

# ***Red Oak Community School District***

***604 S Broadway***

***Red Oak, Iowa 51566***

***712.623.6600***

**[www.redoakschooldistrict.com](http://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/498471069>**

Wednesday, May 20, 2026 – 5:30 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 Southwest Foodservice Excellence (SFE) Nutrition Program Overview and Sampling Presentation
- 5.0 Consent Agenda
  - 5.1 Review and Approval of Minutes from April 28, 2026 Board Meetings.
  - 5.2 Review and Approval of Monthly Business Reports
  - 5.3 Personnel Considerations
    - 5.3.1 Hiring of Megan Pien as Level III Special Education Teacher at Inman Elementary School for the 2026-2027 School Year
    - 5.3.2 Hiring of Destiny McAlpin as Special Education Teacher at Jr Sr High School for the 2026-2027 School Year
    - 5.3.3 Hiring of Patrick Freese as Sr High School Wrestling Assistant Coach for the 2026-2027 School Year
    - 5.3.4 Hiring of Josie McCunn as Sr High School Wrestling Assistant Coach for the 2026-2027 School Year
    - 5.3.5 Hiring of Chase Sandholm as Sr High School Wrestling Assistant Coach for the 2026-2027 School Year

- 5.3.6 Hiring of Dale French as Jr High School Boys Basketball Coach for the 2026-2027 School Year
- 5.3.7 Hiring of Clay Selberg as Jr High School Wrestling Coach for the 2026-2027 School Year
- 5.3.8 Hiring of Tymberlee Bentley as Jr High School Girls Wrestling Assistant Coach for the 2026-2027 School Year
- 5.3.9 Hiring of Riley Pelzer as National Honor Society Sponsor Effective for the 2026-2027 School Year
- 5.3.10 Hiring of Jaimie Stilen as Paraprofessional at Jr Sr High School for the 2026-2027 School Year
- 5.3.11 Extension of Lisa Magneson as Temporary Part-Time Title I Math Interventionist at Inman Elementary School for the 2026-2027 School Year
- 5.3.12 Resignation of John Allison as Paraprofessional, Jr High Volleyball Coach and Jr High Girls Track Coach at Jr-Sr High School Effective on June 30, 2026
- 5.3.13 Resignation of Tammy Lathrop as Paraprofessional at Inman Elementary School Effective after May 22, 2026
- 5.3.14 Resignation of Emileah Lathrop as Paraprofessional at Inman Elementary School Effective after May 22, 2026
- 5.3.15 Resignation of Heather Hodgkin as Paraprofessional at Inman Elementary School Effective after May 22, 2026
- 5.3.16 Resignation of Mark Kells as Boys Soccer Coach at Jr-Sr High School Effective at the End of the 2025-2026 School Year
- 5.3.17 Resignation of Julie Wolfe as Jr High Girls Track Coach at Jr-Sr High School Effective at the End of the 2025-2026 School Year
- 5.4 Open Enrollment Requests to Iowa Virtual School
  - 5.4.1 Denial of Open Enrollment for Kindergartener from Cedar Falls Community School District to Iowa Virtual School Due to a Lack of Appropriate Programming or Supports for the 2026-2027 School Year
  - 5.4.2 Revocation of Open Enrollments to Iowa Virtual School Due to Chronic Non-Attendance
- 5.5 Contract and Service Agreement Renewals
  - 5.5.1 Renewal of Specialty Underwriters (SU) Equipment Maintenance Insurance for the 2026-2027 School Year (\$72,145)
  - 5.5.2 Approval of 2026-2027 Concurrent Enrollment (i.e., College Credit) Carpentry and Building Trades Program with Southwestern Community College (SWCC)
  - 5.5.3 Addendum to Memorandum of Understanding with Green Hills AEA for Requested Services and Supports for the 2026-2027 School Year
  - 5.5.4 Renewal of Varsity Bound Agreement for the 2026-2027 School Year (\$0)
- 6.0 General Business for the Board of Directors
  - 6.1 Old Business
    - 6.1.1 Discussion/Approval of Western Iowa Conference (WIC) Hudl Season Pass Livestreaming Structure
  - 6.2 New Business

6.2.1 Discussion/Approval of First Reading of Mandatory Board Policies and Regulations Requiring Annual Review (i.e., 103, 103.R1, 510, 510.R1, 507.1, 507.1R1, 507.1E1-507.1E10, and 507.2)

6.2.2 Discussion/Approval of District Managed Print Contract (i.e., Copy Machines Lease and Services)

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 Closed Session - Superintendent Performance Evaluation, as requested by the individual, pursuant to Iowa Code Section 21.5(1)(i)

9.0 Next Board of Directors Meeting:

Wednesday, June 17, 2026 – 5:30 pm

Red Oak Virtual Learning Center

Red Oak Jr/Sr High

10.0 Adjournment

## ***Red Oak CSD Board Meeting Menu***

***Smokehouse (Texas) Pulled Pork Sandwich-WW Buns, Pulled Pork, Texas Smokehouse BBQ Sauce, Creamy Potato Salad***

***Taco Street (Tex-Mex) Baja Chicken Tacos-Crispy CKN, Cilantro Coleslaw, Baja Sauce, Flour Tortillas***

***Power Packs-Hummus, Pita Chips, Grapes, Cheddar Cubed***

***Blended (Hawaii) Pineapple/Banana Smoothie- Pineapple, Banana, Yogurt***

***International (Korean) Cucumber Salad***

***Kids fan Favorite Orange Chicken & Rice***

***Orange, Blackberry, Ginger Infused Water (Décor Fruit) Pineapple, Strawberry, Grapes***



## Southwest Foodservice Excellence Awarded Contract with Red Oak Community School District

SFE's chef-led, food-first approach set to transform school dining for students at Red Oak Community School District.

**Red Oak, Iowa — May, 2026** — Southwest Foodservice Excellence (SFE) is proud to announce a new partnership with Red Oak CSD for the 2026-2027 school year, marking an exciting step forward in redefining school dining experiences across the region.

More than a food service provider, SFE sees this partnership as a shared commitment to student well-being, community connection, and purposeful innovation. Guided by its mantra "Food-first for partnerships that last," SFE will deliver chef-crafted, fresh-from-scratch meals that students love, parents trust, and Red Oak schools are proud of. SFE's customized foodservice solutions will help fuel student success by boosting meal participation, enhancing nutritional outcomes, and creating vibrant dining spaces that foster a sense of community.

"School food should be great food—and that's non-negotiable for us," said Chris Odom, President of SFE. "We start with fresh ingredients, incorporate student input, and craft every meal to nourish not only bodies but student potential. We are excited to partner with Red Oak CSD to fuel success in the classroom and beyond."

Through this partnership, SFE will introduce fresh, restaurant-inspired menus, enhanced dining environments, and innovative experiences like Roving Chef culinary classes, student taste testing events and hands-on nutrition education across district schools. These cutting-edge service models are part of SFE's broader commitment to innovation that enhances operational efficiency and student engagement. Local sourcing will also play a key role, with an emphasis on partnering with local food producers whenever possible.

SFE is redefining what's possible in K-12 foodservice. By delivering quality food that students love, SFE will fuel student success and build a thriving foodservice partnership with Red Oak Community School District that students, parents, and communities can trust for years to come.

### **About Southwest Foodservice Excellence**

Southwest Foodservice Excellence (SFE) is a leading provider of outsourced food services for K-12 public schools. Founded in 2004 and based in Scottsdale, AZ, the company is dedicated to providing high-quality, nutritious foods to students and school districts and providing the highest quality customer service. more information, please visit <https://www.sfellc.org/>.

**Red Oak Community School District  
Special Meeting of the Board of Directors  
Meeting Location: Virtual Classroom/ Phone/Internet  
Red Oak Junior Senior High School Campus  
April 28, 2026**

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

**Present**

Directors: Bret Blackman, Scott Bruce, Kelly Carlson-Osheim, Pastor Ricky Rohrig  
Superintendent Ron Lorenz, Board Secretary/Business Manager, Heidi Harris

**Approval of Agenda**

Motion by Director Carlson-Osheim, 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 FY2027 Budget**

President Bret Blackman opened the public hearing on the proposed FY2027 Budget at 5:32 p.m. Ron Lorenz presented the FY2027 Budget for adoption. There were no public comments. The public hearing was closed at 5:34 p.m.

**Consent Agenda**

Motion by Director Carlson-Osheim, second by Director Rohrig to approve the consent agenda as presented including meeting minutes, contract/insurance renewals, memorandums of understanding, resignations, personnel considerations, and Iowa Virtual open enrollments. Motion carried unanimously.

**FY2027 Certified Budget**

Motion by Director Rohrig, second by Director Carlson-Osheim to approve the FY2027 certified budget. Motion carried unanimously.

**Discussion Of Flooring Options for IES Renovation**

A discussion was held regarding the options and possible cost savings of flooring options for the IES renovation.

**IAVS Class of 2026 Additional Graduate**

Motion by Director Carlson-Osheim, second by Director Rohrig to approve the additional 2026 IAVS graduate. Motion carried unanimously.

**Western Iowa Conference/HUDL Livestreaming Season Pass**

This agenda item was tabled until further information could be provided to the Board.

**Continuation of April 28, 2026, Meeting Minutes – Page 2**

**FY2027 Food Service Management Company Award**

Motion by Director Carlson-Osheim, second by Director Bruce to approve the Food Service Management Company RFP to SFE (Southwest Food Excellence) for the 2026-2027 school year. Motion carried unanimously.

**Closed Session for Superintendent’s Performance Evaluation**

Superintendent Ron Lorenz was asked if he would like to go into closed session for performance evaluation pursuant to Iowa Code 21.5(1)(i), he accepted. Motion by Director Carlson-Osheim, second by Director Rohrig to enter closed session at 6:18 p.m.

- (i) A roll call vote was taken, Blackman – Aye, Bruce – Aye, Rohrig – Aye, Carlson-Osheim – Aye. The motion passed unanimously and the Board went into closed session at 6:18 p.m.

President Blackman declared the Board back in open session at 6:37 p.m.

**Superintendent’s Contract**

Motion by Director Rohrig, second by Director Bruce to extend the Superintendent’s contract for the next three years (2027-2030). Motion carried unanimously.

**Adjournment**

Motion by Director Rohrig, second by Director Carlson-Osheim, to adjourn the regular meeting at 6:46 p.m. Motion carried unanimously.

**Next Board of Directors Meeting**

Wednesday, May 20, 2026 – 5:30 p.m.  
Virtual Classroom/Phone/Internet  
Red Oak Junior Senior High School Campus

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Bret Blackman, President

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Heidi Harris, Board Secretary

April 2026 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 04-01-2026	\$4,459,599.39	\$235,472.79	\$4,114,259.54	\$1,536,872.73	\$4,043,256.60
Revenue	\$2,328,832.83	\$130,077.78	\$246,247.88	\$524,740.10	\$125,642.25
Expenditure	\$1,042,356.47	\$ -	\$19,062.99	\$ -	\$317,135.04
Balance 04-30-2026	\$5,746,075.75	\$365,550.57	\$4,341,444.43	\$2,061,612.83	\$3,851,763.81

<b>Balance 04-30-2025</b>	\$5,965,573.17	\$461,609.62	\$3,704,848.01	\$2,431,054.19	\$3,738,436.30
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Checking Account .33%

Checking Account	\$8,447,957.71
Bank Iowa	\$2,755,830.60
ISJIT	\$5,196,912.69
Petty Cash	\$100.00
Outstanding Checks	\$34,353.61
	<u>\$16,366,447.39</u>

ACTIVITY FUND

Beg. Balance 04-01-2026	\$49,464.53
Revenue	\$13,892.02
Expenditure	\$7,348.16
Balance 04-30-2026	<u>\$56,008.39</u>

NUTRITION FUND

	\$961,431.68
	\$58,944.76
	\$57,998.26
	<u>\$962,378.18</u>

<b>Balance 4-30-2025</b>	\$67,450.96	\$837,625.17
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Checking Account .33%

Checking Account	\$56,008.39
Petty Cash Boxes	\$200.00
Outstanding cks	\$1,156.10
	<u>\$55,052.29</u>

	\$962,378.18
	\$ -
	\$18.10
	<u>\$962,360.08</u>

**Capital Projects Fund (33)**

	2022-2023	2023-2024	2024-2025	2025-2026
Beg Balance (July 1)	\$2,264,484	\$2,815,738	\$3,299,759	\$3,770,421
<b>Add: Revenue</b>				
1c Sales Tax	\$1,447,127	\$1,341,320	\$1,290,656.06	\$1,161,960.09
Interest	\$14,279	\$31,323	\$178,285.79	\$66,944.48
<b>Subtotal</b>	<b>\$3,725,890</b>	<b>\$4,188,381</b>	<b>\$4,768,700</b>	<b>\$4,999,326</b>
<b>LESS: Expenditures</b>				
Revenue Bond Payment	\$73,612	\$73,803	\$73,955.67	\$73,652.00
FY22 Expense Paid in FY23	\$3,500	\$173	\$73,955.67	\$36,170.00
Revenue Bond Payment	\$73,612	\$73,803	\$73,955.67	\$73,652.00
Revenue Bond Payment	\$73,612	\$73,803	\$73,955.67	\$31,911.50
Revenue Bond Payment	\$73,612	\$2,983	\$73,955.67	\$73,652.00
Alley Poyner-Bldg Master	\$9,717	\$73,803	\$73,955.67	\$3,700.00
Revenue Bond Payment	\$6,000	\$73,803	\$73,955.67	\$25,733.20
Alley Poyner-Bldg Master	\$73,612	\$73,803	\$14,715.00	\$73,652.00
Revenue Bond Payment	\$7,596	\$73,803	\$36,530.00	\$29,325.00
Alley Poyner-Bldg Master	\$73,612	\$73,803	\$73,955.66	\$73,652.00
Revenue Bond Payment	\$73,612	\$73,803	\$7,657.70	\$1,225.00
Revenue Bond Payment	\$73,612	\$73,803	\$73,955.66	\$73,652.00
Revenue Bond Payment	\$73,612	\$73,803	\$73,955.66	\$73,652.00
Revenue Bond Payment	\$73,612	\$73,803	\$73,955.66	\$2,431.00
Revenue Bond Payment	\$73,612	\$73,803	\$8,200.50	\$9,320.00
Revenue Bond Payment				\$28,675.00
Revenue Bond Payment				\$73,652.00
Revenue Bond Payment				\$242,551.04
Revenue Bond Payment				\$73,652.00
<b>Subtotal</b>	<b>\$910,152</b>	<b>\$888,796</b>	<b>\$954,571</b>	<b>\$1,147,562</b>
<b>Fund Balance</b>	<b>\$2,815,738</b>	<b>\$3,299,585</b>	<b>\$3,814,129</b>	<b>\$3,851,764</b>

**PHYSICAL PLANT AND EQUIPMENT LEVY (36)**

	2022-2023	2023 - 2024	2024-2025	2025-2026
Beginning Balance (July 1)	\$ 3,195,485.61	\$ 3,209,437.61	\$ 3,169,679.95	\$ 3,165,121.71
Add: Revenue				
Property Taxes	\$ 174,097.05	\$ 599,750.69	\$ 666,751.44	\$ 160,653.24
Voted PPEL	\$ 420,024.91	\$ 19,812.75	\$ 19,812.75	\$ 486,675.21
Voted PPEL Surtax	\$ 45,787.95	\$ 74,345.39	\$ 60,487.46	\$ 88,616.76
Utility Replacement Tax	\$ 3,776.43	\$ 16,764.93	\$ 16,355.18	\$ 59,959.90
Utility Replacement Tax (SAVE)	\$ 13,371.56	\$ 1,457.75	\$ 1,255.51	\$ 56,390.12
Mobile Home Tax	\$ 88.96	\$ 88.06	\$ 14.45	\$ 167.77
Voted PPEL - Mobile Home	\$ 27.29	\$ 113.50	\$ 14.45	\$ 72.30
Military Credit	\$ 98.69			
Military Credit (SAVE)				
Commercial Industrial tax			\$ 8,314.30	\$ 0.86
Commercial Ind. Voted PPEL		\$ 97,000.21	\$ 200,012.90	\$ 144,655.29
Interest	\$ 17,061.55	\$ 143,764.80	\$ 7994.5	
School Bus Refunds				\$ 2,726.00
Subtotal	\$ 674,422.55	\$ 931,885.27	\$ 981,868.49	\$ 969,917.45
TOTAL AVAILABLE	\$ 3,867,908.16	\$ 4,141,322.88	\$ 4,151,548.44	\$ 4,635,038.16
LESS: Expenditures				
Chrome Book Lease (Double Payment)	\$ 169,794.56	\$ 84,897.28	\$ 80,485.64	\$ 81,543.69
Frontline Software	\$ 41,560.28	\$ 36,310.83	\$ 52,471.62	\$ 80,485.64
Boiler Construction Documents	\$ 7,000.00	\$ 1,922.04	\$ 5,916.40	\$ 77,955.00
Portable Rental	\$ 34,356.02	\$ 4,655.00	\$ 4,465.00	\$ 77,184.00
Garage Doors-Bus Barn	\$ 11,608.00	\$ 2,958.20	\$ 56,400.52	\$ 501.24
Chrome Book Lease (Double Pymt-Rt)	\$ 3,015.34	\$ 137,764.80	\$ 63,106.43	\$ 52,300.00
Portable Rental	\$ 423.93	\$ 77,184.00	\$ 2,958.20	\$ 22,150.28
Track Resurfacing	\$ 2,978.20	\$ 18,318.56	\$ 11,794.25	\$ 2,771.00
Boiler Construction Documents	\$ 3,500.00	\$ 1,259.17	\$ 2,958.20	\$ 11,658.50
Portable Rental	\$ 2,968.20	\$ 195,505.00	\$ 2,958.20	\$ 3,864.01
Rent Council Bluffs Sp Ed	\$ 2,484.44	\$ 5,520.92	\$ 10,623.90	\$ 2,958.20
Portable Rental	\$ 2,968.20	\$ 100.00	\$ 3,965.45	\$ 1,560.00
Lunch Van	\$ 57,186.00	\$ 2,000.00	\$ 5,633.10	\$ 3,689.74
Portable Rental	\$ 2,968.20	\$ 4,370.36	\$ 755.00	
Gym Floor Resurfacing	\$ 5,678.50	\$ 7,134.80	\$ 2,598.20	
Portable Rental	\$ 2,968.20	\$ 8,700.00	\$ 4,520.00	
Rent Council Bluffs Sp Ed	\$ 2,272.87	\$ 23,073.00	\$ 4,498.20	
Portable Rental	\$ 2,968.20	\$ 2,958.20	\$ 1,676.96	
HS Boiler	\$ 178,070.00	\$ 12,150.00	\$ 197.00	
Software Subscription	\$ 3,100.00	\$ 105,800.00	\$ 2,598.20	
Rent Council Bluffs Sp Ed	\$ 1,947.40	\$ 5,347.90	\$ 3,755.00	
Portable Rental	\$ 2,968.20	\$ 3,130.10	\$ 8,800.90	
K-12 Docs	\$ 1,435.00	\$ 3,135.00	\$ 6,169.94	
Gym Floor Resurfacing	\$ 3,920.00	\$ 4,161.08		
Rent Council Bluffs Sp Ed	\$ 2,003.36	\$ 3,125.78		
Portable Rental	\$ 2,968.20	\$ 151,983.90		
Architect Svcs	\$ 6,000.00	\$ 4,223.50		
Rent Council Bluffs Sp Ed	\$ 7,112.92	\$ 77,184.00		
Architect Svcs	\$ 9,042.55			
Portable Rental	\$ 2,968.20			
Rent Council Bluffs Sp Ed				
Subtotal	\$ 652,662.89	\$ 3,867,908.16	\$ 4,141,322.88	\$ 295,594.73
Cash Balance	\$ 3,215,245.27	\$ 3,273,414.72	\$ 3,210,225.56	\$ 3,339,443.43

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
AGTAC SERVICES, LLC	3903	34,199.00
10 9010 2630 000 0000 340	May Janitorial	34,199.00
AGTAC SERVICES, LLC	3959	1,741.70
10 9010 2620 000 0000 618	Supplies	1,741.70
Vendor Name AGTAC SERVICES, LLC		<u>35,940.70</u>
AHLERS & COONEY	911450	96.00
10 9010 2310 000 0000 342	Professional Services	96.00
Vendor Name AHLERS & COONEY		<u>96.00</u>
AISTROPE, KERRY	MILEAGEMAY20 26	166.75
10 0418 2410 000 0000 580	Mileage May	83.37
10 0109 2410 000 0000 580	Mileage May	83.38
Vendor Name AISTROPE, KERRY		<u>166.75</u>
ALPHA SCHOOL	202604159	5,192.00
10 9010 1200 217 3303 580	Sped Services - April	5,192.00
Vendor Name ALPHA SCHOOL		<u>5,192.00</u>
AMAZON CAPITAL SERVICES, INC.	139W-YY4X- T61X	19.98
10 9010 2620 000 0000 618	key tags	19.98
AMAZON CAPITAL SERVICES, INC.	164W-YNLR- 7P1G	37.99
10 9010 2134 000 0000 618	Binders for Nurse - for students records	37.99
AMAZON CAPITAL SERVICES, INC.	1QVJ-HYF1- TPP1	31.99
10 9010 2310 000 0000 611	MicroSDHC Cards - Board Meetings	31.99
AMAZON CAPITAL SERVICES, INC.	1YTR-FG1K- LXY6	94.99
10 0109 2620 000 0000 618	LED utility lights	94.99
Vendor Name AMAZON CAPITAL SERVICES, INC.		<u>184.95</u>
BIL-DEN GLASS	W21362	1,835.61
10 0109 2620 000 0000 432	Control East Auto Door	1,835.61
Vendor Name BIL-DEN GLASS		<u>1,835.61</u>
BRUCE SUPPLIES & CONSTRUCTION INC.	4648	890.10
10 0418 2620 000 0000 618	concrete and rebar	890.10
Vendor Name BRUCE SUPPLIES & CONSTRUCTION INC.		<u>890.10</u>
CASEY'S BUSINESS MASTERCARD	FUEL-05/2026	48.87
10 9010 2700 000 0000 626	Activities Fuel - May	48.87
Vendor Name CASEY'S BUSINESS MASTERCARD		<u>48.87</u>
CASS HEALTH	20260429	20.00
10 0445 1000 100 0000 320	HeartSaver eCard	20.00
Vendor Name CASS HEALTH		<u>20.00</u>
CHARACTERSTRONG, LLC	INV241952	51,837.68
10 9010 1000 420 1119 612	Character Strong Social	51,837.68

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name	Emotional Tier 1	
CHARACTERSTRONG, LLC		51,837.68
CHEMSEARCH	9606370	531.16
10 0418 2640 000 0000 433	IES Boiler	531.16
CHEMSEARCH	9610494	540.45
10 0109 2640 000 0000 433	HS Boiler	540.45
Vendor Name	CHEMSEARCH	1,071.61
CITY OF RED OAK	WaterApril20 26	1,674.92
10 0109 2620 000 0000 411	Highschool Water	577.19
10 0418 2620 000 0000 411	IES Water	666.46
10 0445 2620 000 0000 411	ROECC Water	312.82
10 9010 2620 000 0000 411	Admin/Bus Barn/FBF Water	118.45
Vendor Name	CITY OF RED OAK	1,674.92
COUNCIL BLUFFS COMM SCHOOLS	20260432	24,919.01
10 9010 1200 217 3303 320	Sped Level 3	24,919.01
Vendor Name	COUNCIL BLUFFS COMM SCHOOLS	24,919.01
CUMMINS SALES AND SERVICE	J3-260393972	1,113.28
10 0109 2620 000 0000 432	HS Repair	1,113.28
Vendor Name	CUMMINS SALES AND SERVICE	1,113.28
DEPARTMENT OF EDUCATION	TRANS006895	800.00
10 9010 2700 000 0000 434	Bus Inspections	800.00
Vendor Name	DEPARTMENT OF EDUCATION	800.00
DHS CASHIER 1ST FLOOR	10155219	1,724.98
10 9010 4634 219 4634	Medicaid Billing	1,724.98
Vendor Name	DHS CASHIER 1ST FLOOR	1,724.98
DOORS INC.	374120	38.85
10 0418 2620 000 0000 618	keys	38.85
Vendor Name	DOORS INC.	38.85
EMC INSURANCE	1892357	1,500.00
10 9010 2310 000 0000 342	Deductible Claim 1892357	1,500.00
Vendor Name	EMC INSURANCE	1,500.00
FIRST BANKCARD - OFFICE CARD 1	20260514	339.00
10 0109 2620 000 0000 618	pitching machine motor	339.00
FIRST BANKCARD - OFFICE CARD 1	20260514- 0001	199.99
10 9010 2640 000 0000 618	Lawn spreader replacement	199.99
Vendor Name	FIRST BANKCARD - OFFICE CARD 1	538.99
FIRST BANKCARD - OFFICE CARD 2	20260514	43.76
10 9010 2310 000 0000 580	Spring Conference Hotel (HH, LF)	43.76
FIRST BANKCARD - OFFICE CARD 2	20260514- 0001	24.61
10 0445 1000 100 0000 320	Heartsaver online CPR	24.61

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name	FIRST BANKCARD - OFFICE CARD 2	68.37
FIRST BANKCARD - OFFICE CARD 3	20260514	83.80
10 0109 1300 370 0000 612	3/8 x 16 NC Dies, plus shipping.	83.80
Vendor Name	FIRST BANKCARD - OFFICE CARD 3	83.80
FIRST BANKCARD - OFFICE CARD 4	20260514-0001	195.85
10 9010 2620 000 0000 618	sign posts	172.88
10 9010 2620 000 0000 618	Intererst Charge	22.97
Vendor Name	FIRST BANKCARD - OFFICE CARD 4	195.85
FIRST BANKCARD BUSINESS MANAGER	20260514	627.00
10 9010 2321 000 0000 810	SAI Dues Sup	627.00
Vendor Name	FIRST BANKCARD BUSINESS MANAGER	627.00
GOODWILL INDUSTRIES, INC.	INV10732	1,350.00
10 9010 1200 217 3303 320	Work Experience - March	1,350.00
GOODWILL INDUSTRIES, INC.	INV10817	1,350.00
10 9010 1200 217 3303 320	Work Based Learning	1,350.00
Vendor Name	GOODWILL INDUSTRIES, INC.	2,700.00
GREEN HILLS AEA	6390	9,911.50
10 0445 1000 100 4023 320	ROECC	3,303.83
10 0418 1000 100 4024 320	Elementary School	3,303.83
10 0109 1000 100 4025 320	High School	3,303.84
GREEN HILLS AEA	6425	30,792.00
10 9010 6100 000 3214 961	Property Tax	10,589.30
10 9010 6100 000 3214 961	State Aid	20,202.70
GREEN HILLS AEA	6470	68,016.00
10 9010 1000 100 4669 320	School Based Interventionist	11,483.75
10 9010 2235 000 0000 358	vCISO Services	1,450.00
10 9010 2235 000 0000 358	KnowBe4	176.00
10 9010 2235 000 0000 358	Access to Statewide Dashboard	243.25
10 9010 2235 000 0000 358	Access to Digital Resources	1,631.00
10 9010 2235 000 0000 358	One Click	300.00
10 9010 2331 211 3301 322	Special Education Director	4,428.00
10 9010 2331 214 3302 322	Special Education Director	4,428.00
10 9010 2331 217 3303 322	Special Education Director	4,428.00
10 0418 2221 000 0000 591	IES Teacher Librarian	2,187.50
10 0109 2221 000 0000 591	HS Teacher Librarian	2,187.50
10 9010 2113 000 8404 320	Master Social Worker	9,675.00
10 0418 1000 431 4501 320	Master Social Worker	17,100.00
10 0418 1000 431 4501 320	Social Emotional Behavior Focus	8,298.00
Vendor Name	GREEN HILLS AEA	108,719.50
HY VEE FOOD STORES	20260422	96.31
10 0109 1300 340 0000 612	facs-groceries	96.31
HY VEE FOOD STORES	20260429	78.47
10 0109 1300 340 0000 612	Groceries-facs	78.47
HY VEE FOOD STORES	20260429-	66.72

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
	0001	
10 0109 1300 340 0000 612	FACS-Groceries	66.72
HY VEE FOOD STORES	20260429-0002	180.41
10 0109 1300 340 0000 612	facs-groceries	180.41
HY VEE FOOD STORES	20260506	16.49
10 9010 2620 000 0000 618	Seed Cover	16.49
HY VEE FOOD STORES	20260515	59.28
10 0109 1300 340 0000 612	Groceries-facs	59.28
HY VEE FOOD STORES	20260515-0001	234.03
10 0109 1300 340 0000 612	facs-groceries	234.03
Vendor Name HY VEE FOOD STORES		<u>731.71</u>
IMAGINE LEARNING	1124740	84,906.36
10 0109 1000 420 1119 612	Edgenuity licenses	84,906.36
Vendor Name IMAGINE LEARNING		<u>84,906.36</u>
JOHNSON CONTROLS FIRE PROTECTION LP	25374346	479.60
10 0418 2670 000 0000 490	IES Montioring Service Agreement	479.60
JOHNSON CONTROLS FIRE PROTECTION LP	25374453	438.18
10 0109 2670 000 0000 490	Monitoring Services Agreement	438.18
JOHNSON CONTROLS FIRE PROTECTION LP	25374454	1,597.54
10 0109 2670 000 0000 490	Monitoring Services Agreement	1,597.54
JOHNSON CONTROLS FIRE PROTECTION LP	25374496	438.18
10 0445 2670 000 0000 490	ROECC Montioriy Service Agreement	438.18
JOHNSON CONTROLS FIRE PROTECTION LP	25374497	1,019.44
10 0445 2670 000 0000 490	ROECC Montioriy Service Agreement	1,019.44
JOHNSON CONTROLS FIRE PROTECTION LP	25374558	2,480.50
10 0418 2670 000 0000 490	IES Montioring Service Agreement	2,480.50
Vendor Name JOHNSON CONTROLS FIRE PROTECTION LP		<u>6,453.44</u>
JOSTENS	20260515	424.80
10 0109 2120 000 0000 618	HS Top 10% Medals	424.80
JOSTENS	20260515-0001	72.70
10 0109 2120 000 0000 618	personalized covers	72.70
JOSTENS	20260515-0002	27.35
10 0109 2120 000 0000 618	Diploma	27.35
JOSTENS	20260515-0003	47.45
10 9010 2321 000 0000 618	Diplomas for IAVS 9-12	47.45
JOSTENS	39599038	772.95
10 0109 2410 000 0000 618	diploma covers	772.95
Vendor Name JOSTENS		<u>1,345.25</u>
KAPLAN EARLY LEARNING CO	0007416728	2,431.91
10 0445 1000 420 3233 612	KAPLAN- books per Jane	2,431.91
Vendor Name KAPLAN EARLY LEARNING CO		<u>2,431.91</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
LORENZ, RONALD	CellphoneQTR 3-2026	250.00
10 9010 2231 000 0000 580	Cell Phone Stipen Qtr 3	250.00
Vendor Name LORENZ, RONALD		<u>250.00</u>
MASTER TEACHER	20260515	351.85
10 9010 2321 000 0000 618	The Master Teacher	351.85
MASTER TEACHER	20260515- 0001	332.75
10 9010 2321 000 0000 618	The Master Teacher	332.75
Vendor Name MASTER TEACHER		<u>684.60</u>
MATHESON TRI-GAS	0033089228	242.38
10 0109 1300 370 0000 612	Refill on C-25 welding gas tanks.	242.38
Vendor Name MATHESON TRI-GAS		<u>242.38</u>
MEDIACOM	0648APR	180.22
10 9010 2236 000 0000 536	Internet	180.22
MEDIACOM	1339APR	81.54
10 9010 2236 000 0000 536	Internet	81.54
MEDIACOM	1909APR	346.90
10 9010 2236 000 0000 536	Internet	346.90
MEDIACOM	2692APR	1,550.00
10 9010 2236 000 0000 536	Internet	1,550.00
Vendor Name MEDIACOM		<u>2,158.66</u>
MIDAMERICAN ENERGY	579358248	350.52
10 0109 2620 000 0000 622	HS Electric	350.52
MIDAMERICAN ENERGY	579360786	121.18
10 9010 2620 000 0000 622	Admin Electric	121.18
MIDAMERICAN ENERGY	579364663	1,874.47
10 0445 2620 000 0000 622	ROECC Electric	1,874.47
MIDAMERICAN ENERGY	579365330	4,778.82
10 0418 2620 000 0000 622	IES Electric	4,778.82
MIDAMERICAN ENERGY	579365598	7,449.09
10 0109 2620 000 0000 622	HS Electric	7,449.09
MIDAMERICAN ENERGY	579374969	231.33
10 9010 2620 000 0000 622	Bus Barn Electric	231.33
MIDAMERICAN ENERGY	579381539	269.27
10 9010 2620 000 0000 622	Sports Complex Electric	269.27
Vendor Name MIDAMERICAN ENERGY		<u>15,074.68</u>
MONTGOMERY CO. MEMORIAL HOSP.	16246	8,008.00
10 9010 2700 000 0000 346	Nurse Pay - March	8,008.00
MONTGOMERY CO. MEMORIAL HOSP.	16384	8,008.00
10 9010 2700 000 0000 346	April Nurse Pay	8,008.00
MONTGOMERY CO. MEMORIAL HOSP.	332205	92.00
10 9010 2700 000 0000 346	Mandatory Drug Testing	92.00
Vendor Name MONTGOMERY CO. MEMORIAL HOSP.		<u>16,108.00</u>
NEW COOPERATIVE INC	20260518	353.06
10 0109 2620 000 0000 618	HS Supplies	60.74
10 0418 2620 000 0000 618	IES Supplies	56.73
10 9010 2620 000 0000 618	District Supplies	235.59

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
NEW COOPERATIVE INC	7998244	24.95
10 0109 1300 370 0000 612	2x4's	24.95
NEW COOPERATIVE INC	8020272	32.99
10 0109 1300 370 0000 612	2.5 inch screws	32.99
NEW COOPERATIVE INC	8041236	110.31
10 0109 1300 370 0000 612	Painter Tape	23.97
10 0109 1300 370 0000 612	1x8 Project lumber	86.34
Vendor Name	NEW COOPERATIVE INC	<u>521.31</u>
OMNI GROUP IOWA LLC dba STELLAR	1191	154,317.61
10 9010 1000 100 0000 567	OE	150,616.84
10 9010 1323 410 1112	ELL	646.34
10 9010 1000 100 3376 567	PD	1,459.33
10 9010 1000 100 3216 567	EIC	1,595.10
OMNI GROUP IOWA LLC dba STELLAR	INV1192	29,299.92
10 9010 1000 100 3216 567	EIC	184.40
10 9010 1323 410 1112	ELL	681.76
10 9010 1000 100 3376 567	PD	168.71
10 9010 1200 211 3301 567	Sped LvL 1	26,523.41
10 9010 1200 214 3302 567	Sped Lvl 2	1,741.64
Vendor Name	OMNI GROUP IOWA LLC dba STELLAR	<u>183,617.53</u>
ONESOURCE THE BACKGROUND CHECK COMPANY	20260506	32.50
10 9010 2310 000 0000 340	OneSource	32.50
Vendor Name	ONESOURCE THE BACKGROUND CHECK COMPANY	<u>32.50</u>
OREILLY AUTO PARTS	20260429	6.49
10 9010 2620 000 0000 618	mower fuses	6.49
Vendor Name	OREILLY AUTO PARTS	<u>6.49</u>
PETTY CASH	REIMBURSEMEN T	41.91
10 0109 2410 000 0000 618	Petty Cash Reimbursement	41.91
Vendor Name	PETTY CASH	<u>41.91</u>
Red Oak Community School District	20260429	5,952.27
10 0418 1000 100 8001 580	PTO trip #3686 for 2nd grade to downtown	318.84
10 0418 1000 100 8001 580	PTO trip #3722 for K to 3 Bee farm - 9/2	512.87
10 0418 1000 100 8001 580	PTO trip #3718 for 5th grade to Rose The	1,159.36
10 0418 1000 100 8001 580	PTO trip #3754 for 1st grade to Anderson	149.61
10 0418 1000 100 8001 580	PTO trip #3707 for 6th grade to Kiewit L	1,173.47
10 0418 1000 100 8001 580	PTO trip # 3956 for Beth Rehbein, drove	78.81
10 0418 1000 100 8001 580	PTO trip #3999 for K to Library - 4/17/2	93.10
10 0418 1000 100 8001 580	PTO trip #3712 for 3rd grade to Durham M	1,304.31
10 0418 1000 100 8001 580	PTO trip #3900 for 4th grade to Kewitt L	1,161.90
Vendor Name	Red Oak Community School District	<u>5,952.27</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
RED OAK GLASS INC.	20260429	45.00
10 9010 2620 000 0000 618	lock cylinder	45.00
Vendor Name RED OAK GLASS INC.		<u>45.00</u>
RED OAK PUBLISHING LLC	Multi- APR2026	535.53
10 9010 2572 000 0000 540	193001	90.28
10 9010 2572 000 0000 540	193002	80.07
10 9010 2572 000 0000 540	193003	44.48
10 9010 2572 000 0000 540	193004	106.76
10 9010 2572 000 0000 540	193005	130.91
10 9010 2572 000 0000 540	193006	83.03
Vendor Name RED OAK PUBLISHING LLC		<u>535.53</u>
RELAYHUB, LLC	21-15792	231.96
10 9010 2510 217 3303 359	Medicaid Billing	231.96
Vendor Name RELAYHUB, LLC		<u>231.96</u>
SoprisApps LLC dba SchoolBlocks	20260429	3,150.00
10 9010 2235 000 0000 358	SchoolBlocks website renewal year 2 of 3	3,150.00
Vendor Name SoprisApps LLC dba SchoolBlocks		<u>3,150.00</u>
SW IA TIRE & SERVICE	20260429	138.80
10 9010 2700 000 0000 434	Freon #4	138.80
SW IA TIRE & SERVICE	20260429- 0001	25.00
10 9010 2700 000 0000 434	Left rear tire repair #15	25.00
SW IA TIRE & SERVICE	20260429- 0002	65.00
10 9010 2700 000 0000 434	Bus #2 Left Front Steer Tire Repair	65.00
SW IA TIRE & SERVICE	20260514	52.00
10 9010 2700 000 0000 434	#22 Tire Patch on LR and RR	52.00
Vendor Name SW IA TIRE & SERVICE		<u>280.80</u>
SYNCQUIP LLC	2341	1,042.13
10 0418 2620 000 0000 432	IES Coil	1,042.13
SYNCQUIP LLC	2387	3,445.18
10 0418 2620 000 0000 432	IES Compressor Replacement	3,445.18
SYNCQUIP LLC	2394	1,679.17
10 0418 2620 000 0000 432	IES Condenser Fan Motor	1,679.17
Vendor Name SYNCQUIP LLC		<u>6,166.48</u>
THYSSENKRUPP ELEVATOR CORP	3009267916	210.66
10 0109 2620 000 0000 432	Elevator Maintenance	210.66
THYSSENKRUPP ELEVATOR CORP	3009399250	210.66
10 0109 2620 000 0000 432	HS Boiler	210.66
Vendor Name THYSSENKRUPP ELEVATOR CORP		<u>421.32</u>
UNITY POINT CLINIC	296498	42.00
10 9010 2700 000 0000 346	Drug Testing	42.00
Vendor Name UNITY POINT CLINIC		<u>42.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
US CELLULAR	0802015234	23.28
10 9010 2236 000 0000 536	Failover Lines	23.28
US CELLULAR	0802319894	644.47
10 9010 2490 000 0000 532	Technology Phone	46.25
10 9010 2490 000 0000 532	Maintenance Phones	138.75
10 9010 2490 000 0000 530	Bus Barn	46.25
10 9010 2490 000 0000 530	Nurse	46.25
10 9010 2510 000 0000 532	FBF/BBF MiFi	228.22
10 0109 2410 000 0000 532	Principal Phones	138.75
Vendor Name US CELLULAR		<u>667.75</u>
VISUAL EDGE IT dba COUNSEL	24AR3498477	824.89
10 9010 2520 000 0000 618	Steady Serve	12.99
10 9010 2520 000 0000 618	Admin Office Copier Clicks	51.53
10 0109 1000 100 0000 359	HS Copier Clicks	219.74
10 0418 1000 100 0000 359	IES Copier Clicks	381.90
10 0445 1000 100 0000 359	ROECC Copier Clicks	158.73
Vendor Name VISUAL EDGE IT dba COUNSEL		<u>824.89</u>
WESTLAKE ACE HARDWARE	3017598/3036 707	327.62
10 0445 2620 000 0000 618	ROECC Supplies	40.99
10 0109 2620 000 0000 618	HS Supplies	43.71
10 9010 2620 000 0000 618	District Wide Supplies	242.92
Vendor Name WESTLAKE ACE HARDWARE		<u>327.62</u>
Fund Number 10		<u>575,241.17</u>
Checking Account ID 1	Fund Number 33	CAPITAL PROJECTS - LOST
KATELMAN STEEL FABRICATION INC	2525504	81,286.00
33 0418 4700 000 0000 450	IES Construction Project	81,286.00
Vendor Name KATELMAN STEEL FABRICATION INC		<u>81,286.00</u>
RIVERSIDE TECHNOLOGIES, INC	RC0005985	920.00
33 9010 2231 000 0000 490	Managed Services	920.00
RIVERSIDE TECHNOLOGIES, INC	RC0006043	12.00
33 9010 2231 000 0000 490	DUO MFA	12.00
Vendor Name RIVERSIDE TECHNOLOGIES, INC		<u>932.00</u>
WELLS FARGO LEASING	5038398789	1,215.50
33 0109 2584 000 0000 739	HS Copier Lease	552.20
33 0418 2584 000 0000 739	IES Copier Lease	331.50
33 0445 2584 000 0000 739	ROECC Copier Lease	221.30
33 9010 2584 000 0000 739	Admin Copier Lease	110.50
Vendor Name WELLS FARGO LEASING		<u>1,215.50</u>
Fund Number 33		<u>83,433.50</u>
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
COUNCIL BLUFFS COMM SCHOOLS	20260432	3,769.56
36 9010 2620 000 0000 441	Rent	3,769.56
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		<u>3,769.56</u>
GREEN HILLS AEA	6433	7,877.88
36 9010 2235 000 0000 358	Zoom phone bundle	7,877.88
Vendor Name GREEN HILLS AEA		<u>7,877.88</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
THYSSENKRUPP ELEVATOR CORP	1000759199	1,502.00
36 0109 2620 000 0000 432	Elevator Maintenace	1,502.00
THYSSENKRUPP ELEVATOR CORP	7000261314	1,400.88
36 0109 2620 000 0000 432	HS Elevator Repair	1,400.88
Vendor Name THYSSENKRUPP ELEVATOR CORP		<u>2,902.88</u>
Fund Number 36		<u>14,550.32</u>
Checking Account ID 1		<u>673,224.99</u>
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
OPAA! FOOD MANAGEMENT INC	IA00072034	742.00
61 0445 3110 000 0000 631	PreK Snacks	742.00
OPAA! FOOD MANAGEMENT INC	IA00072155	56,661.05
61 9010 3110 000 0000 570	April Purchased Food	56,661.05
OPAA! FOOD MANAGEMENT INC	IA00072356	4,300.64
61 9010 3110 000 4557 631	FFVP April	4,300.64
Vendor Name OPAA! FOOD MANAGEMENT INC		<u>61,703.69</u>
Fund Number 61		<u>61,703.69</u>
Checking Account ID 2		<u>61,703.69</u>
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
ABRAHAM LINCOLN SCHOOL	ME041626	150.00
21 0109 1400 920 6840 810	Boys Track Entry Fee	150.00
Vendor Name ABRAHAM LINCOLN SCHOOL		<u>150.00</u>
AMAZON CAPITAL SERVICES, INC.	17q3-vfgw-67gk	9.99
21 0109 1400 950 7413 618	Prom Ribbon	9.99
Vendor Name AMAZON CAPITAL SERVICES, INC.		<u>9.99</u>
APPLE AWARDS, INC.	80911	579.69
21 0109 1400 920 6600 618	Plaques	579.69
APPLE AWARDS, INC.	81050	26.05
21 9010 1400 920 6600 618	Parent's Night Plaques	26.05
APPLE AWARDS, INC.	81226	119.38
21 0109 1400 920 6600 618	Parents Night Plaques	119.38
APPLE AWARDS, INC.	81340	26.05
21 0109 1400 920 6600 618	Plaque	26.05
Vendor Name APPLE AWARDS, INC.		<u>751.17</u>
ATLANTIC COMM SCHOOLS	GOLF050526	135.00
21 0109 1400 920 6660 810	HS Girls Golf Entry Fee	135.00
Vendor Name ATLANTIC COMM SCHOOLS		<u>135.00</u>
ATLANTIC HIGH SCHOOL	20260429	220.00
21 0109 1400 920 6840 810	Coed Track Entry Fee	220.00
Vendor Name ATLANTIC HIGH SCHOOL		<u>220.00</u>
BSN SPORTS	933983295	196.88
21 0109 1400 920 6600 618	Soccer Uniforms	196.88
Vendor Name BSN SPORTS		<u>196.88</u>
CLARINDA COMMUNITY SCHOOLS	TRACK032726	260.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
21 0109 1400 920 6840 810	Clarinda Coed Track Entry Fee	260.00
Vendor Name CLARINDA COMMUNITY SCHOOLS		<u>260.00</u>
COLLINS, DEVIN	COLLINS050226	200.00
21 0109 1400 920 6725 340	HS Soccer Official	200.00
Vendor Name COLLINS, DEVIN		<u>200.00</u>
DENISON COMMUNITY SCHOOLS	7437	60.00
21 0109 1400 920 6600 810	H10 Entry Fee	60.00
DENISON COMMUNITY SCHOOLS	GOLF042726	100.00
21 0109 1400 920 6660 810	Boys Golf Entry Fee	100.00
Vendor Name DENISON COMMUNITY SCHOOLS		<u>160.00</u>
DEREMER, RON	DEREMER042826	180.00
21 0109 1400 920 6725 320	HS Soccer Official	180.00
Vendor Name DEREMER, RON		<u>180.00</u>
EAST MILLS COMMUNITY SCHOOLS	Track041726	100.00
21 0109 1400 920 6840 810	JS Track Entry	100.00
Vendor Name EAST MILLS COMMUNITY SCHOOLS		<u>100.00</u>
EAST SAC COUNTY ATHLETICS	SOCCER042526	125.00
21 0109 1400 920 6725 810	Soccer Entry Fee	125.00
Vendor Name EAST SAC COUNTY ATHLETICS		<u>125.00</u>
FFA ASSOCIATION	228310	235.00
21 0109 1400 950 7407 810	FFA SLC Dues	235.00
Vendor Name FFA ASSOCIATION		<u>235.00</u>
FIRST BANKCARD - OFFICE CARD 4	20260514	912.44
21 0109 1400 920 6840 580	HS Track Food - Drake Relays	912.44
Vendor Name FIRST BANKCARD - OFFICE CARD 4		<u>912.44</u>
FRENCH, CONNIE	20260507	54.00
21 0109 1400 950 7413 618	Prop Rentals	54.00
Vendor Name FRENCH, CONNIE		<u>54.00</u>
GLANZ, STEVE	GLANZ050726	200.00
21 9010 1400 920 6725 320	HS Soccer Official	200.00
Vendor Name GLANZ, STEVE		<u>200.00</u>
GLENWOOD COMMUNITY SCHOOLS	Soccer042526	110.00
21 0109 1400 920 6725 340	JV Soccer Entry Fee	110.00
GLENWOOD COMMUNITY SCHOOLS	TRACK042726	260.00
21 0109 1400 920 6840 810	HS Coed Track Entry Fee	260.00
Vendor Name GLENWOOD COMMUNITY SCHOOLS		<u>370.00</u>
GRISWOLD COMMUNITY SCHOOLS	TRACK041426	125.00
21 0109 1400 920 6840 810	Griswold Track Entry Fee	125.00
Vendor Name GRISWOLD COMMUNITY SCHOOLS		<u>125.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
GRUDLE, WAYNE	GRUDLE042726	90.00
21 0109 1400 920 6725 340	HS Soccer Official	90.00
Vendor Name GRUDLE, WAYNE		<u>90.00</u>
HOWARD, DOUG	SOCCKER041626	180.00
21 0109 1400 920 6725 340	HS Soccer Official	180.00
Vendor Name HOWARD, DOUG		<u>180.00</u>
HY VEE FOOD STORES	20260422-0001	45.51
21 0109 1400 920 6600 618	Coaches Athletic Awards Meeting Food	45.51
HY VEE FOOD STORES	20260515-0002	35.45
21 0109 1400 920 6600 618	Post Season Golf Food	35.45
HY VEE FOOD STORES	7705815	59.00
21 0109 1400 950 7413 618	Prom Flowers	59.00
HY VEE FOOD STORES	7720253	23.95
21 9010 1400 920 6650 618	Tennis Post Season Food	23.95
Vendor Name HY VEE FOOD STORES		<u>163.91</u>
IA HIGH SCHOOL SPEECH ASSOC.	20260420	13.00
21 0109 1400 910 6120 810	All State Speech	13.00
Vendor Name IA HIGH SCHOOL SPEECH ASSOC.		<u>13.00</u>
IOWA HIGH SCHOOL MUSIC ASSOC	1714	120.00
21 0109 1400 910 6210 618	Registration	120.00
Vendor Name IOWA HIGH SCHOOL MUSIC ASSOC		<u>120.00</u>
JOHNSON, JOSHUA	JOHNSON050726	200.00
21 9010 1400 920 6725 320	HS Soccer Official	200.00
JOHNSON, JOSHUA	JOHNSON42026	200.00
21 0109 1400 920 6725 340	HS SOCCER OFFICIAL	200.00
Vendor Name JOHNSON, JOSHUA		<u>400.00</u>
JONES, MICHAEL	JONES050226	240.60
21 0109 1400 920 6600 340	MS BAND FESTIVAL JUDGE	240.60
Vendor Name JONES, MICHAEL		<u>240.60</u>
KVAMMEN, SCOTT	KVAMMEN050226	180.00
21 0109 1400 920 6725 340	HS Soccer Official	180.00
Vendor Name KVAMMEN, SCOTT		<u>180.00</u>
LENOX COMMUNITY SCHOOLS	GOLF041726	90.00
21 0109 1400 920 6600 810	Golf Entry Fee Boys	90.00
Vendor Name LENOX COMMUNITY SCHOOLS		<u>90.00</u>
LEWIS CENTRAL ACTIVITIES	042126	225.00
21 0109 1400 920 6840 810	Coed Track Entry Fee	225.00
LEWIS CENTRAL ACTIVITIES	GOLF042326	125.00
21 0109 1400 920 6660 810	Girls Golf Entry Fee	125.00
Vendor Name LEWIS CENTRAL ACTIVITIES		<u>350.00</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
MALCOM, CAROL	MALCOM041626	180.00
21 0109 1400 920 6725 340	B/G SOCCER OFFICIAL	180.00
Vendor Name MALCOM, CAROL		<u>180.00</u>
MCGRUDER, JASON	MCGRUDER0420	180.00
21 0109 1400 920 6725 340	26 HS SOCCER OFFICIAL	180.00
Vendor Name MCGRUDER, JASON		<u>180.00</u>
MEYER, JARED	MEYER050126	180.00
21 0109 1400 920 6725 340	HS Soccer Official	180.00
Vendor Name MEYER, JARED		<u>180.00</u>
MIESKA, JEREMIAH	MIESKA010226	180.00
21 0109 1400 920 6725 340	HS Soccer Official	180.00
Vendor Name MIESKA, JEREMIAH		<u>180.00</u>
OCEAN GRENADE PRODUCTIONS	20260506	500.00
21 0109 1400 950 7413 618	Prom DJ	500.00
Vendor Name OCEAN GRENADE PRODUCTIONS		<u>500.00</u>
PEPPER & SON, INC.	368538633	89.34
21 0109 1400 910 6210 618	Honor Choir Music	89.34
Vendor Name PEPPER & SON, INC.		<u>89.34</u>
RED OAK COMMUNITY SCHOOL DIST	20260515	20.00
21 0109 1400 950 7407 618	Plaques made by Industrial Tech Program	20.00
Vendor Name RED OAK COMMUNITY SCHOOL DIST		<u>20.00</u>
RED OAK HARDWARE HANK	20260429	62.36
21 9010 1400 920 6650 618	Tennis Balls	62.36
RED OAK HARDWARE HANK	245490	519.96
21 0109 1400 920 6600 618	Tennis Balls	519.96
RED OAK HARDWARE HANK	248381	404.95
21 0109 1400 920 6730 618	Baseballs	404.95
Vendor Name RED OAK HARDWARE HANK		<u>987.27</u>
RIIBE, MINDY	PrOm2026	200.00
21 0109 1400 950 7413 618	Prom Decorating	200.00
Vendor Name RIIBE, MINDY		<u>200.00</u>
ROLENC, TESSA	ROLENC051626	100.00
21 9010 1400 920 6650 320	Tennis Meet Manager	100.00
Vendor Name ROLENC, TESSA		<u>100.00</u>
RUMBAUGH, CRYSTAL	RUMBAUGH0502	345.00
21 0109 1400 920 6600 340	26 MS BAND FESTIVAL JUDGE	345.00
Vendor Name RUMBAUGH, CRYSTAL		<u>345.00</u>
SCHUPPAN, NIKKI	SCHUPPAN0416	200.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
	26	
21 0109 1400 920 6725 340	HS Soccer Official	200.00
Vendor Name SCHUPPAN, NIKKI		<u>200.00</u>
SHENANDOAH HIGH SCHOOL	041626	250.00
21 0109 1400 920 6840 810	Shenandoah Track Entry Fee	250.00
Vendor Name SHENANDOAH HIGH SCHOOL		<u>250.00</u>
SMITH, ANDREW	SMITH042826	200.00
21 0109 1400 920 6725 320	HS Soccer Official	200.00
Vendor Name SMITH, ANDREW		<u>200.00</u>
SOUTHWEST VALLEY COMMUNITY SCHOOLS	ME042326	125.00
21 0109 1400 920 6840 810	Girls Track Entry Fee	125.00
Vendor Name SOUTHWEST VALLEY COMMUNITY SCHOOLS		<u>125.00</u>
STADIUM 34 INC	1080	2,728.00
21 0109 1400 950 7413 618	Prom Facility Rental & Food	2,728.00
Vendor Name STADIUM 34 INC		<u>2,728.00</u>
UNDERWOOD COMMUNITY SCHOOLS	me042126	120.00
21 0109 1400 920 6840 810	JH Track Entry Fee	120.00
Vendor Name UNDERWOOD COMMUNITY SCHOOLS		<u>120.00</u>
WILLIAMS, CINDY	WILLIAMS0414	300.00
	26	
21 0109 1400 920 6840 340	Track Starter Official	300.00
Vendor Name WILLIAMS, CINDY		<u>300.00</u>
WILLIAMS, SEAN	WILLIAMS0502	200.00
	26	
21 0109 1400 920 6725 340	HS Soccer Official	200.00
Vendor Name WILLIAMS, SEAN		<u>200.00</u>
WULK, MATTHEW	WULK042426	100.00
21 0109 1400 920 6725 340	HS Soccer Official	100.00
WULK, MATTHEW	WULK042726	100.00
21 0109 1400 920 6725 340	HS Soccer Official	100.00
Vendor Name WULK, MATTHEW		<u>200.00</u>
YMCA-MONTGOMERY COUNTY	ROHS	168.00
	04092026	
21 9010 1400 920 6650 618	Tennis Matches	168.00
Vendor Name YMCA-MONTGOMERY COUNTY		<u>168.00</u>
YOUNG, GARY	YOUNG042426	90.00
21 0109 1400 920 6725 340	HS Soccer Official	90.00
Vendor Name YOUNG, GARY		<u>90.00</u>
Fund Number 21		<u>13,754.60</u>
Checking Account ID 3		<u>13,754.60</u>

## Iowa Virtual Schools Open Enrollment Revocations Due to Chronic Non-Attendance

<b>Withdrawal Date</b>	<b>Grade</b>	<b>Resident County</b>
10/9/25	11	Algona
10/29/25	12	Warren
11/12/25	10	Polk
11/14/25	7	Humboldt
12/4/25	10	Louisa
12/19/25	11	Sioux
12/19/25	8	Polk
1/7/26	12	Polk
2/4/26	10	Scott
2/9/26	10	Pottawattamie
2/26/26	12	Mills
3/16/26	11	Woodbury
4/7/26	10	Pottawattamie
5/5/26	11	Mitchell
5/7/26	9	Polk
5/11/26	6	Lee
5/12/26	10	Johnson
5/12/26	10	Shelby
5/14/26	9	Hamilton



# SU Insurance Company



Quote: TW29024-18

## 2026 RENEWAL PROPOSAL

March 26, 2026

RED OAK COMMUNITY SCHOOL DISTRICT  
604 S BROADWAY STREET  
RED OAK, IA 51566

Description	SU Annual Total Cost
<b>CURRENT ANNUAL PREMIUM</b>	<b>\$66,188</b>
<i>RENEWAL ADJUSTMENT</i>	<i>\$5,957</i>
<b>NO EQUIPMENT CHANGES PER DISTRICT</b>	
<b>2026-2027 RENEWAL PREMIUM</b>	<b>\$72,145</b>



# SU Insurance Company

## Equipment Maintenance Insurance

RED OAK C S D

TW29024-18

ENROLLMENT 1,088

Classroom Equipment		QTY	Facilities Equipment		QTY
A10	<input checked="" type="checkbox"/>	Driving Simulators	A850	<input checked="" type="checkbox"/>	Auditorium
A20	<input checked="" type="checkbox"/>	Electrical & Electronic Auto Shop Equipment			(i.e., stage motors, lighting/audio boards, microphones, speakers)
A30	<input checked="" type="checkbox"/>	Electrical & Electronic Fitness Equipment	A730	<input checked="" type="checkbox"/>	Auto Light Sensors
A40	<input checked="" type="checkbox"/>	Electrical & Electronic Laboratory Equipment	A880	<input checked="" type="checkbox"/>	Buildings/Grounds
A50	<input checked="" type="checkbox"/>	Electrical & Electronic Sewing Equipment			(i.e. lawn mowers, leaf blowers, weed wackers, pole saw, power
A60	<input checked="" type="checkbox"/>	Electrical & Electronic Shop Equipment	A310	<input checked="" type="checkbox"/>	tools) Clothes Washers and Dryers
A70	<input checked="" type="checkbox"/>	Electrical & Electronic Wood Shop Equipment	A810	<input checked="" type="checkbox"/>	Concession Stand Equipment & Vending Machines
A80	<input checked="" type="checkbox"/>	Electronic Audio Visual Equipment (i.e., DVRs, projection devices, VR Technology)	A320	<input checked="" type="checkbox"/>	Electrical & Electronic Food Preparation Equipment
A802	<input checked="" type="checkbox"/>	Electronic Whiteboards	A330	<input checked="" type="checkbox"/>	Electrical & Electronic Housekeeping Equipment
A90	<input checked="" type="checkbox"/>	Electronic Band Equipment	A340	<input checked="" type="checkbox"/>	Electrical & Electronic Pool Equipment / Whirlpool
A100	<input checked="" type="checkbox"/>	Electronic Photo Shop Equipment			<input checked="" type="checkbox"/> Environmental Controls (See Itemized) CMI N
A120	<input checked="" type="checkbox"/>	ICN Equipment			<input checked="" type="checkbox"/> Handicap Lifts (See Itemized)
A790	<input checked="" type="checkbox"/>	Student Response Systems	A360	<input checked="" type="checkbox"/>	Indoor Electronic Sign / Scoreboard
			A680	<input checked="" type="checkbox"/>	Kilns
			A860		Manlifts # of (not itemized) 0
			A380	<input checked="" type="checkbox"/>	Motors for Bleachers, Basketball Hoops
			A350	<input checked="" type="checkbox"/>	Outdoor Electronic Sign / Scoreboard
			A760	<input checked="" type="checkbox"/>	Pitching Machines
					Riding Mowers (See Itemized)
			A750	<input checked="" type="checkbox"/>	Sports Time / Measure / Record System
			A890	<input checked="" type="checkbox"/>	Walk-In Coolers/Freezers (See Itemized)
			A740	<input checked="" type="checkbox"/>	Water Drinking Fountains**
					** (refrigerant & connected plumbing excluded)
Communications Equipment			Office Equipment		
A180	<input checked="" type="checkbox"/>	Audio / Visual Systems	A410	<input checked="" type="checkbox"/>	Binders
A390	<input checked="" type="checkbox"/>	Overhead Paging / Intercom Systems / Clock Systems	A420	<input checked="" type="checkbox"/>	Bursters
A400	<input checked="" type="checkbox"/>	Radios	A430	<input checked="" type="checkbox"/>	CAD / CAM Systems
A650	<input checked="" type="checkbox"/>	Telephone System PBX	A450	<input checked="" type="checkbox"/>	Purchase Card Readers
A660	<input checked="" type="checkbox"/>	Telephones, VMS PBX	A460	<input checked="" type="checkbox"/>	Cash Registers
A661	<input checked="" type="checkbox"/>	Telephone System VOIP	A470	<input checked="" type="checkbox"/>	Check Signers
			A490	<input checked="" type="checkbox"/>	Coin Sorters / Packagers
			A500		Copiers (See Itemized)
			A510	<input checked="" type="checkbox"/>	Currency Counters
			A620	<input checked="" type="checkbox"/>	Dictation Equipment
			A830	<input checked="" type="checkbox"/>	Electrical & Electronic Office Equipment
					(i.e. calculators, typewriters, staplers, hole punchers)
			A530	<input checked="" type="checkbox"/>	Electrical & Electronic Print / Press Equipment
					(non-production)
			A540	<input checked="" type="checkbox"/>	Electric Rotary Files
			A560	<input checked="" type="checkbox"/>	Embossers
			A570	<input checked="" type="checkbox"/>	Facsimile Machines
			A580	<input checked="" type="checkbox"/>	Folders
			A590	<input checked="" type="checkbox"/>	ID Card Systems
			A600	<input checked="" type="checkbox"/>	Laminators
			A610	<input checked="" type="checkbox"/>	Microfilmers, Microfilm Reader / Printers
			A630	<input checked="" type="checkbox"/>	Retail Scanners
			A640	<input checked="" type="checkbox"/>	Shredders
			A820	<input checked="" type="checkbox"/>	Time & Attendance Systems
			A670	<input checked="" type="checkbox"/>	Uninterrupted Power Supply / Transient Voltage Protection Systems (up to 40 KVA)
Computer Equipment					
A130	<input checked="" type="checkbox"/>	Controllers			
A168	<input checked="" type="checkbox"/>	Computer Communications (i.e., modems, switches, routers, wireless access			
		points) Desktop Computers			
A160	<input checked="" type="checkbox"/>	File Servers			
A140	<input checked="" type="checkbox"/>	Laptops # of			
LPTP		Tablets # of			
TBLT		Printers			
A170	<input checked="" type="checkbox"/>	Scanners			
A150	<input checked="" type="checkbox"/>				
Security Equipment					
A230	<input checked="" type="checkbox"/>	Card Access Systems			
A240	<input checked="" type="checkbox"/>	CCTV Systems			
A200	<input checked="" type="checkbox"/>	Electronics on Interior Gates / Interior/Exterior Doors			
A210	<input checked="" type="checkbox"/>	Electronic Library Security System			
A220	<input checked="" type="checkbox"/>	Fire Alarms			
A280	<input checked="" type="checkbox"/>	Metal Detectors			
A260	<input checked="" type="checkbox"/>	Police Alarms			
A840	<input checked="" type="checkbox"/>	Safes, Chests, Vault Doors			
Mail Equipment					
A780	<input checked="" type="checkbox"/>	Inserters, Labelers, Openers,			
A770	<input checked="" type="checkbox"/>	Stackers Mail Machines / Scales (not system)			

# 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 24, 2026

Ending Date: May 07, 2027

## 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 May 30, 2026.

## 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, political party affiliation, 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](mailto: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](mailto:TitleIXCoordinator@swccciowa.edu); or the Director of the Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO, 80204-3582, phone: 303.844.5695, fax: 303.844.4303, TDD: 800.877.8339, or email: [OCR.Denver@ed.gov](mailto:OCR.Denver@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: \_\_\_\_\_



HALVERSON CENTER  
FOR EDUCATION

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

## SECOND ADDENDUM TO MEMORANDUM OF UNDERSTANDING

### SCOPE OF SERVICE

The Memorandum of Understanding agreement entered into on February 27, 2026, will be amended effective May 12, 2026. All other aspects of the agreement remain in force. Below are the changes to the MOU\*:

Services shall be provided by GHAEA as noted below.

#### **Teacher Librarian**

**2 libraries @ \$17,500.00**

**Description:** Green Hills AEA will partner with Red Oak Community School District to provide Teacher Librarian services designed to strengthen library programming, instructional support, and student engagement. Through this partnership, a licensed Teacher Librarian will support district efforts related to information literacy, digital citizenship, research skills, curriculum collaboration, library resource management, and literacy engagement activities. Services may include educator coaching, collaboration with classroom teachers, guidance on library media best practices, and support for student learning experiences aligned to Iowa requirements for library programming.

#### **Work Based Learning Consultant PILOT**

**DCAP and IRC development - \$16,295.52**

**Description:** Green Hills AEA will partner with the district through a PILOT PROJECT connected to the Work-Based Learning Consultant model focused on strengthening District Career and Academic Planning (DCAP) coordination and expanding opportunities connected to Industry-Recognized Credentials. The consultant will support the development of systems and partnerships that help students connect career exploration, coursework, and workforce experiences to postsecondary readiness goals. Support may include collaboration with district staff, employers, and community partners to enhance career pathways, credential alignment, and student access to meaningful work-based learning experiences.

Changes below will be contingent upon GHAEA fulfilling the Counselor position. If the position is unfilled, the .4 FTE School Based Interventionist contracted service will stay in place for 2026-27, as indicated on the Red Oak MOU.

**Counselor**

**.2 FTE @ \$30,456.00**

**Description:** Green Hills AEA will partner with the district to provide counseling support focused on improving student attendance, reducing chronic absenteeism, and strengthening student engagement within the school environment. The counselor will work collaboratively with students, families, and school staff to identify barriers impacting attendance and help develop proactive supports that encourage positive school connections and consistent participation. Services may include student relationship-building, attendance intervention planning, family communication and support, and coordination with school teams to promote student success and well-being.

~~School Based Interventionist~~

~~.4 FTE @ \$19,950.00~~

\* Strikeout is a deletion. **Bold text** is an addition or revision

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first set forth above.

**GREEN HILLS AEA**

By: \_\_\_\_\_  
GHAEA Board President or Authorized Signer

Date: \_\_\_\_\_

**RED OAK COMMUNITY SCHOOL DISTRICT**

By: \_\_\_\_\_  
Red Oak CSD Board President or Authorized Signer

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

## ADDENDUM TO MEMORANDUM OF UNDERSTANDING

### SCOPE OF SERVICE

The Memorandum of Understanding agreement entered into on February 27, 2026, will be amended effective April 21, 2026. All other aspects of the agreement remain in force. Below are the changes to the MOU\*:

Services shall be provided by GHAEA as noted below.

**Gifted and Talented Consultant**  
**.2 FTE - \$30,456.00**

\* Strikeout is a deletion. **Bold text** is an addition or revision

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first set forth above.

#### GREEN HILLS AEA

By: \_\_\_\_\_  
GHAEA Board President or Authorized Signer

Date: \_\_\_\_\_

#### RED OAK COMMUNITY SCHOOL DISTRICT

By: \_\_\_\_\_  
Red Oak CSD Board President or Authorized Signer

Date: \_\_\_\_\_



# Memorandum of Understanding

This Memorandum of Understanding (MOU) is entered into on **February 27, 2026**, 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 the 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:

REQUESTED MEDIA SERVICES	
AEA Learning Online (\$.50-\$1.00/student TBD)	Separate Invoice
REQUESTED SPECIAL EDUCATION SERVICES	
Special Education Director - .6 FTE	\$82,095.00
REQUESTED EDUCATIONAL SERVICES	
Literacy - CLSD (.2 FTE)	\$30,456.00
REQUESTED CONTRACTED SERVICES	
School Based Interventionist (SBI) - 1.4 FTE	\$69,825.00
Virtual Chief Information Security Officer (vCISO) Cybersecurity Service	\$5,750.00
School Mental Health Practitioner (formerly MSW) - 1.0 FTE	\$111,600
HR Manager - .2 FTE	\$30,456.00
Access to GHAEA Crisis Response Supports and Services	\$0.00
<b>TOTAL REQUESTED SERVICES</b>	<b>\$330,182.00</b>

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

**The District will:**

- Ensure reasonable access to district facilities and applicable on-site technology (e.g., network access and shared printers/copiers, when appropriate) for AEA staff delivering services. AEA personnel provide their own materials and equipment 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 addendum 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-day 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 before 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: Mr. Ron Lorenz, Superintendent  
 604 S Broadway, Red Oak, IA 51566

Green Hills Area Education Agency  
 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 signed by both parties.

**Governing Law:** The agreement shall be governed by and construed under 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

  
\_\_\_\_\_  
Red Oak Community School District Board President

\_\_\_\_\_  
Date

3/25/2024  
Date



# Agreement Between Red Oak High School - IA and ASPi Solutions Inc., DBA Bound

**Red Oak High School - IA**

2011 N 8Th St

Red Oak, IA 51566-1372

**Bound**

327 Main Street

Ames, IA 50010

United States

Quote created: May 4, 2026

Quote expires: June 3, 2026

PRODUCTS & SERVICES	QUANTITY	PRICE
Bound Pro+ (175-449 Enrollment)	1	\$7,500.00 / year for 1 year
Bound Pro+ Partner Benefit		(\$7,500.00)

<b>Total</b>	<b>\$0.00</b>
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## Plan Details

### Bound Pro+ Features:

- Bound Basic Tools
  - Event Management
  - Fan Website and App
  - Fan Notifications
  - Game & Official Contracts
  - Transportation
  - Game Programs & Reports
  - Score Entry
  - Stat Entry
  - Stat Imports
  - Live Scoring
  - Tickets / Passes
  - Camps
  - School Stores
  - Fundraising
  - Concessions
- Facility Management (high school building)
- Activity Registration / Roster
- Worker Management
- Communication Tools
- Social Media Automation
- XC / Track Registration
- Bound Sponsorship Access Plan
- Tickets / Passes\* (Required)

\*Must track all ticket sales--including cash sales--in Bound for all ticketed events and maintain 80% online or gate cashless transactions.

[\\*Ticket & Pass Fee Breakdown](#)

### Services

- Best-in-Class Online Support
- Dedicated Bound Director
- Bound Data Team to Assist:
  - First Year Data Migration

### Training

- Training and setup with key staff and team (Required)

**This is not an invoice.** Invoicing for any applicable Onboarding Fees will occur when onboarding services are provided by Bound. When applicable, invoicing for the platform fee(s) will occur on or after July 1.

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### Comments

**Term and Termination:**

- Bound will provide services under this order form during the term (the "Initial Term") starting on the next July 1 after you sign until June 30 of the following year.
- However, if you're a new customer, then the Initial Term will instead start on the date you sign.
- When the Initial Term expires, this order form will automatically renew for successive 1 year terms unless either party provides written notice of nonrenewal at least 60 days prior to the end of the then-current term (each, a "Renewal Term").
- The terms of this order form during each Renewal Term will be the same as the terms in effect immediately prior to renewal, subject to any changes in the fees for the next Renewal Term.
- Bound will provide prior notice of any fee increases by April 1 before the Renewal Term during which fee increases would take effect.

**Terms and Conditions:**

- Customer agrees to the terms and conditions of the Service Agreement and Ticket Service Agreement linked below and such terms are incorporated by reference.
- Bound may periodically update the Service Agreement and Ticket Service Agreement.
- Bound will provide notice of any material changes to the Service Agreement or Ticket Service Agreement within 30 days after such changes.

[Bound Pro+ Service Agreement](#)

[Bound Ticketing Service Agreement](#)

**Signature**

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

**Mark Erickson**

ericksonm@redoakschools.org

[ sig|req|signer1 ]

## Discussion/Approval of Mandatory Board Policies and Regulations Requiring Annual Review

### 103 – Long-Range Needs Assessment Process

Long-range needs assessment enables the school district to analyze assessment data, get feedback from the community about its expectation of ~~student~~ **students** and ~~determines~~ **determine** how well students are meeting student learning - **goals**. The board will conduct ongoing and in-depth needs assessment, soliciting information from business, labor, industry, ~~high education~~ **higher education** and community members, regarding their expectations for adequate student preparation.

In conjunction with the in-depth needs assessment of the school district, the board will authorize the appointment of a committee, representing administrators, employees, parents, students and community members, to make recommendations and assist the board in determining the priorities of the school district in addition to the basic skills areas of the education program.

~~At least every five (5) years the board shall conduct an in-depth needs assessment, soliciting information from parents, students, business, labor, industry, higher education, and community members, regarding their expectations for adequate student preparation. One purpose of this assessment is to assist the board in developing and evaluating a statement of philosophy for the school district. The second purpose of this assessment is to determine the areas of student performance, knowledge, and attitudes and the areas of school district operations which are judged to be the most crucial in meeting school or school district goals. As part of its assessment, the board shall develop a process for communicating with business, industry, labor, and higher education regarding their expectations for adequate student preparation. The statement of philosophy shall describe the board's beliefs and topics which shall include the nature of learning, the purpose of the school district, the scope of educational experiences that the school district should provide, the nature of its learners and a description of a desirable learning atmosphere.~~

**The district will provide opportunities for ongoing local feedback regarding educational programming, student learning goals, district operations, school climate, and community expectations through surveys, advisory committees, community engagement activities, board meetings, and other communication methods deemed appropriate by the superintendent and Board of Education. Information gathered through these processes will be considered as part of the district's continuous improvement and long-range planning efforts.**

It is the responsibility of the superintendent to ensure the school district community is informed of students' progress on state and locally determined indicators. The superintendent will report annually to the board about the means used to keep the community informed.

As a result of the board and committee's work, the board will determine major educational needs and rank them in priority order; develop long-range goals and plans to meet the ~~needs~~ **educational needs**; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Iowa Department of Education.

Approved May 23, 2011

Reviewed June 26, 2024

Revised [**June 17, 2026**]

### **103.R1 – Long-Range Needs Assessment Process**

The school district's long-range needs assessment process includes:

- ~~Collecting, analyzing and reporting~~ **Provisions for collecting, analyzing and reporting** information derived from local, state and national sources;
- ~~Reviewing~~ **Provisions for reviewing** information acquired on the following:
  - State indicators and other locally determined indicators,
  - Locally established student learning goals,
  - Specific data collection required by state and federal programs;
- ~~Collecting and analyzing~~ **Provisions for collecting and analyzing** assessment data on the following:
  - State indicators,
  - Locally determined indicators,
  - Locally established student learning goals.

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## **510 – Parent and Family Engagement**

Parent and family engagement is an important component in a student's success in school. The board encourages parents and families to become involved in their child's education to ensure the child's academic success. In order to facilitate parent and family involvement, it is the goal of the district to conduct outreach and implement programs,

activities, and procedures to further involve parents and families with the academic success of their students. The board will:

1. Involve parents and families in the development of the Title I plan, the process for school review of the plan and the process for improvement. Title I is a federal aid program designed to ensure a high-quality education for every child. The Title I plan explains how the Red Oak Community School District provides additional reading assistance to qualifying students in grades K-5. The district will post the Title I plan on the district website and invite public comment and will review the plan with the School Improvement Advisory Committee (SIAC) and solicit feedback.
2. Provide the coordination, technical assistance, and other support necessary to assist and build capacity in planning and implementing effective parent and family involvement activities. Academic achievement and school performance will be improved through administrative professional development and support, staff professional development on research-based instructional strategies, ongoing data analysis, academic interventions, and SIAC involvement.
3. To the extent feasible, coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies outlined in other relevant Federal, State, and local policies and programs. District personnel will attend regional and state trainings and adopt Iowa Department of Education best practice principles.
4. Conduct with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the school served. This evaluation will include identifying barriers to greater participation by parents in Title I activities (with particular attention to low-income parents, Limited English Proficient (LEP) parents, parents of any racial or ethnic minority, parents with disabilities and parents with limited literacy); needs of parents and family to assist their children's learning; and strategies to support successful school and family interactions. An annual survey of parents will be conducted to address barriers, needs, and strategies.
5. The district will use the findings of the annual evaluation to design strategies for more effective parent and family involvement and to revise, as necessary, parent and family involvement policies. Parent feedback will inform plan revision.
6. The district will involve parents and families in Title I activities through SIAC, building parent nights, summer school, and other appropriate activities. The district shall involve parents in determining how to allocate reserved ~~Title I~~ **Title I** funds in accordance with applicable laws.

The board will review this policy annually. The superintendent or designee is responsible for notifying parents and families of this policy annually or within a reasonable time after it has been amended during the school year. The ~~Superintendent~~ **superintendent** or designee will develop administrative regulations regarding this policy.

Approved: January 25, 2024

Reviewed: \_\_\_\_\_

Revised: [Proposed June 17, 2026]

## **510.R1 – Parent and Family Engagement – Building Level Regulation**

To further the interests of student achievement, the superintendent will create necessary rules to engage parents and family members within the district in the following ways on a building-level basis:

### 1. Policy Involvement

The district will host an annual meeting, invite all parents to attend and inform parents of their rights and the district's requirements under Title I. This meeting will also allow parents to become involved in the planning, review, and improvement of a building policy and in developing the district plan. The district will inform parents of:

- programs under this policy
- curriculum and assessment used for students
- the opportunity to meet with administration to participate in decisions related to their children's education
- a description and explanation of curriculum used in the school forms of academic assessment used to
- measure student progress and
- achievement levels of the challenging State academic standards

### 2. Accessibility

Provide opportunities for informed participation of parents and family members in understandable formats and languages. This includes participation by parents and family members who may have disabilities, limited English proficiency, and migratory children. Offer a flexible number of meetings during the day and evening to facilitate parent involvement. **The superintendent may authorize additional accommodations, including childcare or alternative meeting options, as permitted by Title I funding and applicable law.**

### 3. High Student Academic Achievement

Each school in the district will jointly develop with parents and family members a school-parent compact that outlines how parents, staff and students share responsibility for improving student academic achievement and how a partnership will be built to achieve this. The compact will describe the responsibility of the school to provide high quality curriculum and instruction, and the parents' responsibility to support their children's learning. This will also address the importance of communication between schools and

parents through parent teacher conferences, regular reports to parents on their children's progress, and ensuring regular meaningful communication between family and school staff.

#### 4. Building Capacity for Involvement

Each school within the district will include in their plan ways to achieve the following:

- Assist parents and families to understand topics including academic standards and assessments and how to monitor student progress;
- Provide materials and training to help parents work with students to improve achievement;
- Educate teachers and staff in how to communicate with parents and build ties to foster academic success;
- Coordinate and integrate other federal, state and local programs to support parents in more fully participating in students' education;
- Ensure information related to programs, meetings, and student progress is provided to parents and families in understandable formats and languages; and
- Provide other reasonable support for parental involvement activities as requested by parents and families, when feasible.

#### 5. Schools Operating a Schoolwide Program

Each school operating a schoolwide program under this policy shall:

- Involve parents on a timely and ongoing basis in the planning, review, and improvement of programs, including development and review of the parent and family engagement policy and the schoolwide program plan; and
- If the schoolwide program plan is not satisfactory to parents of participating students, parent comments may be submitted with the plan to the district.

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#### 507.1 – Student Records **Access**

The board recognizes the importance of maintaining ~~student records~~ **education records** and preserving their confidentiality as provided by law. ~~Student records containing personally identifiable information~~ **Education records** are kept confidential at collection, storage, disclosure and destruction stages. ~~The board secretary is the custodian of student records.~~ **Education records requests should be directed to the board secretary as custodian of district records, or their designee.** Student records may be maintained in the central administration office or administrative office of the student's attendance center.

#### *Definitions*

For the purposes of this policy, the defined words have the following meaning:

- “Education Record” means those records that contain information directly related to a student and which are maintained by an education agency or institution or by a party acting for the agency or institution.
- “Eligible Student” means a student who has reached eighteen years or attends a postsecondary institution. Parents of an eligible student are provided access to education records only with the written permission of the eligible student unless the eligible student is defined as a dependent by the Internal Revenue Code.

An education record may contain information on more than one student. Parents will have the right to access the information relating to their student or to be informed of the information. Eligible students will also have the right to access the information relating to themselves, or be informed of the information.

Parents and eligible students, and other individuals authorized in accordance with law will have a right to access the ~~student’s records~~ **student’s education records** upon request without unnecessary delay and in no instance more than forty-five calendar days after the request is made.

Parents, other than parents of an eligible student, may be denied access to a student's records if the school district has a court order stating such or when the district has been advised under the appropriate laws that the parents may not access the student records.

Parents, an eligible student or an authorized representative of the parents will have the right to access the ~~student’s records~~ **student’s education records** prior to an Individualized Education Program (IEP) meeting or hearing.

Copies of ~~student records~~ **education records** will be provided if failure to do so would effectively prevent the parents or student from exercising the right to access the ~~student records~~ **education records**.

Fees for copies of the records are waived if it would prevent the parents or student from accessing the records. A fee may not be charged to search or retrieve information from ~~student records~~ **education records**.

Upon the request of parents or an eligible student, the school district will provide an explanation and interpretation of the ~~student records~~ **education records** and a list of the types and locations of education records collected, maintained or used by the school district.

If the parents or an eligible student believes the information in the ~~student records~~ **education records** is inaccurate, misleading or violates the privacy or other rights of the

student, the parents or an eligible student may request that the school district amend the ~~student records~~ **education records**.

The school district will decide whether to amend the ~~student records~~ **education records** within a reasonable time after receipt of the request.

If the school district determines an amendment is made to the ~~student record~~ **education record**, the school district will make the amendment and inform the parents or the eligible student of the decision in writing.

If the school district determines that amendment of the student's record is not appropriate, it will inform the parents or the eligible student of their right to a hearing before the hearing officer provided by the school district.

### *Disclosure of Education Records*

~~Student records~~ **Education records** may be disclosed in limited circumstances without parental or eligible student's written permission.

This disclosure may be made:

- ~~to~~ **To** school officials within the school district and AEA personnel whom the superintendent has determined to have a legitimate educational interest;
- ~~to~~ **To** officials of another school district in which the student wishes to enroll;
- ~~to~~ **To** the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education or state and local educational authorities;
- ~~in~~ **In** connection with financial aid for which the student has applied or received;
- ~~to~~ **To** organizations conducting studies for educational purposes consistent with FERPA;
- ~~to~~ **To** accrediting organizations;
- ~~to~~ **To** parents of a dependent student as defined in the Internal Revenue Code;
- ~~to~~ **To** comply with a court order or judicially issued subpoena;
- ~~consistent with~~ **Consistent with** an interagency agreement between the school district and juvenile justice agencies;
- ~~in~~ **In** connection with a health or safety emergency;
- ~~as~~ **As** directory information; or
- ~~in~~ **In** additional instances as provided by law.

### *Record Retention*

Permanent ~~student records~~ **education records**, including a student's name, address, phone number, grades, attendance record, classes attended, grade level completed and year completed may be maintained without time limitation.

Permanent ~~student records~~ **education records** will be kept in a fire-safe vault or they may be maintained electronically with a secure backup file.

~~In the absence of parents or an eligible student's request to destroy the records, the school district must maintain the records for at least five years after an individual is determined to be no longer eligible for special education.~~

**For purposes of this policy, “no longer needed to provide educational services” means that a record is no longer relevant to the provision of instruction, support, or related services and is no longer needed for accountability and audit purposes. At a minimum, records needed for accountability and audit purposes must be retained for five years after completion of the activity for which funds were used.**

### *Complaint Notice*

~~Complaints are forwarded to Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, Washington, DC. 20202-4605.~~

**Complaints are forwarded to the Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Avenue, Washington, DC 20202-8520.**

Approved August 27, 2018

Reviewed October 15, 2025

Revised [**Proposed June 17, 2026**]

### 507.1R1 - Student Records **Access** Regulations

Parents and eligible students will have a right to access a student's education records upon request without unnecessary delay and in no instance more than forty-five calendar days after the request is made. The intent of this regulation is to establish procedures for granting requests from eligible students and parents to access a student's education records.

Education records mean those records that contain information directly related to a student and which are maintained by an education agency or institution or by a party acting for the agency or institution. These may include, but are not necessarily limited to: dates of attendance; academic work completed; level of achievement (grades, standardized test scores); attendance data; scores on standardized intelligence, aptitude, and psychological tests; interest inventory results; health data; family background information; teacher or counselor ratings and observations; and verified reports of serious or recurrent behavior patterns.

### Access to Records

Parents, eligible students, and other individuals authorized in accordance with law will have access to the student's education records during the regular business hours of the school district. Parents and eligible students will have a right to access the student's education records upon request without unnecessary delay and in no instance more than forty-five calendar days after the request is made. An eligible student or parent, upon written request to the board secretary, shall receive an explanation and interpretation of the education records. A student, eighteen years or older, has the right to determine who, outside the school system, has access to the records. Parents of students who are 18 years or older but still dependents for income tax purposes may access the student's records without prior permission of the student.

School officials having access to student records are defined as having a legitimate educational interest. A school official is a person employed by the school district as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school district has contracted to perform a special task (such as an attorney, auditor, AEA employee, medical consultant, or therapist); or a parent or student serving on an official committee, such as disciplinary or grievance committee or student assistance team, or assisting another school official in performing his or her tasks.

#### Release of Information Outside the School

Information from education records may be disclosed to outside parties as outlined in board policy and otherwise provided by law.

#### Procedures for Requesting a Record Amendment

If the eligible student, parent, or legal guardian believe the information in the education records is inaccurate, misleading, or violates the privacy of the student, the parents or an eligible student may request that the school district amend the ~~education student records~~ **education records**.

The school district will decide whether to amend the ~~education student records~~ **education records** within a reasonable time after receipt of the request.

If the school district determines an amendment is made to the ~~education student record~~ **education record**, the school district will make the amendment and inform the parents or the eligible student of the decision in writing.

If the school district determines that amendment of the student's education record is not appropriate, it will inform the parents or the eligible student of their right to a hearing before the hearing officer provided by the school district. The hearing officer may be an employee of the school district, so long as the employee does not have a direct interest in the outcome of the hearing.

Upon parental request, the school district will hold a hearing regarding the content of a student's education records which the parent believes to be inaccurate, misleading, or in violation of the privacy rights of students.

The hearing will be held within a reasonable time after receipt of the parent or eligible student's request. The parent or eligible student will receive reasonable advance notice of date, time and place of the hearing.

The parents or eligible student will be given a full and fair opportunity to present evidence relevant to the issues. The parent or eligible student may be represented by an individual at their choice at their own expense.

The hearing officer will render a written decision within a reasonable period after the hearing. The decision will be based upon evidence presented at the hearing and must include a summary of the evidence and the reasons for the decision.

~~The parents may appeal the hearing officer's decision to the superintendent within [insert number] days if the superintendent does not have a direct interest in the outcome of the hearing.~~

The parents may appeal the hearing officer's decision to the superintendent within five [5] days if the superintendent does not have a direct interest in the outcome of the hearing.

~~The parents may appeal the superintendent's decision or the hearing officer's decision if the superintendent was unable to hear the appeal, to the board within [insert number] days.~~

The parents may appeal the superintendent's decision or the hearing officer's decision, if the superintendent was unable to hear the appeal, to the board within ten [10] days.

It is within the discretion of the board to hear the appeal.

If the parents' and the eligible student's request to amend the ~~education student record~~ education record is further denied following the hearing, the parents or the eligible student are informed that they have a right to place an explanatory letter in the ~~education student record~~ education record commenting on the school district's decision or setting forth the reasoning for disagreeing with the school district.

Additions to the student's education records will become a part of the ~~education student record~~ education record and be maintained like other ~~education student records~~ education records.

If the school district discloses the ~~education student records~~ education records, the explanation by the parents will also be disclosed or the eligible student of the decision in writing.

Approved November 7, 2022

Reviewed: \_\_\_\_\_

Revised: [Proposed May 17, 2026]

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# 507.1E1 – Student Records Checklist

Code No. 507.1E1

## STUDENT RECORDS CHECKLIST

	Copy to Parent Upon Request	Parent Sig. Required**	User Must Sub. Written Reg.	No Parent Sig. Required	Parent Notify in Advance	Parent Notify of Release	Req. Made Part of Stud. Rec.	Sche. Hearing Foll. b/wrtn. decision t/Par.	
Subpoena or Judicial Order				•	•				Lawfully Issued 507.1
Student Financial Aid				•					Written Request
School or Staff in Same School System				•					No Written Request Necessary
Other School System Where Student Plans to Enroll	•		•	•		•	•		507.1E2
United States Comptroller General			•	•			•		507.1E2
Dept. of Health, Education and Welfare Secretary			•	•			•		507.1E2
National Institute of Education			•	•			•		507.1E2
Iowa Dept. of Education Official			•	•			•		507.1E2
Parent Inspection of Student Educational Records	•	•							507.1E5
Parent Request for Hearing to Challenge Record		•						•	507.1E4
Parent Authorization for School to Release Information	•	•							507.1E3
Notification of Transfer of Student Records	•			•					507.1E6

\*Such written request is available for inspection by the parent or student and the school official responsible for record maintenance.

\*\*When a student has attained the age of 18 years or is attending an institution of post-secondary education, the permission or consent required of the rights accorded the parent of the student will thereafter be required of and accorded only to the student.

507.1E2 – Request of Nonparent for Examination/Copies of Student Records

Code No. 506.1E1

REQUEST OF NONPARENT FOR EXAMINATION OR COPIES OF EDUCATION RECORDS

The undersigned hereby requests permission to examine the \_\_\_\_\_ Community School District's official education records of:

\_\_\_\_\_  
(Legal Name of Student)

\_\_\_\_\_  
(Date of Birth)

-----  
The undersigned requests copies of the following official education records of the above student:  
-----

The undersigned certifies that they are (check one):

- (a) An official of another school system in which the student intends to enroll. ( )
- (b) An authorized representative of the Comptroller General of the United States. ( )
- (c) An authorized representative of the Secretary of the U.S. Department of Education or U.S. Attorney General ( )
- (d) A state or local official to whom such is specifically allowed to be reported or disclosed. ( )
- (e) A person connected with the student's application for, or receipt of, financial aid (SPECIFY DETAILS ABOVE.) ( )
- (f) Otherwise authorized by law. (SPECIFY DETAILS: \_\_\_\_\_). ( )
- [(g) A representative of a juvenile justice agency with which the school district has an interagency agreement. ( )

The undersigned agrees that the information obtained will only be redisclosed consistent with state or federal law without the written permission of the parents of the student, or the student if the student is of majority age.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Agency)

APPROVED:

Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Dated: \_\_\_\_\_

Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

507.1E3 – Parental Authorization for Release of Student Records

Code No. 506.1E2

AUTHORIZATION FOR RELEASE OF EDUCATION RECORDS

The undersigned hereby authorizes \_\_\_\_\_

School District to release copies of the following official education records:

\_\_\_\_\_  
\_\_\_\_\_

concerning \_\_\_\_\_ (Full Legal Name of Student) \_\_\_\_\_ (Date of Birth)

\_\_\_\_\_ (Name of Last School Attended) from 20 \_\_\_\_ to 20 \_\_\_\_ (Year(s) of Attendance)

The reason for this request is: \_\_\_\_\_

My relationship to the child is: \_\_\_\_\_

Copies of the records to be released are to be furnished to:

- the undersigned
- the student
- other (please specify) \_\_\_\_\_

\_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number: \_\_\_\_\_

# 507.1E4 – Request for Hearing on Correction of Student Records

Code No. 506.1E3

## REQUEST FOR HEARING ON CORRECTION OF EDUCATION RECORDS

To: \_\_\_\_\_ Address: \_\_\_\_\_  
Board Secretary (Custodian)

I believe certain official education records of my child, \_\_\_\_\_, (full legal name of student), \_\_\_\_\_ (school name), are inaccurate, misleading or in violation of privacy rights of my child.

The official education records which I believe are inaccurate, misleading or in violation of the privacy or other rights of my child are:

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The reason I believe such records are inaccurate, misleading or in violation of the privacy or other rights of my child is:

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My relationship to the child is: \_\_\_\_\_

I understand that I will be notified in writing of the time and place of the hearing; that I will be notified in writing of the decision; and I have the right to appeal the decision by so notifying the hearing officer in writing within ten days after my receipt of the decision or a right to place a statement in my child's record stating I disagree with the decision and why.

\_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number: \_\_\_\_\_

507.1E5 – Request for Examination of Student Records

Code No. 506.1E4

REQUEST FOR EXAMINATION OF EDUCATION RECORDS

To: \_\_\_\_\_ Address: \_\_\_\_\_  
Board Secretary (Custodian)

The undersigned desires to examine the following official education records.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

of \_\_\_\_\_, \_\_\_\_\_  
(Full Legal Name of Student) (Date of Birth) (Grade)

\_\_\_\_\_  
(Name of School)

My relationship to the student is: \_\_\_\_\_

(check one)

I do  
 I do not

desire a copy of such records. I understand that a reasonable charge may be made for the copies.

\_\_\_\_\_  
(Parent's Signature)

APPROVED: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ City: \_\_\_\_\_

Title: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_

Dated: \_\_\_\_\_ Phone Number: \_\_\_\_\_

507.1E6 – Notification of Transfer of Student Records

Code No. 506.1E5

NOTIFICATION OF TRANSFER OF EDUCATION RECORDS

To: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/or Guardian

Street Address: \_\_\_\_\_  
City/State \_\_\_\_\_ ZIP: \_\_\_\_\_

Please be notified that copies of the \_\_\_\_\_ Community School District's official education records concerning \_\_\_\_\_, (full legal name of student) have been transferred to:

\_\_\_\_\_ School District Name \_\_\_\_\_ Address

upon the written statement that the student intends to enroll in said school system.

If you desire a copy of such records furnished, please check here \_\_\_\_\_ and return this form to the undersigned. A reasonable charge will be made for the copies.

If you believe such records transferred are inaccurate, misleading or otherwise in violation of the privacy or other rights of the student, you have the right to a hearing to challenge the contents of such records.

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

## 507.1E7 – Letter to Parent Regarding Receipt of Subpoena

Code No. 506.1E6

### LETTER TO PARENT REGARDING RECEIPT OF A SUBPOENA

Date \_\_\_\_\_

Dear  (Parent) :

This letter is to notify you that the \_\_\_\_\_ Community School District has received a  (subpoena or court order)  requesting copies of your child's education records. The specific records requested are \_\_\_\_\_.

The school district has until  (date on subpoena or court order)  to deliver the documents to  (requesting party on subpoena or court order) . If you have any questions, please do not hesitate to contact me at  (phone #) .

Sincerely,

(Principal or Superintendent)

## 507.1E8 – Juvenile Justice Agency Information Sharing Agreement

Code No. 506.1E7  
Page 1 of 2

### JUVENILE JUSTICE AGENCY INFORMATION SHARING AGREEMENT

**Statement of Purpose:** The purpose of this Agreement is to allow for the sharing of information among the School District and the Agencies prior to a student's adjudication in order to promote and collaborate to improve school safety, reduce alcohol and illegal drug use, reduce truancy, reduce in-school and out-of-school suspensions, and to support alternatives to in-school and out-of-school suspensions and expulsions which provide structured and well supervised educational programs supplemented by coordinated and appropriate services designed to correct behaviors that lead to truancy, suspension, and expulsions and to support students in successfully completing their education.

**Identification of Agencies:** This agreement is between [insert school district name] (hereinafter "School District") and [insert agency] (hereinafter "Agencies") .

**Statutory Authority:** This agreement implements Iowa Code § 280.25 and is consistent with 34 C.F.R. 99.38.

#### Parameters of Information Exchange:

1. The School District may share any information with the Agencies contained in a student's permanent record which is directly related to the juvenile justice system's ability to effectively serve the student.
2. Prior to adjudication information contained in the permanent record may be disclosed by the school district to the Agencies without parental consent or court order.
3. Information contained in a student's permanent record may be disclosed by the School District to the Agencies after adjudication only with parental consent or a court order.
4. Information shared pursuant to the agreement is used solely for determining the programs and services appropriate to the needs of the student or student's family or coordinating the delivery of programs and services to the student or student's family.
5. Information shared under the agreement is not admissible in any court proceedings which take place prior to a disposition hearing, unless written consent is obtained from a student's parent, guardian, or legal or actual custodian.
6. Information obtained by the school from other juvenile justice agencies may not be used as the basis for disciplinary action of the student.
7. This agreement only governs a school district's ability to share information and the purposes for which that information can be used. Other agencies are bound by their own respective confidentiality policies.

**Records' Transmission:** The individual requesting the information should contact the principal of the building in which the student is currently enrolled or was enrolled. The principal will forward the records within a reasonable time following receipt of the request.

**Confidentiality:** Confidential information shared between the Agencies and the school district will remain confidential and will not be shared with any other person, unless otherwise provided by law. Information shared under the agreement is not admissible in any court proceedings which take place prior to a disposition hearing, unless written consent is obtained from a student's parent. Agencies or individuals violating the terms of this agreement subject their entity represented and themselves personally to legal action pursuant to federal and state law.

## 507.1E9 – Annual Notice

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

- 1) The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- 2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading or in violation of the student’s privacy rights.

Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- 3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, AEA employees, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or student assistance team, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (Note: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.)

- 4) The right to inform the school district that the parent does not want directory information, as defined below, to be released. Directory information can be released without prior parental consent.

Any student over the age of eighteen or parent not wanting this information released to the public must make object in writing by the first Friday in September to the principal. The objection needs to be renewed annually.

NAME, ADDRESS, TELEPHONE LISTING, DATE AND PLACE OF BIRTH, GRADE LEVEL, ENROLLMENT STATUS, MAJOR FIELD OF STUDY, PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS, WEIGHT AND HEIGHT OF MEMBERS OF ATHLETIC TEAMS, DATES OF ATTENDANCE, DEGREES AND AWARDS RECEIVED, THE MOST RECENT PREVIOUS SCHOOL OR INSTITUTION ATTENDED BY THE STUDENT, PHOTOGRAPH AND LIKENESS AND OTHER SIMILAR INFORMATION.

As with all directory information, military recruiters and postsecondary educational institutions may legally access this information without prior parental consent. Parents not wanting military recruiters or postsecondary institutions to access the information must ask the school district to withhold the information. Also, school districts that provide postsecondary institutions and potential employers access to students must provide the same right of access to military recruiters. Parents not wanting military recruiters to contact their children, have the right to deny permission for this activity.

- 5) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave.,  
SW, Washington, DC, 20202-4605.

The School District may share any information with the Parties contained in a student's permanent record, which is directly related to the juvenile justice system's ability to effectively serve the student. Prior to adjudication, information contained in the permanent record may be disclosed by the School District to the Parties without parental

consent or court order. Information contained in a student's permanent record may be disclosed by the School District to the Parties after adjudication only with parental consent or a court order. Information shared pursuant to the agreement is used solely for determining the programs and services appropriate to the needs of the student or student's family or coordinating the delivery of programs and services to the student or student's family. Information shared under the agreement is not admissible in any court proceedings, which take place prior to a disposition hearing, unless written consent is obtained from a student's parent, guardian, or legal or actual custodian. Information obtained from others shall not be used for the basis of disciplinary action of the student. This agreement only governs a school district's ability to share information and the purposes for which that information can be used.

#### 507.1E10 – Annual Notice (Spanish Version)

La FERPA (Family Educational Rights and Privacy Act), la ley que trata sobre el derecho a la privacidad y los derechos educativos de la familia, le depara a los padres y a los estudiantes mayores de dieciocho años (estudiantes emancipados) ciertos derechos con respecto a los expedientes académicos del estudiante. Estos derechos están a continuación:

- 1) El derecho a inspeccionar y a revisar los expedientes académicos del estudiante dentro de un plazo de 45 días a partir de la fecha en que el distrito reciba una solicitud para obtener acceso a los expedientes.

Los padres o los estudiantes emancipados deben someter una solicitud por escrito al director de la escuela (o al oficial escolar apropiado) identificando el expediente o los expedientes que ellos desean inspeccionar. El director hará arreglos para el acceso a los mismos y le notificará al padre o a la madre o al estudiante emancipado de la hora y el lugar en donde se pueden inspeccionar los expedientes.

- 2) El derecho a solicitar una enmienda de los expedientes académicos del estudiante, los cuales piensan los padres o el estudiante emancipado que están incorrectos, que son engañosos o que quebrantan los derechos del estudiante a su privacidad.

Si los padres o los estudiantes emancipados creen que un expediente está incorrecto o es engañoso, pueden pedirle al distrito escolar que enmiende el expediente. Ellos deben escribirle al director de la escuela, identificando claramente la parte del expediente que ellos desean cambiar y especificando por qué el expediente está incorrecto o es engañoso.

Si el distrito escolar decide no enmendar el expediente, según la solicitud de los padres o de los estudiantes emancipados; el distrito notificará a los padres o al estudiante emancipado de esta decisión y les informará de su derecho a tener una audiencia con relación a la solicitud de enmienda. Cuando se le notifique del derecho a tener una audiencia, el padre, la madre o el estudiante emancipado también recibirá información adicional sobre los procedimientos de la audiencia.

- 3) El derecho al consentimiento de la divulgación de información contenida en el expediente académico del estudiante y que lo identifica personalmente, a la excepción de lo que autoriza FERPA divulgar sin consentimiento.

Una excepción que permite la divulgación de información sin consentimiento es la divulgación de información a los oficiales escolares que tienen intereses educativos legítimos. Un oficial escolar es una persona que es empleado del distrito ya sea como administrador, supervisor, instructor, personal auxiliar (incluyendo el personal médico o de servicios de salud y el personal policial), una persona miembro de la junta escolar, una persona o compañía con quien el distrito ha contratado para realizar una tarea especial (tal como un abogado, interventor de cuentas, empleados del AEA (Agencias de Educación Regionales), asesor médico o terapeuta), o como un padre o estudiante que participa en un comité oficial, tal como un comité disciplinario o de quejas, o un equipo auxiliar de estudiantes, o como una persona que ayuda a otro oficial escolar a realizar sus tareas.

Un oficial escolar tiene un interés escolar legítimo si el oficial necesita revisar un expediente académico a fin de cumplir con su obligación profesional.

*(Nota: A menos que en su notificación anual haya una declaración indicando que tienen la intención de enviar los expedientes al solicitante cuando éste los solicite. FERPA exige que un distrito escolar haga un intento razonable para notificar al padre o al estudiante emancipado de que han recibido una solicitud para la obtención de los expedientes académicos).*

- 4) El derecho de informarle al distrito escolar de que el padre o la madre no quieren que se comunique al público la información contenida en el directorio, tal como se define abajo. Cualquier estudiante mayor de dieciocho años de edad o padre o madre que no quiera que se comunique al público esta información puede hacer una objeción de los escribiéndole al director a más tardar el (date) de (month) de (year). La objeción tiene que ser renovada anualmente.

Nombre, dirección, número de teléfono, fecha y lugar de nacimiento, materia de estudio principal, participación en deportes y en actividades reconocidas oficialmente, peso y estatura de los miembros de los equipos atléticos,

fechas de asistencia a la escuela, diplomas y premios recibidos, la escuela o institución docente más reciente a la que asistió el estudiante, fotografía o imagen u otra información parecida.

- 5) El derecho a presentar una queja al U.S. Department of Education (Ministerio de Educación de los Estados Unidos) con respecto a las faltas supuestas del distrito en cumplir con los requisitos de FERPA. A continuación encontrará el nombre y la dirección de la oficina que maneja FERPA:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C., 20202-4605.

*El Distrito Escolar puede intercambiar con cualquiera de las Partes cualquier información contenida en el expediente académico permanente del estudiante. Esta información debe estar relacionada directamente con la capacidad del sistema de justicia de menores para servir efectivamente al estudiante. Antes de la adjudicación, la información contenida en el expediente permanente puede ser divulgada por parte del Distrito Escolar a las Partes sin consentimiento de los padres y sin una orden judicial. Después de la adjudicación, la información contenida en el expediente permanente del estudiante solamente podrá ser divulgada con consentimiento de los padres o por medio de una orden judicial. La información que se intercambie conforme con un acuerdo, será utilizado únicamente para determinar los programas y los servicios apropiados para las necesidades del estudiante o de la familia del estudiante. También se podrá utilizar para coordinar la entrega de los programas y los servicios al estudiante o a la familia del estudiante. A menos que se obtenga un consentimiento por escrito de parte de los padres de un estudiante, del guardián o del custodio legal o real del estudiante, la información que se intercambie en virtud de un acuerdo, no será admisible en ningún procedimiento judicial que tenga lugar antes de una audiencia de disposición. Este acuerdo solamente rige la capacidad de un distrito escolar para intercambiar información y rige los propósitos para los cuales se puede utilizar esa información.*

*El propósito para el cual se intercambia la información antes de la adjudicación del estudiante es para mejorar la seguridad del colegio, reducir el uso ilícito de drogas y de alcohol, reducir las inasistencias a clase, reducir las suspensiones en el colegio y fuera del colegio, y para apoyar las alternativas a las suspensiones y expulsiones en el colegio y fuera del colegio. Estas alternativas proporcionan programas educativos estructurados y bien supervisados, suplidos por servicios adecuados y coordinados que están diseñados para corregir comportamientos que causan inasistencias a clase, suspensiones y expulsiones. Estos programas apoyan a los estudiantes en completar exitosamente su educación.*

*El individuo que solicite la información debe ponerse en contacto con el director del edificio en el cual el estudiante está actualmente matriculado o en el que estuvo matriculado. El director entonces enviará los expedientes dentro de los diez días laborables que le siguen a la fecha en que se recibió la solicitud.*

*La información confidencial que se intercambie entre las Partes y el distrito escolar permanecerá en confianza y no se intercambiará con ninguna otra persona salvo que esté dispuesto por ley. A menos que se obtenga el consentimiento por escrito de parte del padre o la madre del estudiante del guardián o del custodio real o legal del estudiante, ninguna información intercambiada según el acuerdo será admisible en ningún procedimiento judicial que tenga lugar antes de la audiencia.*

## 507.2 – Student Directory Information

Directory information is information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed.

The district has designated the following as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, or similar credential. (A student's SSN, in whole or in part, cannot be used for this purpose.)

Student is defined as an enrolled individual, PK-12 including children in school district sponsored child-care programs.

Prior to developing a student directory or to giving general information to the public, parents (including parents of students open enrolled out of the school district and parents

of children home schooled in the school district) will be given notice annually of the intent to develop a directory or to give out general information and have the opportunity to deny the inclusion of their child's information in the directory or in the general information about the students.

It is the responsibility of the superintendent to provide notice and to determine the method of notice that will inform parents.

Approved August 27, 2018

Reviewed [Proposed June 17, 2026]

Revised November 7, 2022



*Keeping Offices Connected™*

**Proposal for**

**RED OAK**

**COMMUNITY SCHOOL DISTRICT**

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**Jay Smith**

(515) 587-0002

[JSmith@AccessSystems.com](mailto:JSmith@AccessSystems.com)

# About Access Systems

Established in 1986, Access Systems is a privately owned technology company providing managed print services, VoIP unified communications, and IT services. Our office technology solutions simplify work, save time, and improve security so you can focus on what matters most: Your school district.



Shane Sloan acquired Access Systems in 2005, leading to our expansion as a nationally recognized enterprise offering IT, print, and unified communication solutions. Over the past 21 years, we have experienced remarkable growth, expanding across the Midwest. Our commitment to continuous development has enabled us to maintain our unique culture, provide career opportunities for our team, and deliver enhanced resources to support our clients.

Our team partners with multiple leading manufacturers, including Ricoh and Sharp, and maintains long-standing certifications across a broad range of print and imaging technologies. These relationships reflect our deep product expertise and ability to support diverse equipment environments. Backed by well-trained, dedicated service teams, we deliver consistent, reliable support tailored to customer needs.



We are proud to be a destination employer. This recognition, driven directly by employee feedback, has earned us Top Workplace honors nationally since the award's inception in 2021. These distinctions reflect our ability to attract and retain top talent, creating a stable, engaged team committed to continuous growth. By investing in our people and culture, we strengthen the expertise and resources behind our organization, ultimately delivering a better, more consistent experience for our customers.

# Meet the Team



**Jay Smith**  
Senior Executive 2  
Your primary contact.



**Jon Joynt**  
President of Sales



**Pat Haney**  
VP of Sales



**Ryan Lambertz**  
Director of Print Service



**Tiffany Anderson**  
Client Service Manager



**Brian Elsbecker**  
Remote Service Manager



**Jacob Elson**  
Solutions Specialist



**Jason Martin**  
Solutions Specialist



**Rachel Fusto**  
Copier Technician



**Tad Gentry**  
Copier Technician



**Eric Hindman**  
Copier Technician



**Boyd Peterson**  
Copier Technician



**Michael Rasmussen**  
Copier Technician



**Brian Wagner**  
Copier Technician

# Managed Print Solution

<b>Total Bundled Payment with Service: (60 Month Term)</b>	<b>\$1,709.40</b>
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SERVICE RATES	
<b>83,000 B&amp;W Copier</b> pages included. Overages billed at:	\$0.0035
<b>8,300 Color Copier</b> pages included. Overages billed at:	\$0.0320
Includes all parts, labor, toner, service calls and remote/help desk support.	

QTY	MODEL
4	Ricoh IM 5000
	4 paper trays
	Internal Finisher - Staple
4	Ricoh IM C4510
	4 paper trays
	Internal Finisher - Staple
9	PaperCut Licenses

# Implementation Process

<p><b>INSTALLATION PREPARATION</b></p>	<p>The Project Management team will coordinate with you to create the install plan. This includes verifying location information, key contacts, installation dates, and the potential training plan.</p>
<p><b>STAGING</b></p>	<p>Equipment is staged at the nearest Access Systems distribution center. We organize the equipment by model and accessories for a visual inspection to ensure it's in good condition.</p>
<p><b>INSTALLATION</b></p>	<p>Our installation team's trained technician will perform the installation on-site, ensuring that all previously agreed-upon specifications are met.</p>
<p><b>INITIAL TRAINING</b></p>	<p>Training will begin right after the installation. Our installation staff conducts training to provide basic end-user training. For large scale deployments, we may schedule multiple training sessions. Training can either be held in a classroom setting for multiple users, or can be held virtually.</p>
<p><b>COMPREHENSIVE TRAINING</b></p>	<p>At Access Systems, we focus on providing thorough training to help users make the most of their systems and meet their needs. Once the basic end-user training has been provided, we can schedule additional training sessions as needed. We also offer post-implementation support to address any questions or issues that may arise.</p>

# Training

## Initial Training

Initial training begins shortly after installation and is led by our installation team. This session provides basic end-user instruction for key users and typically lasts 15–30 minutes. For larger deployments, multiple sessions can be scheduled on the installation day when arranged in advance.

*Topics include:*

- Copying, printing, scanning, and faxing
- Loading paper, clearing jams, and replacing toner
- Ordering supplies and recycling toner
- Submitting service requests
- Access Systems contact information

## Advanced Comprehensive Training

Advanced comprehensive training is available to help users get the most from their system. It is typically scheduled after installation and can be arranged through your scheduling coordinator or sales professional.

*Includes Initial Training topics plus:*

- Advanced device features and cloud solutions
- Driver setup and advanced print options
- User interface and workflow optimization
- IT-level maintenance and management

We recommend training a small group of “power users” to support others on-site and improve long-term success.

## Training Logistics

- Customers provide training space, device/software access, and network connectivity
- Sessions range from 30 minutes to a few hours, based on needs and skill levels
- Scheduling is flexible to align with your implementation timeline

## Ongoing Support

Access Systems provides post-installation support, including online resources and helpdesk assistance, to support continued learning.

# Service & Maintenance

Access Systems employs only factory-certified copier technicians. To resolve service calls as promptly as possible, Access Systems may first attempt to resolve the service call over the phone with your key operator. When on-site service is needed, our service technicians meet a monthly average response time of four (4) hours per service call. Service will be conducted between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday not including Access Systems Recognized Holidays.



Equipment repair and maintenance services will be provided in accordance with the manufacturer's specifications. Access Systems utilizes industry-specific software with manufacturer-recommended parts lifecycle analytics. This ensures proactive service is provided by replacing necessary parts prior to the end of their lifespan. We can coordinate with you to do preventative maintenance over the summer breaks as well.

All maintenance will be done by a manufacturer-certified technician. Access Systems only uses OEM parts and toners when providing service. We have \$3 million in parts and toners available in our Waukee warehouse. Technicians' vehicles are also stocked with \$30,000 worth of commonly used parts.

Access Systems will replace hardware that fails to consistently achieve the manufacturer's performance expectations. This performance guarantee requires the following of the Customer: a.) use of the hardware within the manufacturer's monthly volume specifications; b.) the provision of a trained customer key operator; c.) the use of approved manufacturer-specified input materials. If the Customer satisfies the above requirements and a copier or printer fails to meet 96% uptime as measured monthly, Access Systems will implement a performance improvement plan. If after a thirty (30) day period, this plan fails to raise the performance to the previously stated uptime targets, Access Systems will swap the machine for a like machine with equal or greater value.

# Experience

## Current Print Customers of Access Systems:



Clarinda Community Schools



Creston Community Schools District



Atlantic Community Schools



Harlan Community Schools

**Access Systems is proud to partner with over 300 esteemed educational institutions, including:**

*Baxter Community School District*

*Southeast Polk Community Schools*

*Boone Community School*

*Gilbert Community Schools*

*Des Moines Public Schools*

*Pella Community Schools*

*Clear Creek Amana Schools*

*Pella Christian Schools*

*Waukee Community Schools*

*Dubuque Community School District*

*North Tama Community Schools*

*Grinnell College*

*Central City Community School District*

*The University of Iowa*

*West Central Valley*

*Iowa State University*

*Bondurant Community School*

*The University of Northern Iowa*

**Our experience in the education sector ensures a deep understanding of the needs and challenges faced by school districts.**

# Where Efficiency Meets Security: Access Systems + PaperCut



## About PaperCut

PaperCut is a print, copy, scanning and faxing output management software for multi-functional devices. As a PaperCut Authorized Partner, Access Systems can show you how PaperCut and the right devices for your print environment can improve your business operations.

## Managed Print Services

Access Systems' Managed Print Services helps organizations right-size their copier and printer fleet. Starting with a free print assessment, we'll identify inefficiencies and recommend solutions to reduce costs. The average savings for organizations that implement a managed print strategy is 30%

## Key Features



**End to End Security**  
PaperCut secures your printing from end-to-end. Users authenticate themselves at the printer before documents are released.



**Secure Print Release**  
Sensitive documents are not left sitting at the printer with secure print release.



**Audit Reporting**  
Maintain detailed logs, including who printed what, when, and where. This increases accountability and compliance with data protection regulations.

## AT A GLANCE

- End to End Security
- Secure Print Release
- Authenticated Scanning
- Maintain Compliance
- Audit Reporting



## It Just Works

From initial installation and training, to continued management and updates, PaperCut's software is easy to use in every way. The admin console is the most user-friendly and intuitive of any output management platform according to Buyers Lab – so experts and newcomers alike will feel right at home.

# THANK YOU!

**We appreciate the opportunity to partner  
with you on your print needs.**



*Keeping Offices Connected™*

[AccessSystems.com](http://AccessSystems.com)

Iowa | Illinois | Kansas | Minnesota | Nebraska | South Dakota | Wisconsin



IF IT'S RIGHT FOR YOU, IT'S RIGHT FOR US

PROPOSAL FOR



**RED OAK**  
**COMMUNITY SCHOOL DISTRICT**

05/12/2026

## Why Choose JQ Office

At the core of our business is an IT foundation that is instrumental in how we operate, service our customers, and conduct business. This core is the fundamental way we evaluate, consult, and support every phase of our customer's needs. We build custom-tailored business solutions that streamline productivity and package all of your technology needs in a "One Stop Shop". Our certified technical staff will implement solutions that focus on what really matters, growing your business. Let us put our experience to work for you

We are passionately committed to assist all that comes in contact with our Company, whether it is employees, clients, potential clients, vendors, lenders, their families and/or all the communities we serve, in achieving or exceeding their personal and professional goals and objectives through the utilization of our People, Knowledge, Skills, Systems, Technology, Products and Services.

We are positioned as the professionals to call for any copying, faxing, imaging, and/or printing hardware, whether it is black & white or full color, all supplies related to printing, and all service related to printers, copiers, and faxes. Our focus is growing our business through our staff and by providing our customers with the best technology support answers that they may need. We lead the industry with the latest in software and printing solutions that provide our customers with total solutions. In addition, we also provide Mailing Equipment, Finishing Equipment, Wide Format Printers, Digital Display Boards, and Off Site Backups, network-related support, service, administration and installation, including hardware.

Our staff of technicians and business consultants can customize a hardware/software solution to meet your most demanding needs.

## The History of JQ Office

JQ Office Equipment was founded in 1965 in Omaha, NE by Joe Quirk. As a local business that provided copiers, typewriters, and office supplies, we grew to be a strong member of the Omaha area business community.

In 2000 Greg Quirk purchased JQ Office Equipment and directed the company through the most important change the industry had seen. In the 2000's, digital imaging was being introduced as an alternative to traditional analog copiers. These "connected" products could not only copy, but print and scan. Early on, Greg recognized the benefits this could bring to his clients and JQ Office Equipment became one of the first companies in Omaha to introduce the new systems.

In the 2000's technology continued to explode. It wasn't long before more printing was being done than copying. Businesses were fully utilizing IT products and services. Simply, technology became the infrastructure of a business. Again, Greg recognized the shift in how businesses operated and introduced new products and services. Managed Print Services, IT support, Mailing Equipment, Folders/Inserters, Shredders, Off Site Backups, Digital Display Boards, and HDD Security Overwriting and Destruction services.

In 2017, our current Director of Sales, Jason Coglianese, was introduced to the staff and the clients. Jason took over the daily operations of the sales department. His experience in the industry was just what JQ Office needed to expand to the next level. Jason focused his attention on developing a strong sales team and expanding the company's footprint. In addition, he developed strong vendor relationships that allowed JQ Office to support significant and rapid growth. His Managed Print Services background, fresh ideas, and overall business acumen was exactly what JQ Office was looking for.

JQ Office continues to build on the basic principle that if we develop our people, we will develop the business. This is reflected in the recognition our people and our company have received.

## Local Business, Local Beliefs

### WORK ETHIC:

We will rise to the challenge through teamwork, motivation, enthusiasm and urgency with mutual respect to everyone. Professionalism, dependability and good communication skills are at the core of all our employees.

### ACCOUNTABILITY:

We will take ownership, recognize problems and identify solutions through a series of checks and balances. We have an obligation to our staff and clients to hold ourselves to a high standard of accountability.

### CUSTOMER:

Understanding customer's perceptions helps us to acknowledge their needs and provide professional help. By detecting issues early on, we can show empathy and follow through to completion. We understand that as a business of people, we must put service before ourselves.

### CULTURE:

Culture is the character of JQ Office! We believe this is not just a job, but a family. We show it through concern for our employees, their families and the communities we serve. We will create an enthusiastic and fun Atmosphere that allows balance between work and life, and provide employees with quality compensation, and proper development....all with an open door.



**The difference between playing to win and playing not to lose is the difference between success and mediocrity. Take risks, make tough decisions, live on the edge and make a difference. People who play it safe continually miss opportunities and seldom make progress.**



## Proposed Products and Benefits



### Overview

JQ Office is pleased to submit this proposal for products and services to support Weeping Water Public Schools in improved customer and employee satisfaction through our superior solutions, training, and post-sales support. We look forward to implementing your new FLEET MANAGEMENT PROGRAM. We have partnered with hundreds of the best businesses throughout the Upper Midwest and are anxious to do the same with Weeping Water Public Schools.

### The Solution Basics

- JQ Office All-inclusive Managed Print Program. The most cost-effective way to manage document related costs.
- Provide a seamless implementation with total solution training.
- Implement ongoing reviews and provide superior post-sales support.

### The Benefits

- No capital expense.
- One point of accountability and contact.
- Automated meter reads and online device management.
- Simple spreadsheet billing with a combined pool of pages allowed.
- State-of-the-art systems.
- Highest priority service and supply response.

## Local Service, Local Expectations



We are positioned as the professionals to call for any copying, faxing, imaging, and or printing hardware whether it is black & white or full color, all supplies related to printing, and all service related to printers, copiers, and faxes. Our focus is growing our business through our staff and by providing our customers with the best technology support that they may need. We lead the industry with the latest in software and printing solutions that provide our customers with total solutions. In addition, we also provide network related support, service, administration and installation, including hardware. Our staff of technicians and business consultants can customize a hardware/software solution to meet your most demanding needs.

- Document workflow, business applications, and IT integration support
- Local and global device and software customization capabilities
- Web-based calls and supply orders.
- Two-hour response time from technician to evaluate problem.
- Four hour average on-site response time.
- Automated meter reads and audit software.
- Automated Toner Replenishment
- Annual account reviews of volumes and account needs.
- One point of contact for everything. One phone number for service, supplies and customer service.
- Questions will always be answered by a live person. No impersonal automated systems.
- Hotline support – Remote Installation, support and diagnostics
- Field Support – Regionally based across the Americas
- NO SHIPPING FEES – NO DOCUMENTATION FEES – NO SURCHARGES
- Local Company, Local Employees, Local Decisions

<b>Proposed 60 Month Costs – 4 Color Devices - \$149.28/Month/Each – HARDWARE ONLY</b>	
<b>4 Toshiba e-STUDIO4525AC– 45 PPM Color</b>	<b>\$597.12/Month</b>
<ul style="list-style-type: none"> <li>• DSDF Document Feeder: Up to 240 IPM Duplex – 300 Sheet Capacity</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Stack Feed Bypass: 100 Sheets-3.9" x 5.8" to 12.5" x 18", 12" x 47" Banner</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Four (4) Paper Trays</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Paper Cut &amp; MyQ Integration Capable</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Wireless Device - AirPrint™, Mopria®, e-BRIDGE Print &amp; Capture Application on iOS &amp; Android</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Operating Systems - Windows® 8.1, 10, 11, Windows Server® 2012/R2, Windows Server® 2016/19/22, Macintosh® (macOS X 10.10-15, 12), Unix®, Linux®</li> </ul>	<b>INCLUDED</b>
<b>Proposed 60 Month Costs – 4 B/W Devices - \$113.26/Month/Each – HARDWARE ONLY</b>	
<b>4 Toshiba e-STUDIO4528A– 45PPM B/W</b>	<b>\$453.04/Month</b>
<ul style="list-style-type: none"> <li>• DSDF Document Feeder: Up to 240 IPM Duplex – 300 Sheet Capacity</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Stack Feed Bypass: 100 Sheets-3.9" x 5.8" to 12.5" x 18", 12" x 47" Banner</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Four (4) Paper Trays – (2 Standard + 1 Split-Tandem)</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Paper Cut &amp; MyQ Integration Capable</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Wireless Device - AirPrint™, Mopria®, e-BRIDGE Print &amp; Capture Application on iOS &amp; Android</li> </ul>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• Operating Systems - Windows® 8.1, 10, 11, Windows Server® 2012/R2, Windows Server® 2016/19/22, Macintosh® (macOS X 10.10-15, 12), Unix®, Linux®</li> </ul>	<b>INCLUDED</b>



<b>Papercut</b>	
9 License Exchange - Upgrade all existing Papercut licenses	\$177.66/Month
Print Release Stations, Maintenance and Support for 60 Months	INCLUDED
Papercut Remote Assistance	INCLUDED
Papercut Remote Server Migration/Software Version Upgrade	INCLUDED
5 years of support for copiers and release stations	INCLUDED
<b>Buyout of Current Lease and Return Freight</b>	
JQ Office Agrees to Reimburse Final 5 Payments of \$1,215 = \$6,075	\$128.49/Month
JQ Office Agrees to Pay Up to \$3,000 to ship 10 Devices Back to Leasing Company	\$63.45/Month
<b>Total Solution – No Minimums – Service Billed Quarterly</b>	
	*Subject to Negotiations
Hardware – Paper Cut – Buyout – Shipping ONLY	\$1,419.76/Month
0 B/W prints per month (pool of shared prints with MFP's)	0 INCLUDED/MONTH
B/W Quarterly Overage Rate	\$0.00275
0 Color Prints Per Month (pool of shared prints with MFP's)	0 INCLUDED/MONTH
Color Quarterly Overage Rate	\$0.0275



# Red Oak Community School District

## Vendor Information & Pricing

(PRIVATE AND CONFIDENTIAL)

PREPARED BY: BARRY STRAWDER

ACCOUNT EXECUTIVE – SW IOWA

[BSTRAWDER@VISUALEDGEIT.COM](mailto:BSTRAWDER@VISUALEDGEIT.COM)

CELL: 402.660.5822

# Visual Edge Background

## ABOUT VISUAL EDGE IT™

20+

YEARS  
EXPERIENCE  
(IT Services)

90+

U.S.  
LOCATIONS  
(Local Offices)

250

SUBJECT  
MATTER EXPERTS  
(Engineers/SMEs/Partners)

20k

MANAGED  
DEVICES  
(Endpoints)

1.3k+

MANAGED  
BUSINESSES  
(Clients)



Gold  
Microsoft  
Partner  
Microsoft

NATIONAL REACH  
LOCAL PRESENCE

- Locally have been serving the community for over 30 years
- Nationally multi-branded (Xerox, Konica, Kyocera, Epson, Canon, Sharp)
- Visual Edge IT is Xerox's largest business partner nationally
- Visual Edge IT is Kyocera's largest business partner nationally
- Visual Edge IT is Epson's largest business partner nationally
- Visual Edge IT is the largest Production Technology Solutions Provider in the United States
- Kyocera's #1 business partner selling 15000C Cut Sheet Inkjet in the nation

# Local Communication Process



## EMAIL



Email [scrservice@visualedgeit.com](mailto:scrservice@visualedgeit.com) for service requests

Email [scrsupplies@visualedgeit.com](mailto:scrsupplies@visualedgeit.com) for supply requests

Email is an easy way to submit supply and service requests. Be sure to include your equipment's serial number / EQ ID and the service need or supplies needed. Once the request is submitted, you will receive a ticket number to confirm your request has been received.

## ONLINE



Visit <https://smartcenter.visualedgeit.com/support/login>

Select "New Support Ticket" to begin your supply / service request. Be sure to include your equipment's serial number / EQ ID and the best way to contact you in case we need to reach you about your request.

## OVER THE PHONE



Give us a call at 1-877-563-5020

If you prefer to discuss your service call / supply order with a customer service representative, just call. Have your device serial number / EQ ID number ready to easily access your account information.

Visual Edge IT is the nation's leading Total Solution Provider

## Complete Suite of Solutions We Provide:

### Production Print Technology:

- Production Laser Printers
- Production Inkjet Printers
- Mail Solutions (Folders, Inserters)
- Wide Format Printers  
(Roll Feed, Flatbed, Hybrid, Blueprint)
- Digital Die Cutters  
(Small & Large Formats)
- Finishing (Perfect Bind, Booklet)
- Folders, Cutters, Punchers
- Embellishment, Lamination Tech.
- UV Inkjet Printers
- MICR Solutions (Color and Mono)
- Envelope Printers (laser & Inkjet)
- Packaging Printers and Finishing

### Workflow / Software:

- Web to Print (B2B & B2C Portals)
- eCommerce Solutions
- Workflow Automation  
(Prepress & Makeready)
- Print Shop Management Software
- M.I.S (Management Systems)
- Estimating & Inventory Software
- RPA (Robotic Process Automation)
- Omni Channel Communications
- Email, Text, Video Personalization
- Variable Imaging/Data Software
- Client Reporting Dashboards
- PDF Optimization & Automation
- Color Management Software
- Output Management

### Business Development Services:

- Cybersecurity for Print Service Providers
- Managed IT Services for PSP's
- Flexible & Scalable Financing Solutions
- Marketing Services
- Color Management Training
- Operations Trainings
- Sales Training
- Lead Generation Services
- FM Solutions
- Media & Supplies Management
- Over 100+ Education Tools



# Printing Products MFPs

Scan, copy and print with ease using the most efficient devices.



## A4 (8.5x14)

### A4 Color MFPs

**TASKalfa 508ci Series**  
508ci (52/52ppm) | 408ci (42/42ppm)  
358ci (37/37ppm) | 308ci (32/32ppm)



**ECOSYS M6635cidn Series**  
M6635cidn (37/37ppm) | M6235cidn  
(37/37ppm) | M6630cidn (32/32ppm)



**ECOSYS M5526cdw Series**  
M5526cdw (27/27ppm)  
M5521cdw (22/22ppm)



### A4 Black & White MFPs

**ECOSYS M3860idnf Series**  
M3860idnf (62ppm) | M3860idn (62ppm) |  
M3655idn (57ppm) | M3645idn (47ppm) |  
M3145idn (47ppm)



**ECOSYS M2640idw Series**  
M2640idw (42ppm) | M2540dw (42ppm)  
M2040dn (42ppm) | M2635dw (37ppm)



## A3 (up to 11x17)

### A3 Color MFPs

**TASKalfa 8353ci Series**  
8353ci (83/70ppm)  
7353ci (73/65ppm)



**7054ci Evolution Series**  
7054ci (70/70ppm) | 6054ci (60/60ppm)  
5054ci (50/50ppm) | 4054ci  
(40/40ppm)



**3554ci Evolution Series**  
2554ci (25/25ppm)  
3554ci (35/35ppm)



**ECOSYS M8130cidn Series**  
M8130cidn (30/30ppm)  
M8124cidn (24/24ppm)



### A3 Black & White MFPs

**TASKalfa 9003i Series**  
9003i (90ppm) | 8003i (80ppm) | 7003i (70ppm)



**7004i Evolution Series**  
7004i (70ppm) | 6004i (60ppm)  
5004i (50ppm) | 4004i (40ppm)



**TASKalfa 4012i Series**  
4012i (40ppm) | 3212i (32ppm)



**ECOSYS M4132idn Series**  
M4132idn (32ppm) | M4125idn (25ppm)



## Production Printing

### Inkjet production printer

**TASKalfa Pro 15000c (150ppm)**





**KYOCERA Document Solutions America, Inc.**



**KYOCERA Document Solutions America, Inc.**

**BLI 2024-2026 Most Color Consistent A3 Brand Award**

A handwritten signature in black ink that reads "Anthony Sci".

ANTHONY SCI, PRESIDENT AND CEO

JANUARY 2024

DATE



4-Kyocera TASKalfa MZ4001ci

4-Kyocera TASKalfa MZ5001i

# Option (B) Kyocera Award Winning Technology

Quantity	Kyocera TASKalfa MZ4001ci	
4	Kyocera TASKalfa MZ4001ci	40PPM Color Multi-Functional Device
4	Stapler/Finisher Bundle	500 Sheet Internal Staple/Finisher
4	DP7150 Document Feeder	140-Sheet Reversing Document Feeder
4	PF7140 Paper Feed Unit	Dual 500 Paper Trays



# Option (B) Kyocera Award Winning Technology

Quantity	Kyocera TASKalfa MZ5001i	
4	Kyocera TASKalfa MZ5001i	50PPM Mono Multi-Functional Device
4	Stapler/Finisher Bundle	500 Sheet Internal Staple/Finisher
4	DP7150 Document Feeder	140-Sheet Reversing Document Feeder
4	PF7140 Paper Feed Unit	Dual 500 Paper Trays



# Kyocera Award Winning Technology Pricing Summary

(With current lease payoff and shipping costs of current lease factored in)

Quantity	Summary Page	60 Month Lease (Equipment Rent)
4	Kyocera TASKalfa MZ4000ci (40PPM Color Multi-Functional Printer)	\$996.08
4	Kyocera TASKalfa MZ5001i (50PPM Monochrome Multi-Functional Printer)	
8	PaperCut Kyocera Migration Licenses (5 YR Support)	
	<b>Totals</b>	<b>\$996.08</b>

**All-inclusive maintenance agreement to be billed on a per-copy basis at the below rates:**

**B/W \$.0041**

**Color @ \$.029**

**Rates locked for 60 Months**

**\*Volume can be added to the base payment using the CPC rates listed above**

# Kyocera Award Winning Technology.....Option for consideration:

- Volume inclusion of 1,000K Mono \$ 100K Color annually into monthly base payment for an additional \$583.33 per month. Overages would be billed annually @ \$.0041 & \$.029 per page.



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