



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
Monday, January 10, 2022 – 5:30 pm

- Agenda -

- 1.0 Call to Order – Board of Directors President Bret Blackman
- 2.0 Roll Call – Board of Directors Secretary Deb Drey
- 3.0 Approval of the Agenda – President Bret Blackman
- 4.0 Communications
 - 4.1 Good News from Red Oak Schools
 - 4.2 Visitors and Presentations
- 5.0 Consent Agenda
 - 5.1 Review and Approval of Minutes from December 20, 2021, and January 3, 2022 *pg 3-5*
 - 5.2 Review and Approval of Monthly Business Reports *pg 6-8*
 - 5.3 Personnel Considerations
 - 5.3.1 Hiring of Jeremy Funk as Maintenance/Grounds Technician pending background check for the 2021-2022 school year
- 6.0 General Business for the Board of Directors
 - 6.1 Old Business
 - 6.1.1-None
 - 6.2 New Business
 - 6.2.1 Discussion/Approval of first reading of Board Policy 300-304 *pg 9-23*
 - 6.2.2 Discussion/Approval Resolution authorizing the Redemption of General Obligation School Bonds, Series 2018, dated August 28, 2018, and Approving the Escrow Agreement *pg 24-36*
 - 6.2.3 Discussion/Approval of 22-23 Course Description Handbook
 - 6.2.4 Discussion/Approval of Red Oak Jr/Sr High School delivery model for 2022-2023 school year
- 7.0 Reports
 - 7.1 Administrative
 - 7.2 Future Conferences, Workshops, Seminars
 - 7.3 Other Announcements
 - 7.4 Board Member Requested Item(s) for next meeting agenda
- 8.0 Closed Session - Superintendent Mid-Year Performance Evaluation Pursuant to Iowa Code Section 21.5(1)(i)

9.0 Next Board of Directors Meeting:

Monday, January 24, 2022 – 5:30 pm
Red Oak Virtual Learning Center
Red Oak Jr./Sr. High

10.0 Adjournment

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Red Oak Junior Senior High School Campus
January 3, 2022

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

Present

Directors: Bret Blackman, Roger Carlson, Jackie DeVries, Bryce Johnson, Kathy Walker
Superintendent Ron Lorenz, Business Manager Deb Drey

Approval of Agenda

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

Board Policy 404.8 Second Reading

Motion by Director Carlson, second by Director Johnson to approve the second reading and waive the third reading of Board Policy 404.8-Employee Vaccination/Testing for COVID-19 subject to additional stays or rulings by the United State Supreme Court limiting the authority of the Occupational Safety and Health Administration, Centers for Disease Control, or the federal government to require mandatory vaccination, face masks, and/or COVID-19 testing policies. Motion carried unanimously.

Closed Session

Motion by Director Carlson, second by Director Bryce Johnson to enter closed session per Section 21.5(1)(e) of the Iowa Code to discuss whether to conduct a hearing to determine whether to suspend or expel student(s) and per section 21.5(1)(a) of the Iowa Code to review or discuss records which are required or authorized by state or federal law to be kept confidential at 5:40 p.m. Motion carried unanimously.

Exited Closed Session at 6:03 p.m.

Student Discipline

Motion by Director Carlson, second by Director Walker to approve the expulsion of the student through the end of the current school year as discussed to closed session and per the signed consent agreement. Motion carried unanimously.

Adjournment

Motion by Director Walker, second by Director Johnson to adjourn the meeting at 6:05 p.m. Motion carried unanimously.

Next Board of Directors Meeting

Monday, January 10, 2022 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Deb Drey, Board Secretary

3

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Virtual Classroom/ Phone/Internet
Red Oak Junior Senior High School Campus
December 20, 2021

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

Present

Directors: Bret Blackman, Roger Carlson, Jackie DeVries, Bryce Johnson, Kathy Walker
Superintendent Ron Lorenz, Business Manager Deb Drey

Approval of Agenda

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

Good News from Red Oak Schools

The High School National Honor Society inducted twelve new members on December 9, 2021. Fifteen band students were selected to participate in the Iowa Western Community College Honor Band on December 11, 2021.

Five band students were selected to participate in the Southwest Iowa Honor Band and will perform in Atlantic on January 17, 2022.

Seven band students will be marching with the Southwest Iowa Honor Marching Band at the Holiday Bowl on December 28, 2021.

The Junior High musical performance of Cinderella, directed by Terra Marsden, was a tremendous hit.

Consent Agenda

Motion by Director Carlson, second by Director Johnson to approve the consent agenda as presented including meeting minutes, monthly business reports, special education agreement, and personnel considerations. Motion carried unanimously.

Open Enrollment Application

Motion by Director Walker, second by Director Carlson to deny the 2021-2022 open enrollment application for Zaden Beacham due to not meeting the requirements. Motion carried unanimously.

December 2021 Payment Authorization

Motion by Director Carlson, second by Director DeVries to authorize Board Secretary Deb Drey to pay December invoices prior to formal approval on the January 10, 2021, board meeting in accordance with Board Policy 705.3. Motion carried unanimously.

Montgomery County Ag Society Partnership

Motion by Director Johnson, second by Director Walker to approve the partnership agreement with the Montgomery County Agricultural Society. Motion carried unanimously.

LEP Excess Costs Application

Motion by Director Walker, second by Director DeVries to approve the Limited English Proficiency Application in the amount of \$21,912.46. Motion carried unanimously.

4

Continuation of December 20, 2021, Meeting Minutes-Page 2

Adjournment

Motion by Director Carlson, second by Director Johnson to adjourn the regular meeting at 5:51 p.m. Motion carried unanimously.

**Red Oak Community School District
Work Session of the Board of Directors**

The work session of the Board of Directors of the Red Oak Community School District was opened by President Bret Blackman at 5:57 p.m.

Matt Gillaspie of Piper Sandler presented information on the District's funding sources and bonding capability.

Superintendent Ron Lorenz provided Board Members with information on the Thought Exchange completed by 221 participates earlier this month and a review of the Board Priorities determined in August 2021.

There was discussion on possible next steps that the Board can take.

President Blackman closed the work session at 7:47 p.m.

Next Board of Directors Meeting

Monday, January 10, 2022 – 5:30 p.m.

Virtual Classroom/Phone/Internet

Red Oak Junior Senior High School Campus

Bret Blackman, President

Deb Drey, Board Secretary

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
BATTEN SANITATION SERVICE	123121BS	4,595.00
10 9010 2630 000 0000 421	Admin/BB/BBF Sanitation - 12/2021	95.00
10 0109 2630 000 0000 421	Jr/Sr HS Sanitation - 12/2021	1,500.00
10 0418 2630 000 0000 421	IES Sanitation - 12/2021	1,500.00
10 0445 2630 000 0000 421	ROECC Sanitation - 12/2021	1,500.00
Vendor Name BATTEN SANITATION SERVICE		<u>4,595.00</u>
BUSINESS SOLVER.COM INC	12272021BS	5,958.02
10 9010 1000 100 8018 270	Retiree Insurance Prem 2/2022	5,958.02
Vendor Name BUSINESS SOLVER.COM INC		<u>5,958.02</u>
CAM COMMUNITY SCHOOL DISTRICT	1012022CAMCS D	9,739.72
10 9010 1000 100 0000 567	OE Out 1st Sem 21-22	9,291.32
10 9010 1000 100 3116 567	TLC Out 1st Sem 21-22	448.40
Vendor Name CAM COMMUNITY SCHOOL DISTRICT		<u>9,739.72</u>
CAMBLIN MECHANICAL INC	21-7851D	787.25
10 0109 2640 000 0000 433	Semi-Annual RTU Inspection - HS	787.25
Vendor Name CAMBLIN MECHANICAL INC		<u>787.25</u>
CAPITAL SANITARY SUPPLY CO.	053982C	592.20
10 9010 2620 000 0000 618	District Janitorial Supplies	592.20
Vendor Name CAPITAL SANITARY SUPPLY CO.		<u>592.20</u>
CASEY'S BUSINESS MASTERCARD	12312021CBM	76.13
10 9010 2700 000 0000 626	Gas - Wrestling	76.13
Vendor Name CASEY'S BUSINESS MASTERCARD		<u>76.13</u>
CENTURY LINK	12252021CL	580.72
10 9010 2490 000 0000 530	District Long Distance	580.72
Vendor Name CENTURY LINK		<u>580.72</u>
CHEMSEARCH	7636274	434.17
10 9010 2640 000 0000 433	Water Treatment for Boilers	434.17
CHEMSEARCH	7637159	432.13
10 9010 2640 000 0000 433	Water Treatment for Boilers	432.13
Vendor Name CHEMSEARCH		<u>866.30</u>
CITY OF RED OAK	1012022COR	1,284.54
10 9010 2620 000 0000 411	Admin/BB/BBF/Webster Water 12/21	82.11
10 0109 2620 000 0000 411	Jr/Sr HS Water 12/2021	482.44
10 0418 2620 000 0000 411	IES Water 12/2021	529.26
10 0445 2620 000 0000 411	ROECC Water 12/2021	190.73
Vendor Name CITY OF RED OAK		<u>1,284.54</u>
CREXENDO BUSINESS SOLUTIONS, INC	122821C	1,544.05
10 9010 2510 000 0000 532	Monthly Phone Svc 12/2021	1,544.05

6

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name CREXENDO BUSINESS SOLUTIONS, INC		1,544.05
DHS CASHIER 1ST FLOOR	10134128	3,612.57
10 9010 4634 219 4634	12/2021 Medicaid Provider Share	3,612.57
Vendor Name DHS CASHIER 1ST FLOOR		3,612.57
FASTENAL COMPANY	85847	7.60
10 0109 2620 000 0000 618	Jr/Sr HS Drill Bits	7.60
Vendor Name FASTENAL COMPANY		7.60
FBG SERVICE CORPORATION	916555	31,867.25
10 9010 2630 000 0000 340	December 2021 Janitorial Svcs	31,867.25
Vendor Name FBG SERVICE CORPORATION		31,867.25
GLENWOOD COMMUNITY SCHOOLS	10322GCSD	1,965.86
10 9010 1200 217 3303 320	December 2021 Apex x 1	1,965.86
Vendor Name GLENWOOD COMMUNITY SCHOOLS		1,965.86
HY VEE FOOD STORES	121021HV	192.64
10 0109 1300 340 0000 612	Groceries for FACS	192.64
HY VEE FOOD STORES	121021HV-1	309.41
10 0109 1300 340 0000 612	Groceries for FACS	309.41
HY VEE FOOD STORES	121021HV-2	206.60
10 0109 1300 340 0000 612	Groceries for FACS	206.60
HY VEE FOOD STORES	121021HV-3	69.13
10 0109 1300 340 0000 612	Groceries for FACS	69.13
HY VEE FOOD STORES	121021HV-4	134.21
10 0109 1300 340 0000 612	Groceries for FACS	134.21
HY VEE FOOD STORES	121021HV-5	18.50
10 0109 1300 340 0000 612	Groceries for FACS	18.50
HY VEE FOOD STORES	121021HV-6	4.99
10 9010 1000 100 4669 618	Cups Family Night	4.99
HY VEE FOOD STORES	121021HV-7	66.32
10 0109 1000 421 3227 618	Snacks/Jars for SBS	66.32
HY VEE FOOD STORES	121021HV-8	293.51
10 0109 2620 000 0000 618	Water Softener Salt	293.51
Vendor Name HY VEE FOOD STORES		1,295.31
ONESOURCE THE BACKGROUND CHECK COMPANY	20211231	40.00
10 9010 2310 000 0000 340	Background Checks	40.00
Vendor Name ONESOURCE THE BACKGROUND CHECK COMPANY		40.00
SCHOOL ADMINISTRATORS OF IOWA	200013332	110.00
10 0418 2410 000 0000 320	SAI - Behavioral Conference	110.00
Vendor Name SCHOOL ADMINISTRATORS OF IOWA		110.00
SHENANDOAH COMMUNITY SCHOOLS	123021SCSD	7,388.89
10 9010 1000 100 0000 567	OE Out 1st Sem 21-22	7,048.00
10 9010 1000 100 3116 567	TLC Out 1st Sem 21-22	340.89
Vendor Name SHENANDOAH COMMUNITY SCHOOLS		7,388.89

7

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
STANDARD INSURANCE COMPANY, THE	121521STD	373.80
10 9010 1000 100 8018 270	Retiree Dental Ins - 2/2022	373.80
Vendor Name	STANDARD INSURANCE COMPANY, THE	<u>373.80</u>
TIMBERLINE BILLING SERVICE LLC	23141	623.85
10 9010 2510 217 3303 359	12/2021 Medicaid	623.85
Vendor Name	TIMBERLINE BILLING SERVICE LLC	<u>623.85</u>
WESTLAKE ACE HARDWARE	122221ACE	243.01
10 9010 2620 000 0000 618	District Maintenance Supplies 12/2021	25.97
10 0109 2620 000 0000 618	Jr/Sr HS Maintenance Supplies 12/2021	105.76
10 0418 2620 000 0000 618	IES Maintenance Supplies 12/2021	109.30
10 9010 2640 000 0000 618	Mower Repair Supplies	1.98
Vendor Name	WESTLAKE ACE HARDWARE	<u>243.01</u>
Fund Number	10	<u>73,552.07</u>
Checking Account ID	1	73,552.07
Checking Account ID	3	
GRAPHIC EDGE, LLC, THE	Fund Number 21	STUDENT ACTIVITY FUND
21 0109 1400 920 6600 618	1548297	235.37
GRAPHIC EDGE, LLC, THE	1559907	1,063.70
21 0109 1400 920 6600 618	JH Girls Basketball Uniforms	1,063.70
Vendor Name	GRAPHIC EDGE, LLC, THE	<u>1,299.07</u>
HY VEE FOOD STORES	121021HV-9	34.39
21 0109 1400 910 6110 618	Play Supplies	34.39
Vendor Name	HY VEE FOOD STORES	<u>34.39</u>
NEFF	2968456	165.95
21 0109 1400 920 6600 618	Service Bars	165.95
Vendor Name	NEFF	<u>165.95</u>
RED OAK LANES	01052022ROL	2,000.00
21 0109 1400 920 6845 618	Alley Rental	2,000.00
Vendor Name	RED OAK LANES	<u>2,000.00</u>
WESTLAKE ACE HARDWARE	122221ACE-1	24.16
21 0109 1400 920 6600 618	Doorstops and Command Strips	24.16
Vendor Name	WESTLAKE ACE HARDWARE	<u>24.16</u>
Fund Number	21	<u>3,523.57</u>
Checking Account ID	3	3,523.57

8

300.1 - Role of School District Administration

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

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

It is the responsibility of the administrators to implement and enforce the policies of the board, to oversee employees, to monitor educational issues confronting the school district, and to inform the board about school district operations.

While the board holds the superintendent ultimately responsible for these duties, the principals are more directly responsible for educational results, for the administration of the school facilities and for the employees.

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

Approved April 23, 2018

Reviewed ~~April 23, 2018~~ **January 10, 2022**

Revised ~~April 23, 2018~~

300.2 - Management

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

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

administrator will support the decisions reached on the issues confronting the school district.

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

Approved April 23, 2018
Reviewed ~~April 23, 2018~~ **January 10, 2022**
Revised ~~April 23, 2018~~

301.1 - Administrators

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

Superintendent of the School District

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

Other Administrators of the School District

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

Approved April 23, 2018
Reviewed ~~April 23, 2018~~ **January 10, 2022**
Revised ~~April 23, 2018~~

301.2 - Recruitment and Appointment of Administrators

Superintendent

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

10

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

Other Administrators

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

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

Approved April 23, 2018

Reviewed ~~April 23, 2018~~ **January 10, 2018**

Revised ~~April 23, 2018~~

301.3 - Administrator Contracts and Contract Nonrenewal

The length of the contract for employment between an administrator and the board is determined by the board. The contract will state the length of the contract and the terms of employment. ~~An administrator may be considered a probationary employee, as provided in Iowa law.~~

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

~~If an administrator's contract is not being renewed by the board, the contract will be extended automatically for additional one-year periods beyond the end of its term until it is modified or terminated as mutually agreed to by the parties or until the administrator's contract is terminated consistent with statutory termination procedures.~~

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

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

Approved April 23, 2018
Reviewed ~~April 23, 2018~~ **January 10, 2022**
Revised ~~April 23, 2018~~

301.4 - Administrator Salary and Other Compensation

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

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

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

Approved April 23, 2018
Reviewed ~~April 23, 2018~~ **January 10, 2022**
Revised ~~April 23, 2018~~

301.5 - Administrator Duties

12

Superintendent

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

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

Specifically the superintendent:

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

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

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

Other Administrators

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

Building principals shall be responsible for the administration and operation of the attendance center(s) to which they are assigned. Each building principal, as chief

14

administrator of the assigned attendance center, is responsible for the building and grounds, for the students and employees assigned to the attendance center, for school activities at the attendance center, for the education program offered in the attendance center, and the budget for the attendance center. The principal is considered the professional advisor to the superintendent in matters pertaining to the attendance center supervised by the principal.

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

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

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

Approved April 23, 2018

Reviewed April 23, 2018

Revised April 23, 2018

January 10, 2022

301.6 - Administrator Evaluation

Superintendent

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

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

- ~~Facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.~~
- ~~Advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development.~~
- ~~Ensuring management of the organization, operations and resources for a safe, efficient and effective learning environment.~~
- ~~Collaborating with families and community members, responding to diverse community interests and needs mobilizing community resources.~~
- ~~Acting with integrity, fairness and in an ethical manner.~~
- ~~Understanding the profile of the community, and responding to and influencing the larger political, social, economic, legal and cultural context.~~

- **Mission, Vision and Core Values: Develop, advocate and enact a shared mission, vision, and core values of high-quality education and academic success and well-being of each student.**
- **Ethics and Professional Norms: Act ethically and according to professional norms to promote each student's academic success and well-being.**
- **Equity and Cultural Responsiveness: Strive for equity of educational opportunity and culturally responsive practices to promote each student's academic success and well-being.**

16

- **Curriculum, Instruction and Assessment:** Develop and support intellectually rigorous and coherent systems of curriculum, instruction and assessment to promote each student's academic success and well-being.
- **Community Care and Support for Students:** Cultivate an inclusive, caring and supportive school community that promotes the academic success and well-being of each student.
- **Professional Capacity of School Personnel:** Develop the professional capacity and practice of school personnel to promote each student's academic success and well-being.
- **Professional Community for Teachers and Staff:** Foster a professional community of teachers and professional staff to promote each student's academic success and well-being.
- **Meaningful Engagement of Families and Community:** Engage families and the community in meaningful, reciprocal, and mutually beneficial ways to promote each student's academic success and well-being.
- **Operations and Management:** Manage school operations and resources to promote each student's academic success and well-being.
- **School Improvement:** Act as an agent of continuous improvement to promote each student's academic success and well-being.

The formal evaluation will be based upon the following principles:

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

17

the superintendent, and place it in the superintendent's personnel file to be incorporated into the next cycle of evaluations.

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

Other Administrators

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

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

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

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

- ~~Facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.~~
- ~~Advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development.~~
- ~~Ensuring management of the organization, operations and resources for a safe, efficient and effective learning environment.~~
- ~~Collaborating with families and community members, responding to diverse community interests and needs mobilizing community resources.~~
- ~~Acting with integrity, fairness and in an ethical manner.~~
- ~~Understanding the profile of the community, and responding to and influencing the larger political, social, economic, legal and cultural context.~~

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

Approved April 23, 2018

Reviewed ~~April 23, 2018~~ January 10, 2022

Revised April 23, 2018

301.7 - Administrator Professional Development

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

It is the responsibility of the administrator to arrange the administrator's schedule in order to enable attendance at various conferences and events. If a conference or

19

event requires the administrator to be absent from the office for more than three days, requires overnight travel, or involves unusual expense, the superintendent will bring it to the attention of the board president and the other administrators will bring it to the attention of the superintendent prior to attending the event.

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

Approved April 23, 2018

Reviewed ~~April 23, 2018~~ **January 10, 2022**

Revised ~~April 23, 2018~~

301.8 - Administrator Consulting/Outside Employment

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

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

Approved April 23, 2018

Reviewed April 23, 2018 **January 10, 2022**

Revised ~~April 23, 2018~~

302.1 - Development and Enforcement of Administrative Regulations

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

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

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

Approved April 23, 2018

Reviewed ~~April 23, 2018~~ **January 10, 2022**

Revised ~~April 23, 2018~~

302.2 - Monitoring of Administrative Regulations

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

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

Approved April 23, 2018

Reviewed ~~April 23, 2018~~ **January 10, 2022**

Revised ~~April 23, 2018~~

303 - Administrative Succession of Authority

In the absence of the superintendent, it is the responsibility of the other administrators to assume the superintendent's duties. If the absence of the superintendent is

21

temporary, the successor shall be that individual or individuals temporarily appointed by the superintendent and communicated to the board president.

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

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

Approved April 23, 2018

Reviewed April 23, 2018 January 10, 2022

Revised April 23, 2018

304 - Administrator Code of Ethics

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

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

The professional school administrator:

- Upholds the honor and dignity of the profession in actions and relations with students, colleagues, Board members, and the public;
- Obeys local, state, and national laws; holds to high ethical and moral standards; and gives loyalty to this country and to the cause of democracy and liberty;
- Accepts the responsibility to master and contribute to the growing body of specialized knowledge, concepts, and skills which characterize school administration as a profession;
- Strives to provide the finest possible educational experiences and opportunities to the members of the District community;
- Seeks to preserve and enhance the prestige and status of the profession when applying for a position or entering into contractual agreements;

- ~~Carries out in good faith the policies duly adopted by the local Board and the regulations of state authorities and renders professional service;~~
- ~~Disallows consideration of private gain or personal economic interest to affect the discharge of professional responsibilities;~~
- ~~Recognizes public schools are the public's business and seeks to keep the public informed about their schools; and,~~
- ~~Supports and practices the management team concept.~~
- ~~Makes the education and well-being of students the fundamental value of all decision making.~~
- ~~Fulfills all professional duties with honesty and integrity and always acts in a trustworthy and responsible manner.~~
- ~~Accepts responsibility and accountability for one's own actions and behaviors.~~

- **Makes the education and well-being of students the fundamental value of all decision making.**
- **Fulfills all professional duties with honesty and integrity and always acts in a trustworthy and responsible manner.**
- **Supports the principle of due process and protects the civil and human rights of all individuals.**
- **Implements local, state and national laws.**
- **Advises the school board and implements the board's policies and administrative rules and regulations.**
- **Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals or that are not in the best interest of children.**
- **Avoids using his/her position for personal gain through political, social, religious, economic or other influences.**
- **Accepts academic degrees or professional certification only from accredited institutions.**
- **Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.**
- **Honors all contracts until fulfillment, release or dissolution mutually agreed upon by all parties.**
- **Accepts responsibility and accountability for one's own actions and behaviors.**
- **Commits to serving others above self.**

Approved April 23, 2018
Reviewed April 23, 2018
Revised April 23, 2018

January 10, 2022

23

AGENDA ITEM

RED OAK COMMUNITY SCHOOL DISTRICT

Resolution Authorizing the Redemption of General Obligation School Bonds, Series 2018,
Dated August 28, 2018, and Approving the Escrow Agreement

**THIS AGENDA ITEM MUST BE POSTED PURSUANT TO
IOWA CODE CHAPTER 21 AND THE LOCAL RULES OF
THE SCHOOL DISTRICT.**

24

January 10, 2022

The Board of Directors of the Red Oak Community School District, in the Counties of Montgomery, Page and Pottawattamie, State of Iowa, met in _____ session, in the _____, at _____ o'clock ____ .M., on the above date. There were present President _____, in the chair, and the following named Board Members:

Absent: _____

* * * * *

Director _____ introduced the following Resolution and moved its adoption. Director _____ seconded the motion to adopt. The roll was called and the vote was:

AYES: _____

NAYS: _____

The President declared the Resolution adopted as follows:

RESOLUTION AUTHORIZING THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2018, DATED AUGUST 28, 2018, AND APPROVING THE ESCROW AGREEMENT

WHEREAS, the Red Oak Community School District issued \$19,900,000 General Obligation School Bonds, Series 2018, dated August 28, 2018 (the "2018 Bonds"), of which \$17,805,000 are outstanding, of which \$145,000 are being called for redemption which are described in Schedule A attached to this Resolution (the "Redeemed Bonds"); and

25

WHEREAS, the 2018 Bonds which mature after June 1, 2025, may be called in whole or in part on any date on or after June 1, 2025, from any funds regardless of source, in any order of maturity and within annual maturity by lot by giving 30 days' written notice of redemption to the registered owner of the Bonds, the terms of redemption to be par plus accrued interest to the date of call, such notice to be given to the owner of record of the Bond at the address shown on the books of the Registrar; and

WHEREAS, selection by lot will be necessary to select bonds to be called among the bonds which mature June 1, 2038; and

WHEREAS, it is in the best interest of the School District to call and redeem the Redeemed Bonds.

NOW, THEREFORE, be it resolved:

Section 1. That the Redeemed Bonds are hereby redeemed as of June 1, 2025.

Section 2. UMB Bank, n.a., Des Moines, Iowa, in its capacity as Registrar, Paying Agent and Transfer Agent, is hereby authorized and directed to cause written notice of such redemption to be given not less than thirty (30) days prior to the date of redemption to the registered owner of the Redeemed Bonds in substantially the form set forth in Schedule B attached to this Resolution. The Treasurer shall deposit with the Paying Agent \$145,000 to call and redeem the Bonds described in Schedule A attached to this Resolution on June 1, 2025, such call and redemption to be effective June 1, 2025, pursuant to the terms of the 2018 Bonds. All liability for interest on the Redeemed Bonds shall cease, terminate, and be completely discharged as of June 1, 2018 as provided in Section 6(b) of the Resolution Authorizing the Issuance of the 2018 Bonds.

Section 3. The Escrow Agreement with the Escrow Agent is hereby authorized and approved, and the President and Secretary are authorized and directed to execute the Escrow Agreement. The Treasurer shall deposit on or before June 1, 2022 \$145,000 and upon deposit on of such funds, the Escrow Agent is authorized and directed to invest such funds, at the written direction of the District, in Treasury Securities of the State and Local Government Series (SLGS) at a yield not to exceed the yield on the 2018 Bonds or in direct U.S. Treasury Obligations to mature on or before June 1, 2025. Absent such written investment direction from the District, the Escrow Agent shall hold such funds uninvested. Annually, on each June 1, beginning June 1, 2023, the investment earnings on the Escrow Fund and any other funds in excess of the amount required to redeem the Redeemed Bonds shall be deposited into the School Bond Fund 2018 for payment of principal and interest of the 2018 Bonds. Any remaining balance on June 1, 2025 shall be deposited in the School Bond Fund 2018. The School District must comply with the rebate requirements of the Resolution authorizing the Issuance of the 2018 Bonds.

PASSED AND APPROVED this 10th day of January, 2022.

ATTEST:

President

Secretary

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF MONTGOMERY)

I, the undersigned Secretary of the Board of Directors of the Red Oak Community School District, in the Counties of Montgomery, Page and Pottawattamie, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the School District showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that the meeting and all action was duly and publicly held in accordance with a notice of meeting and a tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the School District or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand this _____ day of _____, 2022.

Secretary of the Board of Directors of the Red Oak Community School District

28

SCHEDULE A
REDEEMED BONDS

<u>CUSIP Numbers</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
756809 FG9	\$145,000*	3.625%	June 1, 2038

*Partial Redemption

SCHEDULE B

**NOTICE OF REDEMPTION
TO THE HOLDERS OF THE FOLLOWING DESCRIBED BONDS:**

Please take notice that the Bonds described below have been called for redemption. Owners of the Bonds should present their Bonds for payment on the Redemption Date.

Issuer: Red Oak Community School District
Original Issue Amount: \$19,900,000
Bond Issue: General Obligation School Bonds, Series 2018
Dated Date: August 28, 2018
Redemption Date: June 1, 2025
Redemption Price: Par, plus accrued interest

Bonds Called for Redemption

<u>CUSIP Numbers</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
756809 FG9	\$145,000*	3.625%	June 1, 2038

* Partial Redemption

No representation is made as to the accuracy of the CUSIP numbers printed herein or on the Bonds.

The above Bonds should be presented to the Paying Agent, UMB Bank, N.A at the address listed below. This represents a partial call of the outstanding obligations. All interest will cease to accrue on the Redemption Date.

UMB Bank, N.A.
Corporate Trust Bond Operations
928 Grand Blvd. 4th floor MS 1010408
Kansas City, MO 64106

This notice is given by order of the Board of Directors of the School District pursuant to the terms of the resolution of the School District authorizing the issuance of these bonds.

UMB BANK, N.A.

ESCROW AGENT
AGREEMENT

This Agreement is entered into the date hereof between UMB Bank, N.A. ("Escrow Agent"), and the Red Oak Community School District, in the Counties of Montgomery, Page, and Pottawattamie, State of Iowa ("Issuer") with respect to the Issuer's \$19,900,000 General Obligation School Bonds, Series 2018, dated August 28, 2018 (the "Bonds").

WHEREAS, Escrow Agent presently serves as Paying Agent, Bond Registrar and Transfer Agent on behalf of the Issuer for the Bonds; and

WHEREAS, at this time, the Issuer finds it is in its best interest to call and redeem a portion of the outstanding Bonds on June 1, 2025; and

WHEREAS, the 2018 Bonds which mature after June 1, 2025 may be called in whole or in part on any date beginning on June 1, 2025, from any funds regardless of source, in any order of maturity and within annual maturity by lot by giving 30 days' written notice of redemption to the registered owner of the Bonds, the terms of redemption to be par plus accrued interest to the date of call, such notice to be deemed completed upon transmission to the owner of record of the Bond at the address shown on the books of the Registrar.

Section 1 Resolutions Incorporated by Reference. Escrow Agent agrees to act on behalf of Issuer pursuant to the terms of this Agreement and pursuant to the Resolution Authorizing and Providing for the Issuance of \$19,900,000 General Obligation School Bonds, Series 2018, dated August 6, 2018 (the "2018 Resolution") and the Resolution Authorizing the Redemption of Bonds, dated January 10, 2022, Approving an Escrow Agent Agreement (the "2022 Resolution") (the 2018 Resolution and the 2022 Resolution collectively referred to herein as the "Resolutions"). The Resolutions and their terms are incorporated by reference and the provisions of this Agreement are to be construed to be consistent with the Resolutions.

Section 2. Escrow Agent Functions. There is hereby established with the Escrow Agent a special trust fund to be designated as the "General Obligation School Bond Escrow Fund" (the "Escrow Fund") pursuant to the 2022 Resolution.

a. Deposit to Escrow Fund. On or before June 1, 2022, the Deposit Date, the Issuer shall deposit \$145,000 into the Escrow Fund to be held by the Escrow Agent and invested as provided in the 2022 Resolution. The Escrow Fund is pledged to the payment of the principal of the Redeemed Bonds on June 1, 2025 (the "Redemption Date"). Annually, on each June 1 beginning June 1, 2023, the investment earnings on the Escrow and any other funds in excess of the amount required to redeem the Redeemed Bonds shall be returned to the Issuer and deposited into the School Bond Fund 2018 for payment of principal and interest on the 2018 Bonds. Any remaining balance on June 1, 2025 shall be deposited into the School Bond Fund 2018 as provided in the 2022 Resolution.

b. On or prior to the Redemption Date of the Redeemed Bonds, Escrow Agent will pay from the Escrow Fund an amount equal to principal becoming due and payable on

the Redeemed Bonds on the Redemption Date, and shall forward to the Paying Agent for the Redeemed Bonds amounts sufficient to pay the same so that immediately available funds will reach the office of the Paying Agent for the Redeemed Bonds on or before 12:00 Noon, Central Time, on such Redemption Date. In any case where the date of maturity of interest on or principal of the Redeemed Bonds or the date fixed for redemption of any bond shall be a Sunday or a legal holiday or a day on which the banking institutions are authorized by law to close, then payment of principal may be made on the succeeding business day with the same force and effect as if made on the date of maturity or the date fixed for redemption. Provided, however, that payment of principal shall be made not later than the second day after receipt of the matured Bond.

c. The Escrow Agent; Duties, Removal and Resignation. The Escrow Agent accepts the duties and obligations of the Escrow Agreement as provided in this Agreement and the Resolution.

In carrying out its duties and exercising its powers under this Escrow Agreement, the Escrow Agent shall exercise that standard of care expected of a prudent professional custodian of funds in holding, maintaining and servicing securities and cash pursuant to an escrow agreement.

The Issuer may remove the Escrow Agent and any successor thereto, and may appoint a successor Escrow Agent, but any such successor shall be a bank or trust company inside or outside the State of Iowa having a combined capital (exclusive of borrowed capital) and surplus of at least Fifty Million Dollars (\$50,000,000) and subject to supervision or examination by federal or state authority. If such bank or trust company publishes a report of condition at least annually, pursuant to law or to the requirements of any supervising or examining authority above referred to, then for the purposes of this Section the combined capital and surplus of such bank or trust company shall be deemed to be its combined capital and surplus as set forth in its most recent report of condition so published.

The Escrow Agent may at any time resign by giving written notice to the Issuer of such resignation. Upon receiving such notice of resignation, the Issuer shall promptly appoint a successor Escrow Agent by an instrument in writing; provided, however, that in the event the Issuer does not appoint a successor Escrow Agent within sixty (60) days following receipt of such notice of resignation, the resigning Escrow Agent may petition the appropriate court having jurisdiction to appoint a successor Escrow Agent. Any resignation or removal of the Escrow Agent and appointment of a successor Escrow Agent shall become effective upon acceptance of appointment by the successor Escrow Agent.

d. Records. The Escrow Agent shall keep books and records of all moneys received and disbursed under this Escrow Agreement, which shall be available for inspection by the Issuer at any time during regular business hours.

Section 3. Form of Records. The records of Escrow Agent must be in compliance with standards issued from time to time by the Municipal Securities Rule Making Board of the United

States and any other securities industry standard and the requirements of the Internal Revenue Code of 1986 and Iowa Code chapter 76.

Section 4. Confidentiality of Records. Escrow Agent's records in connection with the Bonds are confidential records entitled to protection and confidentiality pursuant to Iowa Code section 22.7(17). Escrow Agent agrees that its use of the records will be limited to the purposes of this Agreement.

Section 5. Reliance Upon Certain Certifications and Representations. Escrow Agent may rely conclusively and act, without further investigation, upon any list, instruction, certification, authorization, certificate, or other instrument or paper suitably guaranteed and believed by it in good faith in performing its functions to be genuine and to have been signed, countersigned, or executed by an authorized person or persons or upon the instruction of an authorized officer of Issuer or upon the advise of Issuer's counsel.

Section 6. Rules and Regulations Governing Registration. Escrow Agent shall comply at all times with rules, regulations, and requirements as may govern its role as Escrow Agent hereunder including without limitation standards issued from time to time by the Municipal Securities Rule Making Board of the United States and any other securities industry standard and the requirements of the Internal Revenue Code of 1986.

Section 7. Signature of Officers. In case any of the officers of Issuer whose manual or facsimile signature appear on any certificate, bond, or other record delivered to the Escrow Agent ceases to be an officer prior to the registration, processing, or transfer thereof, the Escrow Agent may nevertheless process documents as though the person signing the same or whose facsimile signature appears had not ceased to be an officer unless written instruction of the Issuer to the contrary is received.

Section 8. [Reserved]

Section 9. Compensation of Agent. The Issuer will pay Escrow Agent reasonable compensation for its services, based upon the schedule of fees attached or as may be agreed upon from time to time between Escrow Agent and Issuer. The Escrow Agent shall be entitled to reimbursement from the Issuer of reasonable out of pocket, legal or extraordinary expenses incurred in carrying out the duties, terms or provisions of this Agreement. Claims for such reimbursement may be made to the Issuer and in no event shall such reimbursement be made from funds held by the Escrow Agent pursuant to this Agreement.

Section 10. Indemnity. To the extent permitted by law, the Issuer hereby agrees to indemnify, protect, save and hold harmless the Escrow Agent and its respective successors, assigns, agents and servants from and against any and all liabilities, obligations, losses, damages, penalties, claims, actions, suits, costs, expenses and disbursements (including legal fees and disbursements) of whatsoever kind and nature (collectively "Losses") which may be imposed on, incurred by, or asserted against, at any time, the Escrow Agent and in any way relating to or arising out of the execution and delivery of this Agreement, only to the extent such Losses are determined by a court of competent jurisdiction to be a result of Issuer's negligence or willful misconduct;

33

provided however, that the Issuer shall not be required to indemnify the Escrow Agent against its own negligence or willful misconduct. The Issuer shall not be liable for any incidental, indirect, special or consequential damages of any nature whatsoever, including, but not limited to, loss of anticipated profits, occasioned by a breach of any provision of this Agreement even if apprised of the possibility of such damages. The indemnities contained in this Section shall survive the termination of this Agreement and the resignation or removal of the Escrow Agent.

Section 11. Bond Counsel. When Escrow Agent deems it necessary or reasonable it may apply to bond counsel for the Issuer or other law firm or attorney nationally recognized in the subject matter hereof for instructions or advice.

Section 12. Termination of Agreement. This Agreement may be terminated by either party by giving the other party at least 90 days' advance written notice. At termination of the Agreement, Escrow Agent shall deliver to Issuer any and all records, documents or other writings made or accumulated in the performance of its duties under this Agreement and shall refund the unearned balance, if any, of fees paid in advance by Issuer.

Section 13. Examination of Records. Issuer or its authorized agents may examine all records relating to the Bonds at the principal office of the Escrow Agent at reasonable times as agreed upon with the Escrow Agent and such records shall be subject to audit from time to time at the request of Issuer.

Section 14. [Reserved]

Section 15. Notices. All written notices to be given under this Agreement shall be given by mail or facsimile transmission at the address set forth below:

Issuer: Red Oak Community School District
604 S. Broadway
Red Oak, IA 51566
Telephone: (712) 623-6600

Escrow Agent: UMB Bank, N.A.
7155 Lake Drive, Suite 120
West Des Moines, IA 50266
Telephone: (515) 368-6066

Section 16. Iowa Law. This Agreement shall be construed and governed in accordance with the laws of the State of Iowa.

Section 17. Severability. Any provision of this Agreement found to be prohibited by law shall be ineffective only to the extent of such prohibition, and shall not invalidate the remainder of this Escrow Agreement.

Section 18. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

34

Section 19. Execution in Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument. The transactions described herein may be conducted and related documents may be sent and stored by electronic means.

Dated this 10th day of January, 2022.

RED OAK COMMUNITY SCHOOL
DISTRICT, Issuer

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

35

UMB BANK, N.A.
As Escrow Agent

By: _____

(Title)

ATTEST:

By: _____

(Title)

(SEAL)

01981624-1\17460-000

36