

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/917563389>

Wednesday, March 20, 2024 – 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 February 21, 2024

5.2 Review and Approval of Monthly Business Reports

5.3 Personnel Considerations

5.3.1 Hiring of Kaylee Jacobs as Elementary Classroom Teacher at Inman Elementary for the 2024-2025 School Year

5.3.2 Hiring of Justin Williams as 7-12 Industrial Technology Teacher at Jr-Sr High School for the 2024-2025 School Year

5.3.3 Hiring of Angel Girouex as Preschool Teacher at Red Oak Early Childhood Center for the 2024-2025 School Year (pending background check)

5.3.4 Hiring of Feran Paden as Paraprofessional at Inman Elementary Effective Immediately (pending background check)

5.3.5 Hiring of Tia Rains as Paraprofessional at Inman Elementary Effective Immediately

5.3.6 Hiring of Dion Coffey as High School Girls Soccer Coach for the 2023-2024 School Year

5.3.7 Acceptance of Tristan Johnson as Volunteer Assistant Boys' and Girls' Tennis Coach

5.4 Out of State Trips

- 5.4.1 Third Grade Students to Travel to Omaha, NE, to Visit the Durham Museum, on April 12, 2024
- 5.4.2 First Grade Students to Travel to Omaha, NE, to Visit the Henry Doorly Zoo, on May 2, 2024
- 5.4.3 School Beyond School Students to Travel to Omaha, NE to Visit the Henry Doorly Zoo, on May 11, 2024
- 5.5 Contract Renewals
 - 5.5.1 Renewal of Iowa Local Government Risk Pool (LGRP) Program Participation Agreement (i.e., Stabilization of Natural Gas Costs) (\$69,193.90)
 - 5.5.2 Renewal of Head Start Program Agreement with West Central Community Action for the 2024-2025 School Year (Not to Exceed \$81,000)
 - 5.5.3 Renewal of Go Bound Agreement with ASPi Solutions Inc. for the 2024-2025
 - 5.5.4 Renewal of OPAA Food Service Management Contract through the 2024-2025 School Year.
 - 5.5.5 Renewal of Frontline Education Software Applications (e.g., Budget and Financial Analytics, Frontline Central Solution, Time and Attendance, and Absence and Substitute Management) for the 2024-2025 School Year (\$38,021.62)
 - 5.5.6 Renewal of LineWize Content Filter for the 2024-2025 through 2026-2027 School Years (Average of \$8,050 Per Year)
- 6.0 General Business for the Board of Directors
 - 6.1 Old Business
 - 6.1.1 Discussion/Approval of 2nd Reading of Board Policies 900-907
 - 6.2 New Business
 - 6.2.1 Discussion/Approval of Appointing Director to Serve on the Montgomery County Conference Board
 - 6.2.2 Discussion/Approval of Renewing the District's Medical Insurance Through Mercer/Iowa Educator Group Insurance Trust (i.e., Wellmark) for the 2024-2025 School Year
 - 6.2.3 Discussion/Approval of Ancillary Insurance Programs (i.e., Life Insurance, AD&D, Long-Term Disability, Short-Term Disability, Voluntary Life, Voluntary Life Child, Legal, Wellmark EGRP, and Pet Insurance) with Mercer/Hartford for 2024-2025 School Years
 - 6.2.4 Discussion/Approval of Red Oak Education Association Master Contract and Issuing Individual Teacher Contracts for the 2024-2025 School Year
 - 6.2.5 Discussion/Approval of 2024-2025 High School Course Handbook
 - 6.2.6 Discussion/Approval of 2024-2025 Concurrent Enrollment (i.e., College Credit) Courses and Career and Technical Education Programs with Southwestern Community College
 - 6.2.7 Discussion/Approval of Boys' and Girls' Soccer Interscholastic Activity Sharing Agreement with the Stanton Community School District for the 2023-2024 School Year
 - 6.2.8 Discussion/Approval of Implementing a Supplemental Online Learning Coordinator Stipend (\$8,550)
 - 6.2.9 Discussion/Approval of Inman Boiler Replacement Scope of Engineering Services and Project Schedule
- 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 Student Proceedings

8.1 Closed Session

The Board will enter closed session as provided by Iowa Code Section 21.5 (1)a “to review or discuss records which are required or authorized to be kept confidential” and 21.5 (1)e “to discuss whether to conduct a hearing to determine whether to suspend or expel student(s).”

8.2 Return to Open Session/Board Action on Student Disciplinary Matter

9.0 Next Board of Directors Meeting: Wednesday, April 3, 2024 – 5:30 pm (Work Session)
Red Oak Virtual Learning Center
Red Oak Jr./Sr. High

10.0 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
February 21, 2024

The regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Bret Blackman at 5:35 p.m. at the Red Oak Junior Senior High School Virtual Classroom.

Present

Directors: Bret Blackman, Kathy Walker, Scott Bruce
 Superintendent Ron Lorenz, Board Secretary/Business Manager, Heidi Harris

Approval of Agenda

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

Public Hearing for 2024-2024 Calendar

President Blackman opened the public hearing for the 2024-2025 school calendar at 5:36 p.m. Superintendent Lorenz presented the proposed calendars, each dependent upon current legislation. There were no public comments. President Blackman closed the public meeting at 5:40 p.m.

Revised Consent Agenda

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

Good News from Red Oak Schools

Bryce Johnson was issued the Oath of Office at the Administrative Office on February 15, 2024, as he was unable to attend this meeting.

The Red Oak FFA advanced all competitors in the sub-district contest to the district competition in Clarinda. Congratulations to Ella Johnson, Hailey Rydberg, Natalie Johnson, Cloie Bruce, and Addey Lydon.

Congratulations to iJAG students Ayden Olivas, Brandon Dozier-Wolcott, and Jessica Knight for being selected to participate in the Career Development State Competition.

Congratulations to our many Hawkeye 10 All Academic Honors for maintaining a cumulative grade point average of 3.5 or higher.

Congratulations to Kayler Sandholm for advancing to the State Wrestling tournament.

Congratulations to Max DeVries for earning 1st Team All Hawkeye 10 honors, Hunter Gilleland for earning 2nd Team All Hawkeye 10 honors and Merced Ramirez for receiving All Hawkeye 10 Honorable mention.

Board Policy 506.5R1

Motion by Director Bruce, second by Director Walker to approve the first reading and waive the second reading of Board Policy 506.5R1. Motion carried unanimously.

Board Policies 900 – 907

Motion by Director Walker, second by Director Bruce to approve the first reading of Board Policies 900 – 907. Motion carried unanimously.

2024 – 2025 Budget Guarantee Resolution

Motion by Director Bruce, second by Director Walker to approve the 2024–2025 budget guarantee resolution. Motion carried unanimously.

2024 – 2025 Proposed District Calendar

Motion by Director Walker, second by Director Bruce to approve the proposed 2024-2025 district calendar as presented with alternate calendar also approved if current legislation should prevail. Motion carried unanimously.

E-Rate Quotes

Motion by Director Bruce, second by Director Walker to approve the E-Rate quote from RTI to purchase uninterruptible power supplies, network switches, and cabling for \$48,974.71. Motion carried unanimously.

FY2025 Budget

The Board discussed an initial FY2025 certified budget and maximum property tax rates contingent to current legislation.

Adjournment

Motion by Director Bruce, second by Director Walker to adjourn the regular meeting at 6:18 p.m. Motion carried unanimously.

Exempt Session

Entered exempt session at 6:20 p.m. to discuss upcoming contract discussions with the teacher unit per Iowa Code Section 20.17(3) and exited at 7:10 p.m.

Next Board of Directors Meeting

Wednesday, March 20, 2024 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Heidi Harris, Board Secretary

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RED OAK BOARD REPORT

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
AHLERS & COONEY	861152	284.50
10 9010 2310 000 0000 342	Professional Services	284.50
Vendor Name AHLERS & COONEY		284.50
AMAZON CAPITAL SERVICES, INC.	1X1L-9QRN-3R4C-1	381.74
10 0418 1200 431 4501 612	Instructional materials for Title 1 Fami	215.14
10 0418 1200 431 4501 618	Supplies for Title 1 Family engagement n	166.60
AMAZON CAPITAL SERVICES, INC.	1X1L-9QRN-3R4C-2	106.46
10 0109 1000 100 0000 612	Physics I for Dummies	106.46
AMAZON CAPITAL SERVICES, INC.	1X1L-9QRN-3R4C-3	204.57
10 0418 2213 132 3376 320	Science curriculum instructional materia	204.57
AMAZON CAPITAL SERVICES, INC.	1X1L-9QRN-3R4C-4	116.87
10 0418 1000 100 8001 612	PE - Gym Spots	36.88
10 0418 1200 217 3303 612	SPED: Mini Trampoline	79.99
AMAZON CAPITAL SERVICES, INC.	1X1L-9QRN-3R4C-5	18.50
10 0109 1300 340 0000 612	Instructional Supplies	18.50
Vendor Name AMAZON CAPITAL SERVICES, INC.		828.14
BATTEN SANITATION SERVICE	TRASHFEB24	5,765.00
10 9010 2630 000 0000 421	ADMIN/BBF/FBF/BANCROFT/WEBSTER Trash	95.00
10 0109 2630 000 0000 421	JRSR Trash Services Feb 24	1,890.00
10 0418 2630 000 0000 421	IES Trash Services Feb 24	1,890.00
10 0445 2630 000 0000 421	ROECC Trash Services Feb 24	1,890.00
Vendor Name BATTEN SANITATION SERVICE		5,765.00
BI STATE ELECTRONICS	13302	59.00
10 9010 2700 000 0000 618	Mini ends, coax and brackets for radio	59.00
Vendor Name BI STATE ELECTRONICS		59.00
CAPITAL SANITARY SUPPLY CO.	o072082	1,617.45
10 9010 2620 000 0000 618	District Supplies - Toilette Paper	1,617.45
Vendor Name CAPITAL SANITARY SUPPLY CO.		1,617.45
CASEY'S BUSINESS MASTERCARD	FebFuel24	406.15
10 9010 2700 000 0000 626	Activities Fuel - Feb 2024	406.15
Vendor Name CASEY'S BUSINESS MASTERCARD		406.15
CENTURY LINK	333530031-FEB	92.26
10 9010 2490 000 0000 530	Feb Internet	92.26
CENTURY LINK	333618424	99.25
10 9010 2490 000 0000 530	Feb Internet	99.25
CENTURY LINK	333950737	92.26
10 9010 2490 000 0000 530	Feb Internet	92.26
CENTURY LINK	334025445	92.26

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2490 000 0000 530 CENTURY LINK	Feb Internet 3341031752 - FEB	92.26 92.26
10 9010 2490 000 0000 530 CENTURY LINK	Feb Internet 334115776 - FEB	92.26 92.26
10 9010 2490 000 0000 530 CENTURY LINK	Feb Internet 334122590 - FEB	92.26 92.26
10 9010 2490 000 0000 530 CENTURY LINK	Feb Internet 712 F43 0022 152	92.26 176.00
10 9010 2490 000 0000 530 Vendor Name CENTURY LINK	District Internet	176.00 <hr/> 828.81
CHEMSEARCH	8597927	495.31
10 0418 2640 000 0000 433 CHEMSEARCH	IES Boiler Treatment 8600936	495.31 507.72
10 0109 2640 000 0000 433 Vendor Name CHEMSEARCH	HS Boiler Treatment	507.72 <hr/> 1,003.03
CITY OF RED OAK	WATERFEB	1,477.01
10 0109 2620 000 0000 411	HS WATER FEB	518.11
10 0418 2620 000 0000 411	IES WATER FEB	549.74
10 0445 2620 000 0000 411	ROECC WATER FEB	310.79
10 9010 2620 000 0000 411 Vendor Name CITY OF RED OAK	ADMIN/BUS BARN/BB/FB/BB FIELD	98.37 <hr/> 1,477.01
COCA-COLA BTLG OF OMAHA	11332044	445.90
10 0418 3200 000 8901 618 Vendor Name COCA-COLA BTLG OF OMAHA	IES - Coca Cola order	445.90 <hr/> 445.90
COUNCIL BLUFFS COMM SCHOOLS	2024415	7,032.15
10 9010 1200 217 3303 320 Vendor Name COUNCIL BLUFFS COMM SCHOOLS	Sped lvl 3 - JAN	7,032.15 <hr/> 7,032.15
CREXENDO BUSINESS SOLUTIONS, INC	155882	1,434.30
10 9010 2510 000 0000 532 Vendor Name CREXENDO BUSINESS SOLUTIONS, INC	District Internet Phone	1,434.30 <hr/> 1,434.30
CUMMINS SALES AND SERVICE	J3-23037	618.67
10 0109 2620 000 0000 432	HS Preventive Maintenance	618.67
CUMMINS SALES AND SERVICE	J3-23127	464.44
10 0418 2620 000 0000 432 Vendor Name CUMMINS SALES AND SERVICE	IES Preventive Maintenance	464.44 <hr/> 1,083.11
FAREWAY FOOD STORES	00017231	265.85
10 0418 3200 000 8901 618	PT Conferences Food	265.85
FAREWAY FOOD STORES	00077442	8.04
10 0109 1300 340 0000 612	Groceries FACS	8.04
FAREWAY FOOD STORES	00102310	96.32
10 0109 1300 340 0000 612	Groceries FACS	96.32
FAREWAY FOOD STORES	00104364	45.74
10 0109 1300 340 0000 612	Groceries FACS	45.74

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
FAREWAY FOOD STORES	00107322	87.62
10 0109 1300 340 0000 612	Groceries FACS	87.62
Vendor Name FAREWAY FOOD STORES		<u>503.57</u>
FASTENAL COMPANY	IARED94081	141.45
10 0109 1300 370 0000 612	5/16 - 18 Bottoming Tap	13.16
10 0109 1300 370 0000 612	Rust inhibitor	12.98
10 0109 1300 370 0000 612	Penetrating Oil	65.78
10 0109 1300 370 0000 612	Degreaser	49.53
FASTENAL COMPANY	IARED94164	10.10
10 9010 2620 000 0000 618	Drill Bits	10.10
FASTENAL COMPANY	IARED94237	20.59
10 9010 2620 000 0000 618	Drill Bits	20.59
Vendor Name FASTENAL COMPANY		<u>172.14</u>
FES	INV002011	405.00
10 9010 2236 000 0000 536	March Web Hosting	405.00
Vendor Name FES		<u>405.00</u>
FIRST BANKCARD - HEIDI HARRIS	5489940	26.61
10 9010 2620 000 0000 618	3 keys	26.61
FIRST BANKCARD - HEIDI HARRIS	Q1062798/	521.76
10 9010 2321 000 0000 531	Postage Lease	521.76
FIRST BANKCARD - HEIDI HARRIS	TitleNight23 24	932.06
10 0418 1200 431 4501 612	Instructional Materials for Title Family	792.04
10 0418 1200 431 4501 618	Supplies for Title Family Engagement Nig	140.02
FIRST BANKCARD - HEIDI HARRIS	TW222215	114.48
10 0418 2620 000 0000 618	Handicap Pushbutton	114.48
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>1,594.91</u>
FIRST BANKCARD - OFFICE CARD 1	2235954	612.15
10 0109 2620 000 0000 618	Vinyl Wall Panels	612.15
FIRST BANKCARD - OFFICE CARD 1	840568000402 35836542	8.73
10 0418 2410 000 0000 531	Postage for Certified Mail	8.73
Vendor Name FIRST BANKCARD - OFFICE CARD 1		<u>620.88</u>
FIRST BANKCARD - OFFICE CARD 2	840568000402 35757372	8.73
10 0418 2410 000 0000 531	Postage for Certified (Steve)	8.73
FIRST BANKCARD - OFFICE CARD 2	840568000402 35852371	6.80
10 9010 2321 000 0000 531	Postage	6.80
Vendor Name FIRST BANKCARD - OFFICE CARD 2		<u>15.53</u>
FIRST BANKCARD - OFFICE CARD 4	Airtable0306 24	432.00
10 9010 1000 100 0000 358	Airtable Database Renewal	432.00
Vendor Name FIRST BANKCARD - OFFICE CARD 4		<u>432.00</u>
FIRST BANKCARD BUSINESS MANAGER	840568000402 35567012	9.85

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2321 000 0000 531	IRS Mail	9.85
FIRST BANKCARD BUSINESS MANAGER	840568000402 35852072	8.73
10 9010 2321 000 0000 531	Jr/Sr High Certified	8.73
FIRST BANKCARD BUSINESS MANAGER	840568000402 35879571	19.72
10 9010 2321 000 0000 531	Postage	19.72
FIRST BANKCARD BUSINESS MANAGER	IASBOConfere nce24	370.32
10 9010 2310 000 0000 580	IASBO Spring Conference 2024 Accommodati	333.76
10 9010 2310 000 0000 580	IASBO Spring Conference Meals	36.56
Vendor Name	FIRST BANKCARD BUSINESS MANAGER	<u>408.62</u>
GLENWOOD COMMUNITY SCHOOLS	ApexFeb2324	5,239.06
10 9010 1200 217 3303 320	Sped lvl 3 Apex Feb 23-24	5,239.06
Vendor Name	GLENWOOD COMMUNITY SCHOOLS	<u>5,239.06</u>
GRABRIAN, CHRIS	1417	3,900.00
10 9010 2310 000 0000 320	GASB 75 Valuation	3,900.00
Vendor Name	GRABRIAN, CHRIS	<u>3,900.00</u>
GREEN HILLS AEA	KnowBevCISO	1,894.72
10 9010 2236 000 0000 358	KnowBe4 CyberSecurity Software	994.72
10 9010 2236 000 0000 358	vCISO - 2nd Quarter	900.00
Vendor Name	GREEN HILLS AEA	<u>1,894.72</u>
JAN-PRO OF OMAHA	17000	8,715.00
10 9010 2630 000 0000 340	Additional Janitorial NOV	8,715.00
JAN-PRO OF OMAHA	17141	7,350.00
10 9010 2630 000 0000 340	Additional Janitorial JAN	7,350.00
JAN-PRO OF OMAHA	17281	2,330.00
10 9010 2630 000 0000 340	Additional Janitorial April	2,330.00
JAN-PRO OF OMAHA	17286	11,987.50
10 9010 2630 000 0000 340	Additional Services FEB	11,987.50
JAN-PRO OF OMAHA	17373	38,750.00
10 9010 2630 000 0000 340	Janitorial - April	38,750.00
Vendor Name	JAN-PRO OF OMAHA	<u>69,132.50</u>
JOHNSON AUTO PARTS	491366	73.46
10 9010 2700 000 0000 618	Van #22- INLN Fushldr/ ATO Blade/ 12 Ste	73.46
Vendor Name	JOHNSON AUTO PARTS	<u>73.46</u>
JONES MECHANICAL	25915389	3,178.75
10 0109 2620 000 0000 432	Boiler Pump	3,178.75
JONES MECHANICAL	26529533	413.00
10 0418 2620 000 0000 432	IES Boiler	413.00
JONES MECHANICAL	26653823	1,956.70
10 0109 2620 000 0000 432	Pumped in 2 Gal of Glycol 55 gallon 4055	1,956.70
JONES MECHANICAL	27862791	2,763.29
10 0109 2620 000 0000 432	HS Victaulic Fittings & Gaskets Replaced	2,763.29

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name JONES MECHANICAL		8,311.74
JOSTENS	33174906	747.70
10 0109 2410 000 0000 618	DIPLOMA COVERS FOR 23-24 GRADUATES.	711.75
10 0109 2410 000 0000 618	PACKAGING, HANDLING & DELIVERY	35.95
Vendor Name JOSTENS		747.70
MATHESON TRI-GAS	0029341589	22.60
10 0109 1300 370 0000 612	Plasma Shield	22.60
Vendor Name MATHESON TRI-GAS		22.60
MCNEILLY GARAGE DOOR & STEEL BLDG SRV	02399032B	48.00
10 9010 2620 000 0000 618	Garage Door Repair	48.00
MCNEILLY GARAGE DOOR & STEEL BLDG SRV	02399149B	5,181.59
10 9010 2620 000 0000 432	Garage Door Repair	5,181.59
Vendor Name MCNEILLY GARAGE DOOR & STEEL BLDG SRV		5,229.59
MEDIACOM	838497059009 1909 FEB	266.90
10 9010 2236 000 0000 536	District Internet - FEB	266.90
MEDIACOM	838497500000 0648 FEB	892.37
10 9010 2236 000 0000 536	District PRI - FEB	892.37
MEDIACOM	939497500001 2692 FEB	1,499.50
10 9010 2236 000 0000 536	District Internet - FEB	1,499.50
Vendor Name MEDIACOM		2,658.77
MIDAMERICAN ENERGY	549538217	144.36
10 9010 2620 000 0000 622	Admin Electric	144.36
MIDAMERICAN ENERGY	549542113	2,304.96
10 0445 2620 000 0000 622	ROECC Electric	2,304.96
MIDAMERICAN ENERGY	549542366	268.37
10 9010 2620 000 0000 622	FBF Electric	268.37
MIDAMERICAN ENERGY	549542764	2,388.16
10 0418 2620 000 0000 622	IES Electric	2,388.16
MIDAMERICAN ENERGY	549543027	8,282.22
10 0109 2620 000 0000 622	HS TECH Electric	8,282.22
MIDAMERICAN ENERGY	549548245	439.10
10 9010 2620 000 0000 622	Bancroft Electric	439.10
MIDAMERICAN ENERGY	549552624	238.85
10 9010 2620 000 0000 622	Bus Barn Electric	238.85
MIDAMERICAN ENERGY	549559377	258.51
10 9010 2620 000 0000 622	Sports Complex Electric	258.51
MIDAMERICAN ENERGY	549569619	441.39
10 0418 2620 000 0000 622	IES Electric	441.39
MIDAMERICAN ENERGY	550669617	416.98
10 9010 2620 000 0000 622	Fieldhouse Electric March	416.98
MIDAMERICAN ENERGY	550739945	24.74
10 9010 2620 000 0000 622	Webster Electric March	24.74
Vendor Name MIDAMERICAN ENERGY		15,207.64

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
MONTGOMERY CO. MEMORIAL HOSP.	02222024	207.00
10 9010 2700 000 0000 346	Mandatory Drug Testing	207.00
Vendor Name	MONTGOMERY CO. MEMORIAL HOSP.	207.00
NEBRASKA AIR FILTER, INC.	0420334-IN	559.91
10 9010 2620 000 0000 618	Air Filters	559.91
NEBRASKA AIR FILTER, INC.	0420378-IN	80.16
10 0109 2620 000 0000 618	Shop Filters	80.16
Vendor Name	NEBRASKA AIR FILTER, INC.	640.07
NEW COOPERATIVE INC	Feb23-24NCI	4,373.47
10 0109 2620 000 0000 618	HS Lumber	107.87
10 9010 2700 000 0000 618	Oil	69.03
10 9010 2700 000 0000 626	Maintenance Ethanol	374.21
10 9010 2700 000 0000 626	Gas/Ethanol	1,273.71
10 9010 2700 000 0000 627	Diesel	1,654.63
10 9010 2700 217 3303 626	Sped Gasoline	894.02
Vendor Name	NEW COOPERATIVE INC	4,373.47
ONESOURCE THE BACKGROUND CHECK COMPANY	2022150231	30.00
10 9010 2310 000 0000 340	Background Checks x 6	30.00
Vendor Name	ONESOURCE THE BACKGROUND CHECK COMPANY	30.00
OREILLY AUTO PARTS	0298-232997	15.18
10 9010 2700 000 0000 618	Disconnect/Relay Bus 1/2	15.18
OREILLY AUTO PARTS	0298-233457	49.74
10 9010 2700 000 0000 618	Wiper fluid (12 Gallons)	49.74
OREILLY AUTO PARTS	0298-234086	11.98
10 9010 2650 000 0000 618	Motor Oil	11.98
OREILLY AUTO PARTS	0298-235177	14.99
10 9010 2640 000 0000 618	Paint For Trailer Repair	14.99
Vendor Name	OREILLY AUTO PARTS	91.89
PAPER CORPORATION	250871-00	1,793.10
10 0418 1000 100 0000 612	White Paper for Inman	648.60
10 0445 1000 460 3117 612	White paper for Preschool	648.60
10 0445 1000 460 3117 612	Colored Paper for Preschool	495.90
Vendor Name	PAPER CORPORATION	1,793.10
PEPPER & SON, INC.	365888334b	85.00
10 0109 1000 110 0000 612	Kalos Eidos - by Carol Britten Chambers	85.00
Vendor Name	PEPPER & SON, INC.	85.00
PERRIEN, NATE	MileageDec-Feb	1,065.00
10 0109 2410 000 0000 580	Mileage Reimbursement	1,065.00
Vendor Name	PERRIEN, NATE	1,065.00
PLUMB SUPPLY/RIBACK SUPPLY	S100217678.001	59.00
10 9010 2620 000 0000 618	urinal auger	59.00
Vendor Name	PLUMB SUPPLY/RIBACK SUPPLY	59.00

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
RED OAK CHRYSLER, INC.	20240307	531.50
10 9010 2700 000 0000 434	Radio for van #21	531.50
Vendor Name RED OAK CHRYSLER, INC.		<u>531.50</u>
RED OAK FABRICATION INC.	342434	91.94
10 9010 2620 000 0000 432	Snow Removal Damage (Ormes)	91.94
RED OAK FABRICATION INC.	RedOakFab022 924	136.50
10 9010 2640 000 0000 618	Trailer Repair	136.50
Vendor Name RED OAK FABRICATION INC.		<u>228.44</u>
RED OAK PUBLISHING LLC	FebPublicati ons	337.50
10 9010 2572 000 0000 540	Board Publications	337.50
Vendor Name RED OAK PUBLISHING LLC		<u>337.50</u>
RIVERSIDE TECHNOLOGIES, INC	IN040922	2,546.56
10 9010 2235 000 0000 739	HP Micro Server Backup Appliance	2,546.56
RIVERSIDE TECHNOLOGIES, INC	RC0000688	1,400.00
10 9010 2235 000 0000 359	Managed Services - March	1,400.00
RIVERSIDE TECHNOLOGIES, INC	RC0000735	12.00
10 9010 2235 000 0000 359	Additional Managed Services	12.00
Vendor Name RIVERSIDE TECHNOLOGIES, INC		<u>3,958.56</u>
STREETSMARTS LLC	DriversEdFeb 24	1,520.00
10 0109 1000 121 0000 320	Drivers Ed x 4	1,520.00
Vendor Name STREETSMARTS LLC		<u>1,520.00</u>
TIMBERLINE BILLING SERVICE LLC	28979	332.30
10 9010 2510 217 3303 359	January Medicaid Billing	332.30
Vendor Name TIMBERLINE BILLING SERVICE LLC		<u>332.30</u>
TRUCK CENTER COMPANIES	XA104122343: 01	301.53
10 9010 2700 000 0000 618	Batteries #11	301.53
Vendor Name TRUCK CENTER COMPANIES		<u>301.53</u>
US CELLULAR	0634909138	839.41
10 0109 2410 000 0000 532	Principals	93.00
10 0418 2410 000 0000 532	SAM	46.50
10 9010 2510 000 0000 532	SBO	46.50
10 9010 2510 000 0000 532	FBF/BBF MiFi	281.41
10 9010 2490 000 0000 530	Bus Barn	46.50
10 9010 2490 000 0000 530	Nurse	46.50
10 9010 2490 000 0000 532	Maintenance	186.00
10 9010 2490 000 0000 532	Technology	93.00
Vendor Name US CELLULAR		<u>839.41</u>
UTAH STATE UNIVERSITY DBA AgClassRoomStoreat UDU	9368	174.97
10 0418 1920 100 1920 618	Cards/Games - Elem Ag	174.97
Vendor Name UTAH STATE UNIVERSITY DBA AgClassRoomStoreat UDU		<u>174.97</u>

Red Oak Community School District
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RED OAK BOARD REPORT

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
VISUAL EDGE IT dba COUNSEL	24AR1591473	704.44
10 0109 1000 100 0000 359	HS Copier Clicks	240.98
10 0418 1000 100 0000 359	IES Copier Clicks	368.71
10 0445 1000 100 0000 359	ROECC Copier Clicks	38.05
10 9010 2520 000 0000 618	Steady Serve	12.99
10 9010 2520 000 0000 618	Admin Copier Clicks	43.71
Vendor Name VISUAL EDGE IT dba COUNSEL		<u>704.44</u>

WESTLAKE ACE HARDWARE	2725549	307.08
10 0109 2620 000 0000 618	HS Supplies	143.57
10 0418 2620 000 0000 618	IES Supplies	20.55
10 9010 2620 000 0000 618	District Supplies	142.96
Vendor Name WESTLAKE ACE HARDWARE		<u>307.08</u>

WILLIAM V. MACGILL & CO.	IN0861843	83.51
10 0418 1000 108 0000 612	Nurse - Med size gloves	47.97
10 0418 1000 108 0000 612	Nurse - Large size gloves	31.98
10 0418 1000 108 0000 612	Nurse - Medicine cups	3.56
Vendor Name WILLIAM V. MACGILL & CO.		<u>83.51</u>

YMCA-MONTGOMERY COUNTY	REIMBURSEMEN TFEB24	165.00
10 9010 1910 000 0000	Reimbursement - Overpayment	165.00
Vendor Name YMCA-MONTGOMERY COUNTY		<u>165.00</u>

YOUNG AUTO PARTS INC.	491322	11.49
10 9010 2700 000 0000 618	Aux Lighter (GPS) - Bus 11	11.49
YOUNG AUTO PARTS INC.	491687	5.49
10 9010 2700 000 0000 618	PCV Valve Grommet- Bus 11	5.49
YOUNG AUTO PARTS INC.	492238	20.98
10 9010 2700 000 0000 618	Wire and black Ties- Bus 1/2	20.98
Vendor Name YOUNG AUTO PARTS INC.		<u>37.96</u>

Fund Number 10 156,701.71

Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
COUNCIL BLUFFS COMM SCHOOLS	2024415	171.90
36 9010 2620 000 0000 441	Rent - JAN	171.90
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		<u>171.90</u>

SPECIALTY UNDERWRITERS LLC	SW4211-4	27,415.25
36 9010 2510 000 0000 358	Premium Installment	27,415.25
Vendor Name SPECIALTY UNDERWRITERS LLC		<u>27,415.25</u>

WILLIAMS SCOTSMAN INC	9020316689	2,958.20
36 9010 2620 000 0000 441	Portable Rental - March	2,958.20
Vendor Name WILLIAMS SCOTSMAN INC		<u>2,958.20</u>

Fund Number 36 30,545.35

Checking Account ID 1		187,247.06
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
JONES, DESIREE	LunchReim24	15.70
61 483 000 0000 000	REIMBURSEMENT	15.70
Vendor Name JONES, DESIREE		<u>15.70</u>

Red Oak Community School District
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RED OAK BOARD REPORT

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
OPAA! FOOD MANAGEMENT INC	IA00055186	6,004.65
61 9010 3110 000 0000 570	FFVP - FEB	6,004.65
OPAA! FOOD MANAGEMENT INC	IA00055585	56,421.14
61 9010 3110 000 0000 570	Feb Food Expenses	56,421.14
Vendor Name	OPAA! FOOD MANAGEMENT INC	62,425.79
Fund Number	61	62,441.49
Checking Account ID	2	62,441.49
Checking Account ID	3	Fund Number 21
BONSALL TV & APPLIANCE, INC.	40495/40089	STUDENT ACTIVITY FUND
21 0109 1400 920 6600 618	Football Audio	2,782.45
Vendor Name	BONSALL TV & APPLIANCE, INC.	2,782.45
CR GRAPHICS LLC	000593	654.00
21 0109 1400 920 6600 618	Golf Uniforms	654.00
Vendor Name	CR GRAPHICS LLC	654.00
FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA	14146	177.00
21 0109 1400 950 7408 618	FCCLA National and State Dues	177.00
Vendor Name	FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA	177.00
FIRST BANKCARD - HEIDI HARRIS	7531235	47.76
21 0109 1400 920 6725 618	Soccer Gloves and Cones	47.76
FIRST BANKCARD - HEIDI HARRIS	BoysTrack030624	125.00
21 0109 1400 920 6840 810	Boys Indoor Track	125.00
FIRST BANKCARD - HEIDI HARRIS	FB20232024	520.00
21 0109 1400 920 6720 810	FB Coaches Clinic Registration	520.00
FIRST BANKCARD - HEIDI HARRIS	FBCoaches2324	55.01
21 0109 1400 920 6790 580	Refund	(584.67)
21 9010 1400 920 6720 580	FB Coaches Clinic Hotel	950.00
21 9010 1400 920 6720 580	Refund	(250.00)
21 9010 1400 920 6720 580	Refund	(60.32)
Vendor Name	FIRST BANKCARD - HEIDI HARRIS	747.77
FIRST BANKCARD - OFFICE CARD 1	TrackWrestling022024	75.00
21 0109 1400 920 6790 810	Trackwrestling JH Boys	75.00
Vendor Name	FIRST BANKCARD - OFFICE CARD 1	75.00
FIRST BANKCARD - OFFICE CARD 2	Cheerstate022924	160.71
21 0109 1400 920 6790 580	Cheer State Wrestling Parking and Food	160.71
Vendor Name	FIRST BANKCARD - OFFICE CARD 2	160.71
FIRST BANKCARD - OFFICE CARD 3	Speech022324	716.92
21 0109 1400 920 6600 618	All State Speech Hotel and Food	716.92
Vendor Name	FIRST BANKCARD - OFFICE CARD 3	716.92

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
FIRST BANKCARD - OFFICE CARD 4	2059.60	2,059.60
21 0109 1400 920 6790 580	Boys State Wrestling Hotel and Food	2,059.60
Vendor Name	FIRST BANKCARD - OFFICE CARD 4	<u>2,059.60</u>
FIRST BANKCARD BUSINESS MANAGER	Band021824	848.67
21 0109 1400 910 6220 618	Band Hotel and Parking	848.67
Vendor Name	FIRST BANKCARD BUSINESS MANAGER	<u>848.67</u>
GIRRES, CHRIS	SchedulingFE E	600.00
21 0109 1400 920 6710 345	Basketball Official Assigner	600.00
Vendor Name	GIRRES, CHRIS	<u>600.00</u>
IA HIGH SCHOOL SPEECH ASSOC.	SpeechFEB	143.00
21 0109 1400 910 6120 810	IHSSA State Individual Events	143.00
Vendor Name	IA HIGH SCHOOL SPEECH ASSOC.	<u>143.00</u>
IBSEN COSTUME GALLERY	1928	5,040.00
21 0109 1400 910 6210 618	HS Musical Costumes	5,040.00
Vendor Name	IBSEN COSTUME GALLERY	<u>5,040.00</u>
IOWA HIGH SCHOOL MUSIC ASSOC	1482	390.00
21 0109 1400 910 6210 618	District Music Contests	390.00
IOWA HIGH SCHOOL MUSIC ASSOC	1537	265.00
21 0109 1400 910 6220 810	IHSMA Solo/Ensemble	265.00
Vendor Name	IOWA HIGH SCHOOL MUSIC ASSOC	<u>655.00</u>
LEWIS CENTRAL ACTIVITIES	H-10 - 2023- 2024.2	250.00
21 0109 1400 920 6600 618	Additional H-10 Conference Dues	250.00
Vendor Name	LEWIS CENTRAL ACTIVITIES	<u>250.00</u>
NATIONAL FFA ORGANIZATION	MDS320875	154.00
21 0109 1400 950 7407 618	FFA Banquet Plaques	154.00
Vendor Name	NATIONAL FFA ORGANIZATION	<u>154.00</u>
NEW COOPERATIVE INC	MusicalFeb24	538.72
21 0109 1400 910 6210 618	HS Musical Lumber	538.72
Vendor Name	NEW COOPERATIVE INC	<u>538.72</u>
PEPPER & SON, INC.	366235721/36 6169158	671.64
21 0109 1400 910 6210 618	HS Music 366164134/366198272/36623572 1/3	671.64
Vendor Name	PEPPER & SON, INC.	<u>671.64</u>
RONALD, GUSTAFSON	GUSTASON0308 24	1,300.00
21 0109 1400 950 7421 618	Motivational Speaker	1,300.00
Vendor Name	RONALD, GUSTAFSON	<u>1,300.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Fund Number 21		<hr/> 17,574.48
Checking Account ID 3		<hr/> 17,574.48

February 2024 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 2-01-2024	\$5,098,323.82	\$944,188.00	\$3,148,432.72	\$1,299,221.06	\$3,116,121.72	\$8,049.79
Revenue	\$1,032,226.80	\$2,800.85	\$17,657.32	\$94,601.22	\$141,989.22	
Expenditure	\$1,207,219.55	\$ 807.38	\$123,297.90	\$0.00	\$73,803.33	
Balance 2-29-2024	\$4,923,331.07	\$946,181.47	\$3,078,792.14	\$1,393,822.28	\$3,184,307.61	\$8,049.79

Balance 2-28-2023	\$5,582,619.73	\$1,227,549.72	\$3,174,512.19	\$1,336,668.06	\$2,657,215.33	\$8,049.79
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Checking Account .33%	Checking Account	\$	9,292,948.30
	Bank Iowa	\$	2,514,774.90
	ISJIT	\$	2,009,986.54
	Petty Cash	\$	100.00
	Outstanding Checks	\$	281,010.28
		\$	<u>13,536,799.46</u>

	ACTIVITY FUND	NUTRITION FUND
Beg. Balance 2-01-2024	\$89,231.53	\$746,691.50
Revenue	\$10,301.29	\$62,289.98
Expenditure	\$15,759.21	\$79,573.81
Balance 2-29-2024	<u>\$83,773.61</u>	<u>\$729,407.67</u>

Balance 2-28-2023	\$105,013.64	\$651,576.94
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Checking Account .33%	\$83,773.61	\$729,407.67
Petty Cash Boxes	\$200.00	
Outstanding cks	\$4,612.15	\$17.02
	<u>\$79,361.46</u>	<u>\$729,390.65</u>

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	\$941,436
Interest	\$3,688	Interest	\$4,218	Interest	\$14,279	Interest	\$20,716
Subtotal	\$2,842,900	Subtotal	\$3,082,954	Subtotal	\$3,725,890	Subtotal	\$3,777,889
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	Revenue Bond Payment	\$73,803
Rev Bond Pymt Transfer	\$221,920	District Signage	\$9,895	Alley Poyner-Bldg Master	\$9,717	Revenue Bond Payment	\$73,803
Jerry's Basement Water	\$821	Revenue Bond Payment	\$73,807	Alley Poyner-Bldg Master	\$6,000	Revenue Bond Payment	\$73,803
Trans Office Const Exp	\$984	Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803
Rev Bond Pymt Transfer	\$73,973	Revenue Bond Payment	\$73,807	Alley Poyner-Bldg Master	\$7,596	Revenue Bond Payment	\$73,803
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	\$593,582
Fund Balance	<u>\$1,830,921</u>	Fund Balance	<u>\$2,254,567</u>	Fund Balance	<u>\$2,815,738</u>	Fund Balance	<u>\$3,184,307</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	\$ 351,449.43
Voted PPEL	\$420,570.90	Voted PPEL	\$ 446,494.67	Voted PPEL	\$ 420,024.91	Voted PPEL	\$ 420,024.91
Voted PPEL Surtax	\$493,222.30	Voted PPEL Surtax	\$ 174,559.79	Voted PPEL Surtax	\$ 45,787.95	Voted PPEL Surtax	\$ 56,784.79
Utility Replacement Tax	\$3,864.00	Utility Replacement Tax	\$ 3,566.87	Utility Replacement Tax	\$ 3,776.43	Utility Replacement Tax	\$ 8,371.19
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)	\$ 13,371.56
Mobile Home Tax	\$61.01	Mobile Home Tax	\$ 45.81	Mobile Home Tax	\$ 88.96	Mobile Home Tax	\$ 64.67
Voted PPEL Mobile Home	\$188.87	Voted PPEL Mobile Home	\$ 269.31	Voted PPEL Mobile Home	\$ 88.06	Voted PPEL Mobile Home	\$ 88.06
Military Credit	\$41.22	Military Credit	\$ 31.27	Military Credit	\$ 27.29	Military Credit	\$ 113.50
Military Credit (SAVE)	\$115.82	Military Credit (SAVE)	\$ 0.56	Military Credit (SAVE)	\$ 98.69	Military Credit (SAVE)	\$ 98.69
Commercial Industrial tax	\$2,160.74	Commercial Industrial tax	\$ 2,101.92	Commercial Industrial tax	\$ 2,101.92	Commercial Industrial tax	\$ 2,101.92
Commercial Ind. Voted PPEL	\$7,786.86	Commercial Ind. Voted PPEL	\$ 3,814.88	Commercial Ind. Voted PPEL	\$ 3,814.88	Commercial Ind. Voted PPEL	\$ 3,814.88
Interest	\$5,392.12	Interest	\$ 5,991.65	Interest	\$ 17,061.65	Interest	\$ 36,505.72
		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	\$ 597,054.10
TOTAL AVAILABLE	\$3,414,333.21	TOTAL AVAILABLE	\$ 3,513,018.50	TOTAL AVAILABLE	\$ 3,867,908.16	TOTAL AVAILABLE	\$ 3,806,491.71
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	Gas Piping - IES	\$ 1,259.17
Rent Council Bluffs Sp Ed	\$805.35			Portable Rental	\$ 2,968.20	IES Re-Roofing Project	\$ 195,505.02
Rent Council Bluffs Sp Ed	\$803.80			Rent Council Bluffs Sp Ed	\$ 2,484.44	Rent Council Bluffs SpEd	\$ 5,520.92
				Portable Rental	\$ 2,968.20	Architectural Svcs	\$ 100.00
				Lunch Van	\$ 57,186.00	ISFIS Software	\$ 2,000.00
				Gym Floor Resurfacing	\$ 5,678.50	Portable Rental	\$ 4,370.36
				Portable Rental	\$ 2,968.20	Portable Rental/Apex Rent	\$ 7,134.80
				Rent Council Bluffs Sp Ed	\$ 2,272.87	SW Iowa Parking Lot	\$ 8,700.00
				Portable Rental	\$ 2,968.20	Inman Roof	\$ 23,073.00
				HS Boiler	\$ 178,070.00	Portable Rental	\$ 2,958.20
				Software Subscription	\$ 3,100.00	Inman Roof Construction	\$ 12,150.00
				Rent Council Bluffs Sp Ed	\$ 1,947.40	Micro Bus	\$ 105,800.00
				Portable Rental	\$ 2,968.20	Portable Rental/Apex Rent	\$ 5,347.90
				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	\$ 727,699.57
Cash Balance	\$3,165,419.84	Cash Balance	\$ 3,315,263.20	Cash Balance	\$ 3,215,245.27	Cash Balance	\$ 3,078,792.14



Iowa Local Government Risk Pool Commission
 1201 63rd Street
 Des Moines, IA 50311
 Phone: 1 (515) 251-5970

**Iowa Local Government Risk Pool Commission
 Program Participation Agreement**

THIS PARTICIPATION AGREEMENT is entered into by and between Iowa Local Government Risk Pool Commission (“28E”), 1201 63rd Street, Des Moines, Iowa, 50311, and Red Oak CSD (“District”), effective as of the 1st day of July, 2024.

WHEREAS, 28E has established a local government risk pool program called Education Energy Group Pool (the “Program”) to pool risks and stabilize gas prices for public entities in conjunction with Education Energy Group LLC to administer the Program in accordance with this agreement (“Program Administrator”), and other service providers including but not limited to WoodRiver Energy LLC as a Certified Natural Gas Provider (“CNGP”) and Iowa School Finance Information Services, Inc., an Iowa corporation (hereinafter collectively referred to as “Service Provider(s)”; and

WHEREAS, District is a member of the 28E pursuant to the Iowa Local Government Risk Pool Agreement (the “28E Agreement”), and has a need for such Program in connection with stabilization of natural gas costs within its budget;

NOW, THEREFORE, in consideration of mutual promises and warranties contained in this Agreement, the parties hereby agree to the following:

1) Services. District agrees to pay a premium to 28E for participation in Program for Enrolled Meters listed in Exhibit A of this Agreement, under the terms outlined herein. 28E agrees to meet natural gas requirements for Enrollment Meters listed in Exhibit A of this Agreement, under the terms outlined herein. District shall take title, possession, and control of gas delivered to each enrolled meter under the Program at the point of delivery.

2) Term. The term of this Agreement shall commence on the effective date listed above and shall be in effect until June 30, 2025.

3) Total Premium. The Total Premium shall be set as the sum of all District Enrolled Meters and is set forth in Exhibit B of this Agreement. Exceptions are also noted in Exhibit B of this Agreement. Premiums and any Premium Amendments shall be due and payable, within 30 days of receipt of invoice by the District to the 28E. Late charges may be assessed on Premiums not paid timely.

4) Limitation of Liability & Indemnification.

(a) District and 28E will fully indemnify and hold harmless one another and each of their respective officers, directors, agents, and employees, from and against all claims, actions, proceedings, or settlements based upon, arising out of, or sustained in connection with, any other program or service offered by District or 28E unrelated to this Agreement.

(b) Force Majeure – District shall fully indemnify 28E and Service Providers for acts of God, strikes, lock outs, pipeline explosions, pipeline maintenance, pipeline disturbances or other industrial disturbances, including those involving or affecting Service Providers producing or transporting gas on behalf of 28E.

5) 28E as Agent. Pursuant to the 28E Agreement, 28E has authority to enter into contracts and agreements to carry out the purposes of the 28E Agreement, including agreements with the Service Providers. District hereby assigns and grants 28E the right and discretion to contract with the Service Providers to administer and operate the Program, by and on behalf of the District, throughout the Term of this Agreement. The parties acknowledge that the 28E shall have no authority to undertake action on behalf of District that is beyond the scope of the authorization stated in the 28E Agreement and this Agreement. In no event shall 28E, in its capacity as agent or otherwise, take title to any gas purchased by and delivered to the District. Program Administrator has read and acknowledges the agency agreed to in this Agreement.

6) Assignment. The 28E may assign this Agreement to a designated Service Provider, upon notice to the District. Other assignments of this Agreement shall only be by mutual consent of the parties.

7) Severability. If any provision of this Agreement is held to be unenforceable, in whole or in part, such holding will not affect the validity of the other provisions of this Agreement.

8) Choice of Law. This Agreement will be governed and interpreted in accordance with the laws of the State of Iowa. The parties agree to venue and jurisdiction in the state court located in Polk County, Iowa.

9) Entire Agreement. This Agreement constitutes the complete and entire statement of all terms, conditions and representations of the Agreement between 28E and District with respect to its subject matter.

10) Modification, Waiver. No modification of or amendment to this Agreement, nor any waiver of any rights under this Agreement, will be effective unless in writing signed by the parties via an amendment to this Agreement. Waiver by a Party of any breach of any provision of this Agreement will not operate as a waiver of any other subsequent breach.

IN WITNESS THEREOF, the parties hereto have caused this instrument to be executed by their officers designated below.

Iowa Local Government Risk Pool (28E)

Red Oak CSD

Signature

Signature

Title

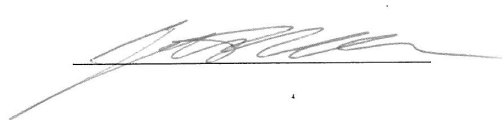
Title

Date

Date

Read and acknowledge:

Education Energy Group LLC "Program Administrator"



Jon Muller
President
Date: 3/1/24

Iowa Local Government Risk Pool Program Participation Agreement Exhibit A: Enrolled Meters

Entity Name: Red Oak CSD

Entity Billing Address: 2011 North 8th, Red Oak, IA 51566-1974

Primary Contact Name: Ron Lorenz

Primary Contact Email Address: lorenzr@roschools.org

Primary Contact Phone: (712) 623-6600

District shall enroll the following meters in the Program for the term of this Agreement (“Enrolled Meters”):

Facility Name	Facility Physical Address	Utility Account Number	Utility Meter Number	Utility/LDC	Material Changes Anticipated (Yes or No)
Field House	2011 N 18th St	01950-40102	SY1905510	Mid-American	
Washington	400 W 2nd St	15340-34028	T09521853	Mid-American	
	604 Broadway St.	63670-21087	T97182888	Mid-American	
Tech	2011 N 8th St	50961-34015	TY0132306	Mid-American	
CDM	900 Inman Dr	16390-34020	TY0661421	Mid-American	
Highschool	2011 N 18th St	22900-20034	TY1890139	Mid-American	

**Iowa Local Government Risk Pool
Program Participation Agreement
Exhibit B: Premiums**

Entity Name: **Red Oak CSD**

Total Premium(s). Total Premium(s) shall be the complete and total amounts owed by the District to the 28E for participation in Program for the Enrolled Meters for the Term of this Agreement, with the Exceptions defined below. 28E agrees to meet natural gas requirements for Enrolled Meters for the Term of this Agreement, with the Exceptions defined below. District recognizes it is paying a premium for this transfer of risk and resulting budget certainty. The Total Premium also includes amounts needed to pay the administrative and other expenditures of the 28E.

Exception. Total Premium is set based upon current equipment and historical consumption for each Enrolled Meter. A Material Change may result from facility capital investment or changes in property and equipment (“Material Change(s)”). District shall inform 28E of any Material Change anticipated in advance or immediately upon occurrence, to equipment or gas consumption or facilities for each Enrolled Meters during the Term of this Agreement. In the event the Material Change anticipates gas consumption to decrease, 28E may refund a portion of the Premium. In the event the Material Change anticipates gas consumption to increase, 28E may assess additional Premium. In the event a Material Change occurs, regardless of notification to the 28E by the District, the 28E may adjust the Premium to either refund a portion of the Premium to the District or assess additional Premium from the District (“Premium Adjustment” or “Amendment”). Premium Adjustments shall be due and payable by the District to 28E within 30 days of notification.

Premiums for Enrolled Meters (“Total Premiums”): **\$69,193.90** July 1, 2024 – June 30, 2025.

Facility Name	Facility Physical Address	Total Premium 2024/2025
Field House	2011 N 18th St	\$3,755.87
Washington	400 W 2nd St	\$5,541.21
	604 Broadway St.	\$3,199.37
Tech	2011 N 8th St	\$10,966.11
CDM	900 Inman Dr	\$29,787.26
Highschool	2011 N 18th St	\$15,944.08

**RED OAK COMMUNITY SCHOOL DISTRICT & WEST CENTRAL COMMUNITY ACTION
PRESCHOOL CONTRACTED SERVICES AGREEMENT**

West Central Community Action Head Start Program, hereinafter referred to as “Provider” and the Red Oak Community School District, hereinafter referred to as “Partner” wish to enter into an agreement under which Partner shall furnish certain designated services necessary to implementation of WCCA program operations funded by a Department of Health and Human Services Grant. For the purposes of this Agreement, the following terms and definitions shall be used:

TERMS	DEFINITIONS
Provider:	West Central Community Action (WCCA)
Provider Address:	1408 “A” Highway 44 PO Box 709 Harlan, IA 51537-0709
Partner:	Red Oak Community School District (ROCSD)
Partner Address:	Red Oak Community School District 2011 N. 8 th Street Red Oak, IA 51566
Site Location:	Red Oak Child Development Center 400 West 2 nd Street Red Oak, IA 51566
Covered Primary Services:	Health, Education, Nutrition and Disabilities portion of Center Based Head Start Programming.
Required Service Group for Primary Services:	The Partner will serve 20 Head Start income eligible children.
Minimum Services:	The Partner will operate the identified preschool classroom(s) working towards a minimum of 1,020 teacher/student contact hours per year exclusive of school holidays, weather-related closings and staff professional development days at all of the identified site locations. The Partner will meet full funded enrollment number by September 30, 2024. If the full funded enrollment number is not met then Head Start will utilize the vacant slot and any vacant

TERMS	DEFINITIONS
	slot within the school year if no waitlist is available.
<p>Agreement Funding for Services:</p> <p>Method of Payments:</p>	<p>Funding is based on the number of Head Start eligible children enrolled and served up to the maximum allotted slots identified above during the course of each month throughout the 2024-2025 school year.</p> <p>The Partner will submit a monthly invoice by the 5th day of the following month for the previous month of service. The invoice will include the number of children that received services and the month being billed. The Partner will be paid \$450 per eligible child receiving services per month each month the child is actively enrolled not to exceed a total annual funding amount of \$81,000.00.</p>
<p>Agreement Guiding Principles:</p>	<p>Coordinate a comprehensive system of activities, policies, and procedures among the named parties which guide and support their delivery of services to children and their families.</p> <p>Create and maintain a meaningful partnership to promote school readiness so that children who are preschool age, receive comprehensive services to prepare them for elementary school and to address any potential “achievement gap”.</p> <p>Plan and implement strategies based on practice and research that have proven to support children’s school success.</p> <p>As part of the Head Start Program Performance Standards, the ROCSD will ensure their positive guidance and discipline practices are developmentally appropriate and follow best practice recommendations for Early Childhood Education.</p> <p>Respect the uniqueness of each locality’s</p>

TERMS	DEFINITIONS
	<p>needs and resources. Promote the involvement of members of the early child care and education communities.</p> <p>Share commitment, cooperation, and collaboration for a coordinated service delivery system.</p> <p>Both parties will provide Professional Development opportunities as prescribed by the Iowa Department of Education and HHS/ACF at no cost.</p>
<p>Program Curriculum and Head Start Program Performance Standards Monitoring:</p>	<p>The Connect4Learning (C4L) Curriculum and the Head Start Program Standards (HSPPS) will be followed at the identified ROCSD Preschool Classrooms.</p> <p>Head Start staff will support and monitor the identified ROCSD preschool classrooms at least three times annually to ensure that HSPPS are being met. Provider monitoring reports will be provided to the Partner staff by the 15th of the following month.</p> <p>The ROCSD is responsible to report any incidents, allegations, or misconduct of Head Start funded children to the Head Start Director within 24 hours of occurrence.</p> <p>Please see attachment for monitoring items.</p>
<p>Confidentiality:</p>	<p>The Provider and Partner acknowledge confidentiality requirements that each must follow regarding the sharing and release, with the consent of families, of personally identifiable information regarding children and families.</p> <p>Each party will protect the rights of young children with respect to records and reports created, maintained, and used by each. It is the intent of this agreement to ensure that parents have rights of access and rights of privacy with respect to such reports and records, and that applicable State and Federal</p>

TERMS	DEFINITIONS
	laws for exercise of these rights be strictly followed.
Collaboration Meetings and Dispute Resolution:	<p>The Partner and Provider will first attempt to resolve any disputes or to solve problems among themselves.</p> <p>Issues will be resolved as they arise at the lowest level possible. The chain of command will be followed.</p> <p>Schedule Administrative meetings on a monthly basis. Meetings will occur face-to-face or via Zoom to review local agreements, plan collaborative activities, and resolve issues.</p>
Covered Primary Services: Partner Responsibilities:	<p>Will assign a full time Preschool Administrator to oversee the preschool classrooms throughout the school district.</p> <p>Teachers will conduct two home visits per school year for each family.</p> <p>Teachers will conduct two parent conferences per school year.</p> <p>Provide nursing services.</p> <p>The hiring, supervision, employment and professional development of preschool certified teachers and qualified substitutes that comply with the Head Start Program Performance Standards.</p> <p>Maintain accreditations, perform the registration and participant screening process for 3 and 4 year old children.</p> <p>Provide meal service to children at the identified location(s).</p> <p>Non-federal share match documentation for donated items such as: classroom staff wages,</p>

TERMS	DEFINITIONS
	fringe benefits and associated costs not paid with Head Start funds, classroom materials/curriculum, furnishings, professional development and custodial services.
Covered Primary Services: Provider Responsibilities:	Provide a Head Start School and Community Partnership Coordinator who meets monthly with the preschool administrator as a Liaison between the two parties. Provide one (1) Family Advocate to support the needs of the Head Start children and families being served at each of the Provider’s site locations and classrooms.
Non-Federal Share Match Documentation:	The Partner will complete and submit to the Provider the Head Start Non-Federal Share Form at the beginning of the 2024 – 2025 school year.
Agreement And Termination Terms:	August 1, 2024 through July 31, 2025 The Provider and Partner are not bound by this agreement for more than the 2024-2025 school year.

The parties agree to abide by the specific terms and provisions of the following attachments which are incorporated into this agreement by reference and made a part of it:

- Basic Contract Provisions.
- Non-Federal Share Match Contribution Form.
- Pre-K Contracted Items.

Signature Page

Partner:

Red Oak Community School District:

By: _____
Superintendent

Date: _____

Provider:

West Central Community Action:

By: _____
Wendy Mueller, Executive Director

Date: _____

BASIC CONTRACT PROVISIONS

I. PURPOSE AND SCOPE OF AGREEMENT:

The purpose of this Agreement is to set out the terms and conditions between the Provider and Partner.

Achievement of the goals and objectives of the Head Start Program requires commitment from all levels and persons involved in the program. Policies, regulations and guidelines contribute to the effective and efficient process necessary for goal attainment. Both parties encourage and expect philosophical commitment to the Head Start goals, as well as compliance with the approved grant application, the Preschool Contracted Services Agreement, all policies, regulations, and guidelines of HHS/ACF.

The services to be provided under this Agreement are designed to provide the following services at the same site setting and subject to the availability of funding:

- A. Financial support for a minimum of 1,020 teacher/student contact time;
- B. Transportation services to eligible rural children;
- C. Professional development for Preschool Teachers and Assistant Teachers;
- D. Provider Monitoring Reports of ongoing monitoring of Head Start Program Performance Standards and
- E. Transition planning and implementation for children and families into the K-12 ROCSD system.

II. PARTNER SERVICE RESPONSIBILITIES:

Partner shall provide the specified Covered Primary Services at the designated Location of Services for the specified Term of Agreement in accordance with Head Start Performance Standards. The maximum number of children to be served is **20**

In addition to the specific provisions of this Agreement, Partner shall comply with all applicable state, federal, and local laws, rules, and regulations.

III. FUNDING:

Provider is responsible for no more than the specified Maximum Funding Level in Head Start Program funds to implement this Preschool Contracted Services Agreement. It is expressly understood and agreed that in no event will the total amount paid under this Agreement exceed the Maximum Funding Level for full and complete performance unless additional funding is specifically authorized in writing by the Provider.

IV. PROVIDER AND PARTNER METHODS FOR FISCAL MANAGEMENT:

Provider and Partner shall maintain such records and accounts, including property, personnel, and financial, as are deemed necessary by the Iowa Department of Education to assure proper accounting for all funds provided for this program. These records will be made available for audit purposes and will be retained for four(4) years after the expiration date of this contract and any renewals of it, unless permission to destroy them is granted by both the Partner and the Iowa Department of Education.

V. PARTNER PERSONNEL MANAGEMENT:

Partner shall assure, certify, document and maintain that they are in compliance with the Head Start Performance Standard 1302.90 Personnel Policies:

There is a personnel management system covering staff that is consistent with the regulations set forth in Head Start Program Performance Standard (1302.90) and provides the Provider access to the Partner's personnel files, policies and procedures. This shall include, but not be limited to, a current organizational chart, performance appraisals and the sections that outline the Partner's policies on conducting interviews, verifying references, conduct a sex offender registry check and obtain one of the following: (i) State criminal history records, including fingerprint checks; or (ii) Federal Bureau of Investigation criminal history records, including fingerprint checks. The Partner has ninety (90) days after an employee is hired to complete the background check process by obtaining: (i) Whichever check listed above was not obtained prior to the date of hire; and, (ii) Child abuse and neglect state registry check, if available.

Partner will establish and maintain written personnel policies and procedures that are approved by the ROCSD school board and are available to all district staff.

Before a person is hired, directly or through contract, including transportation staff and contractors, a program must conduct an interview, verify references, conduct a sex offender registry check and obtain one of the following: (i) State criminal history records, including fingerprint checks; or, (ii) Federal Bureau of Investigation criminal history records, including fingerprint checks. The district has 90 days after an employee is hired to complete the background check process by obtaining: (i) whichever check listed above of this section was not obtained prior to the date of hire; and, the child abuse and neglect state registry check, if available.

Partner must review the information found in each employment application and complete background check to assess the relevancy of any issue uncovered by the complete background check including any arrest, pending criminal charge, or conviction and must use Child Care and Development Fund (CCDF) disqualification factors described in 42 U.S.C. 9858f(c)(1)(D) and 42 U.S.C. 9858f(h)(1) to determine whether the prospective employee can be hired or the current employee must be terminated.

Partner must ensure a newly hired employee, consultant, or contractor does not have unsupervised access to children until the complete background check process is complete.

Partner must conduct the complete background check for each employee, consultant, or contractor at least once every five (5) years which must include each of the four checks listed in above, and review and make employment decisions based on the information as described above, unless the program can demonstrate to the Provider that it has a more stringent system in place that will ensure child safety.

Partner must consider current and former program parent for employment vacancies for which such parents apply and are qualified.

Partner must ensure all staff, consultants, contractors, and volunteers abide by the program's standards of conduct that: (i) Ensure staff, consultants, contractors, and volunteers implement positive strategies to support children's well-being and prevent and address challenging behavior; (ii) Ensure staff, consultants, contractors, and volunteers do not maltreat or endanger the health or safety of children, including, at a minimum, that staff must not:

- (A) Use corporal punishment;
- (B) Use isolation to discipline a child;
- (C) Bind or tie a child to restrict movement or tape a child's mouth;
- (D) Use or withhold food as a punishment or reward;
- (E) Use toilet learning/training methods that punish, demean, or humiliate a child;
- (F) Use any form of emotional abuse, including public or private humiliation, rejecting, terrorizing, extended ignoring, or corrupting a child;
- (G) Physically abuse a child;
- (H) Use any form of verbal abuse, including profane, sarcastic language, threats, or derogatory remarks about the child or child's family; or,
- (I) Use physical activity or outdoor time as a punishment or reward;

(iii) Ensure staff, consultants, contractors, and volunteers respect and promote the unique identity of each child and family and do not stereotype on any basis, including gender, race, ethnicity, culture, religion, disability, sexual orientation, or family composition; (iv) Require staff, consultants, contractors, and volunteers to comply with program confidentiality policies concerning personally identifiable information about children, families, and other staff members in accordance with subpart C of part 1303 of this chapter and applicable federal, state, local, and tribal laws; and, (v) Ensure no child is left alone or unsupervised by staff, consultants, contractors, or volunteers while under their care.

Partner will maintain personnel policies and procedures that include appropriate penalties for staff, consultants, and volunteers who violate the standards of conduct.

Partner must ensure staff and program consultants or contractors are familiar with the ethnic backgrounds and heritages of families in the program and are able to serve and effectively communicate, either directly or through interpretation and translation, with children who are

dual language learners and to the extent feasible, with families with limited English proficiency. If a majority of children in a classroom speak the same language, at least one classroom staff member must speak such language.

Partner will ensure each staff member has an initial health examination; ensure that staff do not, because of communicable diseases, pose a significant risk to the health or safety of others in the classroom that cannot be eliminated or reduced by reasonable accommodations in accordance with the Americans with Disabilities Act and section 504 of the Rehabilitation Act.

Partner will make mental health and wellness information available to staff regarding health issues that may affect their job performance and provide regularly scheduled opportunities to learn about mental health, wellness and health education.

VI. SUBMISSION OF REPORTS, RECORDS AND EVALUATIONS:

Both parties agree to prepare, retain and permit either party to inspect, as each party considers necessary, all records required for this program by the Iowa Department of Education and ACF/HHS regulations. Both parties agree to carry out monitoring and evaluation activities to include; at a minimum, periodic observations of the daily program, conferring with staff and parents, validation of self-assessment procedures and on-site visits to conduct specific activities. Both parties shall insure the cooperation of employees, policy groups and board members in those efforts.

Both parties agree to submit such reports as may be required by Iowa Department of Education, HHS/ACF directives, including (but not exclusive of) computer reports, Self-Assessment Instruments, improvement plans and financial reports. Representatives by either parties shall have the right to inspect all such records and reports as related to the Head Start and West Monona preschool program.

VII. PROVIDER GENERAL RESPONSIBILITY FOR SERVICE:

The Provider shall monitor, evaluate, and make assistance available to the Partner in conducting all activities under this Agreement.

VIII. PROVIDER SPECIFIC RESPONSIBILITIES FOR SERVICE:

Provider shall provide the following services:

- A. Assist in assuring education program improvement through monthly monitoring site visits.
- B. Systematically provide monthly monitoring reports to the Partner to ensure compliance with the Head Start Program Performance Standards.
- C. Provide and maintain one (1) Family Advocate to support Partner Head Start preschool children and families with support services that are required by the Head Start Program

Performance Standards.

- D. Provide the required Head Start Program parent conferences and home visits required by the Head Start Program Performance Standards.
- E. Quarterly meetings to provide guidance on Head Start Program Performance Standards.

IX. DISCRIMINATION CLAUSE:

Partner and Provider will not discriminate against any person employed in the performance of this Agreement, or against any applicant for employment because of race, sex, age, creed, religion, color, national origin, sexual orientation, political affiliation, veteran's status, or handicapping condition. This requirement shall apply to, but not be limited to the following: employment, upgrading, demotion or transfer, selection for training, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and all other privileges, terms and conditions of employment.

No person shall, on the grounds of race, religion, sex, creed, color, national origin, sexual orientation, political affiliation, veteran's status, or handicapping condition be excluded from participation in, be denied the benefits of, or be subject to discrimination in the performance of this Agreement.

X. POLITICAL ACTIVITY PROHIBITED:

None of the funds, materials, property, services contributed by the Provider or the Partner under this Agreement shall be used for any partisan political activity, (1) to further the election or defeat of any candidate for public office, or to pay directly or indirectly, the salary or expenses of either party to this contract or their agent, to engage in any activity designed to influence legislation or appropriations pending before Congress, (2) to provide voters or prospective voters with transportation to the polls or similar assistance in connection with any such election or (3) to assist any voter registration activity. Nothing in the above statement is intended in any way to inhibit or discourage any party from exercising its lawful rights to attempt to influence legislation pending before Congress as long as the costs are not charged to this Preschool Contracted Services Agreement or the Head Start Program.

XI. DRUG FREE ENVIRONMENT:

Provider and Partner shall not permit use of drugs, alcohol, or tobacco by its employees or contractors at any Location used for Primary or Secondary Services, in any motor vehicles owned or provided by either party or otherwise used in conjunction with providing Primary or Secondary Services, or in any manner in the presence or in the view of the children and families being served under this Agreement.

XII. COMPLIANCE WITH APPROVED PROGRAM:

Provider agrees to perform all activities authorized by this Agreement in accordance with the

approved work program, the approved program funding, and the grant conditions inclusive of Head Start Program Performance Standards, Program Instructions, CFR 45 (Administration of Grants), Audit Guide, Head Start guidelines and all other HHS/ACF directives.

XIII. SCHEDULE OF PAYMENT:

Provider agrees to pay the Partner as stated in the Method of Payment terms section of the Agreement. In no event shall the Partner payments to the Provider exceed the Maximum Funding for Services under this Agreement.

XIV. CHANGES IN SERVICE:

Either party may request changes in the scope of the services to be performed under this Agreement. Mutually agreed upon changes, including any increase or decrease in the amount of the Provider's compensation or modification of the program funding, must be reduced to written form before they shall be enforceable by either party.

XV. COVENANT AGAINST CONTINGENT FEES:

Provider and Partner warrants that no person, selling agency or other organization has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee. For breach or violation of this warrant, either party shall have the right to annul this contract or otherwise recover the full amount of any such commission, percentage, brokerage or contingent fee, or to seek such other legal remedies as may be available.

XVI. HOLD HARMLESS, IDEMNIFICATION AND TERMINATION OF AGREEMENT:

Provider shall defend, indemnify, and hold harmless the Partner from and against any and all losses, claims, liabilities, damages, and expenses, including reasonable attorneys' fees and costs, arising out of any negligence, willful misconduct, violation of law, and/or breach of this Agreement by the Provider, its employees, or agents. The Partner shall defend, indemnify, and hold harmless the Provider from and against any and all losses, claims, liabilities, damages, and expenses, including reasonable attorneys' fees and costs, arising out of any negligence, willful misconduct, violation of law, and/or breach of this Agreement by the Provider, its employees, or agents. The provisions of this paragraph shall survive termination of this Agreement. Term and Termination.

The term of this Agreement shall commence on August 1, 2024 and end on July 31, 2025. The parties may renew this Agreement for an additional term as mutually determined by the parties.

Either party may terminate this Agreement upon written notice to the other party if the other

party fails to comply with any of the provisions of this Agreement, provided written notice of the breach shall be given to the breaching party and the breaching party shall have at least ten (10) days to cure the breach. Either party may terminate this Agreement immediately upon written notice to the other party if the other party becomes the subject of a proceeding under state or federal law for relief of debtors, or if an assignment is made for the benefit of creditors. In addition, either party may terminate this Agreement, with or without cause, and without penalty, upon at least thirty (30) days' written notice to the Provider. Upon the expiration or termination of this Agreement, the Provider will pay the Partner for all earned amounts up to the effective date of expiration or termination.

Except in the case of the Provider's loss of funding from HHS, financial assistance under this contract shall not be terminated or reduced, or an application for refunding denied or financial assistance suspended for longer than thirty (30) days unless the Provider has been afforded reasonable notice.

XVII. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION:

- A. Partner and Provider each certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- B. Partner or Provider is unable now, or at any time during the term of this Agreement to certify to any of the statements in this certification, either party shall immediately provide an explanation in writing to the other party and this contract shall be subject to immediate termination by either party in the event participation is disallowed as a result of that debarment or suspension.

XVIII. INSURANCE REQUIREMENTS:

General Liability:	\$1,000,000.00 each occurrence \$2,000,000.00 aggregate \$5,000.00 medical expense per person \$1,000,000.00 personal & adv injury \$2,000,000.00 products/completed op.
Excess Liability Umbrella:	\$1,000,000.00 each occurrence \$1,000,000.00 aggregate
Professional Liability:	\$2,000,000.00 each occurrence \$2,000,000.00 aggregate
Sexual Abuse Coverage:	\$50,000.00 each person \$250,000.00 maximum

Worker's Compensation:

\$500,000.00 each accident
\$500,000.00 each employee
\$500,000.00 total policy



Red Oak Schools - New Deal

Redoakschools

Bret Blackman

blackmanb@redoakschools.org

Mark Erickson

ericksonm@redoakschools.org

+17126214365

Reference: 20240305-165145463

Agreement created: March 5, 2024

Bound

208 5th St., Ste. 201

Ames, IA 50010

United States

Prepared by: Aaron Stecker

Bound Director

aaron.stecker@gobound.com

+13198996078

PLAN	PRICE
Let's Go Bound - Iowa	\$0.00 / year for 1 year
SUMMARY	
Annual subtotal	\$0.00

Total	\$0.00
--------------	---------------

Agreement Details

Let's Go Bound - Iowa

Management Tools

- Event Management
- Facility Management
- Worker Management
- Game & Official Contracts
- Gate Management (Tickets and Passes)
- Live Links
- Transportation
- Fan Website and App
- Activity Registration
- Team Communication
- Fan Notifications
- Social Media Integration
- Game Programs & Reports
- Score and State Entry

Service

- Assigned Bound Director
- Bound Data Team To Assist
- Iowa Schools Joint Investment Trust Money Transfer (ISJIT)

How to Qualify for Let's Go Bound Iowa

- Use Bound tickets \$0.90 fee per ticket
- Must track all attendance in Bound for all ticketed events and maintain 80% online or gate transactions.
- Cash tickets cannot cost less than online/at gate Bound Ticket
- School sponsorship assets are included to those that meet requirements
- Launch Training and onboarding included

[Ticketing Pricing Detail](#)

Purchase terms

Plan duration: Agreement Signature date - 6/30/2025

- Must track all attendance in Bound for all ticketed events and maintain 80% online or gate transactions to be qualified for the Cashless option. If your school becomes unqualified Bound has the right to charge full price for Bound Pro based on your enrollment.
- Cash tickets cannot cost less than online/at gate Bound Ticket

[Student Data Privacy Policy](#)

[Refund Policy](#)

[Terms and Conditions](#)

Signature

Before you sign this agreement, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Bret Blackman

blackmanb@redoakschools.org

[sig|req|signer1]

Aaron Stecker

aaron.stecker@gobound.com

[sig|req|signer2]



Quote ID Q-180172
02/20/2024

Frontline Education Renewal Notice

Attn: Red Oak Community School District

Thank you for your continued partnership with Frontline Education. We remain focused on providing you with industry-leading solutions and technology for K-12. As part of the ongoing investment in your solutions, our Learning Center continues to be enhanced to provide access to articles with answers to routine questions 24/7. This includes the ability to create a support request.

Below you will find information about the renewal of your subscription(s) that renew on 7/01/2024. Once you have reviewed the pricing for your upcoming subscription you can either:

- Use this [link](#) to confirm the renewal of your subscriptions, or
- If you have questions please reach out to your Client Success Manager

Description	Start Date	End Date	Qty	Rate	Amount
Absence & Substitute Management, unlimited usage for internal employees	7/01/2024	6/30/2025	1	\$7,188.69	\$7,188.69
Total					\$7,188.69

Please use this [link](#) to indicate that you intend to renew your subscriptions and request your invoice if needed.

Need assistance? You can reach us by calling Kim Bland at (512) 496-3398 or by emailing us at renewals@frontlineed.com.

Laura Hughes
Director, Client Retention and Renewals



Quote ID Q-180301
02/20/2024

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- If you have questions please reach out to your Client Success Manager

Description	Start Date	End Date	Qty	Rate	Amount
Frontline Central Solution	7/24/2024	7/23/2025	1	\$7,226.14	\$7,226.14
Time & Attendance, unlimited usage for internal employees	7/24/2024	7/23/2025	1	\$6,182.45	\$6,182.45
Total					\$13,408.59

Please use this [link](#) to indicate that you intend to renew your subscriptions and request your invoice if needed.

Need assistance? You can reach us by calling Kim Bland at (512) 496-3398 or by emailing us at renewals@frontlineed.com.

Laura Hughes
Director, Client Retention and Renewals



Quote ID Q-180492
02/20/2024

Frontline Education Renewal Notice

Attn: Red Oak Community School District

Thank you for your continued partnership with Frontline Education. We remain focused on providing you with industry-leading solutions and technology for K-12. As part of the ongoing investment in your solutions, our Learning Center continues to be enhanced to provide access to articles with answers to routine questions 24/7. This includes the ability to create a support request.

Below you will find information about the renewal of your subscription(s) that renew on 7/01/2024. Once you have reviewed the pricing for your upcoming subscription you can either:

- Use this [link](#) to confirm the renewal of your subscriptions, or
- If you have questions please reach out to your Client Success Manager

Description	Start Date	End Date	Qty	Rate	Amount
Budget Management Analytics Subscription - powered by Forecast5, usage for up to 5 employees	7/01/2024	6/30/2025	1	\$3,299.22	\$3,299.22
Comparative Analytics Subscription - powered by Forecast5, usage for up to 5 employees	7/01/2024	6/30/2025	1	\$6,598.45	\$6,598.45
Financial Planning Analytics Subscription - powered by Forecast5, usage for up to 5 employees	7/01/2024	6/30/2025	1	\$7,526.67	\$7,526.67
Total					\$17,424.34

Please use this [link](#) to indicate that you intend to renew your subscriptions and request your invoice if needed.

Need assistance? You can reach us by calling Shannon Duus at or by emailing us at renewals@frontlineed.com.



Red Oak Community Schools - School Manager & Classwise Renewal 2024 - Three Years, Paid Annually

Red Oak Comm School District

2011 North 8th
RED OAK, IA 51566-1372
United States

Reference: 20240219-203541404

Quote created: February 19, 2024

Quote expires: April 30, 2024

Quote created by: Carolyn Jost

carolyn.jost@linewize.com

Kevin Herrick

herrickk@redoakschools.org
+17126236600

Comments from Carolyn Jost

This is for three years of School Manager Filtering and Classwise Classroom Management services on existing hardware, invoiced on a year-to-year basis.

Service dates: April 1, 2024 - May 31, 2027

Payment schedule for Red Oak Community Schools to Linewize:

Payment due April 1, 2024 - \$8,050.00

Payment due April 1, 2025 - \$8,050.00

Payment due April 1, 2026 - \$8,050.00

Products & Services

Item & Description	SKU	Quantity	Unit Price	Total
School Manager - 3 YR Pay Annual Tier 2	LW-T2-	1,000	\$8.49	\$8,490.00
Linewize - School Manager 3 Year Subscription.	SMGR-3Y-			for 3 years
Cloud-Managed Filter and Reporter w/ built in Cyber-Safety controls. 1,000-2,500 FTE. Unlimited devices.	PA			

Item & Description	SKU	Quantity	Unit Price	Total
Classwize - 3 YR Pay Annual Tier 2 Classwize - 3 Year Subscription. Cloud managed classroom management suite. Provides screen visibility and control on Windows, Mac, and Chrome Operating Systems with cloud directory integration and school roster support. Cyber Safety included. 1,001-2,500 FTE	LW-T2-CLASS-3Y-PA	1,000	\$8.01	\$8,010.00 for 3 years
SMG40 - 3Y Pay Annual Renewal Linewize Local Gateway Renewal Lease for SMG-40	LW-SMG40-LGW-3Y-PA-R	1	\$7,650.00	\$7,650.00 for 3 years
Linewize Community Package 1 Year Subscription Linewize Community Package 1 Year Subscription. Includes community engagement content, virtual classes, digital parenting course, staff awareness training, a unique Linewize.com URL with school logo and school safety reporting information	FZ-Connect-1Y	1	\$0.00	\$0.00 for 1 year
One-time subtotal				\$24,150.00
			Total	\$24,150.00

Purchase terms

Acceptance of this quote confirms your order with us. This order is subject to and you acknowledge that you have been provided with, understand and accept our [Standard Terms](#), [Privacy Policy](#), and [Terms of Service & Supply](#).

Standard payment terms are NET 30. Please email purchase orders to orders@linewize.com and make checks payable to Family Zone, Inc. Our products and services are provided in accordance with our standard terms which are available on our website, <https://www.linewize.com>.

Next day replacement warranty on all hardware provided. Unlimited device growth throughout the term.

Questions? Contact me

Carolyn Jost

carolyn.jost@linewize.com

Linewize

10803 Thornmint Rd #100

San Diego, CA 92127

United States

900 - Principles and Objectives for Community Relations (no changes)

Successful education programs require the support of the school district community. The board addresses the importance of the role of the school district community in the school district in this series of the policy manual. The board recognizes this support is dependent on the school district community's understanding of participation in the efforts, goals, problems, and programs of the school district.

In this section, the board sets out its policies defining its relationship with the school district community. In striving to obtain the support of the school district community, the board will:

- Provide access to school district records;
- Inform the school district community of the school district's goals, objectives, achievements, and needs;
- Invite the input of the school district community; and
- Encourage cooperation between the school district and the school district community.

Approved February 12, 2014

Reviewed ~~February 11, 2019~~ February 21, 2024

Revised February 25, 2019

901.1 - Public Examination of School District Records (no changes)

Public records of the school district may be viewed by the public during the regular business hours of the administration offices of the school district. These hours are 8:00 a.m. to 4:00 p.m. Monday through Friday, except for holidays and recesses.

Persons wishing to view the school district's public records will contact the board secretary and make arrangements for the viewing. The board secretary will make arrangements for viewing the records as soon as practicable, depending on the nature of the request.

Persons may request copies of public records by submitting a request for said records in writing, including electronically. The school district may require pre-payment of the costs prior to copy and mailing.

Persons requesting records may be assessed a reasonable fee for the copy of the records. Persons wanting a compilation of information may be assessed a reasonable fee for the time of the employee to review and compile the requested information. The district will make every effort to provide the public record requested at no cost other than copying costs for a record which takes less than thirty minutes to produce.

Costs for legal services utilized for the redaction or review of legally protected confidential information may also be assessed to the individual requesting the records. Printing of materials for the public at the expense of the school district will only occur when the event is sponsored by the school district.

Pursuant to Iowa law, the board has determined certain records need to be confidential as their disclosure could jeopardize the safety of persons or property and include, but are not limited to, the following:

- Security procedures
- Emergency preparedness procedures
- Evacuation procedures
- Security codes and passwords
- Personal information contained in private personnel records
- Health or medical records
- Attorney work product relating to litigation

Records defined by law as confidential records will be made available in accordance with the law.

It is the responsibility of the board secretary to maintain accurate and current records of the school district. It is the responsibility of the board secretary to respond in a timely manner to requests for viewing and receiving public information of the school district.

Approved February 12, 2014

Reviewed ~~August 8, 2022~~ **February 21, 2024**

Revised August 8, 2022

901.E1 - Freedom of Information Act Form

Requests to review public records or receive copies of District information may be made by phone to the Administrative Center Office at (712) 623-6600 or electronically at dreyd@roschools.org harrish@redoakschools.org

I REQUEST THE OPPORTUNITY TO
(CIRCLE ONE)
Inspect or Photocopy
the following record (s). Please describe records precisely.

Please be aware of the following charges. Requests will be completed as quickly as possible but may take up to two (2) weeks for processing.

Clerical Costs: Actual expenses incurred
Photocopies: \$ 0.10 per side

Requestor Information:

Name _____
Address _____
City _____ State _____ ZIP _____
Phone: _____ Email _____

The following information will be used by the Information Services Office to track requests.
Date of Request _____ Time Needed To Fulfill Request _____ Completed _____

Administrative Center
Red Oak Community School District
~~1901. Broadway St. Ste A~~ **604 S Broadway**
Red Oak, Iowa 51566
712-623-6600
~~dreyd@roschools.org~~ **harrish@redoakschools.org**
Board Policy 901 Public Examinations of School District Records

902.1 - News Media Relations (no changes)

The board recognizes the value of and supports open, fair, and honest communication with the news media. The board will maintain a cooperative relationship with the news media. As part of this cooperative relationship, the board and the media will develop a means for sharing information while respecting each party's limitations.

Members of the news media are encouraged and welcome to attend open board meetings. The board president is the spokesperson for the board, and the superintendent is the spokesperson for the school district. It is the responsibility of the board president and superintendent to respond to inquiries from the news media about the school district.

Members of the news media seeking information about the school district will direct their inquiries to the superintendent. The superintendent will accurately and objectively provide

the facts and board positions in response to inquiries from the news media about the school district to the extent permitted under law.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

902.2 - News Conference and Interviews (no changes)

The superintendent, on behalf of the board and the school district, may hold a news conference or respond to a request for an interview with the news media. It is the responsibility of the superintendent to keep the board apprised of news conferences and interviews.

The superintendent will respond accurately, openly, honestly, and objectively to inquiries from the news media about the school district, to the extent permitted by law.

News conferences and interviews planned or pre-arranged for school district activities will include the board and the superintendent. News conferences for issues requiring an immediate response may be held by the superintendent. It is within the discretion of the superintendent to determine whether a news conference or interview is held to provide an immediate response to an issue.

School district personnel shall refer interview requests and information requests from the news media to the superintendent. School district personnel may be interviewed or provide information about school district matters only after receiving permission from the superintendent or the superintendent's designee. It shall be within the discretion of the superintendent to allow news media to interview and to receive information from school district personnel.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

902.3 - News Releases (no changes)

The superintendent will determine when a news release about internal school district and board matters will be issued. In making this determination, the superintendent will strive to keep the media and the school district community accurately and objectively informed. Further, the superintendent will strive to create and maintain a positive image for

the school district. It is the responsibility of the superintendent to approve news releases originating within the school district prior to their release.

News releases will be prepared and disseminated to news media in the school district community. Questions about news releases will be directed to the superintendent.

Approved February 12, 2014

Reviewed ~~February 11, 2019~~ February 21, 2024

Revised February 25, 2019

902.4 - Live Broadcast or Recording (no changes)

Individuals may broadcast or record public school district events, including open board meetings, as long as it does not interfere with or disrupt the school district event and it does not create an undue burden in adapting the buildings and sites to accommodate the request.

It is within the discretion of the superintendent to determine whether the request is unduly burdensome and whether the broadcast or recording will interfere with or disrupt the school district event.

Recording of student and/or classroom activities will be allowed only at the discretion of the superintendent. Parents will be notified prior to recording of classroom activities.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

903.1 - School-Community Groups (no changes)

The board values the participation and the support of school district-community groups, including, but not limited to, the booster club and parent-teacher organizations, which strive for the betterment of the school district and the education program. The board will work closely with these groups.

Parent-teacher organizations may be established for each attendance unit in the school district. The building administrator for each attendance unit shall serve as the liaison officer representing the school system.

Membership and rules governing school-community groups/organizations shall be determined by each individual organization and/or organization at each attendance unit. Activities of individual organizations and/or units, when related to school purposes, shall be evaluated by the administrator assigned to that attendance unit.

Funds raised by these organizations for the school district may be kept as part of the accounts of the school district or may be separately maintained by the organization, as mutually agreed upon by the organization and the superintendent acting on behalf of the school district.

Prior to any purchase of, or fund raising for the purchase of goods or services for the school district, the organization will confer with the superintendent or designee to assist the organization in purchasing goods or services to meet the school district's needs.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

903.2 - Community Volunteers (no changes)

The board recognizes the valuable resource it has in the members of the school district community. When possible and in concert with the education program, members of the school district community may be asked to make presentations to the students or to assist employees in duties other than teaching when the volunteering would be appropriate considering the needs of the educational program.

Whether an individual will be permitted to volunteer for the school district will be the sole discretion of the superintendent. The volunteer may be asked to agree to a criminal background check at the discretion of the Superintendent.

Recruitment, training, utilization, and the maintenance of records for the purposes of insurance coverage and/or recognition of school district volunteers is the responsibility of the superintendent.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

903.3 - Visitors to School District Buildings & Sites (no changes)

The board welcomes the interest of parents and other members of the school district community and invites them to visit the school buildings and sites. Visitors, which include persons other than employees or students, must notify the principal of their presence in the facility upon arrival. Visitors who do not notify the principal of their presence may be considered trespassers.

Persons who wish to visit a classroom while school is in session are asked to notify the principal and obtain approval from the principal prior to the visit so appropriate arrangements can be made and so class disruption can be minimized. Teachers and other employees will not take time from their duties to discuss matters with visitors.

Visitors will conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending school events. Visitors failing to conduct themselves accordingly may be asked to leave the premises and/or may be banned from the premises for an extended period of time. Children who wish to visit school must be accompanied by a parent or responsible adult.

It is the responsibility of employees to report inappropriate conduct. It is the responsibility of the superintendent and principals to take the action necessary to cease the inappropriate conduct. If the superintendent or principals are not available, a school district employee will act to cease the inappropriate conduct.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

903.4 - Conduct on School Premises (no changes)

The board expects that students, employees and visitors will treat each other with respect; engage in responsible behavior; exercise self-discipline; and model fairness, equity and respect. Individuals violating this policy will be subject to discipline. Students will be disciplined consistent with the student conduct policies. Employees will be disciplined consistent with employee discipline policies and laws. Others will be subject to discipline according to this policy.

Individuals are permitted to attend school sponsored or approved activities or visit school premises only as guests of the school district, and, as a condition, they must comply with the school district's rules and policies. Individuals will not be allowed to interfere with or disrupt the education program or activity. Visitors, like the participants, are expected to display mature, responsible behavior. The failure of individuals to do so is not only disruptive but embarrassing to the students, the school district, and the entire community.

To protect the rights of students to participate in the education program or activities without fear of interference or disruption and to permit the school officials, employees and activity sponsors and officials to perform their duties without interference or disruption, the following provisions are in effect:

- Abusive, verbal, or physical conduct of individuals directed at students, school officials, employees, officials, and activity sponsors of sponsored or approved activities or at other individuals will not be tolerated.
- Verbal or physical conduct of individuals that interferes with the performance of students, school officials, employees, officials, and activity sponsors of sponsored or approved activities will not be tolerated.
- The use of vulgar, obscene or demeaning expression directed at students, school officials, employees, officials and activity sponsors of sponsored or approved activities participating in a sponsored or approved activity or at other individuals will not be tolerated.

If an individual becomes physically or verbally abusive, uses vulgar, obscene or demeaning expression, or in any way interrupts an activity, the individual may be removed from the event by the individual in charge of the event. Law enforcement may be contacted for assistance.

Individuals removed from school premises have the ability to follow the board's chain of command and complaint policies should they choose to do so. The exclusion is in effect should the individual choose to appeal the decision of the superintendent. The term "individual" as used in the policy also includes students and employees.

If an individual has been notified of exclusion and thereafter tries to enter a school building or attends a sponsored or approved activity, the individual will be advised that his/her attendance will result in prosecution. The school district may obtain a court order for permanent exclusion from the school building or from future school sponsored or approved activities.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

903.5 - Tobacco/Nicotine-Free Environment (no changes)

The use of tobacco and nicotine products; including, but not limited to, cigarettes, nicotine chew, snus, dissolvables, electronic cigarettes and/or other nicotine products that are not approved by the Federal Drug Administration for tobacco cessation; on school district property; including in school district buildings, on school district grounds, in school district transportation vehicles, or at any school district activity; is prohibited.

This policy extends to all students, employees, volunteers and visitors. This policy applies at all times, including during school-sponsored events and during non-school-sponsored events.

Persons violating this policy shall be asked to cease using the tobacco and/or nicotine product, properly dispose of the tobacco and/or nicotine product and refrain from using tobacco and/or nicotine products in the future. Persons failing to abide by this request shall be required to leave the school district premises immediately.

It shall be the responsibility of all school district personnel, and specifically school district administrators, to enforce this policy.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

904.1 - Distribution of Materials (no changes)

The board recognizes that students, employees, parents or citizens may want to distribute materials within the school district that are non-curricular. Non-curricular materials to be distributed must be approved by the building principal and meet certain standards prior to their distribution.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

904.1R1 - Distribution of Materials Regulation (no changes)

I. Guidelines.

Individuals, including students, may have the right to distribute on school premises, at reasonable times and places, unofficial written material, petitions, buttons, badges or other insignia, except expression which:

1. is obscene to minors;
2. is libelous;
3. contains indecent, vulgar, profane, or lewd language;
4. advertises any product or service not permitted to minors by law;
5. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religion, gender, disability, age or ethnic origin);

6. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

Distribution on school premises of material in categories (1) through (4) to any student is prohibited. Distribution on school premises of material in categories (5) and (6) to a substantial number of students is prohibited.

II. Procedures.

Anyone wishing to distribute unofficial written material must first submit for approval a copy of the material to the building principal at least twenty-four hours in advance of desired distribution time, together with the following information:

1. Name and phone number of the person submitting request and, if a student, the homeroom number;
2. Date(s) and time(s) of day of intended display or distribution;
3. Location where material will be displayed or distributed;
4. The grade(s) of students to whom the display or distribution is intended.

Within twenty-four hours of submission, the principal will render a decision whether the material violates the guidelines in subsection I or the time, place and manner restrictions in subsection III of this policy. In the event that permission to distribute the material is denied, the person submitting the request should be informed in writing of the reasons for the denial. Permission to distribute material does not imply approval of its contents by either, the school, the administration, the board or the individual reviewing the material submitted.

If the person submitting the request does not receive a response within twenty-four hours of submission, the person will contact the building principal's office to verify that the lack of response was not due to an inability to locate the person. If the person has made this verification and there is no response to the request, the material may be distributed in accordance with the time, place and manner provisions in subsection III.

If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three school days of submitting the appeal, the person will contact the superintendent to verify that the lack of response is not due to an inability to locate the person. If the person has made this verification and there is no response to the appeal, the material may be distributed in accordance with the time, place and manner provisions in subsection III.

At every level of the process the person submitting the request will have the right to appear and present the reasons, supported by relevant material, as to why distribution of the written material is appropriate.

Permission to distribute material does not imply approval of its contents by either, the school district, the board, the administration or the individual reviewing the material submitted.

III. Time, Place, and Manner of Distribution.

The distribution of written material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school or otherwise disrupts school activities. The distribution of unofficial material is limited to a reasonable time, place and manner as follows:

1. The material will be distributed from a table set up for the purpose in a location designated by the principal, which location will not block the safe flow of traffic or block the corridors or entrance ways, but which will give reasonable access to students.
2. The material will be distributed either before and/or after the regular instructional day.
3. No written material may be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.

IV. Definitions

The following definitions apply to the following terms used in this policy:

1. "Obscene to minors" is defined as:
 - (a) The average person, applying contemporary community standards, would find that the written material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 - (b) The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and
 - (c) The material, taken as a whole, lacks serious literary, artistic, political or scientific value for minors.
2. "Minor" means any person under the age of eighteen.

3. "Material and substantial disruption" of a normal school activity is defined as follows:
 - (a) Where the normal school activity is an educational program of the district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
 - (b) Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods), "material and substantial disruption" is defined as student rioting, unlawful seizures of property, widespread shouting or boisterous demonstration, sit-in, stand-in, walk-out, or other related forms of activity.
 - (c) In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecasted including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.
4. "School activities" means any activity of students sponsored by the school and includes, by way of example but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and in-school lunch periods.
5. "Unofficial" written material includes all written material except school newspapers, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples include leaflets, brochures, flyers, petitions, placards and underground newspapers, whether written by students or others.
6. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower him/her in the esteem of the community.
7. "Distribution" means circulation or dissemination of written material by means of handing out free copies, selling or offering copies for sale and accepting donations for copies. It includes displaying written material in areas of the school which are generally frequented by students.

V. Disciplinary action.

Distribution by any student of unofficial written material prohibited in subsection I or in violation of subsection III may be halted, and students may be subject to discipline including suspension and expulsion. Any other party violating this policy may be requested to leave the school property immediately and, if necessary, local law enforcement officials will be called.

VI. Notice of policy to students.

A copy of this policy will be published in student handbooks and posted conspicuously in school buildings.

904.2 - Advertising and Promotion (no changes)

The use of students, including students' names and/or likenesses; employees, including employees' names and/or likenesses; the school district name; or its buildings and sites for advertising and promoting products and/or services of entities and/or organizations operating for a profit or political entities and/or organizations is not allowed except with prior board approval. Nonprofit entities and organizations may be allowed to use students, the school district name, or its buildings and sites if the purpose is educationally related and prior approval has been obtained from the board.

Approved February 12, 2014

Reviewed ~~January 28, 2014~~ February 21, 2024

Revised February 25, 2019

905.1 - Community Use of School Facilities (no changes--this policy was updated last June)

The board promotes the concept of school facilities serving as a center for community activities. Therefore, groups or organizations in the community will be allowed to use school facilities when the following conditions are met:

1. The use in no way interferes with the district's educational and activity programs.
2. The use is consistent with state law and conforms to district regulations.
3. The use does not result in the facilities being over maximum capacity. If the use would result in the facilities being over maximum capacity, the various uses requested (by various groups or organizations) will be granted as the school district determines appropriate.
4. The group or organization is responsible and will exercise care in the use of the facilities.
5. The activity is supervised by an adequate number of adult sponsors.
6. No alcoholic beverages or controlled substances are available or used on school grounds.
7. Red Oak Community School District buildings and campus facilities are tobacco/nicotine-free. The use of tobacco and/or nicotine products (in any form) is prohibited.
8. The activity is confined to the area designated, and no school equipment or supplies are used except as approved in advance.

9. Any decorations or materials to be applied to the walls or floors must be approved in advance by the building principal.
10. Candles or other flammable materials shall be prohibited.
11. The activity is not a commercial profit-making venture by a taxable entity.
12. The use is not for private purpose or for personal gain.
13. A written application and agreement is executed, and approval is received in advance. A valid certificate of insurance is required.
14. The group or organization shall be responsible for paying for any damage or destruction to the school facilities.
15. The group or organization shall indemnify and hold the district harmless from any claims or charges arising from the actions or inactions of the group or organization.

Application and Arrangements. A written application must be filled out by the group or organization and approval received through the Administrative Center. The district reserves the right to withdraw approval.

Priority. Requests for use of school facilities for activities other than for the educational and activity program of the district (which shall always have precedence) shall receive priority scheduling as follows. Once an activity is scheduled, however, the district need not cancel the activity to make the facility available for a group with a higher priority.

1. First Priority: Meetings or activities for students, parents, and/or staff sponsored by recognized tax-exempt organizations which are affiliated with the district programs, such as:

- Parent-Teacher Organizations
- Booster Clubs
- Red Oak Education Association for meetings of the local association only.
- Red Oak Support Staff Association for meetings of the local association only.

2. Second Priority: Adult education programs and other programs or training activities sponsored by tax-supported organizations, such as:

- Community College adult education classes
- University/college educational programs
- Green Hills Area Education Agency staff development activities
- Law Enforcement Programs or Training sponsored at the City, County, or State Patrol levels, with a designated law enforcement official responsible for supervision
- Armed Forces programs, other than recruitment or fundraising programs, that are open to the public and for which there is no admission charge

3. Third Priority*: Educational and recreational programs which are sponsored by tax-exempt organizations, such as:

- Staff recreational programs
- City recreational programs
- YMCA recreational programs

- Church programs
- Red Cross programs
- Civic Clubs/Organizations
- Meetings sponsored by governmental agencies to which the public is invited
- Nonpublic schools for special purposes
- Political meetings

3. Fourth Priority: Fund-raising activities and nonprofit making meetings and activities sponsored by commercial groups and parent-study groups sponsored by non-tax-exempt organizations.

Fees. Groups specified in the first priority are exempt from all rental and personnel fees. Groups specified in the second priority are exempt from all rental fees but will be charged for necessary personnel fees. Groups specified in the third and fourth priorities will be charged rental fees as set forth below and shall be charged for necessary personnel fees. Personnel fees include fees for the custodian(s), for food service workers if the kitchen is used, and for persons to operate public address systems, lighting, and special stage equipment. The rate shall be \$25.00 per hour.

Rental Fees.

		Second Priority	Third Priority	Fourth Priority
a.	Jr-Sr High Auditorium		\$75.00	\$125.00
b.	Inman School Gymnasium		\$75.00	\$125.00
c.	Jr-Sr High Gymnasium		\$75.00	\$125.00
d.	Media Center		\$75.00	\$125.00
e.	Inman School Cafeteria (including kitchen)		\$75.00	\$125.00
f.	Jr-Sr High Cafeteria		\$75.00	\$125.00
g.	General classrooms (all buildings)		\$75.00	\$125.00
h.	Inman Cafeteria		\$75.00	\$125.00
i.	Athletic Fields (per day)		\$75.00	\$125.00

*No fees will be charged for use of classrooms for after-school use (Monday-Friday from 3:15 p.m. to 4:45 p.m., during the school year), by Third Priority Groups which provide adult supervised activities for Red Oak Community School students. These groups will be charged a custodial fee if clean-up is required or if a custodian must stay beyond normally scheduled hours.

Third Priority Groups shall be eligible for a reduced-rate for multiple use requests. These rates shall be determined by the administration.

Football Stadium/Track Use.

A. Groups shall be charged the following rental fees for use of limited facilities at the football stadium:

- Third Priority - \$75.00
- Fourth Priority - \$125.00

The following facilities are included in the above user fee as needed:

- Stadium parking facilities
- Parking lots
- Ticket stations
- Players' benches
- Restrooms

B. Groups shall be charged the following rental fees for use of extended facilities at the football stadium:

- Third Priority - \$75.00
- Fourth Priority - \$1254.00

The following additional facilities are included in the above use fee as needed:

- Athletic field and track
- Sound system
- Locker & shower rooms
- Press box
- Lights

The following conditions shall apply in addition to the general conditions outlined in this policy:

1. Any use of the track or football field must be approved in advance.
2. All concession rights and privileges are reserved by the district.
3. If designated by the district, the organization shall insure that police protection is provided and shall pay all such costs.
4. If rehearsals are necessary, arrangements shall be determined by the business office.
5. If any platforms, stages, chairs or additional stage equipment are needed, they shall be provided by the organization. Installation must be approved by the Maintenance Director.
6. The organization shall be required to provide public liability insurance naming the Red Oak Community School District as an "additional insured" through a company approved by the district with a minimum of \$100,000 property coverage.

Approved June 21, 2023

Reviewed ~~May 17, 2023~~ February 21, 2024

Revised: June 21, 2023

905.1E1 - Community Use of School Facilities and Equipment Request Form (no changes)

Facility/Equipment Requested: _____
 Date of Event: _____ Alternate Date: _____
 Set Up Time: _____ Start Time: _____ End Time: _____
 Group Title: _____ Purpose of Activity: _____
 Admission charged? ___ Yes ___ No _____ Amount _____ For Profit? ___
 Contact Person: _____ No. people expected _____
 Address: _____
 Phone: (Business) _____ (Home) _____
 EmailAddress: _____

CUSTODIAL SERVICES NEEDED: To Open ___ To Close ___ During use ___

EQUIPMENT NEEDED:

_____ Bleachers	_____ Lunch Tables	_____ Volleyball nets
_____ Chairs	_____ Writing Tables	_____ Basketball hoops
_____ Dressing Rooms	_____ Shower Rooms	_____ Media Equip:
_____ Microphones	_____ Podium	
_____ Stage Lights		

Other Notes: _____

AGREEMENTS:

The undersigned, hereafter referred to as "entity," agrees to the following:

AGREES TO OBSERVE THE TOBACCO/NICOTINE FREE AREAS AND NOT BRING ALCOHOLIC BEVERAGES OR ILLEGAL SUBSTANCES ON THE PREMISES.

AGREES TO PAY FOR ANY DAMAGES OCCURRING TO SCHOOL PROPERTY DUE TO YOUR USE OF THE FACILITIES.

AGREES TO NOT ALTER THE FACILITY IN ANY MANNER WITHOUT FIRST SECURING PERMISSION OF THE BUILDING PRINCIPAL OR HIS/HER DESIGNEE; AGREES TO ABIDE BY ALL TERMS AND CONDITIONS PERTAINING TO THE USE OF SCHOOL FACILITIES.

AGREES TO PROVIDE THE DISTRICT WITH A VALID CERTIFICATE OF INSURANCE NAMING THE RED OAK COMMUNITY SCHOOL DISTRICT AS AN ADDITIONAL INSURED WITH A MINIMUM OF \$100,000 OF GENERAL LIABILITY. (YOUR CERTIFICATE MUST BE SUBMITTED WITH THIS FORM SO THAT YOUR REQUEST CAN BE CONSIDERED FOR APPROVAL.)

AGREES TO HOLD THE DISTRICT HARMLESS AND INDEMNIFY THE DISTRICT AS OUTLINED IN ITS SIGNED INDEMNITY AND LIABILITY INSURANCE AGREEMENT.

SIGNED BY: _____ DATE: _____

ACTING ON BEHALF OF THE FOLLOWING ORGANIZATION: _____

PLEASE SUBMIT THIS FORM TO THE RED OAK COMMUNITY SCHOOL DISTRICT, ADMINISTRATIVE CENTER, 1901 N. BROADWAY ST STE A RED OAK, IA 51566. PHONE: (712) 623-6600; FAX: (712) 623-6603

905.1E2 - Community Use of School District Facilities and Equipment Indemnity and Liability Insurance Agreement

The undersigned, hereafter referred to as "entity," states that it will hold the Red Oak Community School District, hereafter referred to as "school district," harmless from any and all damages and claims that may arise by reason of any negligence on the part of the entity in the use of any facilities or equipment owned by the school district. In case any action is brought therefore against the school district or any of its officers, employees or agents, the entity will assume full responsibility for the legal defense thereof, and upon its failure to do so on proper notice, the school district reserves the right to defend such action and to charge all costs, including attorneys' fees, to the entity.

The entity agrees to furnish and maintain during the usage of the facilities or equipment owned by the school district such bodily injury and property damage liability insurance as will protect the entity and the school district from claims or damages for personal injury, including accidental death, and from claims for property damages which may arise from the entity's use of the school district's facilities or equipment whether such operations be by the entity or by anyone directly or indirectly employed by the entity.

The entity will furnish the school district with a certificate of insurance acceptable to the school district's insurance carrier before the contract is issued.

Dated at _____, Iowa, this _____ day of _____, 20____.

	School District
(Entity)	

By: _____

By: _____

Superintendent

Title: _____

By: _____

Secretary

Address: _____

905.2 - Community Use of School District Equipment (no changes)

To foster collaboration within the community, the district equipment can be loaned to groups that work with the Red Oak Community School District.

District equipment may be temporarily loaned to community groups under the following conditions:

- a. The use in no way interferes with the district's educational and activity program.
- b. The use is consistent with state law and conforms to district regulations.
- c. The use is consistent with the conditions or purposes for which the equipment was originally intended. For example, equipment designed for interior use will not be used in outdoor settings.
- d. Electrical equipment must be used in settings with adequate, appropriate, and properly installed electrical access.
- e. The group or organization is responsible and will exercise care in the use of the equipment.
- f. Properly trained individuals must operate equipment.
- g. The activity is supervised by an adequate number of adult sponsors.
- h. The activity is not a commercial profit-making venture by a taxable entity.
- i. A written application and agreement is executed and approval is received in advance through the appropriate administrator.
- j. The group or organization shall be responsible for paying for any damage or destruction to the school equipment, up to and including replacement of equipment lost or damaged beyond repair.
- k. If it is determined that the use of school equipment by community groups or organizations could result in increased and unnecessary liability exposure for the district, the request will be denied.

Approved March 31, 2014

Reviewed ~~February 24, 2014~~ February 21, 2024

Revised February 25, 2019

906 - District Operation During Public Emergencies (clarification)

The district believes that student learning is the heart of its core mission. While traditional in-person teaching continues to provide the greatest learning opportunity to all students, there may be rare and unusual circumstances that prevent the school community from convening in traditional in-person settings. At times of a public emergency declared by federal, state or local officials, the district will seek guidance and recommendations from federal, state and local agencies to assist in determining the safety of convening traditional in-person learning.

During a declared public emergency, the school board delegates to the Superintendent the authority to determine whether to close school buildings to traditional in-person learning if the Superintendent determines in-person learning would hinder the health and safety of the school community. The district will instead utilize remote or hybrid learning opportunities permitted by law.

~~Or~~

~~[If, due to the public emergency, the school board determines that holding traditional in-person learning at district facilities would hinder the health and safety of the school community the district will instead utilize remote or hybrid learning opportunities permitted by law.]~~

Following guidance and recommendations from federal, state, and local agencies when reasonably possible, the administration will create regulations related to district operations during a public emergency, including, but not limited to, student, employee and visitor safety and security; the use and safeguarding of district property; public meetings and events, and when applicable, measures to prevent or slow the spread of infectious disease.

These measures will be enforced for the period of time of the public emergency, or until the [school board and] superintendent, in consultation with federal, state and local agencies determine it is appropriate for the safety measures to end.

Approved September 29, 2020
 Reviewed February 21, 2024
 Revised

907 - Weapons in the School District (new policy requiring 3 readings)

The board believes weapons, other dangerous objects and look-a-likes in school district facilities and at school district-approved events cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees and visitors on the school district premises or property within the jurisdiction of the school

district.

All weapons, dangerous objects and look-a-likes are prohibited to be carried, possessed, transported or otherwise stored on school district property and to school district-approved events. Exceptions to this policy include weapons carried by the following individuals in performance of their official duties:

- law enforcement;
- military personnel;
- corrections officers;
- individuals approved in writing by the Superintendent, and;
- students and individuals approved in writing by the Superintendent who are actively engaging in a school district approved firearms safety course, hunter education course or shooting sports activity.

Individuals found to be in violation of this district policy will be required to immediately remove the weapon, dangerous object or look-a-likes from the school district property or event. Students found to be in violation of this policy or any other board policies related to weapons will be subject to disciplinary proceedings.

Note: In 2021, the legislature made changes to decriminalize the carrying of firearms on campus by certain individuals if certain circumstances are met. However, much like creating tobacco-free campuses, schools maintain the authority to choose whether to place additional limitations on the carrying of firearms on district property as needed to protect the health and safety of students and staff.



Conference Board Guidelines

This manual is intended to give guidance.

Please see Pages 13-14 for specific Iowa Code sections

Revised by the Public Relations Committee 2019
Iowa State Association of Assessors

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Introduction

The conference board serves as the governing board for the office of the assessor. The conference board has the responsibility of appointing members of the examining board, members of the board of review, and the assessor. The conference board shall annually review, propose changes if necessary, and adopt the assessor's budget. The conference board approves the position of deputy assessor, the number of deputy assessors and reappointment of the assessor. The conference board shall have power to employ appraisers and other technical help to assist in the valuation of property. It is important that the members are knowledgeable of their responsibilities outlined in chapter 441 of the Code of Iowa. This guide was created to give the conference board membership an overview of those responsibilities.

Conference Board Membership

In each county and each city having an assessor, there shall be a conference board. County and city boards shall consist of three units.

County Conference Board

The county conference board shall consist of the mayors of all incorporated cities whose property is assessed by the county assessor, one representative from the board of directors of each high school district who is a resident of the county, and members of the county board of supervisors. Each school district shall, at their organizational meeting, appoint a director to serve a one-year term on the conference board. Each high school district within the county, regardless if they have a school located in the county, is entitled to a member on the county conference board. Again, that member must be a resident of the county. The clerk of the conference board shall be notified of the appointee. There are no provisions in the Code of Iowa for alternates or substitutes to serve for members of the conference board except the mayor pro-tem may serve in the absence of the mayor. A mayor pro-tem must be a council member who was previously designated. The chairperson of the county board of supervisors shall act as the chairperson of the county conference board and the county assessor as clerk.

City Conference Board

The city conference board consists of the members of the city council, the county board of supervisors, and the entire board of directors of school districts having property located within the city. The mayor shall act as chairperson of the city conference board and the city assessor as clerk.

Voting

In any action taken by the county conference board, the mayors of all incorporated cities whose property is assessed by the county assessor shall constitute one voting unit, the designated school board representatives shall constitute one voting unit, and the county board of supervisors shall constitute one voting unit, each unit having a single vote.

In any action taken by the city conference board, the members of the city board of education constitute one voting unit, the members of the city council shall constitute one voting unit, and the county board of supervisors shall constitute one voting unit, each unit having a single vote.

No action shall be valid except by the vote of not less than two out of the three units. At least two members of each voting unit must be present in order for the unit to cast a vote. The majority vote of the members present of each unit shall determine the vote of the unit. Votes should be counted individually on roll call or by show of hands, or some similar method, so as to clearly indicate and make public the vote of each individual member on each question and with votes shown in the minutes. In the event a tie vote of one unit and the other two units have opposite votes, the result would be deadlock. Should this be a matter that was imperative for a decision to be made, another vote should be taken. Should the result remain deadlocked, the chairperson would call another meeting and efforts should be made to have all conference board members attend the meeting. Again, if a member of a conference board is absent from a meeting, the member's vote may not be cast by another person, except that a mayor pro-tem may vote for the mayor when the mayor is absent from or unable to perform official duties.

Membership of the Examining Board

In establishing an examining board, each voting unit of the conference board independently appoints one person, who is a resident of the jurisdiction, to contact some or all persons on the list of eligible candidates from the Department of Revenue for the position of assessor. The examining board may interview and administer further examinations to the candidates. The examining board may, but is not required to, submit a recommendation to the conference board. Members of the examining board shall serve without compensation. The terms of each examining board member shall be for six years. A member of the examining board may be removed by the appointing unit after specific charges have been filed. If the discharged member so requests, the conference board is required to hold a public hearing on the dismissal.

Membership of the Board of Review

The conference board appoints a board of review to act on assessment appeals and review assessments within the jurisdiction. At the discretion of the conference board, the board of review may consist of three or five members. In jurisdictions where there is a city with a population of 125,000 or more, the board of review may consist of 10 members.

As nearly as possible, the board shall include one licensed real estate broker and one registered architect or person with experience in the building and construction field. In the case of a county, at least one member of the board of review shall be a farmer. Not more than two members of the board of review shall be of the same profession or occupation and members must be residents of the jurisdiction. In determining eligibility for membership on a board of review, a retired person shall not be considered to be employed in the occupation he or she pursued prior to retirement, unless that person remains in reasonable contact with his or her former occupation, including some participation in matters associated with that occupation.

The terms of the board of review members shall be for six years and shall be staggered. A conference board may decrease the board of review's membership from five to three members by not filling two positions as they become vacant. To increase the membership from three to five members, the conference board needs only to appoint two additional members. When increasing or decreasing the membership, the conference board must ensure the existence of staggered terms for board of review members. A ten-member board of review may be increased up to a maximum of fourteen members if necessary, to resolve the protests in a timely manner.

City Board of Review

A city council of a city having a population of 75,000 or more which is a member of a county conference board may provide, by ordinance, for a city board of review to hear appeals of property assessments by residents of that city. The members of the city board of review shall be appointed by the city council. The city shall pay the expenses incurred by the city board of review. However, if the city has a population of more than 125,000, the expenses incurred by the city board of review shall be paid by the county. If a city having a population of more than 125,000 abolishes its office of city assessor, the city may provide, by ordinance, for a city board of review or request the county conference board to appoint a ten-member county board of review. The initial ten-member county board of review shall consist of the members of the

city board of review and the county board of review who are serving unexpired terms of office. The members of the initial ten-member county board of review may continue to serve their unexpired terms of office and are eligible for reappointment for a six-year term.

Board of review members may be removed by the conference board for cause, although the conference board must hold a public hearing if requested by the dismissed member.

Gender Balance of Appointed Boards

Since both the examining board and the board of review are appointed boards, they shall be gender balanced. In complying with section 69.16A of the Code of Iowa, no person shall be appointed to any board if that appointment or reappointment would cause the number of the members of the board of one gender to be greater than one-half the membership of the board or plus one if the board has an odd number of members. A good faith effort must be made for a period of three months to appoint a qualified person to fill a vacancy on a board. Fair and unbiased methods should be used to select the best qualified applicants. This requirement shall not prohibit an individual whose term expires prior to January 1, 2012, from being reappointed even though the reappointment continues an inequity in gender balance.

Appointment of Assessor

The appointment of the assessor is a more complex process than is the appointment of the members of the examining board or board of review. Within seven days of a vacancy in the office of a city or county assessor, the examining board must request a register from the Director of Revenue containing the names, in alphabetical order, of all individuals eligible for appointment as assessor. Only those persons who have passed an assessor examination administered by the Department of Revenue can be considered for appointment. The test scores of individuals on the register shall be given to a city or county conference board upon request. At its own expense, the examining board may interview candidates and administer further examinations in preparation of making a written report to the conference board. The examining board shall then submit a written report of the examination to the conference board within fifteen days after the receipt of the register from the director of revenue.

Persons whose names appear on the register of eligible candidates have been granted either regular or temporary certification by the Director of Revenue. Persons holding regular certification have passed the exam and possess at least two years of appraisal-related experience. Persons with regular certification may receive an appointment as assessor

without any further action necessary. If the conference board appoints a person holding a temporary certificate, that person must satisfactorily complete a course of study prescribed and administered by the Director of Revenue. A person with a temporary certificate has passed the written examination, but is lacking in two years of appraisal related experience. If the course of study is not satisfactorily completed within eighteen months of the appointment, the person's temporary certification is revoked, the appropriate conference board is notified, and the conference board must select a new assessor. In any event, the conference board must reimburse the Department of Revenue for all expenses incurred in such an assessor's training program.

Within seven days of receiving the examining board's report, the chairperson of the conference board by written notice shall call a meeting of the conference board to appoint an assessor. The conference board shall appoint an assessor from the register of eligible candidates. The chairperson of the conference board shall give written notice to the Director of Revenue of the appointment and its effective date within ten days of the decision of the board.

Special Examination

If the conference board fails to appoint an assessor from the list of individuals on the register, the conference board shall request permission from the Director of Revenue to hold a special assessor's examination in the particular city or county in which the vacancy has occurred. Permission may be granted by the Director of Revenue after consideration of factors such as the availability of candidates in that particular city or county. The Director of Revenue shall conduct no more than one special examination for each vacancy in an assessing jurisdiction. The examining board shall give notice of holding the examination for assessor by posting a written notice in a conspicuous place in the county courthouse in the case of county assessors, or in the city hall in the case of city assessors, stating that at a specified date, an examination for the position of assessor will be held at a specified place. Similar notice shall be given at the same time by one publication of the notice in three newspapers of general circulation in the case of a county assessor, or in case there are not three such newspapers in a county, then in newspapers which are available, or in one newspaper of general circulation in the city in the case of city assessor. The conference board of the city or county in which a special examination is held shall reimburse the Department of Revenue for all expenses incurred in the administration of the examination, to be paid for by the respective city or county assessment expense fund. Following the administration of this special assessor examination,

the Director of Revenue shall certify to the examining board a new list of candidates eligible to be appointed as assessor and the examining board and conference board shall proceed in accordance with the provisions of 441.6 Code of Iowa.

Reappointment of Incumbent Assessor

The term of office of an assessor appointed shall be for six years. Appointments for each succeeding term shall be made in the same manner as the original appointment except that not less than ninety days before the expiration of the term of the assessor the conference board shall hold a meeting to determine whether or not it desires to reappoint the incumbent assessor to a new term. The conference board may reappoint the incumbent only if he or she has successfully completed a continuing education program prescribed by the Director of Revenue. Upon receiving credit equal to one hundred fifty hours of classroom instruction during the assessor's current term of office of which at least ninety of the one hundred fifty hours are from courses requiring an examination upon conclusion of the course, the Director of Revenue shall certify to the conference board that the assessor is eligible to be reappointed to the position.

If the decision is made not to reappoint the assessor, the assessor shall be notified, in writing, of such decision not less than ninety days prior to the expiration of the assessor's term of office. Failure of the conference board to provide timely notification of the decision not to reappoint the assessor shall result in the assessor being reappointed. If the incumbent assessor is not reappointed as above provided, then not less than sixty days before the expiration of the term of said assessor, a new assessor shall be selected as provided in section 441.6 Code of Iowa.

Removal of Assessor

The assessor may be removed by a majority vote of the conference board, after charges of misconduct, nonfeasance, malfeasance, or misfeasance in office. The removal can take place only after a public hearing, if requested by the assessor by written notice served upon the chairperson of the conference board.

In the event of the removal, resignation, or death of the said assessor, the conference board shall proceed to fill the vacancy by appointing an assessor to serve the unexpired term in the manner provided in section 441.6 Code of Iowa. Until the vacancy is filled, the chief deputy shall act as assessor, and in the event, there be no deputy, in the case of counties the auditor

shall act as assessor and in the case of cities having an assessor the city clerk shall act as assessor.

Deputy Assessor Appointment

As the conference board directs, one or more deputy assessors may be appointed by the assessor. Each appointment shall be made from either the list of eligible candidates who have passed the deputy examination, or candidates eligible for appointment as assessor. Following the administration of the deputy examination, the Director of Revenue shall establish a register containing the names, in alphabetical order, of all individuals who are eligible for appointment as deputy assessor. The test scores of individuals on the register shall be given to a city or county conference board upon request. All eligible individuals shall remain on the register for a period of two years following the date of certification granted by the Director.

Deputy assessors shall also comply with the continuing education requirements except that the number of classroom hours shall be ninety of which at least sixty are tested.

The assessor may peremptorily suspend or discharge any deputy assessor under the assessor's direction upon written charges for neglect of duty, disobedience of orders, misconduct, or failure to properly perform the deputy assessor's duties. Within five days after delivery of written charges to the employee, the deputy assessor may appeal by written notice to the secretary or chairperson of the examining board. The board shall grant the deputy assessor a hearing within fifteen days, and a decision by a majority of the examining board is final.

Budgets

The conference board is charged with approving and adopting an annual budget for assessment activities. By January first of each year, the assessor, examining board, and board of review, each prepare a proposed budget for the ensuing fiscal year.

Assessment Expense Fund

The assessor must consolidate the three budgets for the assessor, examining board and board of review. The combined budgets shall contain an itemized list of the proposed salaries of the assessor and each deputy, the number and combined salaries for field and other personnel; the estimated amount needed for expenses, printing, mileage, and other expenses necessary to operate the assessor's office, the estimated expenses of the examining board, and the salaries and expenses of the local board of review. The conference board may also employ

technical or subject matter experts like outside appraisers and legal counsel to support the valuation of property and these expenses should be included in the assessment expense fund. The maximum tax rate which may be levied for the assessment expense fund is aligned with the amount of assessed valuation of property within the assessing jurisdiction and shall not exceed sixty-seven and one-half cents per thousand dollars of valuation.

Two conference board meetings are generally needed to finalize a budget. The first meeting includes presentation of the proposed budget to the conference board by the assessor and approval by the conference board for publication in a local newspaper. The second meeting includes the public hearing to formally adopt the budget and must be held not less than 10, nor more than 20 days from the date of publication. The budget adopted by the conference board at the public hearing will set the final budgeted amounts and associated levy rate, and must be certified in duplicate to the county auditor by no later than March 15.

Budget Amendments

There is no need to amend a budget if individual line items amounts are exceeded (with exception of Assessor/Deputy salaries) as that is allowed by statute. If overall expenditures for the year will exceed budgeted amounts, a budget amendment is required. Amendments may be made until May 31st of that fiscal year.

Prior to adoption, budget amendments must be filed and published with notice of public hearing. Common examples of scenarios requiring a budget amendment include expenses that are budgeted in one fiscal year and aren't incurred until a following year. A budget amendment may not increase the total taxes collected for that budget and any increases in planned expenditures must be covered by existing cash balances.

Emergency Fund

The conference board also has the authority to levy a tax for an emergency fund at a rate not to exceed twenty-seven cents per thousand dollars provided an affirmative vote of the conference board agrees to petition the State Appeal Board for written approval.

Open Meetings Law

As a political subdivision, a conference board is subject to the provisions of the Iowa Open Meetings Law. For each meeting, the clerk shall record in a minute book all actions of the conference board. The minutes shall be public record open to public inspection.

Public Notice and Access to Meetings

A conference board must provide public notice of all meetings. A conference board shall give at least twenty-four hours' notice prior to holding a meeting. The notice must contain the time, date, place, and the tentative agenda for the meeting. The notice must be posted in a prominent place in the building where the meeting will be held. If it is necessary to hold a meeting without giving twenty-four hours' notice, the minutes must state why notice was not possible. Holding a meeting without giving twenty-four hours' notice can be done only if it would be impossible or impractical to do so. Even then, as much notice as is possible must be given. The law permits the use of cameras or other recording devices at any open meeting. Meetings must be held at a time and place reasonably accessible and convenient to the public. If this is impossible or impractical, the reasons for doing otherwise must be stated in the minutes.

Closed Meetings

Meetings of a conference board can be closed to the public only for reasons established in chapter 21.5 Code of Iowa. An affirmative vote of the conference board is required to enter into a closed session. The vote to hold a closed session must be held during an open meeting of the board. The vote of each member must be announced at the open session and entered into the minutes. During the closed session, no matters can be discussed other than those directly relating to the specific reason for holding the closed session. The board must keep detailed minutes of all discussions, the persons present, and actions occurring during the closed session. A tape recording must be made of the closed session. Both the minutes and the tape recording must be sealed, and are not open for public inspection, except as ordered by court.

Electronic Meetings

Section 21.8 of the Iowa Code permits governmental bodies to conduct a meeting by electronic means under limited circumstances. It must be impossible or impractical to hold the meeting in person, and only to the extent the public has a similar opportunity to be involved/observe the meeting as they would a regular non-electronic meeting. As near as is

reasonably possible the public must be provided access to the conversation. Minutes must be kept of the meeting, and shall include a statement explaining why a meeting in person was impossible or impractical. There must be compliance with the public notice requirements set forth in Section 21.4 of the Code.

Summary

We hope the information within this handbook has assisted you in understanding your duties. It should be remembered it is the responsibility of the conference board to appoint the assessor but the assessor appoints the deputies (providing the conference board has authorized a deputy position) and hires all the employees. The assessor has the entire responsibility to establish values of all assessable property within the jurisdiction in accordance with the Code of Iowa. The values are to be adjusted and approved by the local board of review. The final approval is by the Iowa Director of Revenue through the process of equalization.

Should you want additional information concerning the conference board, contact your assessor or the Iowa Department of Revenue. Please refer to the following page for numerous references used in compiling this publication.

Public Relations Committee
Iowa State Association of Assessors

References

The following is a list of Iowa Code Sections for referral use:

APPRAISER

441.50 Appraisers Employed

ASSESSOR

441.1 Office of Assessor Created
 441.5 Examination and Certification
 441.6 Appointment
 441.7 Special Examination
 441.8 Term and Filling of Vacancy
 441.9 Removal of Assessor
 441.10 Examination and Certification of Deputies
 441.11 Incumbent Deputies
 441.13 Office Personnel
 441.17 Duties

BOARD OF REVIEW

441.31 Appointment of Members
 441.32 Term of Office and Vacancies
 441.33 Sessions
 441.34 Quarters and Expenses
 441.35 Powers of Board
 441.41 Legal Counsel

BUDGET

441.16 Maximum Allowed Etc.
 24.3 Requirements of the Budget
 24.4 Time of Filing
 24.5 Itemized Estimate
 24.6 Emergency Levy
 24.9 Amendment of Budget

CONFERENCE BOARD

441.2 Organization & General Information

EXAMINING BOARD

- 441.3 Appointment & General Information
- 441.4 Removal of Member

OPEN MEETINGS

- 21.3 Meetings of Governmental Bodies
- 21.4 Public Notice
- 21.5 Closed Session
- 21.8 Electronic Meetings

GENDER BALANCE

- 69.16A Gender Balance

The following is a list of Iowa Administrative Code {701} Chapters for referral use:

- 71.19 Conference Boards
- 71.20 Board of Review
- 71.26 Assessor Compliance
- 72.11 Special Examination
- 72.12 Register of Eligible Candidates
- 72.13 Course of Study – Provisional Appointment
- 72.14 Examining Board
- 72.15 Appointment of Assessor
- 72.16 Reappointment of Assessor
- 123.8 Conference Board and Assessor Notification/Continuing Education

Red Oak Community School
80086-0005

Rating Period: 7/1/2024 through 6/30/2025

Iowa Educator Group Insurance Trust

Enrollment by Benefit:

<u>Plan Name</u>	<u>Single</u>	<u>Family</u>
Select 2500	55	4
Select 1500	26	1
HDHP 5000 E	34	4

Enrollment numbers are from Wellmark

7/23 Rates Including Consultant Fee By Benefit:			7/24 Rates Including Consultant Fee By Benefit:			
<u>Plan Name</u>	<u>Single</u>	<u>Family</u>	<u>Plan Name</u>	<u>Single</u>	<u>Family</u>	<u>Overall % Change</u>
Select 2500	\$819.78	\$2,343.21	Select 2500	\$844.47	\$2,415.89	3.03%
Select 1500	\$881.62	\$2,525.26	Select 1500	\$907.43	\$2,601.21	2.94%
HDHP 5000 E	\$622.86	\$1,763.54	HDHP 5000 E	\$664.92	\$1,887.36	6.82%
<i>Rate includes HIF</i>			<i>Rate includes HIF</i>			

	MONTHLY	ANNUAL
A. Estimated Monthly Premium Based on Current Enrollment and Rates Including Consultant Fee:	\$108,140	\$1,297,674
B. Estimated Monthly Premium Based on Current Enrollment and Quoted Rates Including Consultant Fee:	\$112,461	\$1,349,526
C. Estimated Percentage Change in Monthly Premium with Benefit Adjusted Increase (B Divided By A):	4.00%	\$10,883.28 <i>Annual / Emp</i>

All estimates are based upon the information available at a point in time, and are subject to unforeseen and random events. Therefore, any projection must be interpreted as having a likely range of variability from the estimate. Any estimate or projection may not be used or relied upon by any other party or for any other purpose than for which it was issued by Mercer. Mercer is not responsible for the consequences of any unauthorized use.



Red Oak Community School District

Renewal Rate Summary

Renewal Rates: Effective July 1, 2024 through June 30, 2025

<i>Health Insurance</i>	Single	EE+1	EE+Child(ren)	Family
Select 1500	\$907.43	NA	NA	\$2,601.21
Select 2500	\$844.47	NA	NA	\$2,415.89
HDHP 5000	\$664.92	NA	NA	\$1,887.36
 <i>Flexible Spending Account Administration</i>		 \$4.88	 Per Participant Per Month	
<i>iSolved</i>				

Renewal Rates: Effective July 1, 2021 through June 30, 2027

Ancillary Coverage - The Hartford

NEW	<i>Life Insurance</i>	\$0.093	Per \$1,000 of Coverage
NEW	<i>AD&D Insurance</i>	\$0.020	Per \$1,000 of Coverage
NEW	<i>LTD Insurance</i>	\$0.181	Per \$100 of Covered Payroll
NEW	<i>STD Insurance 21/21/10</i>	Age Rated	
NEW	<i>Voluntary Life</i>	Age Rated	
NEW	<i>Voluntary Life Child</i>	\$0.08	Per \$1,000 of Coverage

Renewal Rates: Effective July 1, 2024 through June 30, 2025

Voluntary Benefits

NEW	<i>Metlife Legal</i>	\$17.95	
NEW	<i>Wellmark EGRP</i>		
	Program F	\$231.90	
	Program HDHP F	\$116.10	
NEW	<i>Pet Insurance</i>	Rate varies based on age, breed, & zip code	

Date	Name
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	Title
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Wellmark Blue Cross and Blue Shield is an Independent Licensee of the Blue Cross and Blue Shield Association.

MEDICARE COMPLIANCE

The purpose of this communication is to notify employers of the mandatory reporting requirements of the Medicare, Medicaid, and SCHIP Extension Act of 2007 which were passed into law in July 2008. Your cooperation in providing the necessary employer data and data for each employee and dependent is needed in order to comply with the requirements.

The Section 111 mandates of the law help payers identify when the Centers for Medicare and Medicaid Services (CMS) should pay secondary to employer group health coverage. The goal includes reducing the amount CMS may pay as primary when they should have paid as secondary.

Under the requirements, all health plan, liability, no fault and workers compensation coverages must register with CMS as a Responsible Reporting Entity (RRE) and must report to CMS employer and member information. In order to fulfill the mandated requirements and report accurately to CMS, Wellmark, as a RRE, must gather and groups must provide the following information:

- Employer Tax Identification Number (ETIN)
- Evidence of status as a Commonly Owned/Controlled Group of Organizations, Multi/Multiple Employer Group health plan (such as an Association or Trust), Hour Bank or Union health plan
- Total number of group employees/group size
- Social Security Numbers (SSNs) or Health Insurance Claim Numbers (HICNs) of active employees, spouses, domestic partners
- SSNs or HICNs for those dependents with end stage renal disease (ESRD) or disabled
- Status of all employees and effective date of that status (i.e. active, COBRA, retired)
- Disability information begin or end dates, if known

Please take a moment to complete the Confirmation of Medicare Secondary Payer (MSP) Addendum form. This will allow us to capture your employer data for reporting to CMS. Member data is gathered through the use of the group's existing enrollment and eligibility data collection channels, which may include paper applications or electronic data exchanges and should be provided through those processes.

Failure to provide the group information requested on the attached Confirmation of MSP Addendum can result in penalties being assessed to the group including, but not limited to, \$1,000 per day per member for not accurately reporting to CMS and/or an excise tax equivalent to 25 percent of the employer's group health plan expenses for the relevant year.



Wellmark Blue Cross and Blue Shield is an Independent Licensee of the Blue Cross and Blue Shield Association.

Red Oak Community School
Group Number: 80086-0005
Rating Period: 7/1/2024 through 6/30/2025
Fully Insured Trust Alternate Options

Iowa Educator Group Insurance Trust Premium with Consultant Fee

		<u>Single</u>	<u>Family</u>								Wellmark Rates		Rates Including Consultant Fees	
		115	9								Single	Family	Single	Family
<input type="checkbox"/>	Trust Benefit Name	Health OBS	Drug OBS	Deductible	Coinsurance	OPM	In-Network OV Copay	RX Deductible	RX Copay	RX OPM	Single	Family	Single	Family
<input type="checkbox"/>	Classic 100	167751-56	IN MED	\$100/\$200	10%/20%	\$500/\$500	N/A	N/A	N/A	N/A	\$1,052.25	\$3,097.51	\$1,088.25	\$3,133.51
<input type="checkbox"/>	Classic 200	167755-66	IN MED	\$200/\$400	10%/20%	\$500/\$1,000	N/A	N/A	N/A	N/A	\$1,034.03	\$3,043.88	\$1,070.03	\$3,079.88
<input type="checkbox"/>	Classic 500	167761-185	IN MED	\$500/\$1,000	10%/20%	\$1,000/\$2,000	N/A	N/A	N/A	N/A	\$993.12	\$2,923.43	\$1,029.12	\$2,959.43
<input type="checkbox"/>	Classic 1000	167761-188	IN MED	\$1,000/\$2,000	10%/20%	\$2,000/\$4,000	N/A	N/A	N/A	N/A	\$932.00	\$2,743.53	\$968.00	\$2,779.53
<input type="checkbox"/>	Copay 500	156091-181	286899-85	\$500/\$1,000	20%/30%	\$1,000/\$2,000	\$10	N/A	\$10/\$20/\$30	\$250/\$500	\$988.90	\$2,911.01	\$1,024.90	\$2,947.01
<input type="checkbox"/>	Copay 750	156089-55	265211-15	\$750/\$1,500	20%/30%	\$1,500/\$3,000	\$10	N/A	\$10/\$25/\$40	\$1,500/\$3,000	\$948.40	\$2,791.79	\$984.40	\$2,827.79
<input type="checkbox"/>	Copay 1000	156087-252	286899-86	\$1,000/\$2,000	20%/30%	\$2,000/\$4,000	\$10	N/A	\$10/\$20/\$30	\$500/\$1000	\$934.13	\$2,749.78	\$970.13	\$2,785.78
<input type="checkbox"/>	Copay 1250	156084-88	286899-86	\$1,250/\$2,500	20%/30%	\$2,500/\$5,000	\$10	N/A	\$10/\$20/\$30	\$500/\$1000	\$922.15	\$2,714.53	\$958.15	\$2,750.53
<input type="checkbox"/>	Copay Select 500	156090-141	286900-49	\$500/\$1,000	20%/30%	\$1,000/\$2,000	\$10/\$20	\$50/\$100	\$10/\$20/\$30	\$1,500/\$3,000	\$976.64	\$2,874.93	\$1,012.64	\$2,910.93
<input type="checkbox"/>	Copay Select 750	156088-47	383851-1	\$750/\$1,500	20%/30%	\$1,500/\$3,000	\$10/\$20	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$946.21	\$2,785.34	\$982.21	\$2,821.34
<input type="checkbox"/>	Copay Select 1000	156086-214	286900-50	\$1,000/\$2,000	20%/30%	\$2,000/\$4,000	\$10/\$20	\$50/\$100	\$10/\$20/\$30	\$1,500/\$3,000	\$926.89	\$2,728.48	\$962.89	\$2,764.48
<input type="checkbox"/>	Copay Select 1250	156083-66	286900-50	\$1,250/\$2,500	20%/30%	\$2,500/\$5,000	\$10/\$20	\$50/\$100	\$10/\$20/\$30	\$1,500/\$3,000	\$914.83	\$2,692.99	\$950.83	\$2,728.99
<input type="checkbox"/>	Copay Select 1500	366151-4	383858-1	\$1,500/\$3,000	20%/30%	\$3,000/\$6,000	\$15/\$30	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$885.94	\$2,607.93	\$921.94	\$2,643.93
<input type="checkbox"/>	Copay Select 2500	366152-2	265233-29	\$2,500/\$5,000	25%/35%	\$5,000/\$10,000	\$20/\$40	\$50/\$100	\$8/\$35/ >\$50/50%	\$1,500/\$3,000	\$808.55	\$2,380.11	\$844.55	\$2,416.11
<input type="checkbox"/>	Copay Select 3000	383794-1	265196-75	\$3,000/\$6,000	25%/35%	\$6,000/\$12,000	\$25/\$50	\$50/\$100	\$8/\$35/ >\$50/50%	\$1,500/\$3,000	\$783.98	\$2,307.79	\$819.98	\$2,343.79
<input type="checkbox"/>	Copay Select 5000	383804-1	265196-76	\$5,000/\$10,000	25%/35%	\$6,500/\$13,000	\$25/\$50	\$50/\$100	\$10/\$25/\$80	\$1,500/\$3,000	\$709.43	\$2,088.34	\$745.43	\$2,124.34
<input type="checkbox"/>	Copay Select 8700	383808-1	265196-77	\$8,700/\$17,400	25%/35%	\$8,700/\$17,400	\$30/\$60	N/A	\$10/\$25/\$80	\$8,700/\$17,400	\$659.43	\$1,941.16	\$695.43	\$1,977.16
<input type="checkbox"/>	Select 250	167758-60	383919-1	\$250/\$500	15%/25%	\$500/\$1,000	N/A	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$1,003.02	\$2,952.59	\$1,039.02	\$2,988.59
<input type="checkbox"/>	Select 750	167774-119	383920-1	\$750/\$1,500	25%/35%	\$1,500/\$3,000	N/A	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$930.85	\$2,740.14	\$966.85	\$2,776.14
<input type="checkbox"/>	Select 1250	167781-145	383920-1	\$1,250/\$2,500	25%/35%	\$2,500/\$5,000	N/A	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$895.69	\$2,636.63	\$931.69	\$2,672.63
<input type="checkbox"/>	Select 1500	167785-50	383920-1	\$1,500/\$3,000	25%/35%	\$3,000/\$6,000	N/A	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$871.43	\$2,565.21	\$907.43	\$2,601.21
<input type="checkbox"/>	Select 2000	383900-1	383921-1	\$2,000/\$4,000	20%/30%	\$4,000/\$8,000	N/A	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$846.24	\$2,491.08	\$882.24	\$2,527.08
<input type="checkbox"/>	Select 2500	156071-117	383921-1	\$2,500/\$5,000	20%/30%	\$5,000/\$10,000	N/A	\$50/\$100	\$10/\$25/\$40	\$1,500/\$3,000	\$808.47	\$2,379.89	\$844.47	\$2,415.89
<input type="checkbox"/>	Select 3000	383912-1	265196-78	\$3,000/\$6,000	25%/35%	\$6,000/\$12,000	N/A	\$50/\$100	\$8/\$35/ >\$50/50%	\$1,500/\$3,000	\$778.53	\$2,291.74	\$814.53	\$2,327.74
<input type="checkbox"/>	Select 5000	383915-1	265196-79	\$5,000/\$10,000	25%/35%	\$6,000/\$12,000	N/A	\$50/\$100	\$8/\$35/ >\$50/50%	\$1,500/\$3,000	\$710.43	\$2,091.28	\$746.43	\$2,127.28
<input type="checkbox"/>	HMO	325297-15	4182-157	N/A	10%	\$750/\$1,500	\$5/\$10/\$10	N/A	\$5/\$10	\$1,500/\$3,000	\$928.57	\$2,733.43	\$964.57	\$2,769.43
<input type="checkbox"/>	HMO 500	325306-10	4182-159	\$500/\$1,000	10%	\$1,000/\$2,000	\$5/\$10/\$10	N/A	\$10/\$25/\$40	\$1,500/\$3,000	\$878.38	\$2,585.69	\$914.38	\$2,621.69
<input type="checkbox"/>	HMO 750	325301-15	4182-158	\$750/\$1,500	10%	\$1,500/\$3,000	\$10/\$15/\$15	N/A	\$8/\$25/\$40	\$1,500/\$3,000	\$854.40	\$2,515.10	\$890.40	\$2,551.10
<input type="checkbox"/>	HMO 1000	305941-34	4182-159	\$1,000/\$2,000	10%	\$2,000/\$4,000	\$5/\$10/\$10	N/A	\$10/\$25/\$40	\$1,500/\$3,000	\$835.22	\$2,458.63	\$871.22	\$2,494.63
<input type="checkbox"/>	HMO 2000	305944-36	4182-160	\$2,000/\$4,000	20%	\$4,000/\$8,000	\$15/\$20/\$40	N/A	\$8/\$25/\$40	\$1,500/\$3,000	\$773.64	\$2,277.37	\$809.64	\$2,313.37
<input type="checkbox"/>	POS 750	156087-255	286912-48	\$750/\$1,500	10%/10%/20%	\$1,500/\$3,000	\$10/\$15/\$30	N/A	\$8/\$35/\$50	\$1,500/\$3,000	\$861.50	\$2,536.00	\$897.50	\$2,572.00
<input type="checkbox"/>	POS 1500	383988-1	286912-49	\$1,500/\$3,000	20%/20%/40%	\$3,000/\$6,000	\$15/\$20/\$40	N/A	\$8/\$35/\$50	\$1,500/\$3,000	\$797.16	\$2,346.61	\$833.16	\$2,382.61
<input type="checkbox"/>	POS 2500	383992-1	286912-49	\$2,500/\$5,000	20%/20%/40%	\$5,000/\$10,000	\$15/\$20/\$40	N/A	\$8/\$35/\$50	\$1,500/\$3,000	\$735.57	\$2,165.30	\$771.57	\$2,201.30
<input type="checkbox"/>	POS 5000	383999-2	286912-49	\$5,000/\$10,000	20%/20%/40%	\$6,000/\$12,000	\$25/\$30/\$60	N/A	\$8/\$35/\$50	\$1,500/\$3,000	\$650.26	\$1,914.15	\$686.26	\$1,950.15
<input type="checkbox"/>	HDHP 2000 NE	231118-38	265240-14	\$2,000/\$4,000	20%/40%	\$3,275/\$6,550	N/A	\$2,000/\$4,000	20%	\$3,275/\$6,550	\$774.68	\$2,280.43	\$810.68	\$2,316.43
<input type="checkbox"/>	HDHP 2500 NE	243458-111	265244-84	\$2,500/\$5,000	N/A	\$2,500/\$5,000	N/A	\$2,500/\$5,000	N/A	\$2,500/\$5,000	\$780.51	\$2,297.60	\$816.51	\$2,333.60
<input type="checkbox"/>	HDHP 3000 NE	243462-61	265248-38	\$3,000/\$6,000	N/A	\$3,000/\$6,000	N/A	\$3,000/\$6,000	N/A	\$3,000/\$6,000	\$749.07	\$2,205.04	\$785.07	\$2,241.04
<input type="checkbox"/>	HDHP 5000 E	243465-55	265252-41	\$5,000/\$10,000	N/A	\$5,000/\$10,000	N/A	\$5,000/\$10,000	N/A	\$5,000/\$10,000	\$628.92	\$1,851.36	\$664.92	\$1,887.36
<input type="checkbox"/>	HDHP 5000 HMO E	305972-14	265252-42	\$5,000/\$10,000	N/A	\$5,000/\$10,000	N/A	\$5,000/\$10,000	N/A	\$5,000/\$10,000	\$561.95	\$1,654.22	\$597.95	\$1,690.22
<input type="checkbox"/>	VALUE 4000	156091-184	286913-6	\$4,000/\$8,000	25%/50%	\$7,150/\$14,300	N/A	\$100/\$200	\$8/\$35/\$50	\$7,150/\$14,300	\$707.63	\$2,083.06	\$743.63	\$2,119.06

<input type="checkbox"/>	VALUE 5000	156091-187	286914-20	\$5,000/\$10,000	25%/50%	\$7,150/\$14,300	N/A	\$100/\$200	\$8/\$35/\$50	\$7,150/\$14,300	\$673.69	\$1,983.15	\$709.69	\$2,019.15
<input type="checkbox"/>	MV Plan 6350 E	211243-134	228388-99	\$6,350/\$12,700; \$7,350/\$14,700	N/A	\$6,350/\$12,700; \$7,350/\$14,700	N/A	\$6,350/\$12,700	N/A	\$6,350/\$12,700	\$591.86	\$1,742.25	\$627.86	\$1,778.25
<input type="checkbox"/>	MV Plan 6350 HMO E	211243-137	228388-100	\$6,350/\$12,700	N/A	\$6,350/\$12,700	N/A	\$6,350/\$12,700	N/A	\$6,350/\$12,700	\$527.59	\$1,553.08	\$563.59	\$1,589.08

Comments:

Some rates are Compatible Health Savings Account (HSA) Benefits. These rates do not include the employer/employee funded HSA account funding or the cost of the administration of these accounts. HSA Compatible plans that are embedded have an E after the trust benefit name and non-embedded HSA Compatible plans have an NE after the trust benefit name.

Minimum Value Assessment MV1: All IAED Benefits MEET minimum value requirements

Wellmark Blue Cross and Blue Shield of Iowa reserves the right to re-evaluate any and all rates associated with this trust if enrollment fluctuates more than 10% from enrollment assumptions. This renewal is based on the overall trust enrollment of 6,157 enrolled contracts.

Wellmark is not providing any legal or professional advice with regard to compliance of any federal or state law, regulations, or guidance. Law, regulations and guidance on specific provisions has been and will continue to be provided by the appropriate federal and state agencies and regulators. The information provided reflects Wellmark's understanding of the most current information and is subject to change without further notice. Please note that plan benefits, rates, renewal rate adjustments, and rating impact calculations are subject to change and may be revised during a plan's rating period based on guidance and regulations issued by the appropriate federal and state agencies and regulators. Wellmark makes no representation as to the impact of plan changes on a plan's grandfathered status or interpretation or implementation of any other provisions of law or regulation.

Wellmark will not determine whether coverage is discriminatory or otherwise in violation of Internal Revenue Code Section 105(h). Wellmark also will not provide any testing for compliance with Internal Revenue Code Section 105(h). Wellmark will not be held liable for any penalties or other losses resulting from any employer offering coverage in violation of section 105(h). Wellmark will not determine whether any change in an Employer Administered Funding Arrangement affects a health plan's grandfathered health plan status under ACA or otherwise complies with ACA. Wellmark will not be held liable for any penalties or other losses resulting from any Employer Administered Funding Arrangement. For purposes of this paragraph, an "Employer Administered Funding Arrangement" is an arrangement administered by an employer in which the employer contributes toward the member's share of benefit costs (such as the member's deductible, coinsurance, or copayments) in the absence of which the member would be financially responsible. An Employer Administrative Funding Arrangement does not include the employer's contribution to health insurance premiums or rates.

Single Rate with Consultant Fee and Family Rate with Consultant Fee includes consultant fee of \$36.00 per contract per month

Wellmark Premium Rates shown do not include commission or any consultant fee which may be charged by your consultant or service provider

The participating employer may view the monthly Wellmark Group Statement by registering for online statements at Wellmark.com.

Employer Signature: _____	Date: _____
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EDUCATOR'S GROUP INSURANCE TRUST

Short Term Disability Voluntary – 21/21/10

Feature	Description
Plan Type	Fully Insured
Benefit Schedule	60% of Weekly Earnings
Maximum Benefit Amount	\$1,000
Minimum Benefit Amount	Flat \$25
Day Injury Benefit Commences	21st Day
Day Sickness Benefit Commences	21st Day
Benefit Duration	10 Weeks
Definition Of Disability	Own Occupation
Disabled And Working Benefit Formula	Includes Disabled and Working Disability Benefit
Benefit Commence While Disabled and Working	Included (Can satisfy Benefit Commence Period with days of Total or Disabled and Working)
Pre-Existing Condition Option	Exclusion - Look-back/Treatment-free/Continuously Insured 3/3/12 Months
Coverage Basis	Non-Occupational
Coverage Continuation During Family Medical Leave	Included
Employer Participates In Worker's Compensation	Included
Offset Salary Continuation/Sick Leave	Dollar for Dollar
Employee Contribution	Contributory
Enrollment Type	Traditional EOI (Annual Enrollment)
Participation Requirement	25% of Eligible Employees
Initial Rate Guarantee Period	1 Year

¹ Assumes a scheduled enrollment period and standard evidence of insurability requirements apply for late entrants (employees who were previously eligible for coverage who did not enroll within 31 days of the date they were initially eligible) and for increases in coverage.



EDUCATOR'S GROUP INSURANCE TRUST

Rate Summary					
Per \$10 Of Weekly Benefit, Stepped					
Coverage Category/Class	No of Lives	Age Bands	Rates	Volume	Monthly Premium
STD / Class 1		UNDER 25	\$0.463		
		25 - 29	\$0.472		
		30 - 34	\$0.548		
		35 - 39	\$0.431		
		40 - 44	\$0.375		
		45 - 49	\$0.393		
		50 - 54	\$0.468		
		55 - 59	\$0.565		
		60 - 64	\$0.683		
		65 AND UP	\$0.742		

Name: _____

Date: _____



Tentative Agreement for the 2024-2025 Master Contract
March 6, 2024

The Board of Directors of the Red Oak Community School District is committed to hiring and retaining high-quality teachers and staff. As responsible stewards of taxpayer dollars, the Board is also dedicated to living within the means of the district and preserving the fiscal health of our schools for years to come. With declining enrollment and minimal state supplemental aid, sustainability is a key concern. Equity for all employees is another.

The District proposes an approximate 5% total package increase costing \$301,079:

1. The District proposes a **1-year settlement**, effective from July 1, 2024, to June 30, 2025.
2. The District proposes an across-the-board salary increase of **\$1,500** for each member of the bargaining unit for the 2024-2025 contract year.
3. The District proposes an additional **\$1,550** one-time TSS/TLC retention stipend to be paid to all current teachers who return for the 2024-2025 school year. This stipend and amount will be revisited on a year-by-year basis.
4. The District proposes a simplified salary structure that would distribute funds more equitably and efficiently among all members of the bargaining unit. This structure would include a defined pay increase (to be negotiated on an annual basis) to the current salary of members of the bargaining unit. It would also include a defined supplemental amount that would incentivize teachers to earn additional approved educational credits.

Base Wage Increase

Current Salary (including TSS) + \$ X = New Salary (including TSS)

Employees who earn graduate credits subsequent to the adoption of this salary schedule shall receive the following supplemental amounts added to their salary:

BA+15	BA+30	MA	MA+15	MA+30
+\$2,000	+\$2,000	+\$2,000	+\$2,000	+\$2,000
(total of \$2,000)	(total of \$4,000)	(total of \$6,000)	(total of \$8,000)	(total of \$10,000)

Salary Placement for New Hires

Employees new to the district shall be assigned a starting salary according to a \$40,000 base and an additional \$1,200 for years of teaching or related service in duly accredited schools. Years of service will be granted at the discretion of the district not to exceed the employee's actual years of service. Teachers new to the

district shall also be eligible to receive the afore mentioned supplemental amounts for approved educational credits.

A salary incentive of up to \$1,500 may be provided, at the discretion of the district, to hire difficult to fill positions or positions of unique need.

5. The District proposes increasing the Supplemental Pay Schedule "base unit salary" (currently \$278) by \$7 (2.51%).
6. The District proposes adding two additional contract days for employees new to the district to facilitate effective onboarding and district training requirements.
7. The District is amenable to increasing the extra duty rate for teachers covering classes during their planning periods by 41% (i.e., from \$14.18 to \$20.00 for 30-45 minutes, from \$18.90 to \$26.65 for 46-60 minutes, from \$23.63 to \$33.32 for 61-75 minutes, from \$28.35 to \$39.97)
8. If the Association has made a proposal to which no specific response is set out herein, the Board's response to such a proposal is that it is not included in the contract.
9. The District would reopen negotiations if:
 - a. State Supplemental Aid (SSA) is less than or equal to 2.0% or more or equal to 3.25%

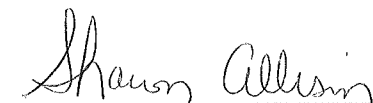
*Although insurance is an illegal subject of bargaining per Iowa Code § 20.9(3), the district acknowledges it is an essential element of total compensation. The district is willing to increase its defined contribution toward insurance premiums up to 4.04% (\$400) to account for the increased costs of the single Select 2500 and HDHP 5000E health plans.



Adam Heitbrink (ROEA Chief Negotiator)



Ron Lorenz (ROCSD Chief Negotiator)



Sharon Allison (ROEA Chief Negotiator)



Kathy Walker (ROCSD Board of Director)

2024-2025 Course Description Book Changes

1. Updated graduation requirements and recommended pathways to match the tiered pathway passed by the Board earlier this year.
2. Modern Short Stories will replace Young Adult Literature for the coming year to allow us more focus on writing structure and techniques. This course will more closely resemble a traditional English Language Arts class than our other electives.
3. With the addition of Composition I and II in-house, we will need to rotate courses to make room in the schedule. Literature Explorations will be offered biennially starting in 2025 and will rotate with Modern Short Stories.
4. Communications will replace Debate and allow our teachers a little more flexibility with the speaking and writing standards. We want to better prepare our students, especially those who are college bound, for public speaking and writing. The focus of this class will be public speech, writing, oral presentation, nonverbal cues, vocabulary, and stylistic choices.
5. Communications in the Real World has been updated to place more emphasis on communication as a business tool with emphasis on communicating person to person as well as via mail and digital media.
6. The PE waiver section has been updated to reflect the new credit requirements and the guidance that we received after legislation was passed late last spring.
7. Ag Business will be offered biennially beginning this fall. Natural Resources and Vet Science will rotate out and be offered again in 2025. This will give our students more ag course options to choose from.
8. Our Industrial Tech program is changing to focus more on supporting our new SWCC building trades pathway. Our new instructor will offer Woods I & II, Home Maintenance, Plumbing, and Construction I & II. These courses offer students applicable skills for both do-it-yourself home repair and improvement as well as basic instruction to prepare them for continuing education in our SWCC building trades program. Class sizes will be limited due to safety, but sizes are comparable to our current offerings.
9. Work-Based Learning courses are being updated to reflect our new program. Janelle has been working with staff and community businesses to develop partnerships that you have already heard about. The Media Tech Work Experience course will be replaced with FORGE: Authentic Collaboration in Action which will have students engaged in projects submitted by local businesses. The course will be available to juniors and seniors and can be taken for up to 2 credits per semester. Class size will be limited to 15. The FORGE: Internship course will be offered to seniors who will be on-site with community business partners. This course will also be limited to 15 students and can be taken for 2 credits per semester.

2024-2025 Course Description Book Changes

10. The Building Trades pathway has been added to reflect the courses outlined in the SWCC contract. These courses will be offered based on SWCC's ability to find a teacher for the program and our ability to get at least 8 students enrolled in coursework. Year 1 courses will include: Basic Construction Skills, Construct Lab IA, Carpentry Level I, and Construction Lab IB. Year 2 courses will include: Construction Lab IIA, Carpentry Level IIA, Construction Lab IIB, and Carpentry Level IIB. As we have done with our concurrent enrollment courses in the past, we will open up this program to surrounding districts if they have students interested in joining our program. Red Oak students will be given first priority for all courses.

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College, hereinafter referred to as "Provider", Red Oak Community School District, hereinafter referred to as "Participant", and Red Oak Community School District, hereinafter referred to as "Host Local Education Agency (LEA)" for providing career and technical education programs for high school students by Provider and Host LEA to the Participant and citing the scope of this contractual relationship.

SECTION I **PURPOSE**

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in the Welding Technology Career Academy. Contract includes the following classes:

Fall Semester/1st year

- | | |
|---------------------------------------|-----------|
| • WEL 111 Welding Blueprint Reading | 3 credits |
| • WEL 114 Introduction to Fabrication | 3 credits |
| • IND 114 General Industry Safety | 1 credit |

SECTION II **CONTRACT AGENCIES**

Provider: Southwestern Community College
 Participant: Red Oak Community School District
 Host LEA: Red Oak Community School District

SECTION III **TERM OF COMMITMENT**

Beginning Date: August 23, 2024
 Ending Date: December 20, 2024

SECTION IV **UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT**

It is hereby understood and mutually agreed: that the Provider, Host LEA, and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V**FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED****A. Facilities**

1. By the Host LEA: The Host LEA will use the local education agency facilities.
2. By the Participant: The Participant School District hereby agrees to cooperate in developing calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district or student will provide their own transportation. Any liability arising therefrom shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities the provider is not responsible. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
1. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. The Participant will align student eligibility to Senior Year Plus, including providing an option for students to meet the required proficiency requirements through measures of college readiness in alignment with the Provider's criteria for course placement information for entry-level advising. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI**INSTRUCTIONAL EQUIPMENT AND MAINTENANCE**

The host local education agency will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from other local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Southwestern Community College will bill Red Oak Community School District 60% of tuition and fees per credit hour each semester per student enrolled. Fall semester billing will include the OSHA training course fee per student.
- B. Red Oak Community School District will provide the required textbooks and equipment. Red Oak Community School District reserves the right to bill the balance of program costs to partnership school districts in June. Amount charged to individual districts will be calculated by dividing the total actual costs of the program by the total number of students to establish a per pupil cost. The per pupil cost will then be multiplied by the number of students from the individual district.
- C. The provider shall reserve the right to control the maximum enrollment in each class.
- D. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient or if a qualified instructor is not available.
- E. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 31, 2024.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College

(Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swccciowa.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student’s abilities and are based upon a student’s individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

RED OAK COMMUNITY SCHOOL DISTRICT

By: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE

By: _____
Signature

Date: _____

EDUCATIONAL SERVICES CONTRACT between
SOUTHWESTERN COMMUNITY COLLEGE and
RED OAK COMMUNITY SCHOOL DISTRICT for
COLLEGE CREDIT JOINTLY ADMINISTERED COURSES
2024-2025 ACADEMIC YEAR

Whereas, the Red Oak Community School District which is presently located at Red Oak, Iowa, and Southwestern Community College (Merged Area XIV) with its principal office located at Creston, Iowa, desire to form a partnership for the purpose of increasing accessibility of college courses to the students of Red Oak Community School District, the undersigned parties, Red Oak Community School District and Southwestern Community College, do hereby enter into this contract.

ARTICLE I
CREATION

This Concurrent Enrollment Program (CEP) Contract is entered into between Southwestern Community College and Red Oak Community School District for the purpose of increasing accessibility of college courses for Red Oak Community School District. No separate legal entity is created herein by this Contract.

ARTICLE II
COURSES

Course(s) included under this Contract will be limited to approved Southwestern Community College courses.

Teacher Education Prep Courses

- | | | | |
|---|---------|---------------------------|-----------|
| • | EDU 213 | Introduction to Education | 3 Credits |
| • | EDU 151 | Observation in Teaching I | 1 Credit |
| • | EDU 245 | Exceptional Learner | 3 Credits |
| • | ENG 105 | Composition I | 3 Credits |
| • | ENG 106 | Composition II | 3 Credits |

ARTICLE III
CURRICULUM

The CEP instructor will utilize College-approved syllabi, outcomes, and content used for the same course(s) held on the main campus of Southwestern Community College. The textbook must also be identical to the text used in main campus classes or a College-approved equivalent to that text.

ARTICLE IV
INSTRUCTORS

Instructor through local high school:

CEP instructors who are employees of the Red Oak Community School District and the individual instructor(s)' teaching contracts for any of the courses offered pursuant to this Contract shall be governed by the contract currently in effect between the instructor and

the Red Oak Community School District, and all instructors shall be entitled to receive all of the benefits and emoluments arising out of their contract in effect with the Red Oak Community School District. Additionally, for purposes of Chapter 279, Code of Iowa, Red Oak Community School District shall retain all responsibilities with regard to any said instructors.

Notwithstanding the foregoing, Red Oak Community School District shall assign to Southwestern Community College the responsibility for teaching the courses embraced under this Contract, and Southwestern Community College will consider the instructors who will teach these courses as members of its adjunct faculty. Red Oak Community School District further assigns to Southwestern Community College the responsibility for course evaluation. Southwestern Community College's Student Perception Survey will be completed for all CEP course sections.

Only SWCC-approved instructors can teach CEP courses. In the event a CEP instructor will be absent for an extended period of time, Red Oak Community School District is responsible for notifying Southwestern Community College's Secondary Programs Coordinator of the situation. Every attempt will be made to secure a CEP instructor by following the instructor approval process. If a qualified substitute is unavailable, Southwestern Community College reserves the right to proceed as the college deems necessary. This may entail cancelling the course. When a CEP instructor resigns, retires, or is no longer teaching with the district, Red Oak Community School District must promptly contact Southwestern Community College's Secondary Programs Coordinator. Southwestern Community College understand the transition challenges and the hiring of new instructors and will work to support you in the process.

ARTICLE V **ACCEPTANCE AND PARTICIPANTS**

Any student wishing to take course(s) under this Contract who has not previously taken college credit courses through Southwestern Community College must complete a Southwestern Community College application for admissions.

Red Oak Community School District students enrolling in course(s) included under this contract must have been referred by Red Oak Community School District administration, meet Senior Year Plus guidelines and meet eligibility requirements as outlined below. Red Oak Community School District must properly screen and counseled students who are appropriately enrolled in courses offered under this project. The Participant will align student eligibility to Senior Year Plus, including providing an option for students to meet the required proficiency requirements through measures of college readiness in alignment with the Provider's criteria for course placement information for entry-level advising.

Students must have current ACT composite score of 19+, ACCUPLACER scores prior to registration, or high school transcript on file at SWCC.

Students wishing to enroll in course(s) offered under this Contract who are not high school students of Red Oak Community School District and who are not part of a contract through another Local Education Agency (LEA) may do so only if the course is not full. These students will enroll directly with the College.

ARTICLE VI
CREDIT

All students enrolling in course(s) under this Contract will be enrolled for concurrent credit, receiving high school credit from Red Oak Community School District and college credit from Southwestern Community College.

ARTICLE VII
TEXTBOOKS, MATERIALS, AND SUPPLIES

The Red Oak Community School District will provide the required Southwestern Community College textbooks for all students enrolled in course(s) under this Contract. Classroom materials, supplies and equipment will be provided by Red Oak Community School District unless a separate contract is established prior to the beginning of a course.

ARTICLE VIII
ASSURANCES

Red Oak Community School District assures that:

- a. That course(s) under this contract supplement, not supplant high school courses.
 - The course(s) do not replace an identical course offered at the high school in the preceding year or the second preceding year.
 - The course(s) is not required by the school district in order to meet minimum accreditation standards.
- b. The instructor has successfully completed a background investigation in accordance with Iowa Code section 272.2(17) prior to teaching a Southwestern course.
- c. In accordance with Iowa Code 279.69, a background investigation is completed at least every five years after the instructor's initial date of hire with the school district.
- d. In accordance with Iowa Code 232.69, mandatory reporter training is completed every three years after the instructor's initial date of hire with the school district.

Southwestern Community College assures the following:

- a. The course(s) is identified in the community college catalog, amendment, or addendum to the catalog.
- b. The course(s) is open to all registered community college students, not just high school students.
- c. The course(s) is for college credit and the credit will apply toward the completion of a college diploma/degree program.
- d. The course(s) is taught by a teacher meeting appropriate credentialing requirements for community college instructors.
- e. The course(s) is taught utilizing the community college course syllabus.

- f. The course(s) is of the same quality as a course offered on a community college campus.

ARTICLE IX
FINANCE

Southwestern Community College enters into this contract with Red Oak Community School District under Chapter 257.11 – Supplementary Weighting Plan. Red Oak Community School District will submit, for supplemental weighting, the names of students enrolled for the portion of the day that they are enrolled in the jointly administered course(s).

The following pricing structure will apply for any college credit class offered under this Contract, with multiple sections of each course being considered a class under this contract.

Southwestern Community College will bill Red Oak Community School District a 25% of 2024-2025 tuition and fees per credit hour course per student per semester. As set out in Article IV above, for any course offered under this Contract, the course instructor shall continue to be an employee of the Red Oak Community School District, but shall be considered a member of the adjunct faculty of Southwestern Community College for the purpose of instructing the specified course. The minimum number of students is established by the high school with one exception: for course(s) of fewer than five students, the approval of the Vice President of Instruction is required.

ARTICLE X
COURSES OFFERED TO MULTIPLE DISTRICTS

If two LEAs, both with contracts with Southwestern Community College, combine students in a single class, the fee structure will follow that outlined in Article IX.

ARTICLE XI
WITHDRAWAL

Any student wishing to withdraw from a class offered under this contract must follow the process and dates outlined for all college students in the Southwestern Community College Student Handbook. A student who stops attending class is not considered withdrawn until the official withdrawal procedure is completed.

ARTICLE XII
REFUND

The Red Oak Community School District is eligible for a fee refund according to the following schedule:

Prior to the end of the	Refund
1 st week.....	100%
2 nd week.....	50%
After the end of the 2 nd week.....	0%

ARTICLE XIII
DURATION

Red Oak Community School District and Southwestern Community College enter into this contract for the 2024-2025 school year.

This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 31, 2024.

ARTICLE XIV
NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swccia.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

ARTICLE XV
DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student’s abilities and are based upon a student’s individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

RED OAK COMMUNITY SCHOOL DISTRICT

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing Arts and Sciences courses for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I TITLE OF CONTRACT

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college courses to high school students. Contract includes the following Arts and Sciences courses:

Face to Face Courses

CRJ 100	Introduction to Criminal Justice
CRJ 111	Police & Society
CRJ 130	Criminal Law
CRJ 200	Criminology
MAT 110	Math for Liberal Arts
MAT 120	College Algebra
MAT 156	Statistics
MAT 210	Calculus I
MAT 216	Calculus II

Online Courses

AGA 114	Principles of Agronomy
ART 101	Art Appreciation
BIO 151	Nutrition
BIO 168	Human Anatomy and Physiology I w/lab
BIO 173	Human Anatomy and Physiology II w/lab
BUS 121	Business Communications
CSC 110	Introduction to Computers
ECE 103	Introduction to Early Childhood Education
ECE 133	Child Health, Safety, and Nutrition
ECE 158	Curriculum I
ECE 159	Curriculum II
ECE 221	Infant Toddler Care/Ed
ECE 243	Early Childhood Guidance
ECN 120	Principles of Macroeconomics
ECN 130	Principles of Microeconomics
EDU 213	Introduction to Education
ENG 105	Composition I
ENG 106	Composition II
GEO 121	World Regional Geography
HIS 110	Western Civilization: Ancient to Early Modern
HIS 111	Western Civilization: Early Modern to Present
HIS 151	U.S. History to 1877
HIS 152	U.S. History since 1877
HIS 268	American Experience in Vietnam

HSC 114	Medical Terminology
LIT 101	Introduction to Literature
LIT 178	Mythological and Biblical Literature
MGT 110	Small Business Management
MUS 100	Music Appreciation
PEC 108	Sports and Society
PEC 161	Sports Officiating
PNN 208	Pharmacology Basics
PSY 111	Introduction to Psychology
PSY 121	Developmental Psychology
SOC 110	Introduction to Sociology
SPC 112	Public Speaking

SECTION II

CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)
 Participant: Red Oak Community School District

SECTION III

TERM OF COMMITMENT

Beginning Date: August 21, 2024
 Ending Date: May 9, 2025

SECTION IV

UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide transportation to

and from the project instructional center or site; to cooperate in developing bus schedules, calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district will provide their own transportation. Any liability arising there from shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. The Participant will align student eligibility to Senior Year Plus, including providing an option for students to meet the required proficiency requirements through measures of college readiness in alignment with the Provider's criteria for course placement information for entry-level advising. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available Arts and Sciences courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by

the local school district boards, by the community college board ¹⁰⁴ and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Arts and Sciences courses will be selected on need, interest and demand as determined by the Provider. Course offerings will be started gradually and expanded slowly. Advisory committees will be appointed and articulation agreements put into place where appropriate. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in non project courses if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for college courses. The amount charged will be 90% of 2024-2025 tuition and fees rate per student enrolled.
- B. Billings will be sent in October (for students enrolled fall semester) and March (for students enrolled spring semester).
- C. Southwestern Community College will supply the required physical or embedded textbook. Courses requiring a Cengage Unlimited, single-use access code or lab kit, as well as any course not shown in section 1, will be billed to the district with the tuition and fees. Red Oak Community School District is responsible for collecting the loaned textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District. Textbooks purchased by the district with a buyback option are the responsibility of the district.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a course may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 31, 2024.

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swcciaowa.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student’s abilities and are based upon a student’s individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
 IN THE COUNTY OF MONTGOMERY
 IN THE STATE OF IOWA

PROVIDER, SOUTHWESTERN COMMUNITY
 COLLEGE (MERGED AREA XIV)

By: _____
 Signature

By: _____
 Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing career and technical education programs for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I PURPOSE

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in Computer Networking and Information Technology Career Academy. Contract includes the following classes:

Computer Networking and Information Technology

Fall Semester/1st year

- NET 122 Computer Hardware Basics 3 credits
- NET 132 Operating Systems Software Basics 3 credits
- CIS 630 Introduction to Powershell 1 credit

Spring Semester/1st year

- NET 212 CISCO Networking 3 credits
- CIS 650 PC Operating Systems 3 credits
- CSC 110 Introduction to Computers 3 credits

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)
Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 21, 2024

Ending Date: May 9, 2025

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their

administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide student transportation to and from the project instructional center or site; to cooperate in developing bus schedules, calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district will provide their own transportation. Any liability arising therefrom shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities the provider is not responsible. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. The Participant will align student eligibility to Senior Year Plus, including providing an option for students to meet the required proficiency requirements through measures of college readiness

in alignment with the Provider's criteria for course placement information for entry-level advising. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Advisory committees will be appointed for each instructional program and articulation agreements put into place where appropriate. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for students in Computer Networking and Information Technology Career Academy. The amount charged will be 90% of 2024-2025 tuition and fees rate per student enrolled.

- B. Billings will be sent in October and March.
- C. Southwestern Community College will supply the required physical or embedded textbook. Courses requiring a Cengage Unlimited, TestOut, or single-use access code will be billed to the district with the tuition and fees. Red Oak Community School District is responsible for collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 31, 2024.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swcciova.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student's abilities and are based upon a student's individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONTGOMERY
IN THE STATE OF IOWA

PROVIDER, SOUTHWESTERN COMMUNITY
COLLEGE (MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing career and technical education programs for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I PURPOSE

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in the Nurse Assisting Career Academy. Contract includes the following classes:

- HSC 110 Introduction to Health Occupations 3 credits
- HSC 114 Medical Terminology 3 credits
- HSC 172 Nurse Aide 3 credits
- PNN 208 Pharmacology Basics 3 credits

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)
Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 21, 2024
Ending Date: May 9, 2025

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide student transportation to and from the project instructional center or site; to cooperate in developing bus schedules, calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district will provide their own transportation. Any liability arising therefrom shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities the provider is not responsible. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. The Participant will align student eligibility to Senior Year Plus, including providing an option for students to meet the required proficiency requirements through measures of college readiness in alignment with the Provider's criteria for course placement information for entry-level advising. All

rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Advisory committees will be appointed for each instructional program and articulation agreements put into place where appropriate. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for students in the Nurse Assisting Career Academy. The amount charged will be 90% of 2024-2025 tuition and fees rate per student enrolled.
- B. Billings will be sent in October and March.

- C. Southwestern Community College is responsible for purchasing and distributing the required textbooks. Red Oak Community School District is responsible for collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 31, 2024.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swcciowa.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student's abilities and are based upon a student's individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining

such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

**PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONTGOMERY
IN THE STATE OF IOWA**

**PROVIDER, SOUTHWESTERN
COMMUNITY COLLEGE
(MERGED AREA XIV)**

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing career and technical education programs for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I PURPOSE

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in Carpentry and Building Trades. Contract includes the following classes:

Carpentry and Building Trades

Fall Semester/First Year Students:

- CON 141 Basic Construction Skills 2 credits
- CON 183 Construction Lab IA 5 credits

Fall Semester/Second Year Students:

- CON 188 Construction Lab IIA 5 credits
- CON 237 Carpentry Level IIA 3 credits

Spring Semester/First Year Students:

- CON 155 Carpentry Level I 3 credits
- CON 184 Construction Lab IB 5 credits

Spring Semester/Second Year Students:

- CON 189 Construction Lab IIB 5 credits
- CON 267 Carpentry Level IIB 2 credits

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)

Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 21, 2024

Ending Date: May 9, 2025

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the

Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide student transportation to and from the project instructional center or site; to cooperate in developing bus schedules, calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district will provide their own transportation. Any liability arising therefrom shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities the as provider is not responsible. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will

provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. The Participant will align student eligibility to Senior Year Plus, including providing an option for students to meet the required proficiency requirements through measures of college readiness in alignment with the Provider's criteria for course placement information for entry-level advising. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Advisory committees will be appointed for each instructional program and articulation agreements put into place where appropriate. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX

TUITION, FEES, BOOKS AND BILLING

A. Carpentry and Building Trades

Red Oak Community School District is contracting for a minimum of _____ students ____ (initial) in Carpentry and Building Trades. If Red Oak Community School District's actual number of students exceeds the minimum, they will be billed for the actual number. The amount charged will be \$4,800 (\$2,400 each semester) per student for the academic year.

B. Billings will be sent in October and March.

C. The Carpentry and Building Trades programs is a yearlong (two semesters) program. Students enrolling in these programs commit to both semesters. If a student drops from the program, the school district will be billed for two semesters. If a special circumstance arises regarding a student's disenrollment, please contact Rachel Ramaeker at SWCC for further consideration. Exceptions may be made if the student moves out of the district.

D. Southwestern Community College is responsible for purchasing and distributing the required textbooks, tools, and other related equipment.

E. The provider shall reserve the right to control the maximum enrollment in each class.

F. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.

G. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 1, 2024.

SECTION X

ESCAPE CLAUSES

A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.

B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swcciaowa.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student's abilities and are based upon a student's individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONTGOMERY
IN THE STATE OF IOWA

PROVIDER, SOUTHWESTERN
COMMUNITY COLLEGE
(MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing career and technical education programs for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I PURPOSE

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in Welding Technology, Applied Engineering Technology, Health Science, and Carpentry & Building Trades. Contract includes the following classes:

Welding Technology

- IND 114 General Industry Safety 1 Credit
- WEL 114 Introduction to Fabrication 3 Credits

Health Science Pre-Nursing

- BIO 151 Nutrition 3 Credits

Carpentry and Building Trades

- CON 115 Commercial Print Reading 3 Credits

Applied Engineering Technology

- MFG 110 3-D Modeling 2 Credits

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)
Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: May 13, 2024
Ending Date: August 4, 2024

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in

the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide student transportation to and from the project instructional center or site; to cooperate in developing calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly

screened and counseled students who are appropriately enrolled in courses offered under this project. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve as the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities, and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Advisory committees will be appointed for each instructional program and articulation agreements put into place where appropriate. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. No tuition and/or fees will be billed to Red Oak Community School District or the enrolled student for the Welding

Technology, Applied Engineering Technology, Health Science, and Carpentry & Building Trades.

- B. Southwestern Community College is responsible for purchasing and distributing the required textbooks, along with collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the student.
- C. The Provider shall reserve the right to control the maximum enrollment in each class.
- D. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- E. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 10, 2024.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Equity/Title IX Coordinator, Southwestern Community College (Administration Center), 1501 W. Townline St., Creston, IA 50801; phone, (641) 782-1456; or email, TitleIXCoordinator@swccowa.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204; phone, (312) 730-1560; fax, (312) 730-1576; TDD, 800-877-8339; or email, OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

Southwestern provides a variety of accommodations for qualified students with disabilities. Services are designed to enhance the student's abilities and are based

Summer College Credit Program- Red Oak Summer 24

upon a student’s individual needs. Southwestern makes every effort to assure that qualified students with disabilities have equal access to all services. Steps for obtaining such accommodations are listed in the Student Handbook (disability/special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONGTOMERY
IN THE STATE OF IOWA

PROVIDER, SOUTHWESTERN COMMUNITY
COLLEGE (MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

AGREEMENT FOR SHARING INTERSCHOLASTIC ACTIVITY
Between the Red Oak CSD and Stanton CSD

This Agreement for Sharing Interscholastic Activity ("Agreement") is made by and between the Red Oak Community School District ("Red Oak") and the Stanton Community School District ("Stanton").

WHEREAS, pursuant to Iowa Code Section 280.15, an Iowa school district may share the services of any school personnel and share the use of school equipment and facilities with another Iowa school district; and

WHEREAS, pursuant to Iowa Code Section 280.13A, if a school district does not provide an interscholastic activity for its students, then the district may complete an agreement with another school district to provide for the eligibility of its students in interscholastic activities provided by that other district; and

WHEREAS, the parties each intend to provide boys' and girls' **soccer** for their respective students and are willing to make that activity available to students of the other parties; and

WHEREAS, the parties believe this Agreement will be to their mutual advantage and benefit.

NOW, THEREFORE, in consideration of the promises contained herein, the parties agree as follows:

Section 1. Purpose. The purpose of this Agreement is to provide a means by which the parties may proceed under the provisions of Iowa Code Sections 280.15 and 280.13A to share activity programs for high school boys' and girls' soccer, under the team name Red Oak Tigers.

Section 2. Administration. Red Oak will employ the coaches for the Activity. Red Oak will hire, train, evaluate, discipline, and dismiss the coaches, and administer payment of wages and benefits due them, in accordance with Red Oak policies and contracts. Red Oak will also make its equipment and facilities available for the Activity, and maintain them in accordance with Red Oak policies.

The parties will work cooperatively with each other, through their respective Superintendents and Athletic Directors, to establish a method for determining the schedule of practices, meets, and other events for the Activity and for administering any other actions as necessary under this Agreement. Notwithstanding the foregoing, each party will be responsible for determining transportation of its respective students for Activity practices. Transportation of students for Activity meets or other events will be the responsibility of the host school (Red Oak). Activity meets or other event transportation will originate and end in the host school district (Red Oak), unless it is convenient to stop in the sending school district (Stanton). Participants are expected to travel to and from Activity meets or other events on the transportation provided by the host school (Red Oak) unless parents/guardians make alternate arrangements prior to the Activity meet or other events.

Section 3. Costs. The sending school district (Stanton) will reimburse the host school district (Red Oak) \$250 per participant. The sending school district (Stanton) is responsible for the cost of meals, lodging and other expenses associated with their students' participation in Activities meets or other events involving out-of-state or overnight travel. To the extent that Red Oak pays costs attributable to Stanton, Stanton will reimburse Red Oak for such payment within thirty (30) days of receipt of invoice from Red Oak.

Any gate receipts or other revenues generated by the Activity shall be retained by Red Oak.

Section 4. Insurance. Each party will carry commercial general liability insurance and automobile liability insurance for protection, respectively, from any liability arising out of any accidents or other occurrence causing any injury and/or damage to any person or property due to the actions or omissions of the insured under this Agreement. Such insurance coverage shall be in such limits which are commercially reasonable for school districts in the State of Iowa. Each party will be responsible for maintaining workers' compensation insurance for its respective employees in the amounts statutorily required by the State of Iowa.

All required insurance shall be obtained from issuers of recognized responsibility licensed to do business in the State of Iowa. Each party shall be furnished with a certificate of insurance required under this Agreement upon request. The parties expressly agree and state that the maintenance of any policy of liability insurance pursuant to this Agreement does not waive any of the defenses of governmental immunity that may be available to any or all of the parties under Iowa Code Chapter 670, and such insurance policies will be endorsed accordingly.

Section 5. Indemnification. To the extent permitted by law, each party will indemnify and hold harmless the other parties, including their directors, officers, employees, and agents, from and against any and all claims, liabilities, damages, losses, costs, and expenses, including reasonable attorneys' fees, to the extent arising out of the negligence or breach of this Agreement by the indemnifying party in connection with this Agreement. The obligations in this section shall survive termination of this Agreement with respect to any injury or damage occurring prior to the date of termination.

Section 6. Term. The term of this Agreement shall be for the 2023-2024 school year, commencing on July 1, 2023, and continuing until June 30, 2024. The parties may agree to terminate or extend the term of this Agreement by mutual agreement set forth in writing.

Section 7. Compliance with Law. The parties agree to comply with all federal, state, and local laws and regulations and board Policies which are applicable to the performance of this Agreement. The parties will cooperate as needed regarding the application of good conduct rules and other student eligibility requirements for the Activity.

Section 8. Status of the Parties. It is expressly understood and agreed by the parties that nothing contained in this Agreement shall be construed to create a partnership, agency, or other like relationship between the parties, it being specifically agreed that their relation is and shall remain that of independent parties to a cooperative contractual relationship. In no event shall either party be liable for the debts or obligations of the other party. The parties expressly agree that, as several school districts in a consortia cooperative agreement for a specific activity, none of them are precluded from having a separate agreement with one or more of the other for a different activity as provided by Iowa Administrative Code 281-36.20(3).

Section 9. Assignment. No party may assign any right or obligation under this Agreement, in whole or in part, without the prior written consent of the other parties. This Agreement will be binding upon and will inure to the benefit of the parties and their respective successors and permitted assignees.

Section 10. No Third-Party Beneficiaries. This Agreement is entered into by and between the parties hereto for their benefit. There is no intent by any party to create, imply, or establish a third-party beneficiary or status or rights in any person except as expressly set forth in this Agreement, and no such third party will have any right to enforce any benefit created or established under this Agreement.

Section 11. Entire Agreement. This Agreement supersedes all previous agreements, arrangements, and understandings, and constitutes the entire agreement between the parties. No amendments to this Agreement shall be valid unless agreed to in writing by the parties. This Agreement will be governed by Iowa law and, in case any provision contained in this Agreement shall be declared invalid, illegal, or unenforceable, the remaining provisions contained herein shall not in any way be affected or impaired thereby. The headings of this Agreement are inserted for convenience of reference only and in no way describe or limit the scope or intent of this Agreement or any of the provisions hereof.

IN WITNESS WHEREOF, the parties have duly approved and executed this Agreement as of the dates set forth next to their signatures below.

Red Oak Community School District

Board President

Date

Stanton Community School District

Board President

Date

AGREEMENT FOR SHARING INTERSCHOLASTIC ACTIVITY
Between the Red Oak CSD and Fremont Mills CSD

This Agreement for Sharing Interscholastic Activity ("Agreement") is made by and between the Red Oak Community School District ("Red Oak") and the Fremont Mills Community School District ("Fremont Mills").

WHEREAS, pursuant to Iowa Code Section 280.15, an Iowa school district may share the services of any school personnel and share the use of school equipment and facilities with another Iowa school district; and

WHEREAS, pursuant to Iowa Code Section 280.13A, if a school district does not provide an interscholastic activity for its students, then the district may complete an agreement with another school district to provide for the eligibility of its students in interscholastic activities provided by that other district; and

WHEREAS, the parties each intend to provide boys' **soccer** for their respective students and are willing to make that activity available to students of the other parties; and

WHEREAS, the parties believe this Agreement will be to their mutual advantage and benefit.

NOW, THEREFORE, in consideration of the promises contained herein, the parties agree as follows:

Section 1. Purpose. The purpose of this Agreement is to provide a means by which the parties may proceed under the provisions of Iowa Code Sections 280.15 and 280.13A to share activity programs for high school boys' and soccer, under the team name Red Oak Tigers.

Section 2. Administration. Red Oak will employ the coaches for the Activity. Red Oak will hire, train, evaluate, discipline, and dismiss the coaches, and administer payment of wages and benefits due them, in accordance with Red Oak policies and contracts. Red Oak will also make its equipment and facilities available for the Activity, and maintain them in accordance with Red Oak policies.

The parties will work cooperatively with each other, through their respective Superintendents and Athletic Directors, to establish a method for determining the schedule of practices, meets, and other events for the Activity and for administering any other actions as necessary under this Agreement. Notwithstanding the foregoing, each party will be responsible for determining transportation of its respective students for Activity practices. Transportation of students for Activity meets or other events will be the responsibility of the host school (Red Oak). Activity meets or other event transportation will originate and end in the host school district (Red Oak), unless it is convenient to stop in the sending school district (Fremont Mills). Participants are expected to travel to and from Activity meets or other events on the transportation provided by the host school (Red Oak) unless parents/guardians make alternate arrangements prior to the Activity meet or other events.

Section 3. Costs. The sending school district (Fremont Mills) will reimburse the host school district (Red Oak) \$250 per participant. The sending school district (Fremont Mills) is responsible for the cost of meals, lodging and other expenses associated with their students' participation in Activities meets or other events involving out-of-state or overnight travel. To the extent that Red Oak pays costs attributable to Fremont Mills, Fremont Mills will reimburse Red Oak for such payment within thirty (30) days of receipt of invoice from Red Oak.

Any gate receipts or other revenues generated by the Activity shall be retained by Red Oak.

Section 4. Insurance. Each party will carry commercial general liability insurance and automobile liability insurance for protection, respectively, from any liability arising out of any accidents or other occurrence causing any injury and/or damage to any person or property due to the actions or omissions of the insured under this Agreement. Such insurance coverage shall be in such limits which are commercially reasonable for school districts in the State of Iowa. Each party will be responsible for maintaining workers' compensation insurance for its respective employees in the amounts statutorily required by the State of Iowa.

All required insurance shall be obtained from issuers of recognized responsibility licensed to do business in the State of Iowa. Each party shall be furnished with a certificate of insurance required under this Agreement upon request. The parties expressly agree and state that the maintenance of any policy of liability insurance pursuant to this Agreement does not waive any of the defenses of governmental immunity that may be available to any or all of the parties under Iowa Code Chapter 670, and such insurance policies will be endorsed accordingly.

Section 5. Indemnification. To the extent permitted by law, each party will indemnify and hold harmless the other parties, including their directors, officers, employees, and agents, from and against any and all claims, liabilities, damages, losses, costs, and expenses, including reasonable attorneys' fees, to the extent arising out of the negligence or breach of this Agreement by the indemnifying party in connection with this Agreement. The obligations in this section shall survive termination of this Agreement with respect to any injury or damage occurring prior to the date of termination.

Section 6. Term. The term of this Agreement shall be for the 2023-2024 school year, commencing on July 1, 2023, and continuing until June 30, 2024. The parties may agree to terminate or extend the term of this Agreement by mutual agreement set forth in writing.

Section 7. Compliance with Law. The parties agree to comply with all federal, state, and local laws and regulations and board Policies which are applicable to the performance of this Agreement. The parties will cooperate as needed regarding the application of good conduct rules and other student eligibility requirements for the Activity.

Section 8. Status of the Parties. It is expressly understood and agreed by the parties that nothing contained in this Agreement shall be construed to create a partnership, agency, or other like relationship between the parties, it being specifically agreed that their relation is and shall remain that of independent parties to a cooperative contractual relationship. In no event shall either party be liable for the debts or obligations of the other party. The parties expressly agree that, as several school districts in a consortia cooperative agreement for a specific activity, none of them are precluded from having a separate agreement with one or more of the other for a different activity as provided by Iowa Administrative Code 281-36.20(3).

Section 9. Assignment. No party may assign any right or obligation under this Agreement, in whole or in part, without the prior written consent of the other parties. This Agreement will be binding upon and will inure to the benefit of the parties and their respective successors and permitted assignees.

Section 10. No Third-Party Beneficiaries. This Agreement is entered into by and between the parties hereto for their benefit. There is no intent by any party to create, imply, or establish a third-party beneficiary or status or rights in any person except as expressly set forth in this Agreement, and no such third party will have any right to enforce any benefit created or established under this Agreement.

Section 11. Entire Agreement. This Agreement supersedes all previous agreements, arrangements, and understandings, and constitutes the entire agreement between the parties. No amendments to this Agreement shall be valid unless agreed to in writing by the parties. This Agreement will be governed by Iowa law and, in case any provision contained in this Agreement shall be declared invalid, illegal, or unenforceable, the remaining provisions contained herein shall not in any way be affected or impaired thereby. The headings of this Agreement are inserted for convenience of reference only and in no way describe or limit the scope or intent of this Agreement or any of the provisions hereof.

IN WITNESS WHEREOF, the parties have duly approved and executed this Agreement as of the dates set forth next to their signatures below.

Red Oak Community School District

Board President

Date

Fremont Mills Community School District

Board President

Date



PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES

March 8, 2024

Ron Lorenz
Red Oak Community School District
1909 N Broadway St
Red Oak, IA 51566

RE: ROCSO – Inman Elementary Boiler Replacement and Classroom Temperature Control Study
ETI Project Number 2024-018

Dear Ron:

Engineering Technologies, Inc. (the ENGINEER) proposes to render professional engineering services in connection with your Project, which is generally described as follows and hereinafter called the “Project”:

1. Project

- Mechanical design services for replacement of two existing boilers. Project shall be one for one replacement of equipment and other required minor accessories. Temperature controls work shall consist of integration of new boiler control panel and minor adjustment or addition of sensors. ETI shall be prime and handle all agreements and bid documents.
- Mechanical study of classrooms to determine the status of temperature control and ability to regulate temperature at each individual classroom. Study would include observation of existing conditions, recommendations for improvement of existing systems, and opinion of cost for recommendation.

2. Basic Scope of Services

Our Basic Services will consist of Engineering work associated with the Mechanical and Electrical Construction Documents and construction period services, all as set forth below. You will be responsible for all services or items necessary for the Project, which are not specifically stated as part of Basic Services. We will also furnish such additional services as you may specifically request in writing.

- a. Prepare and provide one set of sealed working drawings, specifications, and other Contract Documents describing the material and workmanship required for the construction of the Project.
- b. Prepare preliminary and final opinion of construction costs based on square footage or other means as required. If a more thorough cost estimate from the Contractor is required, this cost estimate will be billed separately and the invoice received will be passed on directly as a reimbursable expense plus 5%.
- c. Handle all matters pertaining to printing, advertising, and distribution of the Contract Documents. Assist in the solicitation for bids from qualified contractors and attend a pre-bid conference and the bid opening.
- d. After the bidding process is complete, evaluate the bids received and make a recommendation as to the lowest responsible bidder. After award of contract, attend a pre-construction conference with the Contractors and the Owner.

Page 1 of 4

Engineering Technologies Inc

Mechanical & Electrical Building Solutions

825 M Street, Suite 200, Lincoln, NE 68508

1101 North 13th Street, Omaha, NE 68102

P 402.476.1273

P 402.330.2772

Innovative. Comprehensive. Proven.

www.eti-engineers.com

Principals Martin D. Kasl, PE, LEED AP, Mechanical Engineer
Thomas A. Ernst, PE, Electrical Engineer
Daniel L. Thompson, PE, Mechanical Engineer

Derek R Kotschwar, PE, CxA, LEED AP, Mechanical Engineer
Justin L. Veik, PE, LEED AP, Architectural Engineer - Mechanical
Shane M. Hoss, PE, RCDD, Architectural Engineer - Electrical

Tony L. Dupsky, PE, Architectural Engineer - Mechanical
Principal Emeritus Daniel W. Schinstock, PE, Mechanical Engineer



- e. Issue such additional instructions to the Contractor as may be necessary to interpret the approved plans and specifications or to illustrate changes required in the Contractor's work.
- f. Review shop drawings submitted by the Contractor for general compliance with the approved plans and specifications.
- g. Attend two (2) coordination meetings during construction of the project. Coordination meetings shall be scheduled with on-site observation trips, when possible.
- h. Review applications for pay requests submitted by the Contractor.
- i. Provide two on-site observation trips during the course of the project, at times deemed necessary by the ARCHITECT/OWNER. On-site observation is required to observe installation procedures and to help maintain quality control.
- j. When the Contractor completes all the work in accordance with the terms of the Contract, the ENGINEER shall verify that the work done and materials supplied are in general conformance with the plans and specifications, and shall recommend that final payment be issued to the Contractor.

You will be requested to furnish us with computer generated background drawings and full information as to your requirements, including any special or extraordinary considerations for the Project or special services needed, and also to make available all pertinent existing data. Energy studies, cost comparisons of different systems, or other similar studies are not included in the Basic Scope of Services.

3. Compensation for Professional Services

Our fee and subsequent billings for our Basic Services will be based on the following:

- A fixed fee of \$24,500.00

Any additional services not described in this Agreement will be billed at our standard hourly rates and reimbursable rates in effect at time of such services (see attachment for current Standard Billing Rates).

Reimbursable expenses incurred in connection with all Basic and Additional Services will be charged based on actual costs plus 10% for copies; printing; reproductions; meals; lodging; transportation; and postage and handling (see attachment for Standard Reimbursable Expense Charges).

We will bill you monthly for Basic and Additional Services. The above financial arrangements are based on prompt payment of our bills and the orderly and continuous progress of the Project through completion.

Payments are due and payable in full thirty (30) days from the date of our invoice. Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after the billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

We would expect to start our services promptly after receipt of your acceptance of this proposal and to complete our services within a mutually agreed upon time frame.

If, during the term of this Agreement, the scope of services is modified or circumstances or conditions that were not originally contemplated by or known to the ENGINEER are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the ENGINEER may call for renegotiation of appropriate portions of this Agreement. The ENGINEER shall notify the Client of the changed



conditions necessitating renegotiation, and the ENGINEER and the Client shall promptly and in good faith enter into renegotiation of this Agreement.

If there are protracted delays for reasons beyond our control, we would expect to negotiate with you an equitable adjustment of our compensation or schedule, taking into consideration the impact of such delay.

Upon request by the Client, the ENGINEER shall evaluate and make recommendations regarding substitutions of materials, products or equipment proposed by the Client’s consultants or contractors. The ENGINEER shall be compensated for these services as “Additional Services”, as well as any for services required to modify and coordinate the construction documents prepared by the ENGINEER with those of the Client’s consultants. The ENGINEER also shall be entitled to adjustment(s) in schedule caused by this additional effort. Only one set of sealed construction documents shall be provided by the ENGINEER. The Client agrees that the ENGINEER shall not be responsible in any way for errors and omissions by others in incorporating the proposed recommendations into the construction documents.

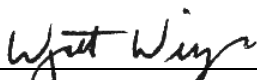
4. Liability

Both parties recognize the risks, rewards, and benefits of the Project as they relate to our fee for services. The risks have been allocated such that, to the fullest extent permitted by law, our total liability for any and all injuries, claims, losses, expenses, damages, or claims expenses arising out of this agreement from any cause(s), shall not exceed the total amount of our design fees. Such causes include, but are not limited to, our negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.


Client confirms that neither Engineering Technologies, Inc. nor any of Engineering Technologies, Inc.’s sub-consultants or sub-contractors owes a fiduciary responsibility to Client or Owner. Client also confirms that Owner has so agreed in Owner’s agreement with Client.

This proposal and all attachments represent the entire understanding between you and Engineering Technologies, Inc., with respect to the Project and may only be modified in writing signed by both parties. **If this proposal satisfactorily sets forth your understanding of our agreement, please sign and date the enclosed copies on the appropriate line. Return one (1) copy to this office as our notice to proceed and keep the remaining copy for your files.**

Sincerely,

By: 
Wyatt Wirges, PE, LEED AP BD+C
Associate
Engineering Technologies, Inc.

Accepted by: _____
Ron Lorenz, Superintendent
for Red Oak Community School District
Date: _____

By: 
Justin L. Veik, PE
Principal
Engineering Technologies, Inc.

Enclosure



Attachment

ENGINEERING TECHNOLOGIES, INC.

2024 STANDARD BILLING RATES

<u>Staff Position</u>	<u>Billing Rate</u>
Principal	\$210.00
Professional Engineer	\$185.00
Engineer I / Senior Designer	\$165.00
Technology Project Manager.....	\$165.00
Engineer II	\$140.00
BIM Manager	\$140.00
Designer I	\$140.00
Designer II	\$130.00
Construction Manager	\$140.00
Engineering Technician I	\$120.00
Engineering Technician II	\$110.00
Engineering Technician III	\$95.00
Administrative Staff	\$75.00

2024 REIMBURSABLE EXPENSE CHARGES

<u>Expense</u>	<u>Charge</u>
Mileage	Federal Mileage Allowance + 10%
Transportation Expense	Actual Cost + 10%
Consultants	Actual Cost
Supplies, Miscellaneous, Etc.....	Actual Cost + 10%
Printing Charges	Actual Cost + 10%
Black and White Copies/Prints.....	\$0.12/each + 10%
Color Copies/Prints	\$0.59/each + 10%
Bond Paper (Plots)/Small - 24" x 36"	\$3.00/sheet
Bond Paper (Plots)/Large - 30" x 42"	\$4.50/sheet



**RED OAK COMMUNITY SCHOOL DISTRICT
INMAN ELEMENTARY
BOILER REPLACEMENT & CLASSROOM ASSESSMENT**

PROPOSED PROJECT SCHEDULE

March 18th, 2024

A. Board Meeting – Project Approval	March 20
B. Site Walk/Project Kickoff	March 26
C. Classroom Assessment Draft:	April 10
D. Construction Documents (50% Submittal):	April 10
E. Construction Documents Completed/ Out for Bids:	April 24
F. Pre-bid Walk:	May 2
G. Bids Due:	May 15
H. Board Meeting – Bid Approval	May 22
I. Contracts Awarded:	May 24
J. Construction Begins	May 29
K. Construction Substantial Completion	August 14
L. Construction Closeout	August 28