

Red Oak Community School District

604 S Broadway

Red Oak, Iowa 51566

712.623.6600

www.redoakschooldistrict.com

Regular Board of Directors Meeting

Meeting Location: Red Oak Jr./Sr. Virtual Learning Center OR
VIA Internet and Phone – visit website for information

GoToMeeting Link: <https://meet.goto.com/846418037>

Wednesday, July 15, 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
- 5.0 Consent Agenda
 - 5.1 Review and Approval of Minutes from June 17, 2026 and July 1, 2026 Board Meetings
 - 5.2 Review and Approval of Monthly Business Reports
 - 5.3 Personnel Considerations
 - 5.3.1 Hiring of Tammy Lathrop as Inman Elementary Paraprofessional Effective for the 2026-2027 School Year
 - 5.3.2 Hiring of Megan Pein as Sr High School Prom Sponsor Effective for the 2026-2027 School Year
 - 5.3.3 Hiring of John Allison as Jr High School Girls Track Coach Effective for the 2026-2027 School Year
 - 5.3.4 Hiring of John Allison as Jr High School Volleyball Coach Effective for the 2026-2027 School Year
 - 5.3.5 Hiring of Sierra Wilkinson as Jr High School Volleyball Coach Effective for the 2026-2027 School Year

- 5.3.6 Hiring of Steve Ferree as Jr High School Football Assistant Coach Effective for the 2026-2027 School Year
 - 5.3.7 Resignation of Shaely Nowels as Sr High School Bowling Coach Effective Immediately
 - 5.4 Contract Renewals and Service Agreements
 - 5.4.1 Memorandum of Understanding with Green Hills AEA to Purchase LTRS Training Pursuant to Comprehensive Literacy State Development Grant (\$13,566)
 - 5.4.2 Amendment to Stellar Virtual Learning Program Agreements
 - 5.4.3 Renewal of Infinite Campus Student Information System (\$27,290.70)
 - 5.4.4 Approval of Resolution Authorizing Execution of School Bus Lease Agreement
 - 5.4.5 Approval of Installing Alternate LED Lighting Fixtures in Both the Original and New Sections of the Inman Cafeteria (\$10,611.00)
 - 5.4.6 Approval of Replacing the Ceiling Grid in the Original Section of the Inman Cafeteria (\$10,600.00)
 - 5.5 Open Enrollment Request to Stellar Oaks Virtual Academy
 - 5.5.1 Denial of Open Enrollment for a First Grader from Ames Community School District to Iowa Virtual School Due to a Lack of Appropriate Programming or Supports for the 2026-2027 School Year
- 6.0 General Business for the Board of Directors
 - 6.1 Old Business
 - 6.1.1 Discussion/Approval of Second Reading of Board Policy 401.7 (Early Retirement)
 - 6.1.2 Discussion/Approval of Second Reading of Board Policy 506.6 (Early Graduation)
 - 6.2 New Business
 - 6.2.1 Discussion/Approval of First Reading of Board Policies 503.1 and 503.7 (Student Conduct and Disruptive Behaviors)
 - 6.2.2 Discussion/Approval of First Reading of Board Policy 505.6 and 505.6R2 (Student Activity Program and Eighth Grade Participation in High School Activities Regulation)
 - 6.2.3 Discussion/Approval of First Reading of Board Policy 605.4 and 605.4E1 (Student Activity Program and One-To-One Digital Device Program Technology Adoption Checklist)
 - 6.2.4 Discussion/Approval of Re-Authorization and Revisions of Lease Agreement with the Montgomery County Child Development Association
 - 6.2.5 Discussion/Approval of Purchasing Updated Camera/GPS Equipment for Existing Fleet Vehicles. (not to exceed \$15,000)
 - 6.2.6 Discussion/Approval of 2026-2027 Stellar Oaks Virtual Academy Student Handbook
 - 6.2.7 Discussion/Approval of Resolution Transferring \$3,591.61 from the General Fund to the Activities Fund During FY 2027 to Purchase and Refurbish Protective and Safety Equipment (i.e. Football Helmets), in Accordance with Iowa Code Chapter 289A.8
- 7.0 Reports

- 7.1 Administrative
- 7.2 Future Conferences, Workshops, Seminars
- 7.3 Other Announcements
- 7.4 Board Member Requested Item(s) for Next Meeting Agenda
- 8.0 Next Board of Directors Meeting:
 - Wednesday, August 19, 2026 – 5:30 pm
 - Red Oak Virtual Learning Center
 - Red Oak Jr/Sr High
- 9.0 Adjournment

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Red Oak Jr/Sr High School
June 17, 2026

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

Present

Directors: Kelly Carlson-Osheim, Bryce Johnson, Scott Bruce, Pastor Ricky Rohrig
Superintendent Ron Lorenz, Board Secretary Heidi Harris, Curriculum Director Leanne Fluckey

Approval of Agenda

Motion by Director Carlson-Osheim, second by Director Rohrig to approve the agenda. Motion carried unanimously.

Good News

Mr. Lorenz presented good news for the district.

Visitors and Presentations

None

Consent Agenda

Motion by Director Johnson, second by Director Carlson-Osheim to approve the consent agenda as presented including meeting minutes, monthly business reports, personnel considerations, open enrollment for Stellar Virtual, and contract and service agreement renewals. Motion carried unanimously.

Board Policies and Regulations Requiring Annual Review

Motion by Director Carlson-Osheim, second by Director Rohrig to approve the second reading of mandatory board policies and regulations requiring annual review (i.e., 103, 103.R1, 510, 510.R1, 507, 507.R1, 507.1E1-5-7.1E10, and 507.2) Motion carried unanimously.

Early Retirement Policy

Motion by Director Johnson, second by Director Rohrig to approve the first reading of Board Policy 401.7 Early Retirement. Motion carried unanimously.

Early Graduation Policy

Motion by Director Rohrig, second by Director Carlson-Osheim to approve the first reading of Board Policy 506.6 Early Graduation. Motion carried unanimously.

Discussion of Resignation Request

Discussion only

Action on Request of Patricia Sickler to Resign as Early Childhood Special Education Teacher

Motion by Director Carlson-Osheim, second by Director Johnson to deny request of Patricia Sickler to resign as early childhood special education teacher. Motion carried unanimously.

2026-2027 Student/Parent Handbooks

Motion by Director Rohrig, second by Director Carlson-Osheim to approve the 2026-2027 Preschool, Inman, and Jr-Sr High School Student/Parent Handbooks. Motion carried unanimously.

Renaming Virtual Buildings

Motion by Director Johnson, second by Director Rohrig to approve renaming and rebranding of Iowa Virtual School buildings as Stellar Oaks Virtual Academy K-5, Stellar Oaks Virtual Academy 6-8, and Stellar Oaks Virtual Academy 9-12. Motion carried unanimously.

Commercial Flooring Systems, Inc.

Motion by Director Carlson-Osheim, second by Director Rohrig to approve assignment agreement with Commercial Flooring Systems, Inc. Motion carried unanimously.

Property and Casualty Insurance

Motion by Director Rohrig, second by Director Carlson-Osheim to approve renewal of property and casualty insurance with United Group Insurance for the 2026-2027 school year in the amount of \$457,120. Motion carried unanimously.

Appointment of Board Secretary/School Business Official and Oath of Office

Motion by Director Carlson-Osheim, second by Director Johnson to appoint Leanne Fluckey as Board Secretary/School Business Official effective July 1, 2026. Motion carried unanimously. Oath of Office delivered by Vice President Bruce.

Adjournment

Motion by Director Johnson, second by Director Carlson-Osheim to adjourn the meeting at 6:40 p.m. Motion carried unanimously.

Next Board of Directors Meeting:

Wednesday, July 15, 2026 – 5:30 p.m.
Red Oak Virtual Learning Center/Phone/Internet
Red Oak Jr/Sr High School

Bret Blackman, President

Heidi Harris, Board Secretary

**Red Oak Community School District
Special Meeting of the Board of Directors
Meeting Location: Virtual
July 1, 2026**

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

Present

Directors: Kelly Carlson-Osheim, Bryce Johnson, Scott Bruce, Pastor Ricky Rohrig, Bret Blackman
Superintendent Ron Lorenz, Board Secretary Leanne Fluckey

Approval of Agenda

Motion by Director Carlson-Osheim, seconded by Director Rohrig to approve the agenda with order at the discretion of the chair. Motion carried unanimously.

Discussion/Approval of Reassignment of Staff

Motion by Director Johnson, seconded by Director Carlson-Osheim to approve reassigning Justin Williams as the Principal/Director of Academics for Stellar Oaks Virtual Academy. Motion carried unanimously.

Discussion/Approval of Sharing Agreement with Stanton Community School District

Motion by Director Bruce, seconded by Director Rohrig to approve the sharing agreement for "Other School Business Official" (Heidi Harris) with Stanton Community School District. Motion carried unanimously.

Discussion/Approval of Adult Meal Prices

Motion by Director Johnson, seconded by Director Rohrig to approve raising adult meal prices to \$5.14 for the 2026-2027 school year to meet state requirements. Motion carried unanimously.

Adjournment

Motion by Director Rohrig, second by Director Carlson-Osheim to adjourn the meeting at 7:34 a.m. Motion carried unanimously.

Next Board of Directors Meeting:

Wednesday, July 15, 2026 – 5:30 p.m.
Red Oak Virtual Learning Center/Phone/Internet
Red Oak Jr/Sr High School

Bret Blackman, President

Leanne Fluckey, Board Secretary

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
AGTAC SERVICES, LLC	4162	35,367.00
10 9010 2630 000 0000 340	July 2026 Janitorial	35,367.00
Vendor Name AGTAC SERVICES, LLC		35,367.00
AMAZON CAPITAL SERVICES, INC.	1C3F-3VM6-XP JN	26.42
10 9010 2310 000 0000 611	New SBO Name Plate - Office	10.98
10 9010 2310 000 0000 611	New SBO Name Plate - Board Room	15.44
AMAZON CAPITAL SERVICES, INC.	1GKG-JX13-Y1GN	17.99
10 0109 2620 000 0000 618	drawer hardware	17.99
Vendor Name AMAZON CAPITAL SERVICES, INC.		44.41
BRIGHTLY SOFTWARE	305606	1,151.11
10 9010 2700 000 0000 652	Brightly-Trip Direct Subscription	1,151.11
Vendor Name BRIGHTLY SOFTWARE		1,151.11
CHEMSEARCH	9683479	531.16
10 0418 2640 000 0000 433	July 2026 IES Water Treatment	531.16
CHEMSEARCH	9686763	540.45
10 0109 2640 000 0000 433	Jr/Sr HS Water Treatment	540.45
Vendor Name CHEMSEARCH		1,071.61
DataShield Corporation	0198126	851.75
10 9010 2310 000 0000 350	Districtwide Shredding Svcs	851.75
Vendor Name DataShield Corporation		851.75
ENERGY ASSOCIATION OF IOWA SCHOOLS	1999	500.00
10 9010 2670 000 0000 490	Annual Radon Testing	500.00
Vendor Name ENERGY ASSOCIATION OF IOWA SCHOOLS		500.00
FILTER SHOP, THE	1123589	1,942.33
10 9010 2620 000 0000 618	Air Filters	1,942.33
Vendor Name FILTER SHOP, THE		1,942.33
FOLLETT SOFTWARE, LLC	8013899	2,837.04
10 0109 2222 000 0000 652	HS Destiny Member	1,418.52
10 0418 2222 000 0000 652	IES Destiny Member	1,418.52
Vendor Name FOLLETT SOFTWARE, LLC		2,837.04
GRAINGER	9971313532	144.45
10 0109 2620 000 0000 618	Backflow Repair Kit	144.45
GRAINGER	9980991757	948.38
10 0109 2620 000 0000 618	Valve Rebuild Kit	948.38
Vendor Name GRAINGER		1,092.83
GREEN HILLS AEA	6601	76,947.25
10 9010 6100 000 3214 961	1st Qtr FY27 Property Tax	25,902.00
10 9010 6100 000 3214 961	1st Qtr FY27 State Aid	51,045.25
Vendor Name GREEN HILLS AEA		76,947.25

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
IASBO	300006382	275.00	
10 9010 2310 000 0000 810	IASBO Membership for 2026-2027		275.00
IASBO	300006403	275.00	
10 9010 2310 000 0000 810	IASBO Dues for FY2027		275.00
Vendor Name IASBO			550.00
IOWA ASSOCIATION OF SCHOOL BOARDS	ISABMBR009325	4,004.00	
10 9010 2310 000 0000 810	2026-2027 ISAB Membership Dues		4,004.00
IOWA ASSOCIATION OF SCHOOL BOARDS	PO:REF004097	800.00	
10 9010 2310 000 0000 340	Policy Reference Renewal		800.00
Vendor Name IOWA ASSOCIATION OF SCHOOL BOARDS			4,804.00
Iowa Schools Building and Grounds Assoc	000694	300.00	
10 9010 2620 000 0000 810	ISBGA membership		300.00
Iowa Schools Building and Grounds Assoc	ISBGACONF	50.00	
10 9010 2620 000 0000 340	Conference Fee		50.00
Vendor Name Iowa Schools Building and Grounds Assoc			350.00
ISFIS, INC.	FY2026-27	2,292.92	
10 9010 2310 000 0000 810	ISFIS RENEWAL 26-27		2,292.92
Vendor Name ISFIS, INC.			2,292.92
J. F. AHERN	832263	210.00	
10 0109 2670 000 0000 490	Jr/Sr HS Sprinkler Inspection		210.00
Vendor Name J. F. AHERN			210.00
MATHESON TRI-GAS	33434360	321.10	
10 0109 1300 370 0000 612	99% Nickel Electrodes		321.10
Vendor Name MATHESON TRI-GAS			321.10
MEDIACOM	62126MC	346.90	
10 9010 2236 000 0000 536	July 2026 District Internet		346.90
Vendor Name MEDIACOM			346.90
RADIO ENGINEERING INDUSTRIES INC	54614	8,941.80	
10 9010 2700 000 0000 735	Licensing - Bus/Veh Cameras		8,941.80
Vendor Name RADIO ENGINEERING INDUSTRIES INC			8,941.80
RURAL SCHOOL ADVOCATES OF IOWA	RSAI2026-27	750.00	
10 9010 2310 000 0000 810	FY27 RSAI Membership		750.00
Vendor Name RURAL SCHOOL ADVOCATES OF IOWA			750.00
SCHOOL SPECIALTY LATTA DIV.	208137183172	339.78	
10 0418 1200 431 4501 618	Title Supplies - Pencils		188.64
10 0418 2410 000 0000 611	Inman Office Supplies		151.14
SCHOOL SPECIALTY LATTA DIV.	208137183389	171.58	
10 0418 1000 100 0000 618	Class Supplies 1st grade 26-27		171.58

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
SCHOOL SPECIALTY LATTA DIV.	208137183454	133.89
10 0418 1000 100 0000 618	2nd Gr Class Supplies 26-27	133.89
SCHOOL SPECIALTY LATTA DIV.	208137183631	257.51
10 0418 1000 100 0000 618	3rd grade class supplies 26-27	257.51
SCHOOL SPECIALTY LATTA DIV.	208137183701	97.48
10 0418 1200 410 1112 618	ELL Class Supplies 26-27	97.48
Vendor Name SCHOOL SPECIALTY LATTA DIV.		<u>1,000.24</u>

YOUNG AUTO PARTS INC.	273311	24.98
10 0109 2620 000 0000 618	Shelf Clips	24.98
Vendor Name YOUNG AUTO PARTS INC.		<u>24.98</u>

Fund Number 10		<u>141,397.27</u>
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND
IOWA LOCAL GOVERNMENT RISK POOL COMMISSION	LGRP2027	74,714.10
22 9010 2620 000 0000 621	LOVAL GOV RISK POOL ENERGY PROGRAM	74,714.10
Vendor Name IOWA LOCAL GOVERNMENT RISK POOL COMMISSION		<u>74,714.10</u>

SPECIALTY UNDERWRITERS LLC	SW4703-1	18,036.25
22 9010 2310 000 0000 520	FY27 1st Qtr Equipment Ins	18,036.25
Vendor Name SPECIALTY UNDERWRITERS LLC		<u>18,036.25</u>

STORM PROTECTION FUND	REDOA-2026	29,689.00
22 9010 2620 000 0000 521	Storm Protection Fund	29,689.00
Vendor Name STORM PROTECTION FUND		<u>29,689.00</u>

UNITED GROUP INSURANCE	5827	22,859.91
22 9010 2620 000 0000 524	Liability Insurance FY26	17,600.31
22 9010 2310 000 0000 528	Cyber Insurance FY26	5,259.60
Vendor Name UNITED GROUP INSURANCE		<u>22,859.91</u>

Fund Number 22		<u>145,299.26</u>
Checking Account ID 1	Fund Number 33	CAPITAL PROJECTS - LOST
INFINITE CAMPUS	CI-00006080	27,290.70
33 9010 2584 000 0000 351	Infinite Campus Learning	27,290.70
Vendor Name INFINITE CAMPUS		<u>27,290.70</u>

RIVERSIDE TECHNOLOGIES, INC	6448	920.00
33 9010 2231 000 0000 490	July 2026 Managed Svc	920.00
RIVERSIDE TECHNOLOGIES, INC	6509	12.00
33 9010 2231 000 0000 490	July 2026 Dual MFA	12.00
Vendor Name RIVERSIDE TECHNOLOGIES, INC		<u>932.00</u>

Fund Number 33		<u>28,222.70</u>
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
FRONTLINE EDUCATION	INVUS240537	8,076.49
36 9010 2235 000 0000 653	Frontline Absence & Substitute Managemen	8,076.49
FRONTLINE EDUCATION	INVUS240539	19,429.88
36 9010 2235 000 0000 653	Frontline Budget, Analytics, & Financial	19,429.88

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
FRONTLINE EDUCATION	INVUS245945	15,064.55
36 9010 2235 000 0000 653	Frontline Cental and Time & Attendance	15,064.55
Vendor Name FRONTLINE EDUCATION		42,570.92
SOFTWARE UNLIMITED	20260502-0595	13,425.00
36 9010 2510 000 0000 358	Software Unlimited Accounting System	13,425.00
Vendor Name SOFTWARE UNLIMITED		13,425.00
USBANK	584610778	80,485.64
36 9010 2235 000 0000 358	Chromebooks FY27 Lease	80,485.64
Vendor Name USBANK		80,485.64
Fund Number 36		136,481.56
Checking Account ID 1	Fund Number 40	DEBT SERVICES FUND
PIPER SANDLER	071026PS	2,000.00
40 9010 5000 000 0000 349	Dissemination Agent Fee	2,000.00
Vendor Name PIPER SANDLER		2,000.00
Fund Number 40		2,000.00
Checking Account ID 1		453,400.79
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
ULINE	210083023	1,348.32
61 9010 3110 000 0000 618	Kitchen Supplies - Totes/Dolly	1,348.32
Vendor Name ULINE		1,348.32
Fund Number 61		1,348.32
Checking Account ID 2		1,348.32
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
CIRCLE C SIGNS	18655	60.00
21 0109 1400 950 7407 618	FFA Shirts	60.00
Vendor Name CIRCLE C SIGNS		60.00
MOUNT AYR FFA	20260603	250.00
21 0109 1400 950 7407 810	FFA Livestock Judging	250.00
Vendor Name MOUNT AYR FFA		250.00
PACE, RICK	70126RP	160.00
21 0109 1400 920 6835 340	HS Softball Official	160.00
Vendor Name PACE, RICK		160.00
RIDDELL ALL AMERICAN SPORTS CORP	952546860	3,591.61
21 9010 1400 920 6720 738	Football Helmet Reconditioning	3,591.61
Vendor Name RIDDELL ALL AMERICAN SPORTS CORP		3,591.61
STUDENT ASSURANCE SERVICES INC	20260518	550.00
21 9010 1400 920 6600 320	Student Assurance	550.00
Vendor Name STUDENT ASSURANCE SERVICES INC		550.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
ZARBANO, JORDAN	70126JZ	160.00
21 0109 1400 920 6835 340	HS Softball Official	160.00
Vendor Name ZARBANO, JORDAN		160.00
Fund Number 21		4,771.61
Checking Account ID 3		4,771.61

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
ACTIVITY FUND	63026ACTREIM	463.45
10 0109 2410 000 0000 618	Diploma Covers/Cords/Flowers	463.45
Vendor Name	ACTIVITY FUND	463.45
AGTAC SERVICES, LLC	4221	334.47
10 9010 2630 000 0000 340	Extra 6/26 Janitorial	334.47
Vendor Name	AGTAC SERVICES, LLC	334.47
CAM COMMUNITY SCHOOL DISTRICT	CAM2ndSEM26	4,541.26
10 9010 1000 100 0000 567	FY26 2nd Sem OE Out	3,994.00
10 9010 1000 100 3116 567	FY26 2nd Sem TLC	385.30
10 9010 1000 100 3216 567	FY26 2nd Sem EIC	84.44
10 9010 1000 100 3376 567	FY26 2nd Sem PD	77.52
Vendor Name	CAM COMMUNITY SCHOOL DISTRICT	4,541.26
CAMBIUM ASSESMENT, INC	d54630000SY2 526	1,288.00
10 0109 2240 100 0000 325	ELPA21 Assessments	1,288.00
Vendor Name	CAMBIUM ASSESMENT, INC	1,288.00
CASEY'S BUSINESS MASTERCARD	dn090-70126	63.31
10 9010 2700 000 0000 626	June 2026 Fuel	63.31
Vendor Name	CASEY'S BUSINESS MASTERCARD	63.31
COUNCIL BLUFFS COMM SCHOOLS	20260549	20,040.00
10 9010 1200 217 3303 320	May 2026 Apex Svcs	20,040.00
Vendor Name	COUNCIL BLUFFS COMM SCHOOLS	20,040.00
DHS CASHIER 1ST FLOOR	10156050	5,187.27
10 9010 4634 219 4634	June 2026 Medicaid Billing	5,187.27
Vendor Name	DHS CASHIER 1ST FLOOR	5,187.27
DOVEL REFRIGERATION	6023179	320.54
10 0418 2620 000 0000 432	Flange Walk In Refrigerator	320.54
Vendor Name	DOVEL REFRIGERATION	320.54
EAST MILLS COMMUNITY SCHOOLS	EM630260E	38,508.09
10 9010 1000 100 3376 567	PD 2nd Sem	511.80
10 9010 1000 100 3216 567	EIC 2nd Sem	557.60
10 9010 1000 100 3116 567	TLC 2nd Sem	2,543.89
10 9010 1000 100 0000 567	2nd Sem OE	34,894.80
EAST MILLS COMMUNITY SCHOOLS	EM70626RH	140,664.61
10 9010 1200 217 3303 564	2nd Sem Rising Hope	96,812.61
10 9010 1200 217 4521 561	Rising Hope Part B	43,852.00
EAST MILLS COMMUNITY SCHOOLS	EM7082026Tra ns	5,407.86
10 9010 1200 211 3301 320	2nd Sem Trans RH Academy	5,407.86
Vendor Name	EAST MILLS COMMUNITY SCHOOLS	184,580.56
GREEN HILLS AEA	6609	5,346.85
10 0445 1000 100 4023 320	CLSD Prof Traning ROECC	1,782.29
10 0418 1000 100 4024 320	CLSD Prof Training IES	1,782.29
10 0109 1000 100 4025 320	CLSD Prof Training HS	1,782.27

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name GREEN HILLS AEA		5,346.85
HEALTHY TURF LANDSCAPING, INC	15358	595.00
10 9010 2630 000 0000 435	Late Spring Weed Control	595.00
Vendor Name HEALTHY TURF LANDSCAPING, INC		595.00
HERRICK, KEVIN	4QTRMILKH	89.39
10 9010 2235 000 0000 580	4th Qtr 2026 Mileage	89.39
Vendor Name HERRICK, KEVIN		89.39
JOSTENS	39438352	475.55
10 0109 2410 000 0000 618	Dipolomas	475.55
Vendor Name JOSTENS		475.55
LEWIS CENTRAL ACTIVITIES	H1020252026	336.00
10 0109 2410 000 0000 618	Banquet Meal	336.00
Vendor Name LEWIS CENTRAL ACTIVITIES		336.00
MONTGOMERY CO. MEMORIAL HOSP.	401042	115.00
10 9010 2700 000 0000 346	DOT Physical w/UA	115.00
Vendor Name MONTGOMERY CO. MEMORIAL HOSP.		115.00
NEW COOPERATIVE INC	63026STMT	2,478.91
10 9010 2700 000 0000 626	June 2026 - Gas	667.22
10 9010 2700 000 0000 626	June 2026 - Maintenance	1,218.77
10 9010 2700 000 0000 627	June 2026 - Diesel	592.92
NEW COOPERATIVE INC	63026STMT-1	176.97
10 9010 2640 000 0000 618	Propane for Forklift	26.02
10 9010 2630 000 0000 618	Lawn/mowing Supplies	90.99
10 0445 2620 000 0000 618	ROECC Roof Repair Supplies	28.98
10 0109 2620 000 0000 618	Jr/Sr HS Supplies	30.98
Vendor Name NEW COOPERATIVE INC		2,655.88
OMAHA WORLD HERALD	457931-0605	615.00
10 9010 2572 000 0000 540	Sped Teacher Ad	615.00
Vendor Name OMAHA WORLD HERALD		615.00
QUADIENT	Q2362249	466.68
10 9010 2321 000 0000 531	Postage Meter Rental 6/2026	466.68
Vendor Name QUADIENT		466.68
REA, CHRISTY	4QTR2026CR	26.60
10 9010 2235 000 0000 580	4th Qtr 2026 Mileage	26.60
Vendor Name REA, CHRISTY		26.60
RED OAK PUBLISHING LLC	JuneExpress2 026	251.51
10 9010 2572 000 0000 540	June 2026 Publications	251.51
Vendor Name RED OAK PUBLISHING LLC		251.51
RELAYHUB, LLC	21-16992	697.57
10 9010 2510 217 3303 359	June 2026 Medicaid	697.57
Vendor Name RELAYHUB, LLC		697.57

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
SHENANDOAH COMMUNITY SCHOOLS	61826SCSD	74,836.88
10 9010 1000 100 3116 567	2nd Sem TLC	3,666.72
10 9010 1000 100 0000 567	2nd Sem OE	69,628.82
10 9010 1000 100 3376 567	2nd Sem PD	737.67
10 9010 1000 100 3216 567	2nd Sem EIC	803.67
Vendor Name SHENANDOAH COMMUNITY SCHOOLS		74,836.88

TOWN & COUNTRY SANITATION	62026TCSan	5,825.00
10 9010 2630 000 0000 421	June 2026 Admin Sanitation	155.00
10 0109 2630 000 0000 421	June 2026 Jr/Sr HS Sanitation	1,890.00
10 0418 2630 000 0000 421	June 2026 IES Sanitation	1,890.00
10 0445 2630 000 0000 421	June 2026 ROECC Sanitation	1,890.00
Vendor Name TOWN & COUNTRY SANITATION		5,825.00

WESTLAKE ACE HARDWARE	3069774	339.29
10 9010 2620 000 0000 618	District Maint Supplies June2026	120.62
10 0109 2620 000 0000 618	Jr/Sr HS Maint Supplies June 2026	180.52
10 0445 2620 000 0000 618	ROECC Maint Supplies June 2026	38.15
WESTLAKE ACE HARDWARE	3069774-1	29.98
10 9010 2700 000 0000 673	Sealant Roof hatches Buses 11, 8	29.98
Vendor Name WESTLAKE ACE HARDWARE		369.27

WOODWARD GRANGER COMM. SCHOOLS	WG2026SPED	17,431.90
10 9010 1200 211 3301 567	OE Out Sped Lvl 1 2nd Sem	17,431.90
Vendor Name WOODWARD GRANGER COMM. SCHOOLS		17,431.90

Fund Number 10		326,952.94
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
COUNCIL BLUFFS COMM SCHOOLS	20260549	3,217.44
36 9010 2620 000 0000 441	May 2026 Apex Rent	3,217.44
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		3,217.44

ISG Team	1826634-0	675.90
36 9010 4700 000 0000 450	IES Remodel - June 2026	675.90
Vendor Name ISG Team		675.90

Fund Number 36		3,893.34
Checking Account ID 1		330,846.28
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
OPAA! FOOD MANAGEMENT INC	737772	93,534.77
61 9010 3110 000 4556 570	June 2026 SFSP Svcs	93,534.77
OPAA! FOOD MANAGEMENT INC	73852	1,141.87
61 9010 3110 000 0000 631	6/2026 Final Inventory	1,141.87
Vendor Name OPAA! FOOD MANAGEMENT INC		94,676.64

Fund Number 61		94,676.64
Checking Account ID 2		94,676.64
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
JOSTENS	N003483211	337.31
21 0109 1400 920 6600 618	Chenilles & Bars	337.31
Vendor Name JOSTENS		337.31
SHENANDOAH HIGH SCHOOL	6192026SCSD	300.00
21 0109 1400 920 6790 810	HS Wrestling Tournament Entry Fee	100.00
21 0109 1400 920 6660 810	HS Golf Entry Fees 04/14/26 & 04/17/26	200.00
Vendor Name SHENANDOAH HIGH SCHOOL		300.00
Fund Number 21		637.31
Checking Account ID 3		637.31

LETRS Vol. 1

Memorandum of Understanding

2026-2027



This partnership between Green Hills AEA and Red Oak Community School District is for the 2026-2027 school year. The ultimate goal of this partnership is to increase achievement for all students. [LETRS®](#) stands for Language Essentials for Teachers of Reading and Spelling. LETRS is a professional learning course that bridges deep, meaningful research into practical classroom success. LETRS provides educators with the background, depth of knowledge, and tools to teach language and literacy skills to every student. LETRS can be used regardless of the literacy program in use. The intended audience is K-12 teachers of literacy with a focus on K-6 general education and special education teachers, Title 1 teachers, middle school teachers of literacy, and high school special education teachers. The following expectations are inherent in this partnership:

What we can expect from our AEA partner(s)	What we can expect from building administration	What we can expect from teacher participants
4 days of face-to-face course facilitation and 4 coaching days are included in the 2026-27 District Service Plan MOU.	Clear communication of PLT and Professional Learning schedules with the supporting AEA Literacy Consultant(s). Allocate necessary resources for successful implementation: • 24 hours of face-to-face Professional Learning (or live virtually if needed) with participants • Approximately 44 hours for participants to engage in online learning outside of face-to-face professional learning. See link for details. • Collaboration time provided in PLT's • Administration attendance and participations at professional learning to increase awareness of best practices in literacy	• Complete online unit materials • Read the textbook • Complete Bridge to Practice activities • Collaborate with AEA consultants during on-site visits • Seek clarification and ask questions (face-to-face, phone call, email) • Attend PLT/grade level meetings to collaborate on online content
Facilitate face-to-face professional learning to develop and deepen understanding of literacy knowledge and practices.	Required Resources for Districts: • LETRS Participant Materials Bundle, Volume 1, Units 1-4 Participant book + one-year license \$399 plus s/h (<i>*current price as of May 2026</i>)	• Attend face-to-face professional learning • Implement content from online and face-to-face professional learning.

LETRS Vol. 1 Memorandum of Understanding 2026-2027



	• Materials will be purchased by GHAEA and districts will be invoiced for the cost of their participants • Green Hills AEA LETRS Facilitator for 4 days of Professional Development	
Cost to District: \$399 materials cost per person x 34 = \$13,566 TOTAL: \$13,566		

We understand the above expectations and agree to participate as partners in improving literacy outcomes for all students. For this professional learning to be successful, each of the above commitments should be followed by all parties. If any party fails to follow through on its commitments, an AEA director and LEA administration will problem-solve to eliminate barriers and provide next steps.

Date of Commitment: Jul 06 2026

Superintendent: *Ron Loreng*

Principal: _____

AEA Administrator: _____

AEA Consultant: _____

Document Details

Title	2026-27 Red Oak CSD/GHAEA LETRS Volume 1: Units 1-4 MOU
File Name	Red-Oak-LETRS-Volume1-2026-27-MOU.pdf
Document ID	4f2240c4e1df4bf1a49c3a67cb148ff3
Fingerprint	9001c3ae7427597b76c70b5ba30eb09c
Status	In Process

Document History

Document Created	Document Created by Michelle Lidgett (mlidgett@ghaea.org) Fingerprint: 9001c3ae7427597b76c70b5ba30eb09c	Jun 29 2026 10:31AM America/Chicago
Document Sent	Document Sent to Ron Lorenz (lorenzr@redoakschools.org)	Jun 29 2026 10:31AM America/Chicago
Document Viewed	Document Viewed by Ron Lorenz (lorenzr@redoakschools.org) IP: 192.119.207.34	Jun 30 2026 11:26AM America/Chicago
Document Viewed	Document Viewed by Ron Lorenz (lorenzr@redoakschools.org) IP: 173.26.196.208	Jul 03 2026 08:00AM America/Chicago
Document Viewed	Document Viewed by Ron Lorenz (lorenzr@redoakschools.org) IP: 192.119.207.34	Jul 06 2026 02:11PM America/Chicago
Document Signed	Document Signed by Ron Lorenz (lorenzr@redoakschools.org) IP: 192.119.207.34 	Jul 06 2026 02:12PM America/Chicago
Document Sent	Document Sent to Jane Chaillie (chailliej@redoakschools.org)	Jul 06 2026 02:12PM America/Chicago

STELLAR VIRTUAL
VIRTUAL LEARNING PROGRAMS AGREEMENT
AMENDMENT 2

Customer Name: Red Oak Community School District

Contact Person: Ron Lorenz

Phone Number: 712-623-6600

Email Address: lorenzr@redoakschools.org

Effective Date: July 1, 2026

Expiration Date: June 30, 2028 with ability to auto renew for 2 year terms

WHEREAS, the Parties to this Agreement have determined to amend the Agreement to provide for direct employment of the School Leader by Customer and amending such other provisions as to carry out the effect of that change to the School Leader employment relationship, having determined that those provisions set forth in this amendment to the Agreement (“Amendment 2”) more accurately reflects the risk and obligations the Parties are undertaking;

WHEREAS, the Parties are desirous of having this Amendment retroactively apply to the date of the second year of the Term as if the employment relationship between Customer and the School Leader and the supervisory relationship between Stellar Virtual and the School Leader set forth in this Amendment 2 were and are the provisions set forth in the Agreement as of this amendment’s effective date for all purposes;

THEREFORE, the Parties agree to amend the Agreement as follows:

AMENDMENT 2

1. Article II, section 4 which states:

School Staff Employment: As the School operator, Stellar Virtual shall be responsible for employing and supervising the School’s administrative and teaching staff. All School staff shall be required to possess the proper credentials and meet all applicable legal requirements for the role they are employed to fill. Stellar Virtual acknowledges that as the employer of School Staff, it shall be solely and legally responsible for their conduct. Any concerns Customer has with respect to any member of School Staff will be addressed directly with Stellar Virtual and Customer assures Stellar Virtual it will not interfere in the employer / employee relationship with respect to School staff.

is amended and restated as follows:

4. School Staff Employment:

- a. School Leader. Customer shall be responsible for employing the School Leader (sometimes referred to as “District Staff” and sometimes as “School Leader”).
 - i. School Leader shall be required to possess the proper credentials and meet all applicable legal requirements for the role the School Leader is employed to fill.
 - ii. As the School operator, Stellar Virtual shall be responsible for the day to day supervision of the School Leader, with the School Leader reporting structure in place prior to the Amendment 2 Effective Date remaining the reporting structure after the Effective Date of this Amendment 2.
 - iii. Any concerns Stellar Virtual has with respect to the School Leader shall be addressed directly with Customer.
- b. School Staff other than School Leader. As the School operator, Stellar Virtual shall be responsible for employing and supervising the School’s all administrative staff other than the School Leader and all teaching staff (“School Staff”).
 - i. School Staff shall be required to possess the proper credentials and meet all applicable legal requirements for the respective role they are employed to fill.
 - ii. Any concerns Customer has with respect to the School Staff shall be addressed directly with Stellar Virtual.
- c. Customer and Stellar Virtual each assure the other party that it will not interfere in the employer / employee relationship with respect to School Staff and School Leader, respectively, provided, however, Customer provides Stellar Virtual with assurances that it will respect and enforce the supervisory role of Stellar Virtual over the School Leader.

2. Article IV, Employment and Staffing/Compliance, section 1, Employer, which states

1. Employer – Stellar Virtual is the employer of all School administrative, teaching and ancillary support staff (“School Staff”) and is solely responsible for day-to-day supervision of all School Staff.
 - a. The Customer may, at any time, request that Stellar Virtual commence an investigation into and take action to address any complaints or concerns regarding the performance or conduct of any member of School Staff and shall discuss with Customer the outcome of any such investigation, including action taken, within the bounds of applicable law.
 - b. School Staff may be full-time dedicated resources to the School or part-time resources, including possible third-party contractors, based on the School’s enrollment and other factors.
 - c. School Staff shall be licensed and/or credentialed in accordance with applicable law.

is amended and restated as follows:

1. Employer – Stellar Virtual is the employer of all School Staff. Customer is the employer of the School Leader. Stellar Virtual is solely responsible for the day-to-day supervision of School Staff and the School Leader.

- a. The Customer may, at any time, request that Stellar Virtual commence an investigation into and take action to address any complaints or concerns regarding the performance or conduct of any member of School Staff and shall discuss with Customer the outcome of any such investigation, including action taken, within the bounds of applicable law.
- b. School Staff may be full-time dedicated resources to the School or part-time resources, including possible third-party contractors, based on the School's enrollment and other factors.
- c. School Staff shall be licensed and/or credentialed in accordance with applicable law.

Article IV, Employment and Staffing/Compliance, section 2. b., Compliance Services, which states:

- b. Perform criminal background checks and fingerprinting on School Staff in compliance with State law and maintain documentary evidence of such background checks and fingerprinting.

is amended and restated as follows:

- b. Perform criminal background checks and fingerprinting on School Staff and District Staff in compliance with State law and maintain documentary evidence of such background checks and fingerprinting.

2. Article V, Electronic Records and Data, section 2, Protection of Student Records, which states

- 2. Protection of Student Records. Pursuant to FERPA and any regulations promulgated thereunder, Stellar Virtual, Customer, and the School have certain obligations with regard to maintaining the security, integrity and confidentiality of "education records," as that term is defined by FERPA (also referred to herein as "Student Records") in accordance with FERPA, and other applicable laws and regulations. School Staff, Customer, Stellar Virtual and other third-party service providers having a legitimate educational interest as agents of the School are entitled to access Student Records under FERPA.

is amended and restated as follows:

- 2. Protection of Student Records. Pursuant to FERPA and any regulations promulgated thereunder, Stellar Virtual, Customer, and the School have certain obligations with regard to maintaining the security, integrity and confidentiality of "education records," as that term is defined by FERPA (also referred to herein as "Student Records") in accordance with FERPA, and other applicable laws and regulations. The School Leader, School Staff, Customer, Stellar Virtual and other third-party service providers having a legitimate educational interest as agents of the School are entitled to access Student Records under FERPA.

3. Article VIII, Customer Responsibilities, section 3, Employment, which states

- 3. Employment. Customer has delegated responsibility for employing School Staff to Stellar Virtual. Customer agrees that all hiring, disciplining and termination decisions are the sole responsibility of Stellar Virtual and that any concerns regarding any member of

School Staff will be directed to the School leader or, if concerns are regarding the School leader, to Stellar Virtual.

is amended and restated as follows:

3. Employment.

d. District Staff.

- i. Employment. Commencing July 1, 2026, Customer is the employer of District Staff and is ultimately responsible for hiring, discipline, and firing decisions. However, Customer has delegated to Stellar Virtual responsibility for assigning, supervising, evaluating, and disciplining District Staff, and for recommending to the Customer the hiring and dismissal of District Staff. Compensation and benefit decisions related to District Staff will be discussed between the parties before any offer of employment is made.
- ii. District Staff Vacancies. In circumstances where there is a vacancy or the School's enrollment is insufficient to support one or more full-time District Staff positions, and to the extent permitted by State law, Customer and Stellar Virtual may agree to utilize the services of Stellar Virtual personnel qualified to fill the open District Staff position until such time as the relevant vacant position is filled or there are sufficient number of Students to support a particular full-time position, respectively.
- iii. District Staff Performance. Stellar Virtual shall have the right to request in writing ("District Staff Notice") that the Customer replace a member of District Staff in the event that Stellar Virtual determines that particular District Staff member's job performance does not meet the Stellar Virtual standards, is negatively impacting the School's overall performance, or is otherwise creating an unacceptable reputational risk to the Stellar Virtual affiliated brand for any reason, including moral concerns among School Staff. In the event Customer does not comply with Stellar Virtual's request, Customer shall have thirty (30) days to develop a District Staff Improvement Plan that fully and consistently addresses Stellar Virtual's concerns raised in the District Staff Notice ("District Staff Improvement Plan"). The District Staff Improvement Plan shall be developed in consultation with, and, as the party responsible for supervising District Staff, is subject to the written agreement of Stellar Virtual. All District Staff Improvement Plans shall state Stellar Virtual, in its supervisory capacity, shall be responsible for fully and consistently implementing School Staff Improvement Plans, and provide for separation from service in the event Stellar Virtual determines the District Staff member job performance does not satisfactorily improve according to the District Staff Improvement Plan's requirements. Any separation from service determination will be subject to review by Customer pursuant to the disciplinary appeals process set forth in the Employee Handbook.
- iv. Human Resources. The Stellar Virtual HR Department shall provide Customer with talent acquisition, employee relations, employee engagement, reporting support, communication services, compensation, and compliance services including credential compliance for District Staff.
- v. District Staff Compensation and Benefits.

1. As the employer of District Staff, Customer shall be solely responsible for paying all compensation and benefits owed to such personnel under their respective employment agreements, including the employer's share of all applicable federal and state payroll taxes.
2. Following the conclusion of the fall semester of each school year (e.g., July 1 through December 31, 2026) Customer shall invoice Stellar Virtual an estimate of the District Staff salary and benefit costs (which for School Leader the Parties agree is estimated to be \$10,288 per month). Stellar Virtual shall reimburse Customer for the estimated District Staff salary and benefit costs in the form of a credit against the next issued invoice issued by Stellar Virtual for the Fee for Services owed Stellar Virtual by Customer. At the end of the School Year, Stellar Virtual and Customer shall conduct a joint reconciliation of all compensation and benefit costs incurred with respect to District Staff minus the credit issued to Customer for the estimated salary and benefits costs reimbursed following the end of the fall semester ("Reconciliation Statement"). Upon the parties' agreement as to the total costs incurred minus credits issued, Stellar Virtual shall reimburse Customer for such agreed upon amounts. Reimbursement shall be affected through an offset against Program Funds otherwise payable to Stellar Virtual pursuant to Article IX of this Agreement.
- e. Employment of School Staff. Except for District Staff, Customer has delegated responsibility for employing School Staff to Stellar Virtual. Customer agrees that all hiring, compensation, disciplining and termination decisions are the sole responsibility of Stellar Virtual and that any concerns regarding any member of School Staff will be directed to Stellar Virtual.
4. Article IX, Collection of Funds, Pricing and Payment Terms, section 1. d., Invoicing, iii. which states
 - iii. At the conclusion of the school year, for purposes of this Agreement, June 30, the Parties will cooperate in performing a full accounting of all Program Funds received and all Program Funds paid to Stellar Virtual. Thereafter, Stellar Virtual will issue a final invoice for that school year setting forth the outstanding amount due and owing Stellar Virtual.

is amended and restated as follows:

- iii. At the conclusion of the school year, for purposes of this Agreement, June 30, the Parties will cooperate in performing a full accounting of all Program Funds received and all Program Funds paid to Stellar Virtual. Thereafter, Stellar Virtual will issue a final invoice for that school year setting forth the outstanding amount due and owing Stellar Virtual. Any amounts owed to Customer, as reflected in the Reconciliation Statement issued under Article VIII, §3(a)(v), shall be applied as an offset against the final invoice.
5. Index of Defined Terms is amended to update the definitions of the following terms:

“Authorized Users” shall mean the Students, Caretakers, School Leader, School Staff, Learning Coaches, and Customer representatives who are authorized to access the Technology Platform, the Content, Instructional Materials and Courses pursuant to the terms of this Agreement.

6. The Agreement shall be interpreted to fully integrate this Amendment 2 into the Agreement in all respects and any conflicts shall be resolved so as to give this Amendment 2 full force and effect. In all other respects, the Agreement, as previously amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement on the date first above written.

Red Oak Community School District

Signature: _____

Name: Bret Blackman

Title: Board President

Date: _____

Stellar Virtual Iowa

Signature: _____

Name: Dori Fenenbock

Title: President

Date: _____



4321 109th Ave NE Blaine, MN 55449

INVOICE

Date: 04/01/2026
Invoice #: CI-00006080

Bill To Red Oak Community School District
Attn: Accounts Payable
904 Broad Street
Red Oak, IA 51566
herrickk@redoakschools.org

Customer ID -
Red Oak Community School District

For payment by check, mail to:

Infinite Campus, Inc.
NW 6022
PO Box 1450
Minneapolis, MN 55485-1450

For Wire or ACH Payment:

Bank Name: Wells Fargo Bank NA
Routing No: 121000248
Account No: 4105087340

PO NUMBER	TERMS	DUE DATE
	Due on July 1st	07/01/2026
COMMENTS		

DESCRIPTION	SUBSCRIPTION PERIOD	QTY	UNIT PRICE	LINE TOTAL
01- License: SIS	07/01/2026 - 06/30/2027	904.00	\$ 6.00	\$ 5,424.00
02- Support: SIS	07/01/2026 - 06/30/2027	904.00	\$ 3.00	\$ 2,712.00
04- SIS Hosting: Campus Cloud Choice	07/01/2026 - 06/30/2027	1.00	\$ 2,500.00	\$ 2,500.00
12- License: Messenger	07/01/2026 - 06/30/2027	904.00	\$ 0.90	\$ 813.60
13- Support: Messenger	07/01/2026 - 06/30/2027	904.00	\$ 0.25	\$ 226.00
14- Telecom Annual Fee: Messenger	07/01/2026 - 06/30/2027	4.00	\$ 345.00	\$ 1,380.00
16- License: Food Service	07/01/2026 - 06/30/2027	904.00	\$ 2.00	\$ 1,808.00

Please contact accounting@infinitecampus.com for any invoice questions
Make all checks payable to Infinite Campus

Thank you for your business

17- Support: Food Service	07/01/2026 - 06/30/2027	904.00	\$ 0.40	\$ 361.60
18- Campus Passport	07/01/2026 - 06/30/2027	1.00	\$ 1,000.00	\$ 1,000.00
19- Yearly Event Series	07/01/2026 - 06/30/2027	1.00	\$ 2,150.00	\$ 2,150.00
19- Yearly Event Series- Campus Passport Discount	07/01/2026 - 06/30/2027	1.00	\$ -400.00	\$ -400.00
21- Campus Learning	07/01/2026 - 06/30/2027	904.00	\$ 2.00	\$ 1,808.00
22- Online Registration Prime	07/01/2026 - 06/30/2027	1.00	\$ 7,500.00	\$ 7,500.00
Campus Digital Repository: 12 Month Average Usage of 3.15 GB	07/01/2026 - 06/30/2027	3.00	\$ 2.50	\$ 7.50
			Subtotal	\$27,290.70
			Total	\$27,290.70

Please contact accounting@infinitecampus.com for any invoice questions
 Make all checks payable to Infinite Campus

Thank you for your business

FORM OF AUTHORIZING RESOLUTION

A RESOLUTION OF THE GOVERNING BODY OF **RED OAK COMMUNITY SCHOOL DISTRICT**, AUTHORIZING THE EXECUTION AND DELIVERY OF AGREEMENT NUMBER SAMPLE WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND/OR LEASING OF CERTAIN EQUIPMENT FOR THE PUBLIC BENEFIT; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION.

WHEREAS, **Red Oak Community School District**(the "Lessee"), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of **Iowa** is authorized by the laws of the State of **Iowa** to purchase, acquire and lease personal property for the benefit of the Lessee and its inhabitants and to enter into contracts with respect thereto; and

WHEREAS, the Lessee desires to purchase, acquire and lease certain equipment constituting personal property necessary for the Lessee to perform essential governmental functions; and

WHEREAS, in order to acquire such equipment, the Lessee proposes to enter into that certain Agreement Number **200-0029396-001** dated as of **July 15, 2026** (together with any applicable master lease agreement, the "Agreement"), thereto, with Wells Fargo Bank, N.A. or a subsidiary or affiliate thereof (the "Lessor"), the forms of which have been presented to the governing body of the Lessee at this meeting; and

WHEREAS, the governing body of the Lessee deems it for the benefit of the Lessee and for the efficient and effective administration thereof to enter into the Agreement for the purchase, acquisition and/or leasing of the equipment to be therein described on the terms and conditions therein provided:

Now, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the governing body of Lessee as follows:

Section 1. Approval of Documents. The form, terms and provisions of the Agreement are hereby approved in substantially the forms presented at this meeting. with such insertions, omissions and changes as shall be approved by the BOARD of the Lessee or other members of the governing body of the Lessee executing the same, the execution of such documents being conclusive evidence of such approval; and the BOARD PRESIDENT of the Lessee is hereby authorized and directed to execute, and the BOARD SECRETARY of the Lessee is hereby authorized and directed to attest and countersign, the Agreement and any related Exhibits attached thereto and to deliver the Agreement (including such Exhibits) to the respective parties thereto and the BOARD SECRETARY of the Lessee is hereby authorized to affix the seal of the Lessee to such documents.

Section 2. Other Actions Authorized. The officers and employees of the Lessee shall take all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby (including the execution and delivery of an acceptance certificate with respect to the Agreement) and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement.

Section 3. No General Liability. Nothing contained in this Resolution, the Agreement nor any other instrument shall be construed with respect to the Lessee as incurring a pecuniary liability or charge upon the general credit of the Lessee or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Lessee or any charge upon its general credit or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the Lessee as provided therein.

Section 4. Appointment of Authorized Lessee Representatives. The BOARD PRESIDENT and BOARD SECRETARY of the Lessee are each hereby designated to act as authorized representatives of the Lessee for purposes of the Agreement until such time as the governing body of the Lessee shall designate any other or different authorized representative for purposes of the Agreement.

Section 5. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 6. Repealer. All bylaws, orders and resolutions or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order, resolution or ordinance or part thereof.

Section 7. Effective Date. This Resolution shall be effective immediately upon its approval and adoption.

ADOPTED AND APPROVED by the governing body of the Lessee this 15TH day of JULY, 2026 .

Red Oak Community School District, as Lessee

ATTEST:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

401.7 - Employment Retirement Incentive Program

The Board may, at its sole discretion, offer an Early Retirement Incentive Program for full-time licensed employees in any school year. The Board shall determine annually whether the program will be offered and may establish or modify the program's eligibility requirements, benefit levels, application deadlines, participation limits, and other terms and conditions. Approval of the program in one year shall not obligate the Board to offer the program in any subsequent year.

Definition of Eligible Employee

For purposes of this policy, a full-time licensed employee is an individual employed by the District in a position requiring a valid Iowa Board of Educational Examiners license as a condition of employment and who is regularly scheduled to work at least thirty-five (35) hours per week. Eligibility for participation in the Early Retirement Incentive Program is limited to individuals who are employed by the District as full-time licensed employees on the date of application and who remain employed through the effective date of retirement, unless otherwise approved by the Board.

Approval of participation in the Early Retirement Incentive Program shall be at the sole discretion of the Board. Satisfaction of the eligibility requirements does not entitle an employee to participate in the program or receive any retirement incentive benefit.

Annual Program Parameters

For each year in which the Early Retirement Incentive Program is offered, the Board shall establish the eligibility requirements, application procedures, participation limits, benefit structure, deadlines, and any other terms and conditions governing the program.

Unless otherwise established by the Board, participation in the program shall be limited to five (5) employees per fiscal year. The Board may annually establish a different participation limit in which the program is offered.

If the number of eligible applicants exceeds the established participation limit, applicants shall be ranked based on continuous years of service to the District, with preference given to the employee with the greatest length of service. In the event of a tie, preference shall be given to the employee with the earliest original date of hire.

Notwithstanding the foregoing, the Board reserves the right to deny participation if the retirement of an otherwise eligible employee would create a critical staffing shortage or materially impair District operations.

The Board's determination regarding eligibility, participation, and program administration shall be final.

Eligibility Requirements

Unless otherwise established by the Board for a particular program year, the following eligibility criteria shall apply:

- Has attained age fifty-five (55) on or before August 1 immediately preceding the school year in which retirement becomes effective;
- Has completed at least ten (10) years of continuous service as a full-time licensed employee of the District as of the effective date of retirement;
- Submits a written application to the superintendent on or before December 10 of the school year in which retirement will occur. Applications received after December 10 may be considered only upon approval of the Board, which shall have sole discretion to accept or reject late applications;
- Submits an irrevocable written resignation, effective at the conclusion of the contract year, concurrently with the application for participation in the program. Acceptance of the resignation may be conditioned upon Board approval of the employee's participation in the program; and,
- Receives board approval of the licensed employee's application for participation in the early retirement plan, of the licensed employee's resignation and of the disbursement of early retirement incentive to the licensed employee.

An employee who elects to participate in the Early Retirement Incentive Program shall not be eligible to receive any other early notice or resignation incentive, severance payment, separation agreement, or similar benefit provided under Board Policy 401.6 or any other District policy, program, agreement, or practice. Participation in the Early Retirement Incentive Program shall constitute the employee's sole and exclusive retirement or separation benefit, unless otherwise expressly authorized by the Board.

Approval Process

Board approval of an employee's application for early retirement shall constitute acceptance of the employee's resignation and voluntary termination of the employee's employment with the District effective at the conclusion of the current contract year. Upon approval, the employee's participation in the Early Retirement Incentive Program shall become effective, and any subsequent request to withdraw the resignation or revoke participation in the program may be granted only at the sole discretion of the Board.

The employee shall be eligible to receive the approved early retirement incentive on July 1 following retirement, or on another date authorized by the Board. If the Board does not approve the application, the employee's resignation shall be deemed withdrawn and the employee's contract shall remain in full force and effect.

~~Employees who will complete their current contract with the board may apply for retirement. No employee will be required to retire at a specific age.~~

~~Application for retirement will be considered made when the employee states in writing to the superintendent, no later than the date set by the board for the return of the employee's contract to the board, if applicable, the intent of the employee to retire. The letter must state the employee's desire to retire and be witnessed by another party other than the principal or the superintendent. Applications made after the date set by the board for the return of the employee's contract to the board, if applicable, may be considered by the board if special circumstances exist. It is within the discretion of the board to determine whether special circumstances exist.~~

Voluntary Early Retirement Benefit

Eligible employees approved for participation in the Early Retirement Incentive Program shall elect one (1) of the following three (3) early retirement incentive options. Each option constitutes a separate and complete benefit package and must be accepted in its entirety. The options are mutually exclusive, and no employee shall be permitted to combine, modify, exchange, supplement, or otherwise alter the benefits provided under any option.

Option 1

Upon retirement, the licensed employee is eligible to continue participation in the school district's group insurance plan, with the District subsidizing fifty percent (50%) of the applicable single policy premium for a period of three (3) years, provided the employee continues to meet the requirements of the insurer.

Following the expiration of the District's three-year subsidy period, the retiree may continue participation in the school district's group insurance plan at the retiree's sole expense, provided the retiree continues to meet the requirements of the insurer and timely remits all required premium payments.

This insurance coverage will cease when the licensed employee/retiree reaches age sixty-five, secures other employment in which the employer provides insurance coverage, or dies. If dependent insurance coverage is carried, an eligible spouse may continue coverage beyond the employee's/retiree's sixty-fifth birthday at the spouse's expense for a period of up to five years or until the spouse reaches age sixty-five, whichever occurs first.

Option 2

Each approved participant shall receive an early retirement incentive of eighteen thousand dollars (\$18,000), payable in three (3) annual installments of six thousand dollars (\$6,000) each, beginning July 1 following retirement.

In the event the participant dies before all early retirement incentive payments have been distributed, any remaining unpaid balance shall be paid to the participant's estate.

Upon retirement, the licensed employee may continue participation in the District's group health insurance plan, provided the employee continues to meet the requirements of the insurer. The retiree shall be responsible for payment of all premiums and shall remit such payments to the Board Secretary in accordance with the District's payment procedures.

Retiree health insurance coverage shall cease when the licensed employee/retiree reaches age sixty-five, secures other employment in which the employer provides insurance coverage, or dies. If dependent insurance coverage is carried, an eligible spouse may continue coverage beyond the employee's/retiree's sixty-fifth birthday at the spouse's expense for a period of up to five years or until the spouse reaches age sixty-five, whichever occurs first.

Option 3

Each approved participant shall receive an amount equal to one hundred percent (100%) of the participant's accumulated leave, including sick leave, emergency leave, personal leave multiplied by the current daily substitute teacher pay rate payable in three (3) equal annual installments, beginning in July following retirement. In addition, the participant shall receive a one-time early retirement incentive of thirty-five hundred dollars (\$3,500) payable in July following retirement.

In the event the participant dies before all early retirement incentive payments have been distributed, any remaining unpaid balance shall be paid to the participant's estate.

Upon retirement, the licensed employee may continue participation in the District's group health insurance plan, provided the employee continues to meet the requirements of the insurer. The retiree shall be responsible for payment of all premiums and shall remit such payments to the Board Secretary in accordance with the District's payment procedures.

Retiree health insurance coverage shall cease when the licensed employee/retiree reaches age sixty-five, secures other employment in which the employer provides insurance coverage, or dies. If dependent insurance coverage is carried, an eligible spouse may continue coverage beyond the employee's/retiree's sixty-fifth birthday at the spouse's expense for a period of up to five years or until the spouse reaches age sixty-five, whichever occurs first.

~~Employees and their spouse and dependents who have group insurance coverage through the school district may be allowed to continue coverage of the school district's group health insurance program, at their own expense, by meeting the requirements of the insurer.~~

The Board reserves the sole discretion to offer, modify, suspend, or discontinue the Early Retirement Incentive Program at any time. Adoption of this policy shall not be construed as creating a contractual right or entitlement to participation in the program. The Board shall

review the program periodically and determine, in its sole discretion, whether the program will be offered for any given school year.

Approved: July 25, 2018

Reviewed: October 15, 2025

Revised: ~~March 14, 2022~~ Anticipated July 15, 2026

401.6R1 - Licensed Employee Early Retirement Plan

I. ~~Eligibility for Early Retirement Plan~~

~~The school district offers an Early Retirement Plan for full-time licensed employees. Full-time licensed employees are licensed employees who are eligible for full insurance coverage under the requirements of the insurer and who are currently performing their assigned duties within the school district. A licensed employee is eligible to participate in the Early Retirement Plan under the following terms:~~

- ~~—A. The number of applications for the Early Retirement Plan will be limited to no more than five (5) for a given fiscal year, unless the Board chooses to allow more than five(5).~~
- ~~—B. The Early Retirement Plan will be available to a licensed employee who is fifty-five (55) years of age by the start of the next school year.~~
- ~~—C. The Early Retirement Plan will be available to those who have completed their most recent ten (10) consecutive years of service in the Red Oak Community School District.~~
- ~~—D. The employee shall submit an application for the plan on or before January 15 of the current school year, at the Board's discretion.~~
- ~~—E. The employee shall submit a written resignation resigning from the existing contract. The resignation may be contingent upon approval by the board of participation in the voluntary early retirement program.~~
- ~~F. All applications for the Early Retirement Plan will be considered not later than the second regular Board meeting in January, and if more than the designated number allowed in Section A are received, the highest priority will be given to the teachers with the longest continuous teaching service in the District.~~

- ~~G. An employee who meets the criteria in item “B”, but who has not completed a minimum of ten (10) consecutive years of service to the school district may apply for a prorated early retirement amount. Approval of such application by the board will be based on the best interests of the school district, and if a prorated amount is approved, the amount will be based on completed consecutive years of service at the time of the application for the Early Retirement Plan.~~
- ~~H. The application for the Early Retirement Plan and the resignation must be approved by the board, which will authorize disbursement of the early retirement amount.~~
- ~~I. Approval by the board of the licensed employee’s early retirement application shall constitute a voluntary resignation. Approval by the board of the licensed employee’s early retirement application will also make the licensed employee eligible for disbursement of the early retirement amount on January 20 of the school year following the licensed employee’s approval for early retirement. Failure of the board to approve the licensed employee’s early retirement application will make the licensed employee’s current contract with the board continue in full force and effect.~~

~~II. Voluntary Early Retirement Amount and Terms:~~

- ~~A. An employee who meets one of the eligibility requirements will be eligible for the early retirement amount of \$15,000, plus an amount equal to 25% of the employee’s accumulated sick leave times the current daily substitute teacher pay rate. An employee whose contractual full-time equivalency (FTE) is less than 1.00 will be eligible for a prorated early retirement amount by multiplying the employee’s FTE by the applicable amount above.~~
- ~~B. An employee agrees to participate in the “Special Pay Plan”. This plan allows payment of the early retirement amount to be paid to a Tax Shelter Annuity of the employee’s choice. This Tax Shelter Annuity must be with a company that participates in the State of Iowa Plan. If the employee is currently contributing to a Tax Shelter Annuity the payment will be made to the same company. The employee agrees not to close out this account before the January payment is made.~~
- ~~C. Upon retirement, the licensed employee is eligible to continue participation in the school district’s group insurance plan at the licensed employee’s expense by meeting the requirements of the insurer. The employee/retiree must pay the~~

monthly premium amount in full to the board secretary prior to the due date of the school district's premium payment to the insurance carrier.

- ~~— This insurance coverage will cease when the licensed employee/retiree qualifies for Medicare coverage, secures other employment in which the employer provides insurance coverage, or dies. If dependent insurance coverage is carried, that coverage may continue at the dependent's expense beyond the employee's/retiree's qualification for Medicare coverage under COBRA provisions.~~
- ~~— In the event of the death of the employee/retiree, the dependent of the employee/retiree may continue coverage in the school district's group health insurance program at his/her own expense under COBRA provisions, if the dependent was covered through the school district's group health insurance program prior to the death of the employee/retiree.~~
- ~~— D. An employee who elects to participate in this program will become a retired employee and will be entitled to all rights and privileges of such a retiree under applicable laws and policies of the school district.~~
- ~~— E. Beneficiary. In the event of the death of the employee prior to the early retirement amount being paid, payment will be as follows:~~
 - ~~1. Lump sum payment will be made to a designated beneficiary for the early retirement amount due to the employee on January 20 of the school year following the licensed employee's approval for early retirement.~~
 - ~~2. In the event no beneficiary is named, payment shall be made to the estate of the employee on January 10 following the licensed employee's approval for early retirement.~~

~~The board has complete discretion to offer or not to offer an Early Retirement Plan for licensed employees and will review this policy annually. The board may discontinue the school district's Early Retirement Plan at any time.~~

506.6 - Early Graduation

Generally, students will be required to complete the necessary course work and graduate from high school at the end of grade twelve. Students may graduate prior to this time if they meet the minimum graduation requirements stated in board policy.

A student who graduates early will no longer be considered a student and will become an alumnus of the school district. However, the student who graduates early may participate in commencement exercises, **provided the student attends all required graduation activities, including rehearsal, and has paid all outstanding fees, fines, and financial obligations to the District prior to the commencement ceremony.**

In considering early graduation, the student and his/her parents need to consider seriously the advantages and disadvantages of this option. There should be compelling reasons for pursuing such a course. It is the viewpoint of the board and the administration that students should take advantage of the opportunity to grow and mature intellectually as well as socially through four years of high school attendance. The benefits of interacting with one's peer group and enrolling in courses/activities that offer opportunity for participation in varied activities need to be given serious consideration. It is recognized, however, that a few students might better satisfy their particular needs by early completion of high school in order to pursue a career, enrollment in a post-secondary school, or to become involved in some other worthwhile endeavor.

The process to accomplish early graduation is as follows:

1. Application for early graduation shall be submitted to the principal no later than the last day of the fourth quarter of the junior year. No late requests will be considered except for transfer students entering after the start of the 4th quarter. In extreme circumstances exceptions to the above deadlines may be made upon the recommendation of the high school principal. It is strongly recommended that all students complete four years of high school.
2. The student must earn the required number of credits for graduation from this school that are in effect at the time of application. This includes specific required courses. The eighth semester of required physical education will be waived.
3. Prior to the time an application is filed, the student and his/her parents or guardian are required to meet with a school counselor to discuss the feasibility of early graduation. Such matters as the student's past record of scholastic achievement, attendance, attitude toward school/teachers, reason(s) for early graduation, and subjects to be pursued in earning credits need to be considered.
4. A request for early graduation is subject to the recommendation of the principal and the approval of the board.

5. A student approved for early graduation forfeits his/her eligibility to participate in all school sponsored or sanctioned activities during the eighth semester and the following summer. This means you cannot participate in prom, class trip, or athletics.
6. Even though the student would earn a diploma before the other students in his or her graduating class, it would not be granted until graduation ceremonies at the end of the school year. The student ~~could~~ **may** elect to ~~take part~~ **participate** or not ~~take part~~ in graduation ceremonies; **however, but in either case the principal would have must** to be notified of the **student's** decision ~~by January 15~~ **no later than April 1. To be eligible to participate in commencement exercises, the student must attend the required graduation rehearsal and satisfy all outstanding fees, fines, and other financial obligations to the District prior to the commencement ceremony.**
7. School records would show the student as having met the requirements for graduation effective the last day of their final semester. Grade average and rank-in-class for the student would be determined and listed at the end of the seventh semester. A student graduating early will not be eligible for valedictorian or salutatorian. If needed, the principal will certify early graduation by letter to any college or post high school institution or prospective employer requiring proof of graduation.
8. Any student who has been approved for early graduation will be expected to achieve passing marks in elected courses and to maintain regular school attendance. Course schedule changes will not be made to suit the convenience of the student. Course changes will not be made that will adversely affect the course/section balance.
9. Prior to his/her eighth semester, a student may reverse the decision of early graduation. The student would then be required to remain in school and enroll as a full-time student during the final eighth semester.

Approved August 27, 2018

Reviewed October 24, 2022

Revised ~~August 27, 2018~~ **(anticipated July 15, 2026)**

503.1 - Student Conduct

The board believes inappropriate student conduct causes material and substantial disruption to the school environment, interferes with the rights of others, or presents a threat to the health and safety of students, employees, and visitors on school premises. Appropriate classroom behavior allows teachers to communicate more effectively with students.

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

Students who fail to abide by this policy and the administrative regulations supporting it, may be disciplined for conduct which disrupts or interferes with the education program; conduct which disrupts the orderly and efficient operation of the school district or school activity; conduct which disrupts the rights of other students to participate in or obtain their education; conduct that is violent or destructive; or conduct which interrupts the maintenance of a disciplined atmosphere. Disciplinary measures include, but are not limited to, removal from the classroom, detention, suspension, probation, and expulsion.

Discipline will be administered depending on the severity and frequency of the acts of misconduct. The imposition of discipline will be within the discretion of the individual responsible for imposing the discipline. In instances where there has been a violation of the law, as well as school rules, appropriate law enforcement officials will be contacted and may become involved in the district's administration of discipline. The school reserves the right to seek restitution from the parents/guardians of a student or the student for damage caused by the student.

~~Students may be disciplined for conduct that violates commonly held notions of unacceptable, immoral or inappropriate behavior that includes, but is not limited to, the following:~~

- ~~1. Open and/or persistent defiance of authority, school rules, and regulations (including extracurricular rules);~~
- ~~2. Assault or threatened assault on another person;~~
- ~~3. Extortion, intimidation or coercion;~~
- ~~4. Inciting others to violate the law or school rules;~~
- ~~5. Vandalism;~~
- ~~6. Gambling;~~
- ~~7. Theft or possession of stolen goods/property;~~

8. Sale, manufacture or distribution of illegal drugs, controlled substances, imitation controlled substances or drug paraphernalia;
9. Possession, use or being under the influence of illegal drugs, controlled substances, imitation controlled substances or drug paraphernalia;
10. Possession, use or threatening to use any instrument that is generally considered a weapon, an instrument that is normally not considered a weapon as a weapon, an imitation weapon or an explosive;
11. Possession, use or being under the influence of alcoholic beverages;
12. Use, possession, and/or transmission of tobacco or imitation substances;
13. Profanity;
14. Possession of pornographic/obscene literature, items or materials;
15. Student dress which is suggestive, condones illegal activity or in some way disrupts the educational process;
16. Failure to abide by corrective measures for previous acts of misconduct;
17. Harassment in any form of another person;
18. Conduct which discriminates against others based upon an individual's sex, race, national origin, religion or disability;
19. Destruction, damage, unauthorized use, inappropriate use, and/or manipulation of hardware, software or any aspect or component of the school's electronic information system including the internet; or
20. Inappropriate sexual conduct including harassment, indecent exposure, and visible display of affection. (IASB recommends removing this section because these expectations are addressed in student handbooks and administrative regulations.)

A student who commits an assault against an employee on school district property or on property within the jurisdiction of the school district; while on school-owned or school-operated chartered vehicles; while attending or engaged in school district activities will be suspended by the principal. Notice of the suspension is sent to the board president. The board will review the suspension to determine whether to impose further sanctions against the student which may include expulsion. Assault for purposes of this section of this policy is defined as:

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

The act is not an assault when the person doing any of the above and the other person are voluntary participants in a sport, social or other activity, not in itself criminal, when the act

~~is a reasonably foreseeable incident of such sport or activity, and does not create an unreasonable risk of serious injury or breach of the peace.~~

~~The school district may impose a range of disciplinary measures for acts of misconduct.~~ (redundant) Disciplinary measures include, but are not limited to, removal from the classroom, detention, suspension, probation, and expulsion. Discipline will be administered depending on the severity and frequency of the acts of misconduct. The imposition of discipline will be within the discretion of the individual responsible for imposing the discipline. In instances where there has been a violation of the law, as well as school rules, appropriate law enforcement officials will be contacted and may become involved in the school district's administration of discipline. The school reserves the right to seek restitution from the parents/guardians of a student or the student for damage caused by the student. The school district shall insure due process for the students and parents.

~~A restriction from school activities means a student will attend school, classes, and practice, but will not participate in other school activities.~~ A restriction from school activities means a student will attend school and classes and practice but will not participate in school activities.

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

Removal from the classroom means a student is taken out of their regular learning environment and sent to an alternative location.

Removal of students from the classroom for violent or nonviolent disruptions shall occur in accordance with the district's 'Disruptive Behavior' policy [insert policy number].

Removal of students from the classroom for reasons other than violent or nonviolent disruption shall occur at the discretion of the licensed staff member in charge of the classroom.

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

~~Suspension means; either an in-school suspension, an out-of-school suspension, a restriction from activities or loss of eligibility. An in-school suspension means the student will attend school but will be temporarily isolated from one or more classes while under supervision. An in-school suspension will not exceed ten consecutive school days. An out-of-school suspension means the student is removed from the school environment, which includes school classes and activities. An out-of-school suspension will not exceed ten days. A restriction from school activities means a student will attend school and classes and practice but will not participate in school activities.~~

In-school suspension means the student will attend school but will be temporarily isolated from one or more classes while under supervision. An in-school suspension will not exceed ten consecutive school days.

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

Probation means a student is given a conditional suspension of a penalty for a definite period of time in addition to being reprimanded. The conditional suspension will mean the student must meet the conditions and terms for the suspension of the penalty. Failure of the student to meet these conditions and terms will result in immediate reinstatement of the penalty.

Expulsion means an action by the board to remove a student from the school environment, which includes, but is not limited to, classes and activities, for a period of time set by the board.

~~Discipline of special education students, including suspensions and expulsions, will comply with the provisions of applicable federal and state laws. Following the suspension of a special education student, an informal evaluation of the student's placement will take place. The Individual Education Program (IEP) is evaluated to determine whether it needs to be changed or modified in response to the behavior that led to the suspension.~~

~~If a special education student's suspensions, either in or out of school, equal ten days on a cumulative basis, a staffing team will meet to determine whether the IEP is appropriate.~~

Discipline of special education students, including suspensions and expulsions, will comply with applicable federal and state law.

Approved August 27, 2018

Reviewed ~~September 12, 2022~~

Revised August 27, 2018

July 15, 2026

August 19, 2026 [anticipated]

503.7 Disruptive Behavior

The District supports creating an orderly educational environment for students. Classroom teachers have authority to remove students from the classroom who cause violent or nonviolent disruptions to instruction, however this authority is not absolute. Students who are removed from the classroom must be afforded due process that is consistent with applicable laws and board policy.

Discipline will be administered consistent with law and board policy and accompanying regulations. Removal and discipline of students with disabilities will comply with the provisions of applicable federal and state laws.

Each teacher providing instruction to a student with a plan under Section 504 of the federal Rehabilitation Act shall review the plan and provide written confirmation of that review to the student's case manager.

Each district employee who is responsible for implementation of a student's Individualized Education Program (IEP) shall read all changes to the accommodations or modifications to a student's IEP. Regular education teachers who have reviewed the changes or modifications to a student's program shall provide written confirmation of that review to the student's special education teacher.

Written confirmation of review of a 504 Plan or IEP may be satisfied by entering confirmation of the date and time of review into the District's student information system.

The district will also ensure that at least one paraeducator or other employee who assists a teacher in providing classroom instruction to the student attends meetings related to the student's IEP or Section 504 plan.

All members of a student's IEP team will be provided training on the least restrictive environment requirements under the Individuals with Disabilities in Education Act. Teachers who become injured due to a student's violent disruption occurring in the performance of the teacher's work duties shall be granted a leave of absence for physical recovery no more than three (3) days with full pay. If the teacher requests additional physical recovery time, the school board will consider the request if accompanied by a note from a physician indicating a need for longer absence. It is within the discretion of the school board to grant or deny such requests.

Upon the request of a teacher as defined by *Iowa Code 256.145*, the principal will ensure

that a mental health professional, guidance counselor, or behavioral interventionist is made available to students, teachers, and other school employees to address immediate trauma arising from a violent or nonviolent disruption. Students less than the age of 18 must have consent from a parent or guardian in order to receive mental health services, unless they are an emancipated minor.

It is the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

503.7R1 Disruptive Behavior-Removal Procedures

Nonviolent Disruption

A nonviolent disruption is defined as a disruption to classroom instruction that results from disorderly conduct, abusive or profane language, bullying as defined by *Iowa Code* 280.28, or repeatedly disruptive behavior. If the disruption is a nonviolent disruption, a teacher may remove the student from the classroom and place the student under the supervision of the principal or the principal's designee for at least 30 minutes. A teacher may appeal to the school board a principal's decision not to remove a student for nonviolent disruptive behavior, as well as a decision to return the student to the classroom too soon.

A student enrolled in kindergarten through grade five cannot be readmitted into the teacher's classroom until the principal or principal designee and the teacher meet to discuss the readmission of the student.

A student enrolled in grades six through twelve cannot be readmitted into the teacher's classroom until the principal or the principal designee and the teacher meet to discuss readmission. Even so, the student is not allowed to be re-admitted to the teacher's classroom until the immediate subsequent school day at the earliest.

Should there be disciplinary action taken against the student, the principal or the principal's designee will inform the teacher of the actions taken as soon as reasonably possible after the student's removal.

Students who have been removed from class will be provided alternative learning arrangements and must make up any work that the student missed while under alternative supervision.

Multiple Nonviolent Disruption Removals

Should a student be removed from a teacher's classroom more than once, the teacher(s) who removed the student, the principal, the guidance counselor, the student's

parent/legal guardian (if the student is not an emancipated minor), and the student must participate in a meeting to discuss the student's nonviolent disruptions, establish a behavior plan, and a course of discipline. Considerations may include relocating the student to an alternative learning environment, including a therapeutic classroom when appropriate.

Violent Disruption

A violent disruption is defined as a disruption to classroom instruction that results from a threat of violence or an incident of violence resulting in injury, property damage, or assault as defined in *Iowa Code* 708.1. If the disruption is a violent disruption, the teacher must remove the student from the classroom and place the student under the supervision of the principal or the principal's designee.

A student enrolled in kindergarten through grade five cannot be re-admitted into the teacher's classroom until the principal or principal designee and the teacher meet to discuss the readmission of the student.

A student enrolled in grades six through twelve cannot be readmitted into the teacher's classroom until the principal or the principal designee and the teacher meet to discuss readmission. The student is not allowed to be re-admitted to the teacher's classroom until the immediate subsequent school day at the earliest.

A student cannot be re-admitted to a teacher's classroom if all the following criteria are met:

- The student was removed due to an assault on the teacher, and
- The teacher does not consent to allowing the student to return to the teacher's classroom.

Should there be a determination of disciplinary action, the principal will take the disciplinary action and notify the parent or guardian of the student in writing, and if possible, through electronic notice.

The principal must impose the maximum disciplinary action allowed under district policy when a student's conduct, statements, or other actions:

- are severe or pervasive; and
- result in a request from the teacher for maximum disciplinary consequences.

Multiple Violent Disruption Removals

If a student is removed from a teacher's classroom two or more times in a quarter then the principal will discipline the student in any of the following manners:

- Assigning the student to either in-school or out-of-school suspension; or
- Recommend to the superintendent the student be relocated in an alternative learning environment that has been approved by the superintendent.
- Removal and discipline of students with disabilities under any of these categories must comply with the provisions of applicable federal and state law.

503.7R2 Disruptive Behavior-Removal Procedures for Nonviolent Behavior for Students with an IEP

Should a student with an Individualized Education Program (IEP) be removed from the classroom due to nonviolent disruptive behavior, an IEP team meeting will take place immediately subsequent to the removal of the student from the classroom. The meeting participants should additionally include the following individuals if practicable:

- Teacher who removed the student from the classroom;
- Any teacher who provides classroom instruction to the student;
- Any other employee of the school district who was directly involved in the student's conduct.

If a teacher or district employee listed above cannot attend the IEP meeting, they must review the IEP team's minutes or summary of the meeting and provide written confirmation to the team that they have done so.

The IEP Team must discuss the following during the meeting:

- The appropriateness of the student's current educational programming.
- Whether adjustments need to be made to the student's IEP to address the student's behaviors.
- The student's current placement and whether an alternative learning environment would best provide the student with a free appropriate public education.
- The accommodations, modifications, and adaptations required to allow the student's success in a general education setting; the supports needed by teachers and other school employees to provide the above-listed services; and whether the school district has the capacity to provide such supports and services.
- Whether and to what extent the provision of special education services and activities in the general education environment will impact the student and the other students in the classroom.

If a student is removed from the classroom five (5) or more times within a fifteen (15) consecutive school day period, then the students' IEP team will meet to discuss the student's behavior.

A teacher has the authority to request a meeting of the student's IEP team at any time by

submitting an electronic or written request to the building principal. The request may be denied, in writing, with a description of why applicable laws do not require the meeting of the student's IEP team.

505.6 – Student Activity Program

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and ability in the students during their school years and for their lifetime. The purposes of the student activity program are (a) to provide an outlet for student interests; (b) to contribute to the physical, mental, social, emotional and civic development of students; (c) to allow students to participate in individual and group activities; and (d) to foster the development of leisure-time activities.

Every student shall be encouraged to participate in at least one school-sponsored activity or contest. Any eligible student may elect to participate in the extra-curricular activities of the student's choice. No coercion shall be used to force a student to participate in an activity. A student shall not be required to participate in one activity in order to be eligible to participate in another activity.

Students will have an opportunity to participate in a school activity unless the activity is not offered or the student cannot participate for disciplinary reasons. If the activity is an intramural or interscholastic athletic activity, students of the opposite sex will have a comparable opportunity for participation. Comparable opportunity does not guarantee boys and girls will be allowed to play on each other's teams when there are athletic activities available that will allow both boys and girls to reap the benefits of school activities, which are the promotion of additional interests and abilities in the students.

With permission of a parent or guardian, an eighth-grade student may participate in interscholastic athletic contests or competitions at the high school level. Participation by an eighth-grade student in high school athletics is a privilege, not a right, and is subject to administrative regulations established by the superintendent in collaboration with the athletic director. Such regulations may establish eligibility criteria based upon athletic ability, physical and emotional readiness, academic standing, student safety, roster and coaching capacity, parent consent, and the best interests of both the individual student and the District's athletic programs.

An eighth-grade student who participates at the high school level may not also participate on a school sponsored eighth-grade team in the same sport during the same season. Any eighth-grade student participating in high school athletics must satisfy all athletic physical examination and eligibility requirements applicable to high school student-athletes. The superintendent, in collaboration with the athletic director, shall develop administrative regulations necessary to implement this policy.

All student activities affiliated with the school must be under the direction of school personnel.

Student activity events must be approved by the superintendent unless they involve unusual travel expense, in which case the board will take action. The events must not disrupt the education program or other school district operations.

A high school student who participates in school-sponsored athletics may participate in a non-school sponsored sport during the same season with approval of the high school principal or of the athletic director. Such outside participation will not conflict with the school sponsored athletic activity.

It is the responsibility of the superintendent to develop administrative regulations for school activities. These regulations will include, but not be limited to, when physical examinations will be required, how and when parents will be informed about the risk of the activity, academic requirements, and proof of insurance on the student participating in certain activities. Students wanting to participate in school activities must meet the requirements set out by the school district for participation in the activity.

Approved August 27, 2018

Reviewed ~~October 24, 2022~~

Revised August 27, 2018

July 15, 2026

August 19, 2026 [anticipated]

505.6R2- Eighth Grade Participation in High School Activities Administrative Regulation

I. Purpose

The Red Oak Community School District believes participation in school activities is an integral component of a student's educational experience. Junior high school activities are specifically designed to promote age-appropriate skill development, teamwork, leadership, confidence, sportsmanship, and enjoyment while preparing students for future participation at the high school level.

The District believes students generally achieve the greatest educational, social, emotional, and physical benefit by participating with peers of similar age and developmental maturity. Accordingly, when a junior high school program is available, eighth-grade students are expected to participate at the junior high school level.

Iowa law permits school districts to allow eighth-grade students to participate in high school interscholastic activities. The Red Oak Community School District recognizes that, in rare and exceptional circumstances, participation at the high school level may be

appropriate. Such participation is intended to be the exception, not the rule, and will be approved only when the District determines that the student has demonstrated exceptional ability and readiness, and that participation is in the best interests of both the individual student and the District's programs.

Participation at the high school level is a privilege, not a right, and shall never be presumed or guaranteed.

II. General Rule

Whenever a junior high school athletic or activity program is available, eighth-grade students shall participate at the junior high school level.

Requests to participate at the high school level shall be considered only under extraordinary circumstances and only after completion of the review process established by this regulation.

When no junior high school program exists for a particular sport or activity, eligible eighth-grade students may participate at the high school level, provided sufficient roster space, staffing, facilities, equipment, scheduling, and other district resources are available, and subject to all applicable district, conference, and state association eligibility requirements.

III. Guiding Principles

In evaluating any request for eighth-grade participation at the high school level, the District shall place primary emphasis upon:

- Student safety.
- Physical readiness.
- Emotional and social maturity.
- Academic success.
- Long-term student development.
- Preservation of meaningful opportunities within the junior high school program.
- Integrity and competitive balance of the high school program.
- Consistency and fairness in decision making.
- The educational interests of the student above competitive success.

IV. Exceptional Circumstances Standard

Participation at the high school level shall be approved only when the District concludes that the student demonstrates exceptional readiness substantially beyond that normally expected of students of similar age.

The District expects exceptional participation requests to be uncommon.

Exceptional status requires more than being one of the best eighth-grade participants. Rather, the student should demonstrate readiness comparable to established high school participants.

No single factor shall determine eligibility.

V. Evaluation Criteria

The following factors shall be considered collectively.

A. Athletic or Performance Ability

The student demonstrates skills and performance comparable to current high school participants.

Evidence may include:

- objective performance data;
- competition results;
- coach evaluations;
- varsity comparison;
- technical proficiency.

B. Physical Readiness

The student possesses the physical development necessary to safely compete against high school students considering:

- size;
- strength;
- speed;
- endurance;
- conditioning;
- injury history;
- sport-specific demands.

C. Emotional and Social Maturity

The student consistently demonstrates:

- coachability;
- emotional resilience;
- leadership;
- self-discipline;
- sound judgment;
- sportsmanship;
- respectful interaction with teammates and adults.

D. Academic Readiness

The student demonstrates:

- satisfactory academic performance;
- positive attendance;
- responsible study habits;
- timely completion of assignments;
- appropriate classroom behavior.

E. Developmental Benefit

Participation at the high school level should provide educational or developmental opportunities not reasonably available through junior high school participation.

F. Program Impact

The District shall consider:

- impact upon junior high school participation;
- roster balance;
- opportunities for other students;
- long-term program development;
- coaching resources and supervision capacity;
- facilities limits;
- equipment needs;
- scheduling issues;
- competitive fairness.

VI. Questions Guiding Administrative Review

Prior to recommending approval, the reviewing coach and administrators should thoughtfully consider the following questions. If the coach cannot objectively answer “yes” to all of these questions, they should not support the request.

- Is this student presently capable of competing safely at the varsity level?
- Does the student demonstrate athletic or performance ability comparable to current varsity participants?
- Does the student exhibit maturity necessary for participation with older students?
- Would participation benefit the student's long-term development?
- Would participation at the high school level benefit the student more than remaining at the junior high school level?
- Will approval preserve the student's educational opportunities without causing a significant adverse educational impact?
- Will approval avoid adversely affecting participation opportunities in the junior high school program?
- Will approval avoid adversely affecting the development, opportunities, or competitive experience of high school participants?
- Is this recommendation motivated primarily by the student's development rather than short-term competitive advantage?
- Would the District make the same decision if evaluating another student under identical circumstances?
- Could this decision be confidently defended as educationally appropriate?

VII. Request Procedure

Requests shall originate with the student's parent or guardian.

Requests must be submitted in writing to the Activities Director no later than thirty (30) calendar days before the first official practice unless extraordinary circumstances prevent timely submission.

Requests shall include:

- explanation supporting the request;
- student's prior experience;
- acknowledgement of the expectations established by this regulation.

Late requests ordinarily will not be considered.

VIII. Evaluation Process

Upon receipt of a request, the following review shall occur:

1. Junior High School School Principal verifies eligibility

2. Head High School Coach completes evaluation of athletic readiness (within 10 days of receiving request).
3. Junior High School Coach provides written input.
4. Teachers/Coaches provide written academic and behavioral feedback.
5. Activities Director evaluates program impact (within 5 days of receiving coaches evaluations).
6. Building Principal reviews the recommendation (within 5 days of receiving coaches evaluations).
7. Superintendent renders the final administrative decision (by first official practice).

The Superintendent's decision shall be communicated in writing.

IX. Conditions of Approval

If approved, the student shall:

- maintain all eligibility requirements;
- satisfy district academic standards;
- comply with the Good Conduct Policy;
- submit all required participation forms;
- complete the required athletic physical;
- comply with all IHSAA/IGHSAU regulations;
- comply with all coaching expectations.

X. Participation Rules

An eighth-grade student may participate on only one team in the same sport during a season.

Once the student appears on an official competition roster or participates in an interscholastic contest, the placement becomes final for that sport and season.

Students may participate at different levels during different sports seasons.

XI. Appeals

Because participation in extracurricular activities is a privilege, the Superintendent's decision shall ordinarily be final.

The Board shall not hear appeals involving routine participation determinations unless specifically required by law or Board policy.

XII. Frequently Asked Questions

Does every eighth-grade student have the opportunity to play high school sports?

No. Participation at the high school level is intended to occur only under exceptional circumstances when the criteria established by this regulation are satisfied.

Why does the District generally require eighth-grade students to participate in junior high school activities?

Junior high school programs are designed to provide age-appropriate instruction, competition, leadership opportunities, and personal development. Participation alongside similarly aged peers generally provides the greatest educational benefit.

Who makes the decision?

The Superintendent makes the final determination after receiving recommendations from coaches and administrators.

Can a student participate on both junior high school and high school teams?

No.

Can the decision be changed later in the season?

No. Once the student participates in an interscholastic contest or appears on an official roster, placement is final for that sport during that season.

Must students meet the same eligibility standards as high school students?

Yes.

If there is no junior high school program, may an eighth-grade student participate?

Generally yes, provided all district, conference, and state eligibility requirements are satisfied.

Does exceptional athletic ability alone qualify a student?

No. The District evaluates athletic ability together with maturity, safety, academics, long-term development, and overall program impact.

605.4 - Technology and Instructional Materials

The board supports the use of innovative methods and the use of technology in the delivery of the education program in accordance with applicable state instructional technology requirements. The board encourages employees to investigate economic ways to utilize instructional technology, which include ~~multi-media~~, laptops, tablets, computers, electronic smart devices, software platforms, and other technologies as a part of the curriculum. Instructional technology shall support, and not supplant, foundational learning.

For grades kindergarten through five, the district limits digital instruction to no more than sixty (60) minutes per school day. Digital instruction means the use of instructional technology to deliver lessons, assignments, assessments, or instructional activities. A student's parent or guardian may request additional reductions in the student's digital instruction. Students in these grades will not have access to and use digital devices during recess.

The school board will adopt or renew any district one-to-one digital device program for all participating grade levels. Prior to adoption or renewal, the board shall complete a technology adoption checklist in accordance with applicable laws. The checklist must be retained by the district and made available to the Iowa Department of Education for audit purposes.

This policy will not apply in the following circumstances:

- Use required pursuant to an individualized education plan (IEP) or plan developed pursuant to section 504;
- Assistive or adaptive technology used to provide a student access to instruction or to accommodate differing student abilities;
- Teacher directed demonstrations using a projector, smartboard, or similar display device when students are not individually operating a digital device;
- State assessments, screenings, progress mentoring, and local diagnostic assessments that require the use of one-to-one digital devices.
- Dedicated computer science and technology curriculum.
- Students enrolled in an online learning program operating pursuant to Iowa Code 256.43

It is the responsibility of the superintendent or designee to develop a plan for the use of technology in the curriculum and to evaluate it annually. The superintendent will report the results of the evaluation and make a recommendation to the board annually regarding the use of technology in the curriculum.

Approved October 8, 2018
Reviewed ~~February 15, 2023~~
Revised March 15, 2023

July 15, 2026
August 19 [anticipated]

605.4E1 - ONE-TO-ONE DIGITAL DEVICE PROGRAM TECHNOLOGY ADOPTION CHECKLIST

Prior to adopting or renewing any one-to-one digital device programming, the Board will consider all of the following when making programming decisions:

- The instructional purpose of the device;
- The age appropriateness of the device and associated software;
- Content-filtering limitations and the district's capacity to mitigate those limitations;
- Whether student data is collected, stored, or shared and the nature of such data practices.

The Board delegates to the Superintendent or its designees the responsibility to bring forth a recommendation on the use of one-to-one instructional technology. The district maintains this checklist in its records for the purpose of compliance with Iowa Department of Education audit requests

LEASE

THIS AGREEMENT is made and entered into by and between the Red Oak Community School District, Red Oak, IA 51566, Landlord, and, Montgomery County Child Development Association, Inc. (MCCDA), Red Oak, IA 51566, Tenant.

The parties agree as follows:

1. **PREMISES AND TERM.** Landlord leases to Tenant the following real estate, situated in Red Oak, Montgomery County, Iowa: Part of the “Red Oak Early Childhood Center” located at 400 West 2nd Street, Red Oak, Iowa. The Tenant will continue to occupy 9 classrooms and 3 office spaces for the childcare director and support staff. The Tenant will also have the right of use along with other building occupants of certain common areas to include gym, media center, hallways, bathrooms, playground and the Southeast entrance and desk. The term of the lease shall begin on August 1, 2026 or such later date on which the above premises to be leased is ready for occupancy. The term of the lease shall continue until May 31, 2027. Landlord and Tenant shall meet on or about March 1, 2027 to discuss the Tenant’s future occupancy and use of the Premises, including the potential renewal, extension, modification, termination, or purchase of the Premises, and any related terms and conditions.
2. **RENT.** Tenant agrees to pay Landlord \$3,000 as monthly rent.
3. **POSSESSION.** Tenant shall be entitled to possession on the first day of the lease term and shall yield possession to Landlord at the termination of this lease.

4. USE. Tenant shall use the premises only for operating a childcare facility and related childcare activities which may include occasional special events during non-regular hours such as an "open house". Tenant shall provide all its own furniture, furnishings and equipment. Tenant may not sublet the Premises without the express consent of the Landlord. Tenant shall comply with all applicable state and federal laws applicable to Tenant's use of the premises and also shall comply with Landlord's Board policies and any rules it may create and communicate regarding use of the Property.

5. CARE AND MAINTENANCE. Tenant accepts the leased premises in its current condition on day one of the Lease. ~~Tenant shall provide its own janitorial/cleaning service to keep the leased classrooms and offices in a clean and presentable condition.~~ Tenant shall, at its sole cost and expense, be responsible for all routine maintenance, upkeep, and operation of the Premises, including but not limited to cleaning and custodial services for all leased classrooms, as well as all shared common areas utilized by Tenant, lawn care, snow and ice removal, collection and removal of trash from the Premises and transporting and depositing all trash and refuse in designated exterior dumpster, pest control, replacement of light bulbs and filters, minor repairs, and the general maintenance of the Premises in a clean, safe, and orderly condition. Tenant shall pay for repairs and replacements due to any misuse or negligence of Tenant, its agents, employees or invitees. Tenant shall make no structural changes or alterations without the prior written consent of Landlord.

Landlord shall be responsible for cleaning and custodial services for all classrooms occupied exclusively by Landlord's programs, employees, and operations.

Landlord shall also be responsible for major structural repairs and replacement of the building and its infrastructure, including the foundation, structural walls, roof structure, load-bearing components, major plumbing, electrical, HVAC, fire alarm

and suppression systems, and utility systems, except to the extent such repairs or replacement are necessitated by the negligence, misuse, or intentional acts of Tenant, its employees, agents, or invitees.

6. UTILITIES AND SERVICES. Tenant's monthly rent shall be deemed to pay for certain utilities costs, i.e. water, sewer, gas and electric, phone and internet associated with its use of the property. Landlord shall not be liable for damages for any stoppage of utilities due to needed repairs or any other reason. If stoppage arises from a need for repair, Landlord shall use reasonable diligence in arranging for repairs and resumption of service. Tenant will make its own arrangements and pay for any food service related to its use.
7. SURRENDER. Upon the termination of this lease, Tenant will surrender the premises to Landlord in good and clean condition except for ordinary wear and tear or damage without fault or liability of Tenant.

8. PROPERTY INSURANCE. Tenant is responsible for insuring all its own personal property.
9. LIABILITY INSURANCE. Tenant shall procure and maintain general liability insurance and continue it in force during the Lease term in an amount of not less than \$1 Million per occurrence and \$2 Million in the aggregate which names Landlord as an additional insured and with a waiver of subrogation against Landlord. Tenant shall also obtain and continue in force during the term of this Lease statutory workers' comp insurance coverage on its employees with a waiver of subrogation against Landlord. Any policy with Landlord as an additional insured shall also be endorsed with a non-waiver of governmental immunities endorsement satisfactory to Landlord. Tenant shall submit an insurance certificate to Landlord prior to the beginning of the Lease term documenting such coverages and continue to update its insurance certificate to illustrate required insurance in force throughout the term of this Lease providing Landlord a copy. Tenant shall also promptly notify Landlord of the cancellation of any of its obligatory insurance policies and take prompt action to replace same.
10. DAMAGE. In the event of damage to the premises, so that Tenant is unable to conduct childcare operations on the premises, this lease may be terminated at the option of either party.
11. NOTICES AND DEMANDS. All notices shall be given to the parties hereto at the addresses designated on the first page of this lease.
12. SEVERABILITY. If any provision of this Lease is found to be invalid by any Court or Agency of competent jurisdiction, such provision shall be unenforceable and all remaining provisions of the Lease shall remain valid and enforceable to the fullest extent permitted by law.

13. GOVERNING LAW. This Lease shall be governed by and construed in accordance with Iowa law and the venue for action on any dispute shall be the District Court for Montgomery County Iowa.
14. BREACH OF LEASE. If Tenant breaches any of its Lease responsibilities, Landlord may but need not provide Tenant with Notice and an opportunity to promptly cure the violation within a time certain. Landlord may use any available remedy at law to address a breach of lease responsibilities by Tenant.
15. ID CARDS. Upon request, Landlord will provide Tenant with ID Cards for its personnel. Tenant shall promptly notify Landlord if any ID cards are lost.

Red Oak Community School District, LANDLORD

By: _____

Bret Blackman, Board President

Date: _____

Montgomery County Child Development Association, Inc., TENANT

By:  _____

Laura Kloewer, Board President

Date: 8 July 2026

Stellar Oaks Virtual Academy Student Handbook

2026-27

MISSION STATEMENT

Empowering families. Unleashing potential.

Student & Family Handbook (SY 26-27)

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Welcome & Overview

Welcome Letter from School Principal

Dear Students and Families,

Welcome to Stellar Oaks Virtual Academy!

On behalf of the Red Oak Community School District and our entire team, I am thrilled to personally welcome you and your family to the SOVA community.

First and foremost, thank you. Thank you for choosing SOVA as your partner in education. We are truly honored to serve your family, and we cannot wait to connect with each of you in the coming days and weeks.

At Stellar Oaks, we believe every student deserves a learning environment where they feel **seen, supported, safe, and appropriately challenged**. This core belief is the foundation of everything we do. As a full-time, state-accredited public school, our virtual classrooms are led by highly qualified, Iowa-licensed teachers. Our educators are not only experts in their subjects, but specialists in navigating the digital landscape and building meaningful, personal connections with students. You can rest assured that your student will experience a rigorous, standards-based education that balances structure with the flexibility your family needs.

We view our mission at SOVA as something much larger than just "teaching and learning." The authentic partnerships we build with our families are truly what set us apart from other educational options.

We understand that transitioning to full-time virtual schooling can be an adjustment. Please know that you are not alone in this journey. Our dedicated staff is ready to meet you exactly where you are, guiding you through the unique and rewarding aspects of virtual learning every step of the way.

Here's to an incredible and successful school year ahead!

Warm regards,

Justin Williams Principal, Stellar Oaks Virtual Academy

Student & Family Handbook (SY 26-27)

Principal, Stellar Oaks Virtual Academy

Staff Directory

Administration & Operations Team

- Justin Williams - School Principal
- Lynae Rosenbaum – Operations Manager
- Kerry Jepsen – Assessment Coordinator

Academic Counseling Team

- Kris Klamann – School Counselor

Faculty

- – Elementary Teacher
- Nichole Richter – Physical Education/Health
- Hailey Coburn – Music
- Kimberly Bishop – Art
- – Special Education
- – English Language Arts
- – Mathematics
- Miranda Clemens – Science
- Brook Klouw – Social Studies
- Carrie Markos – Spanish
- Bret Sherkenbach - Business

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Our Mission and Philosophy

Welcome to the Stellar Oaks Virtual Academy family. We are pleased you have chosen to join us, and we look forward to connecting and serving you this year.

At Stellar Oaks Virtual Academy, we envision a future where education is a collaborative journey between students, families, and educators. We aspire to create an educational landscape where each child's potential is not just recognized but fully unleashed through personalized, high-quality virtual learning experiences.

Our vision is to transcend the conventional boundaries of education, fostering a community of collaborative excellence that empowers students to take charge of their learning journey. We imagine a world where education is not confined to a physical classroom but is an expansive, dynamic environment that adapts to the needs and aspirations of every student.

"Empowering Families. Unleashing Potential." At the core of Stellar Oaks Virtual Academy lies our unwavering commitment to this mission. By harnessing the power of innovative online platforms and the expertise of dedicated educators, we aim to provide an educational experience that is closely tailored to the unique needs and learning styles of every student.

Our mission is to cultivate an environment of academic excellence and engagement, where exceptional customer service and a culture of respect and collaboration are paramount. We are dedicated to ensuring that every student not only succeeds but thrives, reaching new heights of potential and preparing them for a future of success.

Our philosophy at Stellar Oaks Virtual Academy centers on delivering a personalized learning experience that equips students for success in college, careers, and life. The "uBu!" approach recognizes and celebrates the individuality of each student, fostering an environment where every learner can identify and build upon their strengths, interests, and unique learning styles. With our "School of One" approach, we meet students exactly where they are, encouraging them to take ownership of their

Student & Family Handbook (SY 26-27)

educational journey. "Education with Destination" underscores our commitment to not only foundational academic skills but also to preparing students for their future, emphasizing the importance of goal setting and career exploration.

Core Values

- **Kids First, Always:** The success and well-being of our students guide every decision we make, affirming our commitment to placing students at the forefront of all we do.
- **Respect:** We cultivate an environment of mutual respect, valuing positive interactions and assuming the best intentions in all our dealings with families and colleagues.
- **Create. Collaborate. Communicate:** We are leaders in education, exemplifying the critical skills we wish our students to learn and embody.
- **Make Your Motion Matter:** Excellence is our standard, driving us to provide a stellar virtual experience for all students and families.
- **Go the Extra Mile:** We believe that delivering an exceptional customer experience is not just a goal but a responsibility shared by every member of our team.

We encourage your family to make a diligent effort to explore the Stellar Oaks Virtual Academy community and engage in the various educational opportunities that Stellar Oaks Virtual Academy has to offer.

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About Stellar Oaks Virtual Academy

Stellar Oaks Virtual Academy is a full-time public virtual school, operating within the Red Oak Community School District, and serves students in grades K-12 throughout the state of Iowa.

Stellar Oaks Virtual Academy is part of the Stellar Virtual family of schools and is supported by hundreds of years of collective experience in education. We believe in putting Kids First, Always, and, thus, we launched with a mission to Empower Families and Unleash Potential.

Stellar Virtual was founded in 2019 with one school in Texas. Today, Stellar Virtual has grown to four schools across several states. At Stellar Virtual, we are committed to providing families with Education with Destination through our full-time, online public schools. We believe in educating the whole child with essential support to succeed socially and academically.

Our “School of One” approach offers a safe, flexible, and personalized experience to meet the unique educational needs of every student. We go beyond traditional school curriculum goals to measure both content and application of learning in authentic ways.

Stellar Virtuals’ 6-12 schools lay the foundation for each extraordinary individual to succeed in college, career, and life with the support of caring and nurturing teachers who deliver high-quality, engaging learning.

School Calendar and Hours

Academic Calendar

Stellar Oaks Virtual Academy follows a comprehensive academic calendar tailored for full-time virtual learners, while also observing district-level dates designated by the Red Oak Community School District. Together, these calendars guide instructional days, breaks, and professional development schedules.

Stellar Oaks Virtual Academy Calendar

Our virtual school calendar outlines:

- Student start and end dates,
- Instructional days (of which are Monday through Friday only), and
- Designated holidays and scheduled breaks.

This calendar is customized for online learning and ensures students receive a full year of instructional engagement in accordance with Iowa Code and Department of Education requirements.

Please note, students can complete coursework in evening and weekend hours, however, these are not state-approved school hours/days.

Red Oak Community School District Calendar Alignment

As an attendance center within Red Oak CSD, Stellar Oaks Virtual Academy also observes certain district-identified dates, including:

- Professional development or teacher in-service days,
- District-wide breaks or closures (e.g., Thanksgiving, winter break), and
- Emergency closure policies or weather-related notices.

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The most current district and school calendars are available in the appendix of this Student and Family Handbook and are updated each year to reflect important instructional dates.

Instructional Hours

Our certified teachers are available during core instructional hours:

- Monday through Thursday, 8:00 AM to 3:00 PM
- Friday, 8:00am to 1:30pm

These hours represent the time when students can access live sessions, synchronous support, teacher office hours, and real-time academic assistance. Students may complete asynchronous coursework at other times, but support services are provided during the hours listed above.

Staff will not be available on:

- Federal holidays, and/or
- District-recognized professional development or training days.

Enrollment and Student Status

Full-Time Enrollment Requirements

Stellar Oaks Virtual Academy (SOVA) is a full-time, statewide public school program operated as an attendance center of the Red Oak Community School District and authorized by the Iowa Department of Education. All students enrolled in SOVA are considered full-time public school students and are required to meet enrollment and attendance standards in accordance with:

- Iowa Code § 256.41 (regarding online instruction)
- Iowa Code § 299.1 (compulsory attendance)
- Iowa Administrative Code 281—15.10(5) (virtual education standards)

To maintain full-time enrollment status:

- All students in grades K–12 must be enrolled in a minimum of six (6) active courses at all times during the school year, even if fewer credits are needed for graduation.
- Students must remain in good standing and make continuous academic progress to retain enrollment.
- Failure to meet full-time status may result in withdrawal and cancellation of open enrollment status.

Course Load Expectations:

- **Grades K–5:** English Language Arts, Mathematics, Science, Social Studies, Physical Education, and at least one exploratory/elective.
- **Grades 6–8:** Core content courses plus electives and required PE every semester.

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- **Grades 9–12:** A full course load that meets graduation requirements and maintains at least six active courses.

School counselors and administrators are available to help families build schedules that fulfill legal requirements and support academic success.

Learning Expectations

SOVA operates primarily in an **asynchronous model**, meaning students complete lessons at times that work for their schedule while meeting daily attendance and pacing requirements. However:

- Teachers are available during scheduled instructional hours for **live support**, one-on-one tutoring, and small group sessions.
- Students must attend any **mandatory synchronous sessions**, such as IEP meetings, **specially designed instructional meetings**, assessment proctoring, or math and/or reading intervention supports.
- Families are responsible for maintaining regular communication with teachers and advisors and ensuring that students meet course expectations and timelines.

Enrollment Agreement

Upon submission of your student's enrollment application, and required documentation your student will be considered fully enrolled in Stellar Oaks Virtual Academy .

With enrollment, your student receives:

- Student Orientation
- Certified Teachers and 1:1 support
- Personal Student Success Advisor
- Engagement Opportunities
 - SEL Support
 - Virtual Field Trips

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- School Assemblies
- Altitude Hour
- Career Exploration
- Monthly Newsletters
- Ongoing Customer Service Support
- Diagnostic Assessment Scores
- Diploma upon graduation
- Academic Counselor support

We ask that parents and learning coaches stay fully involved in ongoing communication between students, teachers, and Student Success Advisors on an ongoing basis.

Parents and students will have access to the Learning Management System where grades, course progress, curriculum, assignments, and communication will be stored.

Parents, be sure to read the policies in regard to requests for withdrawal, course extension, dropping a course, and requesting a leave of absence.

Stellar Oaks Virtual Academy is committed to serving your family by providing a quality education and customer service experience.

Orientation

Student Orientation at Stellar Oaks Virtual Academy is meticulously crafted to empower families with the essential information and resources required for success within our online learning environment.

During orientation, you and your student will not only become proficient in navigating our academic platforms but will also gain insight into the diverse opportunities available to engage with the Stellar Oaks Virtual Academy online community.

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Our orientation program serves as a warm welcome for your student as they embark on their educational journey with us. It covers expectations and provides valuable insights to ensure your student's path to success.

In addition to offering guidance on course navigation and online community involvement, we equip your student with the necessary online tools and resources essential for securing their academic success.

Student Records and FERPA Notice

SOVA adheres to the Family Educational Rights and Privacy Act (FERPA) and Red Oak CSD Board Policies regarding student records and confidentiality.

Key points:

- Parents/guardians and eligible students (age 18 or older) have the right to access and request amendments to their student's educational records.
- SOVA does not release personally identifiable student information without written consent, except as permitted by FERPA or state law.
- Records requests should be submitted in writing to the Head of School or school registrar.
- Students withdrawing from SOVA will have their academic records transferred upon request to the receiving school district or educational institution.

A full FERPA notice and Red Oak's student records policy can be found in the district's policy manual and are available upon request.

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Attendance Requirements

Regular school attendance and participation are critical for academic success. The Stellar Oaks Virtual Academy is committed to partnering with students and families to ensure consistent engagement in learning. This policy outlines the attendance requirements mandated by Iowa law, the definitions of absenteeism, and the specific, supportive intervention steps our school will take to help students stay on track. This policy is based on Iowa Code chapters 299 and 282.18, as amended by Senate File 2435 and other recent legislation.

Student attendance is tracked by successful assignment/assessment submission and completion on authorized school days/hours.

Key Attendance Definitions

It is essential for families to understand the legal definitions related to school attendance, as they trigger specific, legally required actions by the school district.

- **Chronically Absent:** A student is legally defined as "chronically absent" if they have absences for more than 10% of the scheduled days or hours in a grading period.
- **Truant:** A student is legally defined as "truant" if they have been absent from school for at least 20% of the days or hours in a grading period for any reason.
- **Grading Period:** Chronic absenteeism and truancy calculations are determined by grading period and reset at the beginning of each new period.

Understanding Absences: Exempt vs. Non-Exempt

Iowa law defines ten specific reasons for an absence to be considered exempt. Exempt absences do not count toward chronic absenteeism or truancy calculations. All other absences are considered non-exempt, regardless of whether they are excused for local school purposes.

The ten legally exempt absences are:

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1. **Graduation/Equivalency:** The student has completed graduation requirements or obtained a high school equivalency diploma.
2. **Court Appearances:** The student is excused for a sufficient reason by a court of record or a judge.
3. **Religious Observance:** The student is attending religious services or receiving religious instruction.
4. **Legitimate Medical Reasons:** The student is unable to attend school due to a documented, legitimate medical reason or health condition.
5. **Individualized Education Program (IEP):** The student has an active IEP that directly affects their school attendance.
6. **Section 504 Plan:** The student has an active Section 504 plan that directly affects their attendance.
7. **Military Processing:** The student is a military applicant undergoing official military entrance processing or testing.
8. **Active Military Service:** The student is actively engaged in military service.
9. **Funeral Travel:** The student is traveling to attend, or is attending, a funeral.
10. **Wedding Travel:** The student is traveling to attend, or is attending, a wedding.
11. **School-Sponsored Activities:** The student is participating in an official school-sponsored activity, program, competition, or project under the supervision of educational staff.

It is the family's responsibility to communicate the specific reason for an absence to the school office so we can code it accurately.

Attendance Intervention and Support Plan

Our school follows a tiered intervention process designed to provide support as soon as attendance issues arise. We are required by law to take specific actions at set thresholds based on a student's non-exempt absences.

Tier 1: Early Intervention (Proactive Monitoring)

- **Daily/Weekly Monitoring:** Our Attendance Coordinator and teachers monitor student engagement daily and weekly.

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- **3 Total Days of No Engagement:** After three total days of non-exempt absences in a grading period,, the Attendance Coordinator will contact the family via text or email.
- **5 Total Days Missed:** After five total days of non-exempt absences in a grading period, the student's Homeroom Teacher or Attendance Coordinator will reach out to the family to offer support.

Tier 2: Official Notification at 10% Absence Rate (Chronically Absent)

- **Action Required:** When a student's non-exempt absences reach 10% of the days in a grading period (e.g., 8 days in Semester 1), the student is legally considered **chronically absent**.
- **Written Notification:** The school is legally required to send a formal written notification to the student's parent or guardian. This notice can be delivered by mail, email, or text message.
- **County Attorney Notified:** As required by Iowa law, the **Montgomery County Attorney** will be copied on this notification for all students of compulsory attendance age.

Tier 3: School Engagement Meeting at 15% Absence Rate

- **Action Required:** If a student's non-exempt absences reach 15% (e.g., 12 days in Semester 1) AND a school official determines the absences are negatively affecting the student's academic progress, the school must schedule a **School Engagement Meeting**.
- **Purpose of Meeting:** The goal is to collaboratively identify barriers to attendance and create a formal, signed **Absenteeism Prevention Plan (APP)**. This plan outlines the specific responsibilities of the student, family, and school to improve attendance.
- **Required Participants:** The meeting must include the student, the parent/guardian, and a designated school official.

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- **Legal Consequences:** Failure to participate in this meeting or to create and sign an APP may result in the school referring the matter to the County Attorney for legal action.
- **Weekly Monitoring:** Following the creation of an APP, a school official is required by law to contact the family **at least once a week** for the remainder of the school year to monitor progress. Following the completion of the APP, there will be daily required check-ins for the student to ensure daily engagement.

Tier 4: Consequences of Truancy at 20% Absence Rate

- **Legal Definition of Truant:** When a student's absences reach **20%** of the days in a grading period (e.g., 16 days in Semester 1), the student is legally defined as truant.
- **Referral to County Attorney:** The school is legally obligated to refer the matter to the Montgomery County Attorney's Office for enforcement of state attendance laws. The County Attorney may initiate legal proceedings.
- **Jeopardy to Open Enrollment Status:** For students attending the Stellar Oaks Virtual Academy via open enrollment, reaching the 20% truancy threshold carries a significant additional consequence. The school board **has the legal authority to terminate the student's open enrollment agreement and may also prohibit the student from re-enrolling in the district in the future**. This action is taken after providing the family with official notice and an opportunity for a hearing. If open enrollment is terminated, the student's resident district will be notified and required to enroll the student.

Withdrawal for Non-Engagement

Per Iowa Administrative Code, a student who has **10 consecutive school days with zero engagement** will be withdrawn from the Stellar Oaks Virtual Academy . The student's resident district will be notified immediately.

Academic Program

Instructional Approach

Aligned with the International Society for Technology in Education (ISTE) Standards for Students, our instructional approach leverages the expertise of state-certified educators skilled in virtual instruction. Through continuous feedback and collaboration, we refine our teaching methods and curriculum, ensuring our educational offerings remain relevant, engaging, and effective. Our commitment to research-based practices underpins our instructional strategy, aiming to provide an unparalleled virtual learning experience.

Dedicated to the holistic success and well-being of our students, Stellar Oaks Virtual Academy offers comprehensive support services. Our student success advisors act as mentors and advocates, navigating students through their virtual learning experiences. Through proactive outreach and personalized support plans, we strive to foster a sense of belonging, motivation, and confidence in our students, enabling them to overcome challenges and excel academically.

We help formulate a plan for students that is future-focused while guiding their aspirations through career development services. Students will participate in Postsecondary and Workforce Readiness (PWR) through our career cruising platforms Pathful Explorer and Pathful Jr., documenting their postsecondary options in a student-led portfolio project.

Asynchronous Learning

Stellar Oaks Virtual Academy operates as a full-time, statewide virtual public school, primarily offering instruction in an asynchronous format—where students have the flexibility to complete lessons and coursework on their own schedules, supported by ongoing teacher guidance and live help when needed.

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This model offers flexibility and personalization for students; however, it also requires self-direction and consistent engagement to maintain academic progress. To support student success:

- Teachers and academic support staff provide **weekly synchronous sessions**, including live one-on-one tutoring, small-group help sessions, and opportunities for peer collaboration.
- **Regular two-way communication** between students and teachers ensures progress is monitored, and help is provided when needed.
- **Coursework pacing and deadlines** are communicated clearly, and students are expected to remain on track across all enrolled courses.

Curriculum Overview

Our multi-media curriculum provides quality, character-based digital learning options that equip students to succeed academically with ample opportunities for practice, deeper learning, and proof of mastery.

Teachers and parents are partners in the students' learning. Our courses are flexible for teachers and students to use and modify to meet individual needs unleashing the potential of each student.

Courses are academically rigorous and provide different levels of learning to meet all the requirements. Through the curriculum, students build vocabulary and become better readers by taking ownership of their learning. Students also receive character education embedded within the course material to encourage a life of moral excellence.

The curriculum allows students to progress at their own pace. Students who are more skilled or have previous knowledge may proceed at a faster rate in the areas of their strengths. Students who need more time to grasp academic concepts are encouraged to do their best but can work at their levels of proficiency and proceed as they are capable.

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Each core subject consists of 10 Units. Typically, students work on one Unit in each subject daily. Students are expected to complete at least 60 Units per year.

Pedagogy

Objective

At the beginning of each unit, there is an objectives list. Students know what is expected and assume responsibility for their learning.

Character Education

Character education stories and examples are embedded throughout the units.

Lessons

In each lesson, learning activities and questions are in bite-sized segments to reinforce the material for deeper learning. Lesson assessment questions cover different levels of learning. Projects and labs are also included where appropriate. Students are introduced to new concepts, and some concepts are spiraled for reinforcement.

Sections

Each unit contains 2-3 sections and 2-3 lessons per section. Learners will complete a quiz at the end of each unit section, with the ability to review any opportunities for improvement. Students are encouraged to take the time necessary to re-review concepts before proceeding to the next section.

Evaluations

Upon completion of the unit work, students will complete a practice unit test to self-evaluate readiness for the final unit test, with the teacher as a guide. When the practice test is completed successfully, students will take the final unit test. The unit test measures students' mastery of the material. No new concepts are introduced on the unit test.

Standards Alignment

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Our courses are aligned with both industry standards and the Iowa Core academic standards. Every course is built with the most relevant standards and provides resources in all phases of development. The standards and the digital library may be used together to provide intervention for students' learning. We offer a variety of K-12 online curriculum solutions and are backed by an experienced team of educators, researchers, technologists, and instructional designers committed to making learning accessible for all students.

College/Career Readiness

At Stellar Oaks Virtual Academy, we support every student in becoming college and career ready, regardless of their postsecondary plans. While the state of Iowa does not require specific coursework tied to career readiness for graduation, all students in **grades K–12** engage in career exploration and planning activities designed to help them prepare for life beyond high school.

As part of this work, students participate in the **Individual Career and Academic Plan (ICAP)** process—required by the Iowa Department of Education for grades 8–12 and extended by Stellar Oaks Virtual Academy to include elementary and middle school learners as well.

Our ICAP tools include:

- **Pathful Jr. (Grades K–5):** An interactive platform introducing students to career awareness, interests, and basic job skills.
- **Pathful (Grades 6–12):** A robust college and career planning platform that includes career interest inventories, skills assessments, postsecondary planning tools, resume builders, and more.

These tools help students identify strengths, explore careers, and plan the academic steps needed to reach their goals. School counselors work closely with students and families throughout this process to ensure planning is purposeful, personalized, and aligned with each student's aspirations.

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We encourage all families to engage in this journey with their students—college and career readiness starts early, and each student's path is unique.

Check-ins

Students will be invited to join their Student Success Advisor, Counselor, and fellow students for check-ins and opportunities to connect, engage, study, and hang out together.

Check-ins serve as an opportunity to participate in various activities, from playing games, to exploring social and emotional skills, as well as working on goal setting and career explorations. Check-ins are a time to connect, receive guidance, and have fun while reaching new heights of self-awareness and personal and academic achievement.

Staying connected with your advisor can ensure your student is staying on track and has all of the necessary tools to foster their education.

Course Completion and Grading Policies

- **Passing Criterion:** To earn credit in any course, a student must achieve a final grade of 60% or higher and complete all assigned coursework and final assessments.
- **Progress Monitoring:** Grades are posted each term. Students, families, and advisors must monitor progress, complete missing assignments, and seek help as needed.
- **Quarterly Grades:** Serve as progress indicators; only semester grades appear on student transcripts and count toward GPA and class rank.
- **Grade Corrections:** Any grade disputes must be raised within 10 school days of posting to allow for review and resolution.

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Grading Scale

At Stellar Oaks Virtual Academy , we use a consistent grading scale to evaluate student achievement and calculate Grade Point Averages (GPA). Final semester grades are the only grades recorded on a student's official transcript and used to determine GPA and class rank.

Letter Grade	Percentage Range	GPA (standard)	GPA (college courses)
A+	98–100	4.00	5.00
A	92–97	4.00	5.00
A–	90–91	3.67	4.67
B+	88–89	3.33	4.33
B	82–87	3.00	4.00
B–	80–81	2.67	3.67
C+	78–79	2.33	3.33
C	72–77	2.00	3.00
C–	70–71	1.67	2.67
D+	68–69	1.33	2.33
D	62–67	1.00	2.00
D–	60–61	0.67	1.67
F	0–59	0.00	0.00

- Semester grades determine GPA and class rank.
- College courses/AP courses receive weight (0.5 for Honors, 1.0 for AP).

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- Pass ("P"), Incomplete ("I"), and Withdrawal ("W") do not affect GPA.
- Weighted GPA cap: 5.0 for AP, 4.0 for regular courses.

Graduation Requirements

To earn a high school diploma from Stellar Oaks Virtual Academy , students must successfully complete the courses required by the Red Oak Community School District Board of Education and the Iowa Department of Education. It is the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students complete the required total credits prior to graduation.

Students may pursue one of three tiered graduation pathways depending on their academic goals and postsecondary plans: the **Core Diploma**, the **Achievement Diploma**, or the more rigorous **Distinguished Diploma**.

(Note: One semester = 1.0 credit. A full-year course typically equals 2.0 credits.)

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Tiered Graduation Pathways

Subject Area	Distinguished Diploma	Achievement Diploma	Core Diploma	Specific Requirements
Total Required Credits	52	47	42	
English/Language Arts	8 credits	8 credits	8 credits	Must include Language Arts 9 and Language Arts 10.
Mathematics	6 credits	6 credits	6 credits	Must include Algebra I and Geometry. (Distinguished: Must also complete Algebra II)

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Subject Area	Distinguished Diploma	Achievement Diploma	Core Diploma	Specific Requirements
Science	8 credits	6 credits	6 credits	Must include Biology and Physical Science. <i>(Distinguished: Must also complete Chemistry or Physics, effective 2026)</i>
Social Studies	6 credits	6 credits	6 credits	Must include U.S. History I & II and Government. <i>(All students must pass a civics exam with a minimum score of 60% in order to graduate, effective July 1, 2026)</i>

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Subject Area	Distinguished Diploma	Achievement Diploma	Core Diploma	Specific Requirements
Physical Education*	8 credits	8 credits	8 credits	Required each semester unless exempted in accordance with Iowa law.
World Language	4 credits	0 credits	0 credits	<i>(Distinguished: Must complete Spanish I and Spanish II, effective 2026)</i>
Career Tech Ed (CTE) / Work-Based Learning	1 credit	1 credit	0 credits	

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Subject Area	Distinguished Diploma	Achievement Diploma	Core Diploma	Specific Requirements
Fine Arts	1 credit	0 credits	0 credits	
Electives	10 credits	12 credits	8 credits	
Total Required Credits	52 credits	47 credits	42 credits	

*Physical Education Exemptions

Physical Education is required each year of high school. Students shall be excused by the principal of the school if their parent or guardian requests in writing they be excused from the physical education requirement. A student who wishes to be excused must:

- Be seeking to do so in order to enroll in academic courses not otherwise available to the student;
- Be enrolled in a work-based learning program or other educational program authorized by the school which requires the student to leave the school premises for specified periods of time during the school day; or

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- Participate in a school-sponsored extracurricular activity which requires at least as much physical activity per week as one-eighth unit of physical education.

Note: To be granted a waiver, parents must indicate the activities students will participate in to complete at least 120 minutes of physical activity each week, as required by the Healthy Kids Act.

Special Education and IEP Accommodations

Graduation requirements for special education students will be in accordance with state-required standards and the prescribed course of study as described in the student's Individualized Education Program (IEP).

In order to obtain a diploma, the student must meet current state-required standards including:

- 4 units (years) of English
- 3 units (years) of math
- 3 units (years) of social studies
- 3 units (years) of science (4-3-3-3)

An IEP team cannot excuse or waive the state's graduation requirements. However, an IEP team may waive local district graduation requirements based on the student's needs and abilities. An IEP team must demonstrate reasonable cause for waiving local district graduation requirements. An entitled student who is not able to meet the requirements for a regular high school diploma will be granted a certificate of completion if they fulfill the course requirements and expectations outlined in their IEP.

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Additional Requirements & Provisions

- **CPR Certification:** All students must complete a CPR course provided by the school.
- **FAFSA Advising:** Prior to graduation, the district will advise students on how to successfully complete the free application for federal student aid (FAFSA).
- **Legislative Page Program:** Students who complete a regular session in the Legislative Page Program of the general assembly at the state capitol will be credited ½ credit of social studies.
- **Academic Planning:** Students planning to apply to selective colleges or enter STEM fields are strongly encouraged to pursue the Distinguished Diploma. Students should consult with their academic counselor at the start of their enrollment and each year to ensure they are on track.
- **Variances:** The Board shall have complete discretion to determine extraordinary circumstances that may permit variances from the above requirements.

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Senior-Year Plus / Concurrent Enrollment Options

Stellar Oaks Virtual Academy (SOVA), through Red Oak Community School District and in partnership with Southwestern Community College (SWCC), participates in Iowa's Senior Year Plus (SYP) program, as authorized under Iowa Code 261E. This statewide initiative is designed to provide high school students with rigorous academic and career-oriented coursework that earns both high school and postsecondary credit.

SYP opportunities are available to eligible students in **grades 9–12**, with most offerings focused on juniors and seniors.

Goals of the Senior-Year Plus Program

- Expand access to college-level courses while in high school
- Support early college and career readiness
- Reduce duplication of coursework between high school and college
- Increase the affordability of postsecondary education

Concurrent Enrollment

Concurrent enrollment is the most commonly used option under Senior Year Plus and allows students to take online college courses through SWCC that count toward high school graduation and also award transcribed college credit.

Eligibility Requirements

Enrollment Status

- Must be enrolled full-time in SOVA through open enrollment in Red Oak CSD

Grade Level

- Typically grades 11–12

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- Exceptionally, grades 9–10 with demonstrated academic readiness and approval from SOVA and SWCC

Academic Proficiency

- For Arts & Sciences courses: Proficiency in reading, math, and science demonstrated via:
 - Most recent ISASP scores,
 - Alternative assessments (e.g., ACT, ACCUPLACER),
 - GPA thresholds per SWCC guidelines.
- For Career and Technical Education (CTE) courses: No minimum proficiency requirement.

Additional Requirements

- Must meet SWCC admissions and placement criteria.
- Students whose first language is not English may be required to submit a Proof of English Proficiency Form.

Enrollment Process

To register for concurrent enrollment courses, students must:

1. Submit the online SWCC Application for Admission at www.swcciowa.edu/apply.
2. Complete the SOVA Concurrent Enrollment Request Form (available through the school counselor).
3. Submit relevant transcripts and test scores to SWCC.
4. Secure final approval from the SWCC Secondary Programs Director.
5. Meet all deadlines for registration and academic planning.

Course Delivery and Credit

- All concurrent enrollment courses are college-level and for credit only (auditing not permitted).
- Courses are delivered online and monitored for quality by both SOVA and SWCC.
- Courses must appear on both the high school transcript and the college transcript.

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- Participation in on-campus courses at SWCC locations may be allowed with administrative approval.

Course Load and Standing

- Credit limits may apply and will be determined with guidance from SOVA.
- Students must remain in **good academic standing** at both SOVA and SWCC.
- Repeated drops or failures may lead to ineligibility.
- Students may be required to attend academic check-ins or advising sessions for support.

Financial Responsibility

- Tuition and standard fees are covered for eligible students.
- Families may be held responsible for fees associated with dropped or failed courses, unless excused due to:
 - Verified medical/mental health condition,
 - Death in the immediate family,
 - Transfer to another district,
 - Other approved extenuating circumstances.

This is compliant with Iowa Code 261E.6.

Academic Planning & Advising

- Students must meet with their SOVA counselor to align concurrent courses with graduation and postsecondary goals.
- All concurrent enrollment should be reflected in the Personal Learning Plan (PLP).

Program Monitoring and Updates

- The program is reviewed annually for compliance with law, policy, and partnership agreements.
- Changes to eligibility or procedures will be communicated to families in advance.

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Questions?

Please contact your SOVA school counselor or the SWCC Secondary Programs Office for more information. Early planning is essential for successful participation.

Early Graduation

At Stellar Oaks Virtual Academy (SOVA), students may request early graduation if they have met all graduation requirements and believe that an early transition will better support their future goals. As an attendance center of the Red Oak Community School District, SOVA follows the district's early graduation policy with adaptations for the virtual learning environment.

Eligibility and Application Process:

- Students must **submit a written application for early graduation** to their SOVA academic counselor **no later than the last day of the fourth quarter of their junior year**.
- A formal **meeting with a school counselor and a parent/guardian** is required prior to submission to review:
 - Academic readiness and credit completion
 - Attendance and engagement history
 - Post-secondary plans
 - Motivation for early graduation
- The request is subject to **review by the SOVA Head of School** and approval by the Red Oak Board of Education.

Graduation Requirements:

Students must meet **all diploma requirements**, including minimum credit counts and specific course completions.

The eighth semester of physical education will be waived for early graduates, in accordance with Red Oak policy.

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Important Considerations:

- Early graduates are not eligible to participate in any school-sponsored or school-sanctioned extracurricular activities during what would have been their eighth semester (e.g., prom, athletics, class trip).
- Diplomas for early graduates are **not officially awarded until the graduation ceremony** at the end of the school year. Students may **choose to participate or opt out of the ceremony**, but must notify the Head of School and district principal by January 15.
- Students who graduate early **are not eligible for valedictorian or salutatorian honors**.
- Official records will reflect the student's graduation as of the last day of their final semester. Transcripts and class rank will be calculated at the end of the seventh semester.
- The school may issue an **official letter certifying early graduation** to colleges, employers, or postsecondary institutions as needed.

Academic Performance and Attendance:

Early graduates must **maintain passing grades and regular attendance** through the completion of their final term.

No course schedule changes will be approved that compromise graduation requirements or program balance.

Reversal:

Students may **withdraw their early graduation request** prior to the start of their eighth semester and remain enrolled as a full-time student through the end of the academic year.

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Participation in Graduation Ceremony

To participate in the year-end commencement ceremony, students must:

- Be enrolled in five (5) active courses, unless approved early graduates.
- Complete all diploma requirements—Core or Distinguished—before the last instructional day for 12th graders.
- Be in good disciplinary standing at time of ceremony (no outstanding suspensions or behavior issues).
- Fully meet diploma requirements as approved by SOVA and Red Oak CSD.

Note: Ceremony participation is not graduation; official diplomas are awarded after all requirements are verified and submitted to the district. Students who participate but do not complete requirements will not receive a diploma and must complete remaining coursework after the ceremony.

Academic Honor Statement

Stellar Oaks Virtual Academy students and staff adhere to policies and procedures that uphold the academic integrity of the curriculum, school organization, staff and students.

Students found to have engaged in academic dishonesty will be subject to disciplinary action and will receive a zero for the assignment. Students will be able to make up the assignment in accordance with Stellar Oaks Virtual Academy Redo Policy. Broadly defined, academic dishonesty/cheating occurs any time that a student knowingly submits work under his/her own name that was obtained through the efforts of someone else.

Common examples would include, but are not limited to, the following:

- Copying from another student's paper

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- Using unauthorized information while taking a test (cheat sheet)
- Paraphrasing someone else's homework
- Giving information to another student to complete assignments
- Obtaining or giving answers during a test
- Accepting and passing off someone else's work as your own

Plagiarism

The definition of plagiarism is: Copying or imitating the language, ideas, and thoughts of another writer and passing them off as your own original work. Specific examples of plagiarism that is not tolerated are:

- Copying or rephrasing another student's work.
- Taking material from Internet sources and using it as your own, even if some words are changed.
- Having someone else write an assignment or rephrase any part of an assignment (not just proofread it).
- Directly copying student aids (for example, CliffsNotes), critical sources, or reference materials in part or in whole without acknowledgment.
- Indirect reproduction of student aids, such as CliffsNotes, Coles Notes, critical sources, or reference materials by rephrasing ideas borrowed from them without acknowledgment.

Artificial Intelligence

Stellar Oaks Virtual Academy acknowledges the growing role of Artificial Intelligence (AI) in education and recognizes the potential benefits it offers for learning and research. However, to maintain academic integrity, we have established the following guidelines for the responsible use of AI in our educational programs:

1. Responsible Use of AI

Stellar Oaks Virtual Academy encourages the responsible and ethical use of AI tools to enhance learning, research, and problem-solving. AI can be a valuable resource for supplementing educational experiences.

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Students are welcome to use AI tools for tasks such as data analysis, language translation, or complex calculations when they align with the educational objectives of a course.

2. Prohibition of AI-Generated Content

We strictly prohibit the use of AI-generated content for the completion of assignments, projects, or assessments. Relying solely on AI-generated content undermines the development of essential skills and the authenticity of your work.

3. Academic Integrity

Using AI to plagiarize, cheat, or complete assignments without genuine student effort is considered a breach of academic integrity. Such violations will be subject to disciplinary actions as outlined in our school's policies.

4. Transparency and Attribution

When using AI tools for research or other academic activities, students must transparently disclose the use of AI-generated content, if applicable. Proper attribution is essential when AI-generated content is part of a project or work.

5. Learning Opportunity

Stellar Oaks Virtual Academy encourages students to leverage AI as a learning tool and a way to enhance their problem-solving abilities. We believe that responsible use of AI can complement traditional learning methods and help students develop valuable skills for the future.

6. Faculty Guidance

Faculty members are available to guide students on the appropriate and responsible use of AI tools within their academic programs. If you have questions or concerns about using AI, do not hesitate to seek guidance.

At Stellar Oaks Virtual Academy are committed to fostering an educational environment that values innovation, ethics, and academic excellence. We believe that a balanced approach to AI use can enhance the educational experience while maintaining the

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principles of academic integrity. We encourage students to use AI as a tool for learning, research, and problem-solving, and to do so responsibly and ethically.

Source Citation

Many courses require written work in which students need to cite sources. Any direct quotations from a textbook can simply be cited as (Author, Page Number). Any quotations from outside sources require full citations, including author, title, publisher, date of publication, and page number. If a student cites information found on a Web site, he/she provides the complete Web page or site title, URL, author if known, page number if applicable, and publication date of the site, if available, and date of access.

Academic Honesty

Students will complete their work without unauthorized assistance, or provide unauthorized assistance to others, and will report their research and accomplishments accurately.

Respect

At Stellar Oaks Virtual Academy , I pledge to respect my teachers, support staff, and peers. I value the learning process and will perform with academic honesty.

Responsibility

I pledge to demonstrate my best effort to complete all academic tasks to the best of my ability.

Assessments and Academic Progress

At Stellar Oaks Virtual Academy (SOVA), assessments are not only essential tools for measuring learning but also required components of the educational program for all enrolled students. These assessments help ensure academic growth, compliance with state and federal accountability mandates, and timely support for each learner's unique needs.

We use multiple types of assessments throughout the school year, including benchmark assessments, early literacy and math screenings, and state summative assessments. Participation in these assessments is mandatory for all full-time students enrolled in SOVA, in accordance with Iowa Code, administrative rules, and Red Oak CSD board policy.

Formative Assessments: Screening, Benchmarking and Progress Monitoring

Who: All full-time SOVA students in grades K–12

When: Three times per year — Fall, Winter, and Spring

Purpose:

- Identify academic strengths and areas for growth
- Guide teacher instruction and academic planning
- Monitor progress over time toward mastery of the Iowa Core Standards

What to Expect:

- Students complete the assessments at home on their school-issued device
- These are computer-adaptive and take approximately 20–45 minutes per subject

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- Scores are reviewed by teachers to adjust instruction and provide interventions as needed

Participation in benchmark assessments is required. These are not optional, and non-completion may result in academic follow-up or intervention planning.

Personalized Reading Plans (Grades K–6)

As required under Iowa's **Early Literacy Implementation (ELI) law (Iowa Code § 279.68)** and amended by **House File 2618**, all students in grades K–6 must be screened in reading proficiency using an **approved literacy screening tool**.

At SOVA, we use **FastBridge**, a research-based universal screener for:

- earlyReading (K–1),
- aReading (2–6), and
- other curriculum-based measures (CBMs).

If a student is not proficient:

- A **Personalized Reading Plan (PRP)** is created
- The PRP includes:
 - Targeted reading goals
 - Specific intervention strategies
 - Weekly or biweekly progress monitoring
 - Home-based supports and family communication

Parental Rights:

*Under HF2618, families of students not reading proficiently may **request retention** in their current grade. SOVA is required to honor and document such requests.*

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Personalized Mathematics Plans (Grades K–6)

Beginning in the 2025–26 school year, SOVA complies with the Math Counts Act (HF784) requiring math screening for grades K–6 to identify students who are “persistently at risk” in mathematics.

We use **Renaissance Star Math** and additional tools for screening and progress monitoring.

If a student is persistently at risk:

- A **Personalized Mathematics Plan (PMP)** is developed in alignment with state guidance

The PMP includes:

- Math goals based on data
- Targeted instruction or intervention
- Weekly progress checks
- Scaffolds and communication tools for families

Summative Assessments: ISASP (Grades 3–11)

The Iowa Statewide Assessment of Student Progress (ISASP) is the state’s required summative assessment for all public school students under Iowa Code § 256.7(21) and the federal Every Student Succeeds Act (ESSA).

Administered By:

- Iowa Testing Programs (University of Iowa)
- Scheduled by SOVA in collaboration with Red Oak CSD

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Tested Subjects and Grades:

- **Grades 3–11:** Reading, Math, Language/Writing
- **Grades 5, 8, 10:** Science

What to Expect:

- Tests are conducted **in person** at regional proctored sites across Iowa
- Students will be provided advance notice and details on locations
- Accommodations are provided for students with IEPs or 504 plans

Important: Iowa does **not allow opt-outs**. Students must participate unless they have a documented exemption due to:

- an **alternate assessment** designation via an IEP, or
- a verified **medical or emergency exemption**, approved in accordance with IDOE and district guidelines.

Assessment Windows

Assessment Type	Grade Levels	Frequency	Mode
Renaissance Benchmark	K-12	Fall, Winter, Spring	Online (remote)
FastBridge Literacy (ELI)	K-6	Fall, Winter, Spring	Online (remote)
Math Screening (HF784)	K-6	At least 3x/year	Online (remote)
ISASP	3-11	Spring only	In-person (proctored)

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Families are notified in advance of assessment windows and are expected to support student participation.

Family Roles and Participation Expectations

Parents and guardians play a key role in ensuring a successful assessment experience. Your support helps ensure that testing data is accurate and meaningful.

- Create a quiet, distraction-free environment for remote assessments
- Supervise students during test sessions (especially in K–6)
- Encourage honest effort—no coaching or helping with answers
- Communicate any challenges with school staff proactively

Participation in all assessments is required. Non-compliance with state or school assessment expectations may result in:

- Documentation of non-participation
- Impact on student academic planning or promotion
- Re-enrollment review or truancy referral for habitual non-engagement

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Student Supports and Services

At Stellar Oaks Virtual Academy (SOVA), we believe that every student deserves access to a high-quality, inclusive, and supportive learning environment. We partner closely with families, Red Oak Community School District, Stellar Virtual, and Iowa's Area Education Agencies (AEAs) to ensure students receive the services they need to thrive in a virtual setting.

Special Education Services & IEP Process

SOVA serves students with disabilities in full compliance with the Individuals with Disabilities Education Act (IDEA), Iowa Administrative Code Chapter 41, and guidance from the Iowa Department of Education.

Key Points:

- Students with Individualized Education Programs (IEPs) may apply for open enrollment to SOVA. Access to virtual schooling is not determined by disability “weighting” or funding levels—it must be based on the student’s individual needs.
- After an application is received by SOVA/Red Oak CSD, a consultation is held between the resident district, receiving district (Red Oak), both AEAs, and SOVA Staff to determine if SOVA can provide a Free Appropriate Public Education (FAPE) in the virtual setting.
- If the IEP team agrees that the student’s goals can be met with or without supports in the virtual environment, SOVA enrollment proceeds.
- If the team determines that the virtual model is not appropriate, the student remains enrolled in their current program, and prior written notice is provided to families, including their right to dispute the decision.

Delivery of Services:

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- Special education services are provided virtually, using evidence-based practices and tools adapted to remote learning.
- Students may receive accommodations, direct instruction, small-group or 1:1 supports, and related services via teletherapy or virtual platforms.
- AEA service providers (e.g., speech-language pathologists, social workers) collaborate directly with SOVA staff and families.

IEP Meetings:

- IEPs are reviewed and updated annually and whenever changes are requested or required.
- Meetings are held virtually with full participation from required team members, including a student's resident school district.
- Parents are vital partners and are invited to contribute meaningfully in all discussions about their child's needs.

Section 504 Accommodations

Students with disabilities who do not require specialized instruction but need accommodations may qualify for a 504 Plan under Section 504 of the Rehabilitation Act.

504 Process at SOVA:

- Families or staff may initiate a referral.
- A 504 team evaluates documentation and determines eligibility.

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- Eligible students receive an individualized plan outlining accommodations such as extended time, alternate test formats, or assistive technology.

504 Plans are reviewed annually and may be adjusted based on student need.

English Language Learner Services

SOVA provides English Language Learner (ELL) services in accordance with state and federal law. Students who are identified as English learners will receive tailored support to access academic content and develop English proficiency.

Services include:

- ELL instruction provided virtually by licensed staff.
- Language development support integrated into core content.
- Collaboration with families in home languages when possible.

Annual assessments such as the ELPA21 are required and conducted in compliance with Iowa's ELL accountability system.

Counseling and Mental Health Support

Our licensed school counselors are available to support the academic, career, and personal/social development of all SOVA students.

Services include:

- Individual or small-group counseling sessions (virtual).
- Crisis support and mental health referrals.

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- Academic planning, college and career guidance.
- Collaboration with families and community agencies for mental health care.

All students and families are encouraged to reach out to their assigned school counselor with any concerns or questions.

Homeless Youth (McKinney-Vento)

SOVA follows the McKinney-Vento Homeless Assistance Act to ensure that all students experiencing homelessness have equal access to education.

Eligibility includes students who:

- Lack a fixed, regular, and adequate nighttime residence.
- Are living in shelters, motels, cars, or temporarily with others due to loss of housing or economic hardship.

Supports provided:

- Immediate enrollment without documentation delays (it is important that parents/guardians communicate with staff to ensure compliance with state requirements).
- Assistance with internet access, meals, and other services.
- Connection to community resources and transportation assistance for in-person assessments if needed.
- Families may contact the SOVA Homeless Liaison or the Red Oak CSD liaison to initiate support services.

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Technology and Digital Tools

School-Issued Devices

Stellar Oaks Virtual Academy (SOVA) provides students without access to a computer with a school-issued device (laptop or Chromebook) to support participation in the online learning environment. Devices are configured for secure access to learning platforms, assessments, and communications. Students are responsible for the care, maintenance, and appropriate use of the school-issued device, including returning it in good condition at the end of the school year or upon withdrawal. Damage, loss, or misuse of school property may result in fees and disciplinary action under the Student Code of Conduct. Parents/guardians should supervise the setup and usage of the device to ensure a safe, productive learning experience.

Student Internet Safety

At Stellar Oaks Virtual Academy , we are committed to fostering a secure online learning environment for our students. While we take measures to help prevent students from accessing dangerous or inappropriate websites, it is important to emphasize that internet safety is a shared responsibility involving both students and parents.

Here are some key guidelines for maintaining a safe online experience:

- **Use of School-Provided Resources:** Students should primarily utilize the school-provided resources and platforms for academic purposes. Our educational tools are carefully selected to enhance learning in a secure online environment.
- **Responsible Browsing:** We encourage students to be responsible digital citizens. It's essential to be mindful of the websites and online content they access, ensuring that it aligns with our school's values and policies.

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- **Privacy and Personal Information:** Students should refrain from sharing personal information, such as full names, addresses, or contact details, with unknown individuals or on public forums. Online privacy is a fundamental aspect of internet safety.
- **Open Communication:** We encourage open communication between students and their parents or guardians regarding online activities. Parents can play an active role in monitoring and guiding their children's internet use.
- **Reporting Concerns:** If students encounter any inappropriate or unsafe online content, they should report it immediately to a teacher, school staff member, or a trusted adult.
- **Online Etiquette:** We promote respectful and kind online behavior, just as we do in our physical classrooms. Cyberbullying or any form of online harassment is strictly prohibited.

While we take every measure to provide a secure digital learning environment, we remind students and parents that vigilance and responsible internet usage are essential to ensure a safe online experience. Together, we can create a secure and conducive environment for learning."

Damage, Loss, Theft, and Replacement Responsibilities

School-issued devices are essential learning tools. Students are expected to use them responsibly, keep them in good condition, and follow all technology and acceptable-use guidelines. Misuse or repeated carelessness may result in loss of device privileges and additional school consequences.

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Student/Family Responsibilities

- **Immediate reporting:** Students and families must report any **damage, loss, or theft** to the school as soon as possible.
- **Care and proper use:** Devices must be handled with care, transported safely, kept in their protective case when provided, and used only for school-appropriate purposes.
- **No tampering:** Students may not attempt to alter settings, remove management software, bypass filters, or otherwise interfere with device operation.
- **Accessories matter:** Students are responsible for all accessories issued with the device (such as chargers and cases) and must return them in good condition.

Replacement Guidelines (No-Cost Policy with Accountability)

The school will provide a replacement device when needed so learning can continue. However, replacement is limited when misuse is involved:

We will replace a student computer once per academic year for reasons other than defect or normal wear and tear. Meaning—if there are signs of misuse, we will replace it only once. Further replacement requests due to misuse will be escalated to School Ops for special permission to replace and may require review and approval by the Head of School.

Examples of misuse or preventable damage may include (but are not limited to):

- cracked screens from unsafe handling or transport
- liquid damage

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- missing keys or parts from tampering
- removal of labels/asset tags
- intentional damage, vandalism, or repeated neglect
- repeated loss or failure to secure the device

Online Learning Environment

At Stellar Oaks Virtual Academy , our online learning environment is designed to provide students with the flexibility and resources they need to succeed academically. Our platform offers a unique approach to education that allows students to access high-quality learning materials and interact with dedicated educators and peers.

Please be aware that classes may be recorded for educational/safety purposes and a notification will be provided prior to recording. All recordings will be deleted within 90 days of the school year ending.

Student Portal

Our Student Portal serves as the central hub for all academic activities. Through the LMS, students can access course materials, submit assignments, engage in discussions, and track their progress. It provides a user-friendly interface designed to enhance the online learning experience.

Accessing Online Classes

To access your online classes, students should log in to the student portal using their provided credentials. Once logged in, you will find your course materials, assignments, and communication tools. Specific instructions for accessing classes and coursework

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are available in the student portal, and our technical support team is ready to assist if you encounter any issues.

Cell Phone Policy

Per Iowa law (House File 2611, 2024), and Red Oak CSD implementation of state guidance, SOVA enforces a strict cell phone restriction policy during instructional hours. While most learning occurs on school-issued devices, student cell phones and personal electronics must not be used to access, record, or transmit content during instructional sessions unless explicitly authorized for learning or accommodation purposes.

Students are expected to:

- Keep cell phones out of sight during synchronous instruction, live assessments, or required support sessions.
- Refrain from recording or photographing virtual classes, peers, or staff.
- Avoid using social media or messaging apps during instructional time unless part of an assigned academic activity.
- Failure to comply may result in parental notification, restrictions on device access, or further discipline depending on frequency and impact.

Technical Support

Stellar Oaks Virtual Academy provides technical support to ensure a smooth online learning experience. If you encounter technical issues, our support team is available to assist with troubleshooting and resolving problems. Contact details for technical support can be found on our website and in the student portal.

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Online Etiquette and Netiquette

Maintaining a respectful and productive online environment is crucial for effective learning. Students are expected to adhere to online etiquette, or "netiquette," by communicating respectfully, participating actively in discussions, and using appropriate language and tone in all online interactions. The guidelines for netiquette will be shared with students within the student portal.

Synchronous and Asynchronous Learning

Stellar Oaks Virtual Academy follows an asynchronous learning model. This means that students have the flexibility to complete their coursework at their own pace within weekly deadlines. While coursework is primarily asynchronous, there may be occasional synchronous activities, such as live webinars or virtual meetings, to support student engagement and interaction.

Software and Platform Requirements

To effectively participate in our online classes, students should have regular reliable access to a PC, Mac or Chromebook computer with high-speed internet that has the latest version of Google Chrome, Microsoft Edge, or Safari web browser. The Student Portal and online classes are accessible through a web browser and locally installed applications are not required for core courses. (Some technical electives courses may require a downloaded application.) The Student Portal is accessible on mobile and tablet devices, however, we do not recommend using a tablet or mobile device for daily schooling.

Responsible Online Behavior

Students are expected to demonstrate responsible online behavior in all interactions within the online learning environment. This includes treating peers and educators with respect, maintaining academic integrity, and adhering to ethical standards in all online activities.

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We believe that these policies and guidelines create a supportive and productive online learning environment for all our students. Please review these sections carefully, and if you have any questions or concerns, do not hesitate to contact our administration or support team. We are here to help you make the most of your educational experience at Stellar Oaks Virtual Academy .

Cybersecurity and Password Management

Stellar Oaks Virtual Academy wants to take additional precautions to support student internet safety.

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student's parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the Stellar Oaks Virtual Academy , students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable Stellar Oaks Virtual Academy technology resources including but not limited to computers and related equipment, Stellar Oaks Virtual Academy data, the data of others, or other networks connected to the Stellar Oaks Virtual Academy system, including off-school property if the conduct causes a substantial disruption to the educational environment.
- Use the Internet or other electronic communications to threaten or harass Stellar Oaks Virtual Academy students, employees, board members, or volunteers, including off-school property if the conduct causes a substantial disruption to the educational environment.
- Send, post, or possess electronic messages that are abusive, obscene, sexually-oriented, threatening, harassing, damaging to another's reputation, or

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illegal, including cyberbullying and “sexting,” either on or off school property, if the conduct causes a substantial disruption to the educational environment.

- Use email or websites to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment.

Unacceptable and Inappropriate Use of Technology Resources

Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually-oriented, threatening, harassing, damaging to another’s reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is Stellar Oaks Virtual Academy -owned or personally owned, if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting,” will be disciplined in accordance with the Student Code of Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement.

In addition, any student who engages in conduct that results in a breach of the Stellar Oaks Virtual Academy computer security will be disciplined in accordance with the Student Code of Conduct and, in some cases, the consequence may rise to the level of expulsion.

Netiquette on the Internet

All users of Stellar Oaks Virtual Academy educational platforms and networks are expected to abide by the generally accepted rules of network etiquette (netiquette). These rules of behavior include the following:

- Be Polite. Do not become abusive in your messages to others.

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- Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
- Do NOT reveal your personal contact information (including Skype and social media usernames/handles) or phone numbers or those of other students or colleagues.
- Keep paragraphs and messages short and to the point. Focus on one subject per message. Always include a subject line in the email.
- Capitalize words only to highlight an important point or to distinguish a title or heading. "Asterisks" surrounding a word may also be used to make a stronger point.
- Remember that humor and satire can be misinterpreted. Be judicious in your choice of words.
- Minimize spelling errors and make sure your message is easy to understand; however, remember that many people all over the world use the Internet. Please do not criticize another person's use of grammar or spelling.
- Cite all quotes, references, and sources. Copyright applies to electronic information.
- Never send chain letters through the Internet.

Internet Safety Policy

To ensure compliance with the Children's Internet Protection Act (CIPA), Stellar Oaks Virtual Academy has implemented comprehensive policies and procedures designed to safeguard students' online experiences. Our Handbook includes an acceptable technology provision for students which outlines clear guidelines and expectations regarding appropriate internet usage, online behavior, and digital citizenship. This agreement emphasizes the importance of responsible internet use, the prohibition of accessing inappropriate content, and the respectful interaction with peers and educators in online environments.

Additionally, we utilize Bark for Schools, an advanced monitoring and filtering tool, to augment our efforts in maintaining a safe and secure online learning environment. This system will restrict access to electronic systems that contain information pertaining to

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pornography, hacking, unauthorized chat rooms, and any other content considered harmful to minors. Bark for Schools provides real-time monitoring of students' online activities and alerts school administrators to any potential issues or concerning content, allowing for timely intervention and support. By combining proactive policies with cutting-edge technology solutions, we remain committed to ensuring a safe, positive, and productive online learning environment for all students in compliance with CIPA requirements.

We understand that children who are under 13 years of age need enhanced safeguards and privacy protection, as set forth in the Children's Online Privacy Protection Act (COPPA). COPPA protects the information privacy of children under the age of 13 by requiring website operators and online services to post privacy policies and obtain verifiable parental consent before collecting information from those children.

We receive personal information about children who are under the age of 13 strictly from their parents or guardians at the time those children are enrolled in our schools. The only information received directly from your student is the information they provide (such as test answers, electronic mail and class discussions) in our schools as part of their education. Other than through the schools, we do not solicit children to provide personal information. We also do not knowingly contact or collect PII from children under 13.

Nevertheless, we want to provide assurances that information about young children is safe. If you want to notify us that we have inadvertently received information for a child under the age of 13, for example, by fraud or deception by others, please email us at ITteam@stellarvirtual.org.

Privacy and Data Protection

The following describes how Stellar Oaks Virtual Academy stores and uses personal information when services at Stellar Oaks Virtual Academy are provided.

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This privacy policy applies to the website where this privacy policy is posted and to information we collect about you by phone, email, or electronically.

BY USING THE WEBSITE OR SERVICES YOU ARE CONSENTING TO THIS PRIVACY POLICY.

Personal Information Stellar Oaks Virtual Academy Collects

We collect the following categories and types of “Personal Information.”

- **Contact and Demographic Information:** We collect your contact and demographic information including, but not limited to, your name, city and state, e-mail address, and age range, your home contact information, school contact information, gender, and parent/guardian contact information.
- **Other Identifying Information:** We collect other identifying information including IP address and cookies or other persistent online identifiers, user names, passwords and other security information for authentication and access.
- **Internet or Other Electronic Activity.** Your browsing and click history, including information about how you navigate within our Website and Services and which elements of our Website and Services you use the most.
- **Audio and Visual Information.** A video or audio file containing your image and voice.

Note that we may collect other Personal Information that you choose to provide in a free-text entry box as part of any content that you contribute to the Services. Please remember that any information that is disclosed in these areas becomes available to the instructor and other students participating in the Services, and you should exercise caution when deciding to disclose your Personal Information.

Sources of Personal Information

We collect Personal Information from the following sources:

- We collect information directly from you. When you register for the Services we collect contact and demographic information directly from you. We collect any

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information you disclose in a chat room, forum, message board or newsgroup available when you use the Services.

- We collect information from you from third parties. In some cases, the institution funding your participation in the course or digital curriculum (the “Sponsoring Institution”) may provide additional Personal Information about you to us.
- We collect information about you passively. We collect internet or other electronic activity passively using tools like browser cookies. This activity is further described in the Cookies section below.

What Stellar Oaks Virtual Academy Does with the Information it Collects

We use your Personal Information for the following categories of use:

- Receive, process, confirm and communicate. We with you about your registration; and provide you with the Services
- Analytical Purposes: We use your other identifying information, internet activity and browsing history to analyze preferences, trends and statistics.
- Marketing and Promotional Purposes: We use your contact information, demographic information, and Internet or other electronic activity to: Inform you of our new services and offers and provide you with other information from and about us, including personalized marketing communications. Maintenance and Improvement of the Website and Services: We use your contact information and internet activity and browsing history to: Provide you with the Website and Services, including sending you alerts about your account; Handling your customer service requests; and Helping us diagnose technical and service problems and administer our Website and the Services
- Security and Fraud Prevention: We use your contact information, other identifying information, financial information and internet activity and browsing history to protect the Website and Services, Stellar Oaks Virtual Academy and others, and to prevent fraud, theft and misconduct.

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Categories of Third Parties With Whom We Share Personal Information

- **Sponsoring Institutions:** If you are a student, your grades in the Stellar Oaks Virtual Academy courses will be reported to your mentor and your school or Sponsoring Institution. We may share other Personal Information with a Sponsoring Institution if you specifically authorize it, or if it is required to complete a transaction, service, or activity that you requested.
- **Our Affiliates:** We may share Personal Information with businesses controlling, controlled by, or under common control with Stellar Oaks Virtual Academy .
- **Corporate Transactions:** If Stellar Oaks Virtual Academy is merged, acquired, or sold, or in the event of a transfer of some or all of our assets, we may disclose or transfer Personal Information in connection with such transaction. You will have the ability to opt out of any such transfer if, at our discretion, it will result in the handling of your Personal Information in a way that differs materially from this Privacy Policy.
- **Compliance with Laws and Law Enforcement:** We cooperate with government and law enforcement officials and private parties to enforce and comply with the law. We may disclose Personal Information and any other information about you to government or law enforcement officials or private parties if, at our discretion, we believe it is necessary or appropriate in order to respond to legal requests (including court orders and subpoenas), to protect the safety, property, or rights of our company or of any third party, to prevent or stop any illegal, unethical, or legally actionable activity, or to comply with the law.
- **Cookies:** A cookie is a small data file that certain Websites write to your hard drive when you visit them. A cookie file can contain information such as a user ID that the site uses to track the pages you've visited. But the only personal information a cookie can contain is information you supply yourself. A cookie can't read data off your hard disk or read cookie files created by other sites. Stellar Oaks Virtual Academy uses cookies to tell when a user is a repeat visitor and to let us know how the user found the site. They also allow us to automatically link users to their personalized accounts. When you create an account, Stellar Oaks Virtual Academy uses a cookie to store a unique, random

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user ID. Stellar Oaks Virtual Academy uses this ID to identify you anonymously in our database and to track the pages you visit on our site. This helps us better understand and improve areas of the site that our users find valuable. Stellar Oaks Virtual Academy also uses this ID to enable you to enter various Services as a member and to visit member-restricted areas of the site without having to log in each time. Stellar Oaks Virtual Academy encrypts the user ID for added security. If you've set your browser to warn you before accepting cookies, you will receive the warning message with each cookie. Though some of the Services require the use of cookies, visitors to Stellar Oaks Virtual Academy always have the option of disabling cookies via their browser preferences. You can refuse cookies by turning them off in your browser. However, some of the Services will not work if you have cookies disabled.

- **We use Google Analytics on the Site and Services** to analyze how users use the Site and Services and to provide advertisements to you on other websites. For more information about how to opt out of having your information used by Google Analytics, visit <https://tools.google.com/dlpage/gaoptout/>.

Managing Your Information Preferences

You can review, correct, update, or change your Personal Information or opt out of receiving certain emails by changing the relevant settings in your account or by emailing us at ITteam@stellarvirtual.org. You can also opt out of receiving marketing emails from us by following the link provided at the bottom of all marketing emails you receive from us. You are able to opt out of receiving marketing emails from us, however, you cannot opt out of receiving all emails from us, such as emails about the status of your account. If you have questions or concerns regarding this Privacy Policy, please email us at that same address.

Be Careful When You Share Information with Others

Please be aware that whenever you share information on any public area of the Website or Services, that information may be accessed by others. In addition, please remember that when you share information in any other communications with third parties, that information may be passed along or made public by others. This means that anyone

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with access to such information can potentially use it for any purpose, including sending unsolicited communications.

Security

All of your personal information is stored on servers at a location designed specifically to ensure that no unauthorized individuals have access to the server or its data. We maintain physical, electronic, and procedural safeguards to protect the confidentiality and security of information transmitted to us. However, no data transmission over the Internet or other networks can not be guaranteed to be 100% secure. As a result, while we strive to protect information transmitted on or through the Website or Services, we cannot and do not guarantee the security of any information you transmit on or through the Website or Services, and you do so at your own risk.

Links

Our Website and Services may contain links to other websites or allow others to send you such links. A link to a third party's website does not mean that we endorse or are affiliated with it. We do not exercise control over third-party websites. You access such third-party websites or content at your own risk. You should always read the privacy policy of a third-party website before providing any information to the website.

Privacy of Children

Stellar Oaks Virtual Academy policy is to limit the collection of personal information from children. The Website is intended for users who are 18 years old or older. We do not knowingly collect Personal Information from children under the age of 13 (or under the age of 18 if the child is located in the EU) without parental consent. If we become aware that we have inadvertently received Personal Information from a child under the age of 13 (or under the age of 18 if the child is located in the EU) without parental consent, we will delete such information.

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Children ages 12 and under (or children under 18 if located in the EU) will not be allowed to register for or use the Services without their parent's permission. Parents of children under the age of 13 (or under the age of 18 if located within the EU) must provide us with a signed version of our parental notice and consent form available can be accessed by emailing: {insert email}

If at any time after a parent gives permission, the parent desires to review the child's personal information, request that it be deleted, or refuse to allow any further collection of the child's information, the parent may contact us or the school's representative for Stellar Oaks Virtual Academy . If a parent has any other questions regarding the child's use of his or her account, they may contact the school's representative or Stellar Oaks Virtual Academy directly at our contact information provided below.

California users under the age of 18 may request the removal of their content or information publicly posted on the Website or Services by emailing us at {insert email}

Stellar Oaks Virtual Academy does not:

- Collect more information from children than is reasonably necessary for them to participate in the Services;
 - Entice children, by the prospect of a special game, prize or other activity, to provide more information than is necessary to participate in the Services; or
- Share any personal information about children with third parties except as expressly provided herein.

Access to Your Information

Stellar Oaks Virtual Academy offers users the ability to correct or change the information collected during registration. Users may change this information at any time and as often as necessary by e-mailing: {insert email}.

Do Not Sell My Personal Information

Personal Information that We Sell

We do not currently "sell" your Personal Information, as that term is defined under the CCPA.

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Non-Discrimination

Stellar Oaks Virtual Academy will not discriminate for exercising any CCPA Rights and will not deny goods or services, or provide a lesser quality of goods or services.

Privacy Policy Changes

We may change this Privacy Policy from time to time. If we decide to change this Privacy Policy, we will inform you by posting the revised Privacy Policy on the Website. Those changes will go into effect on the “Revised” date shown in the revised Privacy Policy. By continuing to use the Website or Services, you are consenting to the revised Privacy Policy.

In the event that you are concerned about how data you have provided Stellar Oaks Virtual Academy through the Website or the Services has been used, please contact us electronically at ITteam@stellarvirtual.org. Stellar Oaks Virtual Academy takes all concerns about privacy and the use of data very seriously and shall endeavor to reply to you within two business days to commence its investigation of your concerns.

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Communication and Engagement

Strong communication and meaningful family engagement are core to student success at Stellar Oaks Virtual Academy (SOVA). In our virtual setting, we use structured tools and purposeful practices to ensure that students, parents, and school staff are informed, connected, and supported throughout the academic journey.

Parental Involvement

At Stellar Oaks Virtual Academy, we recognize the invaluable role parents and guardians play in their child's education. Parental involvement is a cornerstone of a successful and enriching educational experience. We encourage and welcome active participation from parents to ensure the academic success and well-being of our students.

Parental Responsibilities

We understand that parents and guardians play a vital role in their child's education. To create a conducive and supportive learning environment, parents are encouraged to take on specific responsibilities, including:

- **Monitoring Progress:** Parents should regularly monitor their child's academic progress, reviewing assignments and grades. This involvement ensures students stay on track and complete their coursework.
- **Communication:** Open and consistent communication with teachers, counselors, and support staff is essential. Parents should maintain contact via email, phone calls, and parent-teacher conferences.
- **Providing a Learning Space:** Create a quiet and organized learning space at home to facilitate student focus and productivity.
- **Time Management:** Assist students in managing their time effectively, ensuring they meet coursework deadlines and maintain a balanced daily routine.

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- **Support and Encouragement:** Provide emotional and motivational support to help students overcome challenges and stay motivated.
- **Participation in School Activities:** Parents are encouraged to participate in school activities, such as virtual parent-teacher conferences, informational webinars, and other school events.

Parent-Teacher Communication

- **Communication:** Parents and guardians are encouraged to communicate with teachers via the student portal. Teachers will promptly respond to communications and provide information regarding student progress and concerns.
- **Scheduled Meetings:** Parent-teacher conferences are held regularly to discuss student progress and any specific concerns. These meetings are a valuable opportunity to collaborate with teachers to support the academic growth of the student.
- **Office Hours:** Teachers maintain virtual office hours where they are available to meet with parents or students to address questions, and concerns, or provide additional support.

Parent-Teacher Conferences

Regular parent-teacher conferences are an essential component of our commitment to student success. These conferences offer parents and guardians the opportunity to:

- **Discuss Student Progress:** Parents can review their child's academic progress, including grades, assignments, and areas of improvement.

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- **Set Academic Goals:** Together with the teacher, parents can set academic goals for their child and develop strategies to achieve them.
- **Address Concerns:** Parents can raise any concerns or questions they may have about their child's education or well-being.
- **Receive Feedback:** Teachers will provide feedback on the student's performance and offer guidance on how parents can support their child's academic growth.
- **Build a Partnership:** Conferences foster a partnership between parents and teachers, working together to ensure the child's success.

We believe that these policies and guidelines are instrumental in creating a collaborative and supportive educational environment. By actively participating in their child's education and working closely with our educators, parents contribute significantly to the success of our students. If you have any questions or require further guidance on your parental responsibilities, please feel free to contact our administration or your student's teacher.

Parent-Teacher Collaboration

Collaboration between parents and teachers is instrumental in helping students reach their full potential. Our teachers are available to discuss student progress, answer questions, and provide support as needed. Parents are encouraged to reach out to teachers to schedule conferences and seek guidance on how best to support their child's educational journey.

Open Communication

We believe that open and consistent communication between the school and parents is crucial. Parents are encouraged to stay informed about their child's progress, coursework, and any concerns they may have. We provide various channels of communication, including email, phone calls, online meetings, and our school's learning

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management system (LMS) to facilitate ongoing dialogue between parents and teachers.

Participation in School Activities

We welcome parents to participate in school activities, including virtual parent-teacher conferences, informational webinars, and school events. Parent involvement extends to volunteering for school committees, participating in virtual field trips, and engaging in extracurricular activities with their child. This participation not only strengthens the school community but also reinforces the importance of education in the home.

Monitoring Student Progress

Parents can actively monitor their child's academic progress through the school's learning management system, where they can access assignments, grades, and course materials. Regularly reviewing student progress and offering encouragement are vital aspects of parental involvement.

Supporting Student Learning

We encourage parents to create a conducive learning environment at home. Providing a quiet and organized space for studying, helping students manage their time effectively, and being available for questions or assistance are ways in which parents can support their child's online learning.

Support Services

In addition to our teachers, we offer a range of support services to help students succeed. These services may include student success advisors, academic counselors, and technical support. We believe that access to support services is crucial for addressing students' academic and non-academic needs, so they can thrive in our online learning environment.

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At Stellar Oaks Virtual Academy we are proud of our dedicated and qualified team of educators and support staff. We believe that the quality of our teaching and the availability of support services contribute to a positive and successful educational experience for our students. If you have any questions or need assistance, please do not hesitate to reach out to our team of professionals.

Student Services

At Stellar Oaks Virtual Academy , we are committed to providing comprehensive support to our students to ensure their holistic development. Our student services are designed to enhance their academic, social, and emotional growth, enriching their overall educational experience.

Academic Counseling

At Stellar Oaks Virtual Academy , we are dedicated to providing comprehensive student services for our full-time students to support their educational journey. Our professional counselors specialize in academic counseling, offering guidance and support to help students excel in their studies.

Our academic counseling services encompass:

- **Educational Planning:** Our counselors work with students to create personalized academic plans, ensuring they are on the right track to meet their educational goals.
- **Study Strategies:** We offer guidance on effective study techniques, time management, and organizational skills to enhance academic performance.
- **Course Selection:** Our team helps students choose courses that align with their interests, abilities, and long-term career aspirations.
- **Resource Recommendations:** We provide recommendations for supplementary resources and tools to aid in the learning process.

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- **Progress Monitoring:** Our counselors assist in tracking academic progress and offer support when challenges arise.

While our primary focus is on academic counseling, we also understand the importance of addressing students' social and emotional well-being. Therefore, we offer a holistic approach to student support, with additional services available for any challenges that may arise during your educational journey.

Library and Learning Resources

Our extensive online library and learning resources provide full-time students with access to a wide range of materials to support their coursework. This valuable resource aids students in research, study, and academic growth.

Parental Feedback and Suggestions

We value the input of parents and guardians. Your feedback and suggestions are instrumental in helping us improve our programs and services. We regularly seek input through surveys and other feedback mechanisms to ensure that we are meeting the needs of our students and their families.

Stay Informed

To stay informed about school news, updates, and events, parents are encouraged to regularly check the school's website and official communication channels. This ensures that you are up-to-date on important school information and can actively participate in the educational journey of your student.

Parental Rights and Responsibilities

In addition to involvement, parents also have rights and responsibilities. We encourage parents to familiarize themselves with these rights and responsibilities, which are outlined in our Parental Rights and Responsibilities Handbook. This document provides

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information on the role of parents in their child's education and the school's expectations.

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Extracurriculars and School Life

At Stellar Oaks Virtual Academy (SOVA), we believe that learning extends beyond academics and into meaningful, student-driven engagement opportunities. Our students—though enrolled in a virtual school—have access to a variety of **extracurricular, co-curricular, and enrichment experiences**, supported both by Red Oak Community School District and their district of residence, as outlined in Iowa law and guidance from the Iowa Department of Education.

Extracurricular Eligibility and Access (per Iowa code)

Students who are **open enrolled** into Stellar Oaks Virtual Academy through the Red Oak Community School District for the purposes of receiving online educational instruction and content are **eligible to participate in up to two extracurricular or co-curricular activities per year** in their **resident school district**, including:

- Interscholastic athletics
- Vocal or instrumental music (co-curricular)
- Drama and theater
- Activities exceeding \$5,000 in general fund expenditures

* note these vary from school district to school district

Key Eligibility Requirements:

- Students must meet **the same academic, behavioral, and conduct requirements** as resident district students.
- Participation in **two activities** is measured per semester or sport (e.g., fall and spring vocal music count as two activities).
- Participation beyond two activities may be allowed at the **discretion of the resident district**.

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- Resident districts **may not deny access based on classroom space** or similar limitations.

Important Compliance Notes:

- Resident districts **must be informed** by Red Oak CSD if a student ceases participation in virtual instruction.
- **Grade reports must be shared**, but a student cannot be deemed ineligible due to delays in data transfer.
- Students may be **disciplined or removed** from activities if they violate resident district policies, such as bullying or good conduct rules.
- Students **may participate** in different activities at both their open-enrolled and resident districts, e.g., music at one and athletics at another.

Student Engagement

We believe in serving the whole student, recognizing that education extends beyond textbooks and classrooms. To this end, we offer numerous student engagement opportunities to foster relationships and connect students with their peers. These activities are designed to enhance the educational experience and build a sense of community within our online school.

Virtual Field Trips

Our full-time students have the opportunity to explore the world and connect with their peers during quarterly virtual field trips. These interactive experiences provide a platform for collaborative learning, cultural understanding, and enjoyable adventures.

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Clubs

Stellar Oaks Virtual Academy offers clubs to complement our students' educational experiences. These clubs cater to special interests and passions, providing students with opportunities to connect with like-minded peers and pursue their interests outside the regular curriculum.

Stellar Virtual Guidelines for Student Life

SOVA follows Stellar Virtual's expectations for student engagement, which emphasize:

- Inclusivity and equitable access for all students, regardless of geographic location
- Encouragement of student-led organizations and activities
- A strong commitment to student voice and leadership
- A virtual student life platform for clubs, social events, and enrichment

Students are encouraged to join virtual clubs, participate in school-wide events, and engage in leadership opportunities within the Stellar Virtual learning environment.

Course Management

Course Add/Drop and Withdrawal Policy

At Stellar Oaks Virtual Academy (SOVA), students are enrolled in a full course load aligned with their grade level and academic plan. However, we recognize that course adjustments may occasionally be necessary.

Add/Drop Window

Students may request to add or drop a course during the designated Add/Drop period at the start of each semester. Requests must be submitted in writing to the school counselor or registrar and approved by both the academic advisor and parent/guardian.

- The Add/Drop period typically spans the first 10 school days of each semester.
- Courses dropped during this window will not appear on the student's transcript.

Withdrawal After Add/Drop Window

If a student withdraws from a course after the Add/Drop period:

- A "W" (withdrawal) may be recorded on the transcript.
- Withdrawal from a course may affect progress toward graduation or credit completion and may impact athletic or extracurricular eligibility.

Course Failure Policy

At Stellar Oaks Virtual Academy (SOVA), student mastery and course completion are essential to academic success and advancement. SOVA follows standards-based grading practices aligned with Red Oak Community School District policies.

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To earn credit for any course:

- A student must achieve a final grade of 60% or higher.
- A student must complete all required coursework as outlined in the syllabus or course module structure.
-

Students who receive a final grade below 60% will not earn credit for the course. Failed courses must be retaken if required for grade-level promotion or graduation. Course failures may also affect eligibility for participation in extracurricular activities and compliance with the school's full-time enrollment policy.

Course Change Requests

Students may request a change to their course schedule early in the term if a better academic fit or updated need is identified. Course changes are reviewed by staff for appropriateness and availability.

Key details:

- Course change requests must be submitted within the first 15 calendar days after course enrollment begins.
- Requests must be submitted using the official SOVA Course Change Request Form {insert link}.
- If approved, the current course will be dropped and replaced without academic penalty.
- Requests received after the 15-day window may not be granted unless exceptional circumstances apply, and must be approved by the Head of School or designee.

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Students and families are encouraged to speak with a school counselor or advisor before requesting a change to ensure the new course aligns with graduation requirements and full-time enrollment status.

Withdrawal Policy

At SOVA, we understand that families may need to withdraw for a variety of personal, educational, or situational reasons. We aim to make the process respectful, clear, and compliant with state and district policies.

Steps for Withdrawal:

- **Submit Written Notice**

Parents or guardians must send a written notice (email or letter) to SOVA administration indicating:

- The student's full name and grade level,
- The reason for withdrawal (brief),
- The effective date of withdrawal,
- The full name and school district for the school they are transferring from/to.

- **Staff Follow-Up**

After receiving notice, SOVA staff will:

- Confirm the student's current academic standing and planned next steps,
- Provide the family with the SOVA and district withdrawal forms for signature,

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- Discuss any open enrollment or transfer implications.
- **Return of School Property**
All school-issued items (e.g., laptop, charger, curriculum materials) must be returned within 10 business days of withdrawal. Failure to return equipment may result in a fee.
- **Academic Records**
Upon request, families may receive a copy of the student's academic transcript or progress report. Please allow up to five business days for processing.
- **Exit Interview (Optional)**
Families are invited to participate in an optional exit interview to provide feedback on their experience. This helps SOVA improve services and school operations.

Important Note:

Students withdrawn from SOVA due to chronic absenteeism or disciplinary violations may not be eligible to reapply through open enrollment with a school choice preference for Stellar Oaks Virtual Academy . This limitation aligns with SOVA policy, Iowa open enrollment law, and our commitment to academic accountability.

Re-Enrollment Opportunities

At Stellar Oaks Virtual Academy , we recognize that family needs and student circumstances may shift over time. If a student withdraws and later seeks to return, we welcome the opportunity to explore re-enrollment—subject to eligibility and prior attendance history.

As a statewide public virtual school, Stellar Oaks Virtual Academy participates in rolling open enrollment, which allows families to submit an Open Enrollment Application (OEA) to the Red Oak Community School District at any time during the year, without the traditional March 1 deadline.

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This flexibility supports students who may need to re-engage with a virtual option outside of the typical enrollment cycle.

However, please note the following important limitation:

- Students who are withdrawn from Stellar Oaks Virtual Academy due to chronic absenteeism or non-participation will not be eligible to re-enroll.
- Red Oak Community School District will not approve future OEAs from students previously withdrawn for persistent attendance violations, and school choice preference for Stellar Oaks Virtual Academy will not be granted in these cases.
- Re-enrollment requests may still be reviewed on a case-by-case basis for students who left in good standing and demonstrate readiness to meet attendance and academic expectations.
- Re-enrollment requests will be subject to classroom capacity review.

If your family is considering re-enrollment, please reach out to our school team. We are happy to guide you through the Open Enrollment Application process and help determine whether returning to Stellar Oaks Virtual Academy is the right fit.

Student Behavior and Expectations

Student Code of Conduct and Disciplinary Framework

Stellar Oaks Virtual Academy (SOVA), as an attendance center of Red Oak Community School District, is committed to maintaining a safe, respectful, and productive online learning environment. All students are expected to conduct themselves in accordance with district board-approved policies (503.1 through 503.6) and state laws, including those governing bullying, harassment, due process, and student discipline.

Behavioral Expectations

Students must act with integrity, respect, and responsibility when:

- Engaging in live virtual sessions or asynchronous activities,
- Using school-issued technology or platforms,
- Communicating with teachers, staff, and peers,
- Submitting academic work,
- Participating in school-sponsored extracurricular or co-curricular programs.

Behavior that disrupts the learning environment, violates the rights or safety of others, or compromises academic integrity will result in disciplinary consequences. These apply equally to online, phone-based, or in-person interactions involving school personnel or systems.

The Head of School serves as SOVA's designated behavior coordinator and oversees all discipline matters in collaboration with staff, families, and district administration.

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Examples of Prohibited Conduct in a Virtual Environment

The following categories and examples help clarify expectations in a digital learning setting. These are not exhaustive:

Level 1 – Minor Infractions

- Logging in late to required synchronous sessions without excuse
- Disengagement or failure to participate in class discussions
- Inappropriate chat messages, emoji use, or virtual backgrounds
- Not responding to teacher communication or feedback
- Submitting assignments with limited effort or completeness

Level 2 – Moderate Infractions

- Repeated failure to follow teacher directions
- Use of disrespectful or inappropriate language toward staff or students
- Academic dishonesty (copying, using AI tools without permission)
- Sharing school platform credentials
- Disruptive behavior that affects the learning environment of others

Level 3 – Major Infractions

- Harassment, threats, or bullying (including cyberbullying)
- Posting, viewing, or sharing inappropriate, explicit, or violent content
- Hacking, tampering with school platforms, or impersonating others
- Plagiarism of major assignments or assessments

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- Use of technology to intimidate, coerce, or harm others

Disciplinary Framework and Interventions

Stellar Oaks Virtual Academy follows a tiered response model that promotes learning and restoration while addressing unsafe or inappropriate conduct.

Infraction Level	Response Examples
Level 1 (Minor)	Teacher redirection, written reflection activity, student-teacher conference, parent contact
Level 2 (Moderate)	Admin referral, temporary access restrictions, behavior improvement plan, parent-teacher-administrator conference
Level 3 (Major)	Suspension (virtual or in-person), referral to Red Oak Superintendent, law enforcement contact, expulsion recommendation (Board action only)

Disciplinary responses may be adjusted based on context, frequency, and student history. For students with disabilities, all disciplinary actions will follow IDEA and Section 504 requirements, including IEP team involvement if needed.

Disciplinary Procedures and Due Process

Stellar Oaks Virtual Academy follows disciplinary procedures in alignment with the Red Oak Community School District Board Policies (particularly 503.1 through 503.6) and

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applicable Iowa law, ensuring that all students are treated fairly, equitably, and in a developmentally appropriate manner.

When a student engages in behavior that violates school policies or expectations, the school will take a tiered approach to discipline, emphasizing:

- Restoration and learning
- Student accountability
- Parent/guardian involvement
- Protection of the learning environment

Depending on the severity or frequency of the behavior, disciplinary actions may include:

- Verbal or written warning
- Parent contact or virtual conference
- Behavioral contract or intervention plan
- Temporary restriction from platforms or privileges
- Virtual or in-person suspension
- Referral to law enforcement (if applicable)
- Recommendation for expulsion (must be approved by the Red Oak Board of Education)

Before any significant disciplinary action is imposed (e.g., suspension or expulsion), the student and their parent/guardian will be provided:

- Written notice of the alleged violation,
- The opportunity to respond to the charges or explain the circumstances, and
- In the case of expulsion, a formal hearing before the Board of Education.

All disciplines involving students with disabilities will follow due process protections under IDEA and Section 504, including manifestation determination and IEP team involvement when required.

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Appealing Disciplinary Decisions

Students and families who believe a disciplinary action was imposed unfairly or in error have the right to appeal. The appeal process aligns with Red Oak CSD's grievance procedures and provides an orderly framework for resolving concerns.

Appeals must follow these steps:

School-Level Appeal

Submit a written appeal to the Head of School within five (5) school days of receiving the disciplinary decision. The Head of School will review the incident and issue a written response.

District-Level Appeal

If not resolved, families may appeal in writing to the Superintendent of Red Oak Community School District within five (5) school days of the school-level decision. The Superintendent (or designee) will review the matter and provide a written decision.

Board-Level Appeal

If still unresolved, a written request for review may be submitted to the Red Oak Board of Education. The Board will consider whether to hear the appeal and may uphold, modify, or overturn the previous decision.

State-Level Appeal

In certain circumstances (e.g., expulsion), families may pursue a final appeal with the Iowa Department of Education under Iowa Code § 290. Details on state appeals can be provided upon request.

Parents are encouraged to maintain open communication with school staff and seek informal resolution whenever possible prior to filing formal appeals. Appeal forms and assistance are available through the school office or central district office.

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Bullying, Harassment, and Cyberbullying

Bullying, harassment, and cyberbullying are strictly prohibited at SOVA and will be addressed in accordance with Board Policy 503.5 and Iowa Code 280.28. These behaviors may include—but are not limited to—taunting, threats, intimidation, exclusion, or other conduct that creates an objectively hostile learning environment based on protected traits (e.g., race, gender, disability, etc.).

Bullying includes threats, intimidation, exclusion, rumor-spreading, or unwanted aggression, especially targeting protected traits (e.g., race, disability, gender, sexual orientation, religion).

Cyberbullying includes any of these behaviors conducted through:

- School platforms (chat, email, forums)
- Texts, social media, or apps used in a school-related context
- Devices issued by the school or used during school time

If a student believes that he or she has experienced bullying or witnesses the bullying of another student, the student or parent should fill out the **Bullying Incident Form**. The administration will investigate any allegations of bullying and related misconduct.

Click here to access the form: [Bullying Incident Form](#)

If bullying is confirmed:

- Parents/guardians of both parties will be notified.
- Appropriate disciplinary action will be taken.
- Counseling resources may be offered to affected students.

Retaliation against any reporting party is strictly prohibited.

HF865 amended the definition of bullying and harassment which now states:

[A]ny repeated and targeted electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived trait or characteristic of the student

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and which that creates an objectively hostile school environment that meets one or more of the following conditions:

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

Curriculum Overview:

K–6 instructional content strictly complies with Iowa's age-appropriate curriculum limitations.

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Legal and Non-Discrimination Notices

FERPA Rights

In accordance with the Family Educational Rights and Privacy Act (FERPA), parents and eligible students have the right to:

1. Inspect and review the student's education records.
2. Request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.
3. Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent FERPA authorizes disclosure without consent.
4. File a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with FERPA requirements.

Red Oak CSD and Stellar Oaks Virtual Academy may disclose appropriately designated "directory information" without written consent, unless the parent/guardian has advised the school to the contrary. Directory information may include: student's name, address, telephone listing, date/place of birth, participation in officially recognized activities/sports, honors/awards, and photograph.

Stellar Oaks Virtual Academy is committed to maintaining the confidentiality of all personal information, including video recordings. We comply with federal, state, and local privacy laws, such as the Family Educational Rights and Privacy Act (FERPA), which protects student education records.

1. **Data Storage:** Any collected data (**including but not limited to video, chat, email, text, telephone and/or other communication methods**) will be stored securely and retained only as long as necessary to fulfill its intended purpose. Once the data is no longer needed, it will be securely deleted.

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2. Access Control: Only authorized personnel will have access to the data, and all staff members involved in handling such information are trained in privacy protection practices. All users are assigned individual system authentication credentials and are prohibited from sharing passwords.
3. Parent, Legal Guardian, and Eligible Student Rights: Please refer to the Annual FERPA Notification for more information on your privacy rights.

Title IX Policy and Coordinator Information

It is the policy of the Red Oak Community School District and Stellar Oaks Virtual Academy not to discriminate on the basis of sex in its educational programs or activities, as required by Title IX of the Education Amendments of 1972. This obligation includes the prohibition of discrimination based on sex, including sexual harassment.

Any inquiries concerning the application of Title IX may be referred to the school's Title IX Coordinator:

Title IX Coordinator

Justin Williams , Principal
Stellar Oaks Virtual Academy
Email: j.williams@ia-virtual.org

Procedures for filing a grievance related to Title IX concerns are outlined in Board Policy 102.E2 and 102.R1.

Section 504 Coordinator Information

In accordance with Section 504 of the Rehabilitation Act of 1973, the district does not discriminate on the basis of disability. Section 504 requires the school to provide appropriate accommodations to ensure equal access to education for students with disabilities.

Section 504 Coordinator

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Justin Williams , Principal
Stellar Oaks Virtual Academy
Email: j.williams@ia-virtual.org

Parents have the right to be informed of decisions concerning their student's identification, evaluation, or educational placement and may file grievances in accordance with Board Policy 103.R1.

Civil Rights and Nondiscrimination Statement

In alignment with Iowa law and Board Policy 102:

"It is the policy of the Red Oak Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity, and socioeconomic status (for programs) in its educational programs and employment practices."

The district is committed to fostering an educational environment where all students and staff are treated with dignity and respect. Discriminatory behavior, including harassment or retaliation, will not be tolerated.

Complaint and Grievance Process

If a student or parent has a concern or complaint that cannot be resolved informally, SOVA provides a structured grievance process consistent with Red Oak CSD policy:

Step 1: Attempt resolution with the teacher or staff member involved.

Step 2: If unresolved, escalate to the Head of School.

Step 3: Submit a formal written complaint to the district superintendent.

Step 4: Appeal to the Red Oak Community School District Board of Directors.

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Step 5: Further appeal may be made to the Iowa Department of Education.

Forms and timelines related to formal complaints are available upon request from the school office or Red Oak Central Office.

School Board Policy Alignment & Appeals Process

Stellar Oaks Virtual Academy , in partnership with Red Oak Community School District, follows all applicable Board of Education policies of Red Oak CSD. These policies are accessible online at www.redoakschools.org and may be requested in hard copy from the administration office.

If a parent or guardian disagrees with a decision made under any of these policies or procedures, an appeal may be submitted to the district per the grievance and appeal process outlined in Board Policy 103.R1. Appeals are directed to the superintendent, and if unresolved, to the Red Oak CSD Board of Education.

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Appendix - Red Oak CSD 26-27 SY Calendar

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Red Oak CSD 2026-2027 Calendar

Start: Aug. 24 – Finish: May 27

Summary of Calendar

Days in classroom

1st Semester: 82 days

2nd Semester: 95 days

1st Quarter: 43 days

2nd Quarter: 39 days

3rd Quarter: 48 days

4th Quarter: 47 days

TOTAL CALENDAR DAYS: 177

TEACHER WORKDAYS: 188

CALENDAR LEGEND

Preservice Days

Begin Semester

End Quarter

Holidays

Vacation Days

Workday/PD

PD-120 min. Early Dismissal

P/T Conferences

HOLIDAYS:

Labor Day (9/7)
Thanksgiving Day (11/26)
Christmas Day (12/25)
New Year's Day (1/1)
Good Friday (3/26)

Min. Instructional Day = 6.58 hrs.

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

Collaboration/PD Day = 4.58 hrs.

Approximately 8:00 a.m. to 1:00 p.m.
4.58 hours/275 minutes
(not including 25 minute lunch)

M	T	W	Th	F	Days/Hours
August (2026)					
17	18	19	20	21	
24	25	26	27	28	5 28.90
31	2	3	4	5	6 35.48
September (2026)					
1	2	3	4	5	10 59.80
7*	8	9	10	11	14 84.12
14	15	16	17	18	19 115.02
21	22	23	24	25	24 145.92
28	29	30	1	2	27 165.86
October (2026)					
28	29	30	1	2	29 176.82
5	6	7	8	9	34 207.72
12	13	14	15	16	39 240.82
19	20	21	22	23	43 284.94
26	27	28	29	30	48 295.84
November (2026)					
2	3	4	5	6	53 326.74
9	10	11	12	13	58 357.64
16	17	18	19	20	63 388.54
23	24	25	26*	27	68 401.70
30	1	2	3	4	66 408.28
December (2026)					
30	1	2	3	4	70 432.80
7	8	9	10	11	75 463.50
14	15	16	17	18	80 494.40
21	22	23	24	25*	82 507.96
28	29	30	31	1	82 507.96
January (2027)					
28	29	30	31	1*	82 507.96
4	5	6	7	8	86 531.88
11	12	13	14	15	91 562.78
18	19	20	21	22	95 587.10
25	26	27	28	29	100 618.00
February (2027)					
1	2	3	4	5	105 648.90
8	9	10	11	12	110 679.80
15	16	17	18	19	115 712.70
22	23	24	25	26	120 743.60
March (2027)					
1	2	3	4	5	125 774.50
8	9	10	11	12	130 805.40
15	16	17	18	19	130 805.40
22	23	24	25	26*	134 831.72
29	30	31	1	2	137 851.46
April (2027)					
29	30	31	1	2	139 862.82
5	6	7	8	9	144 893.52
12	13	14	15	16	149 924.42
19	20	21	22	23	153 948.74
26	27	28	29	30	158 979.64
May (2027)					
3	4	5	6	7	163 1010.54
10	11	12	13	14	168 1041.44
17	18	19	20	21	173 1072.34
24	25	26	27	28	177 1095.06
31	1	2	3	4	
June (2027)					
31	1	2	3	4	
7	8	9	10	11	
14	15	16	17	20	

* Additional Paid Teacher Contract Day

Date Events

Aug. 19-21 Preservice Days
Aug. 24 Begin 1st Semester

Sept. 7 Labor Day: No School
Sept. 25 Two Hour Early Dismissal: Homecoming

Oct. 14 P/T Conferences
Oct. 15 No School: P/T Conferences
Oct. 16 No School
Oct. 19 No School: Teacher PD
Oct. 23 End 1st Quarter (43 days)
Oct. 26 Begin 2nd Quarter

Nov. 25-27 No School: Thanksgiving Break
Nov. 26 No School: Thanksgiving

Dec. 22 End 2nd Quarter (39 days)
Dec. 23 - Christmas Break
Jan. 1
Dec. 25 No School: Christmas

Jan. 1 No School: New Years
Jan. 4 No School: Teacher Workday
Jan. 5 Begin 3rd Quarter/2nd Semester
Jan. 18 No School: MLK Day

Feb. 17 Parent/Teacher Conferences
Feb. 18 No School: P/T Conferences
Feb. 19 No School

Mar. 12 End 3rd Quarter (48 days)
Mar. 15-19 No School: Spring Break
Mar. 22 Begin 4th Quarter
Mar. 26 No School: Good Friday

Apr. 19 No School: Teacher PD

May 21 Seniors' Last Day
May 23 Graduation
May 27 End 4th Quarter (47 days)
May 27 11:00 Early Dismissal/Last Day
May 27 Teacher's Last Day
May 31 Memorial Day

Red Oak Community School District Board of Education
FY27 PROTECTIVE and SAFETY EQUIPMENT RESOLUTION

WHEREAS participation in extracurricular athletics furthers the skills, development, character, and growth of our students, and

WHEREAS the safety of our student athletes is of paramount importance to the District, and

WHEREAS Student Activity funds are insufficient to cover the costs of protective and safety equipment required by the Athletic Associations for students participating in those activities, and

WHEREAS the Iowa legislature authorizes school boards to transfer funds from the General Fund to the Student Activity Fund for these purposes consistent with the enactment of HF 564 during the 2017 Legislative Session, effective for the school year beginning July 1, 2016,

NOW THEREFORE, BE IT RESOLVED: That the Board of Directors of the Red Oak Community School District approves the transfer of \$3,591.61 from the General Fund to the Student Activity Fund for expenditures that occurred on June 30, 2026 for the purchase and reconditioning of protective and safety equipment required for extracurricular athletics.

This Resolution adopted this 15th day of July 2026.

Ayes:

Nays:

Board President

Date

Board Secretary

Date

Superintendent

Date