

Shenandoah Community School District Board of Directors
Shenandoah Administration Board Room
July 8, 2024 – 4:00 p.m.
Regular Meeting

Board Agenda

1. Call to Order
2. Roll Call and Determination of Quorum
3. Mission Statement: Read by Director Twyman
 - a. *The Shenandoah Community School District, in partnership with families and the community, will provide each student an educational environment that maximizes his or her potential to become responsible, successful citizens and lifelong learners in an ever-changing world.*
4. Welcome To Audience
5. Public Forum
6. Consent Agenda
 - a. Minutes
 - b. Treasurer's Report
 - i. Account Balances
 - ii. Unspent Authorized Budget Report
 - iii. Accounts Payable
 - c. Personnel Requests:

Contracts:

| | | |
|-------------------------|--------------------------------|------------|
| Janet Dukes | PS Associate | \$15.99/hr |
| Noe Hernandez | Computer Technician Apprentice | \$16.35/hr |
| Ashlyn Kephart (Keeler) | PS Associate | \$15.99/hr |
| Katie Lamond | MS Secretary | \$16.35/hr |
| Lindsey Lundgren | HS Mentor Teacher | \$4,500 |
| Devin Morelock | MS FFA | \$7,037 |
| Ryan O'Rourke | MS Girls Basketball | \$2,935 |
| Mandi Rausch | PS Associate | \$15.99/hr |
| Alexis Zito | JK-8 Associate | \$15.99/hr |

Resignations:

| | |
|------------------|------------|
| Gordon Green | Van Driver |
| Kenneth Thrasher | Bus Driver |

Volunteer Coaches:

| | |
|--------------|---------------|
| Jon Denton | HS Football |
| Jake Johnson | HS Football |
| Jon Skillern | Cross Country |
 - d. Fundraising Requests:
*on attached sheet
 - e. Open Enrollment:
 - i. RW Open Enrollment Request In – deny due to late file
7. Action Items
 - a. Approve Diesel Fuel Proposal with RocStop for July 1, 2024-June 30, 2025 for 10,000 gallons at \$3.08/gallon
 - b. Approve Contract for Speaker Lyndsey Fennelly on August 6, 2024

- c. Approve 2024-25 Athletic Trainer Agreement with SMC
- d. Approve 2024-25 Wellness Agreement with SMC
- e. Approve Contract with Instructure for Canvas (to be reimbursed by Iowa Department of Education)
- f. Approve Roofing Bid
 - i. Elevate Roofing - \$239,821
 - ii. West Central/Drey - \$242,500 (\$256,985 w/ add'l options)
- g. Approve Bus Lease
 - i. 2026 77 Passenger Route Bus
 - ii. 2026 Handicap Accessible Lift Bus
- h. Approve 2024-25 Handbooks and Changes
 - i. Teacher Handbook
 - ii. Support Staff Handbook
 - iii. Coaching Handbook
 - iv. Student/Parent Handbook
 - v. Preschool Handbook
 - vi. IGNITE Handbook
 - vii. High School Course Handbook
- 8. Informational Items
 - Next Regular Meeting – August 12, 2024 at 5:00 p.m.
- 9. Adjournment

Shenandoah Community School District
Minutes of the Regular Meeting of the Board of Directors – June 10, 2024
Administration Board Room

Call to Order:

Board President Jean Fichter called the meeting to order at 5:00 pm.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Glenn Mason, Adam Van Der Vliet, and Clint Wooten. Also present were Superintendent Dr. Kerri Nelson, School Business Official William Barrett, and Board Secretary Lisa Holmes. Absent was Director Brent Twyman.

Mission Statement:

The SCSD Mission Statement was read by Director Mason.

Welcome to Audience:

President Fichter welcomed everyone to the meeting.

Open Forum:

President Fichter read the rules for speaking during the open forum. There was no public comment.

Consent Agenda:

Approve the consent agenda to include previous minutes, the financial accounts, the payment of bills, and fundraising requests. Personnel Requests: Contracts: Jacqueline Barrett, HS Language Arts – MA+30 \$68,932; Robin Culbertson, .5 9th Grade Sponsor - \$420; Alex Dailey, Director of Maintenance and Operations - \$87,500; Holly Olson, .5 9th Grade Sponsor - \$420; Ryan O'Rourke, Asst. HS Football - \$3,984. Resignations: Tim Akers, Custodial/Maintenance – effective 6.5.24; Krystal Gardner, MS Volleyball; Morgen Maher, PS Associate; Pam Nebel, HS Secretary – effective 6.30.24; Don Nelson, Bus Driver; John (Bill) Novinger, JK-8 Associate. Modifications: Wendy Palmer, MS Secretary to HS Secretary; Kyle Wallace, HS Associate to .5 Custodial. Motion to approve by Director Van Der Vliet, second by Director Wooten. Motion carried unanimously.

Action Items:

Approve 2 Year Page County Fair Agreement for 2024-2025:

Motion to approve by Director Wooten, second by Director Van Der Vliet. Motion carried unanimously.

Approve 1 Year Renewal Agreement with Varsity Group for Gymnasium Scoreboard Advertising:

Motion to approve by Director Van Der Vliet, second by Director Wooten. Motion carried unanimously. Director Twyman arrived at 5:04 pm.

Approve 1 Year Service Support Contracts with Albireo Energy for Building Automation System:

Director Van Der Vliet made motion to approve contracts for the administration building at \$2,557.30; JK-8 building at \$4,378.44 and the amended amount for the High School at \$4,944.47; seconded by Director Wooten. Motion carried unanimously.

Approve Middle School Scoreboard Quote with Daktronics for \$10,263:

The booster club has offered to pay for half of the cost. Motion to approve by Director Van Der Vliet, second by Director Mason. Motion carried unanimously.

Approve Frontline Education Quote for Applicant Tracking with Proactive Recruiting for \$10,745:

Motion to approve by Director Van Der Vliet, second by Director Mason. Motion carried unanimously.

Informational Items:

Next Regular Meeting – July 8, 2024 at 5:00 pm

Adjournment:

Motion by Director Wooten, second by Director Van Der Vliet to adjourn the meeting at 5:10 pm. Motion carried unanimously.

Board Secretary

Board President

Shenandoah Community School District
Minutes of the Work Session of the Board of Directors – June 10, 2024
Administration Board Room

Call to Order:

Board President Jean Fichter called the meeting to order at 5:10 pm.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Glenn Mason, Brent Twyman, Adam Van Der Vliet, and Clint Wooten. Also present were Superintendent Dr. Kerri Nelson, School Business Official William Barrett, and Board Secretary Lisa Holmes.

Discussion Items:

Continued Discussion on Facility Study (possible action on roof repairs):

The board discussed options for the funding of items addressed in the facility study. There are also some possible roof repairs that need to take place at the high school which need to be considered as well. No action was taken.

Adjournment:

Motion by Director Van Der Vliet, second by Director Mason to adjourn the work session at 5:33 pm.
Motion carried unanimously.

Board Secretary

Board President

Shenandoah Community School District
Minutes of the Closed Session of the Board of Directors – June 10, 2024
Administration Board Room

Call to Order:

Board President Jean Fichter called the meeting to order at 5:36 pm.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Glenn Mason, Brent Twyman, Adam Van Der Vliet, and Clint Wooten. Also present were Superintendent Dr. Kerri Nelson and Board Secretary Lisa Holmes.

Closed Session:

At 5:37 pm Director Van Der Vliet made a motion to go into closed session as authorized by Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Director Wooten seconded the motion. Motion carried unanimously.

Action Item:

The board returned to open session by consensus at 6:09 pm. Director Van Der Vliet made a motion to increase the superintendent's salary by 3.9% and to extend the superintendent's contract by 1 year. Director Mason seconded the motion. Motion carried unanimously.

Adjournment:

Motion by Director Van Der Vliet, second by Director Mason to adjourn the meeting at 6:10 pm. Motion carried unanimously.

Board Secretary

Board President

| | | | | | | | | | | | | |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Beg Balance Checking (BKIA 10) | 4,206.00 | 4,792.81 | 6,607.70 | (7,180.12) | 2,256.65 | 2,878.12 | 5,967.28 | 204.94 | 1,753.80 | 634.37 | 815.45 | 1,129.63 |
| Beg Balance Checking (FNBC 30) | 1,450.85 | 1,498.14 | 401.38 | 401.38 | 401.38 | 401.38 | - | - | - | - | - | - |
| Beg Balance Savings (BKIA 14) | 1,020.74 | 10,460.32 | 14,212.93 | 88,944.30 | 119,430.84 | 65,543.71 | 4,842.81 | 2,761.83 | 7,867.70 | 59,480.56 | 130,052.64 | 122,081.55 |
| Beg Balance Invest (FNBC 112) | 12,100.69 | 12,103.24 | 13,256.06 | 13,310.93 | 13,367.95 | 13,423.59 | - | - | - | - | - | - |
| Beg Balance Invest (BKIA 110) | 935,143.17 | 839,202.13 | 768,341.96 | 771,493.46 | 774,720.37 | 702,676.59 | 719,424.10 | 847,867.10 | 800,947.70 | 804,338.96 | 797,680.32 | 801,373.93 |
| Revenues | 4,294.62 | 5,521.26 | 94,317.80 | 156,091.47 | 34,159.29 | 14,234.87 | 212,703.42 | 8,215.94 | 96,042.55 | 138,943.63 | 35,759.14 | 12,035.62 |
| Receivables | 42,989.48 | - | - | - | - | - | - | - | - | - | - | - |
| Expenditures | (132,530.72) | (70,757.87) | (30,167.88) | (112,884.23) | (159,413.09) | (68,924.07) | (92,103.74) | (48,480.61) | (42,157.86) | (74,849.11) | (39,722.44) | (81,137.77) |
| Payables | (618.19) | - | - | - | - | - | - | - | - | - | - | - |
| Prior Month's Adjustment | | | | | | | | | | | | 4,664.00 |
| End Balance Checking (BKIA 10) | 4,792.81 | 6,607.70 | (7,180.12) | 2,256.65 | 2,878.12 | 5,967.28 | 204.94 | 1,753.80 | 634.37 | 815.45 | 1,129.63 | (64,642.71) |
| End Balance Checking (FNBC 30) | 1,498.14 | 401.38 | 401.38 | 401.38 | 401.38 | - | - | - | - | - | - | - |
| End Balance Invest (BKIA 14) | 10,460.32 | 14,212.93 | 88,944.30 | 119,430.84 | 65,543.71 | 4,842.81 | 2,761.83 | 7,867.70 | 59,480.56 | 130,052.64 | 122,081.55 | 110,086.94 |
| End Balance Invest (FNBC 112) | 12,103.24 | 13,256.06 | 13,310.93 | 13,367.95 | 13,423.59 | - | - | - | - | - | - | - |
| End Balance Savings (BKIA 110) | 839,202.13 | 768,341.96 | 771,493.46 | 774,720.37 | 702,676.59 | 719,424.10 | 847,867.10 | 800,947.70 | 804,338.96 | 797,680.32 | 801,373.93 | 805,374.73 |
| Total PPEL Fund | 868,056.64 | 802,820.03 | 866,969.95 | 910,177.19 | 784,923.39 | 730,234.19 | 850,833.87 | 810,569.20 | 864,453.89 | 928,548.41 | 924,585.11 | 855,482.96 |
| Check | 868,056.64 | 802,820.03 | 866,969.95 | 910,177.19 | 784,923.39 | 730,234.19 | 850,833.87 | 810,569.20 | 864,453.89 | 928,548.41 | 924,585.11 | 855,482.96 |
| Debt Service Fund (40) | | | | | | | | | | | | |
| Beg Balance Fiscal Agent (BI) | - | - | - | - | - | - | - | - | - | - | - | - |
| Revenues | - | - | - | - | - | 68,761.20 | - | - | - | - | - | 858,761.20 |
| Expenditures | - | - | - | - | - | (68,761.20) | - | - | - | - | - | (858,761.20) |
| End Balance Fiscal Agent (BI) | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Debt Service Fund | - | - | - | - | - | - | - | - | - | - | - | - |
| Check | - | - | - | - | - | - | - | - | - | - | - | - |
| Nutrition Fund (61) | | | | | | | | | | | | |
| Beg Balance Checking (BKIA 10) | 0.01 | (3,831.01) | 725.83 | (29,088.54) | 3,634.42 | 22.40 | 4,665.24 | 176.66 | 1,889.62 | 1,105.27 | 2,024.14 | 1,998.66 |
| Beg Balance Checking (FNBC 20) | 972.38 | 1,012.18 | 45.67 | 1,054.12 | 1,054.71 | 1,055.26 | - | - | - | - | - | - |
| Beg Balance Savings (BKIA 14) | 69,934.42 | 68,143.24 | 59,233.20 | 63,100.22 | 91,865.88 | 84,687.36 | 69,475.15 | 61,148.80 | 72,392.78 | 77,322.12 | 88,438.77 | 90,894.72 |
| Beg Balance Invest (FNBC 113) | 10,039.25 | 10,041.37 | 11,046.11 | 10,089.21 | 10,132.40 | 10,174.63 | - | - | - | - | - | - |
| Beg Balance Invest (BKIA 110) | 130,510.02 | 130,657.01 | 130,567.91 | 131,103.46 | 66,651.82 | 66,933.42 | 77,684.93 | 88,042.45 | 78,362.34 | 75,681.43 | 75,995.83 | 76,343.36 |
| Revenues | 2,323.37 | 25,251.50 | 42,372.95 | 90,613.76 | 91,765.04 | 83,304.50 | 60,083.47 | 67,611.05 | 78,114.51 | 71,703.83 | 83,924.91 | 48,331.77 |
| Receivables | 13,551.38 | - | - | - | (2,636.65) | - | - | - | - | - | - | - |
| Expenditures | (8,013.36) | (28,548.92) | (67,398.20) | (93,844.13) | (95,879.43) | (94,567.63) | (62,756.18) | (64,281.58) | (76,810.43) | (59,513.91) | (81,306.91) | (69,702.19) |
| Payables | (13,294.68) | (1,106.65) | (335.00) | 311.13 | (3,715.12) | 215.38 | 215.30 | (52.64) | 160.00 | 160.00 | 160.00 | 160.00 |
| Prior Month's Adjustment | | | | | | | | | | | | (8,430.11) |
| End Balance Checking (BKIA 10) | (3,831.01) | 725.83 | (29,088.54) | 3,634.42 | 22.40 | 4,665.24 | 176.66 | 1,889.62 | 1,105.27 | 2,024.14 | 1,998.66 | 975.22 |
| End Balance Checking (FNBC 20) | 1,012.18 | 45.67 | 1,054.12 | 1,054.71 | 1,055.26 | - | - | - | - | - | - | - |
| End Balance Savings (BKIA 14) | 68,143.24 | 59,233.20 | 63,100.22 | 91,865.88 | 84,687.36 | 69,475.15 | 61,148.80 | 72,392.78 | 77,322.12 | 88,438.77 | 90,894.72 | 78,761.41 |
| End Balance Invest (FNBC 113) | 10,041.37 | 11,046.11 | 10,089.21 | 10,132.40 | 10,174.63 | - | - | - | - | - | - | - |
| End Balance Invest (BKIA 110) | 130,657.01 | 130,567.91 | 131,103.46 | 66,651.82 | 66,933.42 | 77,684.93 | 88,042.45 | 78,362.34 | 75,681.43 | 75,995.83 | 76,343.36 | 76,719.80 |
| Total Nutrition Fund | 206,022.79 | 201,618.72 | 176,258.47 | 173,339.23 | 162,873.07 | 151,825.32 | 149,367.91 | 152,644.74 | 154,108.82 | 166,458.74 | 169,236.74 | 148,026.32 |
| Check | 206,022.79 | 201,618.72 | 176,258.47 | 173,339.23 | 162,873.07 | 151,825.32 | 149,367.91 | 152,644.74 | 154,108.82 | 166,458.74 | 169,236.74 | 148,026.32 |
| ChildCare Fund (62) | | | | | | | | | | | | |
| Beg Balance Checking (BKIA 10) | - | (1,844.60) | 367.23 | (94.84) | 59.58 | 468.34 | 233.92 | - | - | - | 316.42 | 17.70 |
| Beg Balance Savings (BKIA 14) | 32.53 | 180.00 | 8,929.42 | 10,171.84 | 10,303.26 | 9,242.00 | 8,230.15 | 7,934.68 | 8,095.82 | 7,082.63 | 6,606.18 | 5,632.74 |
| Revenues | 180.00 | 10,961.25 | 1,263.54 | 2,249.26 | 1,944.36 | 988.66 | 1,107.03 | 1,977.70 | 951.66 | 1,535.26 | 1,040.77 | 18.58 |
| Expenditures | - | - | (483.19) | (1,963.42) | (2,596.86) | (2,234.93) | (1,636.42) | (1,816.56) | (1,964.85) | (1,695.29) | (2,312.93) | (2,047.92) |
| Payables | (1,877.13) | - | - | - | - | - | - | - | - | - | - | - |
| Prior Month's Adjustment | | | | | | | | | | | | 104.04 |
| End Balance Checking (BKIA 10) | (1,844.60) | 367.23 | (94.84) | 59.58 | 468.34 | 233.92 | - | - | - | 316.42 | 17.70 | 11.42 |
| End Balance Savings (BKIA 14) | 180.00 | 8,929.42 | 10,171.84 | 10,303.26 | 9,242.00 | 8,230.15 | 7,934.68 | 8,095.82 | 7,082.63 | 6,606.18 | 5,632.74 | 3,505.64 |
| Total ChildCare Fund | (1,664.60) | 9,296.65 | 10,077.00 | 10,362.84 | 9,710.34 | 8,464.07 | 7,934.68 | 8,095.82 | 7,082.63 | 6,922.60 | 5,650.44 | 3,621.10 |
| Check | (1,664.60) | 9,296.65 | 10,077.00 | 10,362.84 | 9,710.34 | 8,464.07 | 7,934.68 | 8,095.82 | 7,082.63 | 6,922.60 | 5,650.44 | 3,621.10 |
| CHKID=30 (NWBK GEN SAVINGS) | 5,639.51 | 1,488.63 | 1,489.39 | 1,490.23 | 1,491.01 | - | - | - | - | - | - | - |
| CHKID=10 (BKIA GEN CHECKING) | 349,998.51 | 10,908.47 | 191,608.91 | 19,003.59 | 53,599.10 | 357,003.38 | 4,567.94 | 90,662.97 | 12,212.20 | 8,694.43 | 17,505.58 | (227,321.27) |
| CHKID=101 (BKIA PSF MEDICAL CHK) | | | | | | | | | | 500.02 | 500.06 | 17,457.17 |
| CHKID=102 (BKIA PSF DENTAL CHK) | | | | | | | | | | 500.02 | 500.06 | 5,991.40 |
| CHKID=110 (ISJIT - BKIA MM) | 3,356,861.98 | 3,465,071.56 | 3,429,284.22 | 3,378,836.96 | 3,317,795.20 | 3,556,765.98 | 4,469,483.29 | 3,615,736.80 | 4,381,208.91 | 4,389,409.20 | 5,409,528.13 | 4,572,559.17 |

| | | | | | | | | | | | | |
|--------------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Total Agency Fund | 4,290.99 | 4,469.21 | 4,469.21 | 4,469.21 | 4,469.21 | 5,469.21 | 5,469.21 | 5,469.21 | 5,469.21 | 5,469.21 | 5,469.21 | 5,469.21 |
| CHKID=3 (BKIA ACT CHECKING) | 5,071.60 | 5,075.91 | 5,080.08 | 5,084.40 | 5,088.57 | - | - | - | - | - | - | - |
| CHKID=40 (FNBC ACT CHECKING) | 5,692.23 | 540.70 | 6,092.79 | 195.03 | 5,262.05 | 9,992.21 | 1,040.21 | 1,887.00 | 284.93 | 981.45 | 1,257.51 | (4,414.64) |
| CHKID=44 (FNBC ACT SAVING) | 24,622.29 | 10,657.99 | 33,848.95 | 70,521.02 | 62,105.50 | 49,138.75 | 42,817.47 | 41,643.97 | 31,537.82 | 20,679.99 | 26,148.23 | 23,166.78 |
| CHKID=111 (ISJIT - FNBC ACTIVITY) | 115,475.53 | 125,534.67 | 121,041.23 | 121,559.71 | 122,065.64 | 122,590.94 | 163,228.74 | 163,884.50 | 162,630.33 | 163,307.03 | 164,008.99 | 164,691.41 |
| CHKID=114 (ISJIT - FNBC SCHOLARSHIP) | 371,530.00 | 381,613.02 | 381,688.82 | 383,323.74 | 384,919.08 | 386,575.36 | 387,735.15 | 389,042.32 | 390,712.06 | 392,337.85 | 394,024.34 | 395,663.83 |
| CHKID=16 (FNBC SCHOLAR SAV) | 9,371.45 | 152.88 | 1,153.25 | 1,153.90 | 1,154.51 | 1,155.10 | 1,155.77 | 1,156.36 | 1,156.95 | 1,157.60 | 1,158.33 | 1,159.03 |
| GRAND TOTAL Activity/Scholar/Agency | 531,763.10 | 523,575.17 | 548,905.12 | 581,837.80 | 580,595.35 | 569,452.36 | 595,977.34 | 597,614.15 | 586,322.09 | 578,463.92 | 586,597.40 | 580,266.41 |

[illegible]

| SHENANDOAH COMMUNITY SCHOOL | | | | |
|---------------------------------------|--|------------------------|---------------------------------|------------------------|
| UNSPENT AUTHORIZED BUDGET CALCULATION | | | | |
| 2023-2024 | | | | |
| | | | | |
| | REGULAR PROGRAM DISTRICT COST | \$8,019,041.00 | | |
| + | REGULAR PROGRAM BUDGET ADJUSTMENT | \$0.00 | | |
| + | SUPPLEMENTARY WEIGHTING DISTRICT COST | \$92,735.00 | | |
| + | SPECIAL ED DISTRICT COST | \$989,420.00 | | |
| + | TEACHER SALARY SUMMPLEMENT DISTRICT COST | \$720,506.00 | | |
| + | PROF DEV SUPPLEMENT DISTRICT COST | \$78,352.00 | | |
| + | EARLY INTERVENTION SUPPL DISTRICT COST | \$91,240.00 | | |
| + | TEACHER LEADERSHIP SUPP DISTRICT COST | \$387,067.00 | | |
| + | AEA SPECIAL ED SUPPORT | \$394,012.00 | | |
| + | AEA SPECIAL ED SUPPORT ADJUSTMENT | \$0.00 | | |
| + | AEA MEDIA SERVICES | \$65,838.00 | | |
| + | AEA EDUCATIONAL SERVICES | \$72,785.00 | | |
| + | AEA SHARING DISTRICT COST | \$825.00 | | |
| + | AEA TEACHER SALARY SUPPL DISTRICT COST | \$40,458.00 | | |
| + | AEA PROF DEV SUPPL DISTRICT COST | \$4,366.00 | | |
| + | DROPOUT ALLOWABLE GROWTH | \$288,077.00 | Required Local Match \$96,026 | |
| + | SBRC ALLOWABLE GROWTH OTHER #1 | \$0.00 | Inc. Enrollmnt, OE Out, and LEP | |
| + | SBRC ALLOWABLE GROWTH OTHER #2 | \$0.00 | LEP | |
| + | SPECIAL ED DEFICIT ALLOWABLE GROWTH | \$0.00 | Estimated | |
| - | SPECIAL ED POSITIVE BALANCE REDUCTION | \$0.00 | | |
| - | AEA SPECIAL ED POSITIVE BALANCE | \$0.00 | | |
| | | | | |
| | | | | |
| + | ALLOWANCE FOR CONSTRUCTION PROJECTS | \$0.00 | | |
| - | UNSPENT ALLOWANCE FOR CONSTRUCTION | \$0.00 | | |
| + | ENROLLMENT AUDIT ADJUSTMENT | \$0.00 | | |
| - | AEA PRORATA REDUCTION | \$72,256.00 | 503,028.00 | |
| = | MAXIMUM DISTRICT COST | \$11,172,466.00 | 10,780,175.00 | 392,291.00 |
| + | PRESCHOOL FOUNDATION AID | \$133,613.00 | | |
| + | INSTRUCTIONAL SUPPORT AUTHORITY | \$597,418.00 | | |
| + | ED IMPROVEMENT AUTHORITY | \$0.00 | | |
| + | OTHER MISCELLANEOUS INCOME | \$2,950,000.00 | Estimate on Budget Worksheet | |
| + | UNSPENT AUTH BUDGET - PREVIOUS YEAR | \$3,667,710.00 | Est. | |
| = | MAXIMUM AUTHORIZED BUDGET | \$18,521,207.00 | | |
| - | EXPENDITURES | \$13,454,704.05 | 72.64% | |
| = | UNSPENT AUTHORIZED BUDGET | \$5,066,502.95 | | |
| | | | | |
| | | | | |
| | EXPENDITURES | FY2024 | FY2023 Actuals | FY2023 Actuals |
| | JULY | \$174,957.97 | \$181,999.04 | \$181,999.04 |
| | AUGUST | \$808,835.75 | \$389,847.59 | \$389,847.59 |
| | SEPTEMBER | \$1,032,851.64 | \$1,581,703.72 | \$1,581,703.72 |
| | OCTOBER | \$1,175,425.00 | \$1,173,788.51 | \$1,173,788.51 |
| | NOVEMBER | \$1,655,108.08 | \$1,043,857.23 | \$1,043,857.23 |
| | DECEMBER | \$1,158,031.33 | \$1,041,531.82 | \$1,041,531.82 |
| | JANUARY | \$1,059,404.66 | \$1,088,547.24 | \$1,088,547.24 |
| | FEBRUARY | \$1,405,279.86 | \$1,161,047.84 | \$1,161,047.84 |
| | MARCH | \$1,442,052.05 | \$1,269,836.25 | \$1,269,836.25 |
| | APRIL | \$1,089,576.77 | \$1,204,439.25 | \$1,204,439.25 |
| | MAY | \$1,216,610.96 | \$1,297,665.65 | \$1,297,665.65 |
| | JUNE | \$1,236,569.98 | \$3,285,083.89 | \$3,285,083.89 |
| | TOTAL | \$13,454,704.05 | \$14,719,348.03 | \$14,719,348.03 |

| SHENANDOAH COMMUNITY SCHOOL | | | | | | | | | | |
|-------------------------------------|-----------------------------|--|------------------------------|--------------------|-----------------|--------------------------------|-------------------------------|-----------------------|---|-----------------|
| CALCULATION OF MISCELLANEOUS INCOME | | | | | | | | | | |
| 2023-2024 | | | | | | | | | | |
| | STATE AID/ SRCIPVR (CNI) | TLC/4 YR STATE AID/TSS/ EARLY INTER/PD/ TRANS EQ. | SPED DEFICIT SUPPLEMENTAL | AEA FLOWTHROUGH | PROPERTY TAX | INSTRUCTIONAL SUPPORT THRU | EXCISE TAXES UTILITY REPL. | ** MISC REVENUE | TOTAL REVENUE (Includes Flowthrough) | |
| | Source Codes | Source Codes | STATE AID Source Code | Source Code | Source Codes | INCOME SURTAXES Source Code | Source Codes | | | |
| | 3111, 3112 3801, 3803 | 3116, 3117, 3119 3204, 3216, 3342, 3376 | 3113 | 3214 | 1110-1119 | 1134 | 1170-1179 | | | FY2023 |
| JUL | - | - | - | - | - | - | - | 12,534.98 | 12,534.98 | 7,847.11 |
| AUG | - | - | - | - | 14,187.00 | - | - | 18,437.10 | 32,624.10 | 48,493.76 |
| SEP | 568,585.00 | 141,020.00 | - | - | 859,633.83 | - | 758.26 | 26,790.47 | 1,596,787.56 | 1,994,778.30 |
| OCT | 568,585.00 | 141,020.00 | - | - | 1,407,469.43 | - | 31,311.35 | 35,076.69 | 2,183,462.47 | 2,022,793.00 |
| NOV | 568,585.00 | 171,502.22 | - | 503,028.00 | 283,763.19 | - | 11,341.76 | 14,332.21 | 1,552,552.38 | 860,752.47 |
| DEC | 568,585.00 | 141,981.72 | - | - | 103,932.67 | - | 26.53 | 80,803.17 | 895,329.09 | 1,117,775.44 |
| JAN | 564,644.00 | 141,020.00 | - | - | 62,312.90 | 202,700.62 | - | 106,731.33 | 1,077,408.85 | 880,325.70 |
| FEB | 564,644.00 | 141,020.00 | - | - | 48,733.21 | - | - | 685,358.06 | 1,439,755.27 | 1,103,360.86 |
| MAR | 564,644.00 | 141,020.00 | - | - | 213,106.14 | 69,809.13 | 758.26 | 142,783.88 | 1,132,121.41 | 1,145,290.29 |
| APR | 564,644.00 | 141,020.00 | - | - | 1,231,294.45 | - | 42,653.11 | 81,823.83 | 2,061,435.39 | 1,985,822.79 |
| MAY | 564,644.00 | 141,020.00 | - | - | 302,959.96 | - | - | 133,209.22 | 1,141,833.18 | 956,284.42 |
| JUN | 564,645.00 | 141,598.00 | 13,310.00 | - | 74,697.38 | - | - | 152,203.55 | 946,453.93 | 2,049,740.55 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| TOTAL | \$ 5,662,205.00 | \$ 1,442,221.94 | \$ 13,310.00 | \$ 503,028.00 | \$ 4,602,090.16 | \$ 272,509.75 | \$ 86,849.27 | \$ 1,490,084.49 | \$ 14,072,298.61 | \$14,173,264.69 |

Function Part 1

[illegible]

| | | Revised Budget | Expended During Month | Expenditures to Date | % of Budget | Balance at EOM | A/ P Outstanding | P/ O Outstanding | Unencumbered Balance |
|--------------|----------------------------|-------------------|--------------------------|-------------------------|-------------|-------------------|---------------------|---------------------|-------------------------|
| 40 | DEBT SERVICE | 980,433.48 | 858,761.20 | 927,522.40 | 94.60 | 52,911.08 | 0.00 | 0.00 | 52,911.08 |
| 61 | SCHOOL NUTRITION FUND | | | | | | | | |
| 2000 | 2000 | 7,727.25 | 193.00 | 4,056.56 | 52.50 | 3,670.69 | 0.00 | 0.00 | 3,670.69 |
| 3000 | 3000 | 784,624.97 | 69,509.19 | 793,902.31 | 101.20 | (9,277.34) | 0.00 | 141.37 | (9,418.71) |
| 6000 | 6000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61 | SCHOOL NUTRITION FUND | 792,352.22 | 69,702.19 | 797,958.87 | 100.73 | (5,606.65) | 0.00 | 141.37 | (5,748.02) |
| 62 | CHILDCARE FUND | | | | | | | | |
| 1000 | INSTRUCTION | 18,339.34 | 2,047.92 | 18,856.41 | 102.82 | (517.07) | 0.00 | 0.00 | (517.07) |
| 62 | CHILDCARE FUND | 18,339.34 | 2,047.92 | 18,856.41 | 102.82 | (517.07) | 0.00 | 0.00 | (517.07) |
| 81 | TRUST FUNDS NON EXPENDABLE | | | | | | | | |
| 1000 | INSTRUCTION | 0.00 | 0.00 | 4,300.00 | 0.00 | (4,300.00) | 0.00 | 0.00 | (4,300.00) |
| 6000 | 6000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 81 | TRUST FUNDS NON EXPENDABLE | 0.00 | 0.00 | 4,300.00 | 0.00 | (4,300.00) | 0.00 | 0.00 | (4,300.00) |
| 91 | AGENCY FUND | | | | | | | | |
| 1000 | INSTRUCTION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2000 | 2000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 91 | AGENCY FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Grand Total: | | 18,502,835.33 | 3,207,999.71 | 18,652,107.07 | 101.29 | (149,271.74) | 0.00 | 89,615.71 | (238,887.45) |

MONTHLY BOARD VENDOR BILLS

| Vendor Name | Amount | Invoice Detail Description |
|---------------------------------------|--------------|---------------------------------------|
| Checking Account ID 10 | Fund Number | GENERAL FUND |
| AHLERS & COONEY PC | \$ 79.50 | LAWYER |
| ALLENSWORTH HEATING AND COOLING | \$ 256.53 | MAINTENANCE BUILDING REPAIR SERVICES |
| BA MARKETING & PUBLICITY, LLC | \$ 57.78 | DISTRICT WIDE SUPPLIES |
| BLICK ART MATERIALS | \$ 1,900.45 | HS ART SUPPLIES |
| BMO MASTERCARD - TRANSPORTATION I | \$ 385.16 | TRANSPORTATION SUPPLIES |
| BMO MASTERCARD | \$ 820.00 | DUES/SUPPLIES |
| BMO MASTERCARD | \$ 514.55 | SUPPLIES |
| BMO MASTERCARD | \$ 696.03 | MAINTENANCE SUPPLIES |
| BMO MASTERCARD | \$ 997.74 | HS SUPPLIES |
| BMO MASTERCARD | \$ 232.50 | SUPPLIES |
| BMO MASTERCARD | \$ 1,576.97 | ELEM GENERAL ED SUPPLIES |
| BMO MASTERCARD | \$ 3,510.79 | HS POSTAGE/TRAVEL/SUPPLIES |
| BMO MASTERCARD | \$ 118.62 | HS FCS SUPPLIES |
| BMO MASTERCARD | \$ 111.16 | HS BAND SUPPLIES |
| BMO MASTERCARD | \$ 2,386.88 | HS GENERAL ED SUPPLIES |
| BMO MASTERCARD | \$ 1,083.83 | ELEM GENERAL ED SUPPLIES |
| BMO MASTERCARD | \$ 684.50 | TRAVEL |
| BMO MASTERCARD | \$ 438.86 | SUPPLIES |
| BMO MASTERCARD | \$ 15.47 | MAY MENTOR SUPPLIES |
| BMO MASTERCARD | \$ 824.70 | MS GENERAL ED SUPPLIES |
| BMO MASTERCARD | \$ 1,757.95 | MS SUPPLIES/DUES |
| BMO MASTERCARD | \$ 173.34 | GROUNDS GENERAL SUPPLIES |
| BMO MASTERCARD | \$ 2,107.98 | TECH REPAIR & MAINTENANCE SUPPLIES |
| BMO MASTERCARD | \$ 4,285.75 | BACKGROUND CHECKS/SUPPLIES/TRAVEL |
| BMO MASTERCARD | \$ 990.32 | PRESCHOOL GRANT/SUPPLIES |
| BROWN'S REPAIR & AUTO PARTS, INC. | \$ 4,809.16 | VEHICLE REPAIR SERVICES |
| CABINETS BY STAC | \$ 5,153.68 | GROUNDS GENERAL SUPPLIES |
| CAPITAL SANITARY SUPPLY | \$ 227.39 | CUSTODIAL SUPPLIES |
| CENEX FLEET FUELING | \$ 2,200.33 | FUEL |
| CENTURYLINK | \$ 660.39 | TELEPHONE |
| CHAT MOBILITY | \$ 461.98 | TELEPHONE |
| CITY OF SHENANDOAH | \$ 10,267.88 | WATER-SEWER |
| CLARINDA CSD | \$ 39,074.69 | OPEN ENROLLMENT |
| CLARINDA LIED CENTER | \$ 200.00 | MS ADMISSION |
| CLAYTON RIDGE COMMUNITY SCHOOL | \$ 3,885.40 | OPEN ENROLLMENT |
| COLUMN SOFTWARE PBC | \$ 409.81 | BOARD NEWSPAPER ADVERTISING |
| COUNCIL BLUFFS CSD | \$ 5,899.74 | TUITION OE TO LEA WITHIN IA LEVEL III |
| CULLIGAN WATER | \$ 425.47 | MAINTENANCE SUPPLIES |
| DONOVAN GROUP I | \$ 2,500.00 | ADVERTISING |
| DOUG MEYER CHEVROLET | \$ 2,772.60 | VEHICLE REPAIR SERVICES |
| Duke Rentals | \$ 725.00 | EQUIPMENT REPAIR |
| EAST MILLS COMMUNITY SCHOOL DISTRICT | \$ 11,656.20 | OPEN ENROLLMENT |
| EASTER'S TRUE VALUE | \$ 281.68 | EL PRINCIPAL SUPPLIES |
| EGAN SUPPLY | \$ 190.80 | CUSTODIAL SUPPLIES |
| ENERGY ASSOCIATION OF IOWA SCHOOLS | \$ 500.00 | MEMBERSHIP |
| FILTER SHOP, INC., THE | \$ 1,163.09 | MAINTENANCE BUILDING SUPPLIES |
| FIRST INTERSTATE BANK | \$ 45.00 | SAFETY DEPOSIT BOX RENTAL |
| FREMONT MILLS CSD | \$ 7,770.80 | OPEN ENROLLMENT |
| GLENWOOD CSD | \$ 5,441.13 | PURCHASE EDUCATIONAL/L3 IND COSTS |
| HARTMAN PUBLISHING | \$ 922.56 | HS GENERAL ED TEXTBOOKS |
| HD PRO INSTITUTIONAL | \$ 1,088.60 | MAINTENANCE PARTS |
| IAMO COMMUNICATIONS | \$ 30.00 | NETWORK SUPPORT INTERNET ACCESS |
| IOWA ASSOCIATION OF SCHOOL BOARD | \$ 5,168.00 | BOARD DUES |
| IOWA DEPARTMENT OF HUMAN SERVICES | \$ 38,167.03 | MEDICAID DIRECT SERVICES |
| ISFIS | \$ 1,900.95 | BOARD DUES |
| JB PARTS & SUPPLY | \$ 151.94 | TRANSPORTATION SUPPLIES |
| LEGACY 3 THEATERS | \$ 966.92 | HS ADMISSIONS |
| LEPORTE ELECTRIC | \$ 476.00 | MAINTENANCE BUILDING REPAIR SERVICES |
| LITTLE WAITE LANES | \$ 60.50 | SUPPLIES |
| MEDICAL ENTERPRISES | \$ 58.00 | BUS DRIVER DRUG TESTING |
| MID-AMERICAN RESEARCH CHEMICAL | \$ 1,466.28 | CUSTODIAL SUPPLIES |
| MID-IOWA SCHOOL IMPROVEMENT CONSORTIU | \$ 2,908.68 | PD MEMBERSHIP |
| MIDAMERICAN ENERGY | \$ 23,023.02 | UTILITIES-ELECTRICITY |
| MILLER BUILDING | \$ 655.52 | MAINTENANCE SUPPLIES |
| PAGE COUNTY LANDFILL ASSOCIATION | \$ 125.00 | MAINTENANCE GARBAGE COLLECTION |
| PETERSEN AUTO | \$ 3,806.22 | VEHICLE REPAIR SERVICES |
| PLUNKETT'S PEST CONTROL | \$ 67.41 | MAINTENANCE PEST CONTROL CONTRACTED |
| PROJECT LEAD THE WAY | \$ 1,900.00 | CURRICULUM |
| RASMUSSEN MECHANICAL SERVICES | \$ 1,134.00 | MAINTENANCE BUILDING REPAIR SERVICES |
| RED OAK HIGH SCHOOL | \$ 32,445.40 | OPEN ENROLLMENT |
| ROCSTOP CARDTROL | \$ 683.59 | TRANSPORTATION DIESEL |
| SAPP BROS. | \$ 562.59 | MAINTENANCE GASOLINE |

| | | | |
|--------------------------------------|-------------|------------|---|
| SCHOOL ADMINISTRATORS OF IOWA | \$ | 2,860.00 | DUES/MEMBERSHIP |
| SCHOOL BUS SALES | \$ | 556.24 | TRANSPORTATION REPAIR PARTS |
| SHENANDOAH IOWA EDUCATION FOUNDATION | \$ | 776.38 | RETURN OF UNUSED FUNDS |
| SHENANDOAH ROTARY | \$ | 107.00 | SUPERINTENDENT DUES FOR INDIVIDUAL |
| SHENANDOAH SANITATION | \$ | 1,937.16 | MAINTENANCE GARBAGE COLLECTION |
| SHENANDOAH SCHOOL LUNCH | \$ | 242.50 | SUPPLIES |
| TARKIO TECHNOLOGY INSTITUTE | \$ | 37,037.00 | TUITION-COMMUNITY COLLEGES |
| TRUCK CENTER COMPANIES | \$ | 451.52 | TRANSPORTATION REPAIR PARTS |
| US CELLULAR | \$ | 477.72 | NETWORK SUPPORT INTERNET ACCESS |
| VETTER EQUIPMENT CO | \$ | 199.72 | MAINTENANCE PARTS |
| WALLIN PLUMBING & HEATING | \$ | 3,046.87 | MAINTENANCE PARTS |
| ZIMCO SUPPLY | \$ | 140.00 | GROUNDS GENERAL SUPPLIES |
| Fund Number 10 | \$ | 298,329.90 | |
| Checking Account ID 10 | Fund Number | | MANAGEMENT FUND |
| IOWA LOCAL GOVERNMENT RISK POOL | \$ | 46,238.67 | NATURAL GAS INSURANCE |
| SPECIAL MARKETS INSURANCE | \$ | 2,162.00 | STUDENT CATASTROPHIC INSURANCE |
| COUNSULTANTS, INC. | | | |
| Fund Number 22 | \$ | 48,400.67 | |
| Checking Account ID 10 | Fund Number | | SAVE (SECURE AN ADVANCED VISION FOR ED. |
| BMO MASTERCARD | \$ | 519.48 | FURNITURE & FIXTURES |
| ELEVATE ROOFING | \$ | 999.25 | BUILDING IMPROVEMENT MAINTENANCE |
| JOHN GOWING PLUMBING AND HEATING | \$ | 2,703.40 | BUILDING IMPROVEMENT MAINTENANCE |
| LAWN WORLD | \$ | 760.00 | SITE IMPROVEMENT MAINTENANCE |
| LEPORTE ELECTRIC | \$ | 2,062.59 | BUILDING IMPROVEMENT MAINTENANCE |
| RC TREE SERVICE | \$ | 2,500.00 | SITE IMPROVEMENT MAINTENANCE |
| WALLIN PLUMBING & HEATING | \$ | 1,331.39 | BUILDING IMPROVEMENT MAINTENANCE |
| Fund Number 33 | \$ | 10,876.11 | |
| Checking Account ID 10 | Fund Number | | PHYSICAL PLANT & EQUIPMENT |
| Access Elevator & Lifts Inc | \$ | 718.40 | OTHER PURCHASED PROPERTY SERVICES |
| ACER SERVICE CORPORATION | \$ | 1,417.12 | TECH RELATED SUPPLIES |
| ALLENSWORTH HEATING AND COOLING | \$ | 17,190.80 | BUILDING REPAIR |
| BLUPOINTE DRS | \$ | 750.00 | TECH RELATED SOFTWARE |
| BMO MASTERCARD | \$ | 59.00 | STUDENT HOUSING PROJECT WATER |
| CDW GOVERNMENT | \$ | 1,092.34 | TECH RELATED SUPPLIES |
| CITY OF SHENANDOAH | \$ | 50.98 | STUDENT HOUSING PROJECT |
| CLASSLINK, INC. | \$ | 4,446.25 | TECH RELATED SOFTWARE |
| CMC NEPTUNE | \$ | 1,620.00 | TECH RELATED SOFTWARE - ACTIVITIES |
| CMS COMMUNICATIONS | \$ | 6,518.59 | TECH RELATED SUPPLIES |
| COUNCIL BLUFFS CSD | \$ | 1,153.95 | TUITION |
| FELD FIRE | \$ | 594.00 | OTHER PURCHASED PROPERTY SERVICES |
| FRONTLINE TECHNOLOGIES GROUP LLC | \$ | 32,884.36 | TECH RELATED SOFTWARE |
| KANSAS CITY AUDIO-VISUAL | \$ | 5,660.96 | EQUIPMENT |
| LEPORTE ELECTRIC | \$ | 2,656.13 | EQUIPMENT REPAIRS |
| MIDAMERICAN ENERGY | \$ | 11.42 | STUDENT HOUSING PROJECT ELECTRICITY |
| MILLER BUILDING | \$ | (105.81) | STUDENT HOUSING PROJECT |
| POWERSCHOOL GROUP LLC | \$ | 3,724.81 | TECH RELATED SOFTWARE |
| SCHOOLPASS | \$ | 2,040.00 | TECH RELATED SOFTWARE |
| WALLIN PLUMBING & HEATING | \$ | 1,504.90 | STUDENT HOUSING PROJECT |
| WELLS FARGO FINANCIAL LEASING | \$ | 5,267.18 | COPIER LEASE |
| ZEROEYES, INC. | \$ | 42,500.00 | TECH RELATED SOFTWARE |
| Fund Number 36 | \$ | 131,755.38 | |
| Checking Account ID 10 | Fund Number | | SCHOOL NUTRITION FUND |
| BMO MASTERCARD | \$ | 2,466.95 | SUMMER FOOD PROGRAM |
| BRIAN MANLEY | \$ | 451.14 | SNF TRAVEL |
| FAREWAY STORES | \$ | 396.01 | SUMMER FOOD PROGRAM FOOD |
| KRISTIN BAKER | \$ | 14.75 | REIMBURSEMENT |
| MARTIN BROS DIST | \$ | 6,516.78 | SUMMER FOOD PROGRAM |
| SIGNS & SHINES | \$ | 57.50 | SUMMER FOOD PROGRAM |
| Fund Number 61 | \$ | 9,903.13 | |
| Checking Account ID 10 | \$ | 499,265.19 | |
| Checking Account ID 40 | Fund Number | | ACTIVITY FUND |
| ANNA PETERSON | \$ | 88.00 | GENERAL ATHLETIC WORKERS |
| ATLANTIC HIGH SCHOOL | \$ | 220.00 | ENTRY FEE TO ANOTHER SCHOOL |
| BMO MASTERCARD | \$ | 372.00 | SUPPLIES/GENERAL ATHLETICS |
| BMO MASTERCARD | \$ | 96.67 | SUPPLIES/FCCLA |
| BMO MASTERCARD | \$ | 850.37 | HS SUPPLIES/FFA |
| BMO MASTERCARD | \$ | 903.38 | HS DRAMA SUPPLIES |
| BMO MASTERCARD | \$ | 784.32 | TRAVEL/GENERAL ATHLETICS |
| BMO MASTERCARD | \$ | 1,045.66 | TRAVEL/STUDENT COUNCIL |
| BMO MASTERCARD | \$ | 29.00 | SUPPLIES/GENERAL ATHLETICS |
| BMO MASTERCARD | \$ | 1,250.05 | MAY MENTORING ACTIVITY SUPPLIES |
| BMO MASTERCARD | \$ | 1,066.26 | TRAVEL/GENERAL ATHLETICS |
| BMO MASTERCARD | \$ | 2,644.74 | SUPPLIES |
| BSN SPORTS | \$ | 46.97 | SUPPLIES/GENERAL ATHLETICS |
| BYRON PETRY | \$ | 110.00 | GENERAL ATHLETICS OFFICIAL |
| CASEY CONOVER | \$ | 145.00 | GENERAL ATHLETICS OFFICIAL |

| | | | |
|------------------------------|----|------------------|-----------------------------------|
| CHRISTOPHER JOHNSON | \$ | 285.00 | GENERAL ATHLETICS OFFICIAL |
| FREDERICK INTORRE | \$ | 110.00 | GENERAL ATHLETICS OFFICIAL |
| FREMONT COUNTY CATTLEMEN | \$ | 450.00 | MUSTANG FIELD CONCESSION SUPPLIES |
| GAME ONE | \$ | 842.00 | SUPPLIES/GENERAL ATHLETICS |
| GLENWOOD HIGH SCHOOL | \$ | 130.00 | ENTRY FEE TO ANOTHER SCHOOL |
| HEALY AWARDS, INC. | \$ | 370.06 | SUPPLIES/GENERAL ATHLETICS |
| IOWA GIRLS HS ATHLETIC UNION | \$ | 50.00 | ENTRY FEE TO ANOTHER SCHOOL |
| JASON MCGRUDER | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| JIM DOYLE | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| JUGS SPORTS | \$ | 913.25 | SUPPLIES/SHEN BASEBALL |
| JULIE WOLF | \$ | 22.00 | GENERAL ATHLETIC WORKERS |
| KEITH WOHLERS | \$ | 110.00 | GENERAL ATHLETICS OFFICIAL |
| MARK THOLEN | \$ | 145.00 | GENERAL ATHLETICS OFFICIAL |
| MAT DANIELS | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| MICHAEL PHILLIPS | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| MIKE PETERSON | \$ | 132.00 | GENERAL ATHLETIC WORKERS |
| NASSP | \$ | 480.00 | REGISTRATION/STUDENT COUNCIL/NHS |
| NICHOLAS BABE | \$ | 75.00 | GENERAL ATHLETICS OFFICIAL |
| RICK JONES | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| RICK PACE | \$ | 110.00 | GENERAL ATHLETICS OFFICIAL |
| RIDDELL/ALL AMERICAN SPORTS | \$ | 8,002.56 | SUPPLIES/GENERAL ATHLETICS |
| ROBERT BURRIS | \$ | 145.00 | GENERAL ATHLETICS OFFICIAL |
| ROCSTOP | \$ | 70.59 | MUSTANG FIELD CONCESSION SUPPLIES |
| RORY VOSS | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| SCOTT KVAMMEN | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| SHANE WIEGEL | \$ | 110.00 | GENERAL ATHLETICS OFFICIAL |
| SHARI FOOTE | \$ | 88.00 | GENERAL ATHLETIC WORKERS |
| SPORTS PLEX | \$ | 300.00 | SUPPLIES/GENERAL ATHLETICS |
| STEVE SHANTZ | \$ | 175.00 | GENERAL ATHLETICS OFFICIAL |
| TRENT TURNEY | \$ | 210.00 | GENERAL ATHLETICS OFFICIAL |
| TROY NICKLAUS | \$ | 110.00 | GENERAL ATHLETICS OFFICIAL |
| WILLIAM PATTERSON | \$ | 160.00 | GENERAL ATHLETICS OFFICIAL |
| Fund Number 21 | \$ | <u>24,367.88</u> | |
| Checking Account ID 40 | \$ | <u>24,367.88</u> | |

| First Name | Last Name | Organization | Start Date | End Date | Name of Fundraiser | What specific funds will be used for | Percentage of profit | Population |
|------------|-----------|---------------|------------|-----------|--------------------|--------------------------------------|----------------------|------------------------------|
| Amy | Nielsen | Varsity Cheer | 8/8/2024 | 8/8/2024 | Car Wash | State Cheer | 100 | Local or Regional Businesses |
| Amy | Nielsen | Varsity Cheer | 9/23/2024 | 9/27/2024 | Youth Cheer Camp | State Cheer & Supplies | 60 | Students |

July 1, 2024-June 30, 2025

10,000 gallons red nontaxable DIESEL FUEL

\$3.08 per gallon fixed price

Fixed price for duration of year and 10,000 gallons. Must take delivery of 10,000 gallons during this period.

*blended DSL in winter months will add \$0.25-\$0.40 gallon to price. This is dictated by weather and will not exceed \$0.50 per gallon.

Fuel must be purchased using local cards and at ROCSTOP CARDTROL in Shenandoah. These cards will NOT work at any other location. A monthly statement will be sent out with gallons at set price and for each individual card.

If you have any questions or need anything else please feel free to contact me.

Ryan O'Rourke

ROCSTOP

712-828-0326 cell

2717 Coyote Drive Lyndsey Fennelly
Ames, IA 50014

Motivational Speaker
Cell (515) 451-4011

Date: May 21, 2024

Client: Shenandoah High School

Contact Person: Jon Weinrich

Phone: 712-490-5481

Email: weinrichj@shenandoah.k12.ia.us

Appearance Date(s): August 6, 2024

Location: Shenandoah High School Auditorium, 1000 Mustang Dr., Shenandoah, IA

Time: 6:00 pm

Speaking Length: 45 minutes

Fee Agreement: \$2741 (travel expenses included)
10% cancellation fee

Topic: Mental Health (similar to your presentationn at the AD conference)

AV Equipment: A laptop and projection unit for PowerPoint Presentation/Microphone/Podium

By signing and agreeing to the terms both parties are in agreement to the payment and length of the presentation.

Accepted by

Accepted by

Lyndsey Fennelly 5/21/24

Speaker

Date

Hiring Party

Date

QUESTIONS:

- 1) Dress attire for the speaker? Business / Business Casual
- 2) Who makes up the audience and how many people will attend?
- 3) Would you like a PowerPoint Presentation or a conversational style?
- 4) Purpose of the event- Is there a theme?
- 5) Do you have any particular objective/key points you would like the message to address?
Mental Health, Motivational, Personal Improvement, Overcoming Adversity, Etc.
- 6) Would you like to reserve time for Q&A at the end?

Please email a signed copy to lyndseyspeaking@gmail.com.

AGREEMENT

THIS AGREEMENT (“Agreement”) made this _____ day of _____, 2024,
by and between, **Shenandoah Community Schools**, an Iowa school, located at 1000 Mustang Dr,
Shenandoah, IA 51601__ (hereinafter referred to as “School”), and **Shenandoah Medical Center**.
(hereinafter referred to as “Contractor”) an Iowa corporation having its principal office located at 300
Pershing Ave. Shenandoah, IA 51601.

BACKGROUND:

WHEREAS, the School, desires certain athletic training services, including but not limited to, pre-game
taping, game training supervision, fitness and medical assistance services performed in connection with the
school’s athletic program.

WHEREAS, Contractor has agreed to perform such services on behalf of School under terms and
conditions as set forth in this Agreement.

School desires to retain and engage contractor to provide such health care personnel to perform such
services and contractor agrees to provide personnel to perform such services upon terms and conditions
hereinafter set forth.

NOW, THEREFORE, the parties, intending to be legally bound, and in consideration of the mutual
covenants and agreements herein contained, do hereby agree as follows:

I. DESCRIPTION OF WORK. Contractor agrees to furnish trained health care personnel to perform
all labor services as set forth in Exhibit “A” attached here to and to cause athletic trainers to attend those
events as set forth in Exhibit “B” attached hereto.

II. CONTRACTOR’S DUTIES AND RESPONSIBILITIES. During the term (as defined in
Paragraph V. A., below) Contractor shall cause an athletic trainer or trained health care professional to
attend the School’s home Varsity athletic events throughout the school year. In the event there are two
home athletic events scheduled at the same time, the Athletic Director for School will decide, and notify
Contractor and School in advance, whether Athletic Trainer shall divide his/her time between the athletic
events or whether the Athletic Trainer shall only attend one of the events. When the Athletic Trainer or
trained health care professional is attending School’s athletic events, the Athletic Trainer will not be

[Type here]

available at the training room of the School, and contractor shall not be requested to provide an additional athletic trainer at the athletic training facility for such period of time. The Parties understand and recognize that the position of Contractor is a part time position as independent contractor. That is, the hours for the Contractor shall be determined by the Athletic Director and the Athletic Trainer on an as needed basis for an average of 10 hours per week not to exceed 6 days per week.

III. SCHOOL'S DUTIES AND RESPONSIBILITIES. During the Term, School shall be responsible for providing those items as listed on Exhibit "C" attached here to as may be amended from time to time and shall be reasonable for all costs and expenses connected to this coverage.

A. To provide an area to perform services (herein referred to as the Athletic Training Facility) set forth in this contract and to provide all necessary and required supplies and equipment.

B. Facilitate communication and flexibility between School, coaches, and Contractor.

C. Designate an individual (Athletic Director) to directly monitor and evaluate compliance of the Contractor.

D. Designee will coordinate any needed schedule or duty adjustments and report any concerns directly to the Athletic Trainer's supervisor, as designated by the Contractor to the School.

IV. COMPENSATION.

For all services rendered by Contractor pursuant to this Agreement, School shall pay to Contractor compensation in the amounts and by the dates set forth on Exhibit "D" attached hereto.

V. TERM AND TERMINATION

A. Term. The term of this Agreement shall be for an twelve month period commencing July 1, 2024 and ending on June 30, 2025, unless otherwise terminated by either party in accordance with Paragraph V.B, below

B. Termination. Notwithstanding anything herein contrary, either party shall have the right to terminate this Agreement, with or without cause, by giving at least 90 days prior written notice to the other party; and upon expiration of such ninety (90) day notice period, this Agreement shall be terminated and all obligations, duties and responsibilities of the parties shall cease, except that School shall be obligated to pay any compensation payments due and owing to Contractor under Paragraph IV above.

[Type here]

VI. INDEPENDENT CONTRACTOR. It is hereby understood and agreed that Contractor, in performing the services pursuant to this Agreement, is acting in the capacity of an independent contractor. Contractor represents and warrants that it and its employees and independent Contractor are not agents, servants, partners, nor employees of School. Contractor shall be solely responsible to pay its own federal, state, and local withholding taxes and any and all other payments payroll related taxes incurred by Contractor in the performance of the services hereunder. None of the benefits provided by School to its employees, including but not limited to workers' compensation insurance, disability insurance, medical insurance, and employment insurance are available from School to Contractor and/or any and all of Contractor's agents, servants, and employees. Contractor has no authority hereunder to assume or create any obligation or responsibility, express or implied, on behalf of or in the name of School or to bind School in any way whatsoever.

VII. INSURANCE. During the term, Contractor agrees to carry worker's compensation insurance and professional liability insurance coverage. All such insurance coverage shall be underwritten by insurance companies authorized to do business in State of Iowa. Contractor shall furnish School with copies of such insurance coverage certificates by the earlier of the commencement of services provided under the Agreement, or within ninety (90) days of such request by School. The amount of professional liability insurance coverage maintained by the Company shall be at least one million dollars per event and three million dollars in the aggregate.

VIII. NOTICE. Any notice required to be given hereunder shall be sufficient if in writing and delivered by hand, by overnight courier, or if sent by certified or registered mail, return receipt requested, to the parties at the following addresses:

If to School:

If to Contractor:

Shenandoah Medical Center
300 Pershing Ave. Shenandoah IA 51601
Attn: Chief Executive Officer

[Type here]

All notices shall be deemed to have been given (a) on the day if hand delivered, (b) on the day following the date given to a nationally recognized overnight courier service or (c) three (3) days following the date deposited with the U.S. Postal Service.

-

VIX. ENTIRE AGREEMENT; NO MODIFICATION This Agreement contains the entire understanding between the parties hereto and supersedes all prior agreements, understandings, representations, warranties and / or covenants, whether written or oral, between the parties regarding the subject matter. This Agreement may not be changed, amended, or modified except by written instrument executed by both of the parties to the Agreement.

X. GOVERNING LAW. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of **IOWA**. Any suit or action filed to enforce or contest any provision of this Agreement, or the obligations imposed shall be brought and prosecuted in a court of competent jurisdiction sitting in the State of **IOWA**.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals that day and
year first above written.

SHENANDOAH COMMUNITY HIGH SCHOOL

ATTEST: _____ BY: _____

TITLE: _____

By: _____

TITLE: _____

SHENANDOAH MEDICAL CENTER

By: _____

TITLE: _____

Witness: _____

[Type here]

EXHIBIT "A"

To the Agreement by and between SHENANDOAH COMMUNITY HIGH SCHOOL ("School") and SHENANDOAH MEDICAL CENTER ("Contractor")

SERVICES

1. An NATA Certified Athletic Trainer employed by SHENANDOAH MEDICAL CENTER, will be available to provide training services to the School on a regularly scheduled basis. This basis will be two scheduled time slots per week for injury assessments; and as needed beyond this, and based upon trainer availability.
2. The agreed upon services will include evaluation and treatment of injuries sustained by School's students during school athletic events, application of first aid and recommendation for exercise or physical measures for minor injuries under the direction, supervision and review of the physicians to be determined by Shenandoah Medical Center.
3. The Athletic Trainer will be responsible for the athletic training facility while there, including opening and closing. The Athletic Trainer will also advise the school on inventory status, requisitioning of supplies (i.e. tape, pre-wrap, etc.), and or facility management.
4. The Athletic Trainer will keep accurate records of all athletic injuries reported by school students as occurring during school athletic events and all rehabilitation procedures administered by Athletic Trainer. The Athletic Trainer will also prepare reports on all athletic injuries sustained by school students during school events for the nursing and athletic offices as may be requested. Reporting and all communication about athlete status with coaches, parents, and athletes will be managed through a secure health record system, provided by the Shenandoah Medical Center.
5. In cooperation with the Athletic Director and staff, the Athletic Trainer will develop and distribute to Athletic Director, Nurse, and Coaches the following information: location of emergency phone and phone numbers.
6. Inspect and take inventory of all team medical kits prior to the beginning of each season.
7. Provide coordination between injured athletes, coaching staff, and team or family physician.
8. The Athletic Trainer shall report directly to the Athletic Director and in his or her absence to the Assistant A.D. or his/her designee.
9. The Athletic Trainer may be requested to speak for educational programs in the School.

EXHIBIT “B”

EVENT COVERAGE NEEDS

1. Coverage of 34 Varsity home events at Shenandoah Community High School, or its associated facilities of sporting events. The athletic director will dictate which event is to be covered if there are two simultaneous events.
2. All home and away Varsity football games will be covered. These are included in the total 34 game coverages listed in Exhibit B.1.

EXHIBIT “C”

DUTIES AND RESPONSIBILITIES OF SCHOOL

- a) To provide an area in which Contractor’s agents can perform the services pursuant to this Agreement and to provide all necessary and required supplies and equipment required in order to perform such services as approved by School’s Athletic Director.
- b) Facilitate communications and flexibility between School, coaches, and trainer and school medical staff.
- c) Designate an individual (Athletic Director) to directly monitor and evaluate the compliance of the Athletic Trainer with the duties and responsibilities as outlined above.
- d) Designee will coordinate any needed schedule or duty adjustments and report any concerns directly to the Athletic Trainer’s supervisor, as designated by the Contractor to the School.
- e) All School Holiday practice/game schedules which the Athletic Trainer or trained health care professional is requested to attend must be submitted to the Athletic Trainer fourteen (14) days of the Holiday.

EXHIBIT “D”

COMPENSATION AND PAYMENT SCHEDULE

School shall remit all payments on or before the dates listed on the following schedule:

School Year 2024/2025

| | |
|--------------------|-------------------|
| September 15, 2024 | \$5,750.00 |
| March 15, 2025 | <u>\$5,750.00</u> |
| Total: | \$11,500.00 |

Payments should be made to: SHENANDOAH MEDICAL CENTER
300 PERSHING AVE. SHENANDOAH, IA 51601
Attn: Ashley Kinstler

[Type here]

WELLNESS SERVICES AGREEMENT

This Services Agreement (“**Agreement**”) is made and entered into this 1 day of September, 2024 (the “**Effective Date**”) by and between Shenandoah Medical Center, an Iowa non-profit company (“**Hospital**”) and Shenandoah Community School District, (“**SCSD**”).

PURPOSE

Hospital has developed a Workplace Wellness Solution Program (the “**Program**”) through which Hospital provides certain wellness services, including annual wellness visits / health coach services, to promote healthy lifestyles and to foster work environments supporting wellness and preventive care initiatives. SCSD sponsors an employee wellness program. SCSD desires for Hospital to assist it with the administration of its employee wellness program and specifically in the provision of wellness services to SCSD’s employees, in accordance with the terms and conditions outlined in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

1. **Services to be Provided.** Hospital shall provide the following wellness services, which are customarily provided through Hospital’s Program (the “**Services**”):
 - (a) Lab Evaluation – On-site wellness screen offers 22 blood tests including cholesterol, blood sugar, thyroid, blood cell count, and electrolytes. Draws will be performed once per year.
 - (b) Health Risk Assessment – Used to collect health information coupled with a process that includes biometric testing to assess an individual's health status, risks, and habits. This information is used to engage SCSD employees in their health, shape lifestyle choices, and promote prevention. A de-identified summary will be provided to SCSD Leadership to better understand the health characteristics of its employees.
 - (c) Care/Nutrition Management – A semiannual private consultation between the employee and our Corporate Wellness manager to discuss lab results, discuss the results of the health risk assessment and discuss a plan for preventative future care.
 - (d) Prevention Summary Roadmap – Preventative services recommended based on a patient’s specific demographic.
 - (e) Annual Immunizations – On-site flu shots offered to all SCSD employees at a rate of \$30 per immunization (for 2024).
 - (f) Pre-work Job Screening – Series of tasks designed to assess a worker's ability to perform physical or other demands of a job for which he/she has been hired. This service is offered, upon request of SCSD, at a fixed discounted rate of \$25 per screening.
 - (g) SMC Wellness Center Access – The Wellness Center at Shenandoah Medical Center combines state-of-the-art equipment, comprehensive fitness programs and a team of

professional trainers that work with individuals to develop and implement healthy lifestyle changes. Access by employees to the Wellness Center is included in this proposal.

- (h) Personal Training – Customized workout schedules based on health history, goals and current physical status. Employees will be advised on proper exercise techniques to ensure good form, strength and conditioning. This service is offered at a rate of \$25 per month, which will be billed directly to the employee, if employee elects to participate in this service.
- (i) Customized Services Brochure – A full packet will be composed by Hospital staff to be provided to SCSD’s employees.

SCSD acknowledges and agrees that Hospital may modify the Services, in accordance with Hospital’s Program. Hospital shall provide SCSD with notice of any material changes to the Services identified in this Section 1 at least thirty (30) days prior to any effective date of a change.

Hospital shall provide Services, through qualified personnel, in a professional and efficient manner in accordance with industry and professional standards. SCSD shall set aside and maintain designated areas adequate for the provision of Services. Hospital and SCSD shall mutually agree on a schedule for the performance of the Services. SCSD shall assist the Hospital in obtaining all necessary authorizations and consents for the provision of Services. The Hospital shall develop all authorization and consent forms for employees.

2. **Compensation.** In consideration of the Services, SCSD shall pay Hospital the fees in an amount and manner as outlined in Schedule A, attached hereto and incorporated herein by reference. On an annual basis, Hospital may modify the fees for the Services by providing at least thirty (30) days written notice of such modifications.

3. **Term and Termination.** The term of this Agreement will begin on September 1, 2024 and shall continue for one (1) year and may be renewed for successive one (1) year terms upon mutual agreement of the parties at least sixty (60) days prior to the end of the existing term (the initial term and any renewal term shall be referred to herein as the “**Term**”). This Agreement may be terminated prior to the expiration of any Term as follows:

(a) **Mutual Agreement.** If both Hospital and SCSD mutually agree, in writing, this Agreement shall terminate on the terms and date stipulated in such writing.

(b) **For Cause Termination.** This Agreement may be terminated by either party at any time by notifying the other party of its intention to terminate “for cause” at least thirty (30) days prior to the termination date. Such notice shall be in writing and specifically set forth the reasons justifying termination for cause. For purposes of this Agreement, “for cause” means: a material breach by a party to this Agreement of one or more obligations imposed upon the party under this Agreement. If the alleged breach is not cured within thirty (30) days, the Agreement will automatically terminate on the termination date specified in the notice.

4. **Relationship of the Parties.** The parties hereto are independent contractors. This Agreement does not constitute and shall not be construed in any manner so as to create as between

these parties a joint venture, employment relationship, agency agreement, partnership or any other relationship other than that of independent contractors.

5. **Proprietary Information.** In the event Hospital needs any of SCSD's proprietary information, including but not limited to any marketing plans, financial information, trademarks, or copyrights (whether registered or unregistered), it shall only utilize such proprietary information to perform Services hereunder and shall return all proprietary information immediately upon the termination of this Agreement.

6. **Compliance with Laws & Regulations.** SCSD and Hospital agree to comply with all applicable federal, state and local laws in the performance of obligations under this Agreement, including but not limited to the Health Insurance Portability and Accountability Act of 1996 and the regulations promulgated thereunder ("HIPAA"). If Hospital is a Business Associate of SCSD, Hospital will execute a Business Associate Agreement.

7. **Indemnification.** To the extent permitted by law, each party shall indemnify and hold harmless the other against all actions, claims, demands and liabilities, and against all loss, damage, costs and expenses, including reasonable attorneys' fees, arising directly or indirectly from an alleged injury to a person or to property as a result of the negligent or intentional act or omission of a party or any of its employees, subcontractors, or agents, except to the extent any such loss, damage, costs and expenses were caused by the negligent or intentional act or omission of the other party or its officers, employees or agents or covered by applicable insurance.

8. **Notices.** Any notice required to be given by this Agreement shall be in writing and personally delivered or sent by certified U.S. mail to the following addresses:

If to Hospital:

Attn: Matt Sells, CEO
300 Pershing Ave.
Shenandoah, IA 51601

If to SCSD:

Attn: Dr. Kerri Nelson
304 West Nishna Road
Shenandoah, IA 51601

9. **Miscellaneous.** This Agreement may not be assigned by either party to this Agreement without the express written consent of the other party. This Agreement, including any attachments, contains the entire understanding of the parties with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings. Except as otherwise provided herein, any modification of this Agreement shall be effective only if it is in writing and signed by both parties to this Agreement. The failure or delay by a party at any time to require performance of any provision shall not affect the right of such party to require performance at a later time; no waiver shall be effective unless it is in writing and is signed by the party asserted to have granted such waiver. Should any provision of this Agreement or application thereof be held invalid or unenforceable, the remainder to this Agreement shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law unless to do so would defeat the purpose of this Agreement as mutually determined by the parties. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the parties through their duly authorized officers, have executed this Agreement on the first date above written.

Shenandoah Community School District

By: _____

Title: _____

Date: _____

HOSPITAL

By: _____

Title: _____

Date: _____

SCHEDULE A - COMPENSATION

Payment. SCSD shall pay Hospital an Annual Plan Fee in the amount of \$15,000.00. The Services that are included in the Annual Plan Fee are indicated below. In addition, and for the Services that are not included in the Annual Plan Fee, SCSD shall pay Hospital in the amount and manner indicated below.

| Service | Price |
|------------------------------|-------------------------------------|
| Lab Evaluation | Included |
| Care/Nutrition Management | Included |
| Health Risk Assessment | Included |
| Preventive Summary Roadmap | Included |
| Annual Flu Immunizations | \$30/employee |
| Pre-work Job Screen | \$25/screen |
| SMC Wellness Center Access | Included |
| Personal Training | \$25/month (to be paid by employee) |
| Customized Services Brochure | Included |

Payment Terms. For the Annual Plan Fee, SCSD agrees to pay Hospital the amount of the Annual Plan Fee by September 1, 2024 and then on the anniversary of such date for each successive term. For other charges, Hospital will maintain and will provide SCSD with documentation detailing Services provided during the previous month or some other time period. SCSD agrees to pay Contractor all fees due no later than thirty (30) days from the date of receipt of such documentation. Any amounts on invoices not paid within such period shall be subject to a compounding one and one-half percent (1.5%) service fee, or the maximum allowed by law, whichever is less, for each thirty (30) day period beyond the due date.



Services Order Form

Order #:
Date:
Offer Valid Through:

Q-370868-2
2024-06-11
2024-06-30

6330 South 3000 East, Suite 700, Salt Lake City, UT 84121, United States

Order Form For Shenandoah Community School District

Address:
City:
State/Province:
Zip/Postal Code:
Country:

304 West Nishna
Shenandoah
Iowa
51601
United States

Order Information

Billing Frequency: Annual Upfront
Payment Terms: Net 30

Billing Contact

Name:
Email:
Phone:

Primary Contact

Name: Kerri Nelson
Email: nelsonk@shencsd.com
Phone: 712-246-1581

Billing Frequency Term:
Non-Recurring items will be invoiced upon signing. Recurring items will be invoiced 30 days prior to the annual start date.

| Year 1 | | | | | | |
|---|------------|------------|--------------------|-----|--------------|---------------|
| Description | Start Date | End Date | Metric | Qty | Price | Amount |
| The Canvas LMS Success Package | 2024-08-01 | 2025-07-31 | User | 500 | USD 6,500.00 | USD 6,500.00 |
| Recurring Sub-Total | | | | | | USD 6,500.00 |
| The Canvas LMS Success Package Implementation | | | Per Implementation | 1 | USD 5,120.00 | USD 5,120.00 |
| Canvas LMS Training Virtual Session | | | Per Each | 3 | USD 500.00 | USD 1,500.00 |
| Instructional Design - Ready Made Template | | | Per Each | 1 | USD 2,000.00 | USD 2,000.00 |
| Non-Recurring Sub-Total | | | | | | USD 8,620.00 |
| Year 1 Total | | | | | | USD 15,120.00 |
| Grand Total: | | | | | | USD 15,120.00 |

| Deliverable | Description | Expiration | Qty |
|------------------------------------|---|------------|-----|
| 24x7 Tier 1 Support (Faculty Only) | 24x7 Tier 1 support (faculty only) per year (30% of subscription - min \$4,500 USD) | N/A | 1 |
| Canvas Studio Cloud Subscription | Canvas Studio - K-12 Subscription (User) | N/A | 500 |
| Canvas LMS - Tier 1 Support Setup | One-time fee for Tier 1 Support | N/A | 1 |

The items above must be completed during the time period beginning on the later of the Effective Date or the initial Start Date specified in this Order Form and ending pursuant to the time frame set forth in the Expiration column above.

| Professional Services | Description | Expiration | Qty |
|--|--|------------|-----|
| Training Portal Essential - Core On-Demand Content | Unlimited access to core on-demand training content for teachers and admins through the Training Portal. | | 500 |
| The Canvas LMS Success Package Implementation | | N/A | 1 |
| Essential Project Management | <ul style="list-style-type: none"> You will join a cohort which includes other new Canvas LMS customers and is led by designated Canvas LMS consultants. Weekly webinars with your cohort leaders offer best-practice advice, processes, and Q&A regarding the weekly topic. Attendance is recommended but optional; all webinars are recorded. No project plan is provided, so you will need to monitor your team's progress to ensure you stay on track. All project management will be performed remotely and communication will be conducted by email and webinars, with occasional calls at the consultants' discretion. Technical implementation/activation is completed during the first 6 weeks of the cohort. Our CSM team will work with your cohort for 5 additional weeks (11 weeks total per cohort) to help you complete onboarding. | N/A | 1 |
| Essential Technical Consulting / Data Provisioning for Canvas LMS Instance | <p>Data provisioning support to get your user data into Canvas LMS, through one of the following methods: manual creation, CSV import, or a limited set of SIS integrations. Access to API documentation and Community guides will be provided. Excludes API-related coding/development and CSV file creation, maintenance, or updates.</p> <ul style="list-style-type: none"> Valid SIS integrations which require direct API access are: Aeries, Aspen, Aspire, Blackbaud (ex. Education Edge), Clever, Focus, Infinite Campus, Powerschool, Progressbook (DASL), Q (Aequitas), Qmlativ, Sapphire, Skyward, Synergy. SIS integration will include the base mapping set. Additional fees may be required for complex customization or changes, at Instructure's discretion. Additional SIS integrations that are fully supported by your SIS provider may be available, most of which use leverage CSV import and may have grade passback options. You and/or SIS provider perform this configuration. Manual provisioning and CSV imports are configured and tested by you with basic guidance from your Canvas LMS consultants; your consultants and you will both perform tasks to establish SFTP access (if desired) or perform SIS integration. Instructure will assist with one test using production data; additional testing or test environments require purchase of additional technical consulting hours. Technical implementation/activation is completed during the first 6 weeks of the cohort. Our CSM team will work with your cohort for 5 additional weeks (11 weeks total per cohort) to help you complete onboarding. <p>Additional technical consulting as needed for SSO, etc.</p> | N/A | 1 |
| Canvas Studio Standard Implementation | | N/A | 1 |
| Canvas Studio Implementation | Implementation will include the following: * Creation of Canvas Studio Instance * Integration with Canvas LMS via LT1 * Admin creation and walkthrough. | 12 Months | 1 |
| Canvas Studio Webinar Training | Two hours of remote training content on utilizing Canvas Studio. | 12 Months | 1 |
| Canvas LMS Training Virtual Session | One session of remote customized Canvas LMS training of up to 90 minutes. | 12 Months | 3 |
| Instructional Design - Ready Made Template | Select one pre-built template from our collection of designs. Templates are built with a variety of audience needs in mind. Instructions are included to modify design elements as needed. This course template and all of the content and assets within it are licensed for use on one instance of Canvas LMS. Please do not share this course template in whole or in part outside of the licensed instance for which this course template and associated contents were purchased. | 12 Months | 1 |

Metrics and Descriptions:

User: User Metric reflects the maximum number of individuals authorized by the Customer to access and/or use the Service and Customer has paid for such access and/or use.

In the event Customer enables access to the Service to more Users over a given contract year than are allocated to such contract year as set forth above, then Instructure reserves the right, in its sole discretion, to invoice the Customer for such additional number of Users. In addition, the User fees set forth above are based on the assumption that Customer's Users will use the Service commensurate with the average usage patterns of users across Instructure's user base in the aggregate (such average usage being referred to herein as "Typical Use") and do not account for usage of the Service by Customer's Users beyond such Typical Use. To the extent the Users' usage of the Service, in the aggregate, exceeds the Typical Use at any given time, Instructure reserves the right, in its sole discretion, to increase the fees by an amount proportional to such excess usage. In the event Instructure increases the fees pursuant to this paragraph, Instructure shall send an invoice to Customer for the applicable increase along with documentation evidencing the additional usage of or additional Users who have access to the Service giving rise to such fee increase. Any invoice sent pursuant to the foregoing shall be due and payable within 30 days of receipt.

| Product | Description |
|----------------------------------|---|
| The Canvas LMS Success Package | Storage included in the annual subscription fee is (i) Unlimited files and database storage, and (ii) 500 MB per (FTE/User/Enrollment/Seat) multimedia storage. Additional multimedia storage can be purchased for USD \$1.00 per 1GB per year. |
| Canvas Studio Cloud Subscription | Storage included in the annual subscription fee is (i) Unlimited files and database storage, and (ii) 500 MB per (FTE/User/Enrollment/Seat) multimedia storage. Additional multimedia storage can be purchased for USD \$1.00 per 1GB per year. |

Duration: The Services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related Services prior to the first year Start Date at its sole discretion.

Miscellaneous: Instructure's support terms are available as follows:

Canvas & Catalog: <https://www.instructure.com/canvas/support-terms>

Portfolium: <https://portfolium.com/support-terms>

MasteryConnect: <https://www.masteryconnect.com/support/>

As part of our commitment to provide the most innovative and trusted products in the industry, at times we must increase our renewal rates to cover additional expenses associated with advancing our products. If you have concerns with any increases, please reach out to your account representative.

Terms and Conditions

This Order Form shall be governed by the Master Terms and Conditions which can be found here:

<https://www.instructure.com/policies/mastertermsconditions>.

Product Specific Supplements which can be found here: <https://www.instructure.com/policies/product-supplements>, govern the use of the applicable product and/or feature offerings listed in this Order Form and/or utilized by Customer, and are incorporated into the Master Terms and Conditions.

In the event of any conflict between this Master Terms and Conditions and any addendum thereto and this Order Form, the provisions of this Order Form shall control.

The parties agreement with regards to Instructure's processing of personal data or personally identifiable information can be found at: <https://www.instructure.com/policies/data-processing>

Auto Renewal Terms

Recurring items on this Order Form (other than any 3rd Party Products) shall automatically renew for succeeding terms of 12 month duration at an annual price increase of 10% unless either party gives the other party 60 days' written notice of its intent not to renew prior to the expiration of the then-current term.

Any requests to change service deliverables as defined on the order form may incur a fee of ten percent (10%) of the remaining fees for the service.

| PURCHASE ORDER INFORMATION | TAX INFORMATION |
|--|---|
| Is a Purchase Order required for the purchase or payment of the products on this order form? | Check here if your company is exempt from US state sales tax : _____ |
| Please Enter (Yes or No): _____ | <i>Please email all US state sales tax exemption certifications to ar@instructure.com</i> |
| If yes, please enter PO Number: _____ | |

Customer purchasing documentation, such as Purchase Orders, shall only be used as proof of acceptance of the Order Form referenced therein, and the associated Master Terms and Conditions. Any terms and conditions included in any such Customer purchasing documentation are hereby expressly disclaimed by Instructure, shall be void and of no effect, and shall in all cases be superseded by the applicable Master Terms and Conditions.

By executing this Order Form, each party agrees to be legally bound by this Order Form.

Shenandoah Community School District

| | |
|------------|--------------|
| Signature: | |
| Name: | Kerri Nelson |
| Title: | |
| Date: | |

Instructure, Inc.

| | |
|------------|-----------|
| Signature: | |
| Name: | Deal Desk |
| Title: | |
| Date: | |

In Process



2509 4TH Ave. S Denison, Iowa 51442
P: 712-263-5059 | 800-635-6422
F: 712-263-6844 | E: info@elevateroofers.com

CONTRACT | PROPOSAL

July 3, 2024

CUSTOMER

Alex Dailey
Shenandoah Schools
304 West Nishna
Shenandoah, IA 51601
712-246-9418 Mobile
daileya@shencsd.com

PROJECT

Shenandoah High School
Section 12
1000 Mustang Drive
Shenandoah, IA 51601
Job Size: 11,400 square feet

CONTRACTOR

Estimator – Matt Leitz
712-267-0289 Mobile
matt@elevateroofers.com
Roof Inspector – Same

WE HEREBY SUBMIT SPECIFICATIONS FOR THE FOLLOWING: _____

MANUFACTURER: Holcim/Elevate

SYSTEM: EPDM

ATTACHMENT: Fully Adhered

Existing Roof:

- Fully adhered epdm - .5" fiberboard – tapered eps - .5" built-up roof – 3.5" iso – metal deck

Roof Preparation:

- provide a Port-A-Pot on the project for our use
- tear-off metal, membrane and membrane flashings and properly dispose
- existing insulation to remain
 - o we will replace any wet or deteriorated insulation on a time and material basis
- lift A/C units to roof under (if any mechanical/electrical work is necessary it will be the owner's responsibility)
- we will reuse existing concrete splash blocks
- tie-off new roof to existing roof with quickprime for a temporary watertight seal

Insulation:

- lay .5" Iso guard HD coverboard over existing insulation
- fasten with HD screws and plates at one per two square feet

Membrane Roofing:

- provide 60 mil EPDM membrane system
- fully adhere membrane across roof field
- adhere 1 walkway pad at roof ladder

Details:

Curbs:

- o fasten reinforced perimeter strip and adhere membrane flashing

Roof Edge:

- o fasten wood blocking to match new insulation height
- o fasten 24-gauge Prefinished gutter complete with downspouts
- o fasten 24-gauge Prefinished drip edge down into gutter
- o apply primer and adhere membrane cover flashing

Parapet Wall:

- o fasten reinforced perimeter strip and adhere membrane flashing
- o fasten 24-gauge Prefinished cap metal

Vertical Wall:

- o fasten reinforced perimeter strip and adhere membrane flashing
- o fasten aluminum termination bar and apply proper sealant

Penetration Flashings:

- provide proper flashings for roof drains, soil stacks and pipe stacks

Warranty:

- provide a two-year contractors workmanship warranty
- provide a twenty-year manufacturer's watertightness warranty
- provide a thirty-five-year manufacturer's paint finish warranty on metal flashings

Notes:

1. Access around the perimeter of the building will be required during the duration of the project. Areas of the parking lot and grounds may need to be closed off from all vehicle and foot traffic for safety.
2. Areas of the parking lot will be needed for storage of materials/equipment during the project.
3. We will be using heavy equipment during this project to load and off load material from the roof. We have adequate access points to use this equipment, but any damage to the parking lot, and landscaping caused by this equipment is at the expense of the owner. Our efforts will be to avoid this from happening.
4. The cost of the building permit is not included as we don't believe the city requires one.
5. If any wood blocking needs replaced such as along walls or under the gas lines, etc. it will be done on a time and material basis.
6. Elevate Roofing will exercise reasonable care to avoid causing damage by penetrations (fasteners) made during installation, in reliance upon the information as to deck or sub-surface conditions provided by Owner. Utilities (conduits, pipes, lines, etc.) located directly under the roof deck surface could be damaged by penetrations. Elevate Roofing disclaims any responsibility for any damage caused by or resulting from said penetrations.
7. Elevate Roofing to include wrapping roof flashings; if any electrical, mechanical, or plumbing work is needed, the owner is to provide the proper trade.

ROOF OVERVIEW:


BASE BID:

We propose hereby to furnish material and labor, complete in accordance with the above specifications, for the sum of:
One Hundred Fifteen Thousand, One Hundred Sixty-Five and no/100-----\$115,165.00

Payments to be made as Follows: Progress payments at the end of each month. Final payment within 30 days of job completion.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving change in cost will be executed only upon written change order and will become a change to the the proposed price. All agreements contingent upon changes or delays beyond our control. This proposal may be withdrawn if not accepted within 30 days.

Submitted by:



Authorized Contractors Representative

ACCEPTANCE OF CONTRACT | PROPOSAL – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted by:

Authorized Owners Representative

Date of Acceptance:

3

GENERAL CONDITIONS

- 1) This proposal constitutes our offer to Owner upon the terms and conditions stated herein and shall become a binding contract on the terms and conditions stated herein when Owner's acceptance is indicated by its signature or issuance of a purchase order. Any additional or different terms or conditions proposed by Owner are objected to and are hereby rejected unless specifically adopted or approved by written response of Contractor. Failure to respond by Contractor shall be deemed a denial of any additional terms or conditions stated in Owner's acceptance.
- 2) Should leaks occur after completion of installation of the roofing system, inspections or repairs performed by Contractor shall be treated as warranty matters, and such circumstances shall not be grounds for withholding payment of the Contract Price; provided, however, if the roof membrane is installed over an existing system, Contractor shall have no responsibility for water penetration or mold growth that occurs as a result of moisture contained in the old, or former, roofing system.
- 3) If roof tear-off is to be performed, Contractor shall not be responsible for damages caused by (a) water penetration into the building resulting from moisture contained or trapped in or under the existing roof surface, which is released during tear-off, and (b) penetration of dust, dirt or mold spores into the building resulting from the tear-off. Unless written arrangements are made in advance, Contractor shall not be responsible for damages from leaks through any area of the existing (present) roof surface where Contractor has not performed tear-off surface preparation work. Our daily tie-in (seal) to the existing roof will be on the top layer of roofing material. If any leaks penetrate the existing roof surface and migrate to the tie-in point causing a leak into the building, the Contractor will not be responsible for damages.
- 4) If structures of any kind are to be added to and installed on the roof membrane after its application, such installation shall be entirely at the risk of Owner, unless Contractor is given reasonable notice in writing of the time and date of such installation and is permitted to supervise or conduct (at its option) the cutting and sealing of the roof membrane necessary for such installation. Contractor shall be paid on a time-and-material basis for such supervision or work. (See Manufacturer's warranty for requirements after warranty is delivered.)
- 5) Damage occurring to the installed roofing membrane, resulting from acts of other contractors or persons authorized by Owner to conduct operations above or upon the installed membrane, shall be the responsibility of Owner.

DUTIES AND RESPONSIBILITIES OF CONTRACTOR:

- 6) Contractor makes no warranty respecting "Wind Uplift Resistance" of the installed roof system. If a "Factory Mutual Insurance Co. Wind Uplift Standard" is specified, Owner acknowledges that the roofing system installed is only represented by the Manufacturer thereof to meet such specified standard.
- 7) Contractor has included, and shall pay, all applicable tax on materials purchased and incorporated into the project unless noted otherwise (if the project is exempt from tax, owner shall provide a tax exempt certificate before commencement).
- 8) Contractor shall not be responsible for damages arising from delay due to inclement weather (including the threat of inclement weather), strikes, fires, accidents, delays in shipment or delivery of Manufacturer's materials, or other causes beyond its reasonable control; or, if any interruption of the Work occurs by reason of operations of other contractors at the job site, or from Owner's failure to provide Contractor with reasonable access to the job site to perform the Work.
- 9) Contractor shall exercise reasonable care to avoid causing damage by penetrations (fasteners) made by Contractor in installing the roofing system, in reliance upon the information as to deck or sub-surface conditions provided by Owner. Utilities (conduits, pipes, lines, etc.) located directly under the deck surface could be damaged by penetrations. Contractor disclaims any responsibility for any damage caused by or resulting from said penetrations.
- 10) Contractor will have Worker's Compensation Insurance in limits required by state law and Comprehensive General Liability Insurance coverage in force for all of its operations under this proposal including damage to roofing materials.
- 11) Contractor shall take all reasonable safety precautions with respect to the Work, and shall have responsibility for compliance of its equipment and employees with all applicable laws, ordinances, rules, regulations and orders of any public authority for the safety and health of persons on the job site. Contractor shall have specific responsibility for housekeeping in its immediate work area, and will remove rubbish and debris caused by the Work. Contractor shall not be responsible for the safety and health of any persons present at the job site who are not employees of Contractor.

DUTIES AND RESPONSIBILITIES OF OWNER:

- 12) The Contract Price shall be paid as stated above and as follows: Owner agrees that the balance of all sums due under this agreement shall be immediately due and payable upon completion of the Work, and that Contractor may charge interest at the annual rate of eighteen percent (18%), unless a lesser percentage is required by law on any sum due under this agreement which is not paid within thirty (30) days of its due date. If payments are not made when due, interest, costs incidental to collection and

attorneys' fees (if an attorney is retained for collection) shall be added to the unpaid balance. Progress payments will be made by Owner on the basis of the work completed per month, based on Contractor's estimate.

- 13) Owner represents to Contractor that the roof deck on which the installation is to be made is in a sound weight-bearing condition, sufficient for the purposes of the Work and that all surfaces to be utilized by Contractor for fastening, adhering or attaching the roofing system will be adequate for the installation to be performed. Owner will inform Contractor in writing of any deck or subsurface conditions, including specifically electrical and other utility conduit that could be damaged by penetrations made by Contractor in installing the roofing system.
- 14) Owner is responsible for any necessary permits including associated costs unless otherwise noted.
- 15) At the time Contractor commences the Work, Owner will provide Contractor with exclusive access and use of all roof areas where the Work is to be performed and such additional areas as are reasonably necessary for the Contractor to perform the Work without interruption. All roof area work surfaces shall be free of debris and in a dry accessible condition. If preliminary work on the roof area is to be performed by others prior to the Work, such work will be complete. Contractor shall not be required to perform the Work while snow or other moisture conditions exist on the roof surface, unless Owner provides for removal or curing of such conditions.
- 16) Owner shall obtain permission for Contractor to work on or over adjoining property, if reasonably necessary to perform the Work, at no cost to Contractor. Owner will arrange for restriction of vehicles on property under Owner's control in reasonable proximity of the job site to prevent damage while the Work is in progress, if requested by Contractor.
- 17) Owner understands and agrees that Contractor shall have no responsibility at any time after completion of the Work for damages of any kind to persons or property located below the installed roof membrane, whether or not such damages result from (a) leaks or other weather-oriented sources, or (b) mold growth.
- 18) Owner shall make no changes in the scope of the roof installation described herein or the specifications that would tend to disqualify the installation from the issuance of the Manufacturer's warranty referred to above.
- 19) If the Work is to be inspected by Owner's representative, or an architect, Owner agrees to make firm arrangements to have such person available promptly after notice to make inspection as the Work progresses, so as not to cause delay.
- 20) If, in order for Contractor to perform the Work, it becomes necessary to disconnect, remove, relocate or otherwise deal with any mechanical or other equipment located on the deck or other surface on which the Work is to be performed, Owner or Owner's agent shall provide for the disconnection, removal, relocation or other appropriate action with respect to such mechanical or other equipment and further, shall provide for the reconnection, replacement or relocation of such mechanical or other equipment following completion of the Work. Contractor shall have no responsibility with respect to any such rooftop equipment, unless it is specifically provided otherwise in this agreement.

ARBITRATION, ACCEPTANCE AND EXECUTION

- 21) All disputes, claims and questions regarding the rights and obligations of the parties under the terms of this Agreement are subject to arbitration. Either party may make a demand for arbitration by filing such demand in writing with the other party within thirty (30) days after the dispute first arises. Thereafter, arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect.
- 22) This proposal shall be open for Owner's written acceptance for a period of thirty (30) days from the date hereof. Please execute this proposal in the place provided and return to Contractor.

23) Miscellaneous.

(a) Severability. In case any one or more of the provisions contained in this proposal should be invalid, illegal, or unenforceable in any respect, such provision shall be deemed modified to the extent necessary to permit its enforcement under applicable law, and the validity, legality, or enforceability of the remaining provisions hereof shall not be affected nor impaired and shall remain in full force and effect.

(b) Waiver. The failure of either party to insist upon strict performance of any term of this proposal shall not be deemed a waiver of any of its rights hereunder.

(c) Governing Law. This proposal shall be governed by and construed in accordance with the laws of the state where the Project is located without giving effect to any choice or conflict of law provision or rule.

(d) Counterparts. This proposal may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.



2509 4TH Ave. S Denison, Iowa 51442
P: 712-263-5059 | 800-635-6422
F: 712-263-6844 | E: info@elevateroofers.com

CONTRACT | PROPOSAL

July 3, 2024

CUSTOMER

Alex Dailey
Shenandoah School District
1000 Mustang Drive
Shenandoah, IA 51601
712-246-9418 Mobile
daileya@shencsd.com

PROJECT

Shenandoah High School
Section 8
1000 Mustang Drive
Shenandoah, IA 51601
Job Size: 8,700 square feet
Roof Height 14'

CONTRACTOR

Estimator – Matt Leitz
712-267-0289 Mobile
matt@elevateroofers.com
Roof Inspector – Same

WE HEREBY SUBMIT SPECIFICATIONS FOR THE FOLLOWING: _____

MANUFACTURER: Holcim/Elevate

SYSTEM: EPDM

ATTACHMENT: Fully Adhered

Existing Roof:

- .5" smooth built-up roof - .5" fiberboard – 1" iso - .5" built-up roof – 2.5" iso – metal deck

Roof Preparation:

- provide a Port-A-Pot on the project for our use
- tear-off metal flashings, built-up roofs, and insulation down to the metal deck and properly dispose
- tie-off new roof to existing roof with pourable sealer for a temporary watertight seal

Insulation:

- lay tapered expanded polystyrene 1/8"ft. .5" min. 5" max., (R-11)
- lay 1.5" polyiso (R - 8.6) as a coverboard
- fasten with HD screws and plates at one per two square feet

Membrane Roofing:

- provide 60 mil EPDM membrane system
- fully adhere membrane across roof field
- adhere 4 walkway pads at roof ladders and downspouts

Details:

Curbs:

- o fasten reinforced perimeter strip and adhere membrane flashing
- o fasten 24-gauge Prefinished counterflashing

Roof Edge:

- o fasten 24-gauge Prefinished gutter complete with downspouts
- o fasten 24-gauge Prefinished drip edge down into gutter
- o apply primer and adhere membrane cover flashing

Parapet Wall:

- o fasten reinforced perimeter strip and adhere membrane flashing

Vertical Wall:

- o fasten reinforced perimeter strip and adhere membrane flashing
- o fasten aluminum termination bar and apply proper sealant

Penetration Flashings:

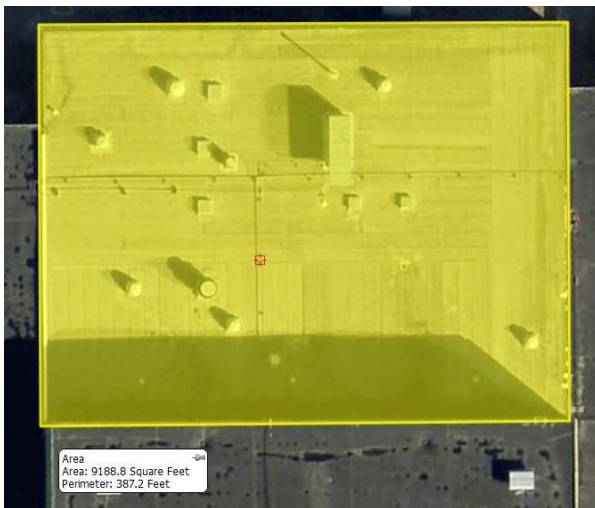
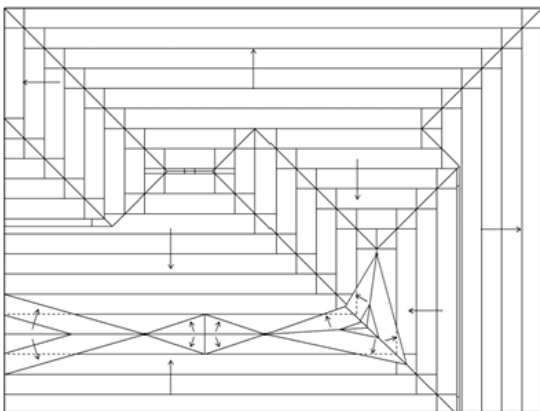
- provide proper flashings for roof drains, pitch pans, pipe stacks and roof jacks

Warranty:

- provide a two-year contractors workmanship warranty
- provide a twenty-year manufacturer's watertightness warranty
- provide a thirty-five-year manufacturer's paint finish warranty on metal flashings

Notes:

1. Access around the north side of the building will be required during the duration of the project. Areas of the parking lot and grounds may need to be closed off from all vehicle and foot traffic for safety.
2. Areas of the parking lot will be needed for storage of materials/equipment during the project.
3. We will be using heavy equipment during this project to load and off load material from the roof. We have adequate access points to use this equipment, but any damage to the parking lot, and landscaping caused by this equipment is at the expense of the owner. Our efforts will be to avoid this from happening.
4. The cost of the building permit is included.
5. If any wood blocking is to need replaced such as along walls or under the gas lines, etc. it will be done on a time and material basis.
6. Elevate Roofing will exercise reasonable care to avoid causing damage by penetrations (fasteners) made during installation, in reliance upon the information as to deck or sub-surface conditions provided by Owner. Utilities (conduits, pipes, lines, etc.) located directly under the roof deck surface could be damaged by penetrations. Elevate Roofing disclaims any responsibility for any damage caused by or resulting from said penetrations.
7. Elevate Roofing to include wrapping roof flashings; if any electrical, mechanical, or plumbing work is needed, the owner is to provide the proper trade.

ROOF OVERVIEW:**TAPERED LAYOUT:**


BASE BID:

We propose hereby to furnish material and labor, complete in accordance with the above specifications, for the sum of:
One Hundred Twenty-Four Thousand, Six Hundred Fifty-Six and no/100-----\$124,656.00

Payments to be made as Follows: Progress payments at the end of each month. Final payment within 30 days of job completion.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving change in cost will be executed only upon written change order and will become a change to the the proposed price. All agreements contingent upon changes or delays beyond our control. This proposal may be withdrawn if not accepted within 30 days.

Submitted by:


Authorized Contractors Representative

ACCEPTANCE OF CONTRACT | PROPOSAL – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted by:

Authorized Owners Representative

Date of Acceptance: _____

GENERAL CONDITIONS

- 1) This proposal constitutes our offer to Owner upon the terms and conditions stated herein and shall become a binding contract on the terms and conditions stated herein when Owner's acceptance is indicated by its signature or issuance of a purchase order. Any additional or different terms or conditions proposed by Owner are objected to and are hereby rejected unless specifically adopted or approved by written response of Contractor. Failure to respond by Contractor shall be deemed a denial of any additional terms or conditions stated in Owner's acceptance.
- 2) Should leaks occur after completion of installation of the roofing system, inspections or repairs performed by Contractor shall be treated as warranty matters, and such circumstances shall not be grounds for withholding payment of the Contract Price; provided, however, if the roof membrane is installed over an existing system, Contractor shall have no responsibility for water penetration or mold growth that occurs as a result of moisture contained in the old, or former, roofing system.
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- 5) Damage occurring to the installed roofing membrane, resulting from acts of other contractors or persons authorized by Owner to conduct operations above or upon the installed membrane, shall be the responsibility of Owner.

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- 6) Contractor makes no warranty respecting "Wind Uplift Resistance" of the installed roof system. If a "Factory Mutual Insurance Co. Wind Uplift Standard" is specified, Owner acknowledges that the roofing system installed is only represented by the Manufacturer thereof to meet such specified standard.
- 7) Contractor has included, and shall pay, all applicable tax on materials purchased and incorporated into the project unless noted otherwise (if the project is exempt from tax, owner shall provide a tax exempt certificate before commencement).
- 8) Contractor shall not be responsible for damages arising from delay due to inclement weather (including the threat of inclement weather), strikes, fires, accidents, delays in shipment or delivery of Manufacturer's materials, or other causes beyond its reasonable control; or, if any interruption of the Work occurs by reason of operations of other contractors at the job site, or from Owner's failure to provide Contractor with reasonable access to the job site to perform the Work.
- 9) Contractor shall exercise reasonable care to avoid causing damage by penetrations (fasteners) made by Contractor in installing the roofing system, in reliance upon the information as to deck or sub-surface conditions provided by Owner. Utilities (conduits, pipes, lines, etc.) located directly under the deck surface could be damaged by penetrations. Contractor disclaims any responsibility for any damage caused by or resulting from said penetrations.
- 10) Contractor will have Worker's Compensation Insurance in limits required by state law and Comprehensive General Liability Insurance coverage in force for all of its operations under this proposal including damage to roofing materials.
- 11) Contractor shall take all reasonable safety precautions with respect to the Work, and shall have responsibility for compliance of its equipment and employees with all applicable laws, ordinances, rules, regulations and orders of any public authority for the safety and health of persons on the job site. Contractor shall have specific responsibility for housekeeping in its immediate work area, and will remove rubbish and debris caused by the Work. Contractor shall not be responsible for the safety and health of any persons present at the job site who are not employees of Contractor.

DUTIES AND RESPONSIBILITIES OF OWNER:

- 12) The Contract Price shall be paid as stated above and as follows: Owner agrees that the balance of all sums due under this agreement shall be immediately due and payable upon completion of the Work, and that Contractor may charge interest at the annual rate of eighteen percent (18%), unless a lesser percentage is required by law on any sum due under this agreement which is not paid within thirty (30) days of its due date. If payments are not made when due, interest, costs incidental to collection and

attorneys' fees (if an attorney is retained for collection) shall be added to the unpaid balance. Progress payments will be made by Owner on the basis of the work completed per month, based on Contractor's estimate.

- 13) Owner represents to Contractor that the roof deck on which the installation is to be made is in a sound weight-bearing condition, sufficient for the purposes of the Work and that all surfaces to be utilized by Contractor for fastening, adhering or attaching the roofing system will be adequate for the installation to be performed. Owner will inform Contractor in writing of any deck or subsurface conditions, including specifically electrical and other utility conduit that could be damaged by penetrations made by Contractor in installing the roofing system.
- 14) Owner is responsible for any necessary permits including associated costs unless otherwise noted.
- 15) At the time Contractor commences the Work, Owner will provide Contractor with exclusive access and use of all roof areas where the Work is to be performed and such additional areas as are reasonably necessary for the Contractor to perform the Work without interruption. All roof area work surfaces shall be free of debris and in a dry accessible condition. If preliminary work on the roof area is to be performed by others prior to the Work, such work will be complete. Contractor shall not be required to perform the Work while snow or other moisture conditions exist on the roof surface, unless Owner provides for removal or curing of such conditions.
- 16) Owner shall obtain permission for Contractor to work on or over adjoining property, if reasonably necessary to perform the Work, at no cost to Contractor. Owner will arrange for restriction of vehicles on property under Owner's control in reasonable proximity of the job site to prevent damage while the Work is in progress, if requested by Contractor.
- 17) Owner understands and agrees that Contractor shall have no responsibility at any time after completion of the Work for damages of any kind to persons or property located below the installed roof membrane, whether or not such damages result from (a) leaks or other weather-oriented sources, or (b) mold growth.
- 18) Owner shall make no changes in the scope of the roof installation described herein or the specifications that would tend to disqualify the installation from the issuance of the Manufacturer's warranty referred to above.
- 19) If the Work is to be inspected by Owner's representative, or an architect, Owner agrees to make firm arrangements to have such person available promptly after notice to make inspection as the Work progresses, so as not to cause delay.
- 20) If, in order for Contractor to perform the Work, it becomes necessary to disconnect, remove, relocate or otherwise deal with any mechanical or other equipment located on the deck or other surface on which the Work is to be performed, Owner or Owner's agent shall provide for the disconnection, removal, relocation or other appropriate action with respect to such mechanical or other equipment and further, shall provide for the reconnection, replacement or relocation of such mechanical or other equipment following completion of the Work. Contractor shall have no responsibility with respect to any such rooftop equipment, unless it is specifically provided otherwise in this agreement.

ARBITRATION, ACCEPTANCE AND EXECUTION

- 21) All disputes, claims and questions regarding the rights and obligations of the parties under the terms of this Agreement are subject to arbitration. Either party may make a demand for arbitration by filing such demand in writing with the other party within thirty (30) days after the dispute first arises. Thereafter, arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect.
- 22) This proposal shall be open for Owner's written acceptance for a period of thirty (30) days from the date hereof. Please execute this proposal in the place provided and return to Contractor.

23) Miscellaneous.

(a) Severability. In case any one or more of the provisions contained in this proposal should be invalid, illegal, or unenforceable in any respect, such provision shall be deemed modified to the extent necessary to permit its enforcement under applicable law, and the validity, legality, or enforceability of the remaining provisions hereof shall not be affected nor impaired and shall remain in full force and effect.

(b) Waiver. The failure of either party to insist upon strict performance of any term of this proposal shall not be deemed a waiver of any of its rights hereunder.

(c) Governing Law. This proposal shall be governed by and construed in accordance with the laws of the state where the Project is located without giving effect to any choice or conflict of law provision or rule.

(d) Counterparts. This proposal may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

WEST CENTRAL ROOFING, INC.

Commercial • Industrial • Residential

201 340th St. • Minden, IA 51553

Proposal

Sec #12

Page _____ of _____ Page:

Phone 712-483-2793

FAX 712-483-2334

Single-ply membrane systems
Elastometric coatings
Waterproofing

| | | | |
|--|---------------|--------------------------------|-----------------|
| PROPOSAL SUBMITTED TO SHENANDOAH COMMUNITY SCHOOL | | PHONE (712) 246-1581 | DATE 5-31-24 |
| STREET 304 W NISHNA | | JOB NAME SCHOOL ROOF | |
| CITY, STATE, AND ZIP SHENANDOAH, IA 51601 | | JOB LOCATION SHENANDOAH, IA | |
| ARCHITECT | DATE OF PLANS | JOB PHONE | |

We hereby submit specifications and estimates for:

REROOF OF 10,800 SQ.FT.

REMOVE AND DISPOSE OF EXISTING RUBBER ROOF, COVERBOARD, GUTTER
APRON AND FLASHINGS
MECHANICALLY FASTEN 1/2" HD POLYISO COVERBOARD OVER EXISTING INSULATION
INSTALL RTS STRIP AT ROOF/WALL EDGES
INSTALL .060 MIL EPDM SINGLE PLY FULLY ADHERED ROOFING SYSTEM
ADHERE MEMBRANE UP WALLS AND PROTRUSIONS TO TERMINATION POINT
FASTEN MEMBRANE WITH TERMINATION BAR AND ANCHORS
SEAL SEAMS WITH SEAM TAPE, FLASH PIPES AND CURBS
INSTALL NEW GUTTER APRON AND FLASH-IN. NEW METAL OVER EXPANSION JOINTS
20 YEAR MANUFACTURERS WARRANTY

TOTAL BASE BID: \$116,500.00

ANY QUESTIONS CALL HARLEY @ 402-670-3428

WCR@westcentral.net



Start With Trust

bbb.org

Check us out with your BBB

We **Propose** hereby to furnish material and labor complete in accordance with above specifications, for the sum of:
one hundred sixteen thousand five hundred and 00/100 _____ dollars (\$ 116,500.00)

Payment to be made as follows: DUE UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. We will not be responsible for the additional weight of the additional roofing. It will be the owners responsibility to determine the safe loading of his building. **PAYMENTS & TERMS:** Monthly progress payments (90% of Invoice) final Payment upon completion of roofing installation. Net Ten (10) Days, 1 1/2% service charge per month for delinquent accounts. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____



Drey Inc. dba/Drey Roofing

8605 Wirt Street

Omaha NE 68134

Phone: 402-445-2513 Fax 402-445-2518

drey@dreyroofing.com

PROPOSAL

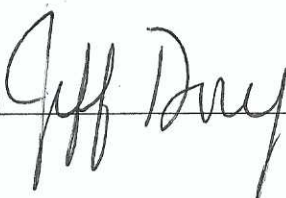
| DATE | ESTIMATE # |
|----------|------------|
| 7/2/2024 | 13635 |

| NAME / ADDRESS |
|---|
| SHENANDOAH COMMUNITY SCHOOLS 1000 MUSTANG DR SHENANDOAH, IA 51601 |

| MAIN NUMBER | ALT NUMBER | SALESMAN | JOB ADDRESS |
|---|------------|----------|-----------------|
| | | JD | 1000 MUSTANG DR |
| DESCRIPTION | | | |
| SHOP - ROOFS INSTALL A VERSICO 60 MIL FULLY ADHERED EPDM ROOF SYSTEM, INCLUDES: 1) REMOVE ALL EXISTING GUTTER, DRIP FLASHING, DOWNSPOUT AND COPING 2) REMOVE ALL LAYERS OF ROOFING AND INSULATION DOWN TO THE METAL DECK 3) INSTALL A 1/8" PER FT COMPLETE POLYISO INSULATION TAPER SYSTEM, DIRECTING WATER TO THE ROOF DRAINS AND GUTTER EDGES 4) MECHANICALLY ATTACH A 3" POLYISO INSULATION OVER THE TAPERED POLYISO SYSTEM. (AVERAGE R-33) 5) FULLY ADHERE A 60 MIL EPDM ROOF SYSTEM 6) 2 YEAR LABOR WARRANTY (DREY ROOFING) 7) 20 YEAR MANUFACTURES TOTAL SYSTEM WARRANTY TOTAL ----- \$ 126,000.00 | | | |
| 8) FABRICATE AND INSTALL ALL NEW 24 GAUGE PRE-FINISHED STEEL A) COMMERCIAL BOX GUTTER B) 4" X 5" COMMERCIAL DOWNSPOUT C) PARAPET WALL COPING D) CAP METAL AND COUNTER FLASHING 9) REMOVE (4) CURBS AND FABRICATE 24 GAUGE STEEL DECKING TO PATCH HOLES TOTAL ----- \$ 14,485.00 | | | |
| IF ACCEPTED, PLEASE SIGN ONE COPY AND RETURN BY MAIL, FAX, OR EMAIL. THANK YOU | | | |

| | |
|--------------|---------------------|
| TOTAL | \$140,485.00 |
|--------------|---------------------|

SIGNATURE



SIGNATURE / DATE

SCHOOL BUS SALES, CO.

• 4537 TEXAS STREET • WATERLOO, IOWA 50702 • (800) 772-2414

LEASE QUOTE

DATE: Wednesday, July 3, 2024

CUSTOMER:

SCHOOL NAME: SHENANDOAH CSD

ADDRESS: 304 WEST NISHNA RD

CITY, STATE ZIP: SHENANDOAH, IA 51601

CONTACT: KERI NELSON, SUPT. / WILLIAM BARRETT, BUS. ADMIN.

DEALER:

CO. NAME: SCHOOL BUS SALES

ADDRESS: 4537 TEXAS ST

CITY, STATE ZIP: WATERLOO, IA 50702

CONTACT: WADE CAMPBELL

| QUOTE #: | ROUTE BUS | LIFT BUS | |
|--------------------|------------------|------------------|--|
| MODEL: | VISION BBCV 3507 | VISION BBCV 3507 | |
| ENGINE TYPE: | DIESEL | DIESEL | |
| QUANTITY: | 1 | 1 | |
| UNIT PRICE: | \$140,250.00 | \$143,816.00 | |
| TOTAL FINANCED: | \$140,250.00 | \$143,816.00 | |
| ANNUAL MILES/UNIT: | 17,000 | 17,000 | |
| RATE TYPE: | MUNI | MUNI | |
| TERMS (YRS): | 5 | 5 | |
| FREQUENCY: | ANNUAL | ANNUAL | |
| PAYMENT MODE: | IN ADVANCE | IN ADVANCE | |
| LEASE TYPE: | BALLOON | BALLOON | |
| BALLOON AMOUNT: | \$1.00 | \$1.00 | |
| ANNUAL PAYMENT: | \$31,740.00 | \$32,545.00 | |
| RATE: | 6.39% | 6.39% | |
| DELIVERY DATE: | 8 MONTHS | 8 MONTHS | |

SCHOOL BUS SALES, CO.

4537 TEXAS STREET • WATERLOO, IOWA 50704 • (800) 772-2414 • www.sbsales.com

DATE: JULY 3, 2024
QUOTE FOR: SHENANDOAH CSD
ADDRESS: 304 WEST NISHNA RD
CITY, STATE: SHENANDOAH, IOWA 51601

EQUIPMENT: 77 PASSENGER DIESEL BUS
MODEL YEAR: 2026
PRICE: \$140,250.00
BODY#: NA
AVAILABLE: JANUARY, 2025 APPROXIMATELY

BODY OPTIONS INCLUDED

FULL ACOUSTIC CEILING
AIR POWERED CROSSING ARM
VANDAL LOCKS
AIR POWERED ENTRANCE DOOR
EMERGENCY EQUIPMENT COMPARTMENT
ONE PIECE RUBBER FLOOR
HEATER BOOSTER PUMP
MID SHIP HEATER UNDER SEAT
LED DOME LIGHTS
LED 8-WAY WARNING LIGHTS
LED BRAKE LIGHTS
LED TAIL LIGHTS
LED TURN SIGNALS
LED BACK UP LIGHTS
LED STEPWELL LIGHT
LED BOARDING LIGHT
MID DOUBLE LUGGAGE COMPT LH/RH
LUGGAGE DOOR SHOCKS
10x30 DRIVER MIRROR
AM-FM-MP3-PA RADIO
EIGHT SPEAKERS
WHITE ROOF
AIR RIDE DRIVER SEAT
LH & RH ARM RESTS
GREY SEAT BELT SEATS
STUDDERED STEP TREADS
AIR POWERED STOP ARM
BLACK WINDOW FRAMES
TINTED WINDOWS
CUP HOLDER
BACK UP CAMERA
SPHEROS ROOF HATCHES
WARNING LIGHT HOODS
PRE-TRIP LIGHT TEST

CHASSIS OPTIONS INCLUDED

RUBBER FENDERETTES
100 GALLON FUEL TANK
ELECTRONIC STABILITY CONTROL
8500 SOFTEK FRONT SPRINGS
12,00# FRONT AXLE
REAR AIR RIDE SUSPENSION
23,000# REAR AXLE, 6.17
AIR BRAKES
BRAKE DUST SHIELDS
CRUISE CONTROL
240 AMP ALTERNATOR
750 WATT BLOCK HEATER
BATTERY DISCONNECT
GOVERNOR SET TO 75 PMH
CUMMINS ISB 6.7 L @ 250 HP
ALLISON PTS2500 FIVE SPEED
TILT/TELESCOP STEERING WHEEL
EXHAUST EXIT THROUOUGH REAR BUMPER
TIRES 11R22.5
WHEELBASE, 280 IN
(3) THREE GROUP 31 BATTERIES 2100 CCA



SCHOOL BUS SALES, CO.

4537 TEXAS STREET • WATERLOO, IOWA 50704 • (800) 772-2414 • www.sbsales.com

DATE: JULY 3, 2024

QUOTE FOR: SHENANDOAH CSD

ADDRESS: 304 WEST NISHNA RD

CITY, STATE: SHENANDOAH, IOWA 51601

EQUIPMENT: HANDI CAP ACCESSIBLE LIFT BUS

MODEL YEAR: 2026

PRICE: \$143,816.00

BODY#: NA

AVAILABLE: JANUARY, 2025 APPROXIMATELY

BODY OPTIONS INCLUDED

FULL ACOUSTIC CEILING
AIR POWERED CROSSING ARM
VANDAL LOCKS
AIR POWERED ENTRANCE DOOR
EMERGENCY EQUIPMENT COMPARTMENT
ONE PIECE RUBBER FLOOR
HEATER BOOSTER PUMP
MID SHIP HEATER UNDER SEAT
LED DOME LIGHTS
LED 8-WAY WARNING LIGHTS
LED BRAKE LIGHTS
LED TAIL LIGHTS
LED TURN SIGNALS
LED BACK UP LIGHTS
LED STEPWELL LIGHT
LED BOARDING LIGHT
MID DOUBLE LUGGAGE COMPT LH/RH
LUGGAGE DOOR SHOCKS
10x30 DRIVER MIRROR
AM-FM-MP3-PA RADIO
EIGHT SPEAKERS
WHITE ROOF
AIR RIDE DRIVER SEAT
LH & RH ARM RESTS
GREY SEAT BELT SEATS
STUDDERED STEP TREADS
AIR POWERED STOP ARM
BLACK WINDOW FRAMES
TINTED WINDOWS
CUP HOLDER
BACK UP CAMERA
SPHEROS ROOF HATCHES
WARNING LIGHT HOODS
PRE-TRIP LIGHT TEST
BRAUN WHEEL CHAIR FIFT
TRACK SEATING FOR TWO WHEEL CHAIR STATIONS
SEATS OVER TRACKS
(2) SETS FLOOR ANCHORS
RATED CAPACITY 51

CHASSIS OPTIONS INCLUDED

RUBBER FENDERETTES
100 GALLON FUEL TANK
ELECTRONIC STABILITY CONTROL
8500 SOFTEK FRONT SPRINGS
12,00# FRONT AXLE
REAR AIR RIDE SUSPENSION
23,000# REAR AXLE, 6.17
AIR BRAKES
BRAKE DUST SHIELDS
CRUISE CONTROL
240 AMP ALTERNATOR
750 WATT BLOCK HEATER
BATTERY DISCONNECT
GOVERNOR SET TO 75 PMH
CUMMINS ISB 6.7 L @ 250 HP
ALLISON PTS2500 FIVE SPEED
TILT/TELESCOP STEERING WHEEL
EXHAUST EXIT THROUGH REAR BUMPER
TIRES 11R22.5
WHEELBASE, 280 IN
(3) THREE GROUP 31 BATTERIES 2100 CCA



Handbook Changes

Coaching Handbook

There were no substantive changes made to the Coaching Handbook.

High School Course Handbook

There were no substantive changes made to the HS Course Handbook.

IGNITE Handbook

There were no substantive changes made to the IGNITE Handbook.

Preschool Handbook

- A. The Preschool Handbook has been updated to include a schedule change for the 3 year old program. The program will be offered Monday, Tuesday, Thursday and Friday from 8:00 AM to 11:00 AM and 11:30 AM to 2:30 PM.
- B. The fee for the after school program increased \$1.00 from \$5.00 to \$6.00 per day.

There were no other substantive changes.

Support Staff Handbook

- A. The Support Staff Handbook has been updated to include the student identify disclosure policy. This is board policy.

It is the goal of the district to provide a safe and supportive educational environment in which all students may learn. As part of creating that safe educational environment, no employee of the district will provide false or misleading information to the parent/guardian of a student regarding that student's gender identity or intention to transition to a gender that is different from their birth certificate or certificate issued upon adoption.

If a student makes a request to a licensed employee to accommodate a gender identity, name, or pronoun that is different than what was assigned to the student in the student's registration forms or records, the licensed employee is required by Iowa law to report the request to an administrator. The school administrator receiving the report is required by Iowa law to report the request to the student's parent/guardian. This requirement also applies to all nicknames.

To maintain compliance with Iowa law and also provide efficiency in the reporting requirements listed above, the Superintendent will provide the opportunity for parents and guardians to list in the student's registration paperwork any and all nicknames used for students.

Parents or guardians may complete this procedure at the point of registration using PowerSchool or by submitting a writing request to the school office. The form is available in each of the buildings school office.

- B. The Theory of Action statement was removed because it is outdated content.
- C. The pay differential for associates working level II and III Special Education students was removed based on the approved negotiated agreement with SSA.
- D. The pay differential for associates with a Para Certification or a minimum of an Associate Degree in an education related field was increased to \$.30 per hour based on the approved negotiated agreement with SSA.

There were no other substantive changes to the handbook.

The Teacher Handbook

- A. The Teacher Handbook was updated to include the student identify disclosure policy. This is board policy.

It is the goal of the district to provide a safe and supportive educational environment in which all students may learn. As part of creating that safe educational environment, no employee of the district will provide false or misleading information to the parent/guardian of a student regarding that student's gender identity or intention to transition to a gender that is different from their birth certificate or certificate issued upon adoption.

If a student makes a request to a licensed employee to accommodate a gender identity, name, or pronoun that is different than what was assigned to the student in the student's registration forms or records, the licensed employee is required by Iowa law to report the request to an administrator. The school administrator receiving the report is required by Iowa law to report the request to the student's parent/guardian. This requirement also applies to all nicknames.

To maintain compliance with Iowa law and also provide efficiency in the reporting requirements listed above, the Superintendent will provide the opportunity for parents and guardians to list in the student's registration paperwork any and all nicknames used for students.

Parents or guardians may complete this procedure at the point of registration using PowerSchool or by submitting a writing request to the school office. The form is available in each of the buildings school office.

- B. It was also updated to include discipline of students who make threats of violence or cause incidents of violence policy. This is board policy.

Discipline is designed to promote behavior that will enable students to learn and successfully participate in their educational and social environments. The school district discipline policy for students who make a threat of violence or commit an act of violence is developed to help students understand their obligations to others in the school setting, secure the safety of all students, staff, and the community, and to correct student behavior if a violation occurs (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 1).

Students will conduct themselves in a manner fitting their age, grade level, and maturity, and with respect and consideration for the rights of others while on school district property or on property

within the jurisdiction of the school district; while on school district owned and/or operated school district or chartered vehicles; while attending or engaged in school district activities; and while away from school district grounds if misconduct will directly affect the good order, efficient management and welfare of the school district. Consequences for the misconduct will be fair and tailored to the age, grade level, and maturity of the student.

Discipline and other responses to threats or incidents of violence by a student with a disability, including removal from a class, placement in a therapeutic classroom, suspensions, and expulsions, will comply with the provisions of applicable federal and state laws including, but not limited to, the IDEA, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 3).

Reporting a Threat of Violence or Incidence of Violence

In the case of any threat of violence or incident of violence that results in injury, property damage or assault by a student, the teacher will report to the school principal or lead administrator within 24 hours of the incident. The principal or lead administrator will notify the parent or guardian of the student(s) who threatened or perpetrated an act of violence and the student(s) who the threatened or perpetrated act of violence was made against within 24 hours after receipt of the teacher's report and complete an investigation of the incident as soon as possible. The classroom teacher may also notify the parent or guardian of the student who made the threat or caused the incident, and the parent or guardian of the student against whom the threat or incident was directed (2023 Iowa Acts, chapter 96 (House File 604), sec. 4).

An investigation will be initiated by the principal or lead administrator upon learning of an incident of violence or threat of violence through any credible means. If the principal or lead administrator finds that an incident of violence or threat of violence did occur, the administrator will determine the level of threat or incident by considering all aspects of the situation, including the student's intent and knowledge of the impact of their actions, their developmental level, and context of the incident. The resolution will focus on identifying the cause behind the behavior and appropriate corrective action (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsections 1 and 4).

A student who makes a threat of violence, causes an incident of violence that results in injury or property damage or who commits an assault, will be subject to escalating levels of discipline for each occurrence. When appropriate, referrals will be made to local law enforcement. The school district retains the authority to assign the level of disciplinary measures appropriate to the severity of the threat of violence or incident of violence (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 5).

Threat of Violence

Threat of violence means a written, verbal, electronic or behavioral message that either explicitly or implicitly expresses an intention to inflict emotional or physical injury, property damage or assault.

Incident of Violence

Incident of violence means the intentional use of physical force or power against oneself, another person, a group or community or property resulting in injury, property damage or assault.

Injury

Injury means “physical pain, illness or any impairment of physical condition.” State v. McKee, 312 N.W.2d 907, 913 (Iowa 1981).

Property Damage

Property damage means any destruction, damage, impairment or alteration of property to which the individual does not have a right to take such an action. Property means real property, which includes any real estate, building or fixture attached to a building or structure, and personal property, which includes intangible property (Iowa Code section 4.1(21)).

Assault

Assault means when, without justification, a student does any of the following:

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

The act is not an assault when the person doing any of the above and the other person are voluntary participants in a sport, social or other activity, not in itself criminal, when the act is a reasonably foreseeable incident of such sport or activity, and does not create an unreasonable risk of serious injury or breach of the peace (Following Iowa Code section 708.1).

Levels of Behavior

The following levels are used to determine the school district’s response to situations where the school district has determined that a student has made a threat of violence or caused an incident of violence. The school district’s response will be based upon the administration’s investigation into reports of a threat of violence or an incident of violence, the administration’s application of this policy to the particular facts of each situation, and the administration’s determination of the level of disciplinary measures appropriate to the severity of the threat of violence or incident of violence.

Escalating Responses by Grade Band

Grades PK-2

| Level | Escalating Response |
|---------|--|
| Level 1 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses may include any of the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; and/or ○ Temporary removal from class. ▪ Unless the first offense is unusually serious, the administrator will avoid permanent removal from a class |
| Level 2 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to the incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health ○ counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate. |
| Level 3 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s). ○ Detention; |

| | |
|--|---|
| | <ul style="list-style-type: none"> ○ <i>Temporary or permanent removal from extracurricular activities; Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |
|--|---|

Grades 3-5

| <i>Level</i> | <i>Escalating Response</i> |
|----------------|---|
| <i>Level 1</i> | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses may include any of the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention; and/or</i> ○ <i>Temporary removal from class.</i> ▪ <i>Unless the first offense is unusually serious, the administrator will avoid permanent removal from a class</i> |
| <i>Level 2</i> | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to the incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.</i> |

| | |
|---------|--|
| Level 3 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to an incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s).</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |
|---------|--|

Grades 6-8

| Level | Escalating Response |
|---------|---|
| Level 1 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses may include any of the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention; and/or</i> ○ <i>Temporary removal from class.</i> |
| Level 2 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to the incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> |

| | |
|----------------|--|
| | <ul style="list-style-type: none"> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.</i> |
| Level 3 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to an incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s).</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |

Grades 9-12

| Level | Escalating Response |
|----------------|---|
| Level 1 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to an incident may include, but are not limited to, the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> |

| | |
|---------|--|
| | <ul style="list-style-type: none"> ○ <i>Detention;</i> ○ <i>Temporary removal from extracurricular activities;</i> ○ <i>Temporary removal from class;</i> ○ <i>In-school suspension; and/or</i> ○ <i>Suspension of transportation if misconduct occurred in a school vehicle</i> |
| Level 2 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Response to an incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class; o In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate</i> |
| Level 3 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Response to an incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class; o In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |

Definitions

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

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

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

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

Placement in an alternate learning environment means placement of a student in an environment established apart from the regular educational program that includes rules, staff, and resources designed to accommodate student needs and to provide a comprehensive education consistent with the student learning goals and content standards established by the school district.

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

C. The Cell Phone Use Chart was updated to reflect the following:

*Use of cell phones and other electronic devices **ARE permitted:***

- Before school
- After school
- Lunch/Lunch Homeroom
- Honors Power Hour

*Use of cell phones and other electronic devices **ARE NOT permitted:***

- Classrooms during class
- Hallways between classes
- Restrooms/Locker Rooms
- Office during a disciplinary investigation/action
- ISS and/or detention

Students may carry their cell phones and electronic devices with them at all times (IN THEIR COMPUTER BAG.

The rest of the policy remained unchanged.

There are no other substantive changes to the handbook.

The Student- Parent Handbook

- A. The Teacher Handbook was updated to include the student identify disclosure policy. This is board policy.

It is the goal of the district to provide a safe and supportive educational environment in which all students may learn. As part of creating that safe educational environment, no employee of the district will provide false or misleading information to the parent/guardian of a student regarding that student's gender identity or intention to transition to a gender that is different from their birth certificate or certificate issued upon adoption.

If a student makes a request to a licensed employee to accommodate a gender identity, name, or pronoun that is different than what was assigned to the student in the student's registration forms or records, the licensed employee is required by Iowa law to report the request to an administrator. The school administrator receiving the report is required by Iowa law to report the request to the student's parent/guardian. This requirement also applies to all nicknames.

To maintain compliance with Iowa law and also provide efficiency in the reporting requirements listed above, the Superintendent will provide the opportunity for parents and guardians to list in the student's registration paperwork any and all nicknames used for students.

Parents or guardians may complete this procedure at the point of registration using PowerSchool or by submitting a writing request to the school office. The form is available in each of the buildings school office.

- B. It was also updated to include discipline of students who make threats of violence or cause incidents of violence policy. This is board policy.

Discipline is designed to promote behavior that will enable students to learn and successfully participate in their educational and social environments. The school district discipline policy for students who make a threat of violence or commit an act of violence is developed to help students understand their obligations to others in the school setting, secure the safety of all students, staff, and the community, and to correct student behavior if a violation occurs (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 1).

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

Discipline and other responses to threats or incidents of violence by a student with a disability, including removal from a class, placement in a therapeutic classroom, suspensions, and expulsions, will comply with the provisions of applicable federal and state laws including, but not

limited to, the IDEA, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 3).

Reporting a Threat of Violence or Incidence of Violence

In the case of any threat of violence or incident of violence that results in injury, property damage or assault by a student, the teacher will report to the school principal or lead administrator within 24 hours of the incident. The principal or lead administrator will notify the parent or guardian of the student(s) who threatened or perpetrated an act of violence and the student(s) who the threatened or perpetrated act of violence was made against within 24 hours after receipt of the teacher's report and complete an investigation of the incident as soon as possible. The classroom teacher may also notify the parent or guardian of the student who made the threat or caused the incident, and the parent or guardian of the student against whom the threat or incident was directed (2023 Iowa Acts, chapter 96 (House File 604), sec. 4).

An investigation will be initiated by the principal or lead administrator upon learning of an incident of violence or threat of violence through any credible means. If the principal or lead administrator finds that an incident of violence or threat of violence did occur, the administrator will determine the level of threat or incident by considering all aspects of the situation, including the student's intent and knowledge of the impact of their actions, their developmental level, and context of the incident. The resolution will focus on identifying the cause behind the behavior and appropriate corrective action (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsections 1 and 4).

A student who makes a threat of violence, causes an incident of violence that results in injury or property damage or who commits an assault, will be subject to escalating levels of discipline for each occurrence. When appropriate, referrals will be made to local law enforcement. The school district retains the authority to assign the level of disciplinary measures appropriate to the severity of the threat of violence or incident of violence (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 5).

Threat of Violence

Threat of violence means a written, verbal, electronic or behavioral message that either explicitly or implicitly expresses an intention to inflict emotional or physical injury, property damage or assault.

Incident of Violence

Incident of violence means the intentional use of physical force or power against oneself, another person, a group or community or property resulting in injury, property damage or assault.

Injury

Injury means "physical pain, illness or any impairment of physical condition." State v. McKee, 312 N.W.2d 907, 913 (Iowa 1981).

Property Damage

Property damage means any destruction, damage, impairment or alteration of property to which the individual does not have a right to take such an action. Property means real property, which includes any real estate, building or fixture attached to a building or structure, and personal property, which includes intangible property (Iowa Code section 4.1(21)).

Assault

Assault means when, without justification, a student does any of the following:

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

The act is not an assault when the person doing any of the above and the other person are voluntary participants in a sport, social or other activity, not in itself criminal, when the act is a reasonably foreseeable incident of such sport or activity, and does not create an unreasonable risk of serious injury or breach of the peace (Following Iowa Code section 708.1).

Levels of Behavior

The following levels are used to determine the school district's response to situations where the school district has determined that a student has made a threat of violence or caused an incident of violence. The school district's response will be based upon the administration's investigation into reports of a threat of violence or an incident of violence, the administration's application of this policy to the particular facts of each situation, and the administration's determination of the level of disciplinary measures appropriate to the severity of the threat of violence or incident of violence.

Escalating Responses by Grade Band

Grades PK-2

| Level | Escalating Response |
|---------|---|
| Level 1 | <ul style="list-style-type: none">▪ Requires parent or guardian notification.▪ Requires individualized educational program (IEP) meeting if the student has an IEP.▪ Responses may include any of the following:<ul style="list-style-type: none">○ Parent or guardian conference that includes the student, when appropriate;○ When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district;○ Behavior intervention student agreement coupled with another response(s);○ Restitution or opportunities to repair relationships coupled with another response(s); |

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| | <ul style="list-style-type: none"> ○ <i>Detention; and/or</i> ○ <i>Temporary removal from class.</i> ▪ <i>Unless the first offense is unusually serious, the administrator will avoid permanent removal from a class</i> |
| Level 2 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to the incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> <ul style="list-style-type: none"> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health</i> ○ <i>counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.</i> |
| Level 3 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to an incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s).</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities; Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |

| Level | Escalating Response |
|---------|---|
| Level 1 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses may include any of the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; and/or ○ Temporary removal from class. ▪ Unless the first offense is unusually serious, the administrator will avoid permanent removal from a class |
| Level 2 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to the incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; ○ In-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate. |
| Level 3 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Responses to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s). ○ Detention; |

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| | <ul style="list-style-type: none"> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |
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Grades 6-8

| <i>Level</i> | <i>Escalating Response</i> |
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| <i>Level 1</i> | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses may include any of the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention; and/or</i> ○ <i>Temporary removal from class.</i> |
| <i>Level 2</i> | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to the incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.</i> |

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| Level 3 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to an incident may include the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate, with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s).</i> ○ <i>Detention;</i> ○ <i>Temporary or permanent removal from extracurricular activities;</i> ○ <i>Temporary or permanent removal from class;</i> ○ <i>In-school suspension;</i> ○ <i>Out-of-school suspension;</i> ○ <i>Suspension of transportation privileges if misconduct occurred in a school vehicle;</i> ○ <i>Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or</i> ○ <i>Recommendation for expulsion.</i> |
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Grades 9-12

| Level | Escalating Response |
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| Level 1 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Responses to an incident may include, but are not limited to, the following:</i> <ul style="list-style-type: none"> ○ <i>Parent or guardian conference that includes the student, when appropriate;</i> ○ <i>When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;</i> ○ <i>Behavior intervention student agreement coupled with another response(s);</i> ○ <i>Restitution or opportunities to repair relationships coupled with another response(s);</i> ○ <i>Detention;</i> ○ <i>Temporary removal from extracurricular activities;</i> ○ <i>Temporary removal from class;</i> ○ <i>In-school suspension; and/or</i> ○ <i>Suspension of transportation if misconduct occurred in a school vehicle</i> |
| Level 2 | <ul style="list-style-type: none"> ▪ <i>Requires parent or guardian notification.</i> ▪ <i>Review of response to prior offense, if applicable, to inform increased level of response.</i> ▪ <i>Requires individualized educational program (IEP) meeting if the student has an IEP.</i> ▪ <i>Response to an incident may include the following:</i> |

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| | <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; o In-school suspension; ○ Out-of-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; and/or ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate |
| Level 3 | <ul style="list-style-type: none"> ▪ Requires parent or guardian notification. ▪ Review of response to prior offense, if applicable, to inform increased level of response. ▪ Requires individualized educational program (IEP) meeting if the student has an IEP. ▪ Response to an incident may include the following: <ul style="list-style-type: none"> ○ Parent or guardian conference that includes the student, when appropriate; ○ When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district; ○ Behavior intervention student agreement coupled with another response(s); ○ Restitution or opportunities to repair relationships coupled with another response(s); ○ Detention; ○ Temporary or permanent removal from extracurricular activities; ○ Temporary or permanent removal from class; o In-school suspension; ○ Out-of-school suspension; ○ Suspension of transportation privileges if misconduct occurred in a school vehicle; ○ Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or ○ Recommendation for expulsion. |

Definitions

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

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

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

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

Placement in an alternate learning environment means placement of a student in an environment established apart from the regular educational program that includes rules, staff, and resources designed to accommodate student needs and to provide a comprehensive education consistent with the student learning goals and content standards established by the school district.

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

C. The Cell Phone Use Chart was updated to reflect the following:

Use of cell phones and other electronic devices ARE permitted:

- Before school
- After school
- Lunch/Lunch Homeroom
- Honors Power Hour

Use of cell phones and other electronic devices ARE NOT permitted:

- Classrooms during class
- Hallways between classes
- Restrooms/Locker Rooms
- Office during a disciplinary investigation/action
- ISS and/or detention

Students may carry their cell phones and electronic devices with them at all times (IN THEIR COMPUTER BAG.

The rest of the policy remained unchanged.

D. The section on reporting absences to schools was amended to state:

Absences should be reported using [School Pass](#) If you have further questions, contact:

Preschool Cori Feller feller@shencsd.com
JK– 4th Kristi Vance vance@shencsd.com
5th– 8th Katie Lamond lamond@shencsd.com
9th– 12th Wendy Palmer palmer@shencsd.com

E. The Communicable and Infection Diseases section was updated to include the Iowa Public Health Department chart for exclusion students from schools and day cares. We currently

follow this guidance. The change is just an update to the handbook. The head lice section is included in this chart.

| <i>ILLNESS</i> | <i>EXCLUDE</i> | <i>RETURN TO SCHOOL</i> |
|-------------------------------------|--|--|
| <i>Chicken Pox</i> | <i>Yes</i> | <i>When all blisters are crusted with no oozing (usually 6 days) and resolution of exclusion criteria.</i> |
| <i>Diarrhea (infectious)</i> | <i>Yes (there are special exclusion rules for Shigatoxin producing E.coli (STEC), shigellosis and cryptosporidiosis).</i> | <i>When diarrhea stops and health care provider and public health official states the child may return.</i> |
| <i>Diarrhea (non-infectious)</i> | <i>Yes, if stool cannot be contained in the diaper, or if toiletied child has 2 or more loose stools in 24 hours, or blood in stool.</i> | <i>When diarrhea stops and resolution of exclusion criteria.</i> |
| <i>Fifth Disease</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>If excluded due to presence of other exclusion criteria, resolution of exclusion criteria.</i> |
| <i>Hand, Foot and Mouth</i> | <i>No. Unless child meets other exclusion criteria. Or is excessively drooling with mouth sores.</i> | <i>If excluded due to presence of other exclusion criteria, resolution of exclusion criteria.</i> |
| <i>Head Lice (Pediculosis)</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>Treatment of an active lice infestation may be delayed until the end of the day. Children do not need to miss school or child care due to head lice. Treatment recommendations can be found here: https://www.cdc.gov/parasites/lice/head/treatment.html</i> |
| <i>Impetigo</i> | <i>Yes, exclude at the end of the day if blisters can be covered.</i> | <i>After child has been seen by the doctor, after 24 hours on antibiotic, and blisters are covered.</i> |
| <i>Molluscum Contagiosum</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>Skin disease similar to warts. Do not share towels or clothing and use good hand hygiene.</i> |
| <i>MRSA</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>Wounds should be kept covered and gloves worn during bandage changes. Do not share towels or clothing and use good hand hygiene.</i> |
| <i>Otitis Media (ear infection)</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>If excluded due to presence of other exclusion criteria, resolution of exclusion criteria.</i> |

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| <i>Pertussis (Whooping Cough)</i> | <i>Yes</i> | <i>Child may return after 5 days of antibiotics and resolution of exclusion criteria.</i> |
| <i>Pink Eye (Conjunctivitis)</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>Child does not need to be excluded unless health care provider or public health official recommends exclusion. Resolution of all exclusion criteria.</i> |
| <i>Respiratory illness (cough and cold symptoms) includes influenza, COVID-19, and RSV</i> | <i>Yes</i> | <i>When child is fever free for 24 hours without use of a fever reducing medication AND respiratory symptoms are mild and improving.</i> |
| <i>Ringworm</i> | <i>No. Unless child meets other exclusion criteria.</i> | <i>Treatment of ringworm infection may be delayed to the end of the day. Child may be readmitted after treatment has begun. Cover lesion(s) if possible. Do not share clothing, bedding or personal items.</i> |
| <i>Strep Throat</i> | <i>Yes</i> | <i>When resolution of exclusion criteria and after 24 hours of antibiotic.</i> |
| <i>Vomiting</i> | <i>Yes</i> | <i>When vomiting has resolved and resolution of exclusion criteria.</i> |

F. The Dress Code was changed to read the following:

There is a strong connection between academic performance, students' appearance and students' conduct. Inappropriate student appearance may cause substantial disruption to the school environment or present a threat to the health and safety of students, employees and visitors on school grounds. Students are expected to adhere to reasonable dress standards and are expected to wear clothing that covers genitals, buttocks, breasts and nipples.

Students are required to wear shirts that cover breasts and nipples and most of the majority of the stomach area. Shorts AND skirts must cover the buttocks.

Pants or jeans that have rips or tears are acceptable as long as underwear and buttocks are not exposed.

No clothing, tattoos, accessories or other items will be allowed that advertise or promote drugs, alcohol, tobacco, gang activity, racism, discrimination, violence or other illegal activity. There will be no sexually suggestive, lewd, profane or obscene language or images on garments, tattoos, accessories or other items. Coats are only to be worn when entering or exiting the building. Students should dress according to the temperature.*

Sunglasses, caps, hats, or other such head attire are not appropriate to be worn in school. All of these are to be removed when you enter the building and not be worn again until you leave the building. Students may wear religious headwear.

Students may not wear accessories that could be considered dangerous or could be used as a weapon.

Under certain circumstances or during certain classes or activities a stricter dress code may be

appropriate, and students must comply with stricter requirements. The principal makes the final determination of the appropriateness of the student's appearance. Students inappropriately dressed are required to change their clothing or leave school/event. These rules apply to all activities during and after the regular school hours at any event in which Shenandoah is hosting or participating.