sent for repair-yes or no;
 - k. Date returned from repair;
 - l. Date returned to location-building/department/room;
 - m. Department/person charged with custody; and,
 - n. Authorization.
2. Capital assets damaged, lost or stolen in a month must be entered into the capital assets management system in the same month.
- H. Capital assets reports
- 1. Annual reports for June 30 each year.
 - a. Capital assets listing including the following items:
 - 1) Balance sheet accounting/class code;
 - 2) Purchasing fund, function and depreciation function;
 - 3) Bar code tag identification number;
 - 4) Description of the capital asset;
 - 5) Historical cost or other;
 - 6) Location;
 - 7) Current year depreciation/expense; and,
 - 8) Accumulated depreciation/amortization.
 - b. Capital assets listing by location/building;
 - c. Capital assets listing by department/employee/person charged with custody; and,
 - d. Capital assets listing by replacement cost.

802.4R2 - Capital Assets Management System Definitions (minor change proposed—clarification of capitalization threshold of \$5,000)

Back trending/standard costing - an estimate of the historical original cost using a known average installed cost for like units as of the estimated addition/ acquisition date. This cost is only applied to the capital assets initially counted upon implementation of the capital assets management system when the historical original cost cannot be determined. It is inappropriate to apply the back trending/standard costing method to any capital assets acquired after the assets management system implementation date.

Balance sheet accounting/class codes - the codes set out for assets in the Iowa Department of Education Uniform Accounting Manual. They are: 200-capital assets; 211- land and land improvements; 221-site improvements; 222-accumulated depreciation on site improvements; 231-buildings and building

improvements; 232-accumulated depreciation on buildings and building improvements; 241-machinery and equipment; 242-accumulated depreciation on machinery and equipment, 251-works of art and historical treasures; 252-accumulated depreciation on works of art and historical treasures, 261 - infrastructure, 262-accumulated depreciation on infrastructure, and 271-construction in progress.

Book value - the value of capital assets on the records of the school district, which can be the cost or, the cost less the appropriate allowances, such as depreciation.

Buildings and building improvements - a capital assets account reflecting the addition/acquisition cost of permanent structures owned or held by a government and the improvements thereon.

Business-type activities – one of two classes of activities reported in the government-wide financial statements. Business-type activities are financed in the whole or in part by fees charged to external parties for goods or services. These activities are usually reported in enterprise funds.

Capital expenditures/expenses - expenditures/expenses resulting in the addition/acquisition of or addition/acquisition to the school district's capital assets.

Capital assets - Capital assets with a value of equal to or greater than ~~(\$ capitalization threshold~~ **5,000**) based on the historical cost include: long-lived assets obtained or controlled as a result of past transactions, events or circumstances. Capital assets include buildings, construction in progress, improvements other than facilities, land, machinery and equipment, and intangible assets.

Capitalization policy - the criteria used by the school district to determine which capital assets will be reported as capital assets on the school district's financial statements and records.

Capitalization threshold - The dollar value at which a government elects to capitalize tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

Capitalized interest - interest accrued and reported as part of the cost of the capital assets during the construction phase of a capital project. The construction phase extends from the initiation of pre-construction activities until the time the asset is placed in service.

Construction in progress - buildings in the process of being constructed other than infrastructure.

Cost - the amount of money or other consideration exchanged for goods or services.

Depreciation/Amortization - expiration in the service life of capital assets, other than wasting assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. In accounting for depreciation/amortization, the cost of a capital asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of such cost.

Fixtures - attachments to buildings that are not intended to be removed and cannot be removed without damage to the buildings. Those fixtures with a useful life presumed to be as long as that of the building itself are considered a part of the building. Other fixtures are classified as machinery and equipment.

General capital assets - capital assets that are not capital assets of any fund, but of the governmental unit as a whole. Most often these capital assets arise from the expenditure of the financial resources of governmental funds.

General capital assets account group (GFAAG) - a self-balancing group of accounts established to account for capital assets of the school district, not accounted for through specific proprietary funds.

Government activities – activities generally financed through taxes, intergovernmental revenues, and other non-exchange revenues. These activities are usually reported in governmental funds and internal service funds.

Government-wide financial statements – Financial statements that incorporate all of a government's governmental and business-type activities, as well as its nonfiduciary component units. There are two basic government-wide financial statements the statement of net assets and the statement of activities. Both basic government-wide financial statements are presented using the economic resources measurement focus and the accrual basis of accounting.

Historical (acquisition) cost - the actual costs expended to place a capital asset into service. For land and buildings, costs such as legal fees, recording fees, surveying fees, architect fees and similar fees are included in the historical cost. For machinery and equipment, costs such as freight and installation fees and similar fees are included in the historical cost.

Improvements – In addition made to, or change made in, a capital asset, other than maintenance, to prolong its life or to increase the efficiency or capacity. The cost of the addition or change is added to the book value of the asset.

Improvements other than buildings - attachments or annexation to land that are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains and sewers. Sidewalks, curbing, sewers and highways are sometimes referred to as “betterments,” but the term “improvements” is preferred.

Infrastructure – long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include; roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

Investment in general capital assets - an account in the GFAAG representing the school district's investment in general capital assets. The balance in this account generally is subdivided according to the source of the monies that finance the capital assets addition/acquisition, such as general fund revenues and special assessments.

Land and buildings - real property owned by the school district.

Machinery and equipment - capital assets which maintain their identity when removed from their location and are not changed materially or consumed immediately (e.g., within one year) by use. Machinery and equipment are often divided into specific categories such as: transportation machinery and equipment which includes school buses and school district owned automobiles, trucks and vans; other motor machinery and equipment which includes lawn maintenance machinery and equipment, tractors, motorized carts, maintenance machinery and equipment, etc.; other machinery and equipment which includes furniture and machinery and equipment contained in the buildings whose original cost is equal to or greater than ~~(\$ capitalization threshold~~ **5,000**), and capital assets under capital leases and capital assets being acquired under a lease/purchase agreement.

Proprietary funds – Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Replacement cost - the amount of cash or other consideration required today to obtain the same capital assets or its equivalent.

**802.4E1 - Fixed Assets Management System Machinery and Equipment Fixed Assets
Additions/Acquisitions Form (no changes proposed)**

Addition/Acquisition Date: _____ PO/Check Number: _____ Class Code: _____

Purchasing Fund: _____ Gift: Yes ___ No ___ Bar Code

No: _____

GFAAG _____ Proprietary

Fund _____

Description: _____

Quantity: _____ Useful life (proprietary funds

only): _____

Serial No./Model

No.: _____

Cost: \$ _____ Replacement

cost: \$ _____

Vendor: _____

Building: _____

Building

Code: _____ Department/Room: _____

Controlling Person: _____ Completed

by: _____

(Initials)

(date)

Authorization:

Entered into the Fixed Assets Management System Record by:

(Initials) (date)

The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent.

802.4E2 - Fixed Assets Management System Real Property Fixed Assets Additions/Acquisitions Form
(no changes proposed)

Addition/Acquisition Date: _____ PO/Check Number: _____ Class Code: _____

Purchasing Fund: _____ Gift: Yes___ No___ Bar Code

No: _____

GFAAG _____ Proprietary

Fund _____

Legal

Description: _____

Address: _____

Cost: \$ _____ Actual _____ Estimate _____

If estimated cost, describe method _____

Useful life of building (proprietary funds only): _____

Seller: _____

Controlling Person: _____ Completed

by: _____

(Initials) (date)

Authorization:

Entered into the Fixed Assets Management System Record by:

(Initials) (date)

The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent.

802.4E3 - Fixed Assets Management System Fixed Assets Relocation/Transfer Form (no changes proposed)

Transfer Date: _____ Bar Code Number: _____

Description: _____

Quantity: _____ Serial/Model Number: _____

Transfer From:

Building: _____

Building Code: _____ Department/Room: _____

Controlling Person: _____ Completed
by: _____
(Initials) (date)

Transfer To:

Building: _____

Building Code: _____ Department/Room: _____

Reason for the Transfer: _____

Controlling Person: _____ Completed
by: _____
(Initials) (date)

Authorization:

Entered into the Fixed Assets Management System Record by:

(Initials) (date)

The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent

Instructions: This form is used only when a fixed assets is relocated/ transferred to another location for continued use. The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent. The information on this form should be entered into the fixed assets management system on the same day the relocation/transfer is completed and no later than in the month in which the relocation/transfer occurred.

802.4E4 - Fixed Assets Management System Machinery and Equipment Fixed Assets Disposal Form (no changes proposed)

Disposal Date: _____ Bar Code
Number: _____

Completed by: _____

Description: _____

Quantity: _____ Serial/Model No.: _____

Disposal Method: Trade-in _____ Junk _____ Sale _____ Trade _____ Other _____

Condition of Item: _____

Reason for Disposal: _____

Cost: \$ _____ Actual _____ Estimate _____

Controlling Person: _____ Completed
by: _____
(Initials) (date)

Authorization:

Entered into the Fixed Assets Management System Record by:

(Initials) (date)

The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent.

Instructions: This form is used to remove a fixed asset that is of no further service/use to the school district. The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent. The information on this form should be entered into the fixed assets management system on the same day the relocation/transfer is completed and no later than in the month in which the relocation/transfer occurred.

802.4E5 - Fixed Assets Management System Real Property Fixed Assets Disposal Form (no changes proposed)

Disposal Date: _____ Bar Code
Number: _____

Completed by: _____

Legal
Description: _____

Address: _____

Cost: \$ _____ Purchaser: _____

Disposal Method: Sale _____ Trade _____ Other _____

Condition of Asset: _____

Reason for Disposal: _____

Controlling Person: _____ Completed

by: _____
(Initials) (date)

Authorization:

Entered into the Fixed Assets Management System Record by:

(Initials) (date)

The upper portion of this form is to be completed in accordance with the Fixed Assets Management System Administrative Regulations. The lower portion of this form is to be completed by the superintendent.

802.4E6 - Fixed Assets Management System Lost, Damaged or Stolen Fixed Assets Report (no changes proposed)

Discovery Date: _____ Bar Code Number: _____ Quantity: _____

Person Discovering the Loss: _____

Description: _____

Building: _____ Building Code: _____

Department/Room: _____ Controlling Person: _____

Reported as: _____ Arson _____ Theft _____ Unexplained Loss

_____ Burglary _____ Vandalism _____ Failure to Return

Explain Circumstances Surrounding Loss: _____

Estimated Loss: \$ _____

Sent for Repair: ____Yes ____No Date Submitted for Repair: _____ Returned from Repair:_____

Police Report Filed: ____Yes ____No Police Report Date: _____ Police Report No. _____

Insurance Report Filed: ____Yes ____No Insurance Report Date: _____

Completed

by: _____
(Initials) (date)

Authorization:

Entered into the Fixed Assets Management System Record by:

802.5 - Building and Sites Adaptation for Persons with Disabilities (no changes proposed)

The board recognizes the need for access to its buildings and sites by persons with disabilities. School district buildings and sites currently in use will be altered to be accessible to persons with disabilities unless the alteration would cause an undue hardship for the school district. Renovated and new buildings and sites will be accessible to persons with disabilities.

It is the responsibility of the superintendent, upon board approval, to take the necessary action to ensure school district buildings and sites are accessible to persons with disabilities.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

802.6 - ~~Vandalism/Naming School District Facilities or Portions of District Facilities~~ (no changes proposed)

VANDALISM

The board believes everyone should treat school district buildings and sites and property with respect for the benefit of the education program. Users of school district property will treat it with care. Employees discovering vandalism should report it to the building principal as soon as possible.

Persons suspected, found or proven to have destroyed or otherwise harmed school district property may be subject to discipline by the school district, if the person is under the jurisdiction of the school district, and may be reported to local law enforcement officials. Persons who are not under the jurisdiction of the school district and who are suspected, found or proven to have destroyed or otherwise harmed school district property will be reported to the local law enforcement authorities.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

Regulations 802.6 NAMING SCHOOL DISTRICT FACILITIES OR PORTIONS OF DISTRICT FACILITIES (redesignate as Regulation 803.3R1 to supplement 801.3- Educational Specifications for Building and Sites)

802.7 - Energy Conservation (no changes proposed)

In concert with the board's goal to utilize public funds in an effective and efficient manner, employees and students will practice energy conservation methods when utilizing the school district's buildings and sites. These methods include, but are not limited to, turning off lights and equipment when not in use, adjusting the temperature of the facility, particularly when it is not in use, and keeping windows and doors properly closed or open, depending upon the weather.

It is the responsibility of the superintendent and maintenance director to develop energy conservation guidelines for employees and students. Employees and students will abide by these guidelines.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

803.1 - Disposition of Obsolete Equipment (no changes proposed—previously revised Aug. 2, 2023)

School property, such as equipment, furnishings, supplies, or any other property that is not real property (hereafter equipment), will be disposed of when it is determined to be of no further use to the school district. It is the objective of the school district in disposing of the equipment to achieve the best available price or most economical disposal.

The Board authorizes the administration to sell or otherwise dispose of obsolete equipment having a value of less than \$25,000 in any manner as determined by the Superintendent or designee to be in the best interest of the school district. Each such sale or disposition shall be published once in a newspaper having general circulation in the District.

A public hearing will be held regarding the sale or disposal of equipment with a value of \$25,000 or more prior to the Board's final decision. The Board will adopt a resolution announcing the proposed sale or disposition and will publish notice of the time and place of the public hearing and the description of the property will be in the resolution. Notice of the public hearing will be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date unless otherwise required by law. Upon completion of the public hearing, the board may sell or otherwise dispose of the equipment.

It is the responsibility of the superintendent to make a recommendation to the board regarding the method for disposing of equipment of no further use to the school district.

Approved January 16, 2014

Reviewed August 2, 2023

Revised August 2, 2023

803.2 - Lease, Sale or Disposal of School District Buildings and Sites (significant changes proposed—clarification of process)

Decisions regarding the lease, sale, or disposal of school district real property are made by the board. In making its decision the board will consider the needs of the education program and the efficient use of public funds.

Prior to the board's final decision regarding real property, a public hearing will be held. The board will adopt a resolution announcing the proposed sale which will contain notice of the time and place of the public hearing and the description of the property or locally known address. Notice of the time and place of the public hearing will be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date. Upon completion of the public hearing, the board may dispose of the property.

~~The board may lease, sell, or otherwise dispose of property, other than real property, with a value of less than \$5,000 in whatever manner the board determines appropriate and consistent with Iowa law. The board may lease for longer than a year, sell, or otherwise dispose of any real property and/or any property with a value of \$5,000 or more in a manner consistent with Iowa law. Prior to the board's final decision regarding said property with a value of \$5,000 or more, a public hearing will be held. The board will act consistent with Iowa law regarding the public hearing and the disposal of the property.~~

If the real property contains less than two acres, is located outside of a city, is not adjacent to a city and was previously used as a schoolhouse site, the property may revert to the owner of the tract from whom the property was taken following the procedures set forth in Iowa law Code §§ 297.15-.25.

In the case of a sale or lease of school district real property not being used for the education program, unless otherwise exempted, advertisements for bids will be taken. If the bids received by the board are deemed inadequate, the board may decline to sell or lease the property and re-advertise.

In the case of the demolition of a school district facility or structure, in an amount in excess of the statutory minimum required by law, the board will follow all applicable laws regarding competitive bidding for the demolition-advertise and take bids for the purpose of awarding the contract for the project.

The superintendent is responsible for coordinating the action necessary for the board to accomplish the lease, sale, or disposal of school district real property, including student-constructed buildings. It will also

be the responsibility of the superintendent to make a recommendation to the board regarding the use of school district real property not being utilized for the education program.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

804.1 - Facilities Inspections (no changes proposed)

A program for annual inspection, in addition to those conducted by authorized agencies, of the equipment, facilities, and grounds will be conducted as part of the maintenance schedule for school district buildings and sites. The results of this inspection will be reported to the board at its annual meeting. Further, the board may conduct its own inspection of the school district buildings and sites annually.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ **September 20, 2023**

Revised February 25, 2019

804.2 - Warning System and Emergency Operations Plans (significant additions proposed—emergency operations plans)

The district shall work in conjunction with community stakeholders including local emergency management coordinators and local law enforcement agencies to create emergency operations plans for all district buildings and school buildings where students are educated.

The superintendent shall be responsible for the development, review and implementation of the district emergency operations plan. The plan shall include procedures for transmitting alerts regarding emergency situations to school personnel, students, and employers for non-school employees whose presence is regularly required in the school building. The emergency operations plan shall be updated and reviewed annually by the Board and shall address responses to natural disasters, active shooter scenarios and other emergencies as determined by the district. The emergency operations plans are confidential and shall not be subject to disclosure under Iowa Code Chapter 22. However, the district shall publish procedures for students, school personnel, parents, and family members to report possible safety threats on school grounds and at school activities.

The school district will maintain a warning system designed to inform students, employees, and visitors in the facilities of an emergency. This system is maintained on a regular basis under the maintenance plan for school district buildings and sites.

Students are informed of this system according to board policy. Each classroom and office will have a plan for helping those in need of assistance to safety during an emergency. This will include, but not be limited to, students and employees with disabilities.

Licensed employees are responsible for instructing students on the proper techniques to be followed during an emergency. Administration is responsible for instructing staff on the proper techniques to be followed during an emergency and to provide drills for students and staff.

The administration shall hold annual emergency operations drills at each district building covered by an emergency operations plan in accordance with law. The district shall determine which school personnel shall participate and whether local law enforcement and students participate in annual drills.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ September 20, 2023

Revised February 25, 2019

804.3 - Bomb Threats. (no changes proposed)

As soon as a bomb threat is reported to the administration, the school district facility should be cleared immediately once emergency personnel give directive. A thorough search will be made by the appropriate school district or law enforcement officials. Employees and students will remain outside the school district facility until it is determined that danger no longer exists.

It is the responsibility of the superintendent to file a report or keep a report of each incident for the school district records. All bomb threats will be reported to the Red Oak Fire Department.

Approved January 16, 2014

Reviewed ~~February 11, 2019~~ September 20, 2023

Revised February 25, 2019

804.4 - Asbestos Containing Material (no changes proposed)

The board shall implement the rules of the Asbestos Hazard Emergency Response Act (AHERA) and will provide the necessary funding to implement the response actions as required. The board shall appoint a designated person as required in the rules as well as provide required training for maintenance and custodial workers. Each school building will maintain a copy of the district's asbestos management plan.

Friable and non-friable asbestos containing materials will be maintained in good condition and appropriate precautions will be followed when the material is disturbed. If there is a need to replace asbestos it will be replaced with non-asbestos containing materials. Each school building will maintain a copy of the asbestos management plan.

Approved January 16, 2014
Reviewed ~~December 16, 2013~~ **September 20, 2023**
Revised February 25, 2019

804.5 - Hazardous Chemical Risks Right to Know (no changes proposed)

The board shall develop and implement a program to comply with the Emergency Planning and Community Right to Know Act (EPCRA). The program shall be administered by a designated administrator who shall develop a Hazardous Chemical Communications Program consistent with federal and state law. The program will consist of material safety data sheets, container labeling, chemical inventories, and employee training and transmittal of the program to applicable employees, the community, and Emergency Response personnel.

Approved February 11, 2019
Reviewed ~~February 11, 2019~~ **September 20, 2023**
Revised February 25, 2019

805 Radon Mitigation (no changes proposed)

The district recognizes the importance of providing healthy learning environments for students, employees and community members in district buildings. The district will take appropriate measures as required by law to assess radon levels in attendance centers and provide for mitigation or other measures where appropriate.

It is the responsibility of the superintendent to create administrative regulations necessary to carry out this policy.

Approved August 22, 2022
Reviewed ~~August 22, 2022~~ **September 20, 2023**
Revised August 22, 2022

805R1. Radon Mitigation (no changes proposed)

The district will create and the board will approve a plan to assess levels of radon gas present in district attendance centers. Funding for any costs related to radon testing or mitigation will be paid from the state school foundation aid received to the district or from revenues received from the Secure an Advanced Vision for Education fund.

Each district attendance center will undergo a short-term test for the presence of radon gas at least once by July 1, 2027. Short-term test means a test using a device that remains in an area for two to seven days to determine the amount of radon in the air.

Radon testing will be performed by an individual certified to conduct such testing pursuant to Iowa Code section 136B.1 or by district employees who have completed a school radon testing training program approved by the Iowa Department of Education and the Iowa Department of Public Health.

If the results of any short-term test at an attendance center are at or above four picocuries per liter, the district will conduct a second short-term test in spaces with elevated levels within sixty days of the first test. If the averaged test results of the first and second tests are at or above four picocuries per liter, the district will retain an individual credentialed to develop a radon mitigation plan.

The plan may include further diagnostic testing, corrective measures, and active mitigation. The mitigation plan will be completed within two years of first short-term test unless the district plans to abandon or renovate the attendance center within five years and renovation includes radon mitigation.

All new school construction will include radon resistant construction techniques.

Approved August 22, 2022

Reviewed ~~August 22, 2022~~ **September 20, 2023**

Revised August 22, 2022

806 Use of Recording Devices on School Property (new policy requiring 3rd reading)

District-Generated Recordings

The district believes in the importance of providing a safe and enriching learning environment possible for its students. The district uses digital recording devices on school property including school transportation vehicles to help protect the safety of district students, employees and community members; and to safeguard district property which is funded using public resources. Additionally, district-generated recordings of students engaging in the district's educational and extracurricular programs can be essential to engage positively with the school community and promote the value of public education.

In order to balance privacy and safety interests, no recording devices will be utilized on district property where individuals maintain a reasonable expectation of privacy. These areas include but are not limited to: the school nurse's office, restrooms, locker rooms, changing areas, lactation spaces and employee break areas.

Recordings of students have the potential to be considered education records. Any recordings will be maintained and accessed in compliance with the requirements of the Family Education Rights and Privacy Act and the district's policy on student records.

Recordings will be digitally maintained and stored for an appropriate amount of time to maintain the safety of the educational environment and to safeguard district property, after which they will be destroyed. The superintendent or superintendent's designee will establish any necessary regulations related to the secure storage, maintenance, viewing and destruction of digital recordings.

Non-District Generated Recordings

The use of non-district owned recording devices on school property and at school events will be regulated. Students, parents and community members will not be permitted to take recordings of other students or employees during school hours unless the recording is authorized in advance by building administration. Students and employees found to violate this policy will be subject to disciplinary measures consistent with board policy and applicable student and employee handbooks. This policy will not be construed or enforced in a way that infringes on employee activity otherwise protected by law.

It is important to foster a community spirit and sense of unity within the district. However, the district acknowledges that not every student or staff member feels comfortable or safe being recorded. At district-sponsored extracurricular events and activities, the use of non-district owned recording devices by the public may be monitored by administration if a concern is made known to district administration by a student, employee or parent. Any individuals determined to be making recordings considered bothersome to students or staff may be asked to stop or destroy their recording and may be asked to leave the event.

Approved
Reviewed
Revised

806-R1 Use of Recording Devices on School Property - Use of District Owned Recording Devices Regulation

The board supports the use of recording devices on district property as a means to monitor and maintain a safe environment for students and employees. District property includes district-owned land, buildings, vehicles, buses and any other property as needed. The contents of the recordings may be used as evidence in a student or employee disciplinary proceeding.

Student Records

The content of the recordings may be a student record subject to federal and state law, board policy and administrative regulations regarding confidential student records. Generally, surveillance video that does not capture any specific incident is not a student record or personnel record and may be disclosed as a public record upon request. Only those persons with a legal basis or legitimate educational purpose may view the recordings. In most instances, individuals with a legitimate educational purpose may be the

superintendent, building principal, classroom teacher, transportation director, bus driver, HR director and special education staffing team. A parent may inspect, review or be informed of the content of the recording without consent from any student or parent of a minor student also shown in the recording, whether the student is a bystander to an incident or directly involved. The district may, but is not obligated by law to provide a copy of a recording to a parent or student upon request.

A recording during a school-sponsored trip, such as an athletic event, may also be accessible to the sponsor or coach of the activity. If the content of the recording becomes the subject of a student disciplinary proceeding, it will be treated like other evidence in the proceeding.

Notice

The school district will annually provide the following notice to students, employees, and parents:

The Community School District Board of Directors has authorized the use of recording devices on school district owned property. The recording devices will be used to enhance safety and security within the educational environment. Students, employees, and parents are hereby notified that the content of the recording may be used in a student or employee disciplinary proceeding. The content of the recordings may be considered confidential student records and will be retained with other student records. Recordings will only be retained if necessary for use in a student or employee disciplinary proceeding or other matter as determined necessary by the administration. Parents may request to view the recording of their child.

The following notice will also be placed on all school buses equipped with recording devices:

This building/bus is equipped with a recording /audio monitoring system.

Review of Recording Devices

The school district will review the recordings when necessary, as a result of an incident reported by an employee or student. The recordings may be re-circulated for erasure after 90_days.

If not public records, the viewing of the recordings is limited to the individuals having a legitimate educational purpose. A written log, as appropriate, may be kept of those individuals viewing the recordings stating the time, name of individual viewing and the date the recordings was viewed.

Student Conduct

Students are prohibited from tampering with the recording devices on the school property. Students found in violation of this regulation will be disciplined in accordance with the school district discipline policy and Good Conduct Rule and will reimburse the school district for any repairs or replacement necessary as a result of the tampering.

Employee Conduct

District-generated recordings may be used as evidence in employee disciplinary matters, as appropriate. Employees are prohibited from tampering with recording devices on school property. Employees found to be in violation of this regulation will be subject to disciplinary action as outlined in the employee handbook and relevant board policies.

402.9 – Employee Professional Development

The board encourages licensed employees to attend and participate in professional development activities to maintain, develop, and extend their skills. The board will maintain and support an in-service program for licensed employees. **Professional development activities will include activities that promote and/or teach about compliance with applicable Iowa laws.**

For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the state board of education or board of educational examiners that the district determines requires the employee to participate in the professional development program.

Requests for attendance or participation in a development program, other than those development programs sponsored by the school district ~~is~~ **are** made to the superintendent. Approval of the superintendent must be obtained prior to attendance by a licensed employee in a professional development program when the attendance would result in the licensed employee being excused from their duties or when the school district pays the expenses for the program.

The superintendent will have sole discretion to allow or disallow licensed employees to attend or participate in the requested event. When making this determination, the superintendent will consider the value of the program for the licensed employee and the school district, the effect of the licensed employee's absence on the education program and school district operations and the school district's financial situation as well as other factors deemed relevant in the judgment of the superintendent. Requests that involve unusual expenses or overnight travel must also be approved by the board.

Approved: July 25, 2018

Reviewed: ~~February 14, 2022~~ **September 20, 2023**

Revised: ~~February 14, 2022~~

402.14 – Required Professional Development for Employees

Appropriate training and professional development of all employees is crucial to the success of all students. The district will provide professional development opportunities appropriate to the duties of school employees.

For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the state board of education or board of educational examiners that the district determines requires the employee to participate in the professional development program.

Approved:

Reviewed:

Revised:

503.6 Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence

Discipline is designed to promote behavior that will enable students to learn and successfully participate in their educational and social environments. The district discipline policy for students who make a threat of violence or commit an act of violence is developed to help students understand their obligations to others in the school setting, secure the safety of all students, staff, and the community, and to correct student behavior if a violation occurs (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 1).

Students will conduct themselves in a manner fitting their age, grade level, and maturity, and with respect and consideration for the rights of others while on school district property or on property within the jurisdiction of the school district; while on school owned and/or operated school or chartered vehicles; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and welfare of the school district. Consequences for the misconduct will be fair and tailored to the age, grade level and maturity of the student.

Discipline and other responses to threats or incidents of violence by a student with a disability, including removal from a class, placement in a therapeutic classroom, suspensions, and expulsions, will comply with the provisions of applicable federal and state laws including, but not limited to, the IDEA, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 3)

Reporting a Threat of Violence or Incidence of Violence

In the case of any threat of violence or incident of violence that results in injury, property damage or assault by a student, the teacher will report to the school principal or lead administrator within 24 hours of the incident. The principal or lead administrator will notify the parent or guardian of the student(s) who threatened or perpetrated an act of violence and the student(s) who the threatened or perpetrated act of violence was made against within 24 hours after receipt of the teacher's report and complete an investigation of the incident as soon as possible. The classroom teacher may also notify the parent or guardian of the student who made the threat or caused the incident, and the parent or guardian of the student against whom the threat or incident was directed (2023 Iowa Acts, chapter 96 (House File 604), sec. 4).

An investigation will be initiated by the principal or lead administrator upon learning of an incident of violence or threat of violence through any credible means. If the principal or lead administrator finds that an incident of violence or threat of violence did occur, the administrator will determine the level of threat or incident by considering all aspects of the situation, including the student's intent and knowledge of the impact of their actions, their developmental level and context of the incident. The resolution will focus on identifying the cause behind the behavior and appropriate corrective action (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsections 1 and 4).

A student who makes a threat of violence, causes an incident of violence that results in injury or property damage, or who commits an assault, will be subject to escalating levels of discipline for each occurrence. When appropriate, referrals will be made to local law enforcement. The district retains

the authority to assign the level of disciplinary measures appropriate to the severity of the threat of violence or incident of violence (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 5).

Threats of Violence

Threat of violence means a written, verbal, electronic or behavioral message that either explicitly or implicitly expresses an intention to inflict emotional or physical injury, property damage, or assault.

Incident of Violence

Incident of violence means the intentional use of physical force or power against oneself, another person, a group or community or property resulting in injury, property damage or assault.

Injury

Injury means “physical pain, illness or any impairment of physical condition.” State v. McKee, 312 N.W.2d 907, 913 (Iowa 1981).

Property Damage

Property damage means any destruction, damage, impairment, or alteration of property to which the individual does not have a right to take such an action. Property means real property, which includes any real estate, building, or fixture attached to a building or structure, and personal property, which includes intangible property (Iowa Code section 4.1(21)).

Assault

Assault means when, without justification, a student does any of the following:

an act which is intended to cause pain or injury to, or which is intended to result in physical contact which will be insulting or offensive to another, coupled with the apparent ability to execute the act; or any act which is intended to place another in fear of immediate physical contact which will be painful, injurious, insulting or offensive, coupled with the apparent ability to execute the act; or intentionally points any firearm toward another or displays in a threatening manner any dangerous weapon toward another.

The act is not an assault when the person doing any of the above and the other person are voluntary participants in a sport, social or other activity, not in itself criminal, when the act is a reasonably foreseeable incident of such sport or activity, and does not create an unreasonable risk of serious injury or breach of the peace (Following Iowa Code section 708.1).

Approved:

Reviewed:

Revised:

503.6R1 Discipline of Students Who Make Threats of Violence or Cause Incidents of Violence Regulation

Levels of Behavior

The following levels are used to determine the district’s response to violent misconduct. Levels will be assigned based on the discretion of administrators. Administrators will consider the age level and maturity of students in determining the level of an offense and assigning appropriate consequences. Consequences for the misconduct will be fair and developmentally appropriate in light of the circumstances.

Level 1—Behaviors that jeopardize the physical safety or emotional well-being of others; behaviors that may lead to property damage (e.g., rough play, spontaneous aggressive behaviors such as pushing and shoving, antagonism, verbal threats, fighting words, etc.)

Level 2—Aggressive behaviors that involve the intentional use of force or intimidation; behaviors that include vandalism or the destruction of property valued at less than \$50; bringing a dangerous object to school; repeated or significant incidents of Level 1 infractions (e.g., simple assault/fighting/physical altercations, disorderly conduct, verbal abuse, substantial or severe threats, coercion, etc.)

Level 3—Aggressive behaviors involving extreme violence and/or the intentional use of force to inflict serious bodily harm or injury; behaviors that place others in substantial risk or significant fear; vandalism or destruction of property valued over \$50; repeated or significant incidents of Level 2 infractions (e.g., serious or aggravated assault, possession or use of a weapon, menacing with a dangerous object, premeditated threats of violence, extortion, etc.)

Escalating Responses by Grade Band

Grades PK-2

Level	Escalating Response
Level 1	<ul style="list-style-type: none">▪ Requires parent or guardian notification.▪ Requires individualized educational program (IEP) meeting if the student has an IEP.▪ Responses may include any of the following:<ul style="list-style-type: none">○ Parent or guardian conference that includes the student, when appropriate;○ When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district;○ Behavior intervention student agreement coupled with another response(s);○ Restitution or opportunities to repair relationships coupled with another response(s);○ Detention; and/or○ Temporary removal from class.▪ Unless the first offense is unusually serious, the administrator will avoid permanent removal from a class

Level 2	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to the incident may include the following: ▪ Parent or guardian conference that includes the student, when appropriate; <ul style="list-style-type: none"> ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health ○ counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.
Level 3	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s). ○ Detention; ○ Temporary or permanent removal from extracurricular activities; Temporary or permanent removal from class; ○ In-school suspension; ○ Out-of-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or ○ Recommendation for expulsion.

Grades 3-5

Level	Escalating Response
Level 1	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses may include any of the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; and/or ○ Temporary removal from class. ▪ Unless the first offense is unusually serious, the administrator will avoid permanent removal from a class
Level 2	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to the incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.
Level 3	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate;

	<ul style="list-style-type: none"> ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s). ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Out-of-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or ○ Recommendation for expulsion.
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Grades 6-8

Level	Escalating Response
Level 1	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses may include any of the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; and/or ○ Temporary removal from class.
Level 2	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to the incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s);

	<ul style="list-style-type: none"> ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Out-of-school suspension ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.
Level 3	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s). ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Out-of-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or ○ Recommendation for expulsion.

Grades 9-12

Level	Escalating Response
Level 1	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to an incident may include, but are not limited to, the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s);

	<ul style="list-style-type: none"> ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary removal from extracurricular activities; ○ Temporary removal from class; ○ In-school suspension; and/or ○ Suspension of transportation if misconduct occurred in a school vehicle
Level 2	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Response to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; o In-school suspension; ○ Out-of-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate
Level 3	<ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Response to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; o In-school suspension;

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| | <ul style="list-style-type: none">○ Out-of-school suspension;○ Suspension of transportation privileges if misconduct occurred in a school vehicle;○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or○ Recommendation for expulsion. |
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Definitions

Detention means the student's presence is required during non-school hours (or during lunch or recess) for disciplinary purposes. The student can be required to appear prior to the beginning of the school day, after school has been dismissed for the day or on a non-school day. Whether a student will serve detention, and the length of the detention, is within the discretion of the licensed employee or the building principal disciplining the student.

Expulsion means an action by the board to remove a student from the school environment, which includes, but is not limited to, classes and activities, for a period of time set by the board. In-school suspension means the student will attend school but will be temporarily isolated from one or more classes while under supervision. An in-school suspension will not exceed ten consecutive school days.

Out-of-school suspension means the student is removed from the school environment, which includes school classes and activities. An out-of-school suspension will not exceed ten consecutive school days unless due process is provided as required by federal and state law. A restriction from school activities means a student will attend school and classes and practice but will not participate in school activities.

Placement in an alternate learning environment means placement of a student in an environment established apart from the regular educational program that includes rules, staff and resources designed to accommodate student needs and to provide a comprehensive education consistent with the student learning goals and content standards established by the school district.

Removal from the classroom means a student is sent to the building principal's office. It is within the discretion of the person in charge of the classroom to remove the student.

2023-2024 School Improvement Advisory Committee (SIAC)

1. Meshell Billings (Teacher Representative)
2. Brandi Blackman (Teacher Representative)
3. Kristina Chilton (Teacher Representative)
4. SueAnn Crouse (Teacher Representative)
5. Debbie Graber (Teacher Representative)
6. Janelle Erickson (Teacher Representative)
7. Brett Eubank (Teacher Representative)
8. Sonia Kunze (Teacher Representative)
9. Angie Montgomery (Teacher Representative)
10. Melinda Smits (Teacher Representative)
11. Tracy Vannausdle (Teacher Representative)
12. Jane Chaillie (Administrative Representative)
13. Steven Green (Administrative Representative)
14. Nate Perrien (Administrative Representative)
15. James Sherley (Administrative Representative)
16. Kathy Walker (Board Representative)
17. Jackie DeVries (Board Representative)
18. Jen Johnson (Parent Representative)
19. Alan Dean (Parent Representative)
20. Karen Dean (Parent Representative)
21. Richard Fisher (Parent Representative)
22. Tianna Fisher (Parent Representative)
23. Eduard Grass (Parent Representative)
24. Corrine Jenkins (Parent Representative)
25. Jason Orme (Parent Representative)
26. Sarah Orme (Parent Representative)
27. Stacy Querry (Parent Representative)
28. Travis Querry (Parent Representative)
29. Andy Rea (Parent Representative)
30. Mabel Rico (Parent Representative)
31. Amy Rydberg (Parent Representative)
32. Dave Rydberg (Parent Representative)
33. Deb Terry (Parent Representative)
34. Kandi Turner (Parent Representative)
35. Scott Turner (Parent Representative)
36. Connor Knight (Student Representative)
37. Ashley Schmid (Student Representative)
38. Gracie Strunk (Student Representative)