

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

GoToMeeting Link: <https://meet.goto.com/269714805>

Wednesday, April 16, 2025 – 5:30 p.m.

Public Hearing on the FY 2026 Proposed Budget at 5:35 p.m.

Public Hearing on Proposed FY 2025 Budget Amendment at 5:40 p.m.

Public Hearing on Proposed 2025-2026 District Calendar at Approximately 5:45 p.m.

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 invited 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 the 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 Paul Cadwallader and Kelly Wavaday of ATS Facility Services will review their firm’s proposal to provide the district custodial services for the 2025-2026 school year.
 - 4.3.2 Chandler Green (APMA) and Leila Knowles (Boyd Jones) will review design updates, site plans, and cost projections for proposed Inman renovations.
 - 4.3.3 Tracy Vannausdle and Kelsey Mangold will Review the Proposed 2025-2026 District Career and Academic Plan (DCAP)
- 5.0 Consent Agenda
 - 5.1 Review and Approval of Minutes from March 20, 2025 Board Meetings.

- 5.2 Review and Approval of Monthly Business Reports
- 5.3 Personnel Considerations
 - 5.3.1 Hiring of Chris Koontz as Paraprofessional at Inman Elementary for the 2024-2025 School Year
 - 5.3.2 Resignation of Anna Ramaker as Classroom Teacher at Inman Elementary Effective at the End of the 2024-2025 School Year
 - 5.3.3 Hiring of Carter Bruce as Classroom Teacher at Inman Elementary for the 2025-2026 School Year
 - 5.3.4 Resignation of Karla Davis as Classroom Teacher at Inman Elementary Effective at the End of the 2024-2025 School Year
 - 5.3.5 Hiring of Chris Koontz as Classroom Teacher at Inman Elementary for the 2025-2026 School Year
 - 5.3.6 Resignation of Zach Eberle as Instrumental Music Teacher at Jr-Sr High School Effective at the End of the 2024-2025 School Year
 - 5.3.7 Resignation of Ron DeVries as Head Boys Basketball Coach at the Jr-Sr High School Effective at the End of 2024-2025 School Year
 - 5.3.8 Resignation of Brian Mensen as Assistant Boys Basketball Coach at the Jr-Sr High School Effective at the End of 2024-2025 School Year
 - 5.3.9 Resignation of Sierra Wilkinson as Junior High Student Council Sponsor at the End of 2024-2025 School Year
 - 5.3.10 Acceptance of Ron DeVries as Volunteer Assistant Jr-Sr High School Boys Basketball Coach for the 2025-2026 School Year
 - 5.3.11 Acceptance of Brian Mensen as Volunteer Assistant Jr-Sr High School Boys Basketball Coach for the 2025-2026 School Year
 - 5.3.12 Reduction/Termination of Continuing Contract for Kathy Linke, Counselor at Inman Elementary School
 - 5.3.13 Reduction/Termination of Online Learning Coordinator Stipend for Justin Williams
- 5.4 Contract Renewals
 - 5.4.1 Approval of Renewing the OPAA! Food Service Management Contract through the 2025-2026 School Year
 - 5.4.2 Approval of Renewing the School Based Interventionist Contract for the 2025-2026 School Year (\$45,935)
- 5.5 Service Agreements
 - 5.5.1 Approval of CapSan Resurfacing both the Orange and Black Gymnasium Floors at the Jr-Sr High School (\$8,930)
 - 5.5.2 Approval of Syncquip Mechanical Group Cleaning and De-Scaling the HVAC Cooling Tower at Red Oak Jr-Sr High School (\$7,566.66)
- 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 300-304
 - 6.2.2 Discussion/Approval of First Reading of Board Policy Revisions Pursuant to the Enactment of SF 418 (i.e., Removal of “Gender Identity” as a Protected Status Under the Iowa Civil Rights Act)

- 6.2.3 Discussion/Approval of First Reading of Board Policies 511 and 511.R1 Pursuant to the Enactment of HF 782 (i.e., Restrictions on Student Use of Personal Electronic Devices During Instructional Times)
- 6.2.4 Discussion/Approval of Awarding Custodial Contract for FY2026
- 6.2.5 Discussion/Approval of 2025-2026 Budget Guarantee Resolution
- 6.2.6 Discussion/Approval of FY 2025 Budget Amendment
- 6.2.7 Discussion/Approval of FY 2026 Budget
- 6.2.8 Discussion/Approval of Hourly Wage Increases for Support Staff and Salary Increases for Directors and Administrators and Issuing Letters of Assignment, Supplemental Contracts, and Administrative Contracts for the 2025-2026 School Year
- 6.2.9 Discussion/Approval of Green Hills AEA District Service Plan for the 2025-2026 School Year
- 6.2.10 Discussion/Approval of District Career and Academic Plan for the 2025-2026 School Year
- 6.2.11 Discussion/Approval of Class of 2025 List of Graduates
- 6.2.12 Discussion/Approval of Revision to Proposed 2025-2026 District Calendar
- 6.2.13 Discussion/Approval of Contract with SchoolBlocks to Redesign and Host the District's Website (3-year contract averaging \$3,452 per year)
- 6.2.14 Discussion/Approval of Proposed Revisions to the 2025-2026 High School Course Handbook
- 6.2.15 Discussion/Approval of 2025-2026 Concurrent Enrollment (i.e., College Credit) Courses and Career and Technical Education Programs with Southwestern Community College (SWCC)
- 6.2.16 Discussion/Approval of Scope and Timeline of Proposed Inman Renovations

7.0 Reports

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

8.0 Next Board of Directors Meeting:

Wednesday, May 21, 2025 – 5:30 pm
 Red Oak Virtual Learning Center
 Red Oak Jr/Sr High

9.0 Adjournment

**Red Oak Community School District
Regular Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Red Oak Junior Senior High School Campus
March 20, 2025**

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

Present

Directors: Bret Blackman (arrived at 5:46 p.m.), Bryce Johnson, Scott Bruce, Pastor Ricky Rohrig

Superintendent Ron Lorenz, Board Secretary/Business Manager, Heidi Harris

Approval of Agenda

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

Public Hearing of Proposed 2024-2025 District Calendar

Director Bryce Johnson opened the public hearing on the proposed 2024-2025 District Calendar at 5:37 p.m. Heidi Harris presented on the proposed property tax levy and notice for the 2025-2026 school year. There were no public comments. The public hearing was closed at 5:43 p.m.

Good News

Six Red Oak students qualified for the State Individual Speech contest. Two of these students, including Madi Parker and Mariella Richards-Hernandez, were selected to participate in the Individual Speech All-State Festival.

FFA students competed in the District FFA Contests and earned a variety of awards. Natalie Johnson was selected to participate in the state competition at the State FFA Convention.

Three Red Oak students received All-Hawkeye 10 Basketball honors: Reese Montgomery (1st Team), Brayden Sifford (Honorable Mention), and Ellison Johnson (Honorable Mention).

Several Red Oak seniors received Hawkeye 10 All-Academic Awards.

A number of Red Oak students were recently selected as outstanding soloists and honor band participants.

Visitors and Presentations

Chandler Green, APMA, and Leila Knoles, Boyd Jones presented updates on the previously discussed possible renovations at Inman Elementary School.

Consent Agenda

Motion by Director Johnson, second by Director Rohrig to approve the consent agenda as presented including meeting minutes, business reports, contract renewals, resignations, personnel considerations, and out-of-state field trips. Motion carried unanimously.

Board Policy 606.6

Motion by Director Bruce, second by Director Rohrig to approve the second reading of Board Policy 606.6 to approve the Superintendent approving Out-of-State field trips and trips involving unusual length or expense. Motion carried unanimously.

Continuation of March 20, 2025, Meeting Minutes – Page 2

2025-2026 Red Oak Education Association Master Contracts

Motion by Director Johnson, second by Director Rohrig to approve the Red Oak Education Association Master Contract and issuing individual contracts for the FY2025-2026 school year. Motion carried unanimously.

Medical and Ancillary Insurance Renewals

Motion by Director Bruce, second by Director Rohrig to approve the renewal of the District's Medical and Ancillary Insurance through Mercer/Iowa Educator Group Insurance Trust (i.e. Wellmark) for the 2025-2026 school year. Motion carried unanimously.

2025-2026 Vision Insurance

Motion by Director Johnson, second by Director Bruce to approve switching our Vision Insurance from Vision Direct to Delta Vision through Mercer/Iowa Educator Group Insurance Trust (i.e. Wellmark) for the 2025-2026 school year. Motion carried unanimously.

Discussion of Cost Saving Measures

With the loss of 87 students, the District must cut approximately \$700,000 from our next three-year's budgets. Discussion of cost savings include cutting unnecessary technology, combining work positions, cancelling outdated leases, underperforming programs, and reduction through attrition.

Adjournment

Motion by Director Johnson, second by Director Rohrig, to adjourn the regular meeting at 6:49 p.m. Motion carried unanimously.

Next Board of Directors Meeting

Wednesday, April 16, 2025 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Heidi Harris, Board Secretary

2025-2026 High Course Description Revisions

Language Arts: Due to the reduction of staff, we will shorten Lit Explorations to a 1 semester course instead of 2. We will still meet our Offer and Teach requirements with 6 full units of courses offered.

Math: As discussed earlier in the year, PreAlgebra is being retired. We will have a fall semester of Algebra I Lab and Geometry I Lab for students struggling with proficiency on ISASP. These courses will be taken simultaneously with Algebra I and Geometry respectively for those students requiring the support. The labs are for elective credit only and cannot be used toward the math requirement for graduation. We are also adding Test Prep I and Test Prep II, both of which will be spring semester courses targeting our 9th - 11th grade. These courses are also for students struggling with proficiency and will be open for any student who wishes to have additional instruction to help them with ISASPs.

Business: As discussed earlier this year, we will be reducing Business offerings to the minimum requirement for a CTE program so that Mrs. Wiig can support instruction in math. Principles of Management and Intro to Business will be retired.

Ag: We are retiring 2 courses that have had little to no enrollment - Natural Resources and Food Science. With the reduction of 1 ag position, we are adding Landscape Design to the biennial rotation. It will be offered next spring but will not be offered in the spring of 2027.

Art: Due to popularity of our ceramics course, we are adding an Advanced Ceramics and making the Ceramics course an annual offering. To offset this, Digital Media will be offered biennially beginning in 2026. We are also retiring Virtual Design due to lack of enrollment. This course heavily overlaps Digital Media, so we feel we are still able to provide all offerings while increasing the ability to take courses students prefer, such as ceramics.

Industrial Technology: After getting a year of our construction program under our belts, we have found that we need to add a lab component to Construction I and Construction II with Mr. Williams. This will give our students the ability to complete more hands-on projects to gain skills necessary in this field. Both courses are being adjusted to create a 2-period block that will allow them class time as well as lab experience in the shop and on site as necessary.

300 Series—Administration

300.1 - Role of School District Administration

The purpose of school administration is to help create and to foster an environment in which students can learn most effectively. All administrative duties and functions should be appraised in terms of the goals and objectives and the mission statement created by the school district.

School district administrators have been given a great opportunity and responsibility to manage the school district, to provide educational leadership, and to implement the educational philosophy of the school district. They are responsible for the day-to-day operations of the school district. In carrying out these operations, the administrators are guided by board policies, the law, the needs of the students, and the wishes of the citizens in the school district community.

It is the responsibility of the administrators to implement and enforce the policies of the board, to oversee employees, to monitor educational issues confronting the school district, and to inform the board about school district operations. While the board holds the superintendent ultimately responsible for these duties, the principals are more directly responsible for educational results, for the administration of the school facilities and for the employees.

In this series of the board policy manual, the board defines the role and the employment of school district administrators. Policies in the 400 Series, “Employees,” also apply to administrators unless a more specific policy exists in the 300 Series, “Administration.”

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised April 23, 2018

300.2 - Management

The board and the administration will work together to share information and decisions under the management team concept. The board and the administrators will work together in making decisions and setting goals for the school district. This effort is designed to obtain, share, and use information to solve problems, make decisions, and formulate school district policies and regulations.

It is the responsibility of each administrator to fully participate in the management of the school district by investigating, analyzing, and expressing their views on issues. Those board members or administrators with special expertise or knowledge of an issue may be called upon to provide information. Each board member and administrator will support the decisions reached on the issues confronting the school district.

The board is responsible for making the final decision in matters pertaining to the school district.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

301 - Administrators

The superintendent, the building principals and any other administrators, for purposes of this Series (Series 300) of this Policy, shall be referred to collectively as “administrators.”

Superintendent of the School District

The superintendent shall be the head administrator and executive officer of the board and shall be directly responsible for the execution of the school district’s policies for the faithful and efficient observance of the school district’s rules by all employees throughout the system, and for the enforcement of all provisions of the law relating to the operation of the schools.

Other Administrators of the School District

The building principals and other administrators shall assist the superintendent and the board in the daily operation of the school district.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

301.2 - Recruitment and Appointment of Administrators

Superintendent

The board will employ a superintendent to serve as the chief executive officer of the board, to conduct the daily operations of the school district, and to implement board policy with the power and duties prescribed by the board and the law.

The board, as needed, may engage in a search for applicants for the position of superintendent of the school district. The services of a consultant may be engaged to assist in screening and/or selecting candidates to be interviewed by the board.

Other Administrators

The board will employ building principals and other administrators, in addition to the superintendent, to assist in the daily operations of the school district. It is the responsibility of the superintendent to make a recommendation to the board for filling any administrative position. The board will act only on the superintendent's recommendation.

The services of a consultant may be engaged to assist in screening and/or selecting candidates to be interviewed by the board.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

301.3 - Administrator Contracts and Contract Nonrenewal

The length of the contract for employment between an administrator and the board is determined by the board. The contract will state the length of the contract and the terms of employment.

The first three consecutive years of a contract issued to a newly employed administrator will be considered a probationary period. The probationary period may be extended for an additional year upon the consent of the administrator. In the event of termination of a probationary or non-probationary contract, the board will afford the administrator appropriate due process, as required by law. The administrator and board may mutually agree to terminate the administrator's contract.

It is the responsibility of the superintendent to create a contract for each administrative position. The board may issue temporary and nonrenewable contracts in accordance with law.

If an administrator wishes to resign, to be released from a contract, or to retire, the administrator must comply with board policies dealing with retirement, release, or resignation.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 26, 2025

Revised January 24, 2022

301.4 - Administrator Salary and Other Compensation

The board has complete discretion to set the salary of the superintendent and/or other administrators. The board authorizes the superintendent to recommend the salary of other administrators to the board. It is the responsibility of the board and/or the superintendent to set the salary and benefits of the superintendent and other administrators at a level that will include consideration of, but not be limited to, the economic condition of the school district and the training, experience, skill, and demonstrated competence of the administrator. The salary is set at the beginning of each contract term.

In addition to the salary and benefits, the administrator's actual and necessary expenses are paid by the school district when the administrator is performing work-related duties. It is within the discretion of the board to pay dues to professional organizations for the superintendent. It is within the discretion of the superintendent to pay dues to professional organizations for the administrator.

The board believes the administrator is to stay current on educational issues, and as such, the board may approve the payment of dues and other benefits or compensation over and above the administrator's contract. Approval of dues and other benefits or compensation will be included in the records of the board in accordance with board policy.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

301.5 - Administrator Duties

Superintendent

The board employs a superintendent of schools to serve as the chief executive officer of the board. The board delegates to the superintendent the authority to implement board policy and to execute decisions made by the board concerning the internal operations of the school district, unless specifically stated otherwise.

The superintendent is responsible for the implementation and execution of board policy and the observance of board policy by employees and students. The superintendent is responsible for overall supervision and discipline of employees and the education program. In executing the above-stated duties, the superintendent will consider the financial situation of the school district as well as the needs of the students.

Specifically the superintendent:

- Interprets and implements all board policies and all state and federal laws relevant to education;
- Supervises, either directly or through delegation, all activities of the school system according to, and consistent with, the policies of the board;
- Represents the board as a liaison between the school district and the community;
- Establishes and maintains a program of public relations to keep the public well-informed of the activities and needs of the school district, effecting a wholesome and cooperative working relationship between the school district and the community;
- Attends and participates in all meetings of the board, except when the superintendent has been excused, and makes recommendations affecting the school district;
- Reports to the board on such matters as deemed material to the understanding and proper management of the school district or as the board may request;
- Assumes responsibility for the overall financial planning of the district and for the preparation of the annual budget, and submits it to the board for review and approval;
- establishes and maintains efficient procedures and effective controls for all expenditures of school district funds in accordance with the adopted budget, subject to the direction and approval of the board;
- Files, or causes to be filed, all reports required by law;
- Makes recommendations to the board for the selection of employees for the school district;
- Makes and records assignments and transfers of all employees pursuant to their qualifications;

- Employs such employees as may be necessary, within the limits of budgetary provisions and subject to the board's approval;
- Recommends to the board, for final action, the promotion, salary change, demotion, or dismissal of any employee;
- Prescribes rules for the classification and advancement of students, and for the transfer of students from one building to another in accordance with board policies;
- Summons employees of the school district to attend such regular and occasional meetings as are necessary to carry out the education program of the school district;
- Supervises methods of teaching, supervision, and administration in effect in the schools;
- Attends such conventions and conferences as are necessary to keep informed of the latest educational trends;
- Accepts responsibility for the general efficiency of the school system, for the development of the employees, and for the educational growth and welfare of the students;
- Defines educational needs and formulates policies and plans for recommendation to the board;
- Makes administrative decisions necessary for the proper functioning of the school district;
- Responsible for scheduling the use of buildings and grounds by all groups and/or organizations;
- Acts as the purchasing agent for the board, and establishes procedures for the purchase of books, materials and supplies;
- Approves vacation schedules for employees;
- Conducts periodic district administration meetings; and,
- Performs other duties as may be assigned by the board.
- Supervises the establishment or modification of the boundaries of school attendance and transportation areas subject to approval of the board.
- Directs studies of buildings and sites, taking into consideration population trends and the educational and cultural needs of the district in order to ensure timely decisions by the board and the electorate regarding construction and renovation projects.

This list of duties will not act to limit the board's authority and responsibility over the superintendent. In executing these duties and others the board may delegate, the superintendent will consider the school district's financial condition as well as the needs of the students in the school district.

Other Administrators

The board will employ other administrators to assist the superintendent in the day-to-day operations of the school district.

Building principals shall be responsible for the administration and operation of the attendance center(s) to which they are assigned. Each building principal, as chief administrator of the assigned attendance center, is responsible for the building and grounds, for the students and employees assigned to the attendance center, for school activities at the attendance center, for the education program offered in the attendance center, and the budget for the attendance center. The principal is considered the professional advisor to the superintendent in matters pertaining to the attendance center supervised by the principal.

Although the principals serve under the direction of the superintendent, duties of the principal may include, but not be limited to the following:

- Cooperate in the general organization and plan of procedure in the school under the principal's supervision;
- Supervision of the teachers in the principal's attendance center;
- Maintain the necessary records for carrying out delegated duties;
- Work with the superintendent in rating, recommending and selecting supervised employees whenever possible;
- Work with the superintendent in determining the education program to be offered and in arranging the schedules. As much of the schedule as possible should be made before school closes for summer vacation. In the matter of courses offered, the final approval rests with the superintendent who is in turn responsible to the board;
- Ensure that proper care is taken of all school books, supplies, materials, equipment, furniture and facilities;
- Instruct teachers to make a complete annual inventory of all school property contained in their individual rooms. This inventory is reviewed and filed with the board secretary;
- Investigate excessive cases of absence or tardiness of students and notify the parents or guardians of unexcused absence or tardiness. All such cases should be reported to the superintendent;
- Make such reports from time to time as the superintendent may require;
- Maintain the regular schedule of school hours established by the board and make no temporary changes in the schedule without the consent of the superintendent;
- Promptly notify the superintendent whenever ventilation, sanitation or heating of the building is unsatisfactory;
- Contribute to the formation and implementation of general policies and procedures of the school;
- Perform such other duties as may be assigned by the superintendent of schools.

This list of duties will not act to limit the board's authority and responsibility over the position of the administrators. In executing these duties and others the board may

delegate, the administrators will consider the school district's financial condition as well as the needs of the students in the school district.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

301.6 - Administrator Evaluation

Superintendent

The board will conduct an ongoing evaluation of the superintendent's skills, abilities, and competence. At a minimum, the board will formally evaluate the superintendent on an annual basis. The goal of the superintendent's formal evaluation is to ensure the educational program for the students is carried out, promote growth in effective administrative leadership, clarify the superintendent's role, clarify the immediate priorities of the board, and develop a working relationship between the board and the superintendent.

The superintendent will be an educational leader who promotes the success of all students by:

- Mission, Vision and Core Values: Develop, advocate and enact a shared mission, vision, and core values of high-quality education and academic success and well-being of each student.
- Ethics and Professional Norms: Act ethically and according to professional norms to promote each student's academic success and well-being.
- Equity and Cultural Responsiveness: Strive for equity of educational opportunity and culturally responsive practices to promote each student's academic success and well-being.
- Curriculum, Instruction and Assessment: Develop and support intellectually rigorous and coherent systems of curriculum, instruction and assessment to promote each student's academic success and well-being.
- Community Care and Support for Students: Cultivate an inclusive, caring and supportive school community that promotes the academic success and well-being of each student.
- Professional Capacity of School Personnel: Develop the professional capacity and practice of school personnel to promote each student's academic success and well-being.
- Professional Community for Teachers and Staff: Foster a professional community of teachers and professional staff to promote each student's academic success and well-being.

- **Meaningful Engagement of Families and Community:** Engage families and the community in meaningful, reciprocal, and mutually beneficial ways to promote each student's academic success and well-being.
- **Operations and Management:** Manage school operations and resources to promote each student's academic success and well-being.
- **School Improvement:** Act as an agent of continuous improvement to promote each student's academic success and well-being.

The formal evaluation will be based upon the following principles:

- The evaluation criteria will be in writing, clearly stated and mutually agreed upon by the board and the superintendent. The criteria will be related to the job description and the school district's goals;
- At a minimum, the evaluation process will be conducted annually at a time agreed upon;
- Each board member will have an opportunity to individually evaluate the superintendent, and these individual evaluations will be compiled into an overall evaluation by the entire board;
- The superintendent will conduct a self-evaluation prior to discussing the board's evaluation, and the board as a whole will discuss its evaluation with the superintendent;
- The board may discuss its evaluation of the superintendent in closed session upon a request from the superintendent and if the board's discussion in open session will needlessly and irreparably injure the superintendent's reputation; and,
- The individual evaluation by each board member, if individual board members so desire, will not be reviewed by the superintendent. Board members are encouraged to communicate their criticisms and concerns to the superintendent in the closed session. The board president will develop a written summary of the individual evaluations, including both the strengths and the weaknesses of the superintendent, and place it in the superintendent's personnel file to be incorporated into the next cycle of evaluations.

This policy supports and does not preclude the ongoing, informal evaluation of the superintendent's skills, abilities and competence.

Other Administrators

The superintendent will conduct an ongoing process of evaluating the administrators on their skills, abilities, and competence. At a minimum, the superintendent will formally evaluate the administrators annually. The goal of the administrator's formal evaluation process is to ensure that the educational program for the students is carried out, student learning goals of the school district are met, promote growth in effective administrative leadership for the school district, clarify the administrator's role as defined by the board and the superintendent, ascertain areas in need of improvement, clarify the immediate

priorities of the responsibilities listed in the job description, and develop a working relationship between the superintendent and the administrator.

The superintendent is responsible for designing an administrator evaluation instrument. The formal evaluation will include written criteria related to the job description. The superintendent, after receiving input from the administrators, will present the formal evaluation instrument to the board for approval.

The formal evaluation will also include an opportunity for the administrator and the superintendent to discuss the written criteria, the past year's performance and the future areas of growth. The evaluation is completed by the superintendent, signed by the administrator and filed in the administrator's personnel file.

The principal will be an educational leader who promotes the success of all students by:

- **Mission, Vision and Core Values:** Develop, advocate and enact a shared mission, vision, and core values of high-quality education and academic success and well-being of each student.
- **Ethics and Professional Norms:** Act ethically and according to professional norms to promote each student's academic success and well-being.
- **Equity and Cultural Responsiveness:** Strive for equity of educational opportunity and culturally responsive practices to promote each student's academic success and well-being.
- **Curriculum, Instruction and Assessment:** Develop and support intellectually rigorous and coherent systems of curriculum, instruction and assessment to promote each student's academic success and well-being.
- **Community Care and Support for Students:** Cultivate an inclusive, caring and supportive school community that promotes the academic success and well-being of each student.
- **Professional Capacity of School Personnel:** Develop the professional capacity and practice of school personnel to promote each student's academic success and well-being.
- **Professional community for Teachers and Staff:** Foster a professional community of teachers and professional staff to promote each student's academic success and well-being.
- **Meaningful Engagement of Families and Community:** Engage families and the community in meaningful, reciprocal, and mutually beneficial ways to promote each student's academic success and well-being.
- **Operations and Management:** Manage school operations and resources to promote each student's academic success and well-being.
- **School Improvement:** Act as an agent of continuous improvement to promote each student's academic success and well-being.

Approved April 23, 2018
Reviewed ~~January 10, 2022~~ April 16, 2025
Revised January 24, 2022

301.7 - Administrator Professional Development

The board encourages the superintendent and other administrators to continue professional growth by being involved in professional organizations, attending conferences, continuing education, and participating in other professional activities.

It is the responsibility of the administrator to arrange the administrator's schedule in order to enable attendance at various conferences and events. If a conference or event requires the administrator to be absent from the office for more than three days, requires overnight travel, or involves unusual expense, the superintendent will bring it to the attention of the board president and the other administrators will bring it to the attention of the superintendent prior to attending the event.

The administrator may be required to report to the board after an event.

Approved April 23, 2018
Reviewed ~~January 10, 2022~~ April 16, 2025
Revised January 24, 2022

301.8 - Administrator Consulting/Outside Employment

An administrative position is considered full-time employment. The board expects administrators to give the responsibilities of their positions in the school district precedence over other employment. An administrator may accept consulting or outside employment for pay as long as, in the judgment of the board, the work is conducted on the administrator's personal time and it does not interfere with the performance of the administrator's duties.

The board reserves the right, however, to request the administrator cease the outside employment as a condition of continued employment. The board will give the administrator thirty days notice to cease outside employment.

Approved April 23, 2018
Reviewed ~~January 10, 2022~~ April 16, 2025
Revised January 24, 2022

302.1 - Development and Enforcement of Administrative Regulations

Administrative regulations may be necessary to implement board policy. It is the responsibility of the superintendent to develop and enforce administrative regulations.

In developing the administrative regulations, the superintendent may consult with administrators or others likely to be affected by the regulations. Once the regulations are developed, employees, students and other members of the school district community will be informed in a manner determined by the superintendent.

The board will be kept informed of the administrative regulations utilized and their revisions. The board may review and recommend change of administrative regulations prior to their use in the school district if they are contrary to the intent of board policy.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

302.2 - Monitoring of Administrative Regulations

The administrative regulations will be monitored and revised when necessary. It is the responsibility of the superintendent to monitor and revise the administrative regulations.

The superintendent may rely on the board, administrators, employees, students, and other members of the school district community to inform the superintendent about the effect of and possible changes in the administrative regulations.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

303 - Administrative Succession of Authority

In the absence of the superintendent, it is the responsibility of the other administrators to assume the superintendent's duties. If the absence of the superintendent is temporary, the successor shall be that individual or individuals temporarily appointed by the superintendent and communicated to the board president.

If the absence of the superintendent is temporary, the successor will assume only those duties and responsibilities of the superintendent that require immediate action. If the board determines the superintendent will be absent for an extended period of time, the board will appoint an acting superintendent to assume the responsibilities of the superintendent. The successor will assume the duties when the successor learns of the superintendent's absence or when assigned by the superintendent or the board.

References to "superintendent" in this policy manual will mean the "superintendent or the superintendent's designee" unless otherwise stated in the board policy.

Approved April 23, 2018

Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022

304 - Administrator Code of Ethics

Administrators, as part of the educational leadership in the school district community, represent the views of the school district. Their actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, administrators will conduct themselves professionally and in a manner fitting to their position.

Each administrator will follow the code of ethics stated in this policy. Failure to act in accordance with this code of ethics or in a professional manner, in the judgment of the board, will be grounds for discipline up to, and including, discharge.

The professional school administrator:

- Makes the education and well-being of students the fundamental value of all decision making.
- Fulfills all professional duties with honesty and integrity and always acts in a trustworthy and responsible manner.
- Supports the principle of due process and protects the civil and human rights of all individuals.
- Implements local, state and national laws.
- Advises the school board and implements the board's policies and administrative rules and regulations.
- Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals or that are not in the best interest of children.
- Avoids using his/her position for personal gain through political, social, religious, economic or other influences.
- Accepts academic degrees or professional certification only from accredited institutions.

- Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
- Honors all contracts until fulfillment, release or dissolution mutually agreed upon by all parties.
- Accepts responsibility and accountability for one's own actions and behaviors.
- Commits to serving others above self.

Approved April 23, 2018


Reviewed ~~January 10, 2022~~ April 16, 2025

Revised January 24, 2022



DCAP Community Report

April 16, 2025



2023-2024 Goals

- Activities/Lessons outlined to increase staff involvement - MET
 - DCAP team created lessons and activities for staff facilitation
 - PD and support provided to staff during implementation
- Staff Involvement - goal 80% - MET
 - 100% of certified staff participated in DCAP work with students through career and academic planning days
 - Professional Development led by counselors and CTE teachers to prepare staff
- Work-Based Learning
 - New to the DCAP requirement last year
 - Identified as a need, but not added as a goal area

RPP Evaluation

District Career & Academic Plan Sections	Compiled Scores
Initial Section: Annual School Board Review	Developing (1) ▾
Section 1: District Team Members	Developing (1) ▾
Section 2: District Statement Summary	Developing (1) ▾
Section 3: Course Planning	Advanced (3) ▾
Section 4: Work-Based Learning	Developing (1) ▾
Section 5: Essential Components (EC) of ICAP	
EC #1: Self-Understanding	Developing (1) ▾
EC #2: Career information	Proficient (2) ▾
EC #3: Career Exploration	Proficient (2) ▾
EC #4: Postsecondary Exploration	Proficient (2) ▾
EC #5: Career & Postsecondary Decision	Developing (1) ▾
Section 6: FAFSA Advisement	Proficient (2) ▾
Section #7: District Plan Integration	Developing (1) ▾
Total Score out of 36 Possible	18

2024-2025 Goals

Data Point	Current Status/Goals
College Enrollment Indicators	<p>Current: Postsecondary enrollment was 51.84% (9.42% below state average) on the 2024 Iowa School Performance Profile.</p> <p>Goal: By 2028, the postsecondary enrollment gap between Red Oak graduates and the state average will decrease by 5%</p>
Postsecondary Readiness Indicators	<p>Current: 66.67% of Red Oak students received college credit through concurrent enrollment while in high school based on the 2024 Iowa School Performance Profile.</p> <p>Goal: 1: By 2028, 75% of Red Oak students will receive college credit through concurrent enrollment while in high school.</p> <p>Current: 66.67% of Red Oak students engaged in work-based learning while in high school.</p> <p>Goal 2: We will maintain work-based learning at or above the state average of 25.23%</p>
DCAP Score	<p>Current: Red Oak received 18/36 points on the 23-24 DCAP.</p> <p>Goal: Red Oak will receive 24/36 points on the DCAP rubric for 24-25.</p>

2025 Red Oak High School Graduates (pending fulfillment of district requirements)

1. Matthew Blayne Adams
2. Adam Troy Baier
3. Halle Rachelle Baldwin
4. MaKenzie Renee Bates
5. Elizabeth Dawn Baucom
6. Natalie Rose Baucom
7. Seth William Baucom
8. Daniele Nancy Bedsworth
9. Annissa Christine Bingham
10. Brody Donovan Bond
11. Nicole Kimberly Bond
12. Conor McCabe Britten
13. Jacob Christian Brower
14. Jersey Rae Churchill
15. Korbyn Pacey Claspill
16. Lillian Ann Cobb
17. Chloe Faye Conn
18. Lauren Aileen Dean (cert. of attendance)
19. Alyson Ellyn Decesare
20. Kennedy Claire DeVries
21. Riley Joann Driver
22. Brett Lawrence Erickson
23. Weston Dean Gettler
24. Landon Dean Gigstad
25. Grace LeAnn Goldapp
26. Addison Elizabeth L Gray
27. Isaiah Cody Roye Hidalgo
28. Cylis Daniel Johnson
29. Ella Louise Johnson
30. Ilana Joy Johnson
31. Miranda Renee Johnson
32. Alexis Lee Joint
33. Cerenity Kae Keesey
34. Zander Alan Kinsley
35. Jessica Riley Knight
36. Corey Dean La Follette
37. Jaide Reighn Larson
38. Lilly Jade Lewis Cantrell
39. Raevyn Ciara Lucas
40. Adelia Jo Lydon
41. Gabriel Adair McMillin
42. Michaela Dawn Miner
43. Tyler Alan Myers
44. Hailey Nichole Nagunst
45. Breanna Marie Newlon
46. Iris Maria Ogden (cert. of attendance)
47. Ayden. Jose Olivas
48. Nolan Alan Perrien
49. Paige Maree Pruett
50. Bailey Jo Ransom
51. Peter Christian Richards
52. Adriana Lee Richards
53. Kady Francis Riibe
54. Christian Eivon Saldana
55. Brinkly Ann Sallach
56. John Harlan Sallach
57. Kyler Cael Sandholm
58. Hope Julene Schmadek
59. Ashley Marie Schmid
60. Tyler Damien Schofield
61. Brayden Watson Sifford
62. Blake Lee Sloan
63. Nevaeh Ann Soar
64. Elijah Caius Solgat
65. Jaxon Jo Terry
66. Lena Virginia Torbett
67. Cadence Renee Turnbull
68. Cassandra Vera
69. Pablo Antonio Villanueva
70. Katelynn Leah Wagaman
71. Addyson Rae Waterman
72. Victoria Ann Wendt
73. Logan Jacob Burg Williams
74. Marissa Marie Williams
75. Max Norris Yeager
76. Chloe Dawn Zeigler

ROECC/Inman Elementary Board Report

April 16, 2025

Preschool Roundup-

We had 40 students participate in preschool round up last week. The families completed preschool paperwork and teachers were able to do some initial screening. This is eight more than we had last year. We are hoping this number continues to rise.

We will be starting the preschool IEP transition meetings. These are being held at Inman so that families can get a tour of the building as well as meet the elementary team.

Open SciEd

Inman Elementary teachers will be participating in professional development this summer for the Open SciEd science curriculum. The funds for this professional development and the science curriculum are part of a grant from the STEM Scale Up.

Upcoming Events

April 16th	4th grade to Kiewit Luminarium
April 17th	6th grade to Kiewit Luminarium
April 23rd	3rd grade to Durham Museum
Apr. 28th - May 2nd	Spring FAST testing
May 1st	5th Grade Pioneer Days
	1st Grade Acres Day
	6th Grade Step Up Day
May 2nd	2nd grade to Library
May 5th	3rd & 4th grades, Trail of Iowa Corn
	Cinco de Mayo Celebration
May 7th	2nd grade, going around to area Businesses
May 8th	1st grade to Zoo
May 9th	Kindergarten to Library
	PTO Carnival
May 10th-	PTO Plant Sales
May 13th	K & 1st grade Music Concert
May 14th	Kindergarten to Fire Station
May 16th	1st grade Grandparents day
	4th-6th Grade Track and Field Day
May 20th	3rd grade picnic
May 21st	1st grade picnic
	5th grade soccer/picnic
May 22nd	Tiger Day @ Inman
May 23rd	6th grade bowling

Custodial Services Proposal Evaluation Rubric

Red Oak Community School District

ATS, 8200 Cody Drive Suite F, Lincoln, NE. Total Score: 89.75

Experience/Past Performance (25 Points)			
Evaluate the bidder's experience providing custodial services, including the length of time they have been in business, their experience with school districts, and the quality of their past work.			
0-10 Points:	11-15 Points:	16-20 Points:	21-25 Points:
The bidder has limited or no experience with custodial services for school districts or poor performance in previous contracts.	The bidder has some experience (1-3 years) serving in school districts with some positive results. References or examples provided do not strongly demonstrate high performance or long-term success. The bidder may have limited or mixed feedback from past clients.	The bidder has good experience (3-5 years) with positive past performance and generally good references from school districts. References indicate performance has been generally satisfactory, with a history of providing solid custodial services to school districts. However, there may be occasional room for improvement, or fewer examples of exceptional performance.	The bidder has extensive experience (5+ years) providing custodial services to school districts with demonstrated high performance and satisfaction from previous clients (e.g., excellent references). References demonstrate high performance with positive feedback and clear examples of success. The bidder consistently meets or exceeds expectations and has long-term relationships with clients.
<p>Comments:</p> <p>Extensive education references (none in Iowa—KS, NE, MO); not clear on outcomes; customer satisfaction survey; called reference—“Piper is in a good place...have struggled to get good staff...employe local people...good to work with...responsive.”</p> <p>80 schools with 30 years of experience; custodial service for over 100 years facility experience; customer satisfaction survey shows excellent 29 schools listed...20 within 4 hours of Red Oak; school rated as excellent but date is 2021</p> <p>20 districts; donate/sponsor events</p>			
Average score—20.00			

Cost of Services (25 Points)

Evaluate the pricing structure of the proposal in comparison to the district's budget and industry standards. Lower costs are favorable, but pricing should also reflect the quality of service offered.

0-10 Points:	11-15 Points:	16-20 Points:	21-25 Points:
The bidder is overpriced compared to other proposals, with questionable value for the cost. The bidder may also offer the lowest price, but the proposal raises significant concerns about service quality. This may include unclear cost breakdowns, hidden fees, or evidence of cutting corners that could affect the quality of custodial services. There is little to no information about quality control, staffing levels, or service monitoring, making it unclear whether the low price can be sustained without negatively impacting service.	The bidder's pricing is above average, but still reasonable considering the level of service. There may be concerns about potential cuts to service quality, such as understaffing or use of cheaper cleaning products. The bid lacks some details on cost-saving measures or quality assurance procedures. The proposal might also raise questions about long-term service consistency.	The bidder's pricing is competitive and provides a solid breakdown of costs, but there may be some areas where service quality could be slightly impacted (e.g., fewer staff, less training). They may offer good cost-saving strategies, but the plan could be improved in certain areas, such as quality control measures or monitoring systems.	The bidder provides a highly competitive price that is clear, well-justified, and backed by a detailed cost breakdown. The proposal demonstrates cost efficiency measures, like bulk purchasing, labor optimization, and use of technology, without compromising on service quality. The bidder includes a strong quality assurance plan, ensuring that service levels are maintained throughout the contract. There is no evidence of sacrificing staffing levels, training, or equipment quality to lower costs.
<p>Comments:</p> <ul style="list-style-type: none">▪ \$33,370 per month; includes 7 FTE and onsite manager; 17% less expensive than current provider; wages \$15.50/\$16/50 per hour▪ \$30,005 per month with onsite manager▪ Page 4; they have quality report card they keep for building; page 28-outline internal reviews/corrective action and continuous improvement▪ \$30,005 per month x 12 = \$360,060 annually; \$22 (regular) -\$33 (overtime) per hour—why wide range? <p>Average score—24.25</p>			

Green Initiatives (15 Points)

Assess the proposal's approach to sustainability and environmentally friendly practices, such as the use of green cleaning products, waste reduction strategies, and energy-efficient practices.

0-4 Points:	5-8 Points:	9-12 Points:	13-15 Points:
The bidder provides little to no information about sustainability or green initiatives. There may be minimal use of eco-friendly products, no waste reduction efforts, or unclear goals and reporting. The bidder's approach to sustainability is either underdeveloped or not a priority for their custodial operations.	The bidder has a basic sustainability plan that includes some green cleaning practices and the use of eco-friendly products. However, the plan may lack key elements, such as clear goals, tracking/reporting mechanisms, or waste reduction strategies. Their commitment to sustainability is apparent, but the plan could be more detailed or rigorously executed.	The bidder has good sustainability practices in place, with some eco-friendly measures but lacking a comprehensive strategy. The bidder provides a good sustainability plan with many green practices in place, such as the use of eco-friendly products and waste reduction initiatives. There is some evidence of measurable sustainability goals, but the plan may lack certain details, such as comprehensive reporting or third-party certifications. Their commitment to sustainability is clear but might not be fully comprehensive.	The bidder provides a comprehensive sustainability plan with detailed descriptions of green cleaning practices, waste reduction efforts, and the use of eco-friendly products. They have clear, measurable sustainability goals, hold recognized green certifications, and demonstrate ongoing commitment to improving their environmental footprint. Their plan is well-executed with evidence of past success and transparent reporting mechanisms.
<p>Comments:</p> <ul style="list-style-type: none">▪ Clear sustainability/green plan▪ Green cleaning—page 26▪ All electric powered floor—propane floor equipment and bater powered equipment; green cleaning initiatives; environmental policy <p>Average score—14.00</p>			

Personnel/Organization (15 Points)

Evaluate the quality, training, and experience of the personnel, including the structure of the custodial team and their management capabilities.

0-4 Points:	5-8 Points:	9-12 Points:	13-15 Points:
Insufficient information on personnel qualifications, or questionable staffing practices. The bidder provides minimal or no information about the qualifications or training of personnel. There is little evidence of a formal organizational structure or effective team management systems in place. High staff turnover rates or no retention strategies are mentioned. This raises concerns about the company's ability to maintain consistent, high-quality service.	Limited information on personnel qualifications or training. The bidder's organization structure is unclear. The bidder provides basic information about personnel qualifications and training, but some key details are missing or unclear. There may be little to no evidence of team management systems or performance monitoring. The organizational structure may be less defined or lacking in clarity. Staff turnover rates may be higher, suggesting potential issues with employee retention or satisfaction.	Adequate personnel qualifications with standard training practices. The bidder provides some details about staff management. The bidder provides sufficient details about their personnel and organizational structure, including some relevant qualifications and training programs. There is evidence of team management and performance monitoring, though some aspects may lack detail. Staff turnover rates are somewhat reasonable, but not as low as expected. The organizational structure is clear but may lack some detail in terms of roles or responsibilities.	Highly qualified and experienced personnel, with detailed descriptions of training, team management, and staff turnover rates. Clear organizational structure. The bidder provides clear and detailed descriptions of their highly qualified personnel, including relevant experience, certifications, and a comprehensive training program. The team management system is well-organized, with defined roles and responsibilities, and staff turnover rates are low, indicating strong retention practices. The bidder demonstrates a clear organizational structure, with well-defined leadership and supervisory roles, effective communication channels, and a plan for maintaining consistent service.
<p>Comments:</p> <ul style="list-style-type: none">▪ Clear management structure; staffing recommendations; training plan is excellent; turnover goal is 20%▪ Outline how to staff; personnel listed▪ Handbook; training schedule as well as cleaning schedule and expectations; includes safety report card; page 47—KPI standardization▪ Training modules—clean check training system; plans for school breaks with projects; NE safest companies in 2022; checklists; employee accountability <p>Average score—14.25</p>			

Financial Capacity (10 Points) Assess the bidder's financial stability to ensure they can handle the contract without risk of financial failure, delays, or issues with service delivery.			
0-2 Points:	3-5 Points:	6-8 Points:	9-10 Points:
Financial instability or failure to provide evidence of financial health. There is little to no documentation regarding the bidder's financial standing or stability. The lack of financial documentation or evidence of instability raises concerns about the bidder's ability to reliably meet the financial demands of the custodial services contract.	Limited financial stability or concerns about ability to handle the contract. The bidder provides limited or less detailed documentation of their financial stability. There may be a lack of up-to-date financial statements, or the company may have relatively high debt levels or liquidity concerns. While not necessarily financially unstable, the bidder's financial position raises some questions about their long-term ability to sustain the contract without financial strain.	Acceptable financial standing, but some concerns about long-term stability. The bidder provides some documentation of financial standing, such as recent financial statements or credit reports, but the financial details may be less comprehensive or may lack independent verification (e.g., no audited statements). The bidder shows some financial strength but may have areas of concern that should be closely monitored over the course of the contract.	Strong financial standing with documentation of financial stability (e.g., recent financial statements or creditworthiness). The bidder has strong financial standing (e.g., adequate cash flow, positive net worth, solid profit margins, and capacity for growth and expansion) ensuring they are capable of sustaining operations and effectively managing the custodial contract. There is evidence the bidder has sufficient resources and liquidity to perform the custodial services reliably, even in challenging economic conditions.
Comments: <ul style="list-style-type: none"> Strong financials; \$17 million in annual sales; over 640 employees; family owned and operated Total liabilities and equipment over \$8 million; liability insurance over \$5 million Page 51 W9 included; liability insurance included; balance sheets included—running in the black Average score—9.25			

ISO (International Organization for Standardization) Certification (10 Points)

Evaluate the importance of ISO certification, particularly in quality management systems or environmental management systems, indicating the bidder's commitment to consistent and high-quality service.

0-2 Points:	3-5 Points:	6-8 Points:	9-10 Points:
The bidder has no ISO certification and provides little to no evidence of a quality management system. The bidder may be operating without a formal framework to ensure quality, consistency, or continuous improvement in their custodial services.	The bidder holds no ISO certification, but there is an equivalent quality management system in place. The bidder has an established framework or set of practices to ensure quality control and services meet desired standards. These include performance monitoring programs to track service levels, handle customer complaints, and ensure compliance with the terms of the service agreement.	The bidder holds some ISO certification but not in the most relevant areas for custodial services. The bidder has some level of standardized operational systems in place, but don't specifically address the quality of custodial services or sustainability practices in cleaning operations. Nevertheless, the bidder does have policies and procedures that guide the cleaning services and ensure consistency and quality across all locations and staff. The bidder follows industry standards and best practices, such as the CIMS (Cleaning Industry Management Standard)	The bidder holds ISO certification in relevant areas (e.g., #9001-quality management, #14001-environmental management). The bidder has well defined cleaning protocols and procedures that ensure consistent, high-quality results. They have mechanisms in place for addressing and resolving complaints or issues related to service performance. They utilize standardized training programs and employee performance evaluations to maintain quality across shifts and teams. They conduct regular audits and assessments to identify areas of improvement and ensure continuous service quality.
<p>Comments:</p> <p>Wide variety of certifications (e.g., ISSA, BOMA, GBAC, BSSAN) ISSA; multiple certifications listed ISO 14001 compliant; regular audits for 14001 and evaluate EMS; customer clean check report; building quality score ISO 14001; safest company in 2022</p> <p>Average score—7.75</p>			

School References:

“ATS has done a nice job... I can’t speak for any other district, but Piper is in a good place...they have struggled to get good staff, but they have been good to work with...employ local people...management has been very responsive.”

SDA Public Schools, Syracuse NE—David Kraus, Superintendent: “I am happy with them...we switched because previous company was awful...they have quarterly meetings...have been with them for 2-3 years...management is good people...workers are good...turnover is far less than before...they customize services and get input from district based on needs...been a positive move.”

“We are definitely please with them...we have used them for six years...overall our experience has been very good, particularly the last 2-3 years...oversight, follow-up, feedback has been very good...consistent billing has been very beneficial for us...budgeting has been easy because they invoice the same every month based on hourly wages...they have been no surprises when it comes to monthly bill...they do the best they can to cover absences with substitutes...area manager actually filled in over lunch when they couldn’t get a sub...they do their best to fill in and cover the buildings...all of the ATS employees are local people which helps with buy-in, dependability, people showing up to work...we have had problems when employees don’t live in the district...things have been very good...area manager, regional manager, district office are all easy to work with...accept feedback...my experience has been a good one.”

“So far has been pretty good...they have been great...ATS custodians come in later as a night crew...our folks have been really happy with the cleaning job they do, probably better than any other time...they send subs and do a great job...overall it has been really good.”

“Worked with them in Kansas, Bonner Springs, for years...we have had really good service...what you put in you get out, so we meet weekly and work through issues, work orders, concerns, etc.; we are very involved...they are very responsive...I enjoy working with them and they do a nice job...they are able to keep employees as much as we are able to do so...they do better than our food service contractor in terms of reliability...[he] would have no reservations about contracting with them...they are affordable compared to other companies...quality is comparable or better, so they don’t skimp...they do a nice job...really good with events...work well with administrators...upper management is responsive and good to work with...proactive, nice.”

“We have had a little bit of up and down; three years ago things weren’t great, but since then they have really stepped it up...their work force has greatly improved... when they have their right crew on they knock it out of the park... we can’t hire people for what they are doing it for, but turnover has been an issue in the past...at the time, they didn’t always communicate these changes the best...overall positive recommendation but depends on workforce...as things currently stand, we are pleased with the quality of work; buildings are clean, no complaints.....overall I would recommend them.”

“We have had them since 2020, close to five years...we are pleased overall...some ups and downs, but whenever we have an issues they are quick to respond and take care of things...very competitive in terms of price...a lot of experience working in schools...they have several schools around Kansas and continue to expand...I have had real good luck with them...they do from time to time struggle to get people hired, but they work hard to fill positions and they bring people in to feel gaps...they are good to work with; I have had great experiences with them...management structure works well and makes sure we are taken care of...I would highly recommend them.”

Restrictions on Student Use of Personal Electronic Devices During Instructional Times

Policy 511—Student Use of Personal Electronic Devices

In order to promote the best educational experience, students should feel connected to their educational environment and to others in the school community. Building meaningful connections can occur in a variety of ways. Technology has advanced peoples' ability to connect with one another across a variety of virtual platforms, and when used appropriately, adds value to the learning environment. However, it is vital to the developmental health and growth of students that the district provides opportunities for students to connect with peers and other members of their school community in-person whenever possible. In-person learning and interactions teach vital life and social skills that students will need for their continued success in the community.

For this reason, student use of personal electronic devices during instructional time is prohibited. Students have access to district-owned electronic devices as appropriate for the instructional needs of the learning environment and authorized by the classroom teacher. Parents or guardians who need to communicate with students during instructional time may contact the school building administrative office.

Instructional time is defined to mean periods of classroom instruction from the beginning of class bell until the end of class bell. Personal electronic devices means any device that is capable of electronically communicating, sending, receiving, storing, recording, reproducing and/or displaying information and data. This may include but is not limited to electronic communication equipment, mobile phones, smart phones, video game devices and portable media players. Students may wear smart or electronic watches but may not use any communication applications or features that are prohibited from use on other electronic devices and all notifications must be turned off. Personal electronic devices that have been specifically authorized under a current individual education plan (IEP), a Section 504 plan, or an Individual Health Plan (IHP) are exempt from this policy.

Parents or guardians of students may request to building level administration that a student retain access to the student's personal electronic device during instructional time if the parent or guardian can establish there is a legitimate reason related to the student's mental or physical health for the student to retain access during instructional time. This reason must be tied to the student's multi-tiered system of support framework. Any denials may be appealed to the Superintendent, who will be the final decisionmaker on the request.

Students who choose to use personal electronic devices outside instructional time but while on school property, at school-sponsored events, or in a manner that may impact the educational environment must use these devices in accordance with all applicable laws and board policies. Students who violate this policy may face disciplinary consequences up to and including suspension or expulsion. The Superintendent, in conjunction with building level administration, will develop administrative regulations in accordance with this policy.

Approved:
Reviewed:
Revised:

511.R1—Student Use of Personal Electronic Devices Regulation

The district is committed to providing an inclusive educational environment for students and families. It is valuable for students' educational experience for families to engage in and support their students' educational experience. As part of this commitment, the district will take steps to create opportunities for students to engage in peer-to-peer activities, and ensure that student use of personal electronic devices does not occur during instructional time.

Every district staff member is empowered to assist in the enforcement of this policy and regulation as appropriate. To avoid distraction during instructional time, personal electronic devices must be silenced or turned off, not visible, and not physically attached to the student's body. Students may store their personal electronic devices [in their backpacks, unless otherwise instructed; in the space designated by the classroom teacher. Student personal electronic devices in th possession of the district will be secured using the following methods:].

Staff members may establish classroom rules or protocols for placement of personal electronic devices during instructional times consistent with this regulation. If a student is observed using a personal electronic device during instructional time, the employee who observed the student behavior will notify building administration, who will require the student to turn in the device for safekeeping until the end of the school day. The device will be secured in the building's front office. The district, however, is not responsible for the loss, theft, or destruction of personal electronic devices brought onto school, or district property, or while the student is attending district or school-sponsored events.

For a student's first violation of this policy, the student may pick up the device at the end of the school day and the student's parent/guardian will be notified. For subsequent violations of this policy, the device will be released to the student's parent/guardian following a meeting with the student and the student's parent/guardian to create a plan to avoid further violations. If a student in violation of this policy refuses to turn over their device, they may be sent home for the remainder of the school day. Repeated violations of this policy may result in additional disciplinary consequences for students in accordance with board policy.

Budget Guarantee Resolution

Be it RESOLVED, that the Board of Directors of the RED OAK community school district, will levy property taxes for fiscal year 2025-2026 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa.

Bret Blackman, Board President

Date

Heidi Harris, Board Secretary

Date



Proposed by:
CapSan - Omaha
2511 South 156th Circle
Omaha, NE 68130
Tel: 402-408-2950

Client:
RED OAK HIGH SCHOOL
2011 NORTH 8TH STREET
RED OAK, IA 51566

Job:

Quote
Q008590
04/08/25

Item	Qty	Description	Net	Total
2	EA	SCREEN & APPLY 2 COATS OF GYM FINISH GYMFLOORLABOR	4465.0000	\$8,930.00

Acceptance: _____

Printed Name: _____ Date: _____

Merchandise	\$8,930.00
Misc Charge	\$0.00
Freight	
Tax	\$0.00
Total	\$8,930.00

NOTICE OF PUBLIC HEARING
Proposed RED OAK School Budget Summary
Fiscal Year 2025 - 2026

Location of Public Hearing: Red Oak Jr/Sr High School Virtual Learning Center/Phone/Internet 2011 North 8th Street Red Oak IA 51566	Date of Hearing: 04/16/2025	Time of Hearing: 05:35 PM
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The Board of Directors will conduct a public hearing on the proposed 25/26 school budget at the above noted location and time. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of the revenues and expenditures on file with the district secretary. A copy of the details will be furnished upon request.

		Budget 2026	Re-est. 2025	Actual 2024	Avg % 24-26
Taxes Levied on Property	1	6,968,438	6,683,267	6,127,720	% 6.6
Utility Replacement Excise Tax	2	165,225	162,595	172,627	% -2.2
Income Surtaxes	3	129,432	362,662	415,950	% -44.2
Tuition/Transportation Received	4	541,079	531,531	572,408	
Earnings on Investments	5	647,705	630,583	294,104	
Nutrition Program Sales	6	125,938	124,219	148,725	
Student Activities and Sales	7	165,320	164,622	168,138	
Other Revenues from Local Sources	8	317,377	316,527	296,517	
Revenue from Intermediary Sources	9	0	0	0	
State Foundation Aid	10	7,729,535	8,228,454	7,710,302	
Instructional Support State Aid	11	28,271	0	0	
Other State Sources	12	1,481,255	1,480,617	1,482,288	
Two Tier Assessment Limitation Replacement	13	164,243	164,243	22,778	
Title I Grants	14	503,317	503,317	444,839	
IDEA and Other Federal Sources	15	562,125	555,293	871,198	
Total Revenues	16	19,529,260	19,907,930	18,727,594	
General Long-Term Debt Proceeds	17	0	0	0	
Transfers In	18	961,971	947,923	897,046	
Proceeds of Fixed Asset Dispositions	19	173,827	173,827	176,258	
Special Items/Upward Adjustments	20	32,336	32,630	32,630	
Total Revenues & Other Sources	21	20,697,394	21,062,310	19,833,528	
Beginning Fund Balance	22	12,191,864	13,807,313	14,309,410	
Total Resources	23	32,889,258	34,869,623	34,142,938	
*Instruction	24	10,671,972	10,332,126	9,557,529	% 5.7
Student Support Services	25	274,895	311,304	303,290	
Instructional Staff Support Services	26	1,266,264	1,249,719	1,010,789	
General Administration	27	493,488	491,797	486,383	
School Administration	28	882,006	898,170	872,372	
Business & Central Administration	29	367,349	404,280	349,214	
Plant Operation and Maintenance	30	2,134,509	2,087,770	1,922,045	
Student Transportation	31	1,318,578	1,298,113	786,422	
*Total Support Services (lines 25-31)	31A	6,737,089	6,741,153	5,730,515	% 8.4
*Noninstructional Programs	32	685,877	675,704	643,912	% 3.2
Facilities Acquisition and Construction	33	894,824	881,601	400,409	
Debt Service (Principal, interest, fiscal charges)	34	2,581,979	2,543,822	2,512,528	
AEA Support - Direct to AEA	35	395,024	436,089	494,198	
*Total Other Expenditures (lines 33-35)	35A	3,871,827	3,861,512	3,407,135	% 6.6
Total Expenditures	36	21,966,765	21,610,495	19,339,091	
Transfers Out	37	953,469	939,632	897,046	
Other Uses	38	128,258	127,632	99,488	
Total Expenditures, Transfers Out & Other Uses	39	23,048,492	22,677,759	20,335,625	
Ending Fund Balance	40	9,840,766	12,191,864	13,807,313	
Total Requirements	41	32,889,258	34,869,623	34,142,938	
Proposed Property Tax Rate (per \$1,000 taxable valuation)		15.47466			

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGETRED OAK School District
Fiscal Year July 1, 2024 - June 30, 2025

The RED OAK School District will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2025

Meeting Date/Time: 4/16/2025 05:40 PM**Contact:** Heidi Harris**Phone:** (712) 623-6600**Meeting Location:** Red Oak Junior/Senior High School
Virtual Learning Center
2011 N 8th Street
Red Oak, IA 51566

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

EXPENDITURES	Total Budget as Certified or Last Amended	Amendment Increase	Total Budget After Current Amendment	Reason
Instruction	10,527,019	250,000	10,777,019	Staffing/OE Costs
Total Support Services	6,401,462	0	6,401,462	
Noninstructional Programs	634,004	500,000	1,134,004	Increased Janitorial, food service, and inflated pricing.
Total Other Expenditures	3,811,441	0	3,811,441	
Total	21,373,926	750,000	22,123,926	

On February 28, 2025, Governor Reynolds signed Senate File 418, which removes “gender identity” as a protected status under the Iowa Civil Rights Act, specifically in areas including employment and education. The bill also prohibits school districts from teaching gender theory or sexual orientation to students in kindergarten through sixth grade.

This requires the following policy revisions:

102 - Equal Educational Opportunity

It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same educational opportunity.

The Red Oak Community School District does not discriminate on the basis of race, color, national origin, religion, creed, sex, disability, sexual orientation, **gender identity**, age (for employment) genetic information (for employment), socioeconomic status (for programs) or marital status (for programs) in its educational programs and its employment practices. The belief in equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students. There is a grievance procedure for process complaints of discrimination. Any person with questions or a grievance regarding this policy should contact the Equity Coordinator, 604 S. Broadway Street, Red Oak, IA 51566, 712-623-6610, greens@redoakschools.org

The board requires all persons, agencies, vendors, contractors, and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

Inquiries by students regarding compliance with equal educational opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, are directed to the Affirmative Action Coordinator by writing to the Affirmative Action Coordinator, Red Oak Community School District, 604 S. Broadway St., Iowa 51566; or by telephoning (712) 623-6600. Such inquiries may also be directed in writing to the Director of the Region VII office of Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn St., 37th Floor, Chicago, IL, 60604 (312) 730-1560, fax (312) 730-1576 OCR.Chicago@ed.gov, the Iowa Civil Rights Commissioner, <https://icrc.iowa.gov>, (515) 281-4121 or the Iowa Dept. of Education, Grimes State Office Bldg., Des Moines, IA 50319. (515) 281-5294. This inquiry or complaint to the federal or state office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Approved October 13, 2014

Reviewed ~~May 15, 2024~~

April 16, 2024

Revised June 26, 2024

102.R1 - Grievance Procedure

It is the policy of the Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, **gender identity** and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Mr. Steven Green, 2011 N. 8th St., Red Oak, IA 51566, 712-623-6610, greens@redoakschools.org.

Students, parents of students, employees, and applications for employment in the school district will have the right to file a formal complaint alleging discrimination under federal or state regulations requiring non-discrimination in programs and employment.

A student, or a parent of a student, employees, and applicants for employment in the school district have the right to file a formal complaint alleging discrimination. The district has policies and procedures in place to identify and investigate complaints alleging discrimination. If appropriate, the district will take steps to prevent the recurrence of discrimination and to correct its discriminatory effects on the Complainant and others.

A Complainant may attempt to resolve the problem informally by discussing the matter with a building principal or a direct supervisor. However, the Complainant has the right to end the informal process at any time and pursue the formal grievance procedures outlined below. Use of the informal or formal grievance procedure is not a prerequisite to the pursuit of other remedies. Please note that informal processes and procedures are not to be used in certain circumstances (e.g., sexual harassment and sexual assault).

Filing a Complaint

A Complainant who wishes to avail himself/herself of this grievance procedure may do so by filing a complaint with the equity coordinator(s). An alternate will be designated in the event it is claimed that the equity coordinator or superintendent committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within 180 (one hundred eighty) days of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The equity coordinator(s) shall assist the Complainant as needed.

Investigation

Within 15 (fifteen) working days, the equity coordinator will begin the investigation of the complaint or appoint a qualified person to undertake the investigation (hereinafter “equity coordinator”). If the Complainant is under 18 years of age, the equity coordinator shall notify his or her parent(s)/guardian(s) that they may attend investigatory meetings in which the Complainant is involved. The complaint and identity of the Complainant, Respondent, or witnesses will only be disclosed as reasonably necessary in connection with the investigation or as required by law or policy. The investigation may include, but is not limited to the following:

- A request for the Complainant to provide a written statement regarding the nature of the complaint;
- A request for the individual named in the complaint to provide a written statement;
- A request for witnesses identified during the course of the investigation to provide a written statement;
- Interviews of the Complainant, Respondent, or witnesses;
- An opportunity to present witnesses or other relevant information; and
- Review and collection of documentation or information deemed relevant to the investigation.

Within 60 (sixty) working days, the equity coordinator shall complete the investigation and issue a report with respect to the findings.

The equity coordinator shall notify the Complainant and Respondent of the decision within 5 (five) working days of completing the written report. Notification shall be by U.S. mail, first class.

Decision and Appeal

The complaint is closed after the equity coordinator has issued the report, unless with 10 (ten) working days after receiving the decision, either party appeals the decision to the superintendent by making a written request detailing why he/she believes the decision should be reconsidered. The equity coordinator shall promptly forward all materials relative to the complaint and appeal to the superintendent. Within 30 (thirty) working days, the superintendent shall affirm, reverse, amend the decision, or direct the equity coordinator to gather additional information. The superintendent shall notify the Complainant, Respondent, and the equity coordinator of the decision within 5 (five) working days of the decision. Notification shall be by U.S. mail, first class.

The decision of the superintendent shall be final.

The decision of the superintendent in no way prejudices a party from seeking redress through state or federal agencies as provided by in law.

This policy and procedures are to be used for complaints of discrimination, in lieu of any other general complaint policies or procedures that may be available.

If any of the stated timeframes cannot be met by the district, the district will notify the parties and pursue completion as promptly as possible.

Retaliation against any person, because the person has filed a complaint or assisted or participated in an investigation, is prohibited. Persons found to have engaged in retaliation shall be subject to discipline by appropriate measures.

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Iowa Civil Rights Commission; the Equal Employment Opportunity Commission; the U.S. Department of Education, Office for Civil Rights; the U.S. Department of Education, Office of Special Education Programs; or the Iowa Department of Education. Any inquiry or complaint to a state or federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

102.E1 - Annual Notice of Nondiscrimination

Students, parents, employees and others doing business with or performing services for the Red Oak Community School District are hereby notified that this school district does not discriminate on the basis race, color, national origin, religion, creed, sex, disability, sexual orientation, **gender identity**, age (for employment), genetic information (for employment), socioeconomic status (for programs) or marital status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Mr. Steven Green, 2011 N. 8th St., Red Oak, IA 51566, 712-623-6610, greens@redoakschools.org.

102.E2 – Continuous Notice of Nondiscrimination

It is the policy of the Red Oak Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, **gender identity** and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Mr. Steven Green, 2011 N. 8th St., Red Oak, IA 51566, 712-623-6610, greens@redoakschools.org.

102.E5- Witness Disclosure Form

Name of Witness: _____

Date of Interview: _____

Date of Initial Complaint: _____

Nature of discrimination, harassment, or bullying alleged (check all that apply):					
<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other-Please Specify
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color	<input type="checkbox"/>	
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed	<input type="checkbox"/>	

Description of Incident Witnessed:

Additional Information:

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature _____ Date _____

Approved March 8, 2021

Reviewed ~~June 26, 2024~~

April 16, 2025

Revised March 8, 2021

503.5 - Anti-Bullying/Harassment Policy

Harassment and bullying of students are against federal, state and local policy, and are not tolerated by the board. The board is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, the board has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment as well as processes and procedures to deal with incidents of bullying and harassment. Bullying and harassment of students by other students, school employees, and volunteers who have direct contact with students will not be tolerated in the school or school district.

The board prohibits harassment, bullying, hazing, or any other victimization, of students, based on any of the following actual or perceived traits or characteristics, including but not limited to, age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, ~~gender identity~~, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.

This policy is in effect while students are on property within the jurisdiction of the board; while on school-owned or school-operated vehicles; while attending or engaged in school-sponsored activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or school district.

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion. If after an investigation, a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures up to, and including, termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures up to, and including, exclusion from school grounds. "Volunteer" means an individual who has regular, significant contact with students.

When looking at the totality of the circumstances, harassment and bullying mean any electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived protected trait or characteristic of the student and which creates an objectively hostile school environment that meets one or more of the following conditions:

- Places the student in reasonable fear of harm to the student's person or property;
- Has a substantially detrimental effect on the student's physical or mental health;
- Has the effect of substantially interfering with the student's academic performance;
- or
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

“Electronic” means any communication involving the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, electronic text messaging or similar technologies.

Harassment and bullying may include, but are not limited to, the following behaviors and circumstances which create an objectively hostile school environment:

- Verbal, nonverbal, physical or written harassment, bullying, hazing, or other victimization that have the purpose or effect of causing substantial injury, discomfort, fear, or suffering to the victim;
- Repeated remarks of a demeaning nature that have the purpose or effect of causing substantial injury, discomfort, fear, or suffering to the victim;
- Implied or explicit threats concerning one's grades, achievements, property, etc. that have the purpose or effect of causing substantial injury, discomfort, fear, or suffering to the victim;
- Demeaning jokes, stories, or activities directed at the student that have the purpose or effect of causing substantial injury, discomfort, fear, or suffering to the victim; and/or
- Unreasonable interference with a student's performance or creation of an objectively intimidating, offensive, or hostile learning environment.

Sexual harassment of a student by an employee means unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

- Submission to the conduct is made either implicitly or explicitly a term or condition of the student's education or benefits;
- Submission to or rejection of the conduct by a school employee is used as the basis for academic decisions affecting that student; or
- The conduct has the purpose or effect of substantially interfering with the student's academic performance by creating an intimidating, hostile, or offensive education environment.

In situations between students and school officials, faculty, staff, or volunteers who have direct contact with students, bullying and harassment may also include the following behaviors:

- Requiring that a student submit to bullying or harassment by another student, either explicitly or implicitly, as a term or condition of the targeted student's education or participation in school programs or activities; and/or
- Requiring submission to or rejection of such conduct as a basis for decisions affecting the student.

Any person who promptly, reasonably, and in good faith reports an incident of bullying or harassment under this policy to a school official, shall be immune from civil or criminal liability relating to such report and to the person's participation in any administrative, judicial, or other proceeding relating to the report. Individuals who knowingly file a false complaint may be subject to appropriate disciplinary action.

Retaliation against any person, because the person has filed a bullying or harassment complaint or assisted or participated in a harassment investigation or proceeding, is also prohibited. Individuals who knowingly file false harassment complaints and any person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

The school or school district will promptly and reasonably investigate allegations of bullying or harassment. The building counselor, or designee will be responsible for handling all complaints by students alleging bullying or harassment. The board secretary or designee will be responsible for handling all complaints by employees alleging bullying or harassment.

It also is the responsibility of the superintendent, in conjunction with the investigator and principals, to develop procedures regarding this policy. The superintendent also is responsible for organizing training programs for students, school officials, faculty, staff, and volunteers who have direct contact with students. The training will include how to recognize harassment and what to do in case a student is harassed. It will also include proven effective harassment prevention strategies.

The superintendent will also develop a process for evaluating the effectiveness of the policy in reducing bullying and harassment. The superintendent shall report to the board on the progress of reducing bullying and harassment.

The board will annually publish this policy. The policy may be publicized by the following means:

- Inclusion in the student handbook,
- Inclusion in the employee handbook
- Inclusion in the registration materials
- Inclusion on the school or school district's web site,
- Publication in the district newspaper, and
- A copy shall be made to any person at the Red Oak Community School District Central Office, 604 S Broadway, Red Oak, IA 51566.

Approved August 27, 2018

Reviewed ~~September 12, 2022~~ April 16, 2025

Revised August 27, 2018

503.5E3-Disposition of Complaint Form

Date: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee):

Date and place of alleged incident(s):

Name of Respondent (include whether the Respondent is a student or employee):

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other-Please Specify
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color	<input type="checkbox"/>	
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed	<input type="checkbox"/>	

Summary of Investigation:

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

400.2 - Equal Employment Opportunity

The Red Oak Community School District will provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and affirmative action laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. The school district will take affirmative action in major job categories where women, men, minorities, and persons with disabilities are underrepresented.

Employees will support and comply with the district's established equal employment opportunity and affirmative action policies. Employees will be given notice of this policy annually.

The board will appoint an affirmative action coordinator. The affirmative action coordinator will have the responsibility for drafting the affirmative action plan. The affirmative action plan will be reviewed by the board at least every two years. Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Iowa Department of Education for the position for which they apply. In employing individuals, the board will consider the qualifications, credentials, and records of the applicants without regard to the applicants' age, race, creed, color, sex, sexual orientation, ~~gender identity~~, national origin, religion, disability, or genetic information. In keeping with the law, the board will consider the veteran status of applicants.

Prior to a final offer of employment for any position, the school district will perform any background check required by law. The district may determine on a case-by-case basis that, based on the duties, some positions within the district will require more thorough background checks. Based upon the results of the background checks, the school district will determine whether an offer will be extended and may withdraw a previously extended offer.

Advertisements and notices for vacancies within the district will contain the following statement: “The Red Oak Community School District is an equal employment opportunity/affirmative action employer.” The statement will also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, may also be directed to the Iowa Civil Rights Commission, 400 E. 14th Street, Des Moines, Iowa 50309-1004, (515) 281-4121 or 1-800-457-4416, <http://www.state.ia.us/government/crc/index.html> or to the Director of the Equal Employment Opportunity Commissions, Milwaukee Area Office, Reuss Federal Plaza, 310 West Wisconsin Ave., Suite 800, Milwaukee, WI., 53203-2292, (800) 669-4000 or TTY (800) 669-6820. <http://www.eeoc.gov/field/milwaukee/index.cfm>. Such inquiry or complaint to the state or federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Further information and copies of the procedures for filing a complaint are available in the school district’s central administrative office and the administrative office in each attendance center.

Approved: July 25, 2018

Reviewed: February 14, 2022

Revised: March 14, 2022

600 - Goals and objectives of the Education Program

This series of the board policy manual is devoted to the goals and objectives for the delivery of the education program. The board’s objective in the design, contents and the delivery of the education program is to provide an equal opportunity for students to pursue an education free of discrimination on the basis of sex, race, color, national origin, religion, creed, age (except for permitting/prohibiting students to engage in certain activities), marital/parental status, sexual orientation, **gender identity**, genetic information, disability or socioeconomic status.

In providing the education program of the school district, the board will strive to meet its overall goal of providing the students an opportunity to develop a healthy social,

intellectual, emotional, and physical self-concept in a learning environment that provides guidance and encourages critical thinking in students.

In striving to meet this overall goal, the objectives of the education program are to provide students with an opportunity to:

- Acquire basic skills in obtaining information, solving problems, thinking critically and communicating effectively;
- Become effective and responsible contributors to the decision-making processes of the social and political institutions of the community, state and nation;
- Acquire entry-level job skills and knowledge necessary for further education;
- Acquire the capacities for satisfying and responsible roles as family members;
- Acquire knowledge, habits and attitudes that promote personal and public health, both physical and mental;
- Acquire an understanding of ethical principles and values and the ability to apply them to their own lives;
- Develop an understanding of their own worth, abilities, potential and limitations; and,
- Learn and enjoy the process of learning and acquire the skills necessary for a lifetime of continuous learning and adaptation to change.

An advisory committee of representatives of the school district community and the school district is appointed to make recommendations for the goals and objectives of the education program. Annually, the board will report to the committee regarding progress toward achievement of the goals and objectives of the education program.

Approved October 8, 2018

Reviewed ~~December 19, 2022~~ April 16, 2025

Revised January 25, 2023

603.4 - Multicultural and Gender Fair Education

The education program of the Red Oak Community School District revolves around a philosophy of equal educational opportunities and non-discrimination in educational programs and activities. The educational objectives outlined in the board's policies are the means whereby the school district will achieve its philosophy. Students will have an equal opportunity for a quality education without discrimination, regardless of their sex, race, color, national origin, religion, creed, age (except for permitting/prohibiting students to engage in certain activities), marital/parental status, sexual orientation, ~~gender identity~~, genetic information, disability or socioeconomic status.

The education program is free of discrimination and provides equal opportunity for the students. The education program will foster knowledge of and respect and appreciation for the historical and contemporary contributions of diverse cultural groups, as well as men and women, to society. Special emphasis is placed on Asian Americans, African Americans, Hispanic Americans, American Indians, European Americans, and persons with disabilities. It will also reflect the wide variety of roles open to both men and women and provide equal opportunity to both sexes.

Approved June 24, 2013

Reviewed ~~December 19, 2022~~ April 16, 2025

Revised October 8, 2018

605.1 - Instructional Materials Selection

The board has sole discretion to approve instructional materials for the school district. This authority is delegated to licensed employees to determine which instructional materials, other than textbooks, will be utilized by and purchased by the school district. The licensed employees shall work closely together to ensure vertical and horizontal articulation of materials and textbooks in the education program. The Superintendent or designee will provide licensed employees necessary training to ensure selected instructional materials comply with applicable laws. All instructional materials are available for review upon request and subject to all applicable laws.

In reviewing current instructional materials for continued use and in selecting additional instructional materials, licensed employees will consider the current and future needs of the school district as well as the changes and the trends in education and society. Additionally, licensed employees are to select instructional materials that are free from discrimination, regardless of sex, race and color, national origin, religion and creed, age, marital/parental status, sexual orientation, ~~gender identity~~, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, or socioeconomic status or familial status. It is the responsibility of the superintendent to report to the board the action taken by licensed employees.

In the case of textbooks, the board will make the final decision after receiving a recommendation from the superintendent. The criteria stated above for selection of other instructional materials will apply to the selection of textbooks. The superintendent may develop another means for the selection of textbooks. Textbooks are reviewed as needed and at least every seven (7) years.

Education materials given to the school district must meet the criteria established above. The gift must be received in compliance with board policy.

Approved October 8, 2018

Reviewed ~~February 15, 2023~~ April 16, 2025

Revised March 15, 2023

March 2025 Reconciliation Report

RED OAK COMMUNITY SCHOOLS 2024	GENERAL FUND (10)	MANAGEMENT (22)	PHYSICAL PLANT AND EQUIPMENT LEVY (36)	DEBT SERVICE (40)	SAVE TAXES/REV BONDS (33)
Beg. Balance 3-01-2025	\$4,872,977.88	\$487,682.20	\$3,429,251.94	\$1,602,607.77	\$3,691,622.57
Revenue	\$1,060,963.09	\$597.79	\$39,897.58	\$141,970.46	\$116,690.96
Expenditure	\$1,281,430.22	\$28,394.00	\$6,175.16	\$0.00	\$110,485.66
Balance 3-31-2025	\$4,652,510.75	\$459,885.99	\$3,462,974.36	\$1,744,578.23	\$3,697,827.87

Balance 3-31-2024	\$5,080,520.67	\$926,287.55	\$3,111,385.58	\$1,534,632.07	\$3,204,520.64
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Checking Account .33%

Checking Account	\$6,457,214.60
Bank Iowa	\$2,645,713.32
ISJIT	\$5,222,329.25
Petty Cash	\$100.00
Outstanding Checks	\$307,570.97
	<u>\$14,017,786.20</u>

ACTIVITY FUND

Beg. Balance 3-01-2025	\$66,698.66
Revenue	\$26,244.63
Expenditure	\$19,180.30
Balance 3-31-2025	<u>\$73,762.99</u>

NUTRITION FUND

	\$771,198.25
	\$95,270.83
	\$41,849.10
	<u>\$824,619.98</u>

Balance 3-31-2024	\$78,306.02	\$735,870.88
--------------------------	-------------	--------------

Checking Account .33%

Checking Account	\$73,762.99
Petty Cash Boxes	\$200.00
Outstanding cks	\$4,461.10
	<u>\$69,501.89</u>

	\$771,198.25
	\$6.30
	<u>\$771,191.95</u>

PHYSICAL PLANT AND EQUIPMENT LEVY

Beginning Balance (July 1)	2021-2022	2022-2023	2023 - 2024	2024-2025
Beginning Balance (July 1) Add: Revenue Property Taxes Voted PPPEL Voted PPPEL Surtax Utility Replacement Tax Utility Replacement Tax (SAVE) Mobile Home Tax Voted PPPEL Mobile Home Military Credit Military Credit (SAVE) Commercial Industrial tax Commercial Ind. Voted PPPEL Interest Sale of Vacant Lot Subtotal TOTAL AVAILABLE	\$ 2,776,998.24 \$ 130,392.46 \$ 446,494.67 \$ 174,559.79 \$ 3,566.87 \$ 16,751.07 \$ 45.81 \$ 269.31 \$ 31.27 \$ 0.56 \$ 2,101.92 \$ 3,814.88 \$ 5,991.65 \$ 2,000.00 \$ 786,020.26 \$ 3,513,016.50	\$ 3,193,485.61 Add: Revenue Property Taxes Voted PPPEL Voted PPPEL Surtax Utility Replacement Tax Utility Replacement Tax (SAVE) Mobile Home Tax Voted PPPEL Mobile Home Military Credit Military Credit (SAVE) Commercial Industrial tax Commercial Ind. Voted PPPEL Interest School Bus Refunds Subtotal TOTAL AVAILABLE	\$ 3,209,437.61 Add: Revenue Property Taxes Voted PPPEL Voted PPPEL Surtax Utility Replacement Tax Utility Replacement Tax (SAVE) Mobile Home Tax Voted PPPEL Mobile Home Military Credit Military Credit (SAVE) Commercial Industrial tax Commercial Ind. Voted PPPEL Interest Sale of Real Property/Computers Subtotal TOTAL AVAILABLE	\$ 3,169,679.95 Add: Revenue Property Taxes Voted PPPEL Voted PPPEL Surtax Utility Replacement Tax Utility Replacement Tax (SAVE) Mobile Home Tax Voted PPPEL Mobile Home Military Credit Military Credit (SAVE) Commercial Industrial tax Commercial Ind. Voted PPPEL Interest Subtotal TOTAL AVAILABLE
LESS: Expenditures Frontline License Renewals US Bank-Chromebook Lease Payment Forecasts Software Unlimited Heartland Insulators Bus Lease Rent Council Bluffs Sp Ed Rent Council Bluffs Sp Ed Track Resurfacing	\$ 17,052.94 \$ 84,897.28 \$ 14,426.00 \$ 8,195.00 \$ 5,120.00 \$ 61,602.40 \$ 259.08 \$ 2,202.60 \$ 4,000.00	LESS: Expenditures Chrome Book Lease (Double Payment) Frontline License Renewals FY22 Expenses Paid in FY23 Boiler Construction Documents Portable Rental Bus Lease Garage Doors-Bus Barn Chrome Book Lease (Double Pymt Refund) Portable Rental Press Box Chairs Track Resurfacing Portable Rental Boiler Construction Documents Portable Rental Rent Council Bluffs Sp Ed Portable Rental Lunch Van Gym Floor Resurfacing Portable Rental Rent Council Bluffs Sp Ed Portable Rental HS Boiler Software Subscription Rent Council Bluffs Sp Ed Portable Rental K-12 Docs Gym Floor Resurfacing Rent Council Bluffs Sp Ed Portable Rental Architect Svcs Rent Council Bluffs Sp Ed Architect Svcs Portable Rental Rent Council Bluffs Sp Ed	LESS: Expenditures Chrome Book Lease Frontline/SUI Software Renewal Portable Rental/Apex Rent Portable Rental/Apex Rent Cap San Gym Floor Wax Gundwalde/Boiler Repair Gundwalde/Boiler Repair Portable Rental/Apex Rent Boiler/Construction Docs Portable Rental/Apex Rent Software Subscription - ISFIS Building Repair/Svcs Portable Rental/Apex Rent Gundwalde/Boiler Jr/Sr HS Audio Equipment Portable Rental/Apex Rent Audio System - Secondary Gym Timeclock Repair Portable Rental/Apex Rent Carter Surveying - Land Survey Portable Rental/Apex Rent Grainger/Door Stops	\$ 80,485.64 \$ 52,471.62 \$ 3,118.76 \$ 5,916.40 \$ 4,465.00 \$ 63,106.43 \$ 2,958.20 \$ 11,794.25 \$ 2,958.20 \$ 2,000.00 \$ 8,270.00 \$ 2,958.20 \$ 30,683.90 \$ 10,623.90 \$ 3,965.45 \$ 5,633.10 \$ 735.00 \$ 2,958.20 \$ 4,520.00 \$ 4,498.20 \$ 1,676.96
Subtotal Cash Balance	\$ 197,755.30 \$ 3,315,263.20	\$ 652,662.89 \$ 3,215,245.27	\$ 971,642.93 \$ 3,169,679.95	\$ 362,197.93 \$ 3,462,974.36

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND	
AGRIVISION	1001585134/1	62.22	
	00098798		
10 9010 2640 000 0000 618	Gator battery		62.22
Vendor Name AGRIVISION			62.22
AHLERS & COONEY	887704	157.50	
10 9010 2310 000 0000 342	Professional Services		157.50
AHLERS & COONEY	887842	82.50	
10 9010 2310 000 0000 342	Professional Services		82.50
AHLERS & COONEY	887843	132.00	
10 9010 2310 000 0000 342	Professional Services		132.00
Vendor Name AHLERS & COONEY			372.00
ALLENSWORTH HEATING & COOLING	179099-2	1,624.20	
10 0109 2620 000 0000 432	Gas Line Install & Regulators		1,624.20
ALLENSWORTH HEATING & COOLING	179174	258.28	
10 9010 2620 000 0000 432	Furnace Repair Central Office		258.28
ALLENSWORTH HEATING & COOLING	179287	288.50	
10 0109 2620 000 0000 432	HS Mini Split Repair/Refridgerant		288.50
Vendor Name ALLENSWORTH HEATING & COOLING			2,170.98
AMAZON CAPITAL SERVICES, INC.	11DK-LNHT-74VH	38.49	
10 9010 2620 000 0000 618	Prek Cleaning Solution		38.49
AMAZON CAPITAL SERVICES, INC.	1DDW-XYN3-QT9H	209.23	
10 0418 2620 000 0000 618	water filters for kitchen		209.23
AMAZON CAPITAL SERVICES, INC.	1GK1-PPCD-NP6L	168.21	
10 9010 2235 000 0000 618	9 Phone iphone 15 cases		168.21
AMAZON CAPITAL SERVICES, INC.	1GNP-YQF7-3P3F	29.88	
10 0109 2620 000 0000 618	grinder cords for shop		29.88
AMAZON CAPITAL SERVICES, INC.	1GWD-G1Y6-7HCK	147.14	
10 0109 1000 100 8101 320	PD and Marketing materials for FORGE		147.14
AMAZON CAPITAL SERVICES, INC.	1JFN-MXG3-671X	118.80	
10 0109 2620 000 0000 618	lights		118.80
AMAZON CAPITAL SERVICES, INC.	1LK4-NCMJ-31Y4	65.94	
10 9010 2235 000 0000 618	Anker 20W Iphone Charger		65.94
AMAZON CAPITAL SERVICES, INC.	1T9K-L1XC-1YRL	39.00	
10 0109 1000 100 0000 359	staples for copiers		39.00
AMAZON CAPITAL SERVICES, INC.	1TCX-WYM3-9D7R	90.74	
10 0109 2620 000 0000 618	water fountain solenoid		90.74
AMAZON CAPITAL SERVICES, INC.	1tQn-dm6v-vmgv	45.99	
10 9010 2620 000 0000 618	Supplies		45.99
AMAZON CAPITAL SERVICES, INC.	1XLC-V7JF-GX4R	54.39	
10 0109 2620 000 0000 618	emergency light batteries		54.39

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
AMAZON CAPITAL SERVICES, INC.	1YR6-RXH1-4CXT	27.12
10 0109 2620 000 0000 618	outlet cover plates	27.12
Vendor Name	AMAZON CAPITAL SERVICES, INC.	1,034.93
BATTEN SANITATION SERVICE	TRASHMAR2025	6,151.60
10 0109 2630 000 0000 421	JR SR Trash Services	1,950.00
10 0418 2630 000 0000 421	IES Trash Services	1,890.00
10 0445 2630 000 0000 421	ROECC Trash Services	1,890.00
10 9010 2630 000 0000 421	Admin/BBF/BBF Trash Services	421.60
Vendor Name	BATTEN SANITATION SERVICE	6,151.60
CAMBLIN MECHANICAL INC	42711A	2,830.70
10 0445 2620 000 0000 432	ROECC Boiler Repair	2,830.70
CAMBLIN MECHANICAL INC	42711B	3,875.00
10 0445 2620 000 0000 432	ROECC Boiler Repair	3,875.00
Vendor Name	CAMBLIN MECHANICAL INC	6,705.70
CAPITAL SANITARY SUPPLY CO.	20250325	299.43
10 9010 2620 000 0000 618	District Supplies - Trash Bags	232.89
10 9010 2620 000 0000 618	District Supplies - Trash Bags	66.54
CAPITAL SANITARY SUPPLY CO.	o084890/o082338B	3,375.21
10 9010 2620 000 0000 618	Supplies	95.30
10 9010 2620 000 0000 618	Toilet Paper, Soap, Paper Towels	3,279.91
CAPITAL SANITARY SUPPLY CO.	o084890A/o085008/o08	704.00
10 9010 2620 000 0000 618	Paper Towels	126.20
10 9010 2620 000 0000 618	Toilette Paper	577.80
Vendor Name	CAPITAL SANITARY SUPPLY CO.	4,378.64
CHEMSEARCH	9100064	510.55
10 0109 2640 000 0000 433	HS Boiler	510.55
CHEMSEARCH	9105638	523.72
10 0418 2640 000 0000 433	IES Boilers	523.72
Vendor Name	CHEMSEARCH	1,034.27
CITY OF RED OAK	WaterMar2025	1,610.96
10 0109 2620 000 0000 411	JR/SR High Water	605.38
10 0418 2620 000 0000 411	IES Water	547.24
10 0445 2620 000 0000 411	ROECC Water	315.04
10 9010 2620 000 0000 411	Admin/BusBarn/BBF/BBF Water	143.30
Vendor Name	CITY OF RED OAK	1,610.96
COCA-COLA BTLG OF OMAHA	11710832	151.44
10 0418 3200 000 8901 618	Coca Cola order - Inman	151.44
Vendor Name	COCA-COLA BTLG OF OMAHA	151.44
CORNING RENTAL	5665-000	295.00
10 9010 2620 000 0000 432	lift rental	295.00
Vendor Name	CORNING RENTAL	295.00

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
COURT OF HONOR	20250325	110.00	
10 0109 2620 000 0000 618	flags		110.00
Vendor Name	COURT OF HONOR		110.00
CREXENDO BUSINESS SOLUTIONS, INC	242864	1,444.58	
10 9010 2510 000 0000 532	Internet		1,444.58
Vendor Name	CREXENDO BUSINESS SOLUTIONS, INC		1,444.58
CULLIGAN OF ATLANTIC	27383	849.31	
10 0109 2640 000 0000 433	Diagnostic Check & Parts		849.31
Vendor Name	CULLIGAN OF ATLANTIC		849.31
CUMMINS SALES AND SERVICE	J3-250359173	464.44	
10 0418 2620 000 0000 432	IES Preventive Maintenance		464.44
CUMMINS SALES AND SERVICE	J3-250359174	618.67	
10 0109 2620 000 0000 432	HS Preventive Maintenance		618.67
CUMMINS SALES AND SERVICE	J3-250359175	355.06	
10 0109 2640 000 0000 433	Battery Replacement		355.06
CUMMINS SALES AND SERVICE	J3-250359191	167.33	
10 0418 2640 000 0000 433	Battery Replacement		167.33
Vendor Name	CUMMINS SALES AND SERVICE		1,605.50
DICKEL DUIT OUTDOOR POWER, INC.	73839	160.86	
10 9010 2620 000 0000 432	mower and weed eater supplies		160.86
Vendor Name	DICKEL DUIT OUTDOOR POWER, INC.		160.86
DOVEL REFRIGERATION	6018760	362.45	
10 0109 2620 000 0000 432	HS Ice Maker Repair		362.45
Vendor Name	DOVEL REFRIGERATION		362.45
EMC INSURANCE	1877883	2,470.00	
10 9010 2740 000 0000 434	Deductible		2,470.00
Vendor Name	EMC INSURANCE		2,470.00
FAREWAY FOOD STORES	20250328	21.13	
10 0109 1300 340 0000 612	Groceries-Facs		21.13
FAREWAY FOOD STORES	20250407	10.47	
10 0445 1000 460 3117 618	Supplies for PK Roundup		10.47
Vendor Name	FAREWAY FOOD STORES		31.60
FES	INV003466	405.00	
10 9010 2236 000 0000 536	Web Hosting		405.00
Vendor Name	FES		405.00
FIRST BANKCARD - HH	20250414	1,556.00	
10 0109 2620 000 0000 618	water filters for kitchen		1,556.00
FIRST BANKCARD - HH	20250414-0001	69.03	
10 0445 1000 108 0000 612	CPR classes for 3 PK employees		69.03
FIRST BANKCARD - HH	20250414-0002	106.48	
10 0418 2410 000 0000 531	Postage - certified letters		106.48

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
	Inman		
FIRST BANKCARD - HH	20250414-0003	245.00	
10 9010 2310 000 0000 320	IASBO Spring Conference		245.00
FIRST BANKCARD - HH	20250414-0005	480.00	
10 9010 2310 000 0000 320	Iowa School Business Institute Initial A		480.00
FIRST BANKCARD - HH	20287368	569.95	
10 0109 2620 000 0000 618	emergency lights		569.95
Vendor Name FIRST BANKCARD - HH			<u>3,026.46</u>
FIRST BANKCARD - OFFICE CARD 1	20250411	23.01	
10 0445 1000 108 0000 612	CPR PK (M Smith)		23.01
FIRST BANKCARD - OFFICE CARD 1	20250411-0001	5.65	
10 9010 2321 000 0000 531	IRS Mail		5.65
FIRST BANKCARD - OFFICE CARD 1	20250411-0002	29.04	
10 0418 2410 000 0000 531	Postage - certified letters		29.04
FIRST BANKCARD - OFFICE CARD 1	20250411-0003	48.40	
10 0109 2410 000 0000 531	certified mail		48.40
FIRST BANKCARD - OFFICE CARD 1	20250411-0004	10.10	
10 9010 2321 000 0000 531	IRS Mail		10.10
FIRST BANKCARD - OFFICE CARD 1	20250414	250.00	
10 0109 1000 100 8101 320	WBL Conference		250.00
Vendor Name FIRST BANKCARD - OFFICE CARD 1			<u>366.20</u>
FIRST BANKCARD - OFFICE CARD 2	20250414	9.68	
10 0109 2410 000 0000 531	Certified Mail		9.68
Vendor Name FIRST BANKCARD - OFFICE CARD 2			<u>9.68</u>
FIRST BANKCARD - OFFICE CARD 3	20250414	67.76	
10 0418 2410 000 0000 531	Postage-Inman certified letters		67.76
FIRST BANKCARD - OFFICE CARD 3	20250414-0001	96.80	
10 0418 2410 000 0000 531	Postage - Inman certified		96.80
Vendor Name FIRST BANKCARD - OFFICE CARD 3			<u>164.56</u>
FIRST BANKCARD BUSINESS MANAGER	20250414	250.00	
10 9010 2310 000 0000 320	IASBO Spring Conference		250.00
FIRST BANKCARD BUSINESS MANAGER	20250414-0001	387.75	
10 9010 2321 000 0000 618	The Master Teacher Awards & Gifts		387.75
FIRST BANKCARD BUSINESS MANAGER	20250414-0002	9.68	
10 0418 2410 000 0000 531	postage - Inman certified mail		9.68
Vendor Name FIRST BANKCARD BUSINESS MANAGER			<u>647.43</u>
GRAINGER	9466972834	361.34	
10 0109 2620 000 0000 618	Glycol		361.34
Vendor Name GRAINGER			<u>361.34</u>

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
GREEN HILLS AEA	5433	1,826.00	
10 9010 2235 000 0000 358	KnowBe4		176.00
10 9010 2235 000 0000 358	vCISO Service		1,650.00
GREEN HILLS AEA	5447	2,100.00	
10 0445 2213 132 3376 320	ROECC Mindful Games Training		1,575.00
10 0418 2213 132 3376 320	IES Mindful Games Training		525.00
Vendor Name GREEN HILLS AEA			<u>3,926.00</u>
HERRICK, KEVIN	MileageMar2025	105.28	
10 9010 2235 000 0000 580	Mileage Reimbursement		105.28
Vendor Name HERRICK, KEVIN			<u>105.28</u>
HY VEE FOOD STORES	20250328	28.98	
10 0109 1300 340 0000 612	Facs-Groceries		28.98
HY VEE FOOD STORES	20250328-0001	70.90	
10 0109 1300 340 0000 612	Groceries-Facs		70.90
HY VEE FOOD STORES	20250328-0002	28.09	
10 0109 1300 340 0000 612	Groceries-Facs		28.09
HY VEE FOOD STORES	20250402	51.58	
10 0109 1300 340 0000 612	Groceries-FACS		51.58
HY VEE FOOD STORES	20250411	40.79	
10 0109 1300 340 0000 612	FACS-GROCERIES		40.79
HY VEE FOOD STORES	20250411-0001	136.41	
10 0109 1300 340 0000 612	Groceries-Facs		136.41
Vendor Name HY VEE FOOD STORES			<u>356.75</u>
IOWA PUPIL TRANSPORTATION ASSO	20250411	300.00	
10 9010 2700 000 0000 618	1 Year Membership to Iowa Pupil Transpor		300.00
Vendor Name IOWA PUPIL TRANSPORTATION ASSO			<u>300.00</u>
IOWA TESTING PROGRAM	20250325	2,400.00	
10 9010 2240 100 0000 325	District-wide ISASP assessments - first		2,400.00
Vendor Name IOWA TESTING PROGRAM			<u>2,400.00</u>
J. F. AHERN	722020	2,163.00	
10 0109 2670 000 0000 490	5 Year Sprinkler Inspections		2,163.00
J. F. AHERN	724821	1,607.00	
10 0418 2670 000 0000 490	5 Year Inspections		1,607.00
Vendor Name J. F. AHERN			<u>3,770.00</u>
JAN-PRO OF OMAHA	19038	2,425.00	
10 9010 2630 000 0000 340	Portable Janitorial		2,425.00
JAN-PRO OF OMAHA	19148	40,000.00	
10 9010 2630 000 0000 340	May Janitorial		40,000.00
Vendor Name JAN-PRO OF OMAHA			<u>42,425.00</u>
JOHNSON AUTO PARTS	20250325	219.99	
10 9010 2650 000 0000 673	battery		219.99
JOHNSON AUTO PARTS	20250414	13.99	

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2650 000 0000 671	power steering fluid	13.99
Vendor Name JOHNSON AUTO PARTS		233.98
LEWIS CENTRAL COMMUNITY SCHOOL	20250411	253.00
10 0109 2410 000 0000 810	H10 Banquet	253.00
Vendor Name LEWIS CENTRAL COMMUNITY SCHOOL		253.00
MATHESON TRI-GAS	00031220763	124.78
10 0109 1300 370 0000 612	Flap Disks	104.00
10 0109 1300 370 0000 612	Hazardous Material Charge	20.78
MATHESON TRI-GAS	0031200458	170.04
10 0109 1300 370 0000 612	Horizontal Bandsaw Blades	170.04
Vendor Name MATHESON TRI-GAS		294.82
MEDIACOM	1339 March 2025	90.02
10 9010 2236 000 0000 536	Internet	90.02
MEDIACOM	1909 March2025	286.90
10 9010 2236 000 0000 536	Internet- 8384970590091909	286.90
MEDIACOM	2692 March	1,550.00
10 9010 2236 000 0000 536	Mediacom	1,550.00
Vendor Name MEDIACOM		1,926.92
MIDAMERICAN ENERGY	564353936	368.62
10 0109 2620 000 0000 622	Fieldhouse Electric	368.62
MIDAMERICAN ENERGY	564356254	143.86
10 9010 2620 000 0000 622	Admin Electric	143.86
MIDAMERICAN ENERGY	564359741	1,511.52
10 0445 2620 000 0000 622	ROECC Electric	1,511.52
MIDAMERICAN ENERGY	564359984	197.11
10 9010 2620 000 0000 622	FBF Electric	197.11
MIDAMERICAN ENERGY	564360340	3,501.02
10 0418 2620 000 0000 622	IES Electric	3,501.02
MIDAMERICAN ENERGY	564360573	7,744.05
10 0109 2620 000 0000 622	HS Tech Electric	7,744.05
MIDAMERICAN ENERGY	564365209	527.36
10 9010 2620 000 0000 622	Bancroft Electric	527.36
MIDAMERICAN ENERGY	564369042	232.43
10 9010 2620 000 0000 622	Bus Barn Electric	232.43
MIDAMERICAN ENERGY	564374849	112.92
10 9010 2620 000 0000 622	Sports Complex	112.92
MIDAMERICAN ENERGY	564381964	693.76
10 9010 2620 000 0000 621	Admin Gas	693.76
MIDAMERICAN ENERGY	564383401	387.87
10 0418 2620 000 0000 622	IES Portable Electric	387.87
MIDAMERICAN ENERGY	564487116	16.23
10 9010 2620 000 0000 622	Bancroft Electric Final	16.23
Vendor Name MIDAMERICAN ENERGY		15,436.75
MONTGOMERY CO. MEMORIAL HOSP.	03192025	207.00
10 9010 2700 000 0000 346	Mandatory Drug Test	207.00
MONTGOMERY CO. MEMORIAL HOSP.	14033	8,758.75
10 9010 2134 000 1134 597	Nurse Pay	8,758.75
Vendor Name MONTGOMERY CO. MEMORIAL HOSP.		8,965.75

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
NEBRASKA AIR FILTER, INC.	6969	517.47
10 9010 2620 000 0000 618	Air Filters	517.47
Vendor Name NEBRASKA AIR FILTER, INC.		517.47
NEW COOPERATIVE INC	20250414	9.99
10 0109 1300 370 0000 612	Wood Filler	9.99
NEW COOPERATIVE INC	20250414-0001	3,572.64
10 9010 2700 217 3303 626	Sped Gas	1,156.61
10 9010 2700 217 3303 627	Sped Diesel	114.08
10 9010 2700 000 0000 618	DEF	40.48
10 9010 2700 000 0000 626	Gas/Ethanol	808.61
10 9010 2700 000 0000 626	Maintenance Gas	130.16
10 9010 2700 000 0000 627	Diesel	643.70
10 9010 2700 000 0000 623	Propane	679.00
NEW COOPERATIVE INC	6801100/6805510	199.24
10 9010 2620 000 0000 618	District Supplies	199.24
Vendor Name NEW COOPERATIVE INC		3,781.87
ONESOURCE THE BACKGROUND CHECK COMPANY	20250411	98.00
10 9010 2310 000 0000 340	Background Checks	98.00
Vendor Name ONESOURCE THE BACKGROUND CHECK COMPANY		98.00
PERRIEN, NATE	MileageNP032125	1,771.77
10 0109 2410 000 0000 580	Mileage Reimbursement - August	35.00
10 0109 2410 000 0000 580	Mileage Reimbursement - September	298.12
10 0109 2410 000 0000 580	Mileage Reimbursement - October	261.25
10 0109 2410 000 0000 580	Mileage Reimbursement - December	291.20
10 0109 2410 000 0000 580	Mileage Reimbursement - January	379.40
10 0109 2410 000 0000 580	Mileage Reimbursement - February	506.80
Vendor Name PERRIEN, NATE		1,771.77
QUILL LLC	43614109	23.99
10 0418 1000 100 8001 612	PTO - Dry Erase Markers	23.99
Vendor Name QUILL LLC		23.99
RAY MARTIN COMPANY	31910	616.74
10 0109 2620 000 0000 432	Boiler Valve Repair	616.74
RAY MARTIN COMPANY	31911	835.50
10 0109 2620 000 0000 432	Boiler Maintenance	835.50
Vendor Name RAY MARTIN COMPANY		1,452.24
REA, CHRISTY	MileageQtr3-2025	32.20
10 9010 2235 000 0000 580	Mileage Reimbursement	32.20
Vendor Name REA, CHRISTY		32.20

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
RED OAK DO IT CENTER	IN087AAA	79.66	
10 9010 2620 000 0000 432	paint for field house		79.66
Vendor Name	RED OAK DO IT CENTER		79.66
RED OAK PUBLISHING LLC	Publications mar2025	359.35	
10 9010 2572 000 0000 540	March Publications		359.35
Vendor Name	RED OAK PUBLISHING LLC		359.35
RIVERSIDE TECHNOLOGIES, INC	RC0003167	760.00	
10 9010 2235 000 0000 359	Managed Services		760.00
RIVERSIDE TECHNOLOGIES, INC	RC0003217	12.00	
10 9010 2235 000 0000 359	DUO MFA		12.00
Vendor Name	RIVERSIDE TECHNOLOGIES, INC		772.00
THYSSENKRUPP ELEVATOR CORP	1000684157	198.74	
10 0109 2620 000 0000 432	Monthly Elevator Maintenance		198.74
Vendor Name	THYSSENKRUPP ELEVATOR CORP		198.74
TIMBERLINE BILLING SERVICE LLC	31211	410.52	
10 9010 2510 217 3303 359	Medicaid Billing		410.52
Vendor Name	TIMBERLINE BILLING SERVICE LLC		410.52
TRUCK CENTER COMPANIES	20250325	94.23	
10 9010 2700 000 0000 618	Bus #8 Air Filter		94.23
Vendor Name	TRUCK CENTER COMPANIES		94.23
US CELLULAR	0716593893	650.07	
10 9010 2510 000 0000 532	FBF/BBF MiFi		228.24
10 0109 2410 000 0000 532	Principal		140.61
10 9010 2490 000 0000 532	Maintenance		140.61
10 9010 2490 000 0000 532	Technology		46.87
10 9010 2490 000 0000 530	Bus Barn		46.87
10 9010 2490 000 0000 530	Nurse		46.87
Vendor Name	US CELLULAR		650.07
VISUAL EDGE IT dba COUNSEL	24AR2559685	948.77	
10 0109 1000 100 0000 359	JRSR High Copier Clicks		189.95
10 0445 1000 100 0000 359	ROECC Copier Clicks		95.25
10 0418 1000 100 0000 359	IES Copier Clicks		542.03
10 9010 2520 000 0000 618	Steady Serve		12.99
10 9010 2520 000 0000 618	Admin Copier Clicks		108.55
Vendor Name	VISUAL EDGE IT dba COUNSEL		948.77
WELLS FARGO LEASING	5033636796	1,215.50	
10 9010 2520 000 0000 618	Admin Copier Lease		110.50
10 0418 1000 100 0000 359	IES Copier Lease		331.50
10 0445 1000 100 0000 359	ROECC Copier Lease		221.30
10 0109 1000 100 0000 359	HS Copier Lease		552.20
Vendor Name	WELLS FARGO LEASING		1,215.50
WESTLAKE ACE HARDWARE	2826774	302.89	
10 0418 2620 000 0000 618	IES Supplies		61.09

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0445 2620 000 0000 618	ROECC Supplies	18.98
10 0109 2620 000 0000 618	HS Supplies	66.32
10 9010 2620 000 0000 618	District Supplies	156.50
Vendor Name WESTLAKE ACE HARDWARE		302.89
WHIPP SALES & SERVICES	20250325	153.66
10 9010 2640 000 0000 618	oil and filters	153.66
Vendor Name WHIPP SALES & SERVICES		153.66
YOUNG AUTO PARTS INC.	20250328	516.60
10 9010 2700 000 0000 673	oil filters and air filters	258.30
10 9010 2700 217 3303 673	oil filters and air filters	258.30
Vendor Name YOUNG AUTO PARTS INC.		516.60
Fund Number 10		129,756.49
Checking Account ID 1	Fund Number 33	CAPITAL PROJECTS - LOST
ALLEY, POYNER, MACCHIETTO, ARCHITECTURE, INC	24077-4	7,657.70
33 9010 2620 000 0000 490	IES Remodle	7,657.70
Vendor Name ALLEY, POYNER, MACCHIETTO, ARCHITECTURE, INC		7,657.70
Fund Number 33		7,657.70
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
FIRST BANKCARD BUSINESS MANAGER	364750487	192.00
36 9010 2510 000 0000 358	Go To Meeting Renewel	192.00
Vendor Name FIRST BANKCARD BUSINESS MANAGER		192.00
WILLIAMS SCOTSMAN INC	9023378489	2,958.20
36 9010 2620 000 0000 441	Portable Rental	2,958.20
Vendor Name WILLIAMS SCOTSMAN INC		2,958.20
Fund Number 36		3,150.20
Checking Account ID 1		140,564.39
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
CAPITAL SANITARY SUPPLY CO.	o084890A/o08 5008/o08	133.08
61 0109 3110 000 0000 618	Black Trash Bags - HS Kitchen	133.08
Vendor Name CAPITAL SANITARY SUPPLY CO.		133.08
OPAA! FOOD MANAGEMENT INC	IA00063593	40,266.85
61 9010 3110 000 0000 570	March Food Expenses	40,266.85
OPAA! FOOD MANAGEMENT INC	IA00063963	2,872.40
61 9010 3110 000 4557 631	FFVP	2,872.40
Vendor Name OPAA! FOOD MANAGEMENT INC		43,139.25
Fund Number 61		43,272.33
Checking Account ID 2		43,272.33
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
ALL-AMERICAN TIMING	1050	50.00
21 0109 1400 920 6840 810	Live Track Results	50.00
Vendor Name ALL-AMERICAN TIMING		50.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
AMAZON CAPITAL SERVICES, INC.	17V6-MDC4-KKHL	76.45
21 0109 1400 950 7413 618	Prom-Dance Decorations	76.45
AMAZON CAPITAL SERVICES, INC.	19KY-719F-6374	32.99
21 0109 1400 920 6730 618	Baseball Glove Lace	32.99
AMAZON CAPITAL SERVICES, INC.	1P25-XF6N-91Q7	50.97
21 0109 1400 950 7413 618	PROM-Dance Decorations	50.97
Vendor Name AMAZON CAPITAL SERVICES, INC.		160.41
DEREMER, RON	DEREMER041025	165.00
21 9010 1400 920 6725 320	JV/V Soccer Official	165.00
Vendor Name DEREMER, RON		165.00
FIRST BANKCARD - HH	20250414-0004	1,337.98
21 0109 1400 920 6730 618	Audio System	1,337.98
Vendor Name FIRST BANKCARD - HH		1,337.98
FIRST BANKCARD - OFFICE CARD 2	20250414-0001	592.78
21 0109 1400 950 7421 618	Snacks for students during ISASP testing	592.78
Vendor Name FIRST BANKCARD - OFFICE CARD 2		592.78
FIRST BANKCARD - OFFICE CARD 4	20250414	264.68
21 0109 1400 910 6220 618	Band Hotel	264.68
FIRST BANKCARD - OFFICE CARD 4	20250414-0001	304.64
21 0109 1400 910 6120 580	All State Speech Hotel	304.64
Vendor Name FIRST BANKCARD - OFFICE CARD 4		569.32
GRUDLE, WAYNE	GRUDLE032825	100.00
21 9010 1400 920 6725 320	Soccer Scrimmage	100.00
Vendor Name GRUDLE, WAYNE		100.00
IBSEN COSTUME GALLERY	20250325	3,450.00
21 0109 1400 910 6210 618	Musical Costumes	3,450.00
Vendor Name IBSEN COSTUME GALLERY		3,450.00
IOWA HIGH SCHOOL MUSIC ASSOC	1811	120.00
21 0109 1400 910 6210 618	LG District Music	120.00
Vendor Name IOWA HIGH SCHOOL MUSIC ASSOC		120.00
NATIONAL FFA ORGANIZATION	MDS350510	257.50
21 0109 1400 950 7407 618	Banquet Awards	257.50
Vendor Name NATIONAL FFA ORGANIZATION		257.50
POWERHOUSE WRESTLING CLUB	000054	300.00
21 0109 1400 920 6600 618	Trackwrestling Clock & PC Rental	300.00
Vendor Name POWERHOUSE WRESTLING CLUB		300.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
RIDDELL ALL AMERICAN SPORTS CORP	952243629	2,271.20
21 9010 1400 920 6720 738	Football Helmets	2,271.20
Vendor Name RIDDELL ALL AMERICAN SPORTS CORP		2,271.20
RUDIS TRIHEX	INV03042713	1,110.95
21 9010 1400 920 6790 618	JH Girls WR Unis	1,110.95
Vendor Name RUDIS TRIHEX		1,110.95
WILLIAMS, CINDY	WILLIAMS040425	300.00
21 0109 1400 920 6840 340	Track Starter	300.00
WILLIAMS, CINDY	WILLIAMS040825	300.00
21 0109 1400 920 6840 340	Track Starter Official	300.00
Vendor Name WILLIAMS, CINDY		600.00
WISER, JOSIE	WiserJ040225	138.23
21 0109 1400 910 6120 580	Reimbursement Speech Trip	138.23
Vendor Name WISER, JOSIE		138.23
YOUNG, GARY	YOUNG032825	100.00
21 9010 1400 920 6725 320	Soccer Scrimmage	100.00
Vendor Name YOUNG, GARY		100.00
Fund Number 21		11,323.37
Checking Account ID 3		11,323.37

Fourth

EXTENSION TO FIXED PRICE AGREEMENT

Fourth EXTENSION TO AGREEMENT dated as of the first day of July 2025, by and between
Red Oak Community School District,
604 S Broadway Street in the city of Red Oak, Iowa,
hereinafter referred to as the School Food Authority (SFA) and OPAA! Food Management
16401 Swingley Ridge Rd hereinafter referred to as the Food Service
Management Company (FSMC)

Indicate first day of school when reimbursable meals will be offered: August 25, 2025

THE PARTIES AGREE AS FOLLOWS

WHEREAS, the parties hereto were parties to an agreement dated as of July 1, 2025
where in the FSMC agreed to provide food service management to the SFA's school buildings
in Red Oak, Iowa; and

WHEREAS, the parties desire to further extend the term of the Agreement for an
additional one year period commencing July 1, 2025, and ending June 30, 2026, upon the same
terms and conditions set forth in the Agreement as amended herein;

NOW, THEREFORE, in consideration of the covenants and agreements hereinafter
expressed and expressed in the Agreement, it is mutually covenanted and agreed by and
between the parties hereto as follows:

PRICING Section

, of the Agreement is deleted in its entirety and the following
substituted in lieu thereof:

1. Fee per NSLP Lunch Meal: \$ 4.0894
2. Fee per SBP Meal: \$ 2.6886
3. Meal Equivalency Rate: \$ 4.9396
4. Fee per SFSP Lunch Meal (if applicable): \$ 4.0894
5. Fee per SFSP Breakfast Meal (if applicable): \$ 2.6886
6. Fee per SFSP Snack (if applicable):
7. Fee per SMP Special Milk (if applicable):
8. Fee per ASP Afterschool Snack (if applicable): \$ 1.1754
9. Fee per CACFP Lunch/Brkfst/Snack (if applicable):

**Note to SFA—evaluate Sections to determine if there are changes to be made. Also evaluate any other changes
that the SFA would choose to make that *do not* materially affect the contract.**

REAFFIRMATION

Except for the amendment set forth in Paragraph 1 above, the parties hereto reaffirm the Agreement as initially set forth in its entirety.

ACKNOWLEDGEMENT

Each apart hereto acknowledges that it has no actual knowledge of breach by the other party as of the date of this Fourth Extension to the Agreement.

IN WITNESS WHEREOF, the parties have executed this Fourth Extension to Agreement as of the day and year written below.

SCHOOL FOOD AUTHORITY

Red Oak SCHOOL DISTRICT

By: _____

Title: _____

Date: _____

FSMC

OPAA!

By: _____

Title: _____

Date: _____



HALVERSON CENTER
FOR EDUCATION

24997 Hwy 92
Council Bluffs, IA 51503
P: 712-366-0503 F: 712-366-7772
IN-IOWA: 844-366-0503

April 9, 2025

Mr. Ron Lorenz
Red Oak Community School District
604 S. Broadway
Red Oak, IA 51566

Dear Mr. Ron Lorenz:

Congratulations! Your district has been selected to participate in the School Based Interventionist Program for 2025 – 2026.

Enclosed please find the interagency contract for your review and signature. The contract states your district will work with Green Hills AEA and pay Green Hills AEA.

The contract is partially funded by the Juvenile Court System of the 4th Judicial District which reduces your district's cost. The cost is computed as follows: 5 days per week x \$9,187 (maximum cost per day) = \$45,935 (total maximum annual cost).

Our business office will invoice your district quarterly.

After your review, please sign and return to Linda Perdue at lperdue@ghaea.org.

We look forward to working with you. Please contact me if you have questions about this agreement.

Sincerely,

Steve McPhillips, School Based Intervention Supervisor

Agreement for School-based Interventionist Services
July 1, 2025 to June 30, 2026

THIS AGREEMENT (this "Agreement") is entered into this _____ day of _____, 2025, by and between GREEN HILLS AEA ("GHAEA"), and the school Districts (the "District"), selected to participate in the program as listed in Exhibit A.

WHEREAS, GHAEA has contracted with Juvenile Court Services of the 4th Judicial District (JCS) for partial funding of school-based intervention program; and

WHEREAS, District desires, through application and acceptance, to participate in the program and hereby agrees to fund the remainder of the program.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Purpose.** The parties have entered into this contract to provide and fund a school-based supervision program. The program will provide and fund Juvenile Court School Liaison (School Based Services) staff to assist youth in achieving positive self-improvement, accountability, and judgment that will enhance community safety. Services provided to individual clients will reflect the needs of the child, the community, and parties to this agreement. Each District has been identified by JCS and GHAEA as being in need of such services because of the number of at-risk children and children under the jurisdiction of Juvenile Court. The program will be directed to primarily serve students attending middle schools but may extend, on a limited basis, to the elementary or high school level.

The School-based Services staff will provide on-site supervision services to students at the middle and/or high school levels. The program staff will deal with misbehavior in the school setting and truancy on an immediate basis, as well as being able to provide court assistance, family assistance and resource development.

2. **Scope of Services.** The District shall purchase such services of GHAEA employees and for such number of days as specifically identified on Exhibit A, attached hereto and incorporated herein by reference. GHAEA shall be responsible for assigning a GHAEA employee or employees to the District. The GHAEA employee or employees shall perform the duties reasonably requested by the District, and such services shall be performed at the District's facility or facilities. Any GHAEA employee shall be considered an employee or agent of GHAEA, and at no time shall any GHAEA employee be considered to be an employee of the District. GHAEA shall be responsible for complying with all local, state and federal tax laws relating to its employees, specifically including, but not limited to, the payment and reporting of all federal and state income tax withholding and social security taxes.

3. **Rate.** Maximum program cost to District is computed at the awarded number of days per week times established rate.
4. **Quarterly billings.** District will pay GHAEA, on an quarterly basis, the actual expenditures, including employment costs and other benefits and compensation costs, to provide the services under this contract in an aggregate amount per section 3. Invoice(s) will be sent in at the end of each quarter.
5. **Term.** This Agreement shall be effective from July 1, 2025 to June 30, 2026, unless the contract is terminated earlier in accordance with this contract.
6. **Control of Staff.**
 - a. All staff provided by GHAEA under this contract will at all times be under the direct control and supervision of GHAEA even while its staff is performing work under this contract.
 - b. GHAEA is solely responsible for selecting, hiring, disciplining, firing, and compensating its staff. If District believes that any of GHAEA's staff has failed to perform duties in a manner that is consistent with this contract, District will notify GHAEA. GHAEA will then take such action as to investigate and, if appropriate, discipline, or reassign the staff. District has no authority to discipline or reassign GHAEA's staff except that District has the authority to demand that a particular staff member not be assigned to provide services under this contract.
 - c. GHAEA will provide for and pay all employment costs of the staff including, but not limited to, workers' compensation, health insurance, and other benefits and compensation, and will make and remit all payroll withholdings with respect to the staff, all as required by law. District will have no liability whatsoever for all such employment costs to or for the benefit of the staff. The only exception is unemployment benefit costs when incurred. The cost of unemployment benefits when incurred will be shared equally between the GHAEA and the district.
 - d. GHAEA employees who provide services pursuant to this Agreement shall have the following minimum qualifications: Bachelor of arts or a bachelor of science degree in the behavioral sciences or related field. Prior experience working with youth and families; strong verbal and written communication skills; and the ability to make connections with students, families, schools, and agencies.
7. **District responsibilities.** Each District's responsibility will be to:
 - a. provide School Based Services staff with office space, furniture and a telephone for business use;
 - b. develop a formal referral process that identifies the problems and the desired outcomes of at risk students to the School Based Services program, with authorization from all parties that allows School Based Services staff to review any school records of the referred student;
 - c. develop a clear set of consequences for any client referred by District for this service.

8. **Termination.** Upon thirty (30) days' prior written notice to the other party, GHAEA or District may terminate this contract in whole or in part for convenience without the payment of any penalty or incurring any further obligation to the non-terminating party. District will pay GHAEA for services provided under this contract up to and including the date of termination.
9. **Indemnification.**
- a. District shall indemnify, defend and hold harmless GHAEA and its officers, directors, employees, agents and other representatives from and against any and all loss, claim, liability, damage, cost or expense (including, without limitation, court costs and attorneys' fees) arising in connection with the District's performance under this Agreement, except those losses, claims, liabilities, damages, costs or expenses arising out of the willful misconduct of GHAEA, its employees, agents or other representatives.
 - b. GHAEA shall indemnify, defend and hold harmless District and its officers, directors, employees, agents and other representatives from and against any and all loss, claim, liability, damage, cost or expense (including, without limitation, court costs and attorneys' fees) arising in connection with GHAEA's performance under this Agreement, except those losses, claims, liabilities, damages, costs or expenses arising out of the willful misconduct of District, its employees, agents or other representatives.
10. **Entire Agreement; Modification.** This Agreement constitutes the complete and exclusive understanding and agreement of the parties and supersedes all prior understandings and agreements, whether written or oral, with respect to the subject matter hereof. The terms and conditions of any invoice, purchase order or other instrument issued by the parties in connection with this Agreement which add to or differ from the terms and conditions of this Agreement shall be of no force or effect. Any waiver, modification or amendment of any provision of this Agreement will be effective only if in writing and signed by the parties hereto.
11. **Severability.** In the event that any provision of this Agreement shall be unenforceable or invalid under any applicable law or be so held by applicable court decision, such unenforceability or invalidity shall not render this Agreement unenforceable or invalid as a whole, and, in such event, such provision shall be changed and interpreted so as to best accomplish the objectives of such unenforceable or invalid provision within the limits of applicable law or applicable court decision.
- This contract represents the entire agreement between the parties and none of the parties are relying on any representation that may have been made that is not included in this contract.
12. **Limitation of Liability.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, ANY LOSS OF USE, LOSS OF BUSINESS OR LOSS OF PROFIT.

13. **Miscellaneous.**

- a. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the United States of America and the State of Iowa as applied to contracts entered into and performed entirely within the State by residents thereof. All disputes arising under this Agreement shall be brought in the District Court of the State of Iowa in Pottawattamie County or the United States District Court for the Southern District of Iowa, Western Division, as permitted by law. The District Court of Pottawattamie County and the United States District Court for the Southern District of Iowa, Western Division shall each have non-exclusive jurisdiction over disputes under this Agreement. The District and GHAEA each consent to the personal jurisdiction of the above courts.
- b. **Attorneys' Fees.** In the event any proceeding or lawsuit is brought by GHAEA or the District in connection with this Agreement, the prevailing party in such proceeding shall be entitled to receive its costs, expert witness fees and reasonable attorneys' fees, including costs and fees on appeal.
- c. **Notice.** Any notice or demand desired or required to be given hereunder shall be in writing and deemed given when personally delivered or three (3) days after it is deposited in the United States mail, postage prepaid, sent certified or registered and addressed as follows:

If to the District, to:

Attn: Mr. Ron Lorenz
Red Oak Community School District
604 S. Broadway
Red Oak, IA 51566

If to GHAEA, to:

Attn: Kelly Allen
Green Hills AEA
Halverson Center for Education
24997 Hwy 92
Council Bluffs, IA 51503

or to such other address or person as hereafter shall be designated in writing by the applicable party.

- d. **Assignment.** No party shall assign its rights or obligations under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld.
- e. **Waiver.** No waiver by either party of any breach of this Agreement shall be a waiver of any preceding or succeeding breach. No waiver by either party of any right under this Agreement shall be construed as a waiver of any other right.
- f. **Counterparts.** This Agreement may be executed simultaneously in two or more counterparts, each of which will be considered an original, but all of which together will constitute one and the same instrument.

- g. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, legal representatives and permitted assigns.
- h. Construction. This Agreement shall not be construed more strongly against any party regardless of who was more responsible for its preparation. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.
- i. Headings. Section headings are used for convenience only and shall not be considered a part of this Agreement or be used to interpret the meaning of any term hereof.
- j. Third Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to confer upon any party other than the parties hereto (and their respective heirs, successors, legal representatives and permitted assigns) any rights, remedies, liabilities or obligations under or by reason of this Agreement.
- k. Remedies. The rights and remedies provided herein are cumulative and are not exclusive of any remedies that might be available to any party at law or in equity or otherwise.
- l. Waiver of Jury Trial. THE SCHOOL DISTRICT AND GHAEA EACH HEREBY IRREVOCABLY AND UNCONDITIONALLY WAIVE ALL RIGHTS TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organization sought to be bound by this Agreement, and that we hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and furthermore, attest to our authority to sign this document in behalf of the two parties to the agreement.

School Board President
Red Oak Community School District

Date

Board President
Green Hills AEA

Date

EXHIBIT A

**Agreement for School-based Interventionist Services
July 1, 2025 to June 30, 2026
Between Green Hills AEA and the Participating Districts**

The following school districts have made the required application for School-based Interventionist Services and will receive Services as provided in this Agreement for the number of days stated at the district program cost of \$9,187/day per week.

District	Days/week	Cost per day	Annual maximum cost
Red Oak Community School District	5	\$9,187	\$45,935



24997 Highway 92, Council Bluffs, IA 51503 | (712) 366-0503 | FAX (712) 366-7772 | www.ghaea.org

Memorandum of Understanding

This Memorandum of Understanding (MOU) is entered into on **March 20, 2025**, by and between **Green Hills AEA**, hereafter referred to as "GHAEA", and **Red Oak Community School District** hereafter referred to as the "District." The purpose of this MOU is to outline the responsibilities and expectations of both parties regarding services and supports that will be provided by GHAEA for the upcoming school year.

Purpose: GHAEA agrees to provide the District with requested services and supports.

Duration of Agreement: This MOU will commence on July 1 of the contracted school year OR the start of the school year depending on the service or support contracted, and will remain in effect until the last day of school OR June 30 of the contracted school year, unless terminated earlier by either party in accordance with the termination clause outlined in this document.

Roles and Responsibilities: Green Hills AEA will provide the following services and supports based on your Service Request Form:

Red Oak

Requested Educational Service, Media Supports, and Contracted Services	
KnowBe4 (<i>Year 3 of 3 for existing contract</i>)	\$704.00
Access to AEA Statewide Dashboards	\$973.00
vCISO Service	\$5,800.00
Unlimited Access to AEA Super Bundle Digital Resources	\$6,524.00
Teacher Librarian Managed Service	\$17,500.00 (2 libraries)
Mental Health Social Worker	\$107,100.00 (1.0 FTE)
Potential Additional Costs if/when requested	
Mentorship Collaborative (\$2,500 / teacher)	Invoiced when Requested
School-Based Interventionist	Separate Agreement
AEA Learning Online (\$0.50 / student)	Separate Invoice

Requested Special Education Contracted Support (beyond Priority Work):	
Special Education Representative Added Days	
Special Education Coordinator	
Special Education Director	\$53,136.00

Key: Service Request Unverified, Service with Continuing Contract.

Specific contractual language for individual services provided by Green Hills AEA can be found [here](#).

The District will:

- Ensure access to district facilities, technology (e.g. access to network, printers, copy machines, when appropriate), and necessary materials for service delivery.
- Provide a suitable workspace for GHAEA staff or consultants when services are delivered on-site.
- Maintain appropriate student and staff scheduling to facilitate service delivery.
- Secure parent or guardian consent when required for student services.
- Assign district personnel to actively engage in service implementation and follow-up actions when appropriate.
- The district acknowledges that all training materials, presentations, resources, and tools provided by Green Hills AEA are proprietary and may not be recorded, reproduced, or redistributed without prior written consent.
- District personnel may use provided materials for their own professional learning but may not alter, share, or publish them outside of the intended audience without permission.
- Any virtual or in-person training sessions facilitated by Green Hills AEA may not be recorded by the district without explicit written authorization.

Payment Terms: The District agrees to compensate GHAEA for services provided to be billed quarterly unless a different payment schedule is required for a specific service.

Additional services are available from Green Hills AEA at state-approved or local rates depending on the service requested. Extra days of service provided by Educational Service Consultants, Media Services, Contracted Services, or any adjustment to this Memorandum of Understanding can be requested through the Educational Service Director. Any additional services requested by the district may result in an amendment to the MOU or be invoiced directly to the district.

Employment: Any consultant(s) employed pursuant to this Agreement shall be considered the sole employees of GHAEA, not the contracted school district, and shall be governed by the existing personnel policies and practices for GHAEA. GHAEA shall have the sole authority for recruiting, hiring, training, evaluating, disciplining and terminating all such personnel.

Renewal and Termination: In most instances, a district will engage in completing a [Service Request Form](#) for the upcoming school year to identify services and supports from GHAEA.

This Agreement may be terminated only as follows:

- Automatically at the end of the current term if the parties have not agreed to extend the contract by the date shared from GHAEA of the current contract year.
- By mutual written agreement executed by both parties.
- In the event of a material breach of this Agreement by either party, provided the non-breaching party provides 30-days written notice to the other party, and the other party has not cured the breach within 30 days of receipt of written notice.

Early Termination: In the event the District chooses to terminate this agreement prior to its completion for any reason other than a material breach by GHAEA, the District agrees to assume full financial responsibility for the total contracted amount. This includes payment for all services rendered up to the date of termination.

Notices: Any notice or demand desired or required to be given hereunder shall be in writing and deemed given when personally delivered or three (3) days after it is deposited in the United States mail, postage prepaid, sent certified or registered and addressed as follows:

Red Oak Community School District

Attention: Ron Lorenz
604 S Broadway, Red Oak, IA 51566

Green Hills AEA

Attention: Chief Administrator
24997 Highway 92, Council Bluffs, IA 51503

Dispute Resolution: Any disputes arising from or in connection with this Memorandum of Understanding will be resolved through mutual discussion and negotiation between the Chief Administrator of GHAEA and the Superintendent of the District.

Amendments: This MOU may be amended only by a written agreement and signed by both parties.

Governing Law: The agreement shall be governed by and construed by the laws of the State of Iowa.

Severability: If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then such provisions shall be modified to the extent necessary to be valid and enforceable, and all other provisions of this Agreement shall remain in full force and effect.

No Waiver: The failure of either of the parties to enforce any right or provision under this Agreement shall not constitute a waiver of such right or provision unless acknowledged and agreed to by such party in writing.

Assignment: Neither party may assign any right or obligation under this Agreement, in whole or in part, without the other party's prior express written consent. Subject to the foregoing, this Agreement will be binding upon and will insure to the benefit of the parties and their respective successors and assignees.

Independent Contractors: The relationship between the parties is that of an independent contract. No joint venture, partnership, employment, or agency relationship exists between the parties as a result of this Agreement. Neither party has the authority to create any obligations for the other, or to bind the other to any representation, statement or document.

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute the same instrument.

Green Hills AEA Board President

Date

Red Oak Community School District Board President

Date



QUOTE PREPARED FOR

Red Oak School District

2011 N. 8th Street
Red Oak, IA 51566

PREPARED DATE

April 3, 2025

The following contract is between Red Oak School District & Sopris Apps LLC (dba "SchoolBlocks"). Its purpose is to outline the associated fees and services.

SchoolBlocks Commitment

- Provide unlimited implementation guidance & support.
- Continuously support all community members at no extra charge.
- Host, through a highly scalable solution including integration with G-Suite & O365.
- SchoolBlocks will provide a top level admin training and a staff training. Webinars are set up in the fall and support is always accessible at no extra charge.
- SchoolBlocks will help with content for 3 months after the district goes live.

Red Oak School District Commitment

- Red Oak School District must review the timeline and set up the navigation sitemap spreadsheet and get Google authentication setup within 14 days of this commitment. Without this navigation review and authentication, migration of content from the old site to SchoolBlocks will be delayed.
- One-time startup fee of \$900 (\$300 per school site plus district site). Includes migration of content, except for teacher sites.
- Hosting fee: \$3,000 per year. Assuming 2 school sites and a district site.

	Services Provided	QTY	Price	Total
<input checked="" type="checkbox"/>	SchoolBlocks <u>One Time Startup Fee</u>	3	\$300/site	\$900
<input checked="" type="checkbox"/>	SchoolBlocks Annual Hosting Fee	3	\$1,000/School + District	\$3,000
			Year 1 Total	\$3,900
			Year 2 Total (5% increase)	\$3,150
			Year 3 Total (5% increase)	\$3,307

[Continued on the next page...](#)



Please sign below, above your address, and SchoolBlocks will reach out with startup guidelines shortly. We look forward to working with you!

Agreed:

A handwritten signature in blue ink, appearing to read 'SS'.

Stephen Shapiro
President, SchoolBlocks.com

2011 N. 8th Street
Red Oak, IA 51566

SchoolBlocks Clients, Please Note

- This contract is valid for 30 days.
- This is a 3 year contract.
- There is a 3% Processing Fee on Credit Card Payments.
- There is a 5% increase in hosting fees for 2 years.
- Termination of contract requires 120 day notice before contract date by either party in writing. If no notice is received, contract auto renews for the next 12 month period.

Red Oak CSD
2025-2026 Calendar

Start: Aug 25 – Finish: May 22

Summary of Calendar

Days in classroom
1st Semester: 81 days
2nd Semester: 93 days
1st Quarter: 39 days
2nd Quarter: 42 days
3rd Quarter: 49 days
4th Quarter: 44 days

TOTAL CALENDAR DAYS: 174
TEACHER WORKDAYS: 188

CALENDAR LEGEND

Preservice Days	
Begin Semester	
End Quarter	
Holidays	
Vacation Days	
Workday/PD	
PD- 90 min. Early Dismissal	
P/T Conferences	

HOLIDAYS:

Labor Day (9/2)
Thanksgiving Day (11/27)
Christmas Day (12/25)
New Year's Day (1/1)
Good Friday (4/3)

Min. Instructional Day = 6.58 hrs.

Approximately 8:00 a.m. to 3:00 p.m.
6.58 hours/395 minutes
(not including 25 minute lunch)

Collaboration/PD Day = 5.08 hrs.

Approximately 8:00 a.m. to 1:30 p.m.
4.58 hours/305 minutes
(not including 25 minute lunch)

M	T	W	Th	F	Days/Hours
August (2025)					
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	5 31.40
September (2025)					
1*	2	3	4	5	9 56.22
8	9	10	11	12	14 87.62
15	16	17	18	19	19 119.02
22	23	24	25	26	24 150.42
29	30	1	2	3	26 163.58
October (2025)					
29	30	1	2	3	29 181.82
6	7	8	9	10	34 213.22
13	14	15	16	17	39 246.12
20	21	22	23	24	44 277.52
27	28	29	30	31	49 308.92
November (2025)					
3	4	5	6	7	54 340.32
10	11	12	13	14	59 371.72
17	18	19	20	21	64 403.12
24	25	26	27*	28	66 416.28
December (2025)					
1	2	3	4	5	71 447.68
8	9	10	11	12	76 479.08
15	16	17	18	19	81 510.48
22	23	24	25*	26	81 510.48
29	30	31	1	2	81 510.48
January (2026)					
29	30	31	1*	2	81 510.48
5	6	7	8	9	86 541.88
12	13	14	15	16	91 573.28
19	20	21	22	23	95 598.10
26	27	28	29	30	100 629.50
February (2026)					
2	3	4	5	6	105 660.90
9	10	11	12	13	110 693.80
16	17	18	19	20	115 752.20
23	24	25	26	27	120 756.60
March (2026)					
2	3	4	5	6	125 788.00
9	10	11	12	13	130 819.40
16	17	18	19	20	130 819.40
23	24	25	26	27	135 850.80
30	31	1	2	3	137 863.96
April (2026)					
30	31	1	2	3*	139 877.12
6	7	8	9	10	144 908.52
13	14	15	16	17	149 939.92
20	21	22	23	24	154 971.32
27	28	29	30	1	158 997.64
May (2026)					
27	28	29	30	1	159 1002.72
4	5	6	7	8	164 1034.12
11	12	13	14	15	169 1065.52
18	19	20	21	22	174 1094.84
25	26	27	28	29	
June (2026)					
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	

* Additional Paid Teacher Contract Day

Date	Events
Aug. 18-22	Preservice Days
Aug. 25	Begin 1 st Semester
Sept. 1	Labor Day: No School
Sept.	Homecoming TBD
Oct. 15	Parent/Teacher Conferences
Oct. 15	End 1 st Quarter (39 days)
Oct. 16	No School: P/T Conferences
Oct. 17	No School
Oct. 20	Begin 2 nd Quarter
Nov. 26-28	No School: Thanksgiving Break
Nov. 27	No School: Thanksgiving
Dec. 19	End 2 nd Quarter (42 days)
Dec. 22	No School: Teacher Workday
Dec. 22 - Jan. 2	Christmas Break
Dec. 25	Christmas
Jan. 1	New Years
Jan. 5	Begin 3 rd Quarter/2 nd Semester
Jan. 19	No School: MLK Day/Teacher PD
Feb. 11	Parent/Teacher Conferences
Feb. 12	No School: P/T Conferences
Feb. 13	No School
Mar. 13	End 3 rd Quarter (49 days)
Mar. 16-20	No School: Spring Break
Mar. 23	Begin 4 th Quarter
Apr. 3	No School: Good Friday
May 15	Seniors' Last Day
May 17	Graduation
May 22	End 4 th Quarter (44 days)
May 22	11:00 Early Dismissal/Last Day
May 25	Memorial Day
May 26	Teacher's Last Day

Date: Apr 7, 2025

Attn: Roger Vannausdle
Red Oak Community Schools
604 S Broadway St, Red Oak, IA 51566
Red Oak, IA 51566

Quote Subject: Cooling Tower Remedial De-scaling

SCOPE OF WORK PROPOSED

Clean and Descale Cooling Tower

1. Perform Mechanical Cleaning where possible.
2. Perform Bio-safe chemical descaling.
3. Monitor PH levels throughout the process to ensure safe descaling & to safeguard Cooling Tower integrity.
4. Disposal of all descalants by approved methods.
5. Cooling tower reactivation & operational checks.

Proposal Total \$7,566.66

Sincerely,

Wendell Mornan

ACCEPTANCE OF PROPOSAL

This proposal represents the entire agreement between the parties. No representations, promises, or other understandings are included unless expressly included herein.

TERMS AND CONDITIONS OF THE CONTRACT

TERMS: All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices with nonunion labor. Any alteration or deviation from listed specifications in this proposal involving extra costs will be executed only upon written orders, and will become an additional charge over and above the estimate. ALL quotations and offers contained on the face hereof or to which this schedule is attached are made by the supplier, and all orders are accepted by the supplier (where expressed or implied) only on condition that the terms and conditions of this contract shall apply. In case of any disputes with organized labor that the customer has been unable to resolve to SYNCQUIP, LLC's satisfaction, SYNCQUIP, LLC will terminate the contract at that point in time. And will be paid for all materials and labor at that point. The finality of the price is subject to a final choice and mutual agreement regarding colors, materials, and finish.

CONTRACT VARIATIONS: The contract sets forth all obligations undertaken by the supplier, which may not be verified except in writing and signed by an authorized person in the company.

WORKING CONDITIONS: The customer will reimburse extra costs incurred due to dangerous or objectionable working conditions, interference by other trades, the necessity of protecting others' equipment, and delays in building progress.

PRICE INCREASE: The price quoted in this schedule is firm and subject to your payment terms and conditions being fulfilled within thirty days (30). It is also subject to revision on labor/material after this period.

OVERTIME: This proposal is made with the understanding that all work shall be done only during the hours and days specified as single or straight time, which is regularly paid labor. All work outside these hours will be done only upon the customer's written order, for which the excess cost will be charged.

TAXES: If applicable, appropriate state sales tax is added to the quoted price unless otherwise noted on the proposal.

TERMS OF PAYMENT: One half (50%) deposit will accompany the official order with further progress payments as requested and the balance on completion or on our advice that completed goods are ready for delivery. A delay in payment incurs a 2.5% interest per month. All material and equipment sold by SYNCQUIP, LLC such as material and equipment, etc., remain the property of SYNCQUIP, LLC until final payment is received, and SYNCQUIP, LLC reserves the right to remove material and equipment from the customer's premises if payment is not made within terms. SYNCQUIP, LLC is not responsible for any breach of security or performance due to the removal of material and equipment.

PROPERTY: Subject to the terms here of the property in the goods shall remain in Supplier until it has received in cash the total contract price. Supplier may at any time recover goods if they are in the Customer possession and resell the goods if any payment owed by the Customer on any account is overdue or if the Supplier considers that the amount outstanding from the customer on the general statement of account between the parties is more than the credit limit. Supplier is willing to accord to the customer and for this purpose Supplier, its servants or agents may enter upon the Customer's or the other premises upon which the goods are situated.

PERMITS AND APPROVAL: SYNCQUIP, LLC's quotation does not account for building or development applications or relevant approvals, including associated engineers' fees or drawing/up submission of the drawings required by local Building Department Codes or Government Responsibility solely on the Customer for such approvals.

SPECIFICATIONS AND EQUIPMENT: All equipment specified is for qualification purposes; SYNCQUIP, LLC reserves the right to substitute with the nearest available (in all and any respects) to the selected or offered. All work is carried out following the plan but subject to deviation at our discretion due to the building structure, pillars, ceiling, etc. The Supplier reserves the right to change the materials used in manufacture, service, or installation to take advantage of technical developments, improvements, or modifications that the Supplier considers desirable.

FORCE MAJEURE: SYNCQUIP, LLC shall not be responsible for damages, delays, or losses by carriers or for fire, accidents, lockouts, strikes, or other causes beyond its control.

NOTICE OF READINESS: We will be notified when the building is ready to install our products and services. If the building is not yet prepared when our men arrive or if we are prevented from proceeding continuously with our work because of conditions beyond our control, the customer will assume the extra cost.

DELIVERY AND RISK:

Unless the Customer has requested the supplier to make special delivery and arrangements, the risk with respect to the goods shall pass to the Customer upon delivery to the Customer's premises or the nominated carrier's depot. The Customer shall provide or cause to be provided full and clear access for delivery and will, at its own expense, provide all necessary assistance in unloading the goods at the nominated place of delivery. If the Supplier's delivery of the goods is delayed for a cause other than its own negligence, the Customer shall be liable for the extra charges, losses, or expenses incurred by the Supplier, and the Customer shall not be entitled to cancel this contract by reason thereof. Where the Customer has requested special delivery arrangements (i.e., other than the Supplier delivering to the Customer's premises), the risk for the goods shall pass to the Customer upon the goods leaving the Supplier's premises. The supplier will not, in any circumstances, accept liability for damage, shortage, or loss during transit.

RECTIFICATION OR REUSAGE OF EXISTING CUSTOMER MATERIAL: The Supplier's quotation is submitted on the basis that any Customer materials to be used in connection with the project conform to relevant Government regulations. Any materials not so conforming or proving to be defective shall be replaced by the Supplier at the cost of the Customer.

TERMS AND CONDITIONS OF THE CONTRACT

BUILDING ALTERATION: The Supplier's quotation is given on the basis that the building where the quoted works to be carried out is soundly constructed and capable of being altered in the manner proposed by the quotation without any other work of any kind whatsoever being required. If any work over and above that is quoted is needed, this will be sent to the Customer's account.

CANCELLATION BY CUSTOMER: Orders accepted by the Supplier cannot be revoked, delivery deferred, or goods returned except with the supplier's written consent and upon terms that reimburse and indemnify the Supplier against all loss, including cartage, bank charges, and other incidental expenses, on any part of the order that is canceled.

INSURANCE: Public Liability, Workman's Compensation, Property Damage, and Automotive Insurance are carried out, and certificates will be delivered upon request. The customer is responsible for fire, tornado, and other damage insurance at the site.

FINISHES: The customer is solely responsible for all finish Selections (e.g., paint colors, etc). The supplier does not accept responsibility for the aesthetic appearance of the selected finishes.

LIABILITY DISCLAIMER: In no event shall the SYNCQUIP, LLC "Seller" be liable for any incidental, consequential, or punitive damages. SYNCQUIP, LLC "SELLER" DISCLAIMS ANY LIABILITY FOR DAMAGES OF ANY KIND ARISING FROM MOLD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES.

GENERAL: In this interpretation of this contract, "Supplier" and/or "Seller" means SYNCQUIP, LLC; the "Customer" means the person, firm, or company to whom the quotation or invoice is addressed, and "Goods" means the goods specified on the quotation or invoice or proposal.

EXCLUSIONS:

- A garbage dumpster is to be provided by the customer or general contractor if required.
- Service, alterations, or documentation made mandatory by changes of federal, state, or local government bodies or agencies.
- All performance bonds & fees as required for the HVAC scope of work.
- Any flashing & repair of bonded or warranted roofs, if applicable.
- Structural steel fabrication & installation, if applicable.
- Removal, relocation, reinstallation, deactivation, reactivation, and interlocking of fire alarm, smoke alarm, and fire sprinkler systems, components, and connections (Electrician will supply and install as specified).
- Any service and repair on existing equipment to clean neglected and excessively dirty equipment, locate and repair refrigerant leaks, and recover and dispose of refrigerant.
- Labor, material, fuel, equipment, and rental fees to provide temporary heating and cooling.
- Encapsulation, removal, repair, or disposal of pipe insulation or asbestos materials.
- Any service and repair on equipment & piping damaged by: fire, water, lightning, storms, wind, hail, earthquake, theft, misuse, vandalism, and/or any cause beyond our control.
- Any service and repair are required because of loss, damage, and/or wear resulting from other "external causes" such as, but not limited to, age, neglect, defective or inadequate plumbing, water supply, natural gas supply, electrical power supply (brown out, phase loss, etc.), ductwork, and original equipment selection or misapplication.
- Any service, alterations, or documentation made mandatory by changes of federal, state, or local government bodies or agencies.
- Reimbursement or credit for expenses incurred from services performed on equipment by "other" firms or individuals without prior written authorization from SYNCQUIP.

THESE CONDITIONS MUST APPEAR ON THE FINAL CONTRACT DOCUMENT, OR A SIGNED COPY OF THIS PROPOSAL MUST BE RETURNED.

EDUCATIONAL SERVICES CONTRACT between
SOUTHWESTERN COMMUNITY COLLEGE and
RED OAK COMMUNITY SCHOOL DISTRICT for
COLLEGE CREDIT JOINTLY ADMINISTERED COURSES
2025-2026 ACADEMIC YEAR

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

ARTICLE I
CREATION

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

ARTICLE II
COURSES

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

- | | | | |
|---|---------|----------------|-----------|
| • | ENG 105 | Composition I | 3 Credits |
| • | ENG 106 | Composition II | 3 Credits |

ARTICLE III
CURRICULUM

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

ARTICLE IV
INSTRUCTORS

Instructor through local high school:

CEP instructors who are employees of the Red Oak Community School District and the individual instructor(s)' teaching contracts for any of the courses offered pursuant to this Contract shall be governed by the contract currently in effect between the instructor and the Red Oak Community School District, and all instructors shall be entitled to receive all of the benefits and emoluments arising out of their contract in effect with the Red Oak Community School District. Additionally, for purposes of Chapter 279, Code of

Iowa, Red Oak Community School District shall retain all responsibilities with regard to any said instructors.

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

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

ARTICLE V

ACCEPTANCE AND PARTICIPANTS

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

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

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

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

ARTICLE VI **CREDIT**

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

ARTICLE VII **TEXTBOOKS, MATERIALS, AND SUPPLIES**

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

ARTICLE VIII **ASSURANCES**

Red Oak Community School District assures that:

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

Southwestern Community College assures the following:

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

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

ARTICLE IX **FINANCE**

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

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

Southwestern Community College will bill Red Oak Community School District a 27.5% of 2025-2026 tuition and fees per credit hour course per student per semester. As set out in Article IV above, for any course offered under this Contract, the course instructor shall continue to be an employee of the Red Oak Community School District, but shall be considered a member of the adjunct faculty of Southwestern Community College for the purpose of instructing the specified course. The minimum number of students is established by the high school with one exception: for course(s) of fewer than five students, the approval of the Vice President of Instruction is required.

ARTICLE X **COURSES OFFERED TO MULTIPLE DISTRICTS**

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

ARTICLE XI **WITHDRAWAL**

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

ARTICLE XII **REFUND**

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

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

ARTICLE XIII
DURATION

Red Oak Community School District and Southwestern Community College enter into this contract for the 2025-2026 school year.

This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by June 30, 2025.

ARTICLE XIV
NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Lana Bartmess, Director of Human Resources/Equity/Title IX Coordinator (faculty or staff), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1456, or email, TitleIXCoordinator@swccowa.edu; Kim Bishop, Dean of Students/Deputy Title IX Coordinator (students), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1413; or email, TitleIXCoordinator@swccowa.edu; or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204, phone, 312.730.1560, fax, 312.730.1576, or email OCR.Chicago@ed.gov.

ARTICLE XV
DISABILITY/SPECIAL NEEDS

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

RED OAK COMMUNITY SCHOOL DISTRICT

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

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

SECTION I TITLE OF CONTRACT

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

Face to Face Courses

MAT 110	Math for Liberal Arts	3 Credits
MAT 120	College Algebra	3 Credits
MAT 127	College Algebra and Trigonometry	5 Credits
MAT 156	Statistics	3 Credits
MAT 210	Calculus I	4 Credits
MAT 216	Calculus II	4 Credits

Face to Face & Online Courses (3 credits)

AGA 114	Principles of Agronomy
ART 101	Art Appreciation
BIO 151	Nutrition
BIO 168	Human Anatomy and Physiology I w/lab (4 credits)
BIO 173	Human Anatomy and Physiology II w/lab (4 credits)
BIO 186	Microbiology w/lab (4 credits)
BUS 121	Business Communications
CRJ 100	Introduction to Criminal Justice
CRJ 200	Criminology
CRJ 201	Juvenile Delinquency
CSC 110	Introduction to Computers
ECE 103	Introduction to Early Childhood Education
ECE 133	Child Health, Safety, and Nutrition
ECE 158	Curriculum I
ECE 159	Curriculum II
ECE 170	Child Growth and Development
ECE 221	Infant Toddler Care/Ed
ECE 243	Early Childhood Guidance
ECN 120	Principles of Macroeconomics
ECN 130	Principles of Microeconomics
EDU 151	Observation in Teaching I
EDU 213	Introduction to Education
EDU 245	Exceptional Learner
ENG 105	Composition I
ENG 106	Composition II
ENG 111	Technical Writing
GEO 121	World Regional Geography

HIS 110	Western Civilization: Ancient to Early Modern
HIS 111	Western Civilization: Early Modern to Present
HIS 151	U.S. History to 1877
HIS 152	U.S. History since 1877
HIS 268	American Experience in Vietnam
HSC 114	Medical Terminology
LIT 101	Introduction to Literature
LIT 110	American Literature to Mid-1800's
LIT 111	American Literature since Mid-1800's
LIT 150	World Literature I
LIT 178	Mythological and Biblical Literature
MGT 110	Small Business Management
MUS 100	Music Appreciation
PEC 108	Sports and Society
PEC 161	Sports Officiating
PHI 105	Introduction to Ethics
PNN 208	Pharmacology Basics
PSY 111	Introduction to Psychology
PSY 121	Developmental Psychology
SOC 110	Introduction to Sociology
SPC 112	Public Speaking

SECTION II

CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)

Participant: Red Oak Community School District

SECTION III

TERM OF COMMITMENT

Beginning Date: August 18, 2025

Ending Date: May 8, 2026

SECTION IV

UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

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

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some

other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.

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

B. Students and Personnel

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

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional

equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

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

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

SECTION VIII ADMINISTRATION AND COMMUNICATION

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

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for college courses. The amount charged will be 90% of 2025-2026 tuition and fees rate per student enrolled.
- B. Billings will be sent in October (for students enrolled fall semester) and March (for students enrolled spring semester).
- C. Southwestern Community College will supply the required physical or embedded textbook. Courses requiring a Cengage Unlimited, single-use access code or lab kit, as well as any course not shown in section 1, will be billed to the district with the tuition and fees. Red Oak Community School District is responsible for collecting the loaned textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District. Textbooks purchased by the district with a buyback option are the responsibility of the district.
- D. The provider shall reserve the right to control the maximum enrollment in each class.

- E. In any event, a course may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by June 30, 2025.

SECTION X

ESCAPE CLAUSES

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

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Lana Bartmess, Director of Human Resources/Equity/Title IX Coordinator (faculty or staff), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1456, or email, TitleIXCoordinator@swccia.edu; Kim Bishop, Dean of Students/Deputy Title IX Coordinator (students), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1413; or email, TitleIXCoordinator@swccia.edu; or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204, phone, 312.730.1560, fax, 312.730.1576, or email OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

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

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section

hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

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

PROVIDER, SOUTHWESTERN COMMUNITY
COLLEGE (MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

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

SECTION I PURPOSE

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

Computer Networking and Information Technology

Fall Semester/1st year

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

Spring Semester/1st year

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

Fall Semester/2nd year

- CIS Introduction to Programming Logic 3 credits
- BCA 152 Comprehensive Spreadsheets 3 credits

Spring Semester/2nd year

- CIS 604 Visual Basics 3 credits

SECTION II CONTRACT AGENCIES

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

SECTION III TERM OF COMMITMENT

Beginning Date: August 18, 2025
Ending Date: May 08, 2026

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

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

Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their

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

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

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

B. Students and Personnel

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

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

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

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

SECTION VII INSTRUCTIONAL RELATED SERVICES

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

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

SECTION VIII ADMINISTRATION AND COMMUNICATION

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

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for students in Computer Networking and Information Technology Career Academy. The amount charged will be 90% of 2025-2026 tuition and fees rate per student enrolled.
- B. Billings will be sent in October and March.
- C. Southwestern Community College will supply the required physical or embedded textbook. Courses requiring a Cengage Unlimited, TestOut, or single-use access code will be billed to the district with the tuition and fees. Red Oak Community School District is responsible for collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by June 30, 2025.

SECTION X ESCAPE CLAUSES

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

Participants by May 1 prior to the beginning of any school year.

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Lana Bartmess, Director of Human Resources/Equity/Title IX Coordinator (faculty or staff), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1456, or email, TitleIXCoordinator@swccowa.edu; Kim Bishop, Dean of Students/Deputy Title IX

Coordinator (students), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1413; or email, TitleXCoordinator@swcciaowa.edu; or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204, phone, 312.730.1560, fax, 312.730.1576, or email OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

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AUTHORIZATION

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

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

PROVIDER, SOUTHWESTERN COMMUNITY
COLLEGE (MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

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

SECTION I PURPOSE

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

Contract includes the following classes:

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

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)

Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 18, 2025

Ending Date: May 08, 2026

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

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

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

A. Facilities

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

B. Students and Personnel

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

from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

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

SECTION VII INSTRUCTIONAL RELATED SERVICES

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

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

SECTION VIII ADMINISTRATION AND COMMUNICATION

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

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for students in the Nurse Assisting Career Academy. The amount charged will be 90% of 2025-2026 tuition and fees rate per student enrolled.
- B. Billings will be sent in October and March.
- C. Southwestern Community College is responsible for purchasing and distributing the required textbooks. Red Oak Community School District is responsible for collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the

Red Oak Community School District.

- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by June 30, 2025.

SECTION X ESCAPE CLAUSES

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

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Lana Bartmess, Director of Human Resources/Equity/Title IX Coordinator (faculty or staff), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1456, or email, TitleIXCoordinator@swccowa.edu; Kim Bishop, Dean of Students/Deputy Title IX Coordinator (students), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1413; or email, TitleIXCoordinator@swccowa.edu; or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204, phone, 312.730.1560, fax, 312.730.1576, or email OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

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AUTHORIZATION

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

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

PROVIDER, SOUTHWESTERN
COMMUNITY COLLEGE
(MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

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

SECTION I PURPOSE

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

Carpentry and Building Trades

Fall Semester/First Year Students:

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

Fall Semester/Second Year Students:

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

Spring Semester/First Year Students:

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

Spring Semester/Second Year Students:

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

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)

Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 18, 2025

Ending Date: May 08, 2026

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

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

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

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

A. Facilities

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

B. Students and Personnel

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

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

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

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

SECTION VII INSTRUCTIONAL RELATED SERVICES

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

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

SECTION VIII ADMINISTRATION AND COMMUNICATION

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

SECTION IX

TUITION, FEES, BOOKS AND BILLING

A. Carpentry and Building Trades- Red Oak Center Location

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

B. Billings will be sent in October and March.

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

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

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

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

G. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by April 18, 2025.

SECTION X

ESCAPE CLAUSES

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

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

NONDISCRIMINATION STATEMENT

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AUTHORIZATION

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

PROVIDER, SOUTHWESTERN
COMMUNITY COLLEGE
(MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

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

SECTION I PURPOSE

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

Welding Technology

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

Health Science Pre-Nursing

- BIO 151 Nutrition 3 Credits

Carpentry and Building Trades

- CON 115 Commercial Print Reading 3 Credits

SECTION II CONTRACT AGENCIES

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

SECTION III TERM OF COMMITMENT

Beginning Date: May 12, 2025
Ending Date: August 3, 2025

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

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

school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

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

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve as the Provider's instructional staff for

consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

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

SECTION VII INSTRUCTIONAL RELATED SERVICES

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

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

SECTION VIII ADMINISTRATION AND COMMUNICATION

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

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. No tuition and/or fees will be billed to Red Oak Community School District or the enrolled student for the Welding Technology, Health Science, and Carpentry & Building Trades.
- B. Southwestern Community College is responsible for purchasing and distributing the required textbooks, along with collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the student.

- C. The Provider shall reserve the right to control the maximum enrollment in each class.
- D. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- E. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 8, 2025.

SECTION X ESCAPE CLAUSES

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

NONDISCRIMINATION STATEMENT

It is the policy of Southwestern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact: Lana Bartmess, Director of Human Resources/Equity/Title IX Coordinator (faculty or staff), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1456, or email, TitleIXCoordinator@swccciowa.edu; Kim Bishop, Dean of Students/Deputy Title IX Coordinator (students), Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, phone, 641.782.1413; or email, TitleIXCoordinator@swccciowa.edu; or the Director of the Office for Civil Rights, U.S. Department of Education, John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604-7204, phone, 312.730.1560, fax, 312.730.1576, or email OCR.Chicago@ed.gov.

DISABILITY/SPECIAL NEEDS

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

needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

AUTHORIZATION

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

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

PROVIDER, SOUTHWESTERN COMMUNITY
COLLEGE (MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

EDUCATIONAL SERVICES CONTRACT between
SOUTHWESTERN COMMUNITY COLLEGE and
RED OAK COMMUNITY SCHOOL DISTRICT for
COLLEGE CREDIT JOINTLY ADMINISTERED COURSES
2025-2026 ACADEMIC YEAR

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

ARTICLE I
CREATION

This Concurrent Enrollment Program (CEP) Contract is entered into between Southwestern Community College and Red Oak Community School District for the purpose of establishing a Welding career academy for Red Oak Community School District. No separate legal entity is created herein by this Contract.

ARTICLE II
COURSES

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

Fall Semester/1st year

- WEL 111 Welding Blueprint Reading 3 credits
- WEL 114 Introduction to Fabrication 3 credits

Spring Semester/1st year

- WEL 162 Introduction to Shielded Metal Arc Welding (SMAW) 3 credits
- WEL 225 Intro. to Gas Metal Arc Welding 3 credits

ARTICLE III
CURRICULUM

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

ARTICLE IV
INSTRUCTORS

Instructor through local high school:

CEP instructors who are employees of the Red Oak Community School District and the individual instructor(s)' teaching contracts for any of the courses offered pursuant to this Contract shall be governed by the contract currently in effect between the instructor and the Red Oak Community School District, and all instructors shall be entitled to receive all of the benefits and emoluments arising out of their contract in effect with the Red Oak Community School

District. Additionally, for purposes of Chapter 279, Code of Iowa, Red Oak Community School District shall retain all responsibilities with regard to any said instructors.

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

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

ARTICLE V

ACCEPTANCE AND PARTICIPANTS

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

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

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

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

ARTICLE VI

CREDIT

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

ARTICLE VII

TEXTBOOKS, MATERIALS, AND SUPPLIES

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

ARTICLE VIII **ASSURANCES**

Red Oak Community School District assures that:

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

Southwestern Community College assures the following:

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

ARTICLE IX **FINANCE**

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

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

Southwestern Community College will bill Red Oak Community School District 27.5% of 2025-2026 tuition and fees per credit hour each semester per student enrolled. Fall semester billing will include the OSHA training course fee per student.

Red Oak Community School District will provide the required textbooks and equipment. Red Oak School District reserves the right to bill the balance of program costs to partnership school districts in June. Amount charged to individual districts will be calculated by dividing the total actual costs of the program by the total number of students to establish a per pupil cost. The per pupil cost will then be multiplied by the number of students from the individual district.

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

ARTICLE X **COURSES OFFERED TO MULTIPLE DISTRICTS**

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

ARTICLE XI **WITHDRAWAL**

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

ARTICLE XII **REFUND**

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

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

ARTICLE XIII **DURATION**

Red Oak Community School District and Southwestern Community College enter into this contract for the 2025-2026 school year.

This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by June 30, 2025.

ARTICLE XIV
NONDISCRIMINATION STATEMENT

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ARTICLE XV
DISABILITY/SPECIAL NEEDS

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

RED OAK COMMUNITY SCHOOL DISTRICT

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE

BY: _____
Signature

Date: _____