

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/670469581>

Wednesday, December 18, 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

4.3.1 Red Oak High School Minisingers

4.3.2 School Improvement Advisory Committee (SIAC) Report: Leanne Fluckey, Dr. Jane Chaillie, and Nate Perrien

5.0 Consent Agenda

5.1 Review and Approval of Minutes from November 20, 2024 and December 11, 2024 Board Meetings

5.2 Review and Approval of Monthly Business Reports

5.3 Personnel Considerations

5.3.1 Resignation/Retirement of Bret Sherkenbach as Business Instructor at Jr./Sr. High Effective at the End of the Current School Year

6.0 General Business for the Board of Directors

6.1 Old Business

6.2 New Business

6.2.1 Discussion/Approval of First Reading of Board Policies 210-218

- 6.2.2 Discussion/Approval of Interscholastic Activity Sharing Agreement for Boys' and Girls' Soccer with the East Mills Community School District for the 2024-2025 School Year
- 6.2.3 Discussion/Approval of Using Professional Development Funds to Pay Speaker for 2025-2026 Pre-Service Training and Orientation (\$10,500)
- 6.2.4 Discussion/Approval of the FY 2023 Independent Audit as Presented
- 6.2.5 Discussion/Approval of Topographic and Partial Boundary Surveys a Inman Elementary, Legion Park Football/Baseball Complex, and High School Sports Complex (\$4,520, \$6,435, and \$8,325 respectively)
- 6.2.6 Discussion/Approval of Resolution Requesting Proposals to Purchase Real Property (i.e., Bancroft and Webster Parcels)
- 6.2.7 Discussion/Approval of Setting a Public Hearing on the Potential Conveyance of Real Property (i.e., Bancroft and Webster Parcels)
- 6.2.8 Discussion of Board Goals, Objectives, Priorities, Preferences, and Timelines for Proposed Capital Improvement Projects

7.0 Reports

- 7.1 Board Facilities Committee Report
- 7.2 Administrative Reports
- 7.3 Future Conferences, Workshops, Seminars
- 7.4 Other Announcements
- 7.5 Board Member Requested Item(s) for Next Meeting Agenda

8.0 Next Board of Directors Meeting: – 5:30 p.m.
Red Oak Virtual Learning Center
Red Oak Jr./Sr. High

9.0 Adjournment

School Improvement Advisory Committee

Record of Meeting Minutes

Date: November 6, 2024

Time: 6:00 p.m.

Location: Red Oak Jr/Sr High Auditorium

Facilitators: Ron Lorenz, Superintendent, Nate Perrien, Jr-Sr High School Principal, Leanne Fluckey, Curriculum Coordinator

A meeting of the School Improvement Advisory Committee of Red Oak Community School District was held on November 6, at 6 :00 p.m. at the Red Oak Jr-Sr High Auditorium.

The following members were present: Jamie Sherley, Meshell Billings, Janelle Erickson, Steven Green, Bret Eubank, Melinda Smits, Jason Orme, Sara Orme, Tracy Vannausdle, Kathy Walker, David Rydberg, Amy Rydberg, Nate Perrien, Edward Grass, Paulina Bueno, Brett Eubank, Keidy Camilo

Also in attendance to present: Ron Lorenz, Leanne Fluckey, Daric O'Neal

Welcome

Mr. Lorenz welcomed everyone, reviewed the purpose of SIAC and reminded everyone of the many changes that have been implemented across the district due to SIAC's input.

General Session

Mr. Lorenz asked participants to ask questions and comment throughout the presentation.

- Mr. Lorenz and Mr. Perrien presented information on Iowa Statewide Assessment of Student Progress (ISASP) in English Language Arts, Mathematics and Science. This included historical data and comparisons to state averages. Data was disaggregated for gender and disability status. No questions or comments were noted.
- Mr. Lorenz and Ms. Smits presented elementary FAST assessment scores from fall 2024. Ms. Smits and Mrs. Billings discussed testing protocols and offered some hypotheses regarding current student outcomes. Committee members asked a variety of questions regarding pre-academic skill acquisition and preschool/early elementary scope and sequence. There was also discussion regarding the residual impact of the COVID pandemic young learners. No suggestions were offered to enhance early literacy and mathematics outcomes.
- Mr. Perrien reviewed average daily attendance for 23-24 and 24-25 school years as well as chronic absenteeism for school year 22-23 to present. Mr. Lorenz reviewed district efforts to enhance student attendance and comply with SF 2435. Committee members asked a number of questions regarding parent notice requirements, school engagement meetings, absentee prevention plans, and parent accountability. Additional questions regarding at-risk factors relative to chronic absenteeism were discussed.
- 2023 Iowa School Performance Profile ranks were reviewed from the last meeting. Mrs. Fluckey explained the transition to the new accountability system. New profiles were released today but will remain embargoed until the Department of Education's press release; therefore they could not be shared at today's meeting. Committee members discussed the state's new ESSA accountability plan and asked for clarification on how the district uses the ISPP to enhance learning outcomes. No additional questions or comments were noted.

- Mrs. Fluckey also reviewed student learning goals and focus areas for the coming year. Individual literacy plans for students in K-6 were explained. Teacher members corrected a piece of information presented. Students are progress monitored weekly, not bi-weekly. No other questions or comments were noted.
- Long-Range and annual student learning goals were presented by Mrs. Fluckey with current percentages of students at or above proficiency levels as well as current graduation rates. No questions or comments were noted. No suggestions were offered.
- Mr. Perrien explained the status of culture and climate initiatives across the district. A buddy program has been established between the jr-sr high and the elementary. Phone and social media disruption policies were reviewed. Bullying and harassment was also discussed with the district focused on helping parents and students understand the difference between instances of bad behavior and bullying. Mr. Perrien shared estimates on the number of founded allegations of bullying and harassment. Committee members discussed the effectiveness of building specific efforts to address bullying and harassment, particularly at the elementary level (e.g., individual, small group and whole class skill building, school based mental health supports, student mentor program). Secondary students noted that policies, procedures, and initiatives are helping but could be better.
- Daric O’Neal presented long-range facilities plans including additions to all three attendance centers and updates to outdoor athletic facilities. No questions or comments were noted during this presentation.

Breakout Sessions

Breakout rooms were not needed due to the small number of attending members. One group discussion identified the following concerns and strengths based on questions posed by Mr. Lorenz and Mr. Perrien.

Facilities: What impact will proposed facilities projects have on student achievement, enrollment, and/or climate and culture?

- The cafeteria is used for a lot of different things including indoor recess. We currently have to go to lunch in smaller shifts. We don’t currently have a space for all staff to meet. Behavior is high because of size in the lunchroom, even with the smaller classes. The space is used for after school programs as well. We also use the Media Center for lunch because there isn’t enough space in the lunchroom.
- Adding space and shifting to a multi-purpose room would greatly help lunch, professional development for staff, and after school programs. It could also be used for indoor recess.
- Concerns were expressed that students don’t want to attend due to chaos at lunch.
- We like the idea of added security with the office space.
- We already have cameras and the doors are closed.
- Why don’t we have a school resource officer?
 - Resources are limited. If we hire an SRO, what do we do without?
 - The district is well-served by the local police department. The district meets with emergency management annually to discuss emergency operations plans. Strategies are in place to address immediate emergency situations. Emergency personnel have a very quick response time and arrive within just a few minutes.
 - Emergency drill - Students are scared to think about the possibility of a shooter coming in.
 - PickMyKid emergency operation plan

- App sends out directions to staff so they don't have to reference a manual or handbook. This saves precious time.
 - App has a panic button for all staff - goes directly to emergency personnel.
 - Teachers feel more secure. All are involved in a live chat during the emergency. It's going to law enforcement and the 911 operator for emergency response.
 - Can be very upsetting for students to have school resource officers with guns in the hallways.
- Athletic facilities
 - Upgrade is beneficial. People judge the district by outdoor facilities. It reflects on the community. Improve safety, especially for practices when they (students) are using other facilities in the community.
 - May impact enrollment. We might get more students. We are currently in a decline. Open enrollment out has remained constant. Open enrollment in increased this year. Villa Village closed. Many people moved away. Some sought online learning opportunities.
 - Students are more encouraged to participate if it looks nice.
 - People will work better and stay if the facility is nicer.
 - The more kids are involved in activities, the more they improve academically.

Academic Improvement: What is going well academically? What more could we do to enhance achievement in literacy, math, and science? How can we continue to improve attendance?

- Job shadowing and work experience at the hospital have been consistent. We need to encourage more of this.
- Hospital career day with FORGE and iJAG was very impressive. Kids got to see a lot of different opportunities.
- The building trades program through SWCC is going well, but we need more kids to take advantage.
- We also have a welding program and construction at the high school.
- Concurrent enrollment has increased. We've developed programs in nursing, for example.
- Alignment of algebra courses - why Algebra, Geometry, then Algebra II? Why do we have to move through that sequence? The sequence aligns with ISASP testing. This is particularly important for our junior class for accountability purposes.

Increasing Social, Emotional and Behavioral Support: How can we enhance social, emotional, and behavioral support for students?

- The more involved our kids are in things, the better.
- This ties back to facilities. If things look good, clean, and feel good, then the kids are going to perform well. If you want an environment where kids want to learn well, it should look nice. Don't have an armed guy at the door.
- Reports are that kids like the cell phone policy.
- Phone policy is good, but kind of bad. Kids would use their phones to cheat instead of paying attention. Teachers need to enforce more.
- The buddy program with the big kids going down to the elementary, there is a lot that both

groups can learn. The older kids can take that in and think about being looked up to. It's important to get the young kids up to the HS more often, too. The campuses are close. HS kids act better around the little kids. It's beneficial to both elementary and older students. HS students really like it and many now want to go into education.

Other Concerns/Comments

- Concern about lack of involvement as students get older. Many students are involved in sports at junior high, but the numbers decline significantly as they get older. Why?
 - With increasing club sports, kids feel like they aren't good enough to play. They aren't on the same level.
 - Kids get discouraged because they don't play. They don't want to play on the B team.
- Mr. Green, Mr. Perrien, and Mr. Erickson went through all the junior high kids that weren't in activities to ask them to get involved and explain why. We now have 40 junior high female wrestlers.
- We need continuity in coaching and programs so kids feel like we have a chance to win.

SIAC Recommendations:

- Enhance district marketing efforts to share positive outcomes and explain challenges to all stakeholders
- Increase public awareness of chronic absenteeism requirements, legal ramifications, and implications on student achievement
- Continue to expand Work-Based Learning Program (e.g., internships and job shadowing), CTE course offerings (e.g., Building Trades Program, Welding, etc.), and concurrent enrollment options (e.g., dual/college credit courses)
- Committee members endorsed proposed student learning goals with a continued emphasis on realistic incremental growth
- Enhance partnerships with local businesses and organizations (e.g., Montgomery County Memorial Hospital Career Fair) to enhance opportunities and outcomes for students and stakeholders
- Expand the Buddy Program (student mentoring program) to include more frequent and intensive interactions, including elementary students visiting their mentors at the high school, as a means of infusing character education in a more comprehensive manner.
- Continue to assess and refine our scope and sequence to improve student learning outcomes, particularly in the area of mathematics
- Continued to enhance district facilities to improve student participation and engagement, community pride, and district branding efforts

Closing Remarks

Mr. Lorenz asked for more feedback, suggestions, or comments. He thanked students for their insight and all members for their participation, feedback, and attendance.

Meeting adjourned at 8:14 p.m.

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Red Oak Junior Senior High School Campus
November 20, 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 5:30 p.m. at the Red Oak Junior Senior High School Virtual Classroom.

Present

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

Approval of Agenda

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

Good News

Congratulations to Emmanuel Grass and Hayden Heitbrink who qualified for the 2A State Cross country meet. Grace Goldapp, Lily Marsden, and Ethan Struck were selected for the Iowa All Star Choir. Hawkeye 10 All-Conference Volleyball honors went to Jocelyn O’Neal, Nicole Bond, and Kelly Jones.

Riley Pelzer and the FFA Students reported on their trip to the National FFA Convention in Indianapolis, Indiana.

Consent Agenda

Motion by Director Johnson, second by Director Bruce to approve the consent agenda as presented including meeting minutes, business reports, out-of-state field trips, FY 2024-2025 Contract amendments, current personnel considerations, Modified Supplemental Amount Due to Open Enrollment (\$149,689.11), Modified Supplemental Amount due to Limited English Proficient Instruction Beyond five years (\$9,860.76), and amended SBRC Request for Modified Supplemental Amount for Negative Special Education Balance (\$72,708.04). Motion carried unanimously.

FY2024 Financials and Depository Balances

Superintendent Lorenz and Business Manager Heidi Harris discussed the FY2024 end of year financials including depository balances as of June 30, 2024.

Early Graduation Requests

Motion by Director Bruce, second by Director Walker to approve the 2024-2025 Red Oak Jr/Sr High School early graduation requests. Motion carried unanimously.

Hard Surface Bus Route for 2024-2025

Motion by Director Johnson, second by Director Walker to approve the 2024-2025 hard surface bus route. Motion carried unanimously.

Online Learning Program Manual Revisions

Motion by Director Walker, second by Director Bruce to approve revisions to the Online Learning Program Manual. Motion carried unanimously.

Interscholastic Activity Sharing Boys' Wrestling

Motion by Director Walker, second by Director Johnson to approve the interscholastic activity sharing agreement for Boys' Wrestling with East Mills Community School District for the 2024-2025 school year. Motion carried unanimously.

Interscholastic Activity Sharing Girls' and Boys' Bowling

Motion by Director Bruce, second by Director Walker to approve the interscholastic activity sharing agreement for Girls' and Boys' Bowling with Essex CSD. Motion carried unanimously.

Redistribution of Registrar Duties for 2025-2026

Motion by Director Johnson, second by Director Bruce to approve consolidating and redistributing duties of the District Registrar with the District Curriculum Coordinator, Counselors, and building Secretaries and adjusting contracts and work assignments accordingly. Motion carried unanimously.

Replacing and Adding ROECC Security Cameras

Motion by Director Walker, second by Director Johnson to approve replacing existing ROECC security cameras and purchasing additional external cameras as part of the Iowa School Safety Grant Initiative (SLFRF Grant) for \$18,893.69. Motion carried unanimously.

Audio System for Secondary Gym

Motion by Director Walker, second by Director Bruce to approve upgrading the audio system in the secondary gymnasium at the Jr/Sr High School for \$15,177. Motion carried unanimously.

Design/Engineering Agreement

Motion by Director Johnson, second by Director Bruce to approve the agreement with Alley Poyner Macchietto Architecture to provide professional architectural services related to the design and engineering of proposed renovations and additions to ongoing facility improvements. Motion carried unanimously.

Construction Management Services

Motion by Director Bruce, second by Director Walker to approve the agreement with Boyd Jones to serve as construction manager as advisor related to the design and engineering of proposed renovations and additions to ongoing facilities improvements. Motion carried unanimously.

Retiring Board Adjournment

Motion by Director Johnson, second by Director Walker to retire to the regular board meeting at 6:58 p.m. Motion carried unanimously.

Organizational Board of Directors Meeting (FY2024-2025)

The organizational meeting of the Board of Directors of the Red Oak Community School District was called to order by Board Secretary Heidi Harris at 7:03 p.m.

Present

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

Approval of Agenda

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

Continuation of November 20, 2024, Meeting Minutes – Page 3**Election of Officers**

Director Walker nominated Bret Blackman for Board President. Motion by Director Walker, second by Director Johnson that nominations cease. Motion carried 3-0 with Director Blackman abstaining.

Newly elected Board President, Bret Blackman, was given the Oath of Office by Board Secretary Heidi Harris.

Director Johnson nominated Kathy Walker for Vice President. Motion by Director Johnson, second by Director Bruce that nominations cease. Motion carried 3-0 with Director Walker abstaining.

Newly elected Board Vice President, Kathy Walker, was given the Oath of Office by Board Secretary Heidi Harris.

Board Secretary/Treasurer

Motion by Board President Blackman, second by Director Bruce to name Heidi Harris as Board Secretary and Treasurer. Motion carried unanimously.

Legal Publication

Motion by Director Johnson, second by Director Bruce to designate the Red Oak Express for the District's legal publications for 2024-2025. Motion carried unanimously.

Depositories/Legal Limits

Motion by Director Walker, second by Director Bruce, to set the Depositories as Houghton State Bank, Bank Iowa, and Iowa Schools Joint Investment Trust with a legal limit of \$25,000,000 at each. Motion carried unanimously.

Legal Counsel

Motion by Director Johnson, second by Director Walker to name Ahlers Cooney Law Firm as the District's legal counsel for 2024-2025 school year. Motion carried unanimously.

Meeting Dates/Times

Motion by Director Walker, second by Director Bruce to set meeting dates to the third Wednesday of each month at 5:30 p.m. with quarterly work sessions. Motion carried unanimously.

District Calendar Committee

Motion by Director Johnson, second by Director Bruce to approve Aaron Schmid as the District Calendar Committee representative for the 2024-2025 school year. Motion carried unanimously.

Red Oak Technology Committee

Motion by Director Walker, second by Director Bruce to approve Bret Blackman and Aaron Schmid as the 2024-2025 Red Oak Technology Committee representatives. Motion carried unanimously.

Red Oak County Conference Board Committee

Motion by Director Johnson, second by Director Bruce to approve Kathy Walker as the 2024-2025 Red Oak County Conference Board Committee representative. Motion carried unanimously.

Red Oak STEAM Committee

Motion by Director Bruce, second by Director Walker to approve Aaron Schmid and Bret Blackman as the 2024-2025 STEAM Committee representatives. Motion carried unanimously.

Adjournment

Motion by Director Walker, second by Director Johnson to adjourn the Organizational Meeting at 7:22 p.m. Motion carried unanimously.

Next Board Work Session

Wednesday, December 11, 2024
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Next Board of Directors Meeting

Wednesday, December 18, 2024
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Heidi Harris, Board Secretary

**Red Oak Community School District
Special Meeting of the Board of Directors
Meeting Location: Virtual
December 11, 2024**

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

Present

Directors: Bret Blackman, Kathy Walker, Bryce Johnson (arrived at 5:45 p.m.), and Scott Bruce
Superintendent Ron Lorenz, Board Secretary/Business Manager Heidi Harris

Approval of Agenda

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

Consent Agenda

Motion by Director Walker, second by Director Bruce to approve the consent agenda as presented including personnel considerations. Motion carried unanimously.

Board of Directors Resignation

Motion by Director Walker, second by Director Bruce to approve the resignation of Aaron Schmid from the Red Oak Community School District Board of Directors, effective December 31, 2024. Motion carried unanimously.

Posting Board Vacancy

Motion by Director, second by Director Bruce to approve posting a vacancy, inviting applicants, interviewing candidates, and appointing a replacement for the open board seat. Motion carried unanimously.

Adjournment

Motion by Director Bruce, second by Director Walker to adjourn the meeting at 5:36 p.m.
Motion carried unanimously.

Next Board of Directors Meeting

Wednesday, December 18, 2024
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Heidi Harris, Board Secretary

Board of Directors Work Session

Matt Gillaspie, from Piper Sandler Public Financial Services, reviewed the District's capacity to fund potential future capital improvement projects. His presentation included the different types of loan and bonding options, timelines, and new legislative rules regarding borrowing.

Travis Squires, from Piper Sandler Public Financial Services, reviewed the District's 2025 Comprehensive Financial Projections Model (CFPM). This model allows the District to see the current enrollment trends along with legislative funding and how they affect the District financially currently and for the next several years.

November 2024 Reconciliation Report

RED OAK COMMUNITY SCHOOLS 2024	GENERAL FUND	MANAGEMENT	PHYSICAL PLANT AND EQUIPMENT LEVY	DEBT SERVICE	SAVE TAXES/REV BONDS
Beg. Balance 11-01-2024	\$5,198,033.43	\$574,824.86	\$3,302,334.69	\$1,445,658.25	\$3,523,793.04
Revenue	\$1,063,206.28	\$553.51	\$53,948.40	\$178,216.49	\$104,244.81
Expenditure	\$1,123,312.87	\$ 221,193.01	\$13,228.20	\$274,168.76	\$73,955.67
Balance 11-30-2024	\$5,137,926.84	\$354,185.36	\$3,343,054.89	\$1,349,705.98	\$3,554,082.18

Balance 11-30-2023	\$5,196,704.21	\$9,701,452.98	\$3,147,065.99	\$1,156,816.80	\$3,039,366.10
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Checking Account .33%	Checking Account	\$6,306,958.85
	Bank Iowa	\$2,600,010.39
	ISJIT	\$5,151,142.02
	Petty Cash	\$100.00
	Outstanding Checks	\$316,682.33
		<u>\$13,741,528.93</u>

	ACTIVITY FUND	NUTRITION FUND
Beg. Balance 11-01-2024	\$66,942.92	\$764,580.94
Revenue	\$25,769.12	\$72,653.03
Expenditure	\$14,821.67	\$64,717.34
Balance 11-30-2024	<u>\$77,890.37</u>	<u>\$772,516.63</u>

Balance 11-30-2023	\$105,690.59	\$700,109.34
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Checking Account .33%	\$77,890.37	\$772,516.63
Petty Cash Boxes	\$200.00	
Outstanding cks	\$2,058.54	\$50.10
	<u>\$76,031.83</u>	<u>\$772,466.53</u>

PHYSICAL PLANT AND EQUIPMENT LEVY

	2021-2022		2022-2023		2023 - 2024		2024-2025
Beginning Balance (July 1)	\$ 2,726,998.24	Beginning Balance (July 1)	\$ 3,193,485.61	Beginning Balance (July 1)	\$ 3,209,437.61	Beginning Balance (July 1)	\$ 3,169,679.95
Add: Revenue		Add: Revenue		Add: Revenue		Add: Revenue	
Property Taxes	\$ 130,392.46	Property Taxes	\$ 174,097.05	Property Taxes	\$ 599,750.69	Property Taxes	\$ 367,654.60
Voted PPEL	\$ 446,494.67	Voted PPEL	\$ 420,024.91	Voted PPEL		Voted PPEL	
Voted PPEL Surtax	\$ 174,559.79	Voted PPEL Surtax	\$ 45,787.95	Voted PPEL Surtax	\$ 74,345.39	Voted PPEL Surtax	
Utility Replacement Tax	\$ 3,566.87	Utility Replacement Tax	\$ 3,776.43	Utility Replacement Tax	\$ 16,764.93	Utility Replacement Tax	\$ 8,126.57
Utility Replacement Tax (SAVE)	\$ 16,751.07	Utility Replacement Tax (SAVE)	\$ 13,371.56	Utility Replacement Tax (SAVE)		Utility Replacement Tax (SAVE)	
Mobile Home Tax	\$ 45.81	Mobile Home Tax	\$ 88.96	Mobile Home Tax	\$ 145.75	Mobile Home Tax	\$ 102.76
Voted PPEL Mobile Home	\$ 269.31	Voted PPEL Mobile Home	\$ 88.06	Voted PPEL Mobile Home		Voted PPEL Mobile Home	
Military Credit	\$ 31.27	Military Credit	\$ 27.29	Military Credit	\$ 113.50	Military Credit	
Military Credit (SAVE)	\$ 0.56	Military Credit (SAVE)	\$ 98.69	Military Credit (SAVE)		Military Credit (SAVE)	
Commercial Industrial tax	\$ 2,101.92	Commercial Industrial tax		Commercial Industrial tax		Commercial Industrial tax	
Commercial Ind. Voted PPEL	\$ 3,814.88	Commercial Ind. Voted PPEL		Commercial Ind. Voted PPEL		Commercial Ind. Voted PPEL	\$ 8,314.30
Interest	\$ 5,991.65	Interest	\$ 17,061.65	Interest	\$ 97,000.21	Interest	\$ 80,085.43
Sale of Vacant Lot	\$ 2,000.00			School Bus Refunds	\$ 143,764.80	Sale of Old Computers	5994.5
Subtotal	\$ 786,020.26	Subtotal	\$ 674,422.55	Subtotal	\$ 931,885.27	Subtotal	\$ 470,278.16
TOTAL AVAILABLE	\$ 3,513,018.50	TOTAL AVAILABLE	\$ 3,867,908.16	TOTAL AVAILABLE	\$ 4,141,322.88	TOTAL AVAILABLE	\$ 3,639,958.11
LESS: Expenditures		LESS: Expenditures		LESS: Expenditures		LESS: Expenditures	
Frontline License Renewals	\$ 17,052.94	Chrome Book Lease (Double Payment)	\$ 169,794.56	Chrome Book Lease (Double Payment)	\$ 84,897.28	Chrome Book Lease	80485.64
US Bank-Chromebook Lease Payment	\$ 84,897.28	Frontline Slicense Renewals	\$ 41,560.28	Frontline/SUI Software	\$ 36,310.83	Frontline/SUI Software Renewal	52471.62
Forecast5	\$ 14,426.00	FY22 Expenses Paid in FY23	\$ 18,715.00	Boiler Construction Documents	\$ 2,958.20	Portable Rental/Apex Rent	3118.76
Software Unlimited	\$ 8,195.00	Boiler Construction Documents	\$ 7,000.00	FY23 Expenses Paid in FY24	\$ 1,922.04	Portable Rental/Apex Rent	5916.40
Heartland Insealators	\$ 5,120.00	Portable Rental	\$ 34,356.02	HS Gym Floor	\$ 4,655.00	Cap San Gym Floor Wax	4465.00
Bus Lease	\$ 61,602.40	Bus Lease	\$ 61,602.40	Portable Rental	\$ 2,958.20	Gundwalde/Boiler Repair	56400.52
Rent Council Bluffs Sp Ed	\$ 259.08	Garage Doors-Bus Barn	\$ 11,608.00	Bus Lease	\$ 137,764.80	Gundwalde/Boiler Repair	63106.43
Rent Council Bluffs Sp Ed	\$ 2,202.60	Chrome Book Lease (Double Pymt Refund	\$ (84,897.28)	New Bus Lease Advance	\$ 77,184.00	Portable Rental/Apex Rent	2958.20
Track Resurfacing	\$ 4,000.00	Portable Rental	\$ 3,015.34	Correction from FY23	\$ (18,318.56)	Boiler/Construction Docs	11794.25
		Press Box Chairs	\$ 419.93	Frontline Software	\$ 12,590.23	Portable Rental/Apex Rent	2958.20
		Track Resurfacing	\$ 82,000.00	Portable Rental	\$ 2,958.20	Software Subscription - ISFIS	2000.00
		Portable Rental	\$ 2,978.20	Maintenance Van	\$ 7,900.00	Building Repair/Svcs	8270.00
		Boiler Construction Documents	\$ 3,500.00	Gas Piping - IES	\$ 1,259.17	Portable Rental/Apex Rent	2958.20
		Portable Rental	\$ 2,968.20	IES Re-Roofing Project	\$ 195,505.00		
		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	Portable Rental/Apex Rent	\$ 3,130.10		
		Gym Floor Resurfacing	\$ 3,920.00	Portable Rental/Apex Rent	\$ 3,135.00		
		Rent Council Bluffs Sp Ed	\$ 2,003.36	Portable Rental/Apex Rent	\$ 4,161.08		
		Portable Rental	\$ 2,958.20	Portable Rental/Apex Rent	\$ 3,125.78		
		Architect Svcs	\$ 6,000.00	Gundewalde/ETI Engineering	\$ 151,983.90		
		Rent Council Bluffs Sp Ed	\$ 7,112.92	Inteconnex IES Door Replacement	\$ 1,223.50		
		Architect Svcs	\$ 9,042.55	CAR Adjustments	\$ 77,184.00		
		Portable Rental	\$ 2,958.20				
		Rent Council Bluffs Sp Ed					
Subtotal	\$ 197,755.30	Subtotal	\$ 652,662.89	Subtotal	\$ 971,642.93	Subtotal	296903.22
Cash Balance	\$ 3,315,263.20	Cash Balance	\$ 3,215,245.27	Cash Balance	\$ 3,169,679.95	Cash Balance	3343054.89

Capital Projects Fund

	2021-2022		2022-2023		2023-2024		2024-2025
Beg Balance (July 1)	\$1,830,921	Beg Balance (July 1)	\$2,264,484	Beg Balance (July 1)	\$2,815,738	Beg Balance (July 1)	\$ 3,299,759
Add: Revenue		Add: Revenue		Add: Revenue		Add: Revenue	
1¢ Sales Tax	\$1,247,814	1¢ Sales Tax	\$1,447,127	1¢ Sales Tax	\$1,341,320	1¢ Sales Tax	\$ 488,947.35
Interest	\$4,218	Interest	\$14,279	Interest	\$31,323	Interest	\$ 135,154.55
Subtotal	\$3,082,954	Subtotal	\$3,725,890	Subtotal	\$4,188,381	Subtotal	\$3,923,861
LESS: Expenditures		LESS: Expenditures		LESS: Expenditures		LESS: Expenditures	
Chromebook Lease	\$10,097	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803	Revenue Bond Payment	\$ 73,955.67
Record FB/BB Fields Deed	\$22	FY22 Expense Paid in FY23	\$3,500	AOI Bldg Master	\$173	Revenue Bond Payment	\$ 73,955.67
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803	Revenue Bond Payment	\$ 73,955.67
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803	Revenue Bond Payment	\$ 73,955.67
Revenue Bond Payment	\$73,801	Revenue Bond Payment	\$73,612	Alley Poyner-Bldg Master	\$2,983	Revenue Bond Payment	\$ 73,955.67
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803	Revenue Bond Payment	\$ 73,955.67
District Signage	\$9,895	Alley Poyner-Bldg Master	\$9,717	Revenue Bond Payment	\$73,803		
Revenue Bond Payment	\$73,807	Alley Poyner-Bldg Master	\$6,000	Revenue Bond Payment	\$73,803		
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803		
Revenue Bond Payment	\$73,807	Alley Poyner-Bldg Master	\$7,596	Revenue Bond Payment	\$73,803		
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803		
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803		
Revenue Bond Payment	\$73,807	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803		
Track Incorrectly Coded	-\$3,500	Revenue Bond Payment	\$73,612	Revenue Bond Payment	\$73,803		
		Revenue Bond Payment	\$73,612				
Subtotal	\$828,387	Subtotal	\$910,152	Subtotal	\$888,796	Subtotal	\$369,778
Fund Balance	<u>\$2,254,567</u>	Fund Balance	<u>\$2,815,738</u>	Fund Balance	<u>\$3,299,585</u>	Fund Balance	<u>\$3,554,082</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
ACER SERVICE CORPORATION	BPU558068	1,321.30
10 9010 2235 000 0000 618	Computer parts	1,301.30
10 9010 2235 000 0000 618	S&H	20.00
Vendor Name ACER SERVICE CORPORATION		<u>1,321.30</u>
AHLERS & COONEY	877885	1,007.50
10 9010 2310 000 0000 342	Professional Services	1,007.50
AHLERS & COONEY	878001	58.00
10 9010 2310 000 0000 342	Professional Services	58.00
Vendor Name AHLERS & COONEY		<u>1,065.50</u>
AMAZON CAPITAL SERVICES, INC.	17T7-FY1C-NCHT	54.63
10 0418 2410 000 0000 611	Label Maker Labels	32.95
10 0418 1200 217 3303 612	Wipes	21.68
AMAZON CAPITAL SERVICES, INC.	1JVT-43K6-Q7J6	38.56
10 9010 2321 000 0000 611	Canon Printing Calculator	38.56
AMAZON CAPITAL SERVICES, INC.	1K6V-11VC-PPLD	625.92
10 0418 1000 100 8001 612	PTO - Media	33.99
10 0418 1000 108 0000 612	Otoscope	591.93
AMAZON CAPITAL SERVICES, INC.	1MRD-9RY3-TDWQ	53.98
10 0418 2620 000 0000 618	media center casters	53.98
AMAZON CAPITAL SERVICES, INC.	1NGN-GHJX-PTV6	26.70
10 0109 1300 370 0000 612	Deck Plus Wood Screws, Brown Exterior Sc	26.70
AMAZON CAPITAL SERVICES, INC.	1PXD-Q14T-T39P	115.87
10 0109 2620 000 0000 618	check valve	115.87
AMAZON CAPITAL SERVICES, INC.	1R7J-TKNJ-NWGP	420.45
10 0418 2620 000 0000 618	BOOKCASE CASTERS	420.45
AMAZON CAPITAL SERVICES, INC.	1R7J-TKNJ-NNRW	26.47
10 9010 2310 000 0000 611	Calendars	26.47
AMAZON CAPITAL SERVICES, INC.	1WPV-GJJG-VDVQ	95.91
10 9010 2213 132 3376 320	Belonging in School - 3 copies	95.91
Vendor Name AMAZON CAPITAL SERVICES, INC.		<u>1,458.49</u>
BATTEN SANITATION SERVICE	BattenNov2024	5,225.00
10 9010 2630 000 0000 421	Admin/BBF/FBF/Bancroft/Webster Trash Ser	95.00
10 0109 2630 000 0000 421	JrSr High School Trash Services	1,710.00
10 0418 2630 000 0000 421	IES Trash Services	1,710.00
10 0445 2630 000 0000 421	ROECC Trash Services	1,710.00
Vendor Name BATTEN SANITATION SERVICE		<u>5,225.00</u>
CAPITAL SANITARY SUPPLY CO.	Multi-Invoice	1,793.42
10 9010 2620 000 0000 618	District Supplies	1,179.25

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2620 000 0000 618	District Soap	35.13
10 9010 2620 000 0000 618	District Soap/Sanitizer	579.04
CAPITAL SANITARY SUPPLY CO.	o079347B	223.37
10 9010 2620 000 0000 618	Trash Bags	223.37
CAPITAL SANITARY SUPPLY CO.	o080305	1,185.00
10 9010 2630 000 0000 618	Ice Melt	1,185.00
Vendor Name CAPITAL SANITARY SUPPLY CO.		<u>3,201.79</u>
CASEY'S BUSINESS MASTERCARD	FuelNov2024	80.94
10 9010 2700 000 0000 626	Activities Fuel- November	80.94
Vendor Name CASEY'S BUSINESS MASTERCARD		<u>80.94</u>
CENTURY LINK	3334115776 NOV	105.06
10 9010 2490 000 0000 530	District Internet	105.06
CENTURY LINK	333530031 NOV	105.06
10 9010 2490 000 0000 530	District Internet	105.06
CENTURY LINK	333618424 NOV	105.06
10 9010 2490 000 0000 530	District Internet	105.06
CENTURY LINK	333787005 Nov	176.00
10 9010 2490 000 0000 530	District Internet	176.00
CENTURY LINK	333787005NOV	176.00
10 9010 2490 000 0000 530	Internet	176.00
CENTURY LINK	333950737 NOV	105.06
10 9010 2490 000 0000 530	District Internet	105.06
CENTURY LINK	334025445 NOV	105.06
10 9010 2490 000 0000 530	District Internet	105.06
CENTURY LINK	334031752 NOV	105.06
10 9010 2490 000 0000 530	District Internet	105.06
CENTURY LINK	334122590 NOV	121.06
10 9010 2490 000 0000 530	District Internet	121.06
Vendor Name CENTURY LINK		<u>1,103.42</u>
CHEMSEARCH	8947692	510.55
10 0109 2640 000 0000 433	HS Boiler	510.55
CHEMSEARCH	8952129	523.68
10 0418 2640 000 0000 433	IES Boiler	523.68
Vendor Name CHEMSEARCH		<u>1,034.23</u>
CITY OF RED OAK	WaterNov2024	1,756.86
10 0109 2620 000 0000 411	JrSr HS	520.98
10 0418 2620 000 0000 411	IES Water	622.70
10 0445 2620 000 0000 411	ROECC	340.80
10 9010 2620 000 0000 411	Admin/Bus Barn/BBF/BBF	272.38
Vendor Name CITY OF RED OAK		<u>1,756.86</u>
COCA-COLA BTLG OF OMAHA	11636497	111.24
10 0418 3200 000 8901 618	Inman Coca Cola order	111.24
Vendor Name COCA-COLA BTLG OF OMAHA		<u>111.24</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
CREXENDO BUSINESS SOLUTIONS, INC	215465	1,443.83
10 9010 2510 000 0000 532	Internet Phone	1,443.83
Vendor Name	CREXENDO BUSINESS SOLUTIONS, INC	1,443.83
DECKER EQUIPMENT/STITCH FIX	602337A	16.45
10 0109 2620 000 0000 618	bike rack shipping	16.45
Vendor Name	DECKER EQUIPMENT/STITCH FIX	16.45
DEMCO	7567631	57.43
10 0418 1000 100 8001 612	Media PTO - supplies	57.43
Vendor Name	DEMCO	57.43
DEPARTMENT OF INSPECTIONS, APPEALS, & LICENSING	300659	320.00
10 0418 2640 000 0000 433	Boiler Inspections	320.00
Vendor Name	DEPARTMENT OF INSPECTIONS, APPEALS, & LICENSING	320.00
DOORS INC.	354761	97.88
10 0418 2620 000 0000 618	Bathroom Keys	97.88
Vendor Name	DOORS INC.	97.88
DOVEL REFRIGERATION	6017414	2,383.09
10 0109 2620 000 0000 432	Highschool Walk In Cooler Alarm	2,383.09
Vendor Name	DOVEL REFRIGERATION	2,383.09
DUYSEN, ALI	255499	8.50
10 0418 1000 100 8001 612	Reimbursement	8.50
Vendor Name	DUYSEN, ALI	8.50
ENGINEERED CONTROLS	179884	2,958.50
10 0418 2620 000 0000 432	IES Heating/Coding Repair	2,958.50
Vendor Name	ENGINEERED CONTROLS	2,958.50
FAREWAY FOOD STORES	00026175	80.83
10 0445 1000 460 3117 618	Supplies for Family Night	80.83
FAREWAY FOOD STORES	00049189	37.38
10 0109 1300 340 0000 612	Groceries-facs	37.38
FAREWAY FOOD STORES	00049914	27.68
10 0109 1300 340 0000 612	Groceries-facs	27.68
FAREWAY FOOD STORES	00051369	120.96
10 0109 1300 340 0000 612	Groceries-FACS	120.96
FAREWAY FOOD STORES	00051819	87.74
10 0109 1300 340 0000 612	Facs-Groceries	87.74
FAREWAY FOOD STORES	00052447	92.09
10 0109 1300 340 0000 612	Facs-Groceries	92.09
FAREWAY FOOD STORES	00054304	18.96
10 0109 2620 000 0000 618	cleaning supplies	18.96
Vendor Name	FAREWAY FOOD STORES	465.64
FES	INV003050	405.00
10 9010 2236 000 0000 536	Web Hosting December	405.00
Vendor Name	FES	405.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
FIRST BANKCARD - HEIDI HARRIS	AmazonReturn 24	17.42
10 9010 2620 000 0000 618	Tape Measure	17.42
FIRST BANKCARD - HEIDI HARRIS	Mail120424	38.72
10 0418 2410 000 0000 531	Postage - Certified letters for Inman	38.72
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>56.14</u>
FIRST BANKCARD - OFFICE CARD 1	Postage11202 4	9.68
10 0418 2410 000 0000 531	Certified Mail - Inman	9.68
FIRST BANKCARD - OFFICE CARD 1	PostageHS112 024	10.72
10 0109 2410 000 0000 531	certified mail	10.72
FIRST BANKCARD - OFFICE CARD 1	PostageHS120 624	48.40
10 0109 2410 000 0000 531	certified mail	48.40
FIRST BANKCARD - OFFICE CARD 1	PostageIES11 2324	38.72
10 0418 2410 000 0000 531	Certified Mail IES	38.72
FIRST BANKCARD - OFFICE CARD 1	PostageIES12 0624	9.68
10 0418 2410 000 0000 531	Certified postage - Inman	9.68
Vendor Name FIRST BANKCARD - OFFICE CARD 1		<u>117.20</u>
FIRST BANKCARD - OFFICE CARD 2	Postage11142 4	2.58
10 9010 2321 000 0000 531	IRS and SS Postage	2.58
Vendor Name FIRST BANKCARD - OFFICE CARD 2		<u>2.58</u>
FIRST BANKCARD - OFFICE CARD 3	Postage11202 4	9.68
10 0109 2410 000 0000 531	Certified Mail	9.68
FIRST BANKCARD - OFFICE CARD 3	Postage11222 4	29.04
10 0418 2410 000 0000 531	Inman Certified Postage	29.04
FIRST BANKCARD - OFFICE CARD 3	PostageIES11 2224	19.36
10 0418 2410 000 0000 531	Certified Postage - Inman	19.36
Vendor Name FIRST BANKCARD - OFFICE CARD 3		<u>58.08</u>
FIRST BANKCARD - OFFICE CARD 4	POSTAGE12042 4	19.36
10 0418 2410 000 0000 531	Certified Postage IES	19.36
Vendor Name FIRST BANKCARD - OFFICE CARD 4		<u>19.36</u>
FIRST WIRELESS, INC.	128669	702.00
10 0418 2670 000 0000 618	IES SCHOOL SAFETY RADIO	702.00
Vendor Name FIRST WIRELESS, INC.		<u>702.00</u>
GLENWOOD COMMUNITY SCHOOLS	ApexNov24	5,189.42
10 9010 1200 217 3303 580	Apex Level 3 November	5,189.42
Vendor Name GLENWOOD COMMUNITY SCHOOLS		<u>5,189.42</u>
GRAINGER	9340441915	1,011.22

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0109 2620 000 0000 618	single pole switch	51.72
10 0109 2620 000 0000 618	3 way light switch	237.76
10 0109 2620 000 0000 618	4 way light switch	721.74
GRAINGER	Multi	717.53
10 0109 2620 000 0000 618	shower valve 9344845467	175.52
10 0109 2620 000 0000 618	GLYCOL 9344696514	542.01
Vendor Name GRAINGER		<u>1,728.75</u>
GREEN HILLS AEA	5203	2,100.00
10 0445 2213 132 3376 320	Professional Dev. ROECC	525.00
10 0418 2213 132 3376 320	IES Professional Dev	1,575.00
Vendor Name GREEN HILLS AEA		<u>2,100.00</u>
HEALTHY TURF LANDSCAPING, INC	11807	450.00
10 9010 2630 000 0000 435	Fall Stabilization	450.00
Vendor Name HEALTHY TURF LANDSCAPING, INC		<u>450.00</u>
HY VEE FOOD STORES	731008580000 731008	10.00
10 0418 1000 108 0000 612	Laundry Detergent IES	10.00
Vendor Name HY VEE FOOD STORES		<u>10.00</u>
JAN-PRO OF OMAHA	18502	2,425.00
10 9010 2630 000 0000 340	Portable Janitorial December	2,425.00
JAN-PRO OF OMAHA	18610	40,000.00
10 9010 2630 000 0000 340	Janitorial Services December	40,000.00
Vendor Name JAN-PRO OF OMAHA		<u>42,425.00</u>
KCAV	49607	550.00
10 9010 2235 000 0000 618	Audio Enhancements Beam System with Moun	500.00
10 9010 2235 000 0000 618	Shipping	50.00
Vendor Name KCAV		<u>550.00</u>
KIDWELL, INC.	256658	1,275.00
10 9010 2235 000 0000 618	HID iClass SE Credential Cards (200 Coun	785.00
10 9010 2235 000 0000 618	HID iClass Se Keyfobs (100 Count)	490.00
Vendor Name KIDWELL, INC.		<u>1,275.00</u>
LAKESHORE LEARNING CO.	375211112524	3,694.47
10 0418 2222 950 7415 618	Furniture for Media Center	3,694.47
LAKESHORE LEARNING CO.	375220112524	1,423.10
10 0418 2222 950 7415 618	Media center furniture	1,423.10
Vendor Name LAKESHORE LEARNING CO.		<u>5,117.57</u>
MATHESON TRI-GAS	0030651756	399.35
10 0109 1300 370 0000 612	Acetylene Refill	240.00
10 0109 1300 370 0000 612	Argon Refill	96.45
10 0109 1300 370 0000 612	Fuel and Hazardous Material Charge	18.48
10 0109 1300 370 0000 612	S&H	44.42
Vendor Name MATHESON TRI-GAS		<u>399.35</u>

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
MEDIACOM	838495000000 648 NOV	909.20	
10 9010 2236 000 0000 536	District Internet		909.20
MEDIACOM	838497059009 1339NOV	80.72	
10 9010 2236 000 0000 536	Internet		80.72
MEDIACOM	838497059009 1909 NOV	266.80	
10 9010 2236 000 0000 536	District Internet		266.80
MEDIACOM	838497500001 2692 NOV	1,550.00	
10 9010 2236 000 0000 536	District Internet		1,550.00
Vendor Name	MEDIACOM		<u>2,806.72</u>
MIDAMERICAN ENERGY	559788357	116.58	
10 9010 2620 000 0000 622	Admin Electric		116.58
MIDAMERICAN ENERGY	559792089	1,679.73	
10 0445 2620 000 0000 622	ROECC Electric		1,679.73
MIDAMERICAN ENERGY	559792345	61.32	
10 9010 2620 000 0000 622	FBF Electric		61.32
MIDAMERICAN ENERGY	559792729	4,210.63	
10 0418 2620 000 0000 622	IES Electric		4,210.63
MIDAMERICAN ENERGY	559792990	7,916.17	
10 0109 2620 000 0000 622	HS Electric		7,916.17
MIDAMERICAN ENERGY	559797980	83.29	
10 9010 2620 000 0000 622	Bancroft Electric		83.29
MIDAMERICAN ENERGY	559802089	249.50	
10 9010 2620 000 0000 622	Bus Barn Electric		249.50
MIDAMERICAN ENERGY	559818146	129.48	
10 0418 2620 000 0000 622	IES Portable Electric		129.48
MIDAMERICAN ENERGY	560949940	232.43	
10 9010 2620 000 0000 622	Fieldhouse Electric		232.43
Vendor Name	MIDAMERICAN ENERGY		<u>14,679.13</u>
MONTGOMERY CO. MEMORIAL HOSP.	11252024	115.00	
10 9010 2700 000 0000 346	DOT Physical		115.00
MONTGOMERY CO. MEMORIAL HOSP.	13166	6,074.25	
10 9010 2134 000 1134 597	Nurse Pay		6,074.25
Vendor Name	MONTGOMERY CO. MEMORIAL HOSP.		<u>6,189.25</u>
NEW COOPERATIVE INC	6435989	221.28	
10 0109 1300 370 0000 612	2x6 " x 8' Treated lumber		85.90
10 0109 1300 370 0000 612	4x8' 3/4 treated plywood		135.38
NEW COOPERATIVE INC	6482169	13.98	
10 0109 1300 370 0000 612	treated 4x4		13.98
NEW COOPERATIVE INC	NCINov24	3,668.58	
10 9010 2700 000 0000 627	Diesel		1,034.13
10 9010 2700 000 0000 626	Gas/Ethanol		641.18
10 9010 2700 000 0000 626	Maintenance Gas		450.37
10 9010 2700 217 3303 626	Sped Gas		1,400.71
10 9010 2620 000 0000 618	District Supplies		31.98
10 9010 2620 000 0000 618	District Supplies		20.48
10 9010 2700 000 0000 624	Oil		89.73
Vendor Name	NEW COOPERATIVE INC		<u>3,903.84</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
OFFICE OF THE AUDITOR	Filing24	850.00
10 9010 2310 000 0000 320	Filing Fee	850.00
Vendor Name OFFICE OF THE AUDITOR		<u>850.00</u>
ONESOURCE THE BACKGROUND CHECK COMPANY	2022169096	73.50
10 9010 2310 000 0000 340	Background Checks	73.50
Vendor Name ONESOURCE THE BACKGROUND CHECK COMPANY		<u>73.50</u>
OREILLY AUTO PARTS	0298-257958	81.56
10 9010 2700 000 0000 618	Wiper blades suburbans	81.56
OREILLY AUTO PARTS	0298-258663	32.99
10 9010 2700 000 0000 618	1 Gal Transfld	32.99
Vendor Name OREILLY AUTO PARTS		<u>114.55</u>
OVERHEAD DOOR CO. OF OMAHA	106400	230.00
10 0109 2620 000 0000 432	Concession Door Repair	230.00
Vendor Name OVERHEAD DOOR CO. OF OMAHA		<u>230.00</u>
PAPER CORPORATION	258011-00	3,173.95
10 0418 1000 100 0000 612	White paper for Inman	2,338.70
10 0445 1000 460 3117 612	White paper for Preschool	835.25
Vendor Name PAPER CORPORATION		<u>3,173.95</u>
PLUMB SUPPLY/RIBACK SUPPLY	S100612379.002	92.00
10 0418 2660 000 0000 618	dielectric union pro press.	92.00
PLUMB SUPPLY/RIBACK SUPPLY	S100759541.001	62.04
10 0109 2620 000 0000 618	kitchen recirc line fittings	62.04
Vendor Name PLUMB SUPPLY/RIBACK SUPPLY		<u>154.04</u>
PRECISION DIESEL INC.	1011765	123.12
10 9010 2700 000 0000 671	Diesel Additive	123.12
Vendor Name PRECISION DIESEL INC.		<u>123.12</u>
QUILL LLC	41722259	167.98
10 0418 1000 100 8001 612	PTO Office Supplies	167.98
Vendor Name QUILL LLC		<u>167.98</u>
RED OAK DO IT CENTER	108239	40.98
10 9010 2640 000 0000 618	tractor supplies	40.98
Vendor Name RED OAK DO IT CENTER		<u>40.98</u>
RED OAK PUBLISHING LLC	Publications Nov24	189.93
10 9010 2572 000 0000 540	November Publications	189.93
Vendor Name RED OAK PUBLISHING LLC		<u>189.93</u>
RISER INC	4171	600.00
10 9010 2620 000 0000 432	Replaced Pulley & Cable	600.00
RISER INC	4191	275.00
10 9010 2620 000 0000 432	New Volleyball Crank	275.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
RISER INC	4225	600.00
10 0109 2620 000 0000 432	Backboard Repair	600.00
Vendor Name RISER INC		<u>1,475.00</u>
RIVERSIDE TECHNOLOGIES, INC	IN0429663	267.12
10 9010 2235 000 0000 618	Eaton Tripplite PDU 120v Basic PDU	267.12
RIVERSIDE TECHNOLOGIES, INC	RC0002368	760.00
10 9010 2235 000 0000 359	Managed Services - December	760.00
RIVERSIDE TECHNOLOGIES, INC	RC0002416	12.00
10 9010 2235 000 0000 359	DUO MFA December	12.00
Vendor Name RIVERSIDE TECHNOLOGIES, INC		<u>1,039.12</u>
SCHMIDT, KELSIE	Reimbursemen t11-24	182.95
10 0418 2213 132 3376 320	Reimbursement for lodging, food, & parki	182.95
Vendor Name SCHMIDT, KELSIE		<u>182.95</u>
SCHOOL BUS SALES	01P57376	1,031.85
10 9010 2700 000 0000 673	Grille Assembly and Headlamp for Bus #2	1,031.85
Vendor Name SCHOOL BUS SALES		<u>1,031.85</u>
SCHOOL SPECIALTY LATTA DIV.	308104654893	404.29
10 0418 1000 100 8001 612	PTO - Supplies	28.84
10 0418 1000 100 8001 612	PTO - Markers	9.55
10 0418 1000 100 8001 612	PTO - Pencil Sharpener	38.15
10 0418 1000 100 8001 612	PTO - Brain Builders	327.75
Vendor Name SCHOOL SPECIALTY LATTA DIV.		<u>404.29</u>
STREETSMARTS LLC	DrieversEd11 -24	380.00
10 0109 1000 121 0000 320	Drivers Ed	380.00
Vendor Name STREETSMARTS LLC		<u>380.00</u>
SW IA TIRE & SERVICE	6002	808.00
10 9010 2700 217 3303 434	(4) Tires for #15	808.00
SW IA TIRE & SERVICE	6135	828.00
10 9010 2700 217 3303 618	(4) Tires for Van #21	828.00
SW IA TIRE & SERVICE	6271	414.00
10 9010 2650 000 0000 435	2 new tires	414.00
Vendor Name SW IA TIRE & SERVICE		<u>2,050.00</u>
THYSSENKRUPP ELEVATOR CORP	1000656232	192.12
10 0109 2620 000 0000 432	Monthly Maintenance	192.12
Vendor Name THYSSENKRUPP ELEVATOR CORP		<u>192.12</u>
US CELLULAR	PhonesNov2024	835.62
10 9010 2490 000 0000 532	Maintenance Phones	186.08
10 9010 2490 000 0000 532	Technology Phones	93.04
10 9010 2490 000 0000 530	Bus Barn Phones	93.04
10 9010 2490 000 0000 530	Nurse Phone	46.52
10 9010 2510 000 0000 532	Business Official Phone	46.52

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2510 000 0000 532	FBF/BBF MiFi	277.38
10 0418 2410 000 0000 532	SAM's Phone	46.52
10 0109 2410 000 0000 532	Principal Phone	46.52
Vendor Name US CELLULAR		<u>835.62</u>
VANNAUSDLE, TRACY	Reimbursemen tNov24	29.50
10 0109 2213 132 3376 320	Food reimbursement	29.50
Vendor Name VANNAUSDLE, TRACY		<u>29.50</u>
VISUAL EDGE IT dba COUNSEL	24AR2277122	756.44
10 0445 1000 100 0000 359	ROECC Copier Clicks	60.96
10 0418 1000 100 0000 359	IES Copier Clicks	384.54
10 0109 1000 100 0000 359	JrSr HS Copier Clicks	263.58
10 9010 2520 000 0000 618	Steady Serve	12.99
10 9010 2520 000 0000 618	Admin Copier Clicks	34.37
VISUAL EDGE IT dba COUNSEL	24AR2299451	175.00
10 9010 2235 000 0000 618	Elatec TWN4 Prox Reader	175.00
Vendor Name VISUAL EDGE IT dba COUNSEL		<u>931.44</u>
WELLS FARGO LEASING	5032133647	1,215.50
10 0445 1000 100 0000 359	ROECC COPIER	221.00
10 0109 1000 100 0000 359	HS COPIER	552.50
10 0418 1000 100 0000 359	IES COPIER	331.50
10 9010 2520 000 0000 618	ADMIN COPIER	110.50
Vendor Name WELLS FARGO LEASING		<u>1,215.50</u>
WESTLAKE ACE HARDWARE	2789591	355.38
10 9010 2620 000 0000 618	District Supplies	168.39
10 0418 2620 000 0000 618	IES Supplies	33.76
10 0109 2620 000 0000 618	JrSr Highschool Supplies	153.23
Vendor Name WESTLAKE ACE HARDWARE		<u>355.38</u>
WHIPP SALES & SERVICES	Rental1111924	1,950.00
10 0109 2640 000 0000 618	Gravel Scraper	1,950.00
Vendor Name WHIPP SALES & SERVICES		<u>1,950.00</u>
YOUNG AUTO PARTS INC.	261412	112.86
10 9010 2700 217 3303 618	Mini Bus oil and filter	112.86
YOUNG AUTO PARTS INC.	261508	8.18
10 0109 2620 000 0000 618	drill bits for stainless	8.18
YOUNG AUTO PARTS INC.	261818	44.42
10 9010 2700 000 0000 673	Filters for #23 and #24	44.42
Vendor Name YOUNG AUTO PARTS INC.		<u>165.46</u>
Fund Number 10		<u>129,650.76</u>
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND
SPECIALTY UNDERWRITERS LLC	SW4359-2	25,894.00
22 9010 2310 000 0000 520	Quarterly Installment	25,894.00
Vendor Name SPECIALTY UNDERWRITERS LLC		<u>25,894.00</u>
UNITED GROUP INSURANCE	983	6,622.00
22 9010 2620 000 0000 523	Remaining Renewal	6,622.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name	UNITED GROUP INSURANCE	6,622.00
Fund Number	22	32,516.00
Checking Account ID	1	PHYSICAL PLANT & EQUIPMENT
GRUNWALD MECHANICAL	Fund Number 36 5445	1,737.00
36 0418 4600 000 0000 451	IES Boiler	1,737.00
GRUNWALD MECHANICAL	5446	28,946.90
36 0418 4600 000 0000 451	IES Boiler	28,946.90
Vendor Name	GRUNWALD MECHANICAL	30,683.90
Fund Number	36	30,683.90
Checking Account ID	1	192,850.66
Checking Account ID	2	Fund Number 61
OPAA! FOOD MANAGEMENT INC	IA00061028	SCHOOL NUTRITION FUND 51,041.50
61 9010 3110 000 0000 570	November Food Expenses	51,041.50
OPAA! FOOD MANAGEMENT INC	IA00061030	3,450.82
61 9010 3110 000 4557 631	FFVP November	3,450.82
Vendor Name	OPAA! FOOD MANAGEMENT INC	54,492.32
Fund Number	61	54,492.32
Checking Account ID	2	54,492.32
Checking Account ID	3	Fund Number 21
ABRAHAM LINCOLN SCHOOL	ALWRESTLING1 21124	STUDENT ACTIVITY FUND 125.00
21 0109 1400 920 6790 810	Girls Wrestling Fee	125.00
Vendor Name	ABRAHAM LINCOLN SCHOOL	125.00
AMAZON CAPITAL SERVICES, INC.	1F1R-MHX6- NTL4	149.95
21 9010 1400 920 6790 618	Mat Tape	149.95
Vendor Name	AMAZON CAPITAL SERVICES, INC.	149.95
AUDUBON HIGH SCHOOL	AUDUBONWREST LING1211	125.00
21 0109 1400 920 6790 810	Girls Wrestling Fee	125.00
Vendor Name	AUDUBON HIGH SCHOOL	125.00
BLOMSTEDT, JOHN	BLOMSTEDT112 224	150.00
21 0109 1400 920 6710 345	V/V BB Scrimmage Official	150.00
Vendor Name	BLOMSTEDT, JOHN	150.00
BROTHERS, KEITH	BROTHERS1206 24	80.00
21 0109 1400 920 6710 345	JV BBB OFFICIAL	80.00
Vendor Name	BROTHERS, KEITH	80.00
BROWNLEE, NATE	BROWNLEE1126 24	140.00
21 0109 1400 920 6710 345	JV/V GBB Official	140.00
BROWNLEE, NATE	BROWNLEE1206 24	170.00
21 0109 1400 920 6710 320	V/V Basketball Official	170.00
Vendor Name	BROWNLEE, NATE	310.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
BSN SPORTS	927604352	114.47
21 0109 1400 920 6720 618	Chain Gang Set	114.47
Vendor Name BSN SPORTS		<u>114.47</u>
CLUB'S CHOICE	INV547698	774.15
21 0109 1400 910 6210 618	Fundraising invoice	774.15
Vendor Name CLUB'S CHOICE		<u>774.15</u>
DICKINSON, DOUG	DICKINSON112524	150.00
21 0109 1400 920 6790 340	JH G WR Official	150.00
Vendor Name DICKINSON, DOUG		<u>150.00</u>
DRIVER, JAMES	DRIVER120224	170.00
21 0109 1400 920 6710 345	V/V BB Official	170.00
Vendor Name DRIVER, JAMES		<u>170.00</u>
EDIE, DUSTIN	EDIE112524	150.00
21 0109 1400 920 6790 340	JH G WR Official	150.00
Vendor Name EDIE, DUSTIN		<u>150.00</u>
ETHEN, CHRIS	ETHEN120224	170.00
21 0109 1400 920 6710 345	V/V BB Official	170.00
Vendor Name ETHEN, CHRIS		<u>170.00</u>
FIRE & SALT CO.	106	2,989.65
21 0109 1400 950 7407 618	FFA Fruit and Meat Sales	2,989.65
Vendor Name FIRE & SALT CO.		<u>2,989.65</u>
FIRST BANKCARD - HEIDI HARRIS	FBclinic2425	400.00
21 0109 1400 920 6720 810	FB Coaches Clinic Registration	400.00
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>400.00</u>
FIRST BANKCARD - OFFICE CARD 4	ALLSTATE112624	1,179.22
21 0109 1400 910 6210 580	All State Music Food/Hotel	1,179.22
FIRST BANKCARD - OFFICE CARD 4	WrestlingHot el121024	834.40
21 0109 1400 920 6790 580	West Delaware Hotel Wrestling	834.40
Vendor Name FIRST BANKCARD - OFFICE CARD 4		<u>2,013.62</u>
FRENCH, DALE	FRENCH120224	50.00
21 0109 1400 920 6710 345	JV GBB Official	50.00
FRENCH, DALE	FRENCH120624	80.00
21 0109 1400 920 6710 345	JV BBB OFFICIAL	80.00
Vendor Name FRENCH, DALE		<u>130.00</u>
GREBERT, RON	GREBERT120624	170.00
21 0109 1400 920 6710 345	V/V Basketball Official	170.00
Vendor Name GREBERT, RON		<u>170.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
IA GIRLS H.S. ATHLETIC UNION	21643	80.00
21 0109 1400 920 6645 618	XC Student Admission	80.00
Vendor Name IA GIRLS H.S. ATHLETIC UNION		<u>80.00</u>
IOWA BASKETBALL COACHES ASSOC	014050	150.00
21 0109 1400 920 6600 810	Basketball Coaches Membership	150.00
Vendor Name IOWA BASKETBALL COACHES ASSOC		<u>150.00</u>
JARRETT, DON	JERRETT11222 4	150.00
21 0109 1400 920 6710 345	HS BB Official	150.00
Vendor Name JARRETT, DON		<u>150.00</u>
JOHNSON, CONNIE	MUSICREIMB24	31.00
21 0109 1400 910 6210 810	Reimbursement	31.00
Vendor Name JOHNSON, CONNIE		<u>31.00</u>
LAVALLEUR, ROBERT	LAVALLEUR120 224	80.00
21 0109 1400 920 6710 345	JV BBB Official	80.00
Vendor Name LAVALLEUR, ROBERT		<u>80.00</u>
MARR, PARRISH	MARR112124	110.00
21 0109 1400 920 6710 345	JH BBB OFFICIAL	110.00
Vendor Name MARR, PARRISH		<u>110.00</u>
MCCREADY, BRIEN	MCCREADY1126 24	140.00
21 0109 1400 920 6710 345	JV/V GBB OFFICIAL	140.00
Vendor Name MCCREADY, BRIEN		<u>140.00</u>
MCDERMOTT, MIKE	MCDERMOTT111 924	110.00
21 0109 1400 920 6710 345	JH BBB OFFICIAL	110.00
MCDERMOTT, MIKE	MCDERMOTT120 224	80.00
21 0109 1400 920 6710 345	JV BBB OFFICIAL	80.00
Vendor Name MCDERMOTT, MIKE		<u>190.00</u>
PACE, RICK	PACE112124	110.00
21 0109 1400 920 6710 345	JH BBB OFFICIAL	110.00
Vendor Name PACE, RICK		<u>110.00</u>
SCHMITT MUSIC	6210731/6167 963	74.20
21 0109 1400 910 6220 618	Band Repairs 6210731	54.70
21 0109 1400 910 6220 618	Band Repairs 6167963	19.50
Vendor Name SCHMITT MUSIC		<u>74.20</u>
STROUGH, CHANCE	STROUGH12052 4	125.00
21 0109 1400 920 6790 340	HS Wrestleoffs Official	125.00
Vendor Name STROUGH, CHANCE		<u>125.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
TURNEY, TRENTON	TURNEY112224	75.00
21 0109 1400 920 6710 345	JV BBB OFFICIAL	75.00
TURNEY, TRENTON	TURNEY120224	50.00
21 0109 1400 920 6710 345	JV GBB OFFICIAL	50.00
TURNEY, TRENTON	TURNEY120324	110.00
21 0109 1400 920 6710 345	JH BBB OFFICIAL	110.00
TURNEY, TRENTON	TURNEY120924	110.00
21 0109 1400 920 6710 345	JH BBB OFFICIAL	110.00
TURNEY, TRENTON	TURNEY121024	110.00
21 0109 1400 920 6710 345	JH BBB OFFICIAL	110.00
Vendor Name TURNEY, TRENTON		<u>455.00</u>
VARSITY SPIRIT FASHION	91801812	2,487.35
21 0109 1400 920 6600 618	BB Cheer Uniforms	2,487.35
Vendor Name VARSITY SPIRIT FASHION		<u>2,487.35</u>
VAUGHN, JEROME	VAUGHN120224	170.00
21 0109 1400 920 6710 345	V/V BB OFFICIAL	170.00
Vendor Name VAUGHN, JEROME		<u>170.00</u>
WEST DELAWARE HIGH SCHOOL	WDWrestling1 21124	120.00
21 0109 1400 920 6790 810	JV/V Boys Wrestling (JV - 4 wrestlers)	120.00
Vendor Name WEST DELAWARE HIGH SCHOOL		<u>120.00</u>
WIEGEL, SHANE	WIEGEL112624	140.00
21 0109 1400 920 6710 345	JV/V GBB OFFICIAL	140.00
Vendor Name WIEGEL, SHANE		<u>140.00</u>
WILLIAMS, AARON	WILLIAMS1206 24	170.00
21 0109 1400 920 6710 345	V/V BB OFFICIAL	170.00
Vendor Name WILLIAMS, AARON		<u>170.00</u>
WOOD, JACOB	WOOD112524	140.00
21 0109 1400 920 6790 340	JH Wrestling - Medical	140.00
Vendor Name WOOD, JACOB		<u>140.00</u>
WRIGHT, TOM	WRIGHT112224	150.00
21 0109 1400 920 6710 345	HS BB OFFICIAL	150.00
Vendor Name WRIGHT, TOM		<u>150.00</u>
Fund Number 21		<u>13,244.39</u>
Checking Account ID 3		<u>13,244.39</u>

Board Policies 210-218
5 Year Review: December 2024/January 2025

210 - Board of the Directors' Meetings

210.1 - Annual Meeting

Each year at a regular or special meeting held after August 31, but before the organizational meeting the board will hold its annual meeting.

At the annual meeting, the board will examine the financial books and settle the secretary's and treasurer's statements for the fiscal year ending the preceding June 30 and transact such other business as may properly come before it. As part of the annual reports, the treasurer will present affidavits from depository banks.

The board may also appoint the board's legal counsel.

Legal Reference: ~~Iowa Code §§ 279.1, .3, .33.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~ **December 18, 2024**

Revised September 27, 2021

210.2 - Organizational Meeting

The board will hold its organizational meeting in odd-numbered years at the first regular meeting following the canvass of votes. Notice of the meeting's place and time will be given by the board secretary to each member, member-elect and the public.

The purpose of the meeting is to transfer material and responsibility from the outgoing board to the new board. At the meeting, the board will elect a president and vice president who will hold office for one year. Once elected, the president and vice president will be entitled to vote on all matters before the board.

Meeting Procedure

The organizational meeting of the board will be held in two parts: the final meeting of the outgoing board, and the organizational meeting of the new board.

- I. Call to Order
- II. Roll Call

III. Communications

- A. Visitors
- B. Correspondence
- C. Other

IV. Consent Agenda

- A. Agenda
- B. Approval of Minutes from Previous Meeting
- C. Claims
- D. Financial Reports

V. Business of the Retiring Board of Directors

- A.
- B.

VI. Review of election results. The board secretary will present the county auditor's official report on the latest elections. Official results are recorded in the minutes.

VII. Adjournment of the Retiring Board of Directors

VIII. Business of the New Board of Directors

- A. Organizational Meeting of the Board of Directors (The board secretary, as president pro tem, will preside over the meeting until a new board president is elected.)
 - 1. Call to Order
 - 2. Roll Call
 - 3. Oath of office. The board secretary will administer the oath to new members.
 - 4. Election of Board Officers (Election of a president of the board. The president pro tem will call for a motion to elect the board president, with the process to continue until a board member is elected as board president following a motion and second. The board secretary will administer the oath of office to the newly elected president and the newly elected president will assume the chair. Election of the vice-president. The president of the board will call for a motion to elect the board vice-president, with the process to continue until a board member is elected as board vice-president following a motion and second. The board president will administer the oath of office to the newly elected vice-president.)
 - 5. Review of Board Member Code of Ethics
 - 6. Appoint Board Member to County Conference Board(s)
 - 7. Make Appointments to Other Board Committees
 - 8. Reaffirm Dates, Place, & Time of Regular Board Meetings

B. New Business

- 1.
- 2.

IX. Reports

- A. Administrative
- B. Upcoming Events and Meetings

X. Adjournment

Vacancies in Officer Positions

If any office of the board should become vacant between organizational meetings, such office will be filled by the remaining members of the board in accordance with this policy.

Approved: March 26, 2018

Reviewed: ~~September 27, 2021~~

December 18, 2024

Revised: March 26, 2018

210.3 - Regular Meeting

The regular meeting time and date will be set by the board at its annual meeting in even-numbered years or organizational meeting in odd-numbered years.

~~In general, the regular meetings of the board will be held on the second and fourth Mondays of each month. The board will adopt the official meeting schedule through September of each year at its organizational meeting.~~ ¶ Meetings will begin promptly at 5:30 p.m. The board will adhere to this meeting date schedule unless the board requires additional meetings or, due to circumstances beyond the board's control, the meeting cannot be held on the regular meeting date, and the meeting will be re-scheduled at the board's convenience.

Meetings will be held in the meeting place officially designated by the board, which will be accessible to the public. Public notice of the meetings will be given.

Legal Reference: ~~Iowa Code §§ 21.3, .4; 279.1~~

Approved: March 26, 2018

Reviewed: ~~September 27, 2021~~ December 18, 2024

Revised: ~~March 26, 2018~~ January 15, 2025

210.4 - Special Meeting

It may be necessary for the board to conduct a special meeting in addition to the regularly scheduled board meeting. Special meetings may be called by the president of the board or by the board secretary at the request of a majority of the board.

Should a special meeting be called, public notice will be given. If the special meeting called is an emergency meeting and the board cannot give public notice in its usual manner, the board will give public notice of the meeting as soon as practical and possible in light of the situation. Emergency meetings will only be held when an issue cannot wait twenty-four hours necessary for a special meeting. The reason for the emergency meeting and why notice in its usual manner could not be given will be stated in the minutes.

Only the purpose or issue for which the special meeting was called may be discussed and decided in the special meeting. The board will strictly adhere to the agenda for the special meeting and action on other issues will be reserved for the next regular or special board meeting.

Legal Reference: Iowa Code §§ ~~21.3, .4; 279.2.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~ **December 18, 2024**

Revised March 26, 2018

210.5 - Work Sessions

The board, as a decision making body, is confronted with a continuing flow of problems, issues and needs which require action. While the board is determined to expedite its business, it is also mindful of the importance of planning, brainstorming and thoughtful discussion without action. Therefore, the board may schedule work sessions and retreats in order to provide its members and the administration with such opportunities. The board has the authority to hire an outside facilitator to assist them in work sessions.

Topics for discussion and study will be announced publicly, and work sessions and retreats will be conducted in open session. However, no board action will take place at the work session.

Legal Reference: Iowa Code §§ ~~21; 279.8.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~ **December 11, 2024**

Revised March 26, 2018

210.6 - Meeting Notice

Public notice will be given for meetings and work sessions held by the board. Public notice will indicate the time, place, date and tentative agenda of board meetings. The public notice will be posted ~~on the bulletin board in the central administration office~~ **in a prominent place clearly**

designated for posting agendas in the central administration office, and on an exterior facing door/window so that community members may see the agenda when the building is physically closed. The agenda will be posted at least 24 hours before ~~it~~ the meeting is scheduled.

A copy of the public notice will be provided to those who have filed a request for notice with the secretary. ~~These requests for notice must be in writing.~~ A copy of the public notice will also be accessible to employees and students.

In the case of special meetings, public notice will be given in the same manner as for a regular meeting unless it is an emergency meeting. In that case, public notice of the meeting will be given as soon as practical and possible in light of the situation. The media and others who have requested notice will be notified of the emergency meeting. Attendance at a special meeting or emergency meeting by the media or board members will constitute a waiver of notice.

It is the responsibility of the board secretary to give public notice of board meetings and work sessions.

~~Legal Reference: Iowa Code §§ 21.2-.4; 279.1, .2.; Dobrovolny v. Reinhardt, 173 N.W.2d 837 (Iowa 1970).~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

Revised ~~March 26, 2018~~

December 18, 2024

January 15, 2025

210.7 - Quorum

Action by the board regarding the affairs of the school district may be taken only when a quorum, a majority of the board members, is in attendance at the board meeting. While in person participation is encouraged, board members may attend meetings either in person or electronically provided each member can hear and be heard in real time by all members present and the public. While board members are encouraged to attend board meetings, three (3) members will constitute a quorum and are a sufficient number to transact business of the school corporation. The adjournment of a meeting may be executed without a quorum.

An affirmative vote of a majority of the votes cast is sufficient to pass a motion or take action unless law or board policy requires a vote of a greater number.

It is the responsibility of each board member to attend board meetings.

~~Legal Reference: Iowa Code §§ 21.5(1); 279.4.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~ December 18, 2024

Revised March 26, 2018

210.8 - Rules of Order

An orderly board meeting allows the board members to participate in the discussion and decision process on an issue confronting the school district. Rules of order for board meetings allow school district business and the relative information concerning the business to be brought to the attention of the board. They also allow the board to discuss, act upon and make a clear record of school district business in a regular, ordered, reasonable and consistent manner.

The board will follow Robert's Rules of Order, Revised, latest edition as modified by this policy and subsequent rule.

The purpose of modified rules adopted by the board are:

- To establish guidelines by which the business of the governing board can be conducted in a regular and internally consistent manner;
- To organize the meetings so all necessary matters can be brought to the board and decisions of the board can be made in an orderly and reasonable manner;
- To ensure members of the board, concentrating on the substantive issues at hand, have the necessary information to make decisions, and to ensure adequate discussion of decisions to be made; and,
- To ensure meetings and actions of the board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

It is the responsibility of each board member to follow the rules of order stated in this policy at each meeting, and it is the responsibility of the presiding officer to conduct the board meeting within these rules.

~~Legal Reference: Iowa Code §§ 21.2, .7; 279.8.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

December 18, 2024

Revised March 26, 2018

210.8R1-Regulation Rules of Order

The following rules of procedure have been adopted by the board at the annual or organizational meeting:

1. Board members need not rise to gain the recognition of the board president.
2. All motions will be made as a positive action.
3. A motion will be adopted or carried if it receives an affirmative vote from more than half of the votes cast. Only "yes" and "no" votes are counted in this calculation. It should be noted that some motions require larger numbers of affirmative votes, such as to move into a closed session.

4. All motions shall receive a second, prior to opening the issue for discussion of the board. If a motion does not receive a second, the board president may declare the motion dead for lack of a second.
5. The board president may decide the order in which board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions.
6. The board president shall rule on all motions that come before the board.
7. The board president may rule on points of order brought before the board.
8. The board president shall have complete authority to recognize a member of the audience regarding a request to participate in the board meeting. Members of the public who wish to participate shall follow board policy.
9. The board president has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting.
10. The board president has the same authority and responsibility as each board member to vote on all issues

Approved September 27, 2021

Reviewed ~~September 27, 2021~~

December 18, 2024

Revised

210.9 Board Meeting Agenda

The tentative agenda for each board meeting will state the topics for discussion and action at the board meeting. The agenda is part of the public notice of the board meeting and will be posted and distributed.

It is the responsibility of the board president and superintendent to develop the agenda for each board meeting. Persons requesting to place an item on the agenda must make a request to the superintendent prior to the drafting of the tentative agenda. The person making the request must state the person's name, address, purpose of the presentation, action desired and pertinent background information. Requests from the public may be added to the tentative agenda at the discretion of the superintendent after consultation with the board president. Requests received after the deadline may only be added to the agenda for good cause.

The tentative agenda and supporting documents will be sent to the board members prior to the scheduled board meeting. These documents are the private property of the board member. Persons wishing to view the tentative agenda and supporting documents may do so at the central administration office.

The board will take action only on the items listed on the tentative agenda posted with the public notice. Items added to the agenda may be discussed or taken under advisement by the board. If an added item is acted upon, the minutes of the board meeting will state the reason justifying the immediate action.

~~Legal Reference: Iowa Code §§ 21; 279.8.~~

Approved March 26, 2018

~~Reviewed September 27, 2021~~

December 18, 2024

Revised March 26, 2018

210.9E1 - Order of Regular Board of Directors Meeting

The board shall conduct an orderly board meeting. The board will, at all regular board meetings, follow an agenda order similar to the following:

REGULAR SCHOOL BOARD MEETING
RED OAK COMMUNITY SCHOOL DISTRICT
MEETING LOCATION: High School Media Center
2011 N 8th St
RED OAK, IOWA 51566
MONDAY, ----, 20--
7:00 P.M.

MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Communications
 - A. Visitors
 - ~~B. Correspondence~~
 - C. Other
- IV. Consent Agenda
 - A. Agenda
 - B. Minutes from Previous Meeting
 - C. Claims
 - D. Financial Reports
 - E. Personnel Considerations
 - F. Out of State Trips
 - G. Contract Renewals
- V. General Business of the Board of Directors

Old Business

1.

B. New Business

1.

VI. Reports

A. Administrative

B. Upcoming Events and Meetings

VII. Adjournment

210.10 - Consent Agenda

The board must often consider agenda items which are noncontroversial or similar in content. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school buildings and grounds, open enrollment requests or approval of various schedules.

In order for a more efficient administration of board meetings, the board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

The superintendent in consultation with the board president and board secretary shall place items on the consent agenda. By using a consent agenda, the board has consented to the consideration of certain items as a group under one resolution. Items may be removed from the consent agenda at the request of a board member.

Nothing in this policy is to be construed as an attempt to avoid full compliance with laws dealing with open meetings or public notice of the agenda and meeting.

~~Legal Reference: Iowa Code §§ 21; 279.8.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

December 18, 2024

Revised March 26, 2018

211 - Open Meetings

A gathering of a majority of board members either in person or electronically in which deliberation of an issue within the jurisdiction of the board takes place is a board meeting. A gathering for the purpose of social or ministerial action will not constitute a board meeting unless a discussion of policy takes place. Meetings of the board will be conducted in an open meeting unless a closed session is authorized by law or the meeting is exempt from the open meetings law.

~~Legal Reference: Iowa Code §§ 21, 279.1-2.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

December 18, 2024

Revised March 26, 2018

212 - Closed Sessions

Generally, board meetings will be open meetings, unless a closed session or exempt meeting is provided for by law. The board will hold a closed session or exempt meeting only when a closed session or exempt meeting is permitted under Iowa law.

Closed sessions take place as part of an open meeting. **The board may enter into a closed session for any reason permitted by law.**

¶ The item for discussion in the closed session will be listed as part of the tentative agenda on the public notice **with the full text of the Iowa Code citation reference stated on the agenda.** The motion for a closed session, stating the purpose for the closed session, will be made and seconded during the open meeting. A minimum of two-thirds of the board, or all of the board members present, must vote in favor of the motion on a roll call vote. Closed sessions will be ~~tape~~ recorded and have detailed minutes kept by the board secretary. **No voting will take place in the closed session.** Final action on matters discussed in the closed session will be taken in an open meeting.

The minutes and the ~~tape~~ recording will restate the motion made in the open meeting, the roll call vote, the members present, and the time the closed session began and ended. The ~~tape~~ recordings and the written minutes will be kept for one year from the date of the meeting. Real estate related minutes and tapes will be made public after the real estate transaction is completed.

The detailed minutes and ~~tape~~ recording will be sealed and will not be public records open to public inspection. The minutes and tape recording will only be available to board members or opened upon court order in an action to enforce the requirements of the open meetings law. The board has complete discretion as to whom may be present at a closed session, **but generally closed sessions will be limited to the board, a recording secretary and the superintendent if indicated.**

Reasons for the board entering into a closed session from an open meeting include, but are not limited to, the following:

1. To review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for the board's possession or receipt of federal funds.
2. To discuss strategy with legal counsel in matters presently in litigation, or where litigation is imminent, if disclosure would be likely to prejudice or disadvantage the board.
3. To discuss whether to conduct a hearing, or conduct a hearing for suspension or expulsion of a student, unless an open meeting is requested by the student or the parent of the student.
4. To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when a closed session is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
5. To discuss the purchase or sale of particular real estate, but only when premature disclosure could be reasonably expected to increase.
6. To discuss the price the board would have to pay for property, or in case of a sale reduce the price the board could receive for property.

Legal Reference: ~~Iowa Code §§ 20.17; 21; 22.7; 279.15, .16, .24.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

December 18, 2024

Revised ~~September 27, 2021~~

January 15, 2025

213 - Exempt Meetings

Generally, board meetings will be open meetings, unless a closed session or exempt meeting is provided for by law. The board will hold a closed session or exempt meeting only when a closed session or exempt meeting is permitted under Iowa law.

Board meetings at which a quorum is not present, or gatherings of the board for purely ministerial or social purposes when there is no discussion of policy or no intent to avoid the purposes of the open meetings law, are exempt from the open meetings law requirements. **Since gatherings of this type are exempt from the open meetings requirements, they can be held without public notice, be separate from an open meeting, be held without recording the gathering or taking minutes, and be held without a vote or motion.** The board may also hold an exempt session for the reasons outlined in Iowa law:

1. **Negotiating sessions, strategy meetings of public employers or employee organizations, mediation and the deliberative process of arbitration;**
2. **to discuss strategy in matters relating to employment conditions of employees not covered by the collective bargaining law;**

3. to conduct a private hearing relating to the recommended termination of a teacher's contract. The private hearing however, in the teacher's contract termination will be recorded verbatim by a court reporter; and
4. to conduct a private hearing relating to the termination of a probationary administrator's contract or to review the proposed decision of the administrative law judge regarding the termination of an administrator's contract.

Since gatherings of this type are exempt from the open meetings requirements, they can be held without public notice, be separate from an open meeting, be held without taping the gathering or taking minutes, and be held without a vote or motion.

Legal Reference: ~~Iowa Code §§ 20.17; 21; 22.7; 279.15, .16, .24.~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

Revised ~~March 26, 2018~~

December 18, 2024

January 15, 2025

214 - Public Hearings

214.1 - Public Participation in Board Meetings

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board will set aside specific time for public comment.

Public Comment During Board Meetings

Citizens wishing to address the board during public comment must notify the board secretary or superintendent prior to the board meeting. The board president will recognize these individuals to make their comments at the appropriate time during public comment. Citizens wishing to present petitions to the board may also do so at this time. However, the board will only receive the petitions and not act upon them or their contents.

The board has the discretion to limit the amount of time set aside for public participation. Normally, speakers will be limited to two (2) minutes with a total allotted time for public participation of thirty (30) minutes. However, the board president may modify this time limit, if deemed appropriate or necessary. Public comment is a time set aside for community input, but the board will not discuss or take any action on any matter during public comment. Public comment shall be limited to regular board meetings and will not be routinely held during special board meetings or board work sessions.

Petitions to Place a Topic on the Agenda

Individuals who wish for an item to be placed on the board agenda may submit a valid petition to the board. For a petition to be valid, it must be signed by at least 500 eligible electors of the district, or ten percent of the individuals who voted in the last school election, whichever number is lower.

Upon receiving a valid petition to the board to place a proposal on the next board agenda for public hearing, the board will place the proposal identified in the petition on the agenda of the next regular meeting, or a special meeting held within 30 days of receipt of the petition. The board will provide a sign-up sheet for all individuals who wish to speak on the proposal, and individuals will be called to speak in order of sign-up. The sign-up sheet will require each individual to list their legal name and mailing address. Each speaker will be limited to an amount of time established by the board president that is reasonable and necessary based on the number of speakers signed up. The same time limit will apply to all speakers on the proposal. Each individual will be limited to one opportunity to speak. The board maintains absolute discretion on whether or not to discuss or act on the public comments made on the proposal. If a petition is related to curriculum, the district maintains discretion to determine whether to stop teaching that curriculum until the board holds the public hearing to discuss the curriculum.

The orderly process of the board meeting will not be interfered with or disrupted. Only those speakers recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or any other individual causing disruption may be asked to leave the board meeting.

The board has a significant interest in maintaining the decorum of its meetings, and it is expected that members of the public and the board will address each other with civility. The orderly process of the board meeting will not be interfered with or disrupted by public comment. Only individuals recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or any other individual causing disruption may be asked to leave the board meeting. Defamatory comments may be subject to legal action.

Individuals who have a complaint about employees may bring their complaint to the board only after they have followed board policy addressing citizens' complaints. Students who have a complaint may only bring their complaint to the board after they have followed board policy addressing students' complaints.

Approved March 26, 2018

Reviewed ~~August 2, 2023~~ **December 18, 2024**

Revised August 2, 2023

~~214.1R1 – General Complaints by Citizen Regulations~~

~~The board recognizes that concerns regarding the operation of the school district will arise. The board further believes that constructive criticism can assist in improving the quality of the~~

~~education program and in meeting individual student needs more effectively. The board also places trust in its employees and desires to support their actions in a manner which frees them from unnecessary or unwarranted criticism and complaints.~~

~~Procedures for dealing with complaints concerning programs or practices should be governed by the following principles:~~

- ~~• where action/investigation is desired by the complainant, or where it seems appropriate, the matter should be handled as near the source as possible;~~
- ~~• complaints should both be investigated and, if possible, resolved expeditiously;~~
- ~~• complaints should be dealt with courteously and in a constructive manner; and,~~
- ~~• individuals directly affected by the complaint should have an opportunity to respond.~~

~~Specific procedures for handling complaints may be established in policies. The board, consistent with its board policy-making role, will deal with complaints concerning specific schools, programs or procedures only after the usual channels have been exhausted. Complaints regarding employees or complaints by students will follow the more specific policies on those issues.~~

~~When a complaint requiring attention is received by the board or a board member, it will be referred to the superintendent. After all of the channels have been exhausted, the complainant may appeal to the board by requesting a place on the board agenda or during the public audience portion of the board meeting. If the complainant appeals to the board, the appeal will be in writing, signed and explain the process followed by the complainant prior to the appeal to the board. It is within the board's discretion to determine whether to hear the complaint.~~

~~Legal Reference: [Iowa Code § 279.8](#)~~

214.2 Public Complaints (new policy)

The board recognizes situations may arise in the operation of the school district which are of concern to parents and other members of the school district community.

The board firmly believes concerns should be resolved at the lowest organizational level by those individuals closest to the concern. Whenever a complaint or concern is brought to the attention of the board it will be referred to the administration to be resolved. Prior to board action however, the following should be completed:

- a. Matters should first be addressed to the teacher or employee.
- b. Unsettled matters from (a) above or problems and questions about individual attendance centers should be addressed to the employee's building principal.
- c. Unsettled matters from (b) above or problems and questions concerning the school district should be directed to the superintendent.
- d. If a matter cannot be settled satisfactorily by the superintendent, it may then be brought to the board for consideration. To bring a concern, the individual shall notify the board

president or board secretary in writing, who may bring it to the attention of the entire board.

Parents, guardians and community members of the district who have concerns about the district or the board may refer to the student handbook for additional guidance from the Iowa Department of Education.

It is within the discretion of the board to address complaints from the members of the school district community, and the board will only consider whether to address complaints if they are in writing, signed, and the complainant has complied with this policy. The board is not obligated to address a complaint and may defer to the decision of the superintendent. If the board elects not to address a complaint, the decision of the superintendent shall be final. If the board does elect to address a complaint, its decision shall be final.

Approved
Reviewed
Revised

215 - Public Hearings

Public hearings may be held on school district matters at the discretion of the board. Public notice of a public hearing will be in the same manner as for a board meeting except that the notice will be given at least ten days before the hearing is to be held unless it is impossible or impractical to do so or the law requires otherwise.

At public hearings, citizens of the district who register at the door will be allowed to speak on the issue for which the public hearing is being held. Others may be allowed to speak at the board's discretion. Speakers are asked to keep their remarks as brief as possible. Prior to the beginning of the hearing, speakers and spectators will be apprised of the rules of order to be followed regarding time limitations, questions, remarks and rebuttals. In no event will a speaker be allowed to take the time of another speaker.

The board will conduct public hearings in an orderly fashion. At the beginning of the hearing, statements, background materials and public hearing rules and procedures will be presented by the board president. The board president will recognize the speakers. A board member may ask questions of the speakers after receiving permission from the board president. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the board or the proceedings will be asked to leave.

The board may take action on the subject at the public hearing, after all presentations have been made, or at a later meeting.

Legal Reference: ~~Iowa Code §§ 21; 24.9; 26.12; 279.8; .10; 297.22.~~

Approved March 26, 2018
Reviewed ~~September 27, 2021~~
Revised March 26, 2018

December 18, 2024

216 - Board of Directors' Records

216.1 - Board of Directors' Records

The board will keep and maintain permanent records of the board including, but not limited to, records of the minutes of board meetings and other required records of the board.

It is the responsibility of the board secretary to keep the minutes of the board meetings. The minutes of each board meeting will include, at a minimum, the following items: a record of the date, time, place, members present, action taken and the vote of each member, and the schedule of bills allowed will be attached. This information will be available within two weeks of the board meeting and forwarded to the newspaper designated as the official newspaper for publication. The information does not need to be published within two weeks. The schedule of bills allowed may be published on a once monthly basis in lieu of publication with the minutes. The permanent records of the board minutes may include more detail than is required for the publication of the minutes.

Minutes waiting approval at the next board meeting will be available for inspection at the central administration office after the board secretary transcribes the notes into typewritten material which has been proofread for errors and retyped.

~~Legal Reference: Iowa Code §§ 21; 22; 279.8; .35; .36; 291.6; .7; 618.3
281 I.A.C. 12.3(1).~~

Approved March 26, 2018
Reviewed ~~September 27, 2021~~
Revised March 26, 2018

December 18, 2024

216.1E1 - Board Meeting Minutes

A complete and accurate set of minutes of each regular and special board meeting shall be kept to comply with all legal requirements.

The board minutes should reflect the following:

1. The place, date, and time of each meeting.
2. The type of meeting--regular, special, emergency, work session.
3. Members present and members absent, by name.
4. The call to order and adjournment.
5. The departure of members by name before adjournment.

6. The late arrival of members, by name.
7. The time and place of the next meeting.
8. Approval, or amendment and approval, of the minutes of the preceding meeting.
9. Complete information as to each subject of the board's deliberation and the action taken.
10. The maker and seconder of the motion, what action was taken, and the vote on the motion detailed enough to attribute a vote to each member present.
11. Complete text of all board resolutions, numbered consecutively for each fiscal year.
12. A record of all contracts entered into, with the contract documents kept in a separate file.
13. A record of all change orders on construction contracts.
14. All employment changes, including resignations or terminations.
15. A record, by number, of the bills of account approved by the board for payment.
16. A record of all calls for bids, bids received, and action taken thereon.
17. Approval of all transfers of funds from one budgetary fund to another.
18. Important documents forming a part of a motion should be made a part of the minutes by exhibit and placed in the minute book along with the minutes.
19. Board policy and administrative guides should be made a part of the minutes by exhibit.
20. Adoption of textbooks and establishment of bus routes by the board for the school year as well as the school calendar should become a part of the minutes.
21. Approval or disapproval of open enrollment requests with justification for disapproval or approval after the deadline.
22. A record of all delegations appearing before the board and a record of all petitions.
23. At the annual meeting each year the record should indicate that the books of the treasurer and secretary and the Certified Annual Report have been examined and approved subject to audit.
24. The election or appointment of board officers.
25. The appointment of auditors to examine the books.

At the annual or organizational meeting in odd-numbered years, the board minutes should reflect the following:

1. Appointment of a temporary chairperson if not specified in policy.
2. Oath of office administered to newly elected board members.
3. Nominations taken for the office of president and vice-president.
4. Election of the president and vice-president, the votes and the oath of office administered to the president and vice-president.
5. The resolution to pay bills when the board is not in session.
6. A resolution to automatically disburse payroll along with a roster of all employees under contract.
7. A resolution naming depositories along with the maximum deposit for each depository.
8. Resolution authorizing the use of a check protector and signer and the proper control of the signer.
9. Motion designating a member or a committee to examine the bills of account for a designated period of time on a rotation basis if desired for the balance of the school year.
10. Voting rotation when a roll call vote is used if so desired by the board.

A copy of the minutes shall be sent to each member of the board before the next regularly scheduled meeting. The board secretary shall furnish a copy of the proceedings as indicated by the minutes within a reasonable amount of time following the adjournment of the meeting to the school district's official newspaper for publication.

Minutes shall be kept in an official record book specified for that purpose and shall be kept on file as the official record of legislation of the school district and shall be open to public inspection. Examination of the official record book by any citizen or group of citizens must be made at the location where the school district maintains the records and under the jurisdiction of the board secretary.

A complete and accurate set of minutes will be made of each meeting and/or session of the board as required by law. A complete and accurate set of minutes and complete audio recordings will be made of each closed session of the board as required by law. The board secretary will be custodian of the minutes and audio recordings from a closed session, which shall be maintained as required by law.

Legal Reference: Iowa Code §§ 21; 22; 279.8, .35, .36; 291.6, .7; 618.3
281 I.A.C. 12.3(1).

Approved March 26, 2018

Reviewed ~~September 27, 2021~~ **December 18, 2024**

Revised March 26, 2018

217 - Board of Directors' Members Compensation and Expenses

As an elected public official, the board member is a public servant who serves without compensation. Board members will be reimbursed for actual and necessary expenses incurred in the performance of their official duties as allowed by law.

Prior to reimbursement of actual and necessary expenses, the board member must submit a detailed receipt indicating the date, purpose and nature of the expense for each claim item. A credit card receipt is generally not considered a detailed receipt. Failure to provide a detailed receipt will make the expense nonreimbursable. In exceptional circumstances, the board may allow a claim without proper receipt. Written documentation explaining the exceptional circumstances will be maintained as part of the school district's record of the claim.

Personal expenses will be reimbursed by the board member to the school district no later than ten working days following the date of the expense.

It is the responsibility of the board secretary to compile the expenses of board members and bring them to the board for audit and approval in the same manner as other claims of the school district. It is the responsibility of the board to determine through the audit and approval process of the board whether the expenses incurred by a board member are actual and necessary expenses incurred in the performance of their official duties.

Legal Reference: ~~Iowa Code §§ 68B; 277.27; 279.7A, .8, .32.~~

Approved March 26, 2018

Reviewed September 27, 2021 **December 18, 2024**

Revised March 26, 2018

218 - Gifts to Board of Directors

Board members may receive a gift on behalf of the school district. Board members will not, either directly or indirectly, solicit, accept or receive a gift, series of gifts or an honorarium unless the donor does not meet the definition of “restricted donor” **stated below** ~~as outlined in Iowa law~~ or the gift or honorarium does not meet the definition of “gift” or “honorarium” as ~~outlined in Iowa law~~ **stated below**. Board members may receive nonmonetary gifts of a value less than \$3.00 if the donor does not intend to influence the board member’s professional judgment.

A "restricted donor" is defined as a person or other entity which:

- Is seeking to be or is a party to any one or any combination of sales, purchases, leases or contracts to, from or with the school district;
- Will be directly and substantially affected financially by the performance or nonperformance of the board member's official duty in a way that is greater than the effect on the public generally or on a substantial class of persons to which the person belongs as a member of a profession, occupation, industry or region; or
- Is a lobbyist or a client of a lobbyist with respect to matters within the school district's jurisdiction.

A "gift" is the giving of anything of value in return for which something of equal or greater value is not given or received. However, "gift" does not include any of the following:

- Contributions to a candidate or a candidate's committee;
- Information material relevant to a board member's official function, such as books, pamphlets, reports, documents, periodicals or other information that is recorded in a written, audio or visual format;
- Anything received from a person related within the fourth degree by kinship or marriage, unless the donor is acting as an agent or intermediary for another person not so related;
- An inheritance;
- Anything available or distributed to the general public free of charge without regard to the official status of the board recipient;
- Items received from a charitable, professional, educational or business organization to which the board member belongs as a dues paying member if the items are given to all members of the organization without regard to an individual member's status or positions

held outside of the organization and if the dues paid are not inconsequential when compared to the items received;

- Actual expenses of a board member for food, beverages, travel and lodging for a meeting, which is given in return for participation in a panel or speaking engagement at the meeting when the expenses relate directly to the day or days on which the board member has participation or presentation responsibilities;
- Plaques or items of negligible resale value given as recognition for public service;
- Nonmonetary items with a value of less than three dollars that are received from any one donor during one calendar day;
- Items or services solicited or given to a state, national or regional organization in which the state of Iowa or a school district is a member for purposes of a business or educational conference, seminar or other meeting or solicited by or given to state, national or regional government organizations whose memberships and officers are primarily composed of state or local government officials or employees for purposes of a business or educational conference, seminar or other meeting;
- Items or services received by members or representatives of members as part of a regularly scheduled event that is part of a business or educational conference, seminar or other meeting that is sponsored and directed by any state, national or regional government organization in which the state of Iowa or a political subdivision of the state of Iowa is a member or received at such an event by members or representatives of members of state, national or regional government organizations whose memberships and officers are primarily composed of state or local government officials or employees;
- Funeral flowers or memorials to a church or nonprofit organization;
- Gifts which are given to a public official for the public official's wedding or twenty-fifth or fiftieth wedding anniversary;
- Payment of salary or expenses by a board member's employer or the firm in which the board member is a member for the cost of attending a meeting of a subunit of an agency when the board member whose expenses are being paid serves on a board, commission, committee, council or other subunit of the agency and the board member is not entitled to receive compensation or reimbursement of expenses from the school district;
- Gifts other than food, beverages, travel and lodging received by a board member which are received from a person who is a citizen of a country other than the United States and is given during a ceremonial presentation or as a result of a custom of the other country and is of personal value only to the board member; or
- Actual registration costs for informational meetings or sessions which assist a public official or public employee in the performance of the person's official functions. The costs of food, drink, lodging and travel are not "registration costs" under this paragraph. Meetings or sessions which a public official or public employee attends for personal or professional licensing purposes are not "informational meetings or sessions which assist a public official or public employee in the performance of the person's official functions" under this paragraph.

An "honorarium" is anything of value that is accepted by, or on behalf of, a board member as consideration for an appearance, speech or article. An honorarium does not include any of the following:

- Actual expenses of a board member for registration, food, beverages, travel or lodging for a meeting, which is given in return for participation in a panel or speaking engagement at a meeting when the expenses relate directly to the day or days on which the board member has participation or presentation responsibilities;
- A nonmonetary gift or series of nonmonetary gifts donated within thirty days to a public body, an educational or charitable organization or the department of general services; or
- A payment made to a board member for services rendered as part of a private business, trade or profession in which the board member is engaged if the payment is commensurate with the actual services rendered and is not being made because of the person's status as a board member but, rather, because of some special expertise or other qualification

It is the responsibility of each board member to know when it is appropriate to accept or reject gifts or honorariums.

~~Legal Reference: [Iowa Code ch. 68B.](#)~~

Approved March 26, 2018

Reviewed ~~September 27, 2021~~

Revised ~~March 26, 2018~~

December 18, 2024

January 15, 2025

AGREEMENT FOR SHARING INTERSCHOLASTIC ACTIVITY

Between the Red Oak CSD and East Mills CSD

This Agreement for Sharing Interscholastic Activity ("Agreement") is made by and between the Red Oak Community School District ("Red Oak") and the East Mills Community School District ("East 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' 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 (East 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 (East Mills) will reimburse the host school district (Red Oak) \$250 per participant. The sending school district (East 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 East Mills, East 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 2024-2025 school year, commencing on July 1, 2024, and continuing until June 30, 2025. 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

East Mills Community School District

Board President

Date

NOLTE, CORNMAN & JOHNSON P.C.
Certified Public Accountants
(a professional corporation)
115 North 3rd Avenue West, Newton, Iowa 50208-3218
Telephone (641) 792-1910

December 3, 2024

To the Board of Education and Administration of
Red Oak Community School District

We have audited the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the Red Oak Community School District for the year ended June 30, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, Government Auditing Standards and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter dated October 26, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered Red Oak Community School District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on each major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether Red Oak Community School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with the Uniform Guidance, we examined, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on Red Oak Community School District's compliance with those requirements.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant account policies used by the District are described in Note 1 to the financial statements. All significant transactions have been recognized in the financial statements in the proper period.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For the purpose of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 3, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquires of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge

we obtained during the audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on supplementary information, including the Schedule of Expenditures of Federal Awards required by the Uniform Guidance, which accompanies the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or the financial statements themselves. In our opinion, the supplementary information, including the Schedule of Expenditure of Federal Awards, is fairly stated in all material aspects in relation to the financial statements taken as a whole.

Restriction on Use

This information is intended solely for the use of the Board of Education and management of Red Oak Community School District and is not intended to be and should not be used by anyone other than these specified parties.

Management comments include:

1) Segregation of Duties indicating that one person had control over cash, investments, receipts, disbursements, capital assets, wire transfers, financial reporting and journal entries. *

Federal Award comments include:

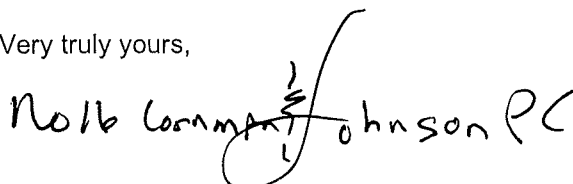
1) Segregation of Duties indicating that one person had control over cash, investments, receipts, disbursements, capital assets, wire transfers, financial reporting and journal entries. *

Statutory audit findings include:

- 1) Certified Budget indicating the District exceeded the amended certified budget amounts in the instruction, non-instructional programs and other expenditures functions, as well as in total.
- 2) Board Minutes indicating an instance of a closed session for which the minutes did not include the vote of each member on the question of holding the closed session.
- 3) Certified Enrollment indicating the enrollment data certified to the Iowa Department of Education was overstated by 2.50 students. *

* Indicates a repeat comment from the 2022 audit

Very truly yours,

A handwritten signature in black ink that reads "Nolte Cornman & Johnson P.C." The signature is written in a cursive, flowing style.

Nolte, Cornman & Johnson P.C.



CARTER SURVEYING & CONSTRUCTION SERVICES

PROPOSAL FOR SURVEYING SERVICES FOR

Red Oak Community School District

Topographic Surveys

-Inman Elementary School

-Legion Park Football/Baseball Fields

-High School Sports Complex

December 10, 2024

CARTER SURVEYING & CONSTRUCTION SERVICES

8755 NE 27TH AVE ● ALTOONA, IA ● 515-343-6756 ● WWW.CARTERSURVEY.COM

Dear Mr. Board President Blackman,

We would like to thank you for extending your request for proposal for Design Topographic Survey Services associated with the Red Oak Community School District project in Red Oak, Iowa. With over 20 years of surveying experience, which includes working with school districts across the state of Iowa to complete design surveys, Carter Surveying & Construction Services is more than qualified to deliver a premium product in accordance with your requirements.

PROJECT DETAILS:


We understand that you are requesting establishment of the school property boundary along with topographic survey to assist in the design of the projects at the following sites:

- ▶ Inman Elementary School
- ▶ Legion Park Football and Baseball Fields
- ▶ High School Sports Complex

The boundaries of the proposed topographic surveys are shown on the attached Exhibit A.

Our services under this proposal include:

- ▶ Perform Boundary Retracement survey for the parcels included within the area specified on the attached Exhibit A.
- ▶ Perform site topographic survey for the area specified in the attached Exhibit A. Survey control will be established and provided in the deliverable. Survey will utilize the Iowa South State Plane coordinate system and will be assigned an elevation using the NAVD88 datum (unless otherwise specified by Larson Engineering).
- ▶ Perform Utility Locates under the Iowa One Call system and in coordination with the Red Oak Community School District. All marked utilities will be included in the Topographic Survey. Utilities not marked in the field will be added to the topographic survey map using any mapping and/or plans available.
- ▶ Provide a map of the topographic survey which shows the following:
 - ▶ Property lines, for the proposed project locations.
 - ▶ All roads, walkways, curbs and similar improvements.
 - ▶ Utility locations.
 - ▶ Manhole locations, rim and invert elevations.
 - ▶ Storm sewer and sanitary sewer pipe type and size.
 - ▶ Ditch and culvert centerline spot elevations.

- 
- ▶ All surface features, such as light poles, guy wires, electrical boxes, fire hydrants, water valves, trees and other landscaping amenities.
 - ▶ Any other elements that are obvious during the survey work.
 - ▶ A minimum of three control points labeled with Northing and Easting in stated datum.
 - ▶ A legend identifying symbols and abbreviations used on the drawings.
 - ▶ Provide Digital DWG format (AutoCAD 2021) and a pdf reproducible format.
 - ▶ *All AutoCAD features will be layered independently according to feature type on layers identified with a prefix of "V-..." and features will be classified "by layer" in all instances.*
 - ▶ A TIN surface model and a point file of all collected points in XML format.
 - ▶ *File shall include unbroken major (5' interval) and minor (1' interval) contour lines which are shown as 3D polylines elevated to the actual elevation in the drawing. Major contour lines, Minor contour lines, and Contour elevation labels will each be on a unique layer.*

PROJECT SCHEDULE:

Carter Surveying & Construction Services will plan to start field work following a Notice to Proceed from the Red Oak Community School District. **Field work and CAD work will be completed on an agreed-upon date.** If snow accumulation is present on the ground at the time of the survey, The Red Oak Community School District will be contacted to determine whether topographic survey will continue. Despite weather conditions, Carter Surveying & Construction Services will strive to complete all field work as expeditiously as possible.

PROJECT BUDGET:

Rates used to establish the budget for services for this project are as follows:

- ▶ One-man field crew: \$135 / hour
- ▶ Two-man field crew: \$170 / hour
- ▶ Office Technician: \$95 / hour
- ▶ Land Surveyor: \$135 / hour

The cost for work included in this proposal is:

1.0 Topographic Survey - Inman Elementary School Area:	\$4,520.00
2.0 Topographic Survey – Legion Park Football/Baseball Area:	\$6,435.00
3.0 Topographic Survey – High School Sports Complex Area:	\$8,325.00

Should you have any questions or comments on this proposal, please do not hesitate to contact us at the contact information included in this proposal.

Best regards,



Nick Carter, Owner

Carter Surveying & Construction Services







GARDEN & ASSOCIATES, LTD.

806 Wyoming Avenue · Creston, IA 50801

Phone: 641.782.4005 · Fax: 641.782.4118

December 10, 2024

Red Oak School Board
Red Oak Community School District
604 S. Broadway
Red Oak, Iowa 51566

Re: Inman Elementary School, Red Oak High School & Legion Park
Red Oak, Iowa
Topographic/Partial Boundary Surveys

Dear Red Oak School Board:

We are pleased to submit this proposal to provide surveying services in association with the proposed property in Red Oak, Iowa. We propose to provide our services based on a Lump Sum. The scope of our work and estimated fees are as follows:

Topographic Survey- Perform Topographic Survey of existing topographic features of outlined areas. (see attached) The topographic site survey will include existing ground contours at one-foot intervals, physical ground features, and underground utilities to the extent they can be located by Iowa One Call locating service or private utilities located by the owner. Prepare base map of existing site conditions and utilities including one-foot contours.

Lump Sum Fee: \$ 22,000

If this proposal meets your approval, please let us know as soon as possible so that we can arrange the work in our schedule, and we will submit a copy of our professional services agreement for your execution. Thank you for considering us for this work; we look forward to working with you.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Austin D. Smith, PE,

ADS
Enclosure

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA





RESOLUTION

WHEREAS, the Board of Directors of the Red Oak Community School District has solicited proposals to convey an interest in two parcels of real property which will be received on January 10, 2025. The properties are locally known as 904 Broad Street, Red Oak, IA, and 209 E. Prospect Street, Red Oak, IA and are legally described as follows:

Block 81 of the Northeast Addition to the City of Red Oak, Iowa

and

All of Block One of Bishops Subdivision of the West $\frac{3}{4}$ of Outlot 6 in the Northeast Addition to the City of Red Oak, Iowa

WHEREAS, it is appropriate pursuant to Iowa Code Section 297.22 to publish a Notice of the proposed conveyance and of the hearing and to receive and consider objections and petitions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Red Oak Community School District:

Section 1. That this Board shall set a public hearing on the conveyance of the above described Properties for January 29, 2025, at 5:30 p.m. in the Red Oak Jr./Sr. Virtual Learning Center located at 604 S. Broadway, Red Oak, IA.

Section 2. That the Secretary is authorized and directed to prepare, publish, and distribute the Notice of Hearing.

PASSED AND APPROVED this 18th day of December, 2024.

RED OAK COMMUNITY SCHOOL
DISTRICT

Bret Blackman, Board President

**RED OAK COMMUNITY SCHOOL DISTRICT
REQUEST FOR PROPOSALS TO PURCHASE REAL PROPERTY**

The Red Oak Community School District (the “District”) is requesting bids from individuals interested in purchasing the real property locally known as the Bancroft Building and the Webster Building.

The Bancroft Building is located at 209 E. Prospect Street, Red Oak, Iowa, and legally described as follows:

All of Block One of Bishops Subdivision of the West $\frac{3}{4}$ of Outlot 6 in the Northeast Addition to the City of Red Oak, Iowa.

The Webster Building is located at 904 Broad Street, Red Oak, Iowa, and legally described as follows:

Block 81 of the Northeast Addition to the City of Red Oak, Iowa.

The properties, including any improvements thereon, will be sold only “AS IS,” with no warranties or representations as to condition, zoning, or appropriateness for any use. The property will be conveyed by deed without warranty. The successful bidder will be required to demolish the building currently located on the property no later than 18 months following closing.

Prospective bidders may view the properties prior to submitting a bid by arrangement with the Superintendent. Viewings will be scheduled between December 18, 2024 and January 8, 2025. Viewings may be scheduled by calling the District Office at 712-623-6600 and referencing the building the bidder would like to view.

All offers to buy the property must be made using the form Offer to Purchase Real Estate available upon request at the District Office, without modification except to insert the price, proposed closing date, and buyer information. By submitting an offer, the offeror is warranting it has sufficient funds or pre-approved financing for the purchase price offered, which representation is subject to confirmation by the District.

Each offer must be enclosed and sealed in an envelope plainly marked with the words: “OFFER TO BUY REAL ESTATE.” Offers must be received by Superintendent Ron Lorenz at the District at 604 S. Broadway, Red Oak, Iowa, before 4:00 p.m. on January 10, 2025.

In determining the successful bidder, consideration will be given to the bidders proposed use of the property. Therefore, along with its offer to purchase the applicable property, each bidder should provide:

- A detailed written description detailing its proposed use in light of current zoning (or proposed change in zoning);
- An explanation of the benefit(s) the proposed plan will have on the community;
- Plans for renovation and/or demolition taking into account environmental factors (e.g., asbestos abatement, etc.)

- A timeline for implementation of its plans;
- A summary of project financing;
- Prior experience relating to projects similar to the proposed project, if any;
- Maintenance plans for the property; and
- Other factors the bidder deems important.

Each offeror shall be available to explain their bid and answer questions during a public hearing to be held by the Board on January 29, 2025.

No offeror may withdraw its offer after the scheduled time for receipt of offers.

If you require any other information prior to submitting a bid, please contact the District at: 712-623-6600.

The District reserves the right to request additional information for the evaluation of the offers received. The District reserves the right to reject any or all offers and to waive irregularities in any offer and to enter into an agreement, with or without modification, as shall be deemed to be in the best interests of the District.

REAL ESTATE PURCHASE OFFER

TO: Red Oak Community School District (the "Seller").

_____ (the "Buyer") hereby offers to buy and the Seller agrees to sell the real property locally known as the Bancroft Building, located at 209 E. Prospect Street, Red Oak, Iowa, and legally described as follows:

All of Block One of Bishops Subdivision of the West $\frac{3}{4}$ of Outlot 6 in the Northeast Addition to the City of Red Oak, Iowa

To be confirmed by abstract

together with any easements and servient estates appurtenant thereto and subject to any (i) zoning restrictions, and (ii) easements and restrictive covenants or record (the "Property").

1. PURCHASE PRICE. The Purchase Price shall be \$_____ (the "Purchase Price"). The Buyer shall pay the Purchase Price as follows:

- a. 10% of the Purchase Price as an earnest money deposit ("Earnest Deposit") upon acceptance of this Agreement by Seller, to be payable to and held in trust by Ahlers & Cooney, P.C. IOLTA Trust Account (the "Escrow Agent"), and
- b. the balance of the Purchase Price in cash at the time of closing with proper adjustments as provided in this Agreement.

2. REAL ESTATE TAXES.

- a. The parties acknowledge that the Property is exempt from real estate taxes while owned by the Seller and used for a school purpose. Therefore, the parties agree there shall be no credit from Seller due at Closing for property taxes or the proration thereof.
- b. Buyer shall pay all real estate taxes that accrue against the Property following the date of Closing.

3. SPECIAL ASSESSMENTS.

- a. Seller shall pay in full all special assessments which are a lien on the Property as of the Closing Date.
- b. Seller shall pay in full all charges for solid waste removal, sewage and maintenance that are attributable to Seller's possession, including those for which assessments arise after Closing.

- c. Buyer shall pay all other special assessments concerning the Property.

4. RISK OF LOSS AND INSURANCE.

- a. Seller shall bear the risk of loss or damage to the Property prior to Closing.
- b. Seller agrees to maintain existing insurance up to the Closing Date and Buyer may purchase additional insurance.
- c. In the event of substantial damage or destruction prior to Closing, the parties shall complete the Closing and the Buyer shall receive any insurance proceeds regardless of the extent of damages.

5. CLOSING AND POSSESSION.

- a. Closing shall occur on a date mutually agreed to between the parties on or before _____, 20____ (the "Closing Date").
- b. Possession of the Property ("Possession") shall be delivered to Buyer on the Closing Date.
- c. This transaction shall be considered closed upon:
 - i. the filing of all title transfer documents, and
 - ii. Seller's receipt of all funds due from Buyer under this Agreement ("Closing").

6. POST-CLOSING OBLIGATIONS. The Buyer shall demolish the building currently located on the Property no later than 18 months following Closing

7. FIXTURES. Included with the Property shall be all fixtures that integrally belong to, are specifically adapted to, or are a part of the real estate, whether attached or detached.

8. CONDITION OF PROPERTY.

- a. Notwithstanding any other provision contained herein, it is understood and agreed that Seller is not making and has not at any time made any warranties or representations of any kind or character, express or implied, with respect to the Property, including, but not limited to, any warranties or representations as to habitability, merchantability, fitness for a particular purpose, title, leasing, zoning, tax consequences, latent or patent physical condition, utilities, operating history or projections, valuation, governmental approvals, or the compliance of the Property with laws. Buyer acknowledges and agrees that at the Closing, Seller shall sell and convey to Buyer and Buyer shall accept the Property "AS IS, WHERE IS, WITH ALL FAULTS". Buyer has not relied and will not rely on, and Seller is

not liable for or bound by, any express or implied warranties, guaranties, statements, representations, or information pertaining to the Property or relating thereto made or furnished by Seller, or any agent representing or purporting to represent Seller, to whomever made or given, directly or indirectly, orally or in writing. Buyer represents to Seller that Buyer has conducted, or will conduct prior to Closing under Section 7(b) of this Agreement, such investigations of the Property, including but not limited to the physical and environmental condition thereof, as Buyer deems necessary to satisfy itself as to the condition of the Property. At the Closing, Buyer shall be deemed to have waived, relinquished, and released Seller (and Seller's officers, directors, employees, and agents) from and against any and all claims, demands, causes of action (including causes of action in tort), losses, damages, liabilities, costs, and expenses (including attorneys' fees and court costs) of any and every kind or character, known or unknown, which Buyer might have asserted or alleged against Seller (and Seller's officers, directors, employees, and agents) at any time by reason of or arising out of any latent or patent physical conditions, violations of any applicable laws and any and all other acts, omissions, events, circumstances, or matters regarding the Property. Seller and Buyer acknowledge that the compensation to be paid to Seller for the Property takes into account that the Property is being sold subject to the provisions of this Section 7(a).

- b. Within 30 calendar days after the acceptance of this Agreement, Buyer may, at its sole expense, have the property inspected by a person or persons of Buyer's choice to determine if there are any deficiencies.
 - i. The Buyer shall promptly notify the Seller in writing of any deficiencies, and the Seller shall promptly notify Buyer of what steps, if any, the Seller will take to correct any deficiencies before Closing.
 - ii. The Buyer shall then promptly notify the Seller, in writing, that
 1. such steps are acceptable, in which case this Agreement, as so modified, shall be binding upon all parties; or
 2. such steps are not acceptable, in which case this Agreement shall be terminated and the Escrow Agent shall immediately return the Earnest Deposit to Buyer.

9. ABSTRACT AND TITLE.

- a. Seller, at Seller's expense, shall promptly obtain an abstract of title to the Property continued through the date of acceptance of this Agreement and deliver it to Buyer's attorney for examination.
- b. The abstract shall show marketable title in Seller in conformity with this Agreement, Iowa law, and the title standards of the Iowa State Bar Association.

Seller shall make every reasonable effort to promptly perfect title. If Closing is delayed due to Seller's inability to provide marketable title, this Agreement shall continue in force and effect until either party rescinds the Agreement after giving 10 calendar days written notice to the other party. Upon receipt of a copy of said written notice of rescission, Escrow Agent shall immediately return the Earnest Deposit to Buyer.

- c. The abstract shall become the property of Buyer when the Purchase Price is paid in full.
- d. Seller shall pay the costs of any additional abstracting and title work due to any act or omission of Seller, including transfers by or the death of Seller or their assignees.

10. SURVEY. Buyer may, at Buyer's expense prior to Closing, have the Property surveyed and certified by a registered land surveyor. If the survey shows an encroachment on the Property or if any improvements located on the Property encroach on lands of others, the encroachments shall be treated as a title defect.

11. DEED. Upon payment of the Purchase Price, Seller shall convey the Property to Buyer by deed without warranty, free and clear of all liens, restrictions, and encumbrances except as permitted by this Agreement. The deed shall include a use restriction requiring the Buyer to comply with the terms of section 6 of this Agreement, which shall be enforceable by a reversionary right in favor of the Seller.

12. USE OF PURCHASE PRICE. Seller agrees that at time of settlement, funds of the Purchase Price may be used to pay taxes, other liens, and to acquire outstanding interests, if any, prior to the proceeds being paid to Seller.

13. REMEDIES OF THE PARTIES.

- a. If Buyer fails to timely perform this Agreement, Seller may forfeit it as provided in the Iowa Code (Chapter 656), and the Earnest Deposit shall be forfeited. Seller may also seek any other remedy available to it. If Seller is the prevailing party in an action to enforce this Agreement, Seller shall be entitled to obtain judgment for costs and attorneys fees.
- b. If Seller fails to timely perform this Agreement, Buyer may, as its sole and exclusive remedy, terminate this Agreement by providing notice of termination to Seller and the Earnest Deposit shall be returned to the Buyer.

14. NOTICE. Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by certified mail, addressed to the parties at the addresses given below.

15. GENERAL PROVISIONS.

- a. In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default.
- b. This Agreement shall apply to and bind the successors in interest of the parties.
- c. This Agreement shall survive the Closing.
- d. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by Seller and Buyer.
- e. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement.
- f. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

16. NO REAL ESTATE AGENT OR BROKER.

- a. Neither party has used the service of a real estate agent or broker in connection with this transaction.
- b. Each party agrees to indemnify and save harmless the other party from and against all claims, costs, liabilities and expense (including court costs and reasonable attorney's fees) incurred by the other party as a result of a breach of this representation, which shall survive Closing.

17. CERTIFICATION. Buyer and Seller each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

[SIGNATURES TO FOLLOW]

SELLER

RED OAK COMMUNITY SCHOOL DISTRICT

Bret Blackman, Board President

Heidi Harris, Board Secretary

604 S. Broadway
Red Oak, IA 51566

BUYER

Buyer Address:

REAL ESTATE PURCHASE OFFER

TO: Red Oak Community School District (the "Seller").

_____ (the "Buyer") hereby offers to buy and the Seller agrees to sell the real property locally known as the Webster Building, located at 904 Broad Street, Red Oak, Iowa, and legally described as follows:

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To be confirmed by abstract

together with any easements and servient estates appurtenant thereto and subject to any (i) zoning restrictions, and (ii) easements and restrictive covenants or record (the "Property").

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7. FIXTURES. Included with the Property shall be all fixtures that integrally belong to, are specifically adapted to, or are a part of the real estate, whether attached or detached.

8. CONDITION OF PROPERTY.

- a. Notwithstanding any other provision contained herein, it is understood and agreed that Seller is not making and has not at any time made any warranties or representations of any kind or character, express or implied, with respect to the Property, including, but not limited to, any warranties or representations as to habitability, merchantability, fitness for a particular purpose, title, leasing, zoning, tax consequences, latent or patent physical condition, utilities, operating history or projections, valuation, governmental approvals, or the compliance of the Property with laws. Buyer acknowledges and agrees that at the Closing, Seller shall sell and convey to Buyer and Buyer shall accept the Property "AS IS, WHERE IS, WITH ALL FAULTS". Buyer has not relied and will not rely on, and Seller is not liable for or bound by, any express or implied warranties, guaranties, statements, representations, or information pertaining to the Property or relating

thereto made or furnished by Seller, or any agent representing or purporting to represent Seller, to whomever made or given, directly or indirectly, orally or in writing. Buyer represents to Seller that Buyer has conducted, or will conduct prior to Closing under Section 7(b) of this Agreement, such investigations of the Property, including but not limited to the physical and environmental condition thereof, as Buyer deems necessary to satisfy itself as to the condition of the Property. At the Closing, Buyer shall be deemed to have waived, relinquished, and released Seller (and Seller's officers, directors, employees, and agents) from and against any and all claims, demands, causes of action (including causes of action in tort), losses, damages, liabilities, costs, and expenses (including attorneys' fees and court costs) of any and every kind or character, known or unknown, which Buyer might have asserted or alleged against Seller (and Seller's officers, directors, employees, and agents) at any time by reason of or arising out of any latent or patent physical conditions, violations of any applicable laws and any and all other acts, omissions, events, circumstances, or matters regarding the Property. Seller and Buyer acknowledge that the compensation to be paid to Seller for the Property takes into account that the Property is being sold subject to the provisions of this Section 7(a).

- b. Within 30 calendar days after the acceptance of this Agreement, Buyer may, at its sole expense, have the property inspected by a person or persons of Buyer's choice to determine if there are any deficiencies.
 - i. The Buyer shall promptly notify the Seller in writing of any deficiencies, and the Seller shall promptly notify Buyer of what steps, if any, the Seller will take to correct any deficiencies before Closing.
 - ii. The Buyer shall then promptly notify the Seller, in writing, that
 1. such steps are acceptable, in which case this Agreement, as so modified, shall be binding upon all parties; or
 2. such steps are not acceptable, in which case this Agreement shall be terminated and the Escrow Agent shall immediately return the Earnest Deposit to Buyer.

9. ABSTRACT AND TITLE.

- a. Seller, at Seller's expense, shall promptly obtain an abstract of title to the Property continued through the date of acceptance of this Agreement and deliver it to Buyer's attorney for examination.
- b. The abstract shall show marketable title in Seller in conformity with this Agreement, Iowa law, and the title standards of the Iowa State Bar Association. Seller shall make every reasonable effort to promptly perfect title. If Closing is delayed due to Seller's inability to provide marketable title, this Agreement shall

continue in force and effect until either party rescinds the Agreement after giving 10 calendar days written notice to the other party. Upon receipt of a copy of said written notice of rescission, Escrow Agent shall immediately return the Earnest Deposit to Buyer.

- c. The abstract shall become the property of Buyer when the Purchase Price is paid in full.
- d. Seller shall pay the costs of any additional abstracting and title work due to any act or omission of Seller, including transfers by or the death of Seller or their assignees.

10. SURVEY. Buyer may, at Buyer's expense prior to Closing, have the Property surveyed and certified by a registered land surveyor. If the survey shows an encroachment on the Property or if any improvements located on the Property encroach on lands of others, the encroachments shall be treated as a title defect.

11. DEED. Upon payment of the Purchase Price, Seller shall convey the Property to Buyer by deed without warranty, free and clear of all liens, restrictions, and encumbrances except as permitted by this Agreement. The deed shall include a use restriction requiring the Buyer to comply with the terms of section 6 of this Agreement, which shall be enforceable by a reversionary right in favor of the Seller.

12. USE OF PURCHASE PRICE. Seller agrees that at time of settlement, funds of the Purchase Price may be used to pay taxes, other liens, and to acquire outstanding interests, if any, prior to the proceeds being paid to Seller.

13. REMEDIES OF THE PARTIES.

- a. If Buyer fails to timely perform this Agreement, Seller may forfeit it as provided in the Iowa Code (Chapter 656), and the Earnest Deposit shall be forfeited. Seller may also seek any other remedy available to it. If Seller is the prevailing party in an action to enforce this Agreement, Seller shall be entitled to obtain judgment for costs and attorney's fees.
- b. If Seller fails to timely perform this Agreement, Buyer may, as its sole and exclusive remedy, terminate this Agreement by providing notice of termination to Seller and the Earnest Deposit shall be returned to the Buyer.

14. NOTICE. Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by certified mail, addressed to the parties at the addresses given below.

15. GENERAL PROVISIONS.

- a. In the performance of each part of this Agreement, time shall be of the essence.

Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default.

- b. This Agreement shall apply to and bind the successors in interest of the parties.
- c. This Agreement shall survive the Closing.
- d. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by Seller and Buyer.
- e. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement.
- f. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

16. NO REAL ESTATE AGENT OR BROKER.

- a. Neither party has used the service of a real estate agent or broker in connection with this transaction.
- b. Each party agrees to indemnify and save harmless the other party from and against all claims, costs, liabilities and expense (including court costs and reasonable attorney's fees) incurred by the other party as a result of a breach of this representation, which shall survive Closing.

17. CERTIFICATION. Buyer and Seller each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

[SIGNATURES TO FOLLOW]

SELLER

RED OAK COMMUNITY SCHOOL DISTRICT

Bret Blackman, Board President

Heidi Harris, Board Secretary

604 S. Broadway
Red Oak, IA 51566

BUYER

Buyer Address:

**NOTICE OF PUBLIC HEARING ON A CONVEYANCE OF
REAL PROPERTY**

Notice is hereby given that the Board of Directors of the Red Oak Community School District will hold a public hearing on the 29th day of January, 2025 at 5:30 p.m. in the Red Oak Jr./Sr. Virtual Learning Center located at 604 S. Broadway, Red Oak, IA, on the conveyance of an interest in real property, pursuant to Iowa Code Sections 279.8 and 297.22. The two parcels of real estate are legally described as follows:

Block 81 of the Northeast Addition to the City of Red Oak, Iowa

and

All of Block One of Bishops Subdivision of the West $\frac{3}{4}$ of Outlot 6 in the Northeast Addition to the City of Red Oak, Iowa

(the "Properties"). At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the following:

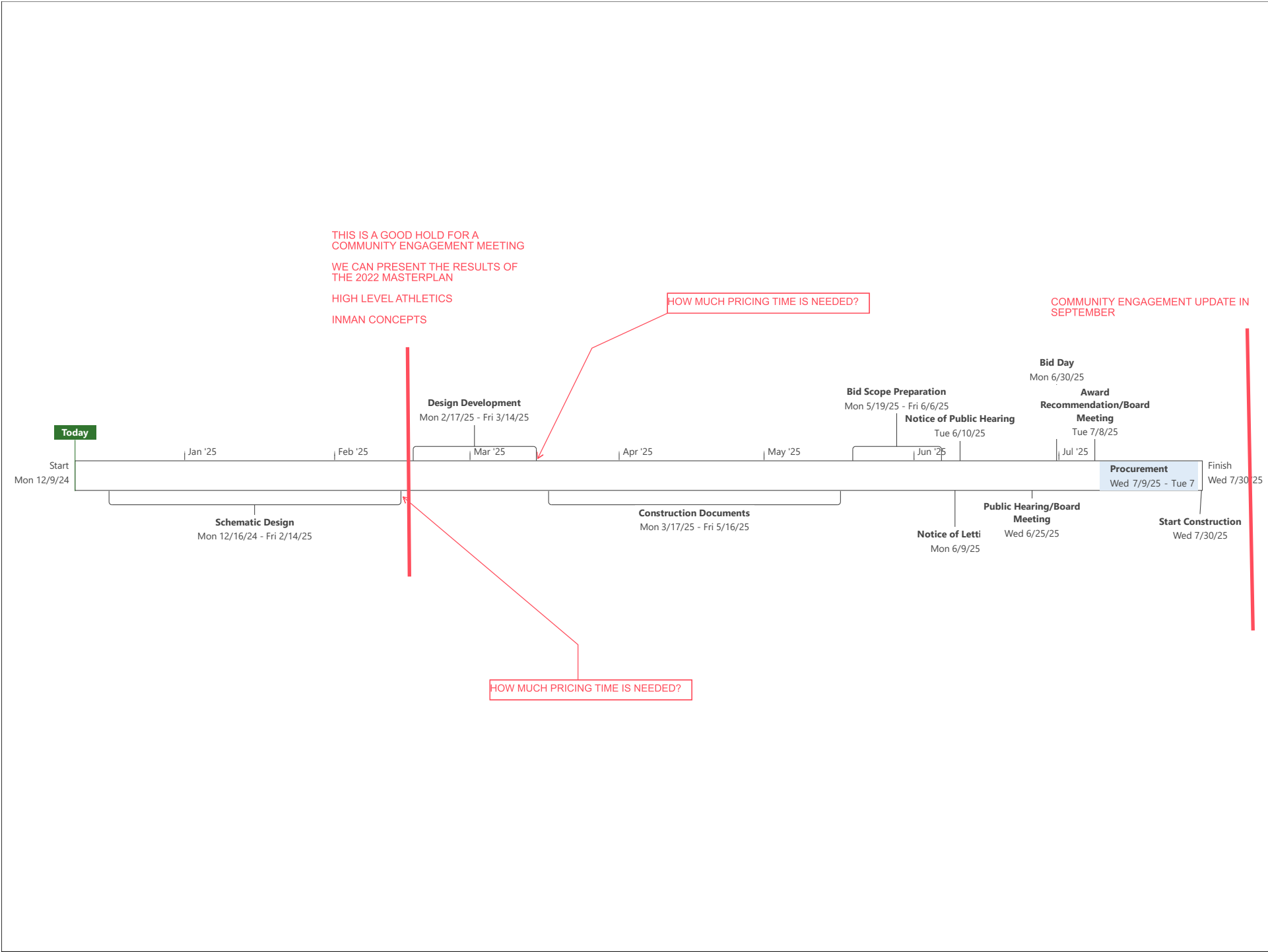
Proposal(s) to convey the above-described Properties. The proposal(s) may be subject to conditions as may be stated either in the proposal, the Resolution of the Board of Directors of the Red Oak Community School District, or documents entered into between the parties.

A copy of the proposal(s) may be reviewed at the District administrative offices located at 604 S. Broadway, Red Oak, IA 51566.

After the public hearing, the Board may make a final determination to accept or reject the proposal(s) as submitted, or upon condition that certain terms be changed, or the Board may defer action on any or all of the proposal(s) until a subsequent meeting.

BOARD OF DIRECTORS, RED OAK
COMMUNITY SCHOOL DISTRICT

Secretary of the Board of Directors



THIS IS A GOOD HOLD FOR A COMMUNITY ENGAGEMENT MEETING

WE CAN PRESENT THE RESULTS OF THE 2022 MASTERPLAN

HIGH LEVEL ATHLETICS
INMAN CONCEPTS

HOW MUCH PRICING TIME IS NEEDED?

COMMUNITY ENGAGEMENT UPDATE IN SEPTEMBER

Today

Start
Mon 12/9/24

Jan '25

Feb '25

Mar '25

Apr '25

May '25

Jun '25

Jul '25

Finish
Wed 7/30/25

Schematic Design
Mon 12/16/24 - Fri 2/14/25

Design Development
Mon 2/17/25 - Fri 3/14/25

Construction Documents
Mon 3/17/25 - Fri 5/16/25

Bid Scope Preparation
Mon 5/19/25 - Fri 6/6/25

Notice of Public Hearing
Tue 6/10/25

Notice of Letting
Mon 6/9/25

Public Hearing/Board Meeting
Wed 6/25/25

Bid Day
Mon 6/30/25

Award Recommendation/Board Meeting
Tue 7/8/25

Procurement
Wed 7/9/25 - Tue 7/23/25

Start Construction
Wed 7/30/25

HOW MUCH PRICING TIME IS NEEDED?

Board Facilities Committee Meeting Minutes December 10, 2024

The Board Facilities Committee met on Tuesday, December 10, 2024, to discuss goals, objectives, and timelines for proposed capital improvements. Daric O’Neal (APMA), Mark Pfister (Boyd Jones), Scott Bruce, Bryce Johnson, and Ron Lorenz attended the meeting. The meeting convened at 6:03 a.m.

Daric O’Neal reviewed previously discussed goals and objectives to focus the committee’s conversation, verify the Board’s preliminary vision, and establish a consistent rationale for proposed projects. The group confirmed the following goals:

- Enhance the safety and security of students and staff at Inman Elementary (i.e., revise the building entry sequence to require all visitors to enter through the office in accordance with national safety standards).
- Maximize available space in the most cost-efficient manner (e.g., consider alternatives for renovating and reorganizing cafeteria, commons, gymnasium, and office space, consider additional classroom spaces, “rightsize” the building in a manner that meets our current needs without precluding future options, etc.)
- Enhance the climate and culture of the building (i.e., configure spaces to promote student engagement and moderate student discipline)

Bryce Johnson emphasized the importance of prioritizing student needs in all phases of decision making.

Mark Pfister presented a hypothetical design/bidding/construction timeline to illustrate what the process could look like moving forward. He explained that if were to give Daric an immediate mandate to proceed with a particular design, it would take APMA approximately eight weeks (12/16/24 to 2/14/25) to complete the schematic design phase. Design development (i.e., refining and expanding the schematic plans into detailed, buildable designs suitable for costing) would take an additional six weeks (2/17/25 to 3/14/25). Construction documents (e.g., final specifications, materials lists, building systems and components, schedules, etc.) necessary for obtaining permits and bidding would require approximately two months to compile (3/17/25 to 5/16/25). The bid scope preparation (i.e., developing a comprehensive bid package) would take approximately three weeks (5/19/25 to 6/6/25). The bid letting process, including posting and hearing requirements, contractor selection, and final Board action, would take at another four weeks (6/9/25 to 7/8/25). Procurement of materials would take an additional two to three weeks (7/9/25 to 7/30/25). By the time it was all said and done, we would be hard pressed to begin any type of construction before next August.

Nevertheless, Scott Bruce noted that construction costs are not getting any cheaper and suggested the district expedite the design and bidding process as much as possible. Mark

Pfister confirmed that construction costs typically increase 3%-5% in normal years. Daric O'Neal added that a project costing \$15 million in 2019 would cost \$20 million in 2024 and \$24 million in 2030. These comments prompted both Bruce and Johnson to request Alley Poyner and Boyd Jones present more detailed design alternatives and cost projections to the Board as soon as possible. O'Neal and Pfister agreed to do so during the January 15, 2025, regular Board meeting.

Although APMA has already conducted a preliminary design charrette to identify potential design alternatives and develop preliminary conceptual floorplans, Daric O'Neal would like additional direction from the Board. He plans to attend the December 18 meeting to discuss the Board's goals, priorities, objectives, preferences, and timelines, to verify the district's vision and prepare to solicit community feedback. O'Neal would like to start developing responses to "*what*" the Board would like to do, "*when*" it would like to do it, "*where*" it wants to focus, "*why*" it feels the need to do it, and "*how*" it proposes to pay for it, to focus design efforts and prepare for community engagement (i.e. feedback) meetings, in February.

The meeting adjourned at 7:27 a.m.