

Welcome Back to



Cherokee

Regular Board Meeting

August 20, 2018

5:30 p.m.

WHS Conference Room

Board Members:

Ms. Laura Dawson- President

Mr. Logan Patterson - Vice President

Mr. Paul Fuhrman

Mr. Charles Wulfsen

Mrs. Laura Jones

Mrs. Joyce Lundsgaard, Business Manager/Board Secretary

Mrs. Kimberly Lingenfelter, Superintendent

**Regular Board of Education Meeting
Cherokee Community School District, 600 West Bluff Street
Agenda for Monday, August 20, 2018 @ 5:30 p.m.**

The tentative agenda contains a list of subjects known at the time of distribution. A copy of the agenda kept continuously current is available for inspection at the office of the superintendent during regular business hours. This agenda may be changed up to 24 hours before the scheduled commencement of the meeting. The agenda sequence is provided as a courtesy only. The board reserves the right to consider each item in any sequence it deems appropriate.

Therefore, we encourage visitors to attend the meeting from the beginning.

<p>1. Call the meeting to order</p> <p>2. Approve the agenda</p> <p>3. Roll call of members in attendance</p> <p>4. Action to excuse board members not in attendance</p> <p>5. Welcome Visitors Recognition of persons who wish to speak to an item on the agenda or speak to the board regarding a school issue.</p> <p>6. Consent agenda</p> <p style="padding-left: 20px;">A. Approve the minutes of the regular meeting [7-16-18]</p> <p style="padding-left: 20px;">B. Approve financial statements</p> <p style="padding-left: 20px;">C. Approve monthly bills</p>
<p>7. Communication and Reports</p> <p style="padding-left: 20px;">A. Principals' Building Reports/ Instructional Coaches' Reports</p> <p style="padding-left: 20px;">B. PTA Report</p> <p style="padding-left: 20px;">C. Directors'/ Superintendent's Report</p>
<p>8. Policy</p> <p>Clerical Change(s): None</p> <p>Affirm: 104 Anti-Bullying/Anti-Harassment Policy; 104E1 Complaint Form; 104E2 Witness Disclosure Form; 104E3 Disposition of Complaint Form; 104R1 Anti-Bullying/Anti-Harassment Investigation Procedures; 200.1 Organization of the Board of Directors; 201.1R1 Organizational Meeting Procedures; 200.2 Powers of the Board of Directors; 200.3 Responsibilities of the Board of Directors; 201 Board of Directors' Elections; 202.1 Qualifications; 202.2 Oath of Office; 202.3 Term of Office; 202.4 Vaccines; 203 Board of Directors' Conflict of Interest; 204 Code of Ethics</p>
<p>9. New Business</p> <p style="padding-left: 20px;">A. Discussion of/ information concerning potential field turf project - baseball complex</p> <p style="padding-left: 20px;">B. Discussion of/ action concerning a Resolution of Acknowledgement - Cherokee State Bank - visitor bleachers</p> <p style="padding-left: 20px;">C. Discussion of/ action concerning the purchase of an activity bus</p> <p style="padding-left: 20px;">D. Discussion of/ action concerning adding the position of CMS Cross Country Coach to Schedule B</p> <p style="padding-left: 20px;">E. Discussion of/ action concerning the resignation of Alecia Maurer as WHS Paraprofessional</p> <p style="padding-left: 20px;">F. Discussion of/ action concerning extending a contract to Joan Schleef for RES Part-time Paraprofessional</p> <p style="padding-left: 20px;">G. Discussion of/ action concerning extending a contract to Nikki Schubert for Co-director WHS Play</p> <p style="padding-left: 20px;">H. Discussion of/ action concerning extending a contract to Rebecca Lickiss for Co-director WHS Play</p> <p style="padding-left: 20px;">I. Discussion of/ action concerning extending a contract to Charity Anderson for CMS Girls Basketball Coach</p> <p style="padding-left: 20px;">J. Discussion of/ action concerning extending a contract to Shauna Henke for CMS Girls Basketball Coach</p> <p style="padding-left: 20px;">K. Discussion of/ action concerning extending a contract to Matt Mongan for WHS Boys Basketball Volunteer Coach</p> <p style="padding-left: 20px;">L. Discussion of/ action concerning extending a contract to Chris Alesch for WHS Volunteer Football Coach</p> <p style="padding-left: 20px;">M. Discussion of/ action concerning extending a contract to Cindy Sizeland for Bus Route Driver</p> <p style="padding-left: 20px;">N. Discussion of/ information concerning Fall Enrollment Numbers</p> <p style="padding-left: 20px;">O. Discussion of/ information concerning the Board Self-Evaluation</p> <p style="padding-left: 20px;">P. Discussion of/ information concerning steps in a school bond election</p>

*** Note: The Board of Education, with a majority vote of the Board, may enter into an closed/exempt session for the purpose of discussing confidential records, litigation, suspension/expulsion hearings, personnel, purchase of real estate, and security or negotiation strategy.**

10. Board Committee Reports A. Curriculum and Instruction – Fuhrman, Jones B. Policy – Dawson, Wulfsen C. Finance* – Dawson, Patterson D. Building, Grounds, Capital Projects – Fuhrman, Jones E. Transportation, Nutrition – Patterson, Wulfsen
11. Items of Interest for the Next Meeting [September 17, 2018 @ 5:30 p.m.] A. Discussion of/ action to appoint standing board committees B. Discussion of/ action to appoint board members to serve as delegates C. Discussion of/ information concerning CCSD Job Descriptions
12. Adjournment

Projected Dates/Times for Regular Board of Education Meetings 2018-2019

August 20 th , 2018 @ 5:30 p.m.	September 17 th , 2018 @ 5:30 p.m.	October 15 th , 2018 @ 5:30 p.m.	November 19 th , 2018 @ 5:30 p.m.
December 17 th , 2018 @ 5:30 pm	January 21 st , 2019 @ 5:30 pm	February 18 th , 2019 @ 5:30 pm	March 18 th , 2019 @ 5:30 pm
April 15 th , 2019 @ 5:30 pm	May 20 th , 2019 @ 5:30 pm	June 17 th , 2019 @ 5:30 pm	July 15 th , 2019 @ 5:30 pm

Projected Dates/Times for Management Team Meetings 2018-2019

October 1 st , 2018 @ 5:30 pm	November 5 th , 2018 @ 5:30 pm	December 3 rd , 2018 @ 5:30 p.m.
February 4 th , 2019 @ 5:30 pm	March 4 th , 2019 @ 5:30 pm	April 1 st , 2019 @ 5:30 pm

*** Note: The Board of Education, with a majority vote of the Board, may enter into an closed/exempt session for the purpose of discussing confidential records, litigation, suspension/expulsion hearings, personnel, purchase of real estate, and security or negotiation strategy.**

**Cherokee Community School District
Regular Meeting
July 16, 2018**

The Cherokee Community School District Board of Education held a regular meeting on Monday, July 16, 2018 beginning at 5:30 P.M. The meeting was held in the WHS Conference Room, 600 West Bluff St., Cherokee, Iowa.

1. Call the meeting to order

The meeting was called to order at 5:30 P.M.

2. Approve the agenda

Moved by Patterson, seconded by Jones to approve the agenda. All Ayes

3. Roll call of members in attendance

Board Members Present: Dawson, Patterson, Jones, Wulfsen, Fuhrman

4. Action to excuse board members not in attendance

All board members were present.

5. Welcome Visitors

Visitors were welcomed.

Others present: Kim Lingenfelter, Joyce Lundsgaard

6. Consent agenda

Moved by Fuhrman, seconded by Wulfsen to approve the consent agenda. All Ayes

- Minutes of the Regular Meeting – June 18, 2018
- Financial Statements
- Monthly Bills

7. Communication & Reports

Administrative reports were given.

8. Policy

Moved by Patterson, seconded by Jones to affirm policies 100 Legal Status of the School District; 101 Educational Philosophy of the School District; 102 Equal Educational Opportunity; 102E1 Annual Notice of Nondiscrimination; 102E2 Continuous Notice of Nondiscrimination; 102E3 Notice of Section 504 Student and Parental Rights; 102E4 Complaint Form; 102E5 Witness Disclosure Form; 102E6 Disposition of Complaint Form; 102R1 Grievance Procedure; 103 Educational Planning. All Ayes

9. New Business

A. Discussion of/action concerning Bond Resolution

Moved by Patterson, seconded by Wulfsen to approve the Resolution Ordering a Special Election on the Issuance of \$12,000,000 General Obligation Bonds. Ayes: Patterson, Fuhrman, Wulfsen, Jones, Dawson

B. Discussion of/action concerning dates for public forum

Moved by Wulfsen, seconded by Jones to approve Monday, August 27th as a date for a Public Forum on the Issuance of \$12,000,000 General Obligation Bonds. The Forum will begin at 5:30 P.M. in the Roosevelt Elementary Gym. All Ayes

C. Discussion of/action concerning the official newspaper

Moved by Patterson, seconded by Wulfsen to approve The Chronicle Times as the official newspaper for the 2018-19 school year. All Ayes

D. Discussion of/action concerning fuel bids

Moved by Patterson, seconded by Jones to approve Kimmes Cherokee Country Store for the fuel bid for the 2018-19 school year at a discount of .08 per gallon for both diesel and unleaded fuel. Ayes: Patterson, Jones, Wulfsen, Fuhrman Nays: Dawson

E. Discussion of/action concerning bids for 1:1 laptops

Moved by Patterson, seconded by Jones to approve the bid from PCM-G for the 1:1 laptop initiative for the 2018-19 school year for grades 2-12. The board approved the bid including etching and white glove service for a cost of \$230 for the Lenovo N23 Yoga for the second grade and \$173 for the Lenovo 100e for grades 5th and 9th.

F. Discussion of/action concerning contract for a vending machine

Moved by Wulfsen, seconded by Patterson to approve the outright purchase of a vending machine for the high school. The vending machine will be used as a fundraiser for the high school/student council. All Ayes

G. Discussion of/action concerning district goals

Moved by Patterson, seconded by Wulfsen to approve district goals for 2018-19. All Ayes

H. Discussion of/action concerning resignation of Travis Westhoff

Moved by Wulfsen, seconded by Fuhrman to approve the resignation of Travis Westhoff as part-time Physical Education Teacher, part-time Paraprofessional, CMS Football Coach, CMS Boys Basketball Coach and CMS Track Coach. All Ayes

I. Discussion of action concerning extending a contract to Lynn Jolly

Moved by Fuhrman, seconded by Wulfsen to approve extending a contract to Lynn Jolly for CMS Football Coach. All Ayes

J. Discussion of/action concerning extending a contract to Brent Koedam

Moved by Patterson, seconded by Jones to approve extending a contract to Brent Koedam for CMS Boys Basketball. All Ayes

K. Discussion of/action concerning extending a contract to Mike Nixon

Moved by Wulfsen, seconded by Fuhrman to approve extending a contract to Mike Nixon for CMS Track Coach. All Ayes

L. Discussion of end of year reports

Lingenfelter reviewed the end of the year building reports with the board.

M. Discussion of information concerning IASB School District Fiscal Facts

Discussion was held regarding the School District Fiscal Facts. The IASB Fiscal Fact summary provides district financial information for the past several years.

N. Discussion of/information concerning steps in a school bond election

Lingenfelter discussed the next steps for the school bond election. A public forum will be held on August 27th.

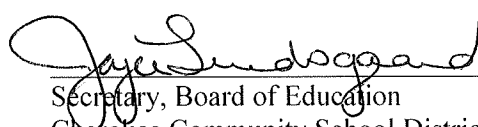
10. Adjournment

Moved by Jones, seconded by Wulfsen to adjourn the meeting at 6:36 P.M. All Ayes

Regular Meeting – August 20, 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

Financial Report - July 18

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 2,056,133.59	97,761.17	379,547.30	\$ 1,774,347.46
Management	713,336.40	3,975.98	156,888.78	560,423.60
Self-Insurance Fund	1,328,813.48	3,676.29	9,635.98	1,322,853.79
Subtotal General Fund	4,098,283.47	105,413.44	546,072.06	3,657,624.85
Activity	131,199.95	6,298.95	23,101.71	114,397.19
PPEL	282,943.10	3,819.57	22,462.62	264,300.05
Capital Projects (Sales Tax)	1,482,309.80	76,615.13	2,000.00	1,556,924.93
Debt Service	-	-	-	-
Hot Lunch	145,508.68	9,579.36	2,607.86	152,480.18
Trust and Agency	30,926.21	1,429.16	-	32,355.37
Total - All Funds	\$ 6,171,171.21	\$ 203,155.61	\$ 596,244.25	\$ 5,778,082.57

Published Budget Report
 All Funds
 7/31/2018

Category	Function #'s	Sub Total Exp.	Expenditures	Amt Published	% of Published
INSTRUCTION	(1000-1999)	135,860.29	135,860.29	8,550,000.00	2%
Perkins	(5210)	-			
SUPPORT SERVICES	(2000-2999)				
Student Support Svcs	(2000-2199)	4,583.71			
Inst. Staff Support Svcs	(2200-2299)	33,987.50			
General Administration	(2300-2399)	32,547.25			
Building Administration	(2400-2499)	43,401.66			
Business Administration	(2500-2599)	35,259.41			
Plant Operation & Maint	(2600-2699)	111,172.84			
Student Transportation	(2700-2799)	32,780.75			
TOTAL SUPPORT SERVICES			293,733.12	4,250,000.00	7%
NON INSTRUCTIONAL PGMS	(3000-3999)	6,908.71	6,908.71	600,000.00	1%
OTHER EXPENDITURES	(4000-5999)				
Facilities	(4000-4999)	22,752.06			
Debt Service	(5000-5999)	-			
AEA Support Direct	(5200)	-			
Transfer to Debt Service	(6240)(6900)	-			
TOTAL OTHER EXPENDITURES			22,752.06	1,811,360.00	1%
TOTAL EXPENDITURES			459,254.18	15,211,360.00	3%

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Instructional materials/supplies-Rochlea	
	Instructional materials/supplies-Rochlea	
	Ed Foundation-Anderson	
	ISP Curriculum-Creel/Rochleau	
	Ed Foundation-Anderson	
10157	Carolina Biological Supply Co	6,192.14
	CMS library start up cash	
13234	Cash and Joyce Lundsgaard	27.00
	Google conference - Halder	
13791	CESA 5	275.00
	4 DOT bus driver physicals	
11157	Cherokee Regional Medical Center	440.00
	ISP Curriculum-Brunsting	
10583	Committee for Children	868.00
	Instructional materials - Jensen-Art	
10491	Discount School Supply	578.90
	Instructional materials/supplies-Creel	
11332	Flinn Scientific	569.79
	Conference meals	
30164	FOWLER, AMY	57.99
	ISP Curriculum- FCS	
	ISP Curriculum- Wynn	
10141	Goodheart-Wilcox	2,852.79
	Extermination service	
10979	Guardian Pest Solutions	157.50
	Lodging-Wiederholt/Mallory	
	Lodging-Wiederholt/Mallory	
10276	Holiday Inn Airport Conference Center	611.52
	UPS shipping	
	Registration lunch	
10274	Hy-Vee Food Stores, Inc	74.97
	Background checks	
11789	Iowa School Finance Information Service	60.00
	Roosevelt ELI-subscription	
13782	Learning A-Z	199.95
	Conference lodging-Lickiss	
12921	Lickiss, Becky	208.32

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
ISP Curriculum- Lickiss		
11317	McGraw-Hill School Education Holdings, LLC	2,001.46
Maint supplies		
11495	Modern Heating and Cooling, Inc.	15.35
Trans repair		
Trans repair parts		
10180	Motor Parts Sales	85.20
CMS commons tv		
12338	Nelson Electric	360.45
Keys		
10107	Nelson's Locksmith	8.00
Conference ldoging/meal		
13507	Ohlendorf, Jennifer	157.48
Postage machine		
18326	Pitney Bowes	464.31
Driver's Ed vehicles		
10946	Rasmussen's	707.56
ELI-teacher online subscriptions		
13492	Really Great Reading	950.00
irrigation parts		
13588	Reams Sprinkler Supply	75.78
Perkins fund		
13986	Rockler Woodworking and Hardware	4,768.99
Trans repair parts		
Trans repair parts		
Trans repair parts		
Trans repair parts		
Trans repair parts		
Trans repair parts		
Trans repair parts		
12768	School Bus Sales	697.27
Standard datebooks		
10858	School Datebooks	433.05
Instructiona supplies- A.Sarchet		
CMS library supplies		
Instructional supplies - A.Todd		
Instructional materials- Anderson		
Instructional materials/supplies-Brunsti		
Instructional materials/supplies-Miller-		

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Roosevelt library supplies	
	Instructional materials/supplies-Jenness	
	Instructional materials/supplies-Kremer	
	Instructional materials/supplies-Perry	
	Instructional materials/supplies-Ebert	
	Ed Foundation - Lucas	
	SpEd - Fullert	
	WHS FCS materials	
	CMS FCS materials	
	Instructiona supplies- D. Rochleau	
	CMS office supplies	
	Instructional materials/supplies-Husman	
	Instructional materials/supplies-Timmerm	
	SpEd - T.Vannatta	
	Instructional materials/supplies-Klinker	
	Instructional supplies- K.Stowater	
11884	School Specialty, Inc.	4,133.14
	Maint paint	
13454	Sherwin-Williams	120.76
	Maint supplies-all buildings	
	Maint supplies-all buildings	
	Maint supplies	
	Maint supplies-all buildings	
13294	SUPPLYWORKS	2,534.63
	PD-teachboost license	
13955	TeachBoost	4,680.00
	ISP Curriculum-pk math	
13216	Teachers Pay Teachers	52.99
	Trans repair parts	
12233	Thomas Bus Sales of Iowa, Inc.	35.89
	Conference ldoging/meal	
13980	Tofteberg, Conie	157.48
	Trans repair-bus 20	
11624	Valley Glass Co	65.00
	Cell phone -WHS principal	
18319	Verizon Wireless	412.67
	WIT book refund	
18453	WILLIAMS, LYNN ROCHELLE	20.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>			
Fuel - 69.734 gal					
Fuel - 48.053 gal					
Fuel - 46.50 gal					
Fuel - 63.757 gal					
Fuel - 8.781 gal					
Fuel - 21.279 gal					
Fuel - 18.733 gal					
Fuel - 15.678 gal					
Fuel - 23.511 gal					
Fuel - 8.929 gal					
Fuel - 10.206 gal					
Fuel - 10.250 gal					
Fuel - 22.322 gal					
Fuel - 24.752 gal					
Fuel - 14.634 gal					
Fuel - 18.047 gal					
Rebate					
Rebate					
10361	Your FleetCard Program	1,043.30			
Maint supplies					
13883	Zoro Tools, Inc.	881.21			
			Fund Total:		48,736.14
Checking	1	Fund: 71	SELF-INSURANCE FUND		
Administration fee					
13725	Mid-Amerian Benefits, Inc.	1,598.50			
			Fund Total:		1,598.50
			Checking Account Total:		50,334.64
<u>Checking</u>	<u>2</u>				
Checking	2	Fund: 33	Local Option Sales and Service Tax Fund		
Architect fees					
20224	FEH Design	600.00			
			Fund Total:		600.00
Checking	2	Fund: 36	PHYSICAL PLANT & EQUIPMENT		
Visitor bleachers					
Visitor bleachers					
11597	Benson Construction	13,181.99			
Football field visitor bleachers					
13910	Cardis Co.	3,514.00			
WHS Shop dust collector					
13975	Grizzly Industrial	3,269.00			
WHS Football field project					
12338	Nelson Electric	288.58			
WHS gym lights					
13617	PQL Lighting	5,578.02			
Classroom furniture -					

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Barnes		
11884	School Specialty, Inc.	3,575.12
Football field visitor bleachers		
11949	SEATING AND ATHLETIC FACILITY ENTERPRISE	59,925.00
Discount		
WHS water heater		
10402	Wigman Company	4,357.81

Fund Total: 93,689.52

Checking Account Total: 94,289.52

<u>Checking</u>		3	
Checking	3	Fund: 21	STUDENT ACTIVITY FUND
Jazz Choir-Music Booster reimbursement			
Yearbook computers			
13771	Amazon Capital Services		1,856.43
Varsity FB Official - 9/7			
13994	Badar, Tracy		105.00
Varsity FB Official - 9/7			
30457	Beltman, Mark		105.00
FB fundraiser-blitz night pizza			
10610	Casey's General Store		101.90
Varsity FB Official - 9/7			
30871	Christians, Aaron		105.00
FB fundraiser-camp treats			
FB fundraiser-camp treats			
FB fundraiser-camp treats			
10067	Fareway Stores, Inc.		47.88
FB fundraiser-blitz night pizza			
11060	Godfather's Pizza		100.00
Varsity FB Official - 9/7			
31035	HARRIS, MARK		105.00
BB/SB concessions			
BB/SB concessions			
10274	Hy-Vee Food Stores, Inc		18.45
VB fundraiser - practice shirts			
13992	Keva Boutique		930.00
Med kit supplies			
13811	Landhuis, Josh		27.70
Shared Bowling			

<u>Vendor ID</u>	<u>Vendor Name</u>
13974	SDSU and Sydney Woltman

<u>Amount</u>
500.00

Fund Total:	3,950.00
Checking Account Total:	3,950.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Checking	1	
Checking	1 Fund: 10 GENERAL FUND	
Gas service-600 W Bluff-WHS		
Gas service-336 Gillette-Armory		
Gas service-929 N Roosevelt		
Gas service-320 Gillette-busbarn		
Gas service-206 E Indian-CMS		
Gas service-600 W Bluff-WHS		
10094 Alliant Energy		856.97
ISP Curriculum- WHS PE		
ISP Curriculum- Wynn		
Instructional supplies		
Instructional materials/supplies-Landhui		
ISP Curriculum- Wynn		
ISP Curriculum- WHS PE		
ISP Curriculum- WHS PE		
Instructional materials - Wilson		
Ed Foundation - LEbert		
Ed Foundation - DeVos		
WHS Ind Arts		
ISP Curriculum-Letsche/Husman		
ISP WHS furniture		
ISP Curriculum- WHS PE		
Instructional materials - Carver		
ISP Curriculum- WHS PE		
ISP Curriculum- White		
ISP WHS furniture		
ISP WHS furniture		
ISP Curriculum- WHS PE		
ISP Curriculum-Letsche/Husman		
ISP Curriculum- Wynn		
WHS Ind Arts		
Instructional materials - Burch		
Instructional materials - Kremer		
ISP Curriculum- White		
13771 Amazon Capital Services		4,488.73
Instructional materials - James DeVos		
11283 Arbor Scientific		98.70
Lodging-Halder		
Lodging-Halde-cancelled reservation		
WHS Vocal conferene		
TAG materials - Brunsting		
12882 ATIRACredit MasterCard		691.03

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Water softener-Roosevelt	
	Busbarn drinking water	
	Nurse drinking water	
10079	Blaine's Culligan and Sundance Spas	54.50
	Maint-scaffolding	
10021	Bomgaars	149.99
	Mower parts	
10396	Builder's Sharpening and Service	377.54
	Phone charges-Food service	
	Phone charges-Roosevelt	
	Phone charges- busbarn	
	Phone charges-CMS	
	Phone charges-WHS	
	Phone charges-WHS	
	Phone charges- Central office	
10113	Century Link	158.60
	Ad	
18221	Chronicle Times, The	58.75
	Sewer-206 E Indian-CMS	
	Sewer-600 W Bluff-busbarn	
	Sewer-636 Gillette-armory	
	Sewer-600 W Bluff-WHS	
	Sewer-600 W Bluff-WHS	
	Sewer-600 W Bluff-lawn	
	Water-600 W Bluff-Lawn	
10084	City of Cherokee	1,910.87
	CMS gym AC repair	
20223	Control System Specialist	340.97
	Legal service	
10305	Cornwall, Avery, Bjornstad, Scott and Davis	75.00
	Instructional materials/supplies-Sampson	
10051	Demco	125.91
	Conference lodging-A.Fowler	
30164	FOWLER, AMY	929.68
	Fuel - 27.000 gal	
	Fuel - 5.416 gal	
	DE fuel - 11.299 gal	
	DE fuel - 11.241 gal	
	DE fuel - 7.499 gal	
	Fuel - 16.298 gal	
	DE fuel - 3.706 gal	
	Fuel - 3.997 gal	
	Fuel - 12.596 gal	
	Fuel - 16.012 gal	
	Fuel - 12.878 gal	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Fuel - 12.132 gal	
	Fuel - 20.013 gal	
	Fuel - 27.890 gal	
	Fuel - 24.860 gal	
	Fuel - 14.905 gal	
10274	Hy-Vee Food Stores, Inc	603.04
	Software licences	
13970	Impero US Head Office	12,006.15
	Boilers	
11189	Iowa Division of Labor Services	400.00
	Maint-locate service	
12325	Iowa One Call	2.70
	CMS math document cameras	
18246	IPEVO	376.20
	CMS security service	
13165	Johnson Controls Security Solutions	136.10
	Ed Foundation-T.Vannatta	
11068	Kaplan School Supply Corp	151.68
	REA - assorted playground balls	
10155	KMart #9222	66.00
	SpEd - T.Vannatta	
	Ed Foundation - Lucas	
10145	Lakeshore Learning Materials	734.75
	Lumber for shop shelving	
11735	Marcus Lumber	48.36
	Electricity-Doupe ballfields	
	Electricity-929 N Roosevelt	
	Electricity-334 Gillette-busbarn	
	Electricity-336 Gillette-Armory	
	Electricity-206 E Indian-CMS	
	Electricity-600 W Bluff-WHS	
	Electricity-600 W Bluff-concession	
12363	MidAmerican Energy Company	13,673.20
	Ed Foundation-Zwiefel	
13765	Mind Research Institute	2,640.00
	Trans repair parts	
	Maint supplies	
	Trans repair parts	
	Trans repair parts-return	
10180	Motor Parts Sales	37.07

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
ISP Curriculum-CMS PE 12782	NASP, Inc.	1,018.00
Ed Foundation - Fowler 13946	Parallax Inc.	623.93
Instructional materials - Jeness Instructional materials - C.Henke 11770	Pioneer Valley Books	106.00
Instructional materials - Klinker Instructional materials - Klinker 11531	Really Good Stuff	124.62
Maint-irrigation parts 13588	Reams Sprinkler Supply	29.17
SpEd - Cormany 10171	Remedia Publications, Inc	67.97
Instructional materials/supplies-Haack 18393	RICK TROW PRODUCTIONS, INC	134.20
DOT physical 10711	Rollefson, Jerry	70.00
Garbage collection 10217	Sanitary Services, Inc.	3,208.69
Ed Foundation - Lucas ISP Curriculum- 4th grade ISP Curriculum-2nd grade ISP Curriculum-3rd grade 11114	Scholastic, Inc.	1,824.43
Trans repair parts Trans repair parts Trans repair parts 12768	School Bus Sales	126.23
Software license 13803	Schoolbinder, Inc.	4,680.00
WHS paint 13454	Sherwin-Williams	120.76
Instructional materials - Engelke 10225	Social Studies School Service	143.40
WHS library books - ESL novels		

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
11809	Teacher's Discovery	66.95
Ed Foundation - Zwiefel		
13947	Today's Classroom	650.12
Vending machine		
13978	Vending.com	3,497.50
ISP Curriculum- 3rd grade		
10529	Zaner Bloser, Inc.	1,172.27

Fund Total: 58,856.73

<u>Checking</u>	1	Fund: 71	SELF-INSURANCE FUND
PCORI fee			
12794	United States Treasury		386.46

Fund Total: 386.46

Checking Account Total: 59,243.19

<u>Checking</u>	2		
<u>Checking</u>	2	Fund: 36	PHYSICAL PLANT & EQUIPMENT
Cabling for WHS/Roosevelt			
13771	Amazon Capital Services		1,186.89

Carpet replacement			
11735	Marcus Lumber		21,275.73

Fund Total: 22,462.62

Checking Account Total: 22,462.62

<u>Checking</u>	3		
<u>Checking</u>	3	Fund: 21	STUDENT ACTIVITY FUND
Jazz Choir-paid with Grant from Music Bo			
13833	All Pro Sound, Inc,		25.74

Homecoming/Tomahawk tiaras			
11429	Anderson's School Spirit		264.87

Band/Vocal trip deposit			
13977	Group Travel Planners		5,150.00

Band music-reimbursed by music boosters			
13976	Tresona Multimedia LLC		180.00

Vending machine			
13978	Vending.com		3,497.50

Fund Total: 9,118.11

Checking Account Total: 9,118.11

<u>Vendor ID</u>	<u>Vendor Name</u>		<u>Amount</u>
Checking		1	
Checking		1 Fund: 10 GENERAL FUND	
WHS Ind Art-Welding			
13610	Airgas USA, LLC		86.60
Open enrollment TLC			
SpEd Tuition			
31275	Alta-Aurelia High School		4,435.35
FAME books			
13771	Amazon Capital Services		9.98
Conference lodging			
12882	ATIRACredit MasterCard		409.74
Sp Ed Tuition			
10930	Aurelia Community Schools		6,856.28
SpEd Tuition			
13318	Battle Creek-Ida Grove CSD		2,522.70
Open enrollment TLC			
12856	CAM Community School Distrit		950.30
Board meeting minutes			
Employment ad			
Employment ad			
Employment ad			
Legal meeting-6/18			
18221	Chronicle Times, The		486.71
Sewer-929 N Roosevelt			
10084	City of Cherokee		529.61
TAP program cost			
12787	Galva-Holstein Comm School District		10,812.14
Site license			
12669	Gynzy Inc.		995.00
Fuel DE-10.916 Gal			
Fuel - 20.598 gal			
Fuel - 4.653 gal			
Fuel - DE 14.822 gal			
Fuel - DE 7.496 gal			
Fuel - 19.208 gal			
Fuel - DE 10.028 gal			
Fuel - 18.324 gal			
Fuel - 31.405 gal			
Fuel - 28.507 gal			
Fuel - DE 10.490 gal			
Fuel - DE 10.004 gal			
Fuel - DE 11.265 gal			
Fuel - 16.022 gal			
Fuel - 10.567 gal			
Fuel - 30.215 gal			

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Fuel - 15.656 gal	
	Fuel - 19.315 gal	
	Fuel DE-10.915 Gal	
	Fuel - 5.822 gal	
	Fuel DE-10.718 Gal	
	Fuel - 33.406 gal	
	Fuel - 26.627 gal	
10274	Hy-Vee Food Stores, Inc	1,001.43
	SpEd Tuition	
13853	IKM-Manning Community School District	6,822.77
	Phone charges-Central office	
18342	Iowa Communications Network	54.32
	Medicaid	
12846	Iowa Department of Human Services	7,123.48
	Background checks	
11789	Iowa School Finance Information Service	651.00
	WHS Bad	
10894	MidBell Music, Inc.	23.74
	Bus driver meal	
10711	Rollefson, Jerry	7.05
	Trans repairs	
11459	Ron's Repair, Inc.	200.00
	SpEd Tuition	
10778	Sioux Central Community School	24,928.71
	SpEd Tuition	
12692	Sioux City Comm School District	6,799.79
	Open enrollment TLC	
	SpEd Tuition	
13182	Storm Lake Community School District	33,569.05
	Maint supplies	
13294	SUPPLYWORKS	60.48
	Accompianist solo/ensemble contest	
13979	Swanson, Matthew	280.00
	Maint recycle	
13911	TerraCycle Regulated Waste, LLC	1,259.15
	Medicaid	
12838	Timberline Billing Service LLC	802.69
	Time clock repair	
11578	Time Management Systems	225.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Conference meals		
13980	Tofteberg, Conie	23.00
SpEd Tuition		
11922	WAVERLY-SHELL ROCK COMM SCHOOLS	1,629.32
Clothing allowance		
10809	Wiederholt, Mike	34.22
Fuel - 39.759 gal		
Fuel - 26.795		
Fuel - 50.368 gal		
Fuel - 30.011 gal		
Fuel - 28.913 gal		
Fuel - 25.019 gal		
Fuel - 35.727 gal		
Fuel - 51.923 gal		
10361	Your FleetCard Program	737.45

Fund Total: 114,327.06

Checking Account Total: 114,327.06

Checking 2
Checking 2 Fund: 33 Local Option Sales and Service Tax Fund

Website development		
13968	Blink Marketing, Inc.	2,000.00

Fund Total: 2,000.00

Checking Account Total: 2,000.00

Checking 3
Checking 3 Fund: 21 STUDENT ACTIVITY FUND

Jazz Choir-paid with Grant from Music Bo		
13833	All Pro Sound, Inc,	866.63
Softball bat		
12882	ATIRACredit MasterCard	229.95
BB/SB concessions		
BB/SB concessions		
11224	Chesterman Co.	1,037.00
BB/SB concessions		
BB/SB concessions		
10067	Fareway Stores, Inc.	128.97
BB/SB concessions		
11060	Godfather's Pizza	590.00
Baseballs		
31069	Hauff Mid-America Sports, Inc.	143.27

BB/SB concessions
 BB/SB concessions
 BB/SB concessions
 BB/SB concessions
 BB/SB concessions

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
10274	Hy-Vee Food Stores, Inc	130.33

Wrestling entry fee		
10554	OABCIG Community School District	100.00

Fund Total: 3,226.15
Checking Account Total: 3,226.15

Checking 4
Checking 4 Fund: 61 SCHOOL NUTRITION FUND

Travel		
40232	Gravenish, Cindy	163.00

Extermination service		
Extermination service		
10979	Guardian Pest Solutions	315.00

Refrigerator repair		
11495	Modern Heating and Cooling, Inc.	111.00

Lunch van		
Lunch van		
Lunch van		
10180	Motor Parts Sales	77.62

Fund Total: 666.62
Checking Account Total: 666.62

August 2018 ECLC and Roosevelt Board Report

Valery Fuhrman, ECLC and Elementary Principal
Jan Tjeerdsma, Instructional Coach

District Mission: "With community involvement, we will empower learners to become contributing members to our changing world"

District Goal Actions

1: Implement a successful 1:1 **technology** initiative to enhance student learning, instruction, and achievement.

- Bill and Chris have been doing a lot of work at RES. They have added some access points in areas that were tricky last year. 2nd grade will have Chromebooks 1:1 this year. Linda Ducommun has scheduled time to work with the teachers to initiate implementation and provide support during the year.

2: Increase implementation and alignment of **Iowa Common Core** curriculum utilizing Characteristics of Effective Instruction (**Student Centered-Teaching for Learner Differences-Assessment for Learning-Rigor and Relevance-Teaching for Understanding**).

- We will have some PD work this year with the IA Dept. of Education's math consultant to study best practices in math for alignment with ICC and apply them to the implementation of the new text series.
- ICC Science Standards
 - Year 1 2015-16: Exploration, Awareness & Capacity Building
 - Year 2 2016-17: Classroom Transitions, Shifts & Practices
 - Year 3 2017-18: Leveraging Partnerships, Analysis, and Development
 - **Year 4 2018-19: Assuring Access for All and Implementation: by the end of the year- 100% of curriculum and instruction will be standards aligned in elementary schools.**
 - 2019 and beyond- K-12 full implementation
- ICC Social Studies Standards- Year
 - Year 1 2017-18: Exploration, Awareness & Capacity Building
 - **Year 2 2018-19: Classroom Transitions, Shifts & Practices**
 - Year 3 2019-20: Leveraging Partnerships, Analysis, and Development
 - Year 4 2020-21: Assuring Access for All and Implementation: by the end of the year- 100% of curriculum and instruction will be standards aligned in elementary schools.

3: Improve **communication** between all stakeholders in the district that will promote an atmosphere that encourages positive relationships.

- Many new ideas from SAI session "Share Your Narrative" and "Engaging Families" to use social media more interactively and also to ensure our parents are engaged in knowing what is happening in our classrooms and how it fits with district goals and curriculum standards.

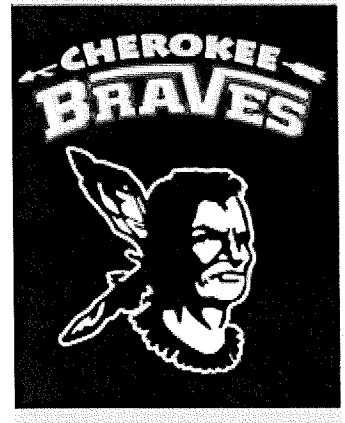
Other Notes:

- Enrollment numbers for PK-4th grade-
 - 2016-17= 457
 - 2017-18= 479
 - 2018-19= 525
- Quality Rating System- Accreditation with Iowa Department of Human Services for ECLC Update: We have completed the application this summer and are eligible to receive a **5 Star Rating**- the highest they give. They will complete a facility visit in November and we will receive our certificate afterwards.

CMS Principally Speaking

August 2018

Cherokee Community School District



District Mission

“With community involvement, we will empower learners to become contributing members to our changing world.

- We felt the Registration process this year went very well with the addition of being able to do it on-line.
- The community response to our new “Brave Mentoring Program” has been outstanding. We have 32 adult mentors to start the year. We will be mentor training August 15th and 20th from 6-8 pm in the CMS library.

District Goals

Implement a successful 1:1 technology initiative to enhance student learning, instruction, and achievement.

- We are preparing for the new year and are excited about the new updates in our Google Apps which will increase productivity and efficiency.
- We will be starting the school year with all 5-8 students keeping their computers in school. We hope this will cut down on some damage. If we feel the 7th and 8th graders need to take them home later, we will reevaluate it.

Increase implementation and alignment of Iowa Common Core curriculum utilizing Characteristics of Effective Instruction.

- Teachers will have one PD time each month to work on curriculum. Some times will be devoted to vertical alignment (K-12) and the other times will be horizontal alignment to the Core (grade level).
- Students in grades 5-8 will be using Study Island during their Intervention time this school year. Study Island will take the students MAP score and develop a curriculum for them in math and reading based on their ability level.

Improve communication between all stakeholders in the district that will promote an atmosphere that encourages positive relationships.

- With the addition of the Communication position through the TLC grant, The middle school is going to focus on getting the positives out to our parents and community. We want to be the ones telling our story and not have others make up our story. We want to promote the many good things going on in the classroom and activities.

We are looking forward to a great new year!



WHS Building Report August 2018

District Mission: *“With community involvement, we will empower learners to become contributing members to our changing world”*

District Goals:

1. Implement a successful 1:1 technology initiative to enhance student learning, instruction, and achievement.

- **GROW:** Looking at establishing a new grading system at WHS for 2019-2020 school year. We have established a Grading Team where we plan to visit some progressive schools that have incorporated new grading practices. Plan on attending Linn-Mar CSD’s Innovation Day on October 8, 2018. We have a few teachers who will be piloting a scaled homework system (1-4) here at WHS.
- Completed many technology requests this summer to get our technology up to speed in each classroom.
- The emphasis at WHS during the 2018-2019 school year is **INNOVATION**- We want our teachers to try new things that could make a lasting impact on students. Within PD we will reading *Innovator’s Mindset* By: George Couros.
- Looking at establishing a new online monitoring tool: Impero throughout District.

2. Increase implementation and alignment of Iowa Common Core Curriculum utilizing characteristics of effective instruction.

- We are excited to meet with our lead teachers Friday, August 17th to continue working on curriculum progress in each curricular area and establishing building goals.
- Throughout our fall PD we will be taking the first 15 minutes to focus on tried and true and newer research-based instructional strategies.
- We will continue working on our curriculum outlines this fall, adding to the work the teacher did throughout the last school year.
- Our Spanish department is very excited to launch their new textbook/learning series *Entre Culturas* which will be a standards based program focusing on what the students are able to do within their learning of the language.

3. Improve communication between all stakeholders in the district that will promote an atmosphere that encourages positive relationships.

- Looking forward to our new TLC position of Communication Leader: Ms. Jill Phillips and how she will be utilizing and promoting all the great things that are going on here at WHS each week for our stakeholders.
- Each quarter the IC team will be publishing a newsletter for the CCSD staff. It will highlight different strategies, tech tools, and ideas that teachers can use in their classrooms.
- At WHS this year we will be using the #InnovateWHS on Twitter and Facebook with exciting and new things going on here at WHS.

Mr. Wade Riley- WHS Principal & Mrs. Natalie Barkley- Instructional Coach

Notes for the Board from the Superintendent – August 2018

Cherokee Community School District: *Empowering Learners*

Standards for Effective School Boards

August Standard: Provide effective leadership for quality instruction and high, equitable student learning by setting and communicating high expectations for student learning with clear goals and a focus on strengthening instruction, by supporting conditions for success through board actions and decisions, by holding the system accountable to reach student goals, by building the collective commitment of community and staff to achieve the student learning goals, and by learning together as a whole team to inform decision-making around the student learning goals.

The Iowa School Board Standards are designed for use by local school boards as common framework for excellence in school board governance. Based on best practice and research, the standards encourage boards to focus on student achievement as their primary responsibility. *Iowa Association of School Boards*

Technology/Website Update – Board/Leadership Team Goal Statement #1

- Building Reports – Principals – on the agenda
- Field Turf Project - on the agenda
- JMC Online Registration - Feedback
- News from Technology Director, William Halder
 - We have been trying to complete all projects for the summer and will be running out of time on some of them, but will be finished early in the school year.
 - This will be the first year of using chromebooks for the Paras and should help us by not having to keep up the older MacBooks. I will let you know if there are any issues with not having a MacBook.
 - It will be after school starts before we have chromebooks for the 5th and 9th grades, but the 2nd grade chromebooks should be here.
 - We will be mounting our first display board in Mrs. Sleezer's classroom. If you find some time during the first semester, ask her what she thinks of it. I feel she is going to be very excited about it.
 - Now for the good news: We have been approved by E-Rate to purchase the network switches and wireless network throughout the district. Orders have been placed and equipment will be coming within the next few weeks; it took 2 years, but they finally approved the projects. I am planning to install the new network this fall, once we have set up and properly tested communications. Thank you.

Curriculum and Instruction Update – Board/Leadership Team Goal Statement #2

- Building Reports – Principals – on the agenda
- TLC Retreat - Summary
- Beginning of the Year Professional Development - Summary
- Iowa Department of Education Public Reporting Site: reports.educateiowa.gov
This website provides access to a variety of reports covering multiple areas including district and school profiles, financial reports and school and district plans.

Communication Update – Board/Leadership Team Goal Statement #3

- Building Reports – Principals – on the agenda
- Date for Public Forums - Monday, August 27th @ 5:30 PM in RES Gym
- Resolution of Acknowledgement - Cherokee State Bank - Visitor Bleachers
- Board Committee Rotations – Management Team Meetings – Subject to Change

October 1st, 2018 @ 5:30

November 5th, 2018 @ 5:30

December 6th, 2018 @ 5:30

Board/Leadership Team Goal Statements

1. Implement a successful 1:1 technology initiative to enhance student learning, instruction, and achievement.
2. Increase implementation and alignment of Iowa Common Core curriculum utilizing Characteristics of Effective Instruction.
3. Improve communication between all stakeholders in the district that will promote an atmosphere that encourages positive relationships.

Board Policy Grievances	Student Achievement Data – APR SIAC Members Invited	Building, Grounds & Capital Projects
February 4 th , 2019 @ 5:30 Curriculum & Instruction Foreign Language, Health, PE, ELL	March 4 th , 2019 @ 5:30 Transportation & Nutrition Wellness Policy Review	April 1 st , 2019 @ 5:30 Finance – Budget Hearing – 5 Year SIAC Members Invited

Transportation and Nutrition Update

- News from Nutrition Director, Cara Jacobson
 - Excited for a new year in the food service department!
 - We took in over \$20,000.00 for registration and I have sent out personal messages to those accounts that still are outstanding. We have approximately \$660 to collect at this point, which will decline as school gets nearer.
 - Prices for this year are \$2.35 for lunch and \$1.35 for breakfast, and teachers had to be raised to \$3.65.
 - We have had some issues this summer with the walk in freezer in the kitchen and our 6 door cooler. We hope that the problems are solved but might be looking at purchasing a new cooler, as the current one was from the late 1950s per Jeff and Modern.
 - The wellness committee meets September 13th and we are excited to start planning a wellness program for staff this year starting October 1st. This is one area we felt needed to be looked at from the evaluation last fall. Stay tuned.
- News from Transportation Director, Mike Wiederholt
 - No report - purchase of an activity bus - on the agenda (plans to attend board meeting)

Strategic Planning – Finance Update

- Financials included in board packet
- Secretary/Treasurer's Report – on the agenda
- CMS Cross Country Coach - Schedule B - on the agenda
- Fall Enrollment Numbers - on the agenda

Building, Grounds, and Capital Projects Update

- Steps in a School Bond Election – on the agenda
- Visitor Bleachers - Plan for Recognition
- News from Jeff Miller, Building and Grounds Director
 - Schools are finally ready for students
 - No big surprises to report. That's all!

IASB Update & Other

- Board Self-Evaluation - on the agenda
- Strategic Budget Reduction Workshop - Des Moines - October 4, 2018
- Employee Relations Conference - Altoona - October 18, 2018
- IASB 73rd Annual Convention – Des Moines – November 14-16, 2018
- Recorded Webinars Available for Board Members – School Board U – contact Lou Ann Gvist at lgvist@ia-sb.org or (515) 247-7064

Policy/Legislative Update [IASB/SAI/RSIA/IDOE]

- Board Policy – Affirm – on the agenda
- Legislative News/Updates/Priorities from our Partners in Education:

http://www.sai-iowa.org/sai-legislative-priorities.cfm	https://www.educateiowa.gov/resources/legislative-information?utm_medium=email&utm_source=govdelivery	http://www.rsaia.org/legislative.html
http://www.ia-sb.org/Main/Advocacy_Center3/Advocacy_Agenda/Legislative-Priorities/Main/Advocacy_Center/IASB_s_Advocacy_Agenda/Legislative-Priorities.aspx?hkey=19e89bb6-0b58-4dca-9bb1-6e279051f829		

ANTI-BULLYING/ANTI-HARASSMENT POLICY

The Cherokee Community School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school employees to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the state and the school district that school employees, volunteers, and students shall not engage in bullying or harassing behavior in school, on school property, or at any school function or school-sponsored activity.

Definitions

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

- “Electronic” means any communication involving the transmission of information by wire, radio, optic cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, and electronic text messaging.
- “Harassment” and “bullying” shall mean any electronic, written, verbal, or physical act or conduct toward a student based on the individual’s actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
 - (1) Places the student in reasonable fear of harm to the student’s person or property.
 - (2) Has a substantial detrimental effect on the student’s physical or mental health.
 - (3) Has the effect of substantially interfering with a student’s academic performance.
 - (4) Has the effect of substantially interfering with the student’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
- “Trait or characteristic of the student” includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.
- “Volunteer” means an individual who has regular, significant contact with students.

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within five (180)] of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed.

School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about an act of bullying or harassment.

Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment. The superintendent or the superintendent's designee (hereinafter "Investigator") will be responsible for handling all complaints alleging bullying or harassment. The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. The superintendent or the superintendent's designee shall also be responsible for developing procedures regarding this policy.

Decision

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds.

A school employee, volunteer, or student, or a student's parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report.

Individuals who knowingly file false bullying or harassment complaints and any person who gives false statements in an investigation may be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

Publication of Policy

The board will annually publish this policy. The policy may be publicized by the following means:

- Inclusion in the student handbook
- Inclusion in the employee handbook
- Inclusion in the registration materials
- Inclusion on the school or school district's web site

Legal References: 20 U.S.C. §§ 1221-1234i.
29 U.S.C. § 794.
42 U.S.C. §§ 2000d-2000d-7.
42 U.S.C. §§ 12101 *et. seq.*
Iowa Code §§ 216.9; 280.28; 280.3.
281 I.A.C. 12.3(6).
Morse v. Frederick, 551 U.S. 393 (2007)

Cross References: 102 Equal Educational Opportunity
502 Student Rights and Responsibilities
503 Student Discipline
506 Student Records

COMPLAINT FORM
(Discrimination, Anti-Bullying, and Anti-Harassment)

Date of complaint: _____

Name of Complainant: _____

Are you filling out this form for yourself or someone else (please identify the individual if you are submitting on behalf of someone else):

Who or what entity do you believe discriminated against, harassed, or bullied you (or someone else)?

Date and place of alleged incident(s):

Names of any witnesses (if any): _____

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color		
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed		

In the space below, please describe what happened and why you believe that you or someone else has been discriminated against, harassed, or bullied. Please be as specific as possible and attach additional pages if necessary.

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

WITNESS DISCLOSURE FORM

Name of Witness: _____

Date of interview: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee): _____

Date and place of alleged incident(s): _____

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color		
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed		

Description of incident witnessed: _____

Additional information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

DISPOSITION OF COMPLAINT FORM

Date: _____

Date of initial complaint: _____

Name of Complainant (include whether the Complainant is a student or employee):

_____Date and place of alleged incident(s):

_____Name of Respondent (include whether the Respondent is a student or employee):

Nature of discrimination, harassment, or bullying alleged (check all that apply):

<input type="checkbox"/>	Age	<input type="checkbox"/>	Physical Attribute	<input type="checkbox"/>	Sex
<input type="checkbox"/>	Disability	<input type="checkbox"/>	Physical/Mental Ability	<input type="checkbox"/>	Sexual Orientation
<input type="checkbox"/>	Familial Status	<input type="checkbox"/>	Political Belief	<input type="checkbox"/>	Socio-economic Background
<input type="checkbox"/>	Gender Identity	<input type="checkbox"/>	Political Party Preference	<input type="checkbox"/>	Other – Please Specify:
<input type="checkbox"/>	Marital Status	<input type="checkbox"/>	Race/Color	<input type="checkbox"/>	
<input type="checkbox"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed	<input type="checkbox"/>	

Summary of Investigation: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

ANTI-BULLYING/ANTI-HARASSMENT INVESTIGATION PROCEDURES

The Cherokee Community School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school employees to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the state and the school district that school employees, volunteers, and students shall not engage in bullying or harassing behavior in school, on school property, or at any school function or school-sponsored activity.

Definitions

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

- “Electronic” means any communication involving the transmission of information by wire, radio, optic cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, and electronic text messaging.
- “Harassment” and “bullying” shall mean any electronic, written, verbal, or physical act or conduct toward a student based on the individual’s actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
 - (1) Places the student in reasonable fear of harm to the student’s person or property.
 - (2) Has a substantial detrimental effect on the student’s physical or mental health.
 - (3) Has the effect of substantially interfering with a student’s academic performance.
 - (4) Has the effect of substantially interfering with the student’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
- “Trait or characteristic of the student” includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.
- “Volunteer” means an individual who has regular, significant contact with students.

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed five (5) of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed.

School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about an act of bullying or harassment.

Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment. The superintendent or the superintendent's designee (hereinafter "Investigator") will be responsible for handling all complaints alleging bullying or harassment.

If the Complainant is under 18 years of age, the Investigator shall notify his or her parent(s)/guardian(s) that they may attend investigatory meetings in which the Complainant is involved. The complaint and identity of the Complainant, Respondent, or witnesses will only be disclosed as reasonably necessary in connection with the investigation or as required by law or policy. *The investigation may include, but is not limited to the following:*

- *A request for the Complainant to provide a written statement regarding the nature of the complaint;*
- *A request for the individual named in the complaint (hereinafter "Respondent") to provide a written statement;*
- *A request for witnesses identified during the course of the investigation to provide a written statement; and*
- *Review and collection of documentation or information deemed relevant to the investigation.*

The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. Upon completion of the investigation, the Investigator shall issue a report with respect to the findings.

Decision

If, after an investigation, a student is found to be in violation of the policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds.

A school employee, volunteer, or student, or a student's parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report.

Individuals who knowingly file false bullying and/or harassment complaints and any person who gives false statements in an investigation may be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

ORGANIZATION OF THE BOARD OF DIRECTORS

The Cherokee Community School District board is authorized by and derives its organization from Iowa law. The board will consist of 5 board members. Board members shall be elected at-large.

The board is organized for the purpose of setting policy and providing general direction for the school district. The board will hold its organizational meeting each year at the first regular meeting following the canvass of votes. The retiring board will transfer materials, including the board policy manual, and responsibility to the new board.

The organizational meeting allows the outgoing board to approve minutes of its previous meetings, complete unfinished business and review the school election results. The retiring board will adjourn and the new board will then begin. The secretary/treasurer will administer the oath of office to the newly-elected board members. The superintendent will preside while the new board elects the president and vice-president of the new board.

Legal Reference: Iowa Code §§ 274.2; 275.23A; 277.23, .28, .31; 279.1, .5, .7, .8, .33 (2005).
281 I.A.C. 12.3(2).

Cross Reference: 202 Board of Directors Members
206.1 President
206.2 Vice-President
210 Board of Directors' Meetings

Approved 3/18/96

Reviewed 2/15/2016, 8/20/18

Revised 10/19/2009

ORGANIZATIONAL MEETING PROCEDURES

The board will hold its organizational meeting annually at the first regular meeting following the canvass of votes. Notice of the meeting's place and time will be given by the board secretary to each member, member-elect and the public.

The purpose of the meeting is to transfer material and responsibility from the outgoing board to the new board. At the meeting, the board will elect a president who will hold office for one year. Once elected, the president will be entitled to vote on all matters before the board.

Meeting Procedure

The organizational meeting of the board will be held in two parts: the final meeting of the outgoing board and the organizational meeting of the new board.

1. Final Meeting of the Retiring Board

- (1) Call to order.
- (2) Roll call.
- (3) Approval of minutes of previous meeting(s).
- (4) Communications.
- (5) Visitors.
- (6) Unfinished business.
 - (a) Current claims and accounts (for the retiring board to authorize).
 - (b) Other items. If any member of the board feels the board should consider any unfinished business, even if only to identify it as unfinished business, the member should address the issue at this time.
- (7) Examine and settle the books for the previous year.
- (8) Review of election results. The board secretary will present the county auditor's official report on the latest elections. Official results are recorded in the minutes.
- (9) Adjournment of the retiring board.

2. Organizational Meeting of the New Board

- (1) The Superintendent, as president pro tem, will preside over the meeting until a new board president is elected.
- (2) Call to order.
- (3) Roll call.
- (4) Oath of office. The board secretary will administer the oath to new members.
- (5) Election of a president of the board. The president pro tem calls for nominations; nominations need not be seconded. The board will then vote on the nominations. The secretary will announce the result of the vote, and the Board Secretary will administer the oath of office to the newly elected president and the newly elected president will assume the chair.

Approved _____

Reviewed 2/15/2016, 8/20/18

Revised 9/18/2006

ORGANIZATIONAL MEETING PROCEDURES

- (6) Election of the vice-president. The president of the board will call for nominations; the nominations need not be seconded. The board will then vote on the nominations. The president will announce the results and administer the oath of office to the vice-president.

Other items of business at the organizational meeting may include:

- (7) Board resolution of appreciation recognizing the public service rendered by retiring board members.
- (8) Determination of dates, times, and places for regular meetings of the board.
- (9) Board resolution to define the operating rules and practices that will be followed by the new board.
- (10) Board resolution to authorize the interim payment of bills pursuant to policy 705.3.
- (11) Communications.
- (12) Visitors.
- (13) Superintendent's report.
- (14) Adjournment.

Legal Reference: Iowa Code §§ 274.2; 275.23A; 277.23, .28, .31; 279.1, .5, .7, .8 (2005).
281 I.A.C 12.3(2).

Cross Reference: 202 Board of Directors Members
206.1 President
206.2 Vice-President
210 Board of Directors' Meetings

POWERS OF THE BOARD OF DIRECTORS

The board of the Cherokee Community School District, acting on behalf of the school district, will have jurisdiction over school matters within the territory of the school district.

The board is empowered to make policy for its own governance, for employees, for students and for school district facilities. The board is also empowered to enforce its policies. The board may, through its quasi-judicial power, conduct hearings and rule on issues and disputes confronting the school district.

The board has these powers and all other powers expressly granted to it in federal and state law as well as the powers that can be reasonably implied from the express powers.

Legal Reference: Board of Directors of Ind. School Dist. of Waterloo v. Green, 259 Iowa 1260, 147 N.W.2d 854 (1967).
Iowa Code §§ 28E; 274.1-.2; 279.8 (2005).
281 I.A.C. 12.1(2).
1990 Op. Att'y Gen. 66.

Cross Reference: 209 Board of Directors' Management Procedures

Approved 3/18/96 Reviewed 2/15/2016, 8/20/18 Revised _____

RESPONSIBILITIES OF THE BOARD OF DIRECTORS

The board is authorized to govern the school district which it oversees. As the governing board of the school district, the board has three duties to perform: legislative duty, executive duty and evaluative duty.

As a representative of the citizens of the school district community, the board is responsible for legislating policy for the school district. As a policy making body, the board has jurisdiction to enact policy with the force and effect of law for the management and operation of the school district.

It is the responsibility of the board, under the board's executive duty, to select its chief executive officer, the superintendent, to operate the school district on the board's behalf. The board delegates to the superintendent its authority to carry out board policy, to formulate and carry out rules and regulations and to handle the administrative details in a manner which supports and is consistent with board policy.

The board has a responsibility to review the education program's performance under its evaluative duty. The board regularly reviews the education program and ancillary services. The review includes a careful study and examination of the facts, conditions and circumstances surrounding the amount of funds received or expended and the education program's ability to achieve the board's educational philosophy and goals for the school district.

Legal Reference: Iowa Code §§ 274.1; 279.1, .8, .20; 280.12 (2005).
281 I.A.C. 12.3(2).

Cross Reference: 101 Educational Philosophy of the School District
103 Long-Range Needs Assessment
209 Board of Directors' Management Procedures
600 Goals and Objectives of the Education Program

Approved 3/18/96 Reviewed 2/15/2016, 8/20/18 Revised _____

BOARD OF DIRECTORS' ELECTIONS

The school election takes place on the first Tuesday after the first Monday in November of odd-numbered years. Each school election is used to elect citizens to the board to maintain a 5 member board and to address questions that are submitted to the voters.

Citizens of the school district community seeking a seat on the board must file their nomination papers with the board secretary, or the board secretary's designee in accordance with the timelines established by law.

If a vacancy occurs on the board it shall be filled in accordance with law and board policy.

It is the responsibility of the county commissioner of elections to conduct school elections.

Legal Reference:

Iowa Code §§ 39; 45; 63, 69; 274.7; 277; 278.1, 279.7.

Cross Reference:

202 Board of Directors Members

202.3 Term of Office

202.4 Vacancies

203 Board of Directors' Conflict of Interest

Legal Reference: Iowa Code §§ 39; 47, 63, 69; 274.7; 277; 278.1, 279.7 (2009).

Cross Reference: 202 Board of Directors Members
203 Board of Directors' Conflict of Interest

Approved 3/18/1996 Reviewed 2/15/2016, 3/19/18,8/20/18 Revised 10/19/2009, 3/19/18

QUALIFICATIONS

Serving on the board of directors is an honor and privilege. Its rewards are respect from the community, students, and employees and the satisfaction from knowing each board member contributed to the success of the children in the school district community. Only those who are willing to put forth the effort to care and to make a difference should consider running for a position on the board.

Individuals who are willing to serve on the board should believe public education is important, support the democratic process, willingly devote time and energy to board work, respect educators and have the ability to examine the facts and make a decision. The board believes an individual considering a position on the school board should possess these characteristics.

Citizens wanting to run for a position on the board must be a citizen of the school district, an eligible elector of the district and free from a financial conflict of interest with the position.

Legal Reference: Iowa Code §§ 63; 68B; 277.4, .27; 279.7A (2005).

Cross Reference: 201 Board of Directors' Elections
202.4 Vacancies
203 Board of Directors' Conflict of Interest

Approved 3/18/96 Reviewed 2/15/2016, 8/20/18 Revised _____

OATH OF OFFICE

Board members are officials of the state. As a public official, each board member must pledge to uphold the Iowa and the United States Constitution and carry out the responsibilities of the office to the best of the board member's ability.

Each newly-elected board member will take the oath of office prior to any action taken as a school official. The oath of office is taken by each new board member elected at the school election at or before the organizational meeting of the board. In the event of an appointment or special election to fill a vacancy, the new board member will take the oath of office within ten days of the appointment or election.

Board members elected to offices of the board will also take the same oath of office but replacing the office of board member with the title of the office to which they were elected.

The oath of office is administered by the board secretary and does not need to be given at a board meeting. In the event the board secretary is absent, the oath is administered by another board member.

"Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the state of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the office Board Member in the Cherokee Community School District as now and hereafter required by law?"

Legal Reference: Iowa Code §§ 277.28; 279.1, .6 (2009).

Cross Reference: 200.1 Organization of the Board of Directors
201 Board of Directors' Elections
202 Board of Directors Members
204 Code of Ethics
206 Board of Directors' Officers

Approved 3/18/1996 Reviewed 2/15/2016, 8/20/18 Revised 10/19/2009

TERM OF OFFICE

Board members elected for a full term at a regularly scheduled school election in November, of odd-numbered years, serve for four years. Board members appointed to fill a vacant position will serve until a successor is elected and qualified at the next regular school election, unless there is an intervening special election for the school district, in which event a successor shall be elected at the intervening special election. A board member elected to fill a vacancy will serve out the unexpired term.

Being a board member is a unique opportunity for a citizen to participate on a governing board of the school district. Eligible board members are encouraged to consider running for more than one term

Legal Reference: Iowa Code §§ 69.12; 274.7; 279.6-.7 (2009).

Cross Reference: 201 Board of Directors' Elections
202 Board of Directors Members
202.4 Vacancies

Approved 3/18/1996 Reviewed 2/15/2016, 3/19/18, 8/20/18 Revised 10/19/2009,
3/19/18

VACANCIES

A vacancy occurs when a board member resigns, forfeits or otherwise leaves the office. A vacancy also includes, but is not limited to, the following: failure to be properly elected, failure to qualify within the time fixed by law, failure to reside in the school district or director district, a court order declaring the seat vacant, conviction of a felony, three violations of the open meetings law, or conviction of a public offense in violation of the oath of office.

If a vacancy occurs prior to the expiration of a term of office, the vacancy will be filled by board appointment within 30 days of the vacancy. The newly-appointed board member will hold the position until the next scheduled school election.

If the board is unable to fill a vacancy by appointment within 30 days after the vacancy occurs, the board secretary will call a special election to be held no sooner than 60 days and not later than 70 days after the vacancy occurred. A board member elected at the special election will serve the remaining portion of the unexpired term.

Legal Reference: Good v. Crouch, 397 N.W.2d 757 (Iowa 1986).
Board of Directors of Grimes Independent School Dist. v. County Board of Public Instruction of Polk Co., 257 Iowa 106, 131 N.W.2d 802 (1965).
Board of Directors of Menlo Consol. School Dist. v. Blakesburg, 240 Iowa 910, 36 N.W.2d 751 (1949).
Iowa Code §§ 21.6(3)(d); 69; 277.29-.30; 279.6-.7 (2005).
1944 Op. Att'y Gen. 39.

Cross Reference: 201 Board of Directors' Elections
202 Board of Directors Members

Approved 3/18/96 Reviewed 2/15/2016, 8/20/18 Revised _____

BOARD OF DIRECTORS' CONFLICT OF INTEREST

Board members must be able to make decisions objectively. It is a conflict of interest for a board member to receive direct compensation from the school district, unless exempted in this policy, for anything other than reimbursement of actual and necessary expenses, including travel, incurred in the performance of official duties. A board member will not act as an agent for a school textbook or school supply company doing business with the school district during the board member's term of office. It will not be a conflict of interest for board members to receive compensation from the school district for contracts to purchase goods or services if the benefit to the board member does not exceed \$2,500 in a fiscal year or if the contracts are made by the board, upon competitive bid in writing, publicly invited and opened.

The conflict of interest provisions do not apply to a contract that is a bond, note or other obligation of a school corporation if the contract is not acquired directly from the school corporation, but is acquired in a transaction with a third party, who may or may not be the original underwriter, purchaser, or obligee of the contract, or to a contract in which a director has an interest solely by reason of employment if the contract was made by competitive bid, in writing, publicly invited and opened, or if the remuneration for employment will not be directly affected as a result of the contract and duties of employment do not involve any of the preparation or procurement of any part of the contract. The competitive bid section of the conflict of interest provision does not apply to a contract for professional services not customarily competitively bid.

It will also be a conflict of interest for a board member to engage in any outside employment or activity which is in conflict with the board member's official duties and responsibilities. In determining whether outside employment or activity of a board member creates a conflict of interest, situations in which an unacceptable conflict of interest is deemed to exist includes, but are not limited to, any of the following:

- (1) The outside employment or activity involves the use of the school district's time, facilities, equipment and supplies or the use of the school district badge, uniform, business card or other evidence of office to give the board member or member of the board member's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes of this section, a person is not "similarly situated" merely by being related to a board member.
- (2) The outside employment or activity involves the receipt of, promise of, or acceptance of more or other consideration by the board member or a member of the board member's immediate family from anyone other than the state or the school district for the performance of any act that the board member would be required or expected to perform as part of the board member's regular duties or during the hours in which the board member performs service or work for the school district.
- (3) The outside employment or activity is subject to the official control, inspection, review, audit, or enforcement authority of the board member, during the performance of the board member's duties of office or employment.

If the outside employment or activity is employment or activity in (1) or (2) above, the board member must cease the employment or activity. If the activity or employment falls under (3), then the board member must:

BOARD OF DIRECTORS' CONFLICT OF INTEREST

- Cease the outside employment or activity; or,
- Publicly disclose the existence of the conflict and refrain from taking any official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmative action to influence any vote, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

It is the responsibility of each board member to be aware of an actual or potential conflict of interest. It is also the responsibility of each board member to take the action necessary to eliminate such a conflict of interest. Should a conflict of interest arise, a board member should not participate in any action relating to the issue from which the conflict arose.

Legal Reference: Iowa Code §§ 39.1, .2; 68B, 71.1; 277.27; 279.7A; 301.28 (2009).
1990 Op. Att'y Gen. 37.
1988 Op. Att'y Gen. 21.
1986 Op. Att'y Gen. 10.
1984 Op. Att'y Gen. 23.
1982 Op. Att'y Gen. 302.
1978 Op. Att'y Gen. 295.
1976 Op. Att'y Gen. 89.
1974 Op. Att'y Gen. 137.
1936 Op. Att'y Gen. 237.

Cross Reference: 201 Board of Directors' Elections
202.1 Qualifications
204 Code of Ethics
216.3 Board of Directors' Member Compensation and Expenses
217 Gifts to Board of Directors
401.3 Nepotism

CODE OF ETHICS

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

AS A SCHOOL BOARD MEMBER:

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "star chamber" or "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.
16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

Approved 3/18/96

Reviewed 3/14/16, 8/20/18

Revised _____

CODE OF ETHICS

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

IN MY RELATIONSHIP WITH SUPERINTENDENT AND EMPLOYEES

1. I will function, in meeting the legal responsibility that is mine, as a part of a legislative, evaluative, policy-forming body, not as an administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to employ employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and the board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARDS

1. I will not employ a superintendent, principal or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.

CODE OF ETHICS

3. I will not recommend an employee for a position in another school district unless I would employ the employee under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgment, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

Legal Reference: Iowa Code §§ 21.6(3)(d); 68B; 69; 277.28; 279.7A, 279.8, 301.28 (2005).

Cross Reference: 202 Board of Directors Members
203 Board of Directors' Conflict of Interest

Cherokee Community School District

"Empowering Learners"

Kimberly Lingenfelter
Superintendent

600 W. Bluff Street
Cherokee, Iowa 51012
Phone: 712-225-6767
Fax: 712-225-6769
klingenfelter@ccsd.k12.ia.us

CHEROKEE COMMUNITY SCHOOL DISTRICT BOARD OF EDUCATION

RESOLUTION OF ACKNOWLEDGEMENT

BE IT RESOLVED, that the Board of Education of the **CHEROKEE COMMUNITY SCHOOL DISTRICT**, recognizes **CHEROKEE STATE BANK**. **CHEROKEE STATE BANK** has positively impacted school climate by providing funding for Visitor Bleachers at the WHS Activities Complex. Be it also noted, that the welcome gifts provided to all staff members before opening exercises positively impacted staff morale and were much appreciated. A **Big Braves THANK YOU** is extended to **CHEROKEE STATE BANK** for their generous donations!

SO BE IT RESOLVED: August 20, 2018

President

Vice-President

Member

Member

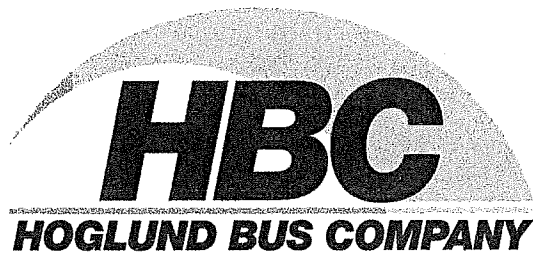
Member

Administration & Directors

Wade Riley - Principal - Washington High
Scot Aden - Principal - Cherokee Middle School
Valery Fuhrman - Principal - Roosevelt Elementary
Josh Landhuis - Activities Director

Board of Education

Laura Dawson - President
Logan Patterson - Vice President
Laura Jones
Charles Wulfsen
Jim Haselhoff
Joyce Lundsgaard, Secretary



Cherokee CSD
600 West Bluff St.
Cherokee, IA 51012

Mike Wiederholt,

Order Out: 2020 IC CE
72 Passenger
ISB 260hp
Allison 2500 (7 year warranty)
Luggage
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Order Out: 2020 IC CE
72 Passenger
PSI 8.8L 265hp Gas
Allison 2500 (7 year warranty)
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Hoglund Bus Co.
Marc Steele
641-512-3854
marcsteele@hoglundbus.com

823 S. 19th Avenue, Marshalltown, IA 50158
Main 641.753.7669 • Toll Free 877.752.4733 • Fax 641.753.7888
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www.hoglundbus.com

Cherokee Community School District Bus Spec Sheet:

Body Options:

Air Door	Driver Air**
Vandal Locks	LED 8 Way Lights
Air Seat	LED Clearance Lights
RH Arm rest	LED Marker Lights
Studded Step thread	LED Brake Lights
Tinted Windows	LED Stop/Tail Lights
(2) Storm Windows	LED Back Up Lights
2pc Windsheild	LED Turn Signals
Mid Ship Heater	LED Stepwell Lights
Max Luggage	LED Boarding Lights
Luggage Shocks	Low Profile Strobe
Luggage Lights	AM-FM Radio
Electric Stop Arm & Sign	FULL ACOUSTIC CEILING
Electric Front Safety Arm	Bug Screen
Mud Flaps	All Seat Belted
Inside Mic and Speaker	3 PT Seat Belts
Charging port	Cup Holder
Heater- Defrost *	Cruise Control & Electric Fast Idle
77-78" Headroom	Tilt & Telescoping Steering Wheel

Chassis Options:

260 HP Cummins, Diesel Engine
Allison PTS 2500 Transmission
Posi Traction**
Air Brakes
Dust Shields
Front Air Ride
Rear Air Ride
11R22.5 Tires, M/S on Rear
12,000 LB Rear Axle
21,000 LB Front Axle
240 AMP Alternator
100 Gallon Fuel Tank
750 Watt Block Heater
Under Coating
Heated Fuel Water Seperator
Heater Booster Pump
RUBBER FENDERETTES

* 90,000 Driver, 50,000 Stepwell, 85,000 Mid and Rears

**Please bid with and Without this Option

***Total Legnth, Width, and Height listed on Bid Please

Please List all seat and Floor Color Options

Feel Free to Call with Any Questions: Mike 712-229-0098

SALE PRICE: \$100,958.00

* 90,000BTU FRONT, 50,000BTU STEPWELL, 80,000BTU MID SHIP, 80,000 REAR, BOOSTER PUMP

** DRIVER AIR IS NOT AVAILABLE WITHOUT FULL BUS AC WHICH IS \$9,350.00

***BUS LENGTH APPROX 475", BUS WIDTH 96", BUS HEIGHT APPROX 128"

SEAT COLORS AVAILABLE ARE: BROWN, BLUE, GRAY, GREEN, BLACK

FLOOR COLORS AVAILABLE ARE: TAN, BLUE, GRAY, BLACK

Thomas Bus Sales Inc. Proposed Price to Cherokee Community School District.

Thomas Bus Sales Inc. hereby agrees to furnish and deliver the following completed Thomas Built Bus:

\$ 96,191.00 9188 7-25-18

2019 Thomas C2 71 passenger bus w/Luggage: \$ [REDACTED] each
3YR/50,000 MILE BODY AND CHASSIS WARRANTY INCLUDED!

Options:

- | | | |
|-----------------------------------|------|-------------|
| 1. Driver/Dash A/C | Add: | \$ 1,250.00 |
| 2. Trac-Tech No Spin Differential | Add: | \$ 795.00 |
| 3. Colored Floor | Add: | \$ 295.00 |

Price valid for 30 days.

Respectfully Submitted,

Thomas Bus Sales Inc.
Company Name

5636 NE 14th Street
Company Address

Des Moines, IA 50313
City, State, Zip



Area Manager

7/23/2018
Date

1-800-362-2092
Phone

Cherokee CSD

2017-2018

Membership Count Report

From: 9 - 09/05/2017 - Tuesday to: 9 - 09/05/2017 - Tuesday

Day		KA	KB	KC	KD	EC	HK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total
9	F	16	0	4	4	2	0	42	38	40	42	40	44	52	50	38	34	33	37	42	558
09/05/2017	M	27	0	9	10	7	0	45	31	40	43	39	32	31	39	42	39	41	33	32	540
	Totals	43	0	13	14	9	0	87	69	80	85	79	76	83	89	80	73	74	70	74	1098

Cherokee CSD

Day: 1 - 08/23/2018 - Thursday

2018-2019

Membership Count Report

From: 1 - 08/23/2018 - Thursday to: 1 - 08/23/2018 - Thursday

Day		KA	KB	KC	KD	EC	HK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total
1	F	4	0	0	6	4	0	46	43	39	41	44	42	47	53	49	37	34	33	33	555
08/23/2018	M	7	0	0	16	2	0	48	47	34	45	46	42	34	33	39	41	42	42	30	548
	Totals	11	0	0	22	6	0	94	90	73	86	90	84	81	86	88	78	76	75	63	1103

Membership Count Report Codes

KA = 4 Year Old Students

KB = Not Assigned

KC = 3 Year Old Students

KD = Transitional Kindergarten Students

EC = Preschool Special Education Students

Eight Traits of Effective School Boards

An IASB School Board Self-Assessment



Eight Traits of Effective School Boards

An IASB School Board Self-Assessment

Purpose

This IASB board self-assessment is based on the research brief, *Eight Traits of Effective School Boards*, published by NSBA's Center for Public Education. The brief describes the characteristics of highly effective boards that research shows positively impacts student learning. Together the research brief and self-assessment, along with a subsequent whole-board discussion, will help you reflect on the eight traits and your board team's perceptions about the critical nature of this work. The assessment also provides an opportunity for the board to identify strengths and potential "danger signs" to avoid.

Thoughts to Keep in Mind

Board members' perceptions about key roles may differ, and coming to consensus about where the board is now will help you arrive at a clearer understanding of where you want to be in the future and where you want to focus improvement. The assessment asks you provide ratings and more importantly, rationale for those ratings. Your honesty and openness will make this board effectiveness process more meaningful and useful to you and your board.

Instructions

- Prior to filling out the assessment form, read NSBA's research brief, *Eight Traits of Effective School Boards* on the last page of this tool.
- For each trait listed, consider how the board is doing on each trait.
- Circle the number that best describes the current performance of the board on the scale from 1–4.
- In the next column, prioritize the traits for importance by placing a ranking score from 1–8 for each trait.
- In the final column, explain your rating for each trait. List evidence that indicates where your board team is on this trait at this time.
- Complete the form by responding to the remaining open-ended reflection questions.
- When finished, send your assessment results to the designated point person.

Important Considerations

- This completed self-assessment will be beneficial to the board once it has been shared with and discussed by the whole board.
- Any information submitted as part of the self-assessment process may constitute a public record and therefore may be subject to disclosure in compliance with Iowa Code Chapter 22. Please note that the final self-assessment report constitutes a public record and is subject to disclosure in compliance with Iowa Code Chapter 22.
- When completing the assessment, it is vital to use discretion in making narrative comments. It is productive to identify positive behaviors to help enhance the effectiveness of the board. It is also helpful to clarify behaviors that need to change, but is not beneficial to name specific individuals or to blame fellow board members.

Productive sample comment:

The board needs to display respectful behaviors to each other, especially on complex topics.

Unproductive Sample Statement

Jim (or "the board president") needs to stop yelling at others during board meetings.

Rating Scale - Please indicate how your board team is doing on each trait.

- 1 - Just starting
- 2 - Some progress
- 3 - Good progress
- 4 - Well on our way

Trait	Circle a Rating	Priority	List evidence that indicates where your board team is on this trait at this time.
a) High expectations, clear goals	1 2 3 4		
b) Belief that all children can learn	1 2 3 4		
c) Focused on achievement	1 2 3 4		
d) Collaboration and communication	1 2 3 4		
e) Data savvy	1 2 3 4		
f) Goals and resources aligned	1 2 3 4		
g) Team leadership	1 2 3 4		
h) Team training	1 2 3 4		

Reflection: Please respond to the following questions.

Celebrations

As you think back on the eight traits and your ratings, describe two strengths of your board team.

Missing Elements

Consider the unique work of school boards. What other traits might be included?

Danger Signs

Review the list of danger signs in the last section of NSBA's research brief, Eight Traits of Effective School Boards. Choose 1-3 of the danger signs that you feel may be roadblocks for your board team. Record your choices below and state why next to each one.

Danger Sign

Why might this be a roadblock for our board?

A)

Why?

B)

Why?

C)

Why?

Press Release – Public Forum Notice Bond Referendum Information No Action

**Cherokee Community School District
929 North Roosevelt Street
RES Cafeteria/Gymnasium**

Agenda for Monday, August 27, 2018 @ 5:30 p.m.

The tentative agenda contains a list of subjects known at the time of distribution. A copy of the agenda kept continuously current is available for inspection at the office of the superintendent during regular business hours. This agenda may be changed up to 24 hours before the scheduled commencement of the meeting. The agenda sequence is provided as a courtesy only. The board reserves the right to consider each item in any sequence it deems appropriate. Therefore, we encourage visitors to attend the meeting from the beginning.

- | |
|--|
| <ol style="list-style-type: none">1. Call the public forum to order2. Approve agenda3. Recognition of Visitors4. Overview of Bond Referendum |
| <ol style="list-style-type: none">a. Board President - Welcome and Thank You to Facilities Committee - Laura Dawsonb. Superintendent - Board Journey - Kimberly Lingenfelterc. Architect for FEH Design - FCA/PCA Committee's Recommendation to the Board - Matt Basyed. Piper Jaffray - Finance Committee's Recommendation to the Board - Travis Squires |
| <ol style="list-style-type: none">5. Questions & Answers6. Close the public forum7. Adjournment |