



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, October 24, 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 October 10, 2022 *pg 3-4*
 - 5.2 Review and Approval of Monthly Business Reports *pg 5-15*
 - 5.3 Personnel Considerations
 - 5.3.1 Hiring of Colby Sorenson and Colin Bruce as Sr High School Wrestling Assistant for the 2022-2023 school year
 - 5.3.2 Resignation of Deb Drey School Business Official and Board Secretary/Treasurer effective June 30, 2023
- 6.0 General Business for the Board of Directors
 - 6.1 Old Business-None
 - 6.2 New Business
 - 6.2.1 Discussion/Approval of 1st reading of Board Policies 505-507 *pg 16-38*
 - 6.2.2 Discussion/Approval of the purchase a van with a lift for lunch program up to \$65,000.00 with the use of funds from the Food and Nutrition Account
 - 6.2.3 Discussion/Approval of On-Site and Virtual Staff Development and Support for Marzano Focused Growth and Evaluation Model from Professional Development Funds (\$37,950.00) *pg 39-43*
 - 6.2.4 Discussion/Approval of Hard Surface Only Plan for 2022-2023 school year for Transportation *pg 44*
- 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:

Monday, November 7, 2022 – 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 Junior Senior High School Campus
October 10, 2022

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

Present

Directors: Jackie DeVries, Bryce Johnson via internet due to trip, Kathy Walker
Superintendent Ron Lorenz, Business Manager Deb Drey

Approval of Agenda

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

Good News from Red Oak Schools

The Tiger Marching Band placed second at the Clarinda Band Jamboree and fourth at the Loess Hills Field Fest Marching Band Competition.

The varsity volleyball team earned the right to host a tournament first round match with Clarinda on October 17, 2022.

Several FFA members competed at the Northwest Missouri State University Fall Career Development event. The livestock judging team placed ninth, the horse judging team placed thirteenth, and several individuals placed in the FFA Knowledge Test.

Coach Michael Nordeen is the Dish Network Coach of the Year. The award will be presented at this weekend's football game.

Consent Agenda

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

Board Policy Series 710.3

Motion by Director Walker, second by Director Johnson to approve the second reading and waive the third reading of Board Policy Series 710.3-Meal Charges and Negative Balances. Motion carried unanimously.

Equipment Disposal

Motion by Director Walker, second by Director Johnson to approve the disposal of four floor scrubbers and a buffer. Motion carried unanimously.

JSHS Boiler Replacement Change Orders

Motion by Director Walker, second by Director Johnson to approve the Junior/Senior High School STEAM Center boiler replacement change orders in the amount of \$15,070. Motion carried unanimously.

Marzano License Renewal

Motion by Director Walker, second by Director Johnson to approve the renewal of the Marzano iObservation annual license in the amount of \$5,000. Motion carried unanimously.

Continuation of October 10, 2022 Meeting Minutes-Page 2

Adjournment

Motion by Director Walker, second by Johnson to adjourn the meeting at 5:45 p.m. Motion carried unanimously.

Next Board of Directors Meeting

Monday, October 24, 2022 – 5:30 p.m.
Virtual Classroom/Phone/Internet
Red Oak Junior Senior High School Campus

Bret Blackman, President

Deb Drey, Board Secretary

RED OAK BOARD REPORT

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
3 BEE FARMS	165523	355.00
10 0418 1000 100 8001 612	PTO - 2nd Grade to 3 Bee Farms	355.00
Vendor Name 3 BEE FARMS		<u>355.00</u>
BARR TIRE & SERVICE CENTER	272887	19.63
10 9010 2700 000 0000 434	Tire Patch #23	19.63
BARR TIRE & SERVICE CENTER	272934	50.00
10 9010 2700 000 0000 618	Repaired Tire for #22	50.00
BARR TIRE & SERVICE CENTER	272980	18.69
10 9010 2700 000 0000 434	Tire patch #22	18.69
Vendor Name BARR TIRE & SERVICE CENTER		<u>88.32</u>
CAMBLIN MECHANICAL INC	40639	817.50
10 0109 2620 000 0000 432	A/C Programming	817.50
Vendor Name CAMBLIN MECHANICAL INC		<u>817.50</u>
CAPITAL SANITARY SUPPLY CO.	060200	3,044.92
10 9010 2620 000 0000 618	Black Trash Bags	504.90
10 9010 2620 000 0000 618	Sani-Sacs	102.40
10 9010 2620 000 0000 618	Spa Foam Soap	361.87
10 9010 2620 000 0000 618	Mini Jumbo Toilet Paper	952.75
10 9010 2620 000 0000 618	Auto Paper Towels	1,123.00
Vendor Name CAPITAL SANITARY SUPPLY CO.		<u>3,044.92</u>
CENTURY LINK	100122CL	176.00
10 9010 2490 000 0000 530	Two-Way Transmitter	176.00
Vendor Name CENTURY LINK		<u>176.00</u>
CHEMSEARCH	7965435	492.23
10 0109 2640 000 0000 433	HS Water Treatment Boiler	492.23
Vendor Name CHEMSEARCH		<u>492.23</u>
COCA-COLA BTLG OF OMAHA	10887804	135.00
10 0418 3200 000 8901 618	Inman Pop Order	135.00
Vendor Name COCA-COLA BTLG OF OMAHA		<u>135.00</u>
CRAIG, PEGGY	102022PC	24.50
10 0418 2110 490 8027 618	Reimbursement for Yes Mentoring	24.50
Vendor Name CRAIG, PEGGY		<u>24.50</u>
FAREWAY FOOD STORES	101422fw	56.98
10 0109 1300 340 0000 612	Groceries for FACS Class	56.98
FAREWAY FOOD STORES	101422FW2	16.96
10 0109 1300 340 0000 612	Groceries for FACS	16.96
FAREWAY FOOD STORES	101422FW3	315.12
10 0109 1300 340 0000 612	Groceries for FACS Class	315.12
FAREWAY FOOD STORES	101422FW4	41.88
10 0109 1300 340 0000 612	Groceries for FACS Class	41.88
FAREWAY FOOD STORES	101422FW5	252.73
10 0109 1300 340 0000 612	Groceries for FACS Class	252.73
FAREWAY FOOD STORES	101422FW6	17.14

5

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0109 1300 340 0000 612	Groceries for FACS Class	17.14
FAREWAY FOOD STORES	101822FW	54.19
10 0109 1300 340 0000 612	Groceries for FACS Class	54.19
FAREWAY FOOD STORES	101822FW1	126.50
10 0109 1300 340 0000 612	Groceries for FACS Class	126.50
FAREWAY FOOD STORES	139503	49.61
10 0109 1300 340 0000 612	Groceries for FACS Class	49.61
FAREWAY FOOD STORES	144654	179.26
10 0109 1300 340 0000 612	Groceries for FACS Class	179.26
FAREWAY FOOD STORES	78380	24.88
10 0109 1300 340 0000 612	Groceries for FACS Class	24.88
Vendor Name FAREWAY FOOD STORES		<u>1,135.25</u>
FASTENAL COMPANY	88924	52.24
10 9010 2700 000 0000 618	Bus Barn Small Parts	52.24
Vendor Name FASTENAL COMPANY		<u>52.24</u>
FIRST BANKCARD - DEB DREY	FBCDD101222	82.89
10 0109 1200 420 1119 612	Fidget Toys - Counseling Center	82.89
FIRST BANKCARD - DEB DREY	FBCDD101222-1	273.68
10 0418 1000 100 8001 612	PTO Books	67.90
10 0418 1000 100 8001 612	PTO Chair Pockets	205.78
FIRST BANKCARD - DEB DREY	FBCDD101222-2	850.65
10 9010 2213 132 3376 320	Challenge to Change - Yoga Teacher Train	850.65
FIRST BANKCARD - DEB DREY	FBCDD101222-3	249.95
10 0418 1000 100 8001 612	PTO (for SPED) - Organizer cases	249.95
FIRST BANKCARD - DEB DREY	FBCDD101222-4	463.80
10 0418 1000 100 8001 612	PTO: Mail Center, Cabinet, Tabs	463.80
Vendor Name FIRST BANKCARD - DEB DREY		<u>1,920.97</u>
FIRST BANKCARD - HEIDI HARRIS	FBC# HH101222-28	292.35
10 0109 1300 340 0000 612	FACS Cafe Supplies	292.35
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-10	151.77
10 0418 1000 100 8001 612	PTO: Dodgeballs, Pool Noodles, Frisbee	151.77
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-11	106.68
10 0418 2620 000 0000 618	ROECC Faucet Parts	106.68
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-12	466.96
10 0418 1000 100 8001 612	PTO Inman - Laminating Table	294.99
10 0418 1000 100 8001 612	PTO - Inman, Bullhorn	49.98
10 0418 1000 100 8001 612	PTO - Inman, WalkieTalkies	121.99
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-13	29.68
10 0109 2410 000 0000 618	HS Packing Tape	29.68
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-14	276.36

6

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 9010 2620 000 0000 618	Water Filters - District	276.36
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-15	54.94
10 0418 1000 100 8001 612	Level B Grid Perplexors Set	54.94
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-16	425.83
10 0418 1000 100 8001 612	PTO - Earbuds, Floor Chair, Fidget Toys	425.83
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-17	143.52
10 0418 1000 100 8001 612	PTO - Storage Containers	143.52
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-19	269.29
10 9010 2310 000 4045 618	Teacher Team Building Paint/Brushes	269.29
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-2	75.86
10 0418 1000 100 8001 612	PTO IES: Books	75.86
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-20	28.35
10 0418 1000 100 8001 612	PTO Markers, Laminating Sheets	28.35
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-21	125.94
10 0418 1000 100 8001 612	PTO Media: Stickers, Vacuum, Shelving	125.94
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-22	17.99
10 0109 2410 000 0000 618	HS P-Tape	17.99
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-23	53.80
10 0418 1000 100 8001 612	PTO - Books for Yoga	53.80
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-24	30.25
10 0418 1000 100 8001 612	PTO - Earbuds	30.25
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-25	495.68
10 9010 2235 000 4045 739	Super Smash Bros: Switch	49.86
10 9010 2235 000 4045 739	Nintendo Switch Screen protector	7.44
10 9010 2235 000 4045 739	Nintendo Switch Case	39.99
10 9010 2235 000 4045 739	Nintendo Switch OLED Model	349.99
10 9010 2235 000 4045 739	Mario Kart 8 Deluxe Switch	48.40
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-26	36.03
10 9010 2310 000 0000 580	IASBO Fall Convention Meals	36.03
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-4	512.03
10 9010 2235 000 0000 618	Yodeck Digital Signage Players	495.00
10 9010 2235 000 0000 618	Shipping	17.03
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-5	193.08
10 0109 2410 000 0000 618	HS Office Supplies	193.08
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-6	28.99
10 0109 1200 211 3301 612	PowerOne Hearing Aid Batt	28.99
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-7	129.58
10 0109 1000 100 0000 618	Water Distiller for Classroom	129.58

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-8	708.98
10 0445 1000 460 3117 612	Joni Craft Bike-ROECC	708.98
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-9	94.68
10 9010 2235 000 0000 618	Dell Latitude Barrel Chargers	94.68
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>4,748.62</u>
FIRST BANKCARD - OFFICE CARD 1	FBC#1101222	53.97
10 9010 2620 000 0000 618	Gallon of Paint	44.99
10 9010 2620 000 0000 618	Brushes	8.98
Vendor Name FIRST BANKCARD - OFFICE CARD 1		<u>53.97</u>
FIRST BANKCARD - OFFICE CARD 2	FBC#2101222	777.00
10 0109 2410 000 0000 810	Registration for Safe-Secure Schools	259.00
10 9010 2321 000 0000 810	Registration for Safe-Secure Schools	259.00
10 0418 2410 000 0000 810	Registration for Safe-Secure Schools	259.00
Vendor Name FIRST BANKCARD - OFFICE CARD 2		<u>777.00</u>
FIRST BANKCARD - OFFICE CARD 3	FBC#3101222	1,416.20
10 0109 2620 000 0000 618	District Water Filters	1,416.20
Vendor Name FIRST BANKCARD - OFFICE CARD 3		<u>1,416.20</u>
FIRST BANKCARD - OFFICE CARD 4	FBC#410122022	552.69
10 0109 2410 000 0000 618	Laminating Sheets	552.69
FIRST BANKCARD - OFFICE CARD 4	FBC#410122022-3	170.64
10 0418 1000 100 8001 612	PTO - Stackable File Tray	41.94
10 0418 2410 000 0000 611	File Folders for Office	128.70
FIRST BANKCARD - OFFICE CARD 4	FBC#410122022-4	40.18
10 9010 2213 130 3116 618	The Onward Workbook; Onward - PD	40.18
FIRST BANKCARD - OFFICE CARD 4	FBC#410122022-5	154.40
10 9010 2213 132 3376 320	iTAG Conference Hotel/Meal	154.40
FIRST BANKCARD - OFFICE CARD 4	FBC#410122022-6	283.32
10 0109 2222 000 0000 643	Media books	283.32
FIRST BANKCARD - OFFICE CARD 4	FBC#410122022-7	153.00
10 0418 1000 100 8001 612	PTO - Light Covers, Spelligator	153.00
FIRST BANKCARD - OFFICE CARD 4	FBC#4101222-8	220.00
10 9010 2213 132 3376 320	ISCA Conference	220.00
FIRST BANKCARD - OFFICE CARD 4	FBC#4101222-9	(122.00)
10 0109 2410 000 0000 618	Supplies Return	(122.00)
Vendor Name FIRST BANKCARD - OFFICE CARD 4		<u>1,452.23</u>
GREEN HILLS AEA	3849	15.00
10 0109 2240 100 0000 325	DLM Assessments	15.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name GREEN HILLS AEA		<u>15.00</u>
HERRICK, KEVIN	101420KH	55.94
10 9010 2235 000 0000 580	Mileage Reimbursement	55.94
Vendor Name HERRICK, KEVIN		<u>55.94</u>
HY VEE FOOD STORES	91622HV1	447.63
10 0109 2620 000 0000 618	Water Softener Pellet - HS	447.63
Vendor Name HY VEE FOOD STORES		<u>447.63</u>
ICAN	0384	257.50
10 0109 2120 000 0000 340	HS FAFSA Event	257.50
Vendor Name ICAN		<u>257.50</u>
INSTRUCTIONAL EMPOWERMENT INC	29743	5,000.00
10 9010 2213 132 3376 320	IEObservation Annual License, Renewal	5,000.00
Vendor Name INSTRUCTIONAL EMPOWERMENT INC		<u>5,000.00</u>
JOHNSON CONTROLS FIRE PROTECTION LP	89188812	748.49
10 0418 2620 000 0000 432	Fire Alarm Reset	748.49
Vendor Name JOHNSON CONTROLS FIRE PROTECTION LP		<u>748.49</u>
JONES, KELLY	102022KJ	79.17
10 0418 1000 100 8001 612	PTO Reimbursement	79.17
Vendor Name JONES, KELLY		<u>79.17</u>
LAKESHORE LEARNING CO.	577841101222	3,497.98
10 0418 1000 100 8001 612	PTO - Privacy Partitions	99.98
10 0418 1000 100 8001 612	PTO - Seat Storage Sack	298.00
10 0445 1000 460 4045 612	Calming Center for Preschool	3,100.00
Vendor Name LAKESHORE LEARNING CO.		<u>3,497.98</u>
Learning Techniques, Ltd.	27697	1,154.59
10 9010 2213 132 3376 320	Reimbursement for PD Trainer	1,154.59
Vendor Name Learning Techniques, Ltd.		<u>1,154.59</u>
MEDIACOM	101222MCHS	78.13
10 9010 2236 000 0000 536	HS PRI Lines 10/2022	78.13
Vendor Name MEDIACOM		<u>78.13</u>
MIDAMERICAN ENERGY	531551916	11.57
10 9010 2620 000 0000 622	Webster Electricity 9/2022	11.57
MIDAMERICAN ENERGY	531563120	285.82
10 9010 2620 000 0000 622	Sports Complex Elec 9/2022	285.82
MIDAMERICAN ENERGY	531575262	77.20
10 0418 2620 000 0000 622	IES Portable Elec 9/2022	77.20
Vendor Name MIDAMERICAN ENERGY		<u>374.59</u>
MIDWEST TECH PRODUCTS	2130953-02	6.26
10 0109 1300 370 0000 612	22-23 Shop Supplies	6.26
Vendor Name MIDWEST TECH PRODUCTS		<u>6.26</u>

9

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
MONTGOMERY CO. MEMORIAL HOSP.	700000733	184.00
10 9010 2700 000 0000 346	Mandatory Drug Testing	184.00
Vendor Name MONTGOMERY CO. MEMORIAL HOSP.		<u>184.00</u>
MONTGOMERY COUNTY TRANSFER	11670	59.76
10 9010 2620 000 0000 618	Floor Scrubber Disposal Fee	59.76
Vendor Name MONTGOMERY COUNTY TRANSFER		<u>59.76</u>
OMAHA TRUCK CENTER	104005077	634.66
10 9010 2700 000 0000 434	Scan/Repair of Broken Wires	634.66
Vendor Name OMAHA TRUCK CENTER		<u>634.66</u>
PIONEER PAINT	860788	1,136.40
10 9010 2630 000 0000 618	Field Paint	1,136.40
Vendor Name PIONEER PAINT		<u>1,136.40</u>
PRECISION DIESEL INC.	17912	293.72
10 9010 2700 000 0000 434	Scan/Wire Repair Bus	293.72
Vendor Name PRECISION DIESEL INC.		<u>293.72</u>
QUILL CORP.	28162173	84.01
10 0445 1000 100 0000 611	ROECC Office Supplies	84.01
QUILL CORP.	28395878	222.66
10 0445 1000 460 3117 618	Prang Paint	96.24
10 0445 1000 460 3117 618	Pocket Folders	25.92
10 0445 1000 460 3117 618	Medium Binder Clips	8.20
10 0445 1000 460 3117 618	Small Binder Clips	3.50
10 0445 1000 460 3117 618	White Cardstock	88.80
QUILL CORP.	28456812	292.48
10 0418 2110 490 8027 618	Ink Cartridges - YES Mentoring	292.48
Vendor Name QUILL CORP.		<u>599.15</u>
RED OAK PUBLISHING LLC	35124/35125	142.24
10 9010 2572 000 0000 540	September 2022 Board Claims	142.24
Vendor Name RED OAK PUBLISHING LLC		<u>142.24</u>
ROBERTSON, DEBRA	101422RD	149.76
10 0418 1000 100 8001 612	PTO Supply - Reimbursement	149.76
Vendor Name ROBERTSON, DEBRA		<u>149.76</u>
ROGERS PLUMBING & HEATING	35526	114.76
10 0445 2620 000 0000 432	Coupling Repair	114.76
Vendor Name ROGERS PLUMBING & HEATING		<u>114.76</u>
SAVVAS LEARNING CO, LLC	708241120	404.95
10 0109 1000 100 8017 641	Exceptional Learner Textbook	404.95
Vendor Name SAVVAS LEARNING CO, LLC		<u>404.95</u>
SCHOOL BUS SALES	01W3498	5,320.86
10 9010 2700 000 0000 434	Bus #12 Repairs	5,320.86
Vendor Name SCHOOL BUS SALES		<u>5,320.86</u>

10

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
SCHOOL SPECIALTY LATTA DIV.	208131117292	64.20
10 0445 1000 460 3117 618	Sand Timers - ROECC	64.20
SCHOOL SPECIALTY LATTA DIV.	208131221149	30.09
10 0445 1000 100 0000 611	Labels - ROECC	30.09
Vendor Name SCHOOL SPECIALTY LATTA DIV.		<u>94.29</u>
SW IA TIRE & SERVICE	124590	1,040.20
10 9010 2700 000 0000 618	Tires for #4 Suburban	1,040.20
SW IA TIRE & SERVICE	125117	781.00
10 9010 2700 000 0000 618	Tires for Vehicle #22	781.00
SW IA TIRE & SERVICE	125547	1,139.64
10 9010 2700 000 0000 434	2- Steer Tires for Bus 11	1,139.64
Vendor Name SW IA TIRE & SERVICE		<u>2,960.84</u>
TITLEWAVE	549543	313.70
10 0109 2222 000 0000 643	Media Books	313.70
Vendor Name TITLEWAVE		<u>313.70</u>
UNITED FARMERS COOPERATIVE	93022UFMC	7,490.09
10 9010 2700 000 0000 626	Ethanol - 9/2022	4,164.09
10 9010 2700 000 0000 626	Truck/UTV - 9/2022	676.18
10 9010 2700 000 0000 627	Diesel - 9/2022	924.39
10 9010 2700 217 3303 626	Sped Ethanol - 9/2022	481.01
10 9010 2700 000 0000 623	Propane - 9/2022	1,244.42
UNITED FARMERS COOPERATIVE	93022UFMC1	392.63
10 0109 2620 000 0000 618	9/2022 HS Maintenance Supplies	34.43
10 9010 2620 000 0000 618	9/2022 District Maintenance Supplies	358.20
UNITED FARMERS COOPERATIVE	93022UFMC2	7.99
10 9010 2700 000 0000 618	1/4X48 ZP Solid Flat	7.99
Vendor Name UNITED FARMERS COOPERATIVE		<u>7,890.71</u>
UNITY POINT CLINIC	147451	84.00
10 9010 2700 000 0000 346	Mandatory Drug Testing	84.00
Vendor Name UNITY POINT CLINIC		<u>84.00</u>
US CELLULAR	537664886	22.08
10 9010 2236 000 0000 536	Internet Failover 10/22	22.08
Vendor Name US CELLULAR		<u>22.08</u>
VANNAUSDLE, ROGER	101822RV	26.25
10 9010 2620 000 0000 580	Maintenance Mileage	26.25
Vendor Name VANNAUSDLE, ROGER		<u>26.25</u>
YOUNG AUTO PARTS INC.	244679	118.23
10 9010 2700 000 0000 618	Oil (Bus)	118.23
YOUNG AUTO PARTS INC.	244692	179.99
10 9010 2700 000 0000 618	Battery for Vehicle #23	179.99
YOUNG AUTO PARTS INC.	245033	12.24
10 9010 2620 000 0000 618	FHP Belt	12.24
Vendor Name YOUNG AUTO PARTS INC.		<u>310.46</u>
Fund Number 10		<u>49,147.82</u>

//

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
WILLIAMS SCOTSMAN INC	9015540838	2,978.20
36 9010 2620 000 0000 441	10/22 IES Portable Rental	2,978.20
Vendor Name WILLIAMS SCOTSMAN INC		<u>2,978.20</u>
Fund Number 36		<u>2,978.20</u>
Checking Account ID 1		52,126.02
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
OPAA! FOOD MANAGEMENT INC	IA00042905	61,919.07
61 9010 3110 000 0000 570	9/2022 Food Services	61,919.07
OPAA! FOOD MANAGEMENT INC	IA00043138	2,532.25
61 9010 3110 000 4557 631	FFVP Program - 9/2022	2,532.25
Vendor Name OPAA! FOOD MANAGEMENT INC		<u>64,451.32</u>
Fund Number 61		<u>64,451.32</u>
Checking Account ID 2		64,451.32
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
ATLANTIC COMMUNITY SCHOOLS	101422ACSD	170.00
21 0109 1400 920 6645 810	Cross Country Fee	170.00
Vendor Name ATLANTIC COMMUNITY SCHOOLS		<u>170.00</u>
BLOMSTEDT, DEB	101022db	120.00
21 0109 1400 920 6815 340	9th VB Tourney Official	120.00
Vendor Name BLOMSTEDT, DEB		<u>120.00</u>
BLOMSTEDT, JOHN	101022JB	120.00
21 0109 1400 920 6815 340	9th VB Tourney Official	120.00
Vendor Name BLOMSTEDT, JOHN		<u>120.00</u>
BRIAN, WEDEMEYER ESQ	101422BW	120.00
21 0109 1400 920 6815 340	9/JV/V VB Official	120.00
Vendor Name BRIAN, WEDEMEYER ESQ		<u>120.00</u>
BROTHERS, KEITH	101022KB	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
BROTHERS, KEITH	101422KB	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
Vendor Name BROTHERS, KEITH		<u>180.00</u>
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222	158.92
21 0109 1400 950 7426 618	Yearbook Supplies	158.92
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-1	102.90
21 0109 1400 950 7421 618	Homecoming Supplies	102.90
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-18	36.00
21 0109 1400 910 6221 618	SWIBA MS Honor Band Audition	36.00
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-27	35.98
21 0109 1400 910 6110 618	HS Play Supplies	35.98
FIRST BANKCARD - HEIDI HARRIS	FBCHH101222-3	56.96
21 0109 1400 950 7421 618	HOCO Supplies	56.96
Vendor Name FIRST BANKCARD - HEIDI HARRIS		<u>390.76</u>

12

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
FIRST BANKCARD - OFFICE CARD 4	FBC# 410122022-1	420.00
21 9010 1400 920 6720 618	HS Game Footballs	420.00
FIRST BANKCARD - OFFICE CARD 4	FBC# 410122022-2	189.15
21 0109 1400 920 6600 618	Athletic Tape	189.15
Vendor Name FIRST BANKCARD - OFFICE CARD 4		<u>609.15</u>
GLENWOOD COMMUNITY SCHOOLS	101422GCSD	100.00
21 0109 1400 920 6815 340	9th Grade VB Fee	100.00
Vendor Name GLENWOOD COMMUNITY SCHOOLS		<u>100.00</u>
HAYES, BRYAN	101422BH	90.00
21 0109 1400 920 6815 340	JH VB Official	90.00
Vendor Name HAYES, BRYAN		<u>90.00</u>
HITT, JESSE	101422JH	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
Vendor Name HITT, JESSE		<u>90.00</u>
HOBBIE, MATTHEW	101422MH	140.00
21 0109 1400 920 6720 340	V FB Official	140.00
Vendor Name HOBBIE, MATTHEW		<u>140.00</u>
HY VEE FOOD STORES	91622HV	109.78
21 0109 1400 920 6600 618	Hospitality Room - VB Tournament	109.78
Vendor Name HY VEE FOOD STORES		<u>109.78</u>
IOWA FFA ASSOCIATION	25529	866.00
21 0109 1400 950 7407 810	National, State, Chapter, District Dues	866.00
IOWA FFA ASSOCIATION	25562	40.00
21 0109 1400 950 7407 810	SW District Greenhand Fire Up	40.00
Vendor Name IOWA FFA ASSOCIATION		<u>906.00</u>
JOHNSON, CHRIS	101022CJ	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
JOHNSON, CHRIS	101422CJ	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
Vendor Name JOHNSON, CHRIS		<u>180.00</u>
KETTWICK, RENEE	101022RK	120.00
21 0109 1400 920 6815 340	9th VB Tourney Official	120.00
Vendor Name KETTWICK, RENEE		<u>120.00</u>
MACE, ROBBIE	101422RM	140.00
21 0109 1400 920 6720 340	V FB Official	140.00
Vendor Name MACE, ROBBIE		<u>140.00</u>
MEYERS, BRAD	101422BM	120.00
21 0109 1400 920 6815 340	9/JV/V VB Official	120.00

13

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name MEYERS, BRAD		<u>120.00</u>
MUSIC THEATRE INTERNATIONAL	9769699	1,020.00
21 0109 1400 910 6111 618	JH Musical Rights	1,020.00
Vendor Name MUSIC THEATRE INTERNATIONAL		<u>1,020.00</u>
NATIONAL FFA ORGANIZATION	cnr75761	840.00
21 0109 1400 950 7407 810	National Convention Registration	840.00
NATIONAL FFA ORGANIZATION	MDS278393/279017	264.00
21 0109 1400 950 7407 618	FFA Jackets	264.00
Vendor Name NATIONAL FFA ORGANIZATION		<u>1,104.00</u>
OLSON, TOM	101422TO	140.00
21 0109 1400 920 6720 340	V FB Official	140.00
Vendor Name OLSON, TOM		<u>140.00</u>
PULLIAM, GREG	101422GP	140.00
21 0109 1400 920 6720 340	V FB Official	140.00
Vendor Name PULLIAM, GREG		<u>140.00</u>
REGAN, ANDY	101422AR	140.00
21 0109 1400 920 6720 340	V FB Official	140.00
Vendor Name REGAN, ANDY		<u>140.00</u>
RETALLIC, VICKIE	101022VR	90.00
21 0109 1400 920 6815 340	JH VB Official	90.00
Vendor Name RETALLIC, VICKIE		<u>90.00</u>
SCHMITT MUSIC	4863587	25.00
21 0109 1400 910 6220 348	Valve Guide	25.00
Vendor Name SCHMITT MUSIC		<u>25.00</u>
STAR DESTINATIONS	22156	6,430.00
21 0109 1400 950 7407 618	FFA Charter	6,430.00
Vendor Name STAR DESTINATIONS		<u>6,430.00</u>
WILLIAMS, CINDY	101022CW	120.00
21 0109 1400 920 6815 340	9th VB Tourney Official	120.00
Vendor Name WILLIAMS, CINDY		<u>120.00</u>
WILLIAMS, JUSTIN	101022JW	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
WILLIAMS, JUSTIN	101422JW	90.00
21 0109 1400 920 6720 340	JH FB Official	90.00
Vendor Name WILLIAMS, JUSTIN		<u>180.00</u>
WINTERSET ACTIVITIES DEPARTMENT	102022WAD	125.00
21 0109 1400 920 6815 810	V VB Tourney Fee	125.00
Vendor Name WINTERSET ACTIVITIES DEPARTMENT		<u>125.00</u>
Woods, Josh	101022JWo	90.00

14

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
21 0109 1400 920 6720 340	JH FB Official	90.00
Vendor Name Woods, Josh		<u>90.00</u>
Fund Number 21		<u>13,309.69</u>
Checking Account ID 3		<u>13,309.69</u>

15

505.1 - Student Government

The student council provides for student activities, serves as a training experience for student leaders, promotes the common good, gives students a share in the management of the school, develops high ideals of personal conduct, acts as a clearinghouse for student activities, seeks to interest students in school district affairs and helps solve problems that may arise. Members of the council are student representatives who have direct access to the administration.

The principal, in conjunction with the students and licensed employees, will set forth the guidelines for the student government's elections, operations, and other elements of the government.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

505.2 - Student Organizations

No student organization shall exist which is not approved by the board. The superintendent shall determine qualifications and regulations for student groups and make recommendations to the board for groups seeking approval. Applications for organizing shall be relayed to the superintendent through the building principal.

Secondary school student-initiated, noncurriculum-related groups and student curriculum-related groups, upon receiving permission from the principal, may use school facilities for group meetings during non-instructional time.

Non-instructional time will mean any time before the first period of the day and after the last period of the day in which any student attends class. Meetings will not interfere with the orderly conduct of the education program or other school district operations. It is within the discretion of the principal to determine whether the meetings will interfere with the orderly conduct of the education program or other school district operations. Activities relating to and part of the education program will have priority over the activities of another organization.

Curriculum-Related Organizations

It will also be the responsibility of the principal to determine whether a student group is curriculum-related. One or more of the following questions will be answered affirmatively if the group is curriculum-related:

- Is the subject matter of the group actually taught in a regularly offered course?
- Will the subject matter of the group soon be taught in a regularly offered course?
- Does the subject matter of the group concern the body of courses as a whole?
- Is participation in the group required for a particular course?
- Does participation in the group result in academic credit?

Secondary school curriculum-related student organizations may use the school district facilities for meetings and other purposes before and after the instructional school day. Employees are assigned to monitor approved meetings and may interact with curriculum-related organizations.

Noncurriculum-Related Organizations

Student-initiated, noncurriculum-related organizations are provided access to meeting space and school district facilities.

Only students may attend and participate in meetings of noncurriculum-related groups. Such attendance is strictly voluntary and student-initiated. As a means of determining whether a student's attendance is voluntary, the principal may require parental consent for the student to attend the meetings.

Employees will be assigned to monitor approved meetings. Employees will not participate in the meeting or assist in planning, criticizing, or encouraging attendance. Only students may be involved in and attend the noncurriculum group's meetings.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

505.3 - Student Publications

Students may produce official school publications as part of the curriculum under the supervision of a faculty advisor and the principal. Official school publications include material produced in the journalism, newspaper, yearbook, or writing classes and distributed to the student body either free or for a fee.

Any expression made by students, including student expression in official school publications, is not an expression of official school policy. The school district, the board, and the employees or officials are not liable in any civil or criminal action for any student expression made or published by students unless the employees or officials have interfered with or altered the content of the student speech or expression. The liability, if any, is only to the extent of the interference or alteration of the speech or expression.

Official school publications are free from prior restraint by employees or officials except as provided by law. A faculty advisor will supervise student writers to maintain professional standards of English and journalism and to comply with the law including, but not limited to, the restrictions against unlawful speech. The production of official school publications is guided by the law and by the ethical standards adopted by professional associations or societies of journalism.

Persons, other than students, who believe they have been aggrieved by student expression in a student-produced official school publication will follow the grievance procedure outlined in board policy 214.1. Students who believe their freedom of expression in a student-produced official school publication has been restricted will follow the grievance procedure outlined in board policy.

The superintendent is responsible for developing a student publications code. This code will include, but not be limited to, reasonable rules including time, place, and manner of restrictions. The superintendent will also be responsible for distributing this board policy and the student publications code to the students and their parents.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised August 27, 2018

505.4 - Student Performances

Students, as part of the education program, may participate in contests or other public and private events approved by the superintendent that will be of benefit to the student and the education program. Performance at such events is a privilege.

Students, who perform at such events, serve as ambassadors of the school district and must conduct themselves in the same manner as required in the regular school day. Students who fail to abide by this policy and the administrative regulations supporting it may be subject to disciplinary measures.

Students will be allowed to perform in these events only with proper permission and supervision and when the events do not disrupt the education program or other school district operations. The events must be approved by the superintendent, unless it involves unusual travel and expense, in which case the board must approve of the performance.

In determining whether to approve a student performance, the superintendent shall consider the following guidelines:

- Performances by student groups below the high school level should be allowed on a very limited basis;
- All groups of students should have an opportunity to participate; and,
- Extensive travel by one group of students should be discouraged.

It is within the discretion of the superintendent to determine whether the event will benefit the education program and the participating students. Contests or other performances by students unapproved by the superintendent are the responsibility of the parent and the student.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised August 27, 2018

505.5 - Student Fund Raising

Students may raise funds for school-sponsored events with the permission of the principal and superintendent. Fund raising by students for events other than school-sponsored activities is not allowed. Collection boxes for school fund raising must have prior approval from the principal before being placed on school property or district-sponsored events.

District-sponsored student organizations may have no more than three fund raising projects per year. Only one fund raising project may be a direct person-to-person sales campaign.

There is to be no duplication of direct person-to-person sales projects within the school year. Two organizations may not sell the same project at different times during the same year.

Other fund-raising projects, such as dances, dinners, or car washes may be duplicated, but may not involve the solicitation of funds in any person-to-person manner. For example, the FFA club could have a dance as could the student council, but neither group could solicit people individually to purchase tickets.

A request for authorization to engage in a fund raising project must be submitted well in advance on an appropriate form from the building principal's office. Such authorization must be obtained before any fund raising may take place. The authorization of the building principal must be forwarded to the superintendent for final approval. In general, no more than one fund raising project is to occur within the district at any given time, other than dances, dinners, car washes, or similar service types of projects. Exceptions may be approved due to seasonal constraints or for other unusual circumstances.

All funds generated from district-sponsored student fundraising will be placed in the district's student activity fund.

All monies are to be turned in to the principal on a daily basis and forwarded to the district central office. The checks will be issued from the central office for the expenses incurred. Monies collected in buildings on a daily basis are to be kept in a building vault. If no vault exists in a building, the monies are to be forwarded to the district central office daily. Monies must never be kept overnight in desk drawers, file cabinets, or other classroom/office furnishings.

Any person or entity acting on behalf of the district and wishing to conduct any fundraising campaign for the benefit of the district shall begin the process by seeking prior approval from the Superintendent. Any fundraising efforts conducted using the district's name, symbols, or imagery will be conducted in accordance with all policies, regulations and rules for fundraising within the district.

A record of each organization's projects will be maintained by the building principal, along with a calendar of all approved fund raising dates/activities. The building principals shall coordinate their calendars to ensure compliance with this policy. The superintendent will appraise the Board of all scheduled fund-raising activities at least once per semester.

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

Legal Reference:

Senior Class of Pekin High School v. Tharp, 154 N.W.2d 874 (Iowa 1967).

20

Iowa Code § 279.8.

Approved August 23, 2021

Reviewed ~~August 23, 2021~~ October 24, 2022

Revised ~~August 23, 2021~~

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.

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 ~~August 27, 2018~~ October 24, 2022

Revised August 27, 2018

506.1 - Student Progress Reports and Conferences

Students shall receive a progress report at the end of each nine-week grading period. Students who are at risk of receiving a failing grade or whose achievement has declined, and their parents, shall be notified prior to the end of the semester in order to have an opportunity to improve their grade. The board encourages the notification of students who have made marked improvement prior to the end of the semester.

Parent-Teacher conferences to keep parents informed will be held in the fall and the spring of each school year. Conferences in the elementary grades are scheduled individually with parents and/or guardians. Conferences at the middle school and high school may be individually scheduled.

Parents, teachers, or principals may request a conference for students in grades kindergarten through twelve in addition to the scheduled conference time. Parents and students are encouraged to discuss the student's progress or other matters with the student's teacher.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised August 27, 2018

506.2 - Student Promotion, Retention, and Acceleration

Students will be promoted to the next grade level at the end of each school year based on the student's achievement, age, maturity, emotional stability, and social adjustment.

The retention of a student will be determined based upon the judgment of the licensed employee and the principal. When it becomes evident a student in grades kindergarten through eight may be retained in a grade level for an additional year, the parents will be informed prior to making the retention decision. It is within the sole discretion of the board to retain students in their current grade level.

Students in grades nine through twelve will be informed of the required course work necessary to be promoted each year. When it becomes evident a student in these grades will be unable to meet the minimum credit requirements for the year, the student and parents will be informed. It is within the sole discretion of the board to retain students in their current grade level and to deny promotion to a student.

Students in grades kindergarten through twelve with exceptional talents may, with the permission of the principal and parents, take classes beyond their current grade level. Enrichment opportunities outside the school district may be allowed when they do not conflict with the school district's graduation requirements.

Any student or parent who is not satisfied with the decision of the district's professional staff may seek recourse through policy 502.4 – Student Complaints and Grievances.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

506.3 - Student Honors and Awards

The school district will provide a program that establishes honors and awards including, but not limited to, academic letters, scholarships and good citizenship awards for students to assist students in setting goals. Students are made aware of honors and awards and the action necessary on the part of the student to achieve them.

Students transferring in from nonaccredited settings will only be eligible for honors and awards for the actual period of time they have been enrolled as regular students in the school district. Students transferring into the high school from a nonaccredited setting will not be eligible for class ranking unless he/she has been enrolled for four (4) or more semesters.

Approved: August 27, 2018

Reviewed: ~~August 27, 2018~~ October 24, 2022

Revised: August 27, 2018

506.4 - Student Testing Program

A comprehensive testing program is established and maintained to evaluate the education program of the school district and to assist in providing guidance or counseling services to students and their families.

No student is required, as part of any applicable program to submit to a survey, analysis or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or student's parent;
- mental or psychological problems of the student or the student's family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;

23

- critical appraisals of other individuals with whom respondents have close family relationships;
- legally recognized, privileged and analogous relationships, such as those of lawyers, physicians and ministers;
- religious practices, affiliations or beliefs of the student or student's parent; or
- income,(other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

It is the responsibility of the board to review and approve the evaluation and testing program.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~

October 24, 2022

Revised August 27, 2018

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.

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 elect to take part or not take part in graduation ceremonies but in either case the principal would have to be notified of the decision by January 15.
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 ~~August 27, 2018~~ October 24, 2022

Revised August 27, 2018

25

506.7 – Commencement

Students who have met the requirements for graduation will be allowed to participate in the commencement proceedings provided they abide by the proceedings organized by the school district. It is the responsibility of the principal to solicit input from each graduating class regarding the proceedings for their commencement.

Failure of a student to participate in commencement will not be a reason for withholding the student’s final progress report or diploma certifying the student’s completion of high school.

The board may exclude a student from participating in commencement exercises for violation of school rules for orderly operation of the schools.

Approved August 27, 2018
Reviewed ~~August 27, 2018~~ October 24, 2022
Revised August 27, 2018

506.8 - Parental Involvement

Parental involvement is an important component in a student’s success in school. The board encourages parents to become involved in their child’s education to ensure the child’s academic success. To this end, the board will address the following items:

1. How the board will involve parents in the development of the Title I plan, the process for school review of the plan and the process for improvement. Parent advisory groups exist at all Title I attendance centers. The Title I program is discussed at least annually in terms of what assistance is available to students, along with the opportunity for parental input into ways to improve the program. In addition, parents are involved in the Student Assistance Team process, and that is the venue through which students are referred for Title I services.
2. How the board will provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance. Through the annual goal-setting process, the board will promote effective parental involvement in all school activities to improve student achievement for ALL students.
3. Build the schools’ and parents’ capacity for strong parental involvement. Each Title I attendance center will have regular meetings of the parent advisory groups. Annually, a Title I evening will be held during which parents, students, and teachers will have the opportunity to interact, with parents learning strategies that can be effectively

implemented at home. Parents are part of the Student Assistance Team process. Title I teachers are responsible for updating parents and keeping them informed about the progress of their child(ren).

4. Coordinate and integrate parental involvement strategies under Title I with other programs such as Reading First, and other initiatives. Title I teachers are part of the professional development activities for all teachers. The recent focus has been on the implementation of Reading First instructional strategies, which has been a topic at the meetings of the parent advisory groups.
5. Conduct with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the school served including identifying barriers to greater participation by parents in Title I activities (with particular attention to low-income parents, Limited English Proficient (LEP) parents, minorities, parents with disabilities and parents with low literacy) and use the findings of the evaluation to design strategies for more effective parental involvement and to revise, as necessary, the parental involvement policies. An evaluation of the Title I program will be accomplished annually at the Title I evening for all parents of Title I students.
6. Involve parents in Title I activities. Each Title I attendance center will have regular meetings of the parent advisory groups. Annually, a Title I evening will be held during which parents, students, and teachers will have the opportunity to interact, with parents learning strategies that can be effectively implemented at home. Title I teachers are responsible for updating parents and keeping them informed about the progress of their child(ren). The district Title I coordinator will present an annual report to the Board in June regarding parental involvement and parental evaluations of the Title I program.

The board will review this policy annually. The superintendent is responsible for notifying parents of this policy annually or within a reasonable time after it has been amended during the school year.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised August 27, 2018

~~506.9 – Valedictorian and Salutatorian~~

Strike Policy:

The District eliminated “weighted GPAs” pursuant to Board action in 2018. Last year’s graduating class was the last to complete any weighted classes. Without these is impossible to distinguish a valedictoria and salutatorian from among all the students earning a 4.0 GPA.

Instead, the Board has latitude to determine alternative criteria for recognizing students (e.g., top 10%) during commencement.

~~“Valedictorian” is an academic honor bestowed upon the graduating senior with the highest weighted GPA at Red Oak High School. This senior would have completed eight (8) semesters of education at accredited high schools with at least the entire senior year at Red Oak High School. During the student’s time at Red Oak High School, the student must have been a full-time student in accordance with the guidelines in the student handbook. Although a senior might graduate from Red Oak High School with a Red Oak diploma, the student is not eligible for this honor if his or her transcript includes grades from a non-accredited program.~~

~~“Salutatorian” is an academic honor bestowed upon the graduating senior with the second highest weighted GPA at Red Oak High School. This senior would have completed eight (8) semesters of education at accredited high schools with at least the entire senior year at Red Oak High School. During the student’s time at Red Oak High School, the student must have been a full-time student in accordance with the guidelines in the student handbook. Although a senior might graduate from Red Oak High School with a Red Oak diploma, the student is not eligible for this honor if his or her transcript includes grades from a non-accredited program.~~

~~In the event of a tie for first place, there will be co-valedictorians with no salutatorian that year. In the event that there is not a tie for first place, but there is a tie for second place, then there will be co-salutatorians.~~

~~At the graduation ceremony the salutatorian will speak first. The valedictorian will speak second. In the event of a tie for first, all co-valedictorians will be given an opportunity to deliver a valedictorian speech. In the event of a tie for second, all co-salutatorians will be given an opportunity to deliver a salutatorian speech.~~

Approved August 27, 2018

Reviewed August 27, 2018

Revised August 27, 2018

507.1 - Student Records

The board recognizes the importance of maintaining student records and preserving their confidentiality as provided by law. ~~For purposes of this policy and other policies relating to student records, student is defined as an enrolled individual in a pre-kindergarten through twelfth grade, including children in school district sponsored child care programs.~~ Student records containing personally identifiable information are kept confidential at collection, storage, disclosure and destruction stages. The board secretary is the custodian of student records. Student records may be maintained in the central administration office or administrative office of the student's attendance center.

~~The board secretary is the custodian of student records. Student records may be maintained in the central administration office or administrative office of the student's attendance center.~~

Definitions

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

- "Education Record" means those records that contain information directly related to a student and which are maintained by an education agency or institution or by a party acting for the agency or institution.
- "Eligible Student" means a student who has reached eighteen years or attends a postsecondary institution. Parents of an eligible student are provided access to education records only with the written permission of the eligible student unless the eligible student is defined as a dependent by the Internal Revenue Code. In that case, the parents may be provided access without the written permission of the student.

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

~~Parents and eligible students will have access to the student's records during the regular business hours of the school district. An eligible student is a student who has reached eighteen years of age or is attending an institution of postsecondary education at the post high school level. Parents of an eligible student are provided access to the student records only with the written permission of the eligible student unless the eligible student is defined as a dependent by the Internal Revenue Code. In that case, the parents may be provided access without the written permission of the student. A representative of the parents or eligible student, who has received written permission from the parents or eligible student, may inspect and review a special education student's records. Parents, other than parents of an eligible student, may be denied access to a student's records if the school district has a court order stating such or when the district has been advised under the appropriate laws that the parents may not access the student records. Parents may inspect an instrument used for the purpose of collection of student personal information prior to the instrument's use.~~

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

Parents and eligible students, and other individuals authorized in accordance with law will have a right to access the student's records upon request without unnecessary delay and in no instance more than forty-five calendar days after the request is made. Parents, other than parents of an eligible student, may be denied access to a student's records if the school district has a court order stating such or when the district has been advised under the appropriate laws that the parents may not access the student records. Parents, an eligible student or an authorized representative of the parents will have the right to access the student's records prior to an Individualized Education Program (IEP) meeting or hearing.

Copies of student records will be provided if failure to do so would effectively prevent the parents or student from exercising the right to access the student records. Fees for copies of the records are waived if it would prevent the parents or student from accessing the records. A fee may not be charged to search or retrieve information from student records.

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

If the parents or an eligible student believes the information in the student records is inaccurate, misleading or violates the privacy or other rights of the student, the parents or an eligible student may request that the school district amend the student records. The school district will decide whether to amend the student records within a reasonable time after receipt of the request. If the school district determines an amendment is made to the student record, the school district will make the amendment and inform the parents or the eligible student of the decision in writing.

If the school district determines that amendment of the student's record is not appropriate, it will inform the parents or the eligible student of their right to a hearing before the hearing officer provided by the school district. If the parents' and the eligible student's request to amend the student record is further denied following the hearing, the parents or the eligible student are informed that they have a right to place an explanatory letter in the student record commenting on the school district's decision or setting forth the reasoning for disagreeing with the school district. Additions to the student's records will become a part of the student record and be maintained like other student records. If the school district discloses the student records, the explanation by the parents will also be disclosed.

Student records may be disclosed in limited circumstances without parental or eligible student's written permission. This disclosure is made on the condition that the student record will not be disclosed to a third party without the written permission of the parents or the eligible student. This disclosure may be made to the following individuals or under the following circumstances:

- to school officials within the school district and AEA personnel whom the superintendent has determined to have a legitimate educational interest, including, but not limited to, board members, employees, school attorney, auditor, health professionals, and individuals serving on official school committees;
- to officials of another school district in which the student wishes to enroll, provided the other school district notifies the parents the student records are being sent and the parents have an opportunity to receive a copy of the records and challenge the contents of the records unless the annual notification includes a provision that records will automatically be transferred to new school districts;
- to the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education or state and local educational authorities;
- in connection with financial aid for which the student has applied or which the student has received if the information is necessary to receive the financial aid;
- to organizations and/or their authorized representatives conducting for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if the study does not release personally identifiable information and their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted;
- to accrediting organizations;
- to parents of a dependent student as defined in the Internal Revenue Code;
- to comply with a court order or judicially issued subpoena;
- consistent with an interagency agreement between the school district and juvenile justice agencies;
- to authorized representatives of the Secretary of Agriculture or authorized representative from the Food and Nutrition Service for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding for or providing a school lunch program for which the results will be reported in an aggregate form that does not identify any individual, provided that the data collected shall be protected in a manner that will not permit the personal identification of students and their parents to anyone other than those authorized under this paragraph and any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements;
- to an agency caseworker or other representative of a state or local child welfare agency or tribal organization authorized to access a student's case plan when such agency or

organization is legally responsible for the care and protection of the student, provided that the education records or the personally identifiable information contained in such records of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the state or tribal laws applicable to protecting the confidentiality of a student's education records;

- in connection with a health or safety emergency; or,
- as directory information.
- in additional instances as provided by law.

The superintendent will keep a list of the individuals and their positions who are authorized to view a special education student's records without the permission of the parents or the eligible student. Individuals not listed are not allowed access without parental or an eligible student's written permission. This list must be current and available for public inspection and updated as changes occur.

The superintendent will also keep a list of individuals, agencies and organizations which have requested or obtained access to a student's records, the date access was given and their legitimate educational interest or purpose for which they were authorized to view the records. The superintendent, however, does not need to keep a list of the parents, authorized educational employees, officers and agencies of the school district who have accessed the student's records. This list for a student record may be accessed by the parents, the eligible student and the custodian of student records.

Permanent student records, including a student's name, address, phone number, grades, attendance record, classes attended, grade level completed and year completed may be maintained without time limitation. Permanent student records will be kept in a fire-safe vault.

When personally identifiable information, other than permanent student records, no longer needs to be maintained by the school district to provide educational services to a special education student, the parents or eligible student are notified. This notice is normally given after a student graduates or otherwise leaves the school district. If the parents or eligible student request that the personally identifiable information be destroyed, the school district will destroy the records. Prior to the destruction of the records, the school district must inform the parents or eligible student the records may be needed by the parents or eligible student for social security benefits or other purposes. In the absence of parents or an eligible student's request to destroy the records, the school district must maintain the records for at least three years after an individual is determined to be no longer eligible for special education.

The school district will cooperate with the juvenile justice system in sharing information contained in permanent student records regarding students who have become involved with the juvenile justice system. The school district will enter into an interagency agreement with the juvenile justice agencies involved.

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

The school district may share any information with the agencies contained in a student's permanent record, which is directly related to the juvenile justice system's ability to effectively serve the student. Prior to adjudication information contained in the permanent record may be disclosed by the school district to the parties without parental consent or court order. Information contained in a student's permanent record may be disclosed by the school district to the agencies after adjudication only with parental consent or a court order. Information shared pursuant to the agreement is used solely for determining the programs and services appropriate to the needs of the student or student's family or coordinating the delivery of programs and services to the student or student's family. (New paragraph)

Information shared under the agreement is not admissible in any court proceedings, which take place prior to a disposition hearing, unless written consent is obtained from a student's parent, guardian, or legal or actual custodian.

Confidential information shared between the school district and the agencies will remain confidential and will not be shared with any other person, unless otherwise provided by law. Information shared under the agreement is not admissible in any court proceedings, which take place prior to a disposition hearing, unless written consent is obtained from a student's parent, guardian, or legal or actual custodian. The school district may discontinue information sharing with an agency if the school district determines that the agency has violated the intent or letter of the agreement.

The school district will provide training or instruction to employees about parents' and eligible students' rights under this policy. Employees will also be informed about the procedures for carrying out this policy.

It is the responsibility of the superintendent to annually notify parents and eligible students of their right to ~~inspect and review the student's records.~~:

1. Inspect and review the student's education records;
2. Seek amendment of the student's education records that the parent or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights;
3. Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the law authorizes disclosure without consent; and

4. File a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the law.

The notice is given in a parents' or eligible student's native language. Should the school district collect personal information from students for the purposes of marketing or selling that information, the school district will annually notify parents of such activity.

The notice will include a statement that the parents have a right to file a complaint alleging the school district failed to comply with this policy. Complaints are forwarded to Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, Washington, DC. 20202-4605.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

507.1R1 Education Records Access Regulation

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

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

A. Access to Records

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

purposes may access the student's records without prior permission of the student.

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

B. Release of Information Outside the School – Information from education records may be disclosed to outside parties as outlined in board policy and otherwise provided by law.

C. Procedures for Requesting a Record Amendment

1. If the eligible student, parent, or legal guardian believe the information in the education records is inaccurate, misleading, or violates the privacy of the student, the parents or an eligible student may request that the school district amend the education student records.
2. The school district will decide whether to amend the education student records within a reasonable time after receipt of the request.
3. If the school district determines an amendment is made to the education student record, the school district will make the amendment and inform the parents or the eligible student of the decision in writing.
4. If the school district determines that amendment of the student's education record is not appropriate, it will inform the parents or the eligible student of their right to a hearing before the hearing officer provided by the school district. The hearing officer may be an employee of the school district, so long as the employee does not have a direct interest in the outcome of the hearing.
5. Upon parental request, the school district will hold a hearing regarding the content of a student's education records which the parent believes to be inaccurate, misleading, or in violation of the privacy rights of students.
6. The hearing will be held within a reasonable time after receipt of the parent or eligible student's request. The parent or eligible student will receive reasonable advance notice of date, time and place of the hearing.
7. The parents or eligible student will be given a full and fair opportunity to present evidence relevant to the issues. The parent or eligible student may be represented by an individual at their choice at their own expense.

8. The hearing officer will render a written decision within a reasonable period after the hearing. The decision will be based upon evidence presented at the hearing and must include a summary of the evidence and the reasons for the decision.
9. The parents may appeal the hearing officer's decision to the superintendent within [insert number] days if the superintendent does not have a direct interest in the outcome of the hearing.
10. The parents may appeal the superintendent's decision or the hearing officer's decision if the superintendent was unable to hear the appeal, to the board within [insert number] days. It is within the discretion of the board to hear the appeal.
11. If the parents' and the eligible student's request to amend the education student record is further denied following the hearing, the parents or the eligible student are informed that they have a right to place an explanatory letter in the education student record commenting on the school district's decision or setting forth the reasoning for disagreeing with the school district. Additions to the student's education records will become a part of the education student record and be maintained like other education student records. If the school district discloses the education student records, the explanation by the parents will also be disclosed or the eligible student of the decision in writing.

Approved
Reviewed
Revised

507.2 - Student Directory Information

~~Student directory information is designed to be used internally within the school district. Directory information is defined in the annual notice. It may include the student's name, address, telephone number, date and place of birth, grade level, enrollment status, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student, photograph and other likeness, and other similar information.~~

Directory information is information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The district may disclose "directory information" to third parties without consent if it has given public notice of the types of information which it has designated as "directory information," the parent's or eligible student's right to restrict the disclosure of such information, and the period of time within which a parent or eligible student has to notify the school in writing that he or she does

not want any or all of those types of information designated as "directory information." The district has designated the following as "directory information":

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

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

Prior to developing a student directory or to giving general information to the public, parents (including parents of students open enrolled out of the school district and parents of children home schooled in the school district) will be given notice annually of the intent to develop a directory or to give out general information and have the opportunity to deny the inclusion of their child's information in the directory or in the general information about the students.

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

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

507.3 - Student Photographs

The board will permit student "portrait" photographs to be taken on school premises by a commercial photographer as a service to the students and their families.

Parents will be notified prior to the taking of pictures by a commercial photographer for student “portraits.” In no case will students be required to have their picture taken or be pressured to purchase pictures.

Students or commercial photographers may take pictures of students upon consent for such things as the yearbook or student newspaper.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

507.4 - Student Library Circulation Records

Student library circulation records are designed to be used internally to assist in the orderly administration of the school district libraries and media center. As a general rule, student library circulation records are considered confidential records and will not be released without parental consent. Individuals who may access such records include a student’s parents, the student, authorized licensed employees, authorized government officials from the U.S. Comptroller General, the Secretary of Education, the Commissioner and Director of the National Institute of Education, and the Assistant Secretary for Education and State Education Department. Appropriate authorities in a health or safety emergency may access the student’s library circulation records without the approval or the notification of the student’s parents. Parents may not access records, without the student’s permission, of a student who has reached the age of majority or who is attending a post-secondary educational institution unless the student is considered a dependent for tax purposes.

It is the school librarian’s responsibility, as the person maintaining the student library circulation records, to approve requests for access to student library circulation records. Students’ library circulation records may be accessed during the regular business hours of the school district. If copies of documents are requested, a fee for such copying is charged.

Approved August 27, 2018

Reviewed ~~August 27, 2018~~ October 24, 2022

Revised ~~August 27, 2018~~

Quotation

Company Address Instructional Empowerment, Inc.
dba Learning Services International
dba Marzano Evaluation Center
175 Cornell Rd., Suite 18
Blairsville, PA 15717
US

Quote Number Q-29672
Expiration Date 10/13/2022

Vendor Account No.

Payment Terms Net 30

Program Partner Lee Manly
Phone (918) 995-1112

Make checks payable to: Instructional Empowerment, Inc.
Fax Signed Quote to: (724) 240-6475

Bill To Name Red Oak Cmty School District
Bill To 2011 N 8th St
Red Oak, IA 51566
US

Contact Name Leanne Fluckey
Phone 712-623-6610xt4008
Email fluckeyl@redoakschools.org

NOTE: On-site Professional Development sessions require a minimum of a 30-day advance notice. Purchase Orders must be received prior to any date or faculty requests can be honored. Any Professional Development requested with less than 30-day's notice is subject to faculty availability and a \$500 expediting fee.

QTY	PRODUCT	CODE	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1.00	FTEM: Introduction & Overview (Onsite, 3 Hour)	PDC-MT011-D1A-S050-3h0-XX	FTEM: Introduction & Overview (Onsite, 3 Hour). Professional Development for Marzano Focused Teacher Evaluation Model. Electronic files for District/School to print included. Max 50 participants. Half-day sessions must be paired with another half-day session on the same day.	USD 2,750.00	USD 2,750.00
1.00	FTEM: Introduction & Overview (Onsite, 3 Hour) - Reproduction License	PDC-MT011-D1A-MRLM-XXX-XX	FTEM: Introduction & Overview (Onsite, 3 Hour) - Reproduction License	USD 0.00	USD 0.00
1.00	FTEM: Identifying Critical Content (Onsite, 3 Hour)	PDC-MT021-D1A-S050-3h0-XX	FTEM: Identifying Critical Content (Onsite, 3 Hour). Professional Development for Marzano Focused Teacher Evaluation Model. Max 50 participants. Half-day sessions must be paired with another half-day session on the same day.	USD 2,750.00	USD 2,750.00
1.00	FTEM: Identifying Critical Content (Onsite, 3 Hour) - Reproduction License	PDC-MT021-D1A-MRLM-3h0-XX	FTEM: Identifying Critical Content (Onsite, 3 Hour) - Reproduction License	USD 0.00	USD 0.00

39

QTY	PRODUCT	CODE	DESCRIPTION	UNIT PRICE	TOTAL PRICE
4.00	Guided Implementation Support (Onsite, 3 Hour)	PDC-MT040-CFC-S050-3h0-XX	Guided Implementation Support (Onsite, 3 Hour). Group guided work/planning to extend learning of previously delivered PD. Coaching to support implementation of Marzano FTEM. Max 50 participants. Focus/Purpose: Follow-up planning and coaching around Identifying Critical Content. Half-day sessions must be paired with another half-day session on the same day.	USD 2,750.00	USD 11,000.00
3.00	FTEM: Side-by-Side Coaching for Observers (Onsite, 6 Hour)	PDC-MT009-CSS-S005-6h0-XX	FTEM: Side-by-Side Coaching for Observers (Onsite, 6 Hour). Side-by-Side Coaching for the Marzano Focused Teacher Evaluation Model. Max 5 participants.	USD 5,500.00	USD 16,500.00
TOTAL:					USD 33,000.00

Notes:

Instructional Empowerment, Inc. Terms & Conditions

Customer Acknowledgment

Customer acknowledges agreement with these Terms & Conditions of Sale by placement of an order to purchase products or services from Instructional Empowerment, Inc. or associated DBAs.

Prices

Prices quoted are good for 30 days from the date of proposal or quote, unless otherwise stated in writing. All prices stated in USD unless otherwise noted.

Payment

Purchase order or payment is required prior to order fulfillment. Make checks payable in USD to "Instructional Empowerment, Inc." or "Marzano Evaluation Center," and submit to 175 Cornell Road, Suite 18, Blairsville, PA 15717.

Purchase Orders

Please reference quote number (shown above) on all purchase orders. Purchase orders should be sent to Instructional Empowerment, Inc. or associated DBAs, 175 Cornell Road, Suite 18, Blairsville, PA 15717 or faxed to (724) 240-6475 or emailed to: orders@instructionalempowerment.com

Terms

Standard payment terms are net 30 from date of invoice. Seller reserves the right to charge interest at the rate of 0.5% per month on past due balances. Seller also reserves the right to submit invoices greater than 90 days past due to a third party agency for collection.

Scheduling

On-site training and professional development sessions requires 30 days advance notice. Purchase order or payment must be received before training dates can be reserved. Trainings scheduled at the Customer's request with less than 30 days advance notice are subject to availability and a \$500 expediting fee.

All training sessions must be scheduled no later than 12 months following receipt of purchase order.

Cancellation/Rescheduling

Virtual Sessions may be cancelled or rescheduled 7 or more calendar days before the scheduled date of the event without a penalty. Customers who cancel/reschedule the virtual session within 1-6 calendar days prior to the event, will be charged 50% of the event price. If a customer does not show up for the event or cancels the event on the day of the training, will still be responsible for 100% of the event price.

On-Site Trainings may be cancelled or rescheduled 14 or more calendar days before the scheduled training date without a penalty. Customers who cancel/reschedule the on-site training up to 3 calendar days prior to the training, will be charged 50% of the training price after 3 days will be 100% of the training. If a customer does not show up for training or cancels the training on the day it was scheduled, will be responsible for 100% of the training price.

All cancellation or rescheduling requests, should be emailed to: scheduling@instructionalempowerment.com or call toll free 1-866-731-1999.

FORCE MAJEURE. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion.

40

Shipping and Handling

Shipping and Handling for print materials shown at standard ground rates. Please allow 7-10 business days for order processing and delivery. Expedited or overnight shipping available for some items. Additional fees may apply.

Instructional Empowerment, Inc. will fulfill your order based on the quantity of materials shown on your purchase order. Should you request additional copies of materials, you will be invoiced for the materials plus shipping and handling. Expedited or overnight shipping may apply.

Sales, Use, Value Add and other Taxes

Customers exempt from sales taxes must provide a copy of their current exemption certificate, if applicable. Instructional Empowerment, Inc. reserves the right to charge sales, use, and/or value added tax in addition to quoted product prices as required by taxing authorities, if applicable. Actual sales tax billed will be based on Seller's sales tax collection requirements and Customer's current jurisdiction rates in effect on the date of invoice.

Materials Reprint Licenses

Professional development sessions and related materials are revised periodically to reflect most current research and provide the best possible experience for the learners. Updates to materials covered under reprint licenses will be provided free of charge upon request during the terms of the license. Customers are advised to print only sufficient quantities to cover their immediate training needs.

Recording of Presentations

All audio and video recording is prohibited without written consent from Instructional Empowerment, Inc.

Signature: _____

Effective Date: ____/____/____

Name (Print): _____

Title: _____

Please sign and return with Purchase Order.

THANK YOU FOR YOUR BUSINESS!

41

Quotation

Company Address	Instructional Empowerment, Inc. dba Learning Services International dba Marzano Evaluation Center 175 Cornell Rd., Suite 18 Blairsville, PA 15717 US	Quote Number	Q-29679
		Expiration Date	10/31/2022
Vendor Account No.		Payment Terms	Net 30
Program Partner Phone	Lee Manly (918) 995-1112		

Make checks payable to: Instructional Empowerment, Inc.
Fax Signed Quote to: (724) 240-6475

Bill To Name Bill To	Red Oak Cmty School District 2011 N 8th St Red Oak, IA 51566 US	Contact Name Phone Email	Leanne Fluckey 712-623-6610xt4008 fluckeyl@redoakschools.org
---------------------------------	--	---	--

NOTE: On-site Professional Development sessions require a minimum of a 30-day advance notice. Purchase Orders must be received prior to any date or faculty requests can be honored. Any Professional Development requested with less than 30-day's notice is subject to faculty availability and a \$500 expediting fee.

QTY	PRODUCT	CODE	DESCRIPTION	UNIT PRICE	TOTAL PRICE
3.00	FTEM: Identifying Critical Content (Virtual, 3 Hour)	PDC-MT021-D1A-V035-3h0-XX	FTEM: Identifying Critical Content (Virtual, 3 Hour). Professional Development for Marzano Focused Teacher Evaluation Model. Electronic files for District/School to print included. Max 35 participants.	USD 1,650.00	USD 4,950.00
TOTAL:					USD 4,950.00

Notes:

Instructional Empowerment, Inc. Terms & Conditions

Customer Acknowledgment

Customer acknowledges agreement with these Terms & Conditions of Sale by placement of an order to purchase products or services from Instructional Empowerment, Inc. or associated DBAs.

Prices

Prices quoted are good for 30 days from the date of proposal or quote, unless otherwise stated in writing. All prices stated in USD unless otherwise noted.

Payment

Purchase order or payment is required prior to order fulfillment. Make checks payable in USD to "Instructional Empowerment, Inc." or "Marzano Evaluation Center," and submit to 175 Cornell Road, Suite 18, Blairsville, PA 15717.

Purchase Orders

Please reference quote number (shown above) on all purchase orders. Purchase orders should be sent to Instructional Empowerment, Inc. or associated DBAs, 175 Cornell Road, Suite 18, Blairsville, PA 15717 or faxed to (724) 240-6475 or emailed to: orders@instructionalempowerment.com

42

Terms

Standard payment terms are net 30 from date of invoice. Seller reserves the right to charge interest at the rate of 0.5% per month on past due balances. Seller also reserves the right to submit invoices greater than 90 days past due to a third party agency for collection.

Scheduling

On-site training and professional development sessions requires 30 days advance notice. Purchase order or payment must be received before training dates can be reserved. Trainings scheduled at the Customer's request with less than 30 days advance notice are subject to availability and a \$500 expediting fee.

All training sessions must be scheduled no later than 12 months following receipt of purchase order.

Cancellation/Rescheduling

Virtual Sessions may be cancelled or rescheduled 7 or more calendar days before the scheduled date of the event without a penalty. Customers who cancel/reschedule the virtual session within 1-6 calendars days prior to the event, will be charged 50% of the event price. If a customer does not show up for the event or cancels the event on the day of the training, will still be responsible for 100% of the event price.

On-Site Trainings may be cancelled or rescheduled 14 or more calendar days before the scheduled training date without a penalty. Customers who cancel/reschedule the on-site training up to 3 calendar days prior to the training, will be charged 50% of the training price after 3 days will be 100% of the training. If a customer does not show up for training or cancels the training on the day it was scheduled, will be responsible for 100% of the training price.

All cancellation or rescheduling requests, should be emailed to: scheduling@instructionalempowerment.com or call toll free 1-866-731-1999.

FORCE MAJEURE. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion.

Shipping and Handling

Shipping and Handling for print materials shown at standard ground rates. Please allow 7-10 business days for order processing and delivery. Expedited or overnight shipping available for some items. Additional fees may apply.

Instructional Empowerment, Inc. will fulfill your order based on the quantity of materials shown on your purchase order. Should you request additional copies of materials, you will be invoiced for the materials plus shipping and handling. Expedited or overnight shipping may apply.

Sales, Use, Value Add and other Taxes

Customers exempt from sales taxes must provide a copy of their current exemption certificate, if applicable. Instructional Empowerment, Inc. reserves the right to charge sales, use, and/or value added tax in addition to quoted product prices as required by taxing authorities, if applicable. Actual sales tax billed will be based on Seller's sales tax collection requirements and Customer's current jurisdiction rates in effect on the date of invoice.

Materials Reprint Licenses

Professional development sessions and related materials are revised periodically to reflect most current research and provide the best possible experience for the learners. Updates to materials covered under reprint licenses will be provided free of charge upon request during the terms of the license. Customers are advised to print only sufficient quantities to cover their immediate training needs.

Recording of Presentations

All audio and video recording is prohibited without written consent from Instructional Empowerment, Inc.

Signature:	_____	Effective Date:	____/____/____
Name (Print):	_____	Title:	_____

Please sign and return with Purchase Order.

THANK YOU FOR YOUR BUSINESS!

43

HARD SURFACE ONLY PLAN 2022-23 School Year

Route	Driver	Pick Up Location	Pick Up Time	Drop Off Time
13	Tom	@ Wales on County Road M37	7:15 A.M.	3:55 P.M.
13	Tom	1511 200th St (RO Sale Barn)	7:35 A.M.	3:30 P.M.
14	Roger	County Road H54 & C Ave	6:50 A.M.	3:55 P.M.
14	Roger	230 th St on HWY 48	7:25 A.M.	3:40 P.M.
12	Steve	HWY 34 & K Ave	7:30 A. M.	3:35 P.M.
10	John	200 th Street & M Ave	7:20 A.M.	3:40 P.M.

44