The background of the entire page is a grayscale, high-contrast image of the American flag, showing the stars and stripes in a slightly wavy, draped pattern.

Cherokee Community School District

*Regular Board Meeting
July 16, 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, July 16, 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 A. Approve the minutes of the regular meeting [6-18-18] B. Approve financial statements C. Approve monthly bills</p>
<p>7. Communication and Reports A. Principals' Building Reports/ Instructional Coaches' Reports B. PTA Report C. Directors'/ Superintendent's Report</p>
<p>8. Policy Clerical Change(s): None Affirm: 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</p>
<p>9. New Business A. Discussion of/ action concerning Resolution Ordering a Special Election on the Issuance of \$12,000,000 General Obligation School Bonds B. Discussion of/ action concerning dates for Public Forums on the Issuance of \$12,000,000 General Obligation Bonds C. Discussion of/ action concerning the official newspaper for 2018-2019 D. Discussion of/ action concerning the fuel bid for the 2018-2019 school year E. Discussion of/ action concerning bids for the 1:1 laptop initiative for the 2018-2019 school year for grades 2-12 F. Discussion of/ action concerning a contract with Inland Finance Company for a vending machine G. Discussion of/ action concerning district goals for 2018-2019 H. Discussion of/ action concerning the resignation of Travis Westhoff from part-time Physical Education Teacher, part-time Paraprofessional, CMS Football Coach, CMS Boys Basketball Coach, and CMS Track Coach I. Discussion of/ action concerning extending a contract to Lynn Jolly for CMS Football Coach J. Discussion of/ action concerning extending a contract to Brent Koedem for CMS Boys Basketball Coach K. Discussion of/ action concerning extending a contract to Mike Nixon for CMS Track Coach L. Discussion of/ information concerning ECLC, RES, CMS, and WHS End of Year Reports for the 2017-2018 school year M. Discussion of/ information concerning IASB School District Fiscal Facts N. Discussion of/ information concerning steps in a school bond election</p>
<p>10. Board Committee Reports A. Curriculum and Instruction – Fuhrman, Jones</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.**

<ul style="list-style-type: none"> B. Policy – Dawson, Wulfsen C. Finance* – Dawson, Patterson D. Building, Grounds, Capital Projects – Fuhrman, Jones E. Transportation, Nutrition – Patterson, Wulfsen
<p>11. Items of Interest for the Next Meeting [August 20, 2018 @ 5:30 p.m.]</p> <ul style="list-style-type: none"> A. Discussion of/ information concerning Fall Enrollment Numbers B. Discussion of/ information concerning the Board Self-Evaluation C. Discussion of/ information concerning CCSD Job Descriptions
<p>12. Adjournment</p>

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
June 18, 2018**

The Cherokee Community School District Board of Education held a regular meeting on Monday, June 18, 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 Wulfsen to approve the agenda. All Ayes

3. Roll call of members in attendance

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

4. Action to excuse members not in attendance

All board members were present.

5. Welcome Visitors

Visitors were welcomed.

Others present: Kim Lingenfelter, Wade Riley, Scot Aden, Valery Fuhrman, Joyce Lundsgaard

6. Consent agenda

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

- Minutes of the Regular Meeting – May 21, 2018
- Financial Statements
- Monthly Bills

7. Communication & Reports

Administrative reports were given.

8. Policy: Affirm policies 903.5-905.2

Moved by Patterson, seconded by Wulfsen to affirm policies 903.5 Distribution of Materials; 903.5R1 Distribution of Materials Regulation; 903.6 Volunteer Coaches; 904.1 Transporting Students in Private Vehicles; 904.2 Advertising and Promotion; 905.1 Community Use of School District Facilities & Equipment; 905.1E1 Facility Use Form; 905.1E2 Community Use of School District Facilities & Equipment Indemnity and Liability Insurance Agreement; 905.1E3 Use of Facilities Forms, Fee Schedule, and Supervisor; 905.1R1 Use of School District Facilities Regulations; 905.2 Tobacco Nicotine-Free Environment. All Ayes

9. New Business

A. Discussion of information concerning dairy and bread bids

Moved by Patterson, seconded by Jones to approve Dean Foods dairy bid and Bimbo Bakeries (Sara Lee) bread bid for the 2018-19 school year. All Ayes

B. Discussion of/action concerning participation of AEA Purchasing

Moved by Patterson, seconded by Fuhrman to approve participation of Food Service in AEA Purchasing. All Ayes

K. Discussion of/action concerning extending a contract to Melissa Schlenger

Moved by Patterson, seconded by Wulfsen to extending a contract to Melissa Schlenger as WHS basketball Cheer Coach. All Ayes

C. Discussion of/action concerning contracts for coaches for 2018-19 school year

Moved by Patterson, seconded by Wulfsen to approve contracts for coaches for the 2018-19 school year. All Ayes

D. Discussion of/action concerning petition language for the September 11 bond referendum

Moved by Patterson, seconded by Jones to approve petition language for the September 11, 2018 bond referendum as recommended by Beth Grob, attorney for Ahlers Cooney. All Ayes

E. Discussion of/action concerning the donation of a mechanical flag at WHS

Moved by Patterson, seconded by Fuhrman to approve the donation and installation of a mechanical flag in the WHS gymnasium. All Ayes

F. Discussion of/action concerning a mascot for the Cherokee Braves

Moved by Wulfsen, seconded by Jones to veto the Bison mascot presented as the Cherokee Braves mascot. All Ayes

Moved by Patterson, seconded by Fuhrman to approve further research regarding a mascot for the Cherokee Braves. All Ayes

The board thanked the students for their enthusiasm and work in the creation of a Braves mascot.

G. Discussion of/action concerning staff recognition - Coach Jolly

Moved by Wulfsen, seconded by Patterson to approve staff recognition of weight room quotes in honor of Coach Jolly's service to the district. All Ayes

H. Discussion of/action concerning 2018-19 Legislative Priorities

Moved by Patterson, seconded by Wulfsen to set Supplemental State Aid, SAVE Tax and Mental Health Services as legislative priorities for the 2018-19 school year. All Ayes

I. Discussion of/action concerning the resignation of Bill Sipes

Moved by Patterson, seconded by Wulfsen to approve the resignation of Bill Sipes, Bus Driver with appreciation for his years of service to the district. All Ayes

J. Discussion of/action concerning extending a contract to Patty Reed

Moved by Fuhrman, seconded by Jones to approve extending a contract to Patty Reed as WHS Art Instructor. All Ayes

L. Discussion of/action concerning extending a contract to Melissa Ebert

Moved by Wulfsen, seconded by Fuhrman to approve extending a contract to Melissa Ebert as a Food Services Worker. All Ayes

M. Discussion of/acceptance concerning the Employee Handbooks

Moved by Patterson, seconded by Wulfsen to accept the Employee Handbook for Certified Staff and the Employee Handbook for Support Staff for the 2018-19 school year. All Ayes

N. Discussion of/acceptance concerning the Student Handbooks

Moved by Patterson, seconded by Jones to accept the ECLC Student Handbook, the RES Student Handbook, the CMS Student Handbook and the WHS Student Handbook for the 2018-19 school year.
All Ayes

O. Discussion of/action concerning Equipment Breakdown Insurance

Information was given regarding claims history and renewal information for the Equipment Breakdown Insurance program.

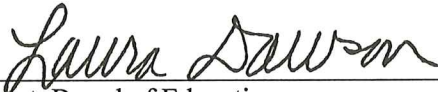
P. Discussion of/information concerning steps in a school bond election

Lingenfelter discussed the next steps for the school bond election.

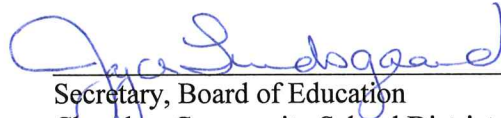
10. Adjournment

Moved by Patterson, seconded by Jones to adjourn the meeting at 7:00 P.M. All Ayes

Regular Meeting – July 16th, 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

Financial Report - June 18

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 3,008,230.85	1,009,819.83	1,961,917.09	\$ 2,056,133.59
Management	707,236.54	6,428.64	328.78	713,336.40
Self-Insurance Fund	1,339,710.17	5,384.65	16,281.34	1,328,813.48
Subtotal General Fund	5,055,177.56	1,021,633.12	1,978,527.21	4,098,283.47
Activity	128,258.75	23,621.39	20,680.19	131,199.95
PPEL	289,463.20	21,694.08	28,214.18	282,943.10
Capital Projects (Sales Tax)	1,406,022.17	76,287.63	-	1,482,309.80
Debt Service	-	-	-	-
Hot Lunch	187,029.78	32,215.99	73,737.09	145,508.68
Trust and Agency	30,339.03	1.12	-	30,340.15
Total - All Funds	\$ 7,096,290.49	\$1,175,453.33	\$ 2,101,158.67	\$ 6,170,585.15

CHEROKEE COMMUNITY SCHOOL DISTRICT

General Fund Financial Report

June 30, 2018

Balance on Hand June 1, 2018	\$ 5,055,177.56
Operating Fund	
Receipts	
Property Tax	37,263.39
Central Trust - Interest	3,336.11
State Foundation Aid	459,288.00
Preschool State Aid	14,586.00
Iowa Early Intervention	6,655.00
TSS	55,353.00
Professional Development	6,227.00
Teacher Quality	30,470.00
SU Reimbursement	38.19
Medicaid	17,157.36
Open Enrollment	252,142.52
Food Service Reimbursement	69,241.38
Title II	24,436.18
TLC - Open Enrollment	12,072.02
Foundation/PTA Funds	4,924.58
Misc Receipts	16,629.10
Receipts	1,009,819.83
Self Insurance Fund	
Premiums/Claims	65.00
Interest	831.08
Receipts	896.08
Management Fund	
Cherokee County Treasurer	5,564.32
EMC Dividend	-
Central Trust Interest	864.32
Receipts	6,428.64
Total Receipts	1,017,144.55
	6,072,322.11
Disbursements	
Operating Fund	
General Fund Invoices	179,064.14
Net Payroll	964,717.16
Payroll Deductions	410,149.97
FICA - Medicare - District Portion	102,446.88
IPERS - District Portion	122,125.81
Health Insurance	171,966.55
Retiree Health Insurance - Dep/Disability	3,376.84
UNUM - Life & LTD	3,581.17
Void Checks-Todd Reimburse Aflac Deduct	-
Disbursements	1,957,428.52
Self-Insurance Fund	
MidAmerican - Claims	16,281.34
CRMC - Flu Short	-
Administration Fees	-
Disbursements	16,281.34
Management Fund	
Early Retirement Incentive	-
SU Insurance	-
Early Retirement Insurance	328.78
Liability Insurance	-
Disbursements	328.78
Total Disbursements	1,974,038.64
Balance on Hand June 30, 2018	4,098,283.47
Bank Balance - Central Trust Bank	430,906.54
NSCU Savings Balance	38.93
Outstanding Deposit- State Deposit	233.09
Outstanding Debit - Transfer Activity Fund	-
Investment Funds	3,272,467.09
Certificate of Deposits	600,000.00
Outstanding Checks	205,362.18
	4,098,283.47

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Checking	1	
Checking	1 Fund: 10 GENERAL FUND	
	ISP Curriculum-CMS PE	
	ISP Curriculum- White	
	ISP Curriculum- White	
13771	Amazon Capital Services	1,481.66
	Trans supplies	
	Maint supplies	
	Trans supplies	
	Trans supplies	
	Maint supplies	
	Maint supplies	
	Trans supplies	
	Trans supplies	
	Maint supplies	
	ISP Technology-name tags	
10021	Bomgaars	341.28
	Mower parts	
10396	Builder's Sharpening and Service	118.14
	Roosevelt library subscription	
18221	Chronicle Times, The	311.20
	Roosevelt Library software subscription	
11212	Companion	2,697.00
	Instructional materials - Art	
	Instructional materials - Jensen-Art	
10776	Dakota Potters Supply	633.55
	ELL materials	
	SpEd - Cormany	
	SpEd - Lucas	
10491	Discount School Supply	103.15
	Instructional materials - James DeVos	
11332	Flinn Scientific	1,073.85
	Instructional materials - Carver	
	Ed Foundation - LEbert	
10145	Lakeshore Learning Materials	710.33
	ISP Curriculum-Kindergarten	
	SpEd - T.Vannatta	
	Instructional materials - TK-Zwiefel	
	ISP Curriculum- 1st grade	
	Ed Foundation-T.Vannatta	
13718	Learning without Tears	2,465.39

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Transportation repair parts		
10180	Motor Parts Sales	13.49
Instructional materials - Art		
10421	Nasco	302.60
Roosevelt office envelopes		
10125	Northwest AEA	135.25
Instructional materials - Wilson		
12578	Oriental Trading Co., Inc.	49.97
ISP Curriculum-2nd grade		
ISP Curriculum- 3rd grade		
10166	Pearson Education	2,110.94
SpEd - Cormany		
Instructional materials/supplies-Landhui		
Instructional materials - Husman		
Instructional materials - Letsche		
Instructional materials - Miller		
Instructional materials - Perry		
SpEd - Cormany		
Instructional materials - Carver		
Instructional materials - Jenness		
Instructional materials - Shima		
Instructional materials - Fordyce		
SpEd -Mosbach		
Instructional materials - Timmerman		
11531	Really Good Stuff	2,027.03
Nurse supplies		
10870	School Nurse Supply Inc.	572.89
Bus driver meal		
13440	Sizeland, Harry	5.35
SpEd materials - Leavitt		
13957	Social Thinking	402.39
Ed Foundation - S.Nelson		
13297	SpellingCity.Com, Inc.	221.40

Fund Total: 15,776.86

Checking Account Total: 15,776.86

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Girls basketball additional camp shirts	
13763	360 Custom Designs	14.90
	BB/SB concessions	
11060	Godfather's Pizza	130.00
	Regiona softball gate	
30902	Iowa Girls High School Athletic Union	630.00
	WHS Football equipment	
	WHS Football equipment	
	CMS Football helmets	
	CMS Football helmets	
30698	Riddell/All American Sports Corp.	8,257.55

Fund Total: 9,032.45

Checking Account Total: 9,032.45

<u>Vendor ID</u>	<u>Don</u>	<u>Vendor Name</u>	<u>Amount</u>
Checking	1		
Checking	1	Fund: 10 GENERAL FUND	
		Registration - Fowler	
		Registration - Fowler	
13952		Computer Science Teachers Association	475.00
		Membership 2018-19- Lundsgaard	
12821		IASBO	175.00
		Policy Referene	
10002		Iowa Association of School Boards	750.00
		CMS ESSA-site license	
12265		IXL Learning, Inc.	1,991.50
		WHS JMC software	
		CMS JMC software	
		Roosevelt JMC software	
		JMC software integration	
11639		JMC Computer Service, Inc.	8,391.39
		District membership dues	
13266		Rural School Advocates of Iowa	650.00
		SAI membership-Lingenfelter	
		SAI membership-Aden	
		SAI membership-Fuhrman	
		SAI membership-Riley	
10087		School Administrators of Iowa	3,433.00
		ISP Technology-Ruckus AP	
10778		Sioux Central Community School	1,340.00
		Software	
10293		Software Unlimited, Inc.	4,700.00
		Administration fee	
10923		TASC	1,362.18
		Cell phone-WHS principal	
18319		Verizon Wireless	413.36
		Fund Total:	23,681.43
Checking	1	Fund: 22 MANAGEMENT FUND	
		Cyber liability	
		Commercial Umbrella	
11652		Central Ins at Central Bank	156,560.00
		Fund Total:	156,560.00
Checking	1	Fund: 71 SELF-INSURANCE FUND	
		Administration fee	
13725		Mid-Amerian Benefits, Inc.	1,675.50
		Fund Total:	1,675.50
		Checking Account Total:	181,916.93

Vendor ID Vendor Name Amount

Checking 3

Checking 3 **Fund: 21** **STUDENT ACTIVITY FUND**

CMS membership
30902 Iowa Girls High School Athletic Union 100.00

Official-Baseball 7/3
13967 Kleinsasser, Cameron 110.00

Official-Baseball 7/3
13923 McDaniel, Mike 110.00

NHS membership dues 2018-2019
30908 NASSP 385.00

Official-Softball 7/2
13966 Ross, Pat 100.00

Official-Baseball 7/2
12650 Sanow, Brett 110.00

Official-Baseball 7/2
13924 Van Kley, Ross 110.00

Official-Softball 7/2
12933 Wickstrom, Stanley 100.00

Fund Total: 1,125.00

Checking Account Total: 1,125.00

Checking 4

Checking 4 **Fund: 61** **SCHOOL NUTRITION FUND**

JMC Lunch-WHS
JMC Lunch-CMS
JMC Lunch-Roosevelt
11639 JMC Computer Service, Inc. 1,941.24

Fund Total: 1,941.24

Checking Account Total: 1,941.24

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Checking	1	
Checking	1 Fund: 10 GENERAL FUND	
Maint supplies		
10004	Air Filter Sales and Service	1,385.68
Gas service-929 N Roosevelt		
Gas service-CMS		
10094	Alliant Energy	314.49
IALF grant-Carver		
13771	Amazon Capital Services	72.34
ISP Technology-chromebook parts		
12957	Asset Genie, Inc.	955.80
State Track lodging-coaches		
Complementary passes		
Maint supplies		
12882	ATIRAccredit MasterCard	737.61
CMS softener salt		
Softener/salt		
Busbarn drinking water		
CMS nurse office-water		
10079	Blaine's Culligan and Sundance Spas	232.50
Maint-baseball field		
Softball field		
Maint supplies		
Maint supplies		
Trans supplies-flashlight		
Trans repair parts		
Maint supplies		
Grounds maint		
Trans supplies-masking tape		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Trans supplies		
Trans supplies		
Trans supplies		
Maint supplies		
Maint supplies		
Trans supplies		
Trans supplies		
Trans supplies		
Maint supplies		
Tras-diesel exhaust		
Maint supplies		
Maint supplies		
ISP Technology supplies		
Maint supplies		
Maint supplies		
Maint supplies		

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Maint supplies	
	Maint supplies	
	Maint supplies	
	Maint supplies	
	Maint supplies	
	ISP Technology	
10021	Bomgaars	1,353.83
	Mower parts	
	Mower parts	
	Trans repair parts	
10396	Builder's Sharpening and Service	107.32
	Maint-paint disposal	
10933	CB Household Hazardous Waste Agency	131.58
	Phone charges-CMS	
	Phone charges-WHS	
	Phone charges-WHS	
	Phone charges-Roosevelt	
	Phone charges-Food service	
	Phone charges-busbarn	
	Phone charges-central office	
10113	Century Link	875.20
	Maint supplies-chemicals for CMS condens	
18372	Chemsearch	831.75
	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	2,062.72
	Bus inspection	
11300	Department of Education	720.00
	Parking lot paint	
10239	Diamond Vogel Paints	878.30
	Document shredding	
11580	Document Depot and Destruction, Inc.	40.00
	PTA purchase-Study Islad	
13951	Edmentum	5,317.00
	HVAC parts	
12756	Energy Control Technologies, Inc.	180.00
	Busbarn annual fire inspection	
	CMSt Annual fire inspection	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	Roosevelt Annual fire inspection	
	WHS-Annual fire inspection	
11198	Fire Proof Plus, Inc.	1,933.50
	Clothing allowance	
13822	Funderman, Steve	54.15
	TAG labels	
10399	Houghton Mifflin Harcourt	77.43
	Fuel - 27.383 gal	
	Fuel - 19.116 gal	
	Fuel - 23.328 gal	
	Fuel - 15.894 gal	
	Fuel - 23.392 gal	
	Fuel - 7.077 gal	
	Fuel - 12.731 gal	
	Fuel - 10.919 gal	
	Fuel - 13.911 gal	
	Fuel - 15.989 gal	
	Fuel - 15.025 gal	
	Fuel - 11.949 gal	
	Fuel - 15.473 gal	
	Fuel - 9.891 gal	
	Fuel - 19.908 gal	
	Fuel - 24.785 gal	
	Fuel - 5.444 gal	
	Fuel - 5.877 gal	
	Fuel - 24.922 gal	
	Fuel - 22.679 gal	
	Fuel - 24.737 gal	
	Fuel - 26.294 gal	
	Fuel - 16.735 gal	
	Fuel - 27.702 gal	
	Fuel - 26.074 gal	
	Fuel - 12.004 gal	
	Fuel - 12.137 gal	
	Fuel - 2.732 gal	
	Fuel - 15.622 gal	
	CMS Extra Act - Plates/napkins	
	Fuel - 8.188 gal	
	Fuel - 6.306 gal	
	Fuel - 29.898 gal	
	Fuel - 13.828 gal	
	Driver's Ed fuel - 7.317 gal	
10274	Hy-Vee Food Stores, Inc	1,505.08
	Iowa Assessments	
10555	Iowa Testing Programs	75.74
	CMS ESSA-site license	
12265	IXL Learning, Inc.	1,991.50
	WHS Band music	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
WHS Band music		
Music Jazz- approval		
12200	J.W. Pepper and Son, Inc.	245.28
Carpet cleaning solution		
10155	KMart #9222	65.97
Vinyl letters		
13961	Leonard, Katie	68.99
Mileage-regional meetings		
10628	Lundsgaard, Joyce	60.86
Electricity-Doupe ballfields		
Electricity-929 N Roosevelt		
Electricity-336 Gillette- Armory		
Electricity-334 Gillette- busbarn		
Electricity-206 Indian-CMS		
Electricity-600 W Bluff-WHS		
Electricity-600 W Bluff- concessions		
12363	MidAmerican Energy Company	14,686.79
WHS band mouthpipe		
CMS band resale		
WHS band mouthpipe		
WHS band mouthpipe		
CMS Band Drum carrier		
10894	MidBell Music, Inc.	308.54
Trans-diesel exhaust fluid		
12876	Midwest Lubricants, Inc.	79.75
Trans repair parts		
Trans repair parts		
Trans repair parts		
Maint supplies		
10180	Motor Parts Sales	95.22
Conference meals		
12387	Naslund, Tandra	23.00
Bus tires		
10425	Northside Tire Inc	30.00
TICL conference- Halder/Anderrsen		
TICL Conference registration-JT/LD/NB		
SpEd registration- Leavitt/Cordova/Kruse		
10125	Northwest AEA	1,450.00
Conference meals		
13507	Ohlendorf, Jennifer	23.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Postage-WMS		
10830	Purchase Power	1,810.00
Trans repair parts		
10173	Reinert Machine Shop	10.00
Garbage collection		
10217	Sanitary Services, Inc.	2,527.75
WHS library books		
11114	Scholastic, Inc.	90.00
Registration- Fuhrman/Aden/Riley		
10087	School Administrators of Iowa	1,000.00
Roosevelt cumulative record		
11884	School Specialty, Inc.	58.44
WHS paint		
13454	Sherwin-Williams	1,379.36
Ed Foundation-Aden		
13331	Shopko	441.97
Bus driver meal		
13440	Sizeland, Harry	8.97
Maint supplies		
Maint supplies		
13294	SUPPLYWORKS	225.54
Trans repair		
Repair lodging dock door		
11624	Valley Glass Co	492.40
Lawn services		
11460	Waldner's Lawn Service	5,840.00
Coaches apparel		
10300	Washington High School	428.00
District health-July		
District health - Aug		
19110	Wellmark Blue Cross/Blue Shiel	103,433.92
ACT test prep books		
Bus driver class		
10248	Western Iowa Tech Comm College	130.00
Discount		
10402	Wigman Company	22.75
Travel between buildings		
10586	Woltman, LLOYD	175.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>		
			Fund Total:	157,045.02
			Checking Account Total:	157,045.02

Checking 2
Checking 2 **Fund: 36** **PHYSICAL PLANT & EQUIPMENT**

Auditorium stage
sound/lights
Auditorium stage
sound/lights
13833 All Pro Sound, Inc, 1,312.51

Auditorium stage
sound/lights-return
Auditorium project
13771 Amazon Capital Services 15.38

Auditorium lighting
12882 ATIRACredit MasterCard 212.99

UPS shipping-auditorium
project
10274 Hy-Vee Food Stores, Inc 79.05

WHS boiler room pipe repair
WHS boiler room pipe repair
WHS computer room-heat/AC
replacement
WHS boiler room pipe repair
WHS boiler room pipe repair
11495 Modern Heating and Cooling, Inc. 9,219.73

Repair water line at SB
field
13615 SCE 6,697.88

CMS fire alarm panel
10703 SimplexGrinnell LP 9,595.00

Fund Total: 27,132.54
Checking Account Total: 27,132.54

Checking 3
Checking 3 **Fund: 21** **STUDENT ACTIVITY FUND**

Girls basketball camp
shirts
13763 360 Custom Designs 648.15

Hub card refud
13177 Alquist, Christy 10.00

TV mount
13771 Amazon Capital Services 31.99

Hub trip-meals,
taxis, admissions, parking
State Track lodging-girls
12882 ATIRACredit MasterCard 1,735.38

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
31434	Bode, Brian	70.00
Track concessions		
31168	Cherokee Locker, Inc.	910.00
BB/SB concessions		
Credit		
BB/SB concessions		
BB/SB concessions		
11224	Chesterman Co.	889.25
Boys basketball camp shirts		
12371	Creative Services	728.08
Basketball camp awards		
30551	DINN BROS.	316.20
Hub groceries		
BB/SB concessions		
BB/SB concessions		
BB/SB concessions-misc		
groceries		
Hub groceries		
Hub groceries		
BB/SB concessions-misc		
groceries		
10067	Fareway Stores, Inc.	261.07
Official - Baseball - 6/28		
13960	Freking, Roman	110.00
Officials - Softball 6/28		
13964	Fry, Mike	100.00
Team volleyball shoes - resale		
30028	Graphic Edge, The	1,760.00
XC uniforms-fundraising account		
Hoops additional CMS track uniforms		
Volleyballs		
31069	Hauff Mid-America Sports, Inc.	2,691.30
Graduation flowers		
10274	Hy-Vee Food Stores, Inc	330.50
Officials - Softball 6/28		
13965	Keizer, Bruce	100.00
Officials-Baseball - 6/28		
13963	Konopasek, Monte	110.00
Yearbook banner ad sales		
10188	Pilot Rock Signs	132.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Wrestling		
31417	SportsEngine % Trackwresting	75.00
Baseball entry fee		
13962	St. Joseph Parish - Vosburg Fund	100.00
Softball entry fee		
30731	Storm Lake High School	80.00
Baseball fundraiser-jerseys		
13916	Uniforms Express	1,318.00
Official - JV/V Baseball 6/15		
13954	Van Kley, Ross	110.00
Official-Freshman softball- 6/28		
31584	Wessling, Doug	70.00
B/SB concessions		
10779	Wiese Oil and Supply	80.00

Fund Total: 12,766.92
Checking Account Total: 12,766.92

Checking

4

Checking 4 Fund: 61 SCHOOL NUTRITION FUND

Conference lodging- Jacobson/meal		
12882	ATIRAccredit MasterCard	116.66
Phone		
19014	Cherokee Comm School District	69,241.38
Summer lunch		
Summer lunch milk		
Summer lunch milk		
40114	Dean Foods North Central	367.41
Supply item		
40247	Ecolab	267.01
Travel		
40288	Halder, Kathi	168.00
Summer kitchen inspection		
40074	Hobart Sales and Service	329.00
Lunch va parts		
Lunch van parts		
10180	Motor Parts Sales	17.05

Fund Total: 70,506.51
Checking Account Total: 70,506.51

Notes for the Board from the Superintendent – July 2018

Cherokee Community School District: *Empowering Learners*

Standards for Effective School Boards

July Standard: Operate as a visionary governance team in partnership with the superintendent by developing a shared vision and plans for student achievement that reflect common values and core beliefs of the school community, by using productive practices for its own operations and development, by ensuring board decisions are based on data and deliberation, and by cultivating a strong relationship and partnership with the superintendent based on clear expectations and accountability.

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 – July Vacation
- JMC Online Registration Opens Monday, July 16
- News from Technology Director, William Halder
 - Chromebook bids are on the agenda
 - E-Rate - no new information - still waiting

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

- Building Reports – Principals – July Vacation
- TLC Retreat Friday, August 17 - Curriculum Action Plans
- 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 – July Vacation
- Date(s) for Public Forums - Monday, August 27th and/or Wednesday, August 29th
- Official Newspaper for 2018-2019 - on the agenda
- District Goals for 2018-2019 - on the agenda
- End of Year Reports for ECLC, RES, CMS, and WHS - on the agenda
- Board Committee Rotations – Management Team Meetings – Subject to Change

October 1 st , 2018 @ 5:30 Board Policy Grievances	November 5 th , 2018 @ 5:30 Student Achievement Data – APR SIAC Members Invited	December 6 th , 2018 @ 5:30 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
 - We had a super summer food program. It worked great at the high school. We did have to still deliver to the daycare, but we were able to do that without using the van.
 - We served 2389 meals and were reimbursed \$9370.85. After wages, inventory, and general expenses, we netted approximately, \$3200.00. I hope to use that towards new equipment in the upcoming year if needed. We also served 1120 meals to the daycare, and sent out snacks from the booster club for summer sports. I had a great staff of three people and it went well.
 - We do not need to increase prices next year, since we are profitable, which is good news. So

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.

prices will remain at \$2.35, and \$1.35 for breakfast. Teacher/adult meals need to increase to \$3.65 and \$2.10 per state requirements.

- Once again, we are thankful for the air conditioning in the kitchen, what a hot month June was!!
- I will be taking classes on the 1 and 2nd of August to brush up on requirements and I went to a Procurement class in June. Thank you!
- News from Transportation Director, Mike Wiederholt
 - Keeping up with normal summer servicing
 - Cleaning ups some rust and repainting
 - Looking over bus routes for the new school year
 - Working on bus specifications and bids for a new bus
 - Fuel bids for 2018-2019 - on the agenda

Strategic Planning – Finance Update

- Financials included in board packet
- Secretary/Treasurer’s Report – on the agenda
- Resolution ordering a special election - on the agenda
- IASB School District Financial Facts - on the agenda

Building, Grounds, and Capital Projects Update

- Steps in a School Bond Election – on the agenda
- News from Jeff Miller, Building and Grounds Director
 - Bleacher Update - Jim Townsend - Seating & Athletic Facility Enterprises
 - Summer going by fast as usual - Roosevelt building is cleaned and ready for students. Middle School is about 50% as is the High school.
 - Mowing season has been extremely taxing on the crew with all the precipitation this summer.

IASB Update & Other

- Fiscal Management Conference - Ames - July 18, 2018
- 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/RSAI/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.rsai.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		

LEGAL STATUS OF THE SCHOOL DISTRICT

Iowa law authorizes the creation of a Common Schools System. As part of this Common Schools System, this school district is a school corporation created and organized under Iowa law. This school district is known as the Cherokee Community School District.

This school corporation is located in Cherokee County, and its affairs are conducted by elected school officials, the Cherokee Community School District Board of Directors. This school corporation has exclusive jurisdiction over school matters in the territory of the school district.

Legal Reference: Iowa Code §§ 274.1, .2, .6, .7; 278.1(9); 279.8; 594A (2009).

Cross Reference: 200 Legal Status of the Board of Directors

Approved 3/18/1996 Reviewed 1/18/2016, 7/16/18 Revised _____

EDUCATIONAL PHILOSOPHY OF THE SCHOOL DISTRICT

As a school corporation of Iowa, the Cherokee Community School District, acting through its board of directors, is dedicated to promoting an equal opportunity for a quality public education to its students. The board's ability may be limited by the school district's ability and willingness to furnish financial support in cooperation with student's parents and school district community. The board is also dedicated to providing the opportunity to develop a healthy social, intellectual, emotional, and physical self-concept in a learning environment that provides guidance to, and encourages critical thinking in, the students for a lifetime.

The board endeavors, through the dedication of the school district's resources, to encourage students, who come to the school district from a variety of backgrounds, to look forward to the time when they will have jobs, homes, families, places in the school district community, and attain recognition as individuals. In order to achieve this goal, the board will seek qualified employees dedicated to development of their professional skills for the betterment of the education program and for the expertise for educational productivity.

Instruction and curriculum are the key elements of a public education. Critical thinking and problem solving skills that will assist the students' preparation for life is instructed as part of a sequentially coordinated curriculum. The school district strives to prepare students for employment, to discover and nurture creative talent and to prepare them to meet and cope with social change in an atmosphere conducive to learning.

The support and involvement of the home and the school district community are essential to achieve educational excellence in the school district. The school district strives to maintain an active relationship with the home and the school district community to create within the students an awareness of dignity and worth of the individual, civic responsibility and respect for authority.

Legal Reference: Iowa Code §§ 256.11 (2009).

Cross Reference: 102 Equal Educational Opportunity
103 Long-Range Needs Assessment
209 Board of Directors' Management Procedures
600 Goals and Objectives of the Education Program
602 Curriculum Development

Approved 3/18/1996 Reviewed 1/18/2016, 7/16/18 Revised _____

EQUAL EDUCATIONAL OPPORTUNITY

It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the office of the superintendent, 600 West Bluff Street, Cherokee, Iowa 51012, 712-225-6767

The board requires all persons, agencies, vendors, contractors and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

Legal Reference: 20 U.S.C. §§ 1221 *et seq.*
 20 U.S.C. §§ 1681 *et seq.*
 20 U.S.C. §§ 1701 *et seq.*
 29 U.S.C. § 206 *et seq.*
 29 U.S.C. § 794
 42 U.S.C. §§ 2000d and 2000e.
 42 U.S.C. §§ 12101 *et seq.*
 34 C.F.R. Pt. 100.
 34 C.F.R. Pt. 104.
 Iowa Code §§ 216.6; 216.9; 256.11; 280.3.
 281 I.A.C. 12.

Cross Reference: 101 Educational Philosophy of the School District
 401.1 Equal Employment Opportunity
 500 Objectives for Equal Educational Opportunities for Students
 506.1 Student Records

Approved _____

Reviewed 6/20/16, 7/16/18

Revised _____

ANNUAL NOTICE OF NONDISCRIMINATION

The Cherokee Community School District offers career and technical programs in the following areas of study:

Tech

Business Education

Family & Consumer Sciences

Industrial Arts

- Reference the Washington High School Student Handbook for class offerings.

It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the office of the superintendent, 600 West Bluff Street, Cherokee, Iowa 51012, 712-225-6767.

CONTINUOUS NOTICE OF NONDISCRIMINATION

It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the office of the superintendent, 600 West Bluff Street, Cherokee, Iowa 51012, 712-225-6767.

NOTICE OF SECTION 504 STUDENT AND PARENTAL RIGHTS

The Cherokee Community School District does not discriminate in its educational programs and activities on the basis of a student's disability. It has been determined that your child has a qualifying disability for which accommodations may need to be made to meet his or her individual needs as adequately as the needs of other students. As a parent, you have the right to the following:

- Participation of your child in school district programs and activities, including extracurricular programs and activities, to the maximum extent appropriate, free of discrimination based upon the student's disability and at the same level as students without disabilities;
- Receipt of free educational services to the extent they are provided students without disabilities;
- Receipt of information about your child and your child's educational programs and activities in your native language;
- Notice of identification of your child as having a qualifying disability for which accommodations may need to be made and notice prior to evaluation and placement of your child and right to periodically request a re-evaluation of your child;
- Inspect and review your child's educational records including a right to copy those records for a reasonable fee; you also have a right to ask the school district to amend your child's educational records if you feel the information in the records is misleading or inaccurate; should the school district refuse to amend the records, you have a right to a hearing and to place an explanatory letter in your child's file explaining why you feel the records are misleading or inaccurate; and
- Hearing before an impartial hearing officer if you disagree with your child's evaluation or placement; you have a right to counsel at the hearing and have the decision of the impartial hearing officer reviewed.

It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the office of the superintendent, 600 West Bluff Street, Cherokee, Iowa 51012, 712-225-6767

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"/>	National Origin/Ethnic Background/Ancestry	<input type="checkbox"/>	Religion/Creed		

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: _____

GRIEVANCE PROCEDURE

It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the office of the superintendent, 600 West Bluff Street, Cherokee, Iowa 51012, 712-225-6767

Students, parents of students, employees, and applicants for employment in the school district have the right to file a formal complaint alleging discrimination. The district has policies and procedures in place to identify and investigate complaints alleging discrimination. If appropriate, the district will take steps to prevent the recurrence of discrimination and to correct its discriminatory effects on the Complainant and others.

A Complainant may attempt to resolve the problem informally by discussing the matter with a building principal or a direct supervisor. However, the Complainant has the right to end the informal process at any time and pursue the formal grievance procedures outlined below. Use of the informal or formal grievance procedure is not a prerequisite to the pursuit of other remedies. Please note that informal processes and procedures are not to be used in certain circumstances (e.g., sexual harassment and sexual assault).

Filing a Complaint

A Complainant who wishes to avail himself/herself of this grievance procedure may do so by filing a complaint with the equity coordinator(s). An alternate will be designated in the event it is claimed that the equity coordinator or superintendent committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within *180 days* 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 equity coordinator(s) shall assist the Complainant as needed.

Investigation

Within *15* working days, the equity coordinator will begin the investigation of the complaint or appoint a qualified person to undertake the investigation (hereinafter "equity coordinator"). If the Complainant is under 18 years of age, the equity coordinator 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 to provide a written statement;
- A request for witnesses identified during the course of the investigation to provide a written statement;
- Interviews of the Complainant, Respondent, or witnesses;
- An opportunity to present witnesses or other relevant information; and
- Review and collection of documentation or information deemed relevant to the investigation.

Within 60 working days, the equity coordinator shall complete the investigation and issue a report with respect to the findings.

The equity coordinator shall notify the Complainant and Respondent of the decision within 5 working days of completing the written report. Notification shall be by U.S. mail, first class.

Decision and Appeal

The complaint is closed after the equity coordinator has issued the report, unless within 10 working days after receiving the decision, either party appeals the decision to the superintendent by making a written request detailing why he/she believes the decision should be reconsidered. The equity coordinator shall promptly forward all materials relative to the complaint and appeal to the superintendent. Within 30 working days, the superintendent shall affirm, reverse, amend the decision, or direct the equity coordinator to gather additional information. The superintendent shall notify the Complainant, Respondent, and the equity coordinator of the decision within 5 working days of the decision. Notification shall be by U.S. mail, first class.

The decision of the superintendent shall be final.

The decision of the superintendent in no way prejudices a party from seeking redress through state or federal agencies as provided by in law.

This policy and procedures are to be used for complaints of discrimination, in lieu of any other general complaint policies or procedures that may be available.

If any of the stated timeframes cannot be met by the district, the district will notify the parties and pursue completion as promptly as possible.

Retaliation against any person, because the person has filed a complaint or assisted or participated in an investigation, is prohibited. Persons found to have engaged in retaliation shall be subject to discipline by appropriate measures.

EDUCATIONAL AND OPERATIONAL PLANNING

Long-range needs assessment enables the school district to analyze assessment data, get feedback from the community about its expectation of students and determine how well students are meeting student learning goals. The board will conduct ongoing and in-depth needs assessment, soliciting information from business, labor, industry, higher education and community members, regarding their expectations for adequate student preparation.

At least every 5 years the board shall conduct an in-depth needs assessment, soliciting information from business, labor, industry, higher education and community members, regarding their expectations for adequate student preparation. One purpose of this assessment is to assist the board in developing and evaluating a statement of philosophy for the school district. The second purpose of this assessment is to determine the areas of student performance, knowledge, and attitudes and the areas of school district operations which are judged to be most crucial in meeting school or school district goals. As part of its assessment, the board shall develop a process for communicating with business, industry, labor and higher education regarding their expectations for adequate student preparation. The statement of philosophy shall describe the board's beliefs about topics which shall include the nature of learning, the purpose of the school district, the scope of educational experiences that the school district should provide, the nature of its learners and a description of a desirable learning atmosphere.

In conjunction with the in-depth needs assessment of the school district, the board will authorize the appointment of a committee, representing administrators, employees, parents, students and community members, to make recommendations and assist the board in determining the priorities of the school district in addition to the basic skills areas of the education program.

It is the responsibility of the superintendent to ensure the school district community is informed of students' progress on state and locally determined indicators. The superintendent will report annually to the board about the means used to keep the community informed.

As a result of the board and committee's work, the board will determine major educational needs and rank them in priority order; develop long-range goals and plans to meet the educational needs; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Iowa Department of Education.

Legal Reference: Iowa Code §§ 21; 256.7; 280.12 (2009).
281 I.A.C. 12.8(1)(b).

Cross Reference: 101 Educational Philosophy of the School District
200 Legal Status of the Board of Directors
208 Committees of the Board of Directors
603.1 Basic Instruction Program
801.1 Buildings and Sites Long Range Planning
801.2 Buildings and Sites Surveys

Approved 3/18/1996 Reviewed 1/18/2016, 7/16/18

Revised _____

RESOLUTION ORDERING A SPECIAL ELECTION ON THE ISSUANCE OF
\$12,000,000 GENERAL OBLIGATION SCHOOL BONDS

WHEREAS, there has been filed with the President of this Board a Petition of eligible electors of this School District asking that an election be called to submit the question of contracting indebtedness and issuing bonds of the School District in an amount not to exceed \$12,000,000 to provide funds to construct, build, furnish and equip a pre-K through 4th grade building as an addition to the Middle School building, including related remodeling and site improvements; and to make critical architectural/structural improvements at Cherokee Middle School building and Washington High School building, including Locker Rooms; and

WHEREAS, this Board has examined the Petition and finds that it is signed by eligible electors of the School District numbering at least 25% of those voting at the last election of school officials and that the purposes set forth in the petition cannot be accomplished within the limit of one and one-quarter percent of the assessed value of the taxable property in the School District; and

WHEREAS, the proposal for the issuance of Bonds or any other proposal incorporating any portion of it has not or will not have been submitted to the qualified electors of the School District for a period of at least six months prior to the date of election being called in these Proceedings;

NOW, THEREFORE, IT IS RESOLVED BY THE CHEROKEE COMMUNITY SCHOOL DISTRICT, IN THE COUNTY OF CHEROKEE, STATE OF IOWA:

Section 1. That an election is called of the qualified electors of the Cherokee Community School District in the County of Cherokee, State of Iowa, on Tuesday, September 11, 2018. The following Proposition is approved, and the Secretary is authorized and directed to submit and file the Proposition for the Ballot with the Cherokee County Commissioner of Elections at least 46 days prior to the election:

SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?

YES []

NO []

Proposition A

Shall the Board of Directors of the Cherokee Community School District in the County of Cherokee, State of Iowa, be authorized to contract indebtedness and issue General Obligation Bonds in an amount not to exceed \$12,000,000 to provide funds to construct, build, furnish and equip a pre-K through 4th grade building as an addition to the Middle School building, including related remodeling and site improvements; and to make critical architectural/structural improvements at Cherokee Middle School building and Washington High School building, including Locker Rooms?

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

June 22, 2018

Your Business Name & Address Kimmes Cherokee Country Store 820 South 2nd St Cherokee, IA

Re: Bid for Gasoline

The Cherokee Community School District requests bids for the fuel needs of the district for the 2017-2018 school year.

Bidders will be asked to submit a bid that will adjust with the pump prices, a percentage off posted pump prices for that day with that margin remaining the same throughout the bid period.

Bids will be for ethanol and diesel fuel. The margin between the two can be different.

If interested in bidding, please complete the information below and return to: Kimberly Lingenfelter, Cherokee Community School District, 600 West Bluff, Cherokee, Iowa 51012

What amount of discount would you offer the district?

Unleaded Regular w/Ethanol: .08

Diesel: .08

Could the district be billed monthly for fuel purchased?

Yes

Because the schools are exempt from state taxes, could those taxes be deducted from the monthly invoice? Yes

Could the district be issued a credit card with a security code for fuel purchases? Yes. The school currently has one.

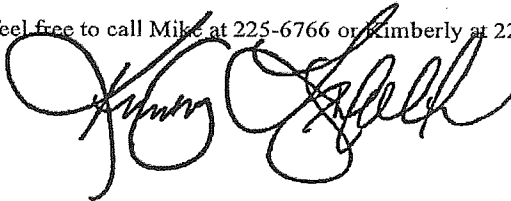
All discount prices would remain in effect till June 30, 2019. Sealed bids are due by July 11, 2018 in the superintendent's office no later than 3:00 p.m.

All bids will be considered separately (Unleaded Regular and/or Diesel), the Cherokee Community School District reserves the right to reject any and all bids.

The Board will make their decision at their regular meeting on July 18, 2018.

If you have question about this bidding procedure, please feel free to call Mike at 225-6766 or Kimberly at 225-6767.

Sincerely, Mike Wiederholt



Mike Wiederholt, Transportation Director
Kimberly Lingenfelter, Superintendent

KL:trn

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
Paul Fuhrman
Laura Jones
Charles Wulfsen
Joyce Lundsgaard, Secretary

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Hy-vu Gas 1500 W 2nd

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Bids will be for ethanol and diesel fuel. The margin between the two can be different.

If interested in bidding, please complete the information below and return to: Kimberly Lingenfelter, Cherokee Community School District, 600 West Bluff, Cherokee, Iowa 51012

What amount of discount would you offer the district?

Unleaded Regular w/Ethanol: 1 cts

Diesel: 1 cts

Could the district be billed monthly for fuel purchased?

YES

Because the schools are exempt from state taxes, could those taxes be deducted from the monthly invoice? NO

Could the district be issued a credit card with a security code for fuel purchases? YES

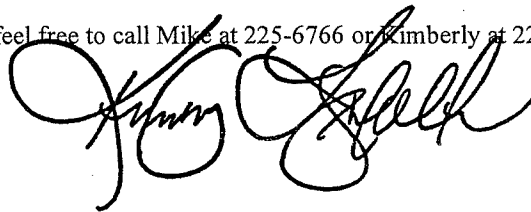
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Cherokee Community School District

District Mission

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

District Goals

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

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

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

RES End Of Year Report 2017-2018

Enrollment as of 10/1/17

	ECLC	TK	KG	1st	2nd	3rd	4th	Total
Female	22	4	42	38	40	42	40	228
Male	43	10	45	31	40	43	39	251
Total	65	14	87	69	80	85	79	479

Enrollment as of 5/30/18

	ECLC	TK	KG	1st	2nd	3rd	4th	Total
Female	25	4	43	38	42	42	41	235
Male	43	10	46	33	43	45	39	259
Total	68	14	89	71	85	87	80	494

Free/Reduced for RES (TK-4th) as of 5/30/18

Free	150	35%
Reduced	46	11%

of IEP students as of 5/30/18

ECLC	TK	KG	1st	2nd	3rd	4th	Total
10	3	6	3	6	8	9	45

Open enrollment for RES as of 5/30/18

	TK	KG	1st	2nd	3rd	4th	Total
MMC	0	3	5	6	4	3	21
River Valley	0	2	0	1	0	1	4
Aurelia	0	4	3	1	1	3	12
Kingsley Pierson	0	0	0	1	1	0	2
Storm Lake	1	0	0	0	0	0	1
							40

of students that were absent more than 10 days

ECLC	TK	KG	1st	2nd	3rd	4th	Total
17	4	23	14	24	14	20	116

of students receiving ELL services

ECLC	TK	KG	1st	2nd	3rd	4th	Total
0	1	5	3	9	6	3	27

of students receiving TAG services

ECLC	TK	KG	1st	2nd	3rd	4th	Total
0	0	0	0	0	0	4	4

Average daily attendance for 2017-2018

96.10%

CMS 2017/2018 End Of Year Data

Certified Enrollment 10/02/2017				End of Year Enrollment 05/31/2018			
Grade	Male	Female	Total	Grade	Male	Female	Total
8	42	38	80	8	41	40	81
7	39	51	90	7	38	49	87
6	32	52	84	6	32	51	83
5	32	44	76	5	32	45	77
Totals	145	185	330	Totals	143	185	328
Open Enrollment by Grade			Special Education				
Grade	Total		Grade	Special Ed.			
8	9		8	14			
7	7		7	10			
6	4		6	4			
5	9		5	5			
Total	29		Total	33			
Free and Reduced Lunch				10 or More Absences			
Building	Free	Reduced	Total	Grade	Student		
CMS	109	19	128	8	35		
Percentage	33%	6%	39%	7	33		
				6	21		
				5	17		
				Total	106		
Average Daily Attendance - 95.16%							

WHS 2017/18 End of Year Report

Enrollment as of 10/1/17

	9th	10th	11th	12th	Total
Female	34	33	36	42	145
Male	39	41	32	32	144
Total	73	74	68	74	289

Enrollment as of 5/30/18

	9th	10th	11th	12th	Total
Female	34	33	38	41	146
Male	39	41	32	30	142
Total	73	74	70	71	288

Free/Reduced for WHS (9-12) as of 5/30/18

	Free	Reduced	Total
WHS	79	21	100
Percentage	27.30%	7.30%	35%

of IEP Students as of 5/30/18

	9th	10th	11th	12th	TOTAL
WHS	7	13	7	7	34

Open Enrollment by Grade

	9th	10th	11th	12th	TOTAL
WHS	8	7	8	7	30

of Students absent more than 10 Days for the year

	9th	10th	11th	12th	TOTAL
WHS	22	21	36	33	112

of Students receiving ELL Services

	9th	10th	11th	12th	TOTAL
WHS	1	1	1	3	6

of Students receiving TAG Services

	9th	10th	11th	12th	TOTAL
WHS	6	4	9	8	27

Daily Average Attendance for 2107-18

94.22%

IASB School District Fiscal Facts

Cherokee

Six Important District Financial Facts: General Fund Revenues and Expenditures, Enrollment Trend, Financial Solvency Ratio Trend, Unspent Authorized Budget (UAB) Percentage Trend, Cash/Unspent Balance Trends, Certified Staffing Levels, and Property Tax Rates.

Total General Fund Revenues=	\$	10,837,297
Total General Fund Expenditures=	\$	10,709,705

Fund Explanations:

General Fund-is the district's primary financial operations fund. Salaries, benefits, textbooks, equipment, services and other expenses are authorized for use are accounted for here. Iowa Code section 298A.2

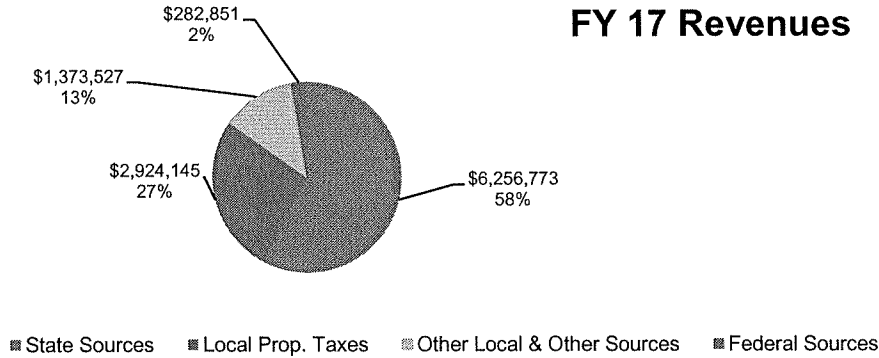
Management Fund-may be used to pay the costs of unemployment benefits, liability insurance and agreements, judgments, costs of certain early retirement benefits, and costs for mediation and arbitration. Iowa Code section 298.4.

Debt Service Fund-The voters may approve bonded indebtedness for a period up to twenty years and approve a rate for a debt service levy up to \$2.70 per thousand dollars of assessed valuation. However, voters can also approve raising that rate limit up to \$4.05. Iowa Code section 298.10 and 298A.10

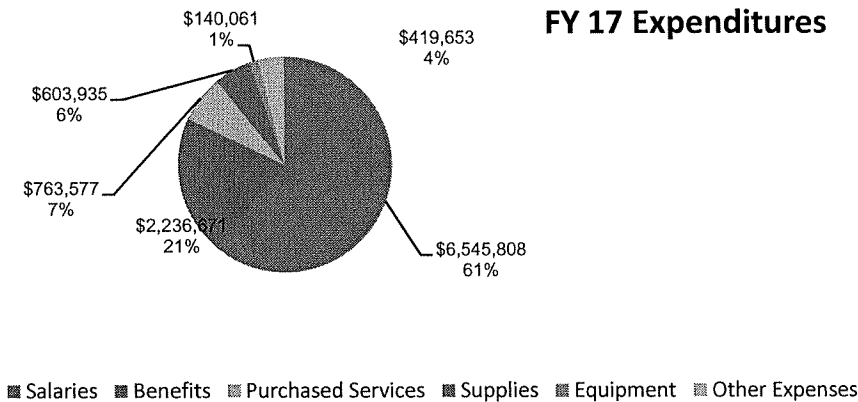
Capital Project Funds-are used for the acquisition or construction of facilities. Iowa Code section 298A.9

Student Activity Fund-generates money from student-related activities such as admissions, activity fees, student dues, student fund-raising events, or other student-related co-curricular or extracurricular activities. Iowa Code section 298A.8

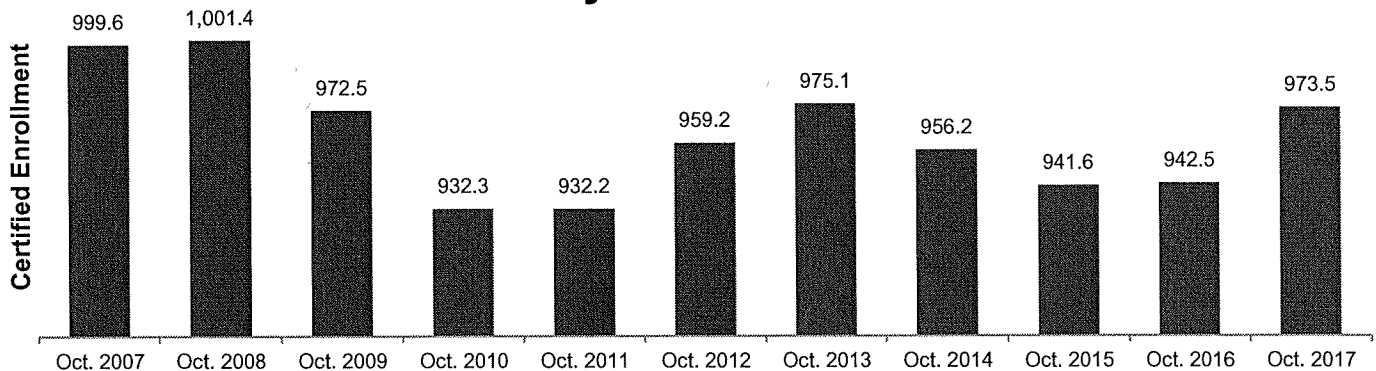
FY 17 Revenues



FY 17 Expenditures



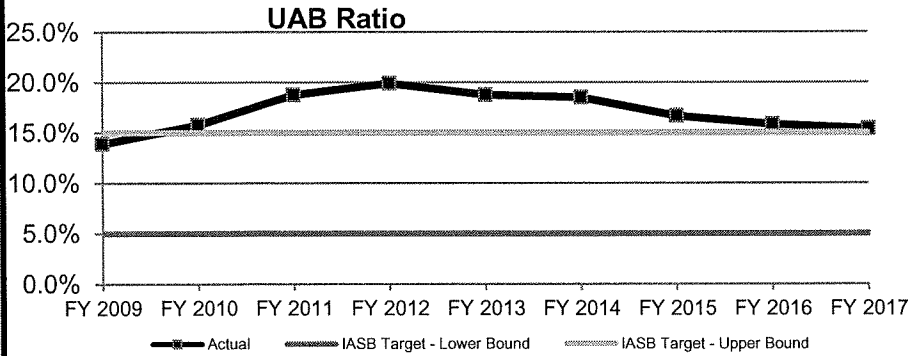
Enrollment History



IASB School District Fiscal Facts

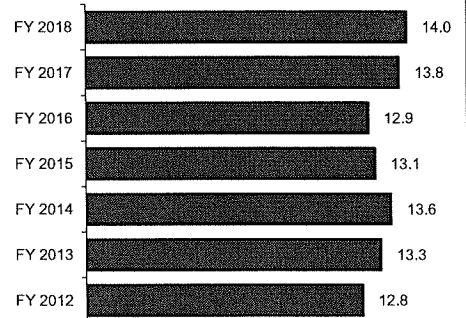
Cherokee

Unspent Authorized Budget (UAB) Ratio: IASB recommends a financial UAB ratio range of 5-15%, not to exceed 25%. This is a key indicator that represents the amount of spending authority remaining at the end of a fiscal year. A negative value is a violation of Iowa law and will require a district to develop and implement a corrective action plan.

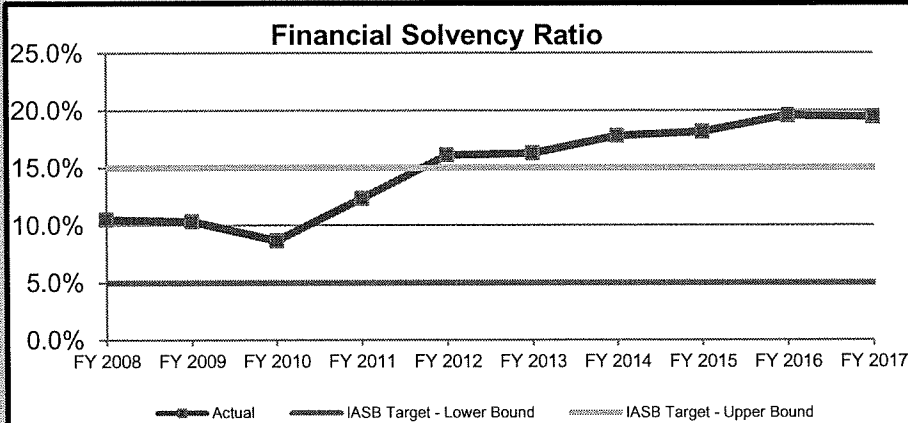


Certified Staffing Levels

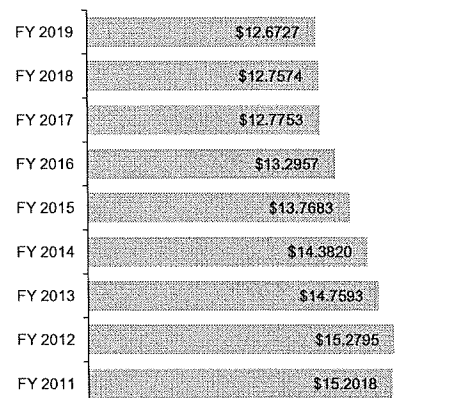
Enr. Served/FTE Certified Staff (Counselor, Teacher Librarian, Regular Ed. Teacher, Early Childhood Spec. Ed., & Spec. Ed. Teacher)



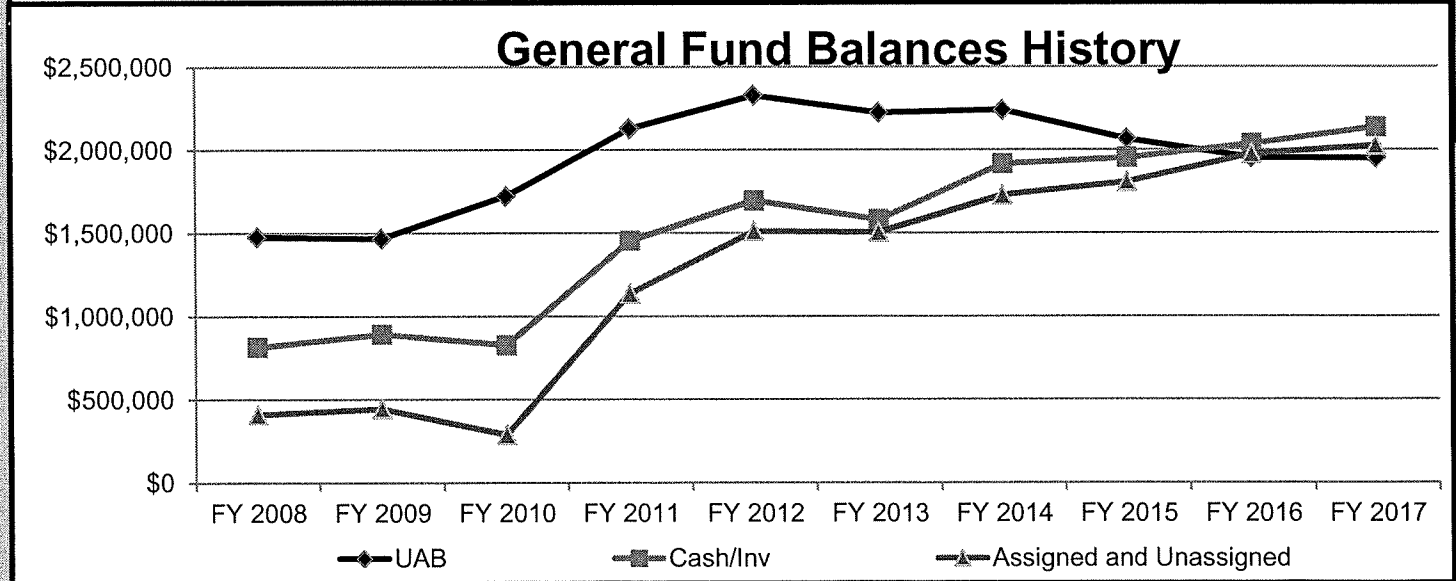
Financial Solvency Ratio: IASB recommends a financial solvency ratio range of 5-15%, not to exceed 25%. The financial solvency ratio is a measure of unobligated resources at a point in time (usually at year end as shown here).



School District Total Property Tax Rates (Per \$1,000 of taxable valuations)



General Fund Balances History: It is important to monitor the trendlines for each of these measures.



STEPS in a SCHOOL BOND ELECTION

FALL 2017 - Roosevelt Elementary School

For additional information contact Gary Schwartz, Consultant School Facilities
Gary.Schwartz@iowa.gov

Step One: Determining Needs

Why is there a need? Costly repairs (HVAC, Roof, Secure Building Entrance, Cafeteria) and an offer from CRMC for \$4 million dollars created a “repair or replace” mindset. A public forum was facilitated on Wednesday, August 30.

Who determines the need? Public forum attendants reviewed data presented by the board of directors, administrators, FEH Design, and Piper Jaffray. Small groups brainstormed positives and negatives for both repairs and replacement. The consensus was that replacement between \$18 and \$21 million would be a better “forward thinking” taxpayer investment than repairs estimated at \$12 million.

Step Two: Assessing Needs

- Board assumes responsibility legally to investigate need by motion in minutes
- Board appoints a chairperson to head a citizens’ committee
- Chairperson appoints subcommittees
- Chairperson of each subcommittee acts as a steering committee for the board
- Steering committee makes recommendation to the board which is accepted in minutes
- Iowa Code 296.1 - bonding capacity is 5% of actual valuation
- Iowa Code 298.18 - a school board may certify an amount, not to exceed \$2.70 per \$1,000 of assessed evaluation, to pay the principal and interest owed in any one year

Step Three: Educational Specifications

- Board employs architectural firm to study specifications and develop sketches

Step Four: The Bond Issue Petition

- Board must project dollar figure total cost of the project from estimated square feet needed
- Board must employ legal consultant to draw up petition and be in charge of legal proceedings
- Arrange information meetings for all petition takers with facts and figures
- Circulate petitions (political block system)
- 25% of legally qualified voters in last election of school officials (201) must sign the petition
- Legal voter of the district must file petition with the president of the board

Step Five: Calling the Election

- Board president calls a meeting of the board within ten days of receiving the petition to set the time, date, and place of the election and then notifies the county commissioner
- County commissioner publishes notice at least 4 days and not more than 20 days before the election
- Special elections in an even numbered year are held on the first Tuesday in February, the first Tuesday in April, the second Tuesday in September, or the first Tuesday in December

Step Six: Campaigning for Passage

- Citizens' committee informs the voting public by public meetings, club presentations, newspaper ads, leaflets, door to door, brochures, and telephone committees
- Iowa Code 75.1 - a bond election for school buildings and/or sites must be approved by at least 60 percent of those voting (board must wait six months, if bond fails, for another proposal)

Step Seven: Preliminary Plans

- Board must approve final preliminary plans and instruct the architect to proceed with the final building plans and specifications (record action in minutes)
- Board must submit final plans to state fire marshal for approval

Step Eight: Selling Bonds

- Board employs a competent bonding attorney
- A brochure describing the financial condition of the district is prepared
- Notice of sale of bonds is published for two or more successive weeks in newspaper, including time and place of the sale and amount to be offered
- Bonds shall not run for more than twenty years and be payable semiannually
- When the bonds are issued, the secretary of the board registers them in a book kept for that purpose, signs them along with the board president, and delivers them

Step Nine: Final Plans, Specifications, and Bidding

- Board approval of the final plans and specifications should be recorded in minutes
- Board must hold a public hearing to enter into a contract for public improvement, which must be published in the newspaper at least 10 days before the hearing
- School district must advertise sealed bids for construction by publishing a notice to bidders
- Notice to bidders should be published at least once weekly in a newspaper not more than 45 days before the date for filing bids
- Notice to bidders must include time and place for filing sealed proposals, when they will be opened and considered, the general nature of the public improvement, and when work must be commenced and completed
- Bidders shall accompany bids with bid security - faithful performance of the contract
- Bids received after the deadline for submission shall not be considered

Step Ten: Construction

- Iowa - Design/Bid/Build process - lowest responsive and responsible bidder is awarded the contract
- Architect must regularly and frequently inspect the project
- No changes in plans or specifications without written change orders signed by the architect
- Board may employ a construction manager on a large project
- Board should instruct secretary to pay for work completed and for materials received, as approved by the architect

Step Eleven: Completion

Open House for the Public

Additional Resources

<http://www.edfacilities.org/ir/irlinks.html#orgs>

<https://www.educateiowa.gov/documents/school-bonds/2013/05/steps-school-bond-election>