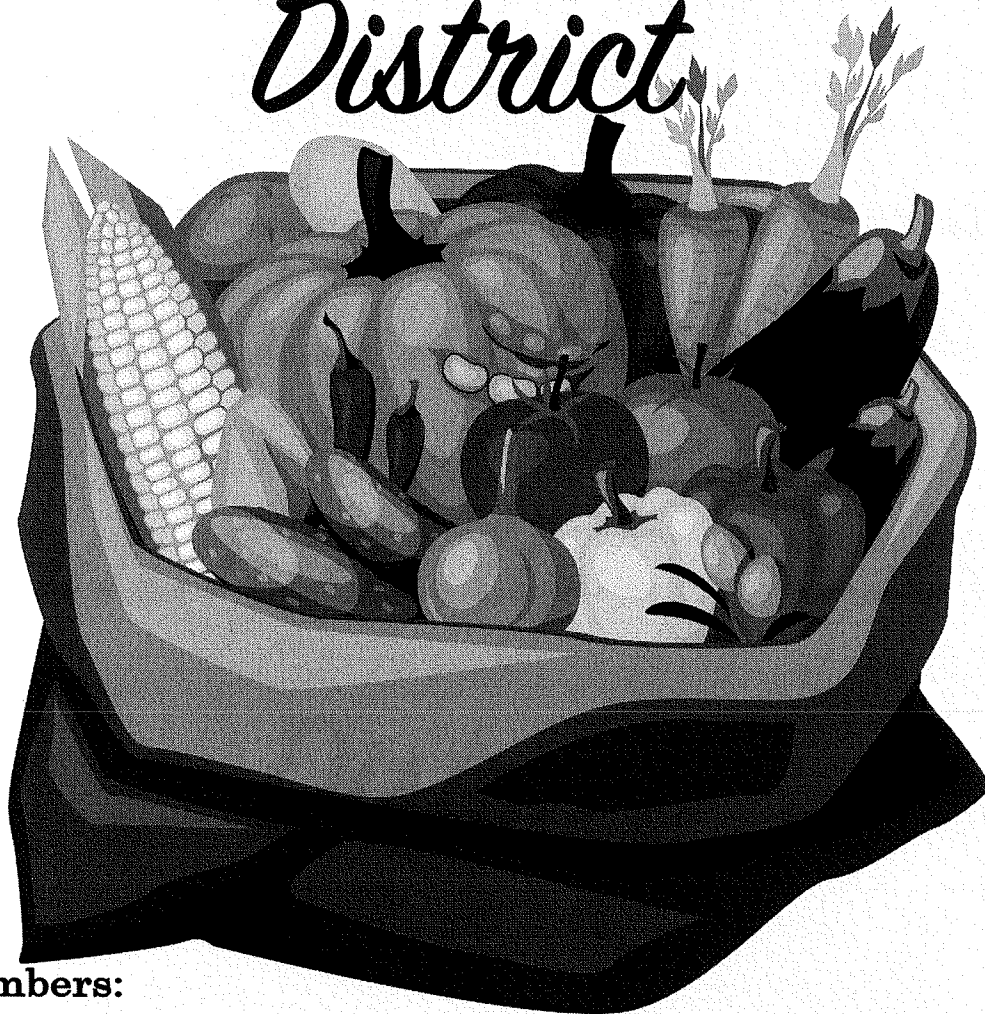


# *Cherokee Community School District*



**Board Members:**

**Mrs. Laura Jones- President**  
**Mrs. Jodi Thomas-Vice President**  
**Mrs. Angie Anderson**  
**Mrs. Patty Brown**  
**Mr. Brian Freed**  
**Mr. Ray Mullins**

**Regular Board Meeting**  
**November 15, 2021**  
**5:30 p.m.**  
**WHS Library**

**Mrs. Joyce Lundsgaard, Business Manager/Board Secretary**  
**Dr. Kimberly Lingenfelter, Superintendent**

**Special Meeting [No Action] - School Improvement Advisory Committee  
Cherokee Community School District  
600 West Bluff Street  
Monday, November 15, 2021 @ 4:30 PM**

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.

1. Call the meeting to order
2. Approve the agenda
3. Special Meeting - School Improvement Advisory Committee - Information
A. Welcome School Improvement Advisory Committee [SIAC] Members
B. Discussion of/ information concerning ISASP Reports 2020-2021
C. Discussion of/ information concerning ISASP Growth Reports 2020-2021
D. Discussion of/ information concerning Attendance Center and Course Enrollment data disaggregated by race, national origin, gender, and disability
E. Discussion of/ information concerning major educational needs
F. Discussion of/ information concerning student learning goals
G. Discussion of/ information concerning long-range and annual improvement goals in reading, mathematics, and science achievement
H. Discussion of/ information concerning desired levels of student performance
I. Discussion of/ information concerning progress towards meeting student learning goals; long-range and annual improvement goals in reading, mathematics, and science achievement; and desired levels of student performance
J. Discussion of/ information concerning harassment or bullying prevention goals, programs, training, and other initiatives
K. Discussion of/ information concerning infusing character education into the educational program
L. Discussion of/ information concerning Title programs
4. Adjournment

**Regular Board of Education Meeting - ANNUAL/ORGANIZATIONAL Meeting  
Cherokee Community School District, 600 West Bluff Street  
Agenda for Monday, November 15, 2021 (following SIAC Meeting)**

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.

**NOTICE:** If you have comments that you wish to be considered please submit those comments to: Kimberly Lingenfelter, Superintendent at [klingenfelter@ccsd.k12.ia.us](mailto:klingenfelter@ccsd.k12.ia.us) by November 15, 2021 by 2:00 PM along with your phone number and you will be called prior to the agenda item you wish to address.

1. Call the meeting to order
2. Recite Pledge of Allegiance and Mission Statement
3. Approve the agenda
4. Roll call of members in attendance
5. Action to excuse board members not in attendance
6. Welcome Visitors
Recognition of persons who wish to speak to the board regarding a school issue not on the agenda

**\* 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.**

7. Consent agenda
  - A. Approve the minutes of the regular meeting [10-18-21]
  - B. Approve financial statements
  - C. Approve monthly bills
  - D. Approve resignations
    - Katie Smith - CMS Paraprofessional
    - Scott Lovell - CMS Football Coach
  - E. Approve retirements
  - F. Approve internal transfers
  - G. Approve contract extensions
    - Angie Creel - WHS Assistant Large Group Speech Coach
    - Matt Mongan - WHS Freshman Girls Basketball Coach
    - Jim Leonard - WHS Volunteer Boys Basketball Coach

8. Discussion of/ action concerning Secretary-Treasurer's Report - Fiscal Year 2021
  - A. Operating Fund
  - B. Management Fund
  - C. Physical Plant and Equipment Fund
  - D. Debt Service
  - E. Capital Projects
  - F. Activity Fund
  - G. Nutrition Fund
  - H. Trust and Agency Fund
  - I. Self-Insurance Fund

9. Discussion of/ action concerning closing fiscal accounts for 2020-2021
10. Acceptance of Abstract of Elections - Board Secretary
11. Adjournment - Retiring Board President

12. Call the meeting to order - Superintendent President Pro-Tem
13. Administration of oath to new board members - Board Secretary
14. Election of officers (President) - Superintendent President Pro-Tem
15. Election of officers (Vice President) - Superintendent President Pro-Tem
16. Administration of oath to new officers - Board Secretary
17. Discussion of/ action concerning a resolution recognizing the public service rendered by retiring board members
18. Discussion of/ action concerning the opening of fiscal accounts for 2021-2022 - Name bank(s) of depository and specific maximum amount for the fiscal year
19. Adopt written rules and procedures that will be followed in conducting board meetings
20. Determine time and location of regular school board meetings
21. Adopt resolutions
  - A. Resolution to pay bills when board is not in session
  - B. Resolution to disburse payroll for contracted employees
  - C. Resolution to authorize control of the signature stamp
22. Communication and Reports
  - A. Principals' Building Reports/ Instructional Coaches' Reports
  - B. Directors'/ Superintendent's Report

23. Policy  
 Clerical Change(s): 711.2 Student Conduct on School Transportation - Seatbelts  
 Affirm: 214 Public Hearings; 215 Board of Directors' Records; 215.1E1 Board Meeting Minutes; 216.1 Association Membership; 216.2 Board of Directors' Member Development and Training; 216.3 Board of Directors' Member Compensation and Expenses; 217 Gifts to Board of Directors; 300 Role of School District Administration; 301.1 Management; 301.2 Management Team

24. New Business
  - A. Discussion of/ information concerning FFA's trip to National Convention
  - B. Discussion of/ action concerning requests for early graduation
  - C. Discussion of/ action concerning a request to the School Budget Review Committee for modified allowable growth for Limited English Proficient Instruction Beyond 5 Years in the amount of \$15,220

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- D. Discussion of/ action concerning a request to the School Budget Review Committee for Modified Supplemental Amount for Increasing Enrollment of Students in the amount of \$60,883
- E. Discussion of/ action concerning district appointments
  - 1. Equity and Affirmative Action Coordinator - Kimberly Lingenfelter
  - 2. Title IX Coordinator - Kimberly Lingenfelter
  - 3. Child Abuse Investigators: Level 1 - Brian Christiansen and Kimberly Lingenfelter
  - 4. Title I Coordinator - Brian Christiansen
  - 5. Foster Care Coordinator - Brian Christiansen
  - 6. Homeless Liaison - Thomas Ryherd
  - 7. Homeschool Liaison - Thomas Ryherd
  - 8. Wellness Policy Coordinators - Rachel Doeden and Cara Jacobson
  - 9. Harassment Investigators - Scot Aden and Kimberly Lingenfelter
  - 10. Level II Harassment Investigator - Jolleen Heater
  - 11. Legal Counsel - John Cook and Steve Avery
  - 12. EL Coordinator - Scot Aden
  - 13. Migrant Coordinator - Scot Aden
  - 14. Teacher Quality Team (Administrative Representatives) - Brian Christiansen, Scot Aden, Thomas Ryherd, Kimberly Lingenfelter
  - 15. Teacher Quality Team (Teacher Representatives) - James De Vos, Abby James, Cindy Husman, Kathy Curtis
- F. Discussion of/ action concerning standing board committees
  - 1. Curriculum and Instruction
  - 2. Policy
  - 3. Finance
  - 4. Buildings, Grounds, and Capital Projects
  - 5. Transportation and Nutrition
- G. Discussion of/ action concerning the appointment of a board member to serve as a delegate to IASB General Assembly
- H. Discussion of/ action concerning the appointment of a board member to the Cherokee County Conference Board
- I. Discussion of/ action concerning publication of the APR [Annual Progress Report]
- J. Discussion of/ action concerning a resolution to join Iowa Local Government Risk Pool for the purchase of natural gas
- K. Discussion of/ information concerning Board Policy 210.8 Board Meeting Agenda [First Reading]
- L. Discussion of/ information concerning Board Policy 212.1 Exempt Meetings [First Reading]
- M. Discussion of/ information concerning Board Policy 213 Public Participation in Board Meetings - Petitions to Place a Topic on the Agenda [First Reading]
- N. Discussion of/ information concerning updated Bidding & Construction Schedule - WHS Science / Greenhouse / Window & Door Replacement Projects
- O. Discussion of/ information concerning IASB Annual Convention - November 17-18, 2021
- P. Discussion of/ information concerning Board Planning Work Session - Monday, January 17, 2022

**25. Board Committee Reports**

- A. Curriculum and Instruction –
- B. Policy –
- C. Finance\* –
- D. Building, Grounds, Capital Projects –
- E. Transportation, Nutrition –

**26. Items of Interest for the Next Meeting [December 20, 2021 @ 5:30 PM]**

- A. Discussion of/ action concerning At-Risk Dropout Prevention Plan
- B. Discussion of/ information concerning CCSD Wellness Policy and Wellness Review

**27. Adjournment**

**Projected Dates/Times for Regular Board of Education Meetings 2021-2022**

August 16th, 2021 @ 5:30 pm	September 20th, 2021 @ 5:30 pm	October 18th, 2021 @ 5:30 pm	November 15th, 2021 @ 5:30 pm
December 20th, 2021 @ 5:30 pm	January 17th, 2022 @ 5:30 pm	February 21st, 2022 @ 5:30 pm	March 21st, 2022 @ 5:30 pm
April 18th, 2022 @ 5:30 pm	May 16th, 2022 @ 5:30 pm	June 13th, 2022 @ 5:30 pm	July 18th, 2022 @ 5:30 pm

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**Cherokee Community School District  
Regular Meeting  
October 18, 2021**

The Cherokee Community School District Board of Education held a Regular Meeting on Monday, October 18, 2021 at 5:30 P.M. The meeting was held in the WHS Library at 600 W. Bluff St., Cherokee, Iowa.

**1. Call the meeting to order**

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

**2. Pledge of Allegiance and Mission Statement**

The Pledge of Allegiance and Mission Statement were recited.

**3. Approve the agenda**

Moved by Thomas, seconded by Brown to approve the agenda. All Ayes

**4. Roll call of members in attendance**

Roll call was taken. Board members present: Patty Brown, Jodi Thomas, Brian Freed, Laura Jones; Absent – Angie Anderson

**5. Action to excuse board members not in attendance**

Moved by Thomas, second by Brown to excuse Angie Anderson not in attendance. All Ayes

**6. Welcome Visitors**

Visitors were welcomed. Jones referenced board policy 213, Public Participation in Board Meetings. Crystal Rouillard addressed the board regarding concerns for the 3 yr. old preschool program.

**7. Consent Agenda**

Moved by Thomas, seconded by Brown to approve the consent agenda. All Ayes

- Minutes of the meetings – Regular Meeting – 9/20/21
- Financial Statements
- Monthly Bills
- Resignation:
  - Tabitha Enderlin – CMS Paraprofessional
  - Brandy Taggart – CMS Paraprofessional
  - Sheila Gregg – CES Paraprofessional
  - Shauna Henke – Freshman Softball Coach
  - Tori Kohn – CMS Paraprofessional
- Retirements:
  - Bill Raveling – Maintenance
  - Jolleen Heater – WHS Guidance Counselor – Early Retirement Incentive
- Contract Extensions:
  - Carla DeYoung - CES Paraprofessional
  - Katie Hansen - CMS Paraprofessional
  - Heidi Larson - CMS Paraprofessional
  - Carson Elston – Technology Assistant
  - Curtis Riedemann - Maintenance
  - James Hodgdon – Asst. Maintenance Director in Charge of Grounds
  - Dan Bringle – Technology Assistant
  - Christy Alquist – Mentor for Jessica Brees (Year 1)

**8. Communication & Reports**

Administrator and Director reports were given and are included in the board packet.

## 9. Policy

Moved by Brown, seconded by Freed to affirm 210.1 Annual Meeting; 201.2 Regular Meeting; 210.3 Special Meeting; 210.4 Work Sessions; 210.5 Meeting Notice; 210.6 Quorum; 210.7 Rules of Order; 211 Open Meetings; 212 Closed Sessions; 213 Public Participation in Board Meetings; 213.1 Public Complaints. All Ayes

## 10. New Business

### A. Discussion of/information concerning Future Ready Iowa Summit

Instructional Coaches presented essential learnings from the Future Ready Iowa Conference that directly relate to board approved goals.

### B. Discussion of/action concerning cooperative sharing agreements for 2021-22

Moved by Thomas, seconded by Freed to approve cooperative sharing agreements for the 2021-22 school year: Spencer CSD for swimming, cooperative sharing agreements for the 2022-23 school year: Storm Lake CSD or Spencer CSD for swimming, MMC-RU CSD for bowling. All Ayes

### C. Discussion of/action concerning clerical changes to the CSD Crisis Manual

Moved by Brown, seconded by Freed to accept clerical changes to the Cherokee CSD Crisis Manual (Emergency Operations Plan). All Ayes

### D. Discussion of/information concerning WHS Science Renovation

The board reviewed the bidding and construction schedule for the WHS Science Renovation. The board requested the plans be available at the December meeting for review.

### E. Discussion of information concerning Board Self-Assessment

The board received a copy of the combined individual scores and comments for the Board Self-Assessment. The board will review the data during their January workshop.

### F. Discussion of/information concerning IASB Annual Convention

The IASB Annual Convention will be held November 17-18 in Des Moines.

### G. Discussion of/information concerning Certified Enrollment Numbers

The certified enrollment numbers increased for the 2021-22 school year.

Angie Anderson joined the meeting by phone at 6:14 P.M.

### H. Discussion of/information concerning SIAC Meeting – November 15, 2021

The SIAC (School Improvement Advisory Committee) will meet on November 15<sup>th</sup>, at 4:30 P.M.

### I. Discussion of/information concerning Board Planning Workshop

The Board Planning Workshop will be held on Monday, January 17, 2022.


## 10. Adjournment

Moved by Anderson, seconded by Thomas to adjourn the meeting at 6:20 P.M. All Ayes

Regular Meeting – November 15, 2021 – 5:30 P.M.



\_\_\_\_\_  
President, Board of Education  
Cherokee Community School District



\_\_\_\_\_  
Secretary, Board of Education  
Cherokee Community School District

Financial Report - 10/31/21

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 2,177,005.31	1,998,697.52	1,176,449.93	\$ 2,999,252.90
Management	668,325.53	159,638.59	-	827,964.12
Self-Insurance Fund	1,039,093.23	9,901.20	18,233.34	1,030,761.09
<b>Subtotal General Fund</b>	<b>3,884,424.07</b>	<b>2,168,237.31</b>	<b>1,194,683.27</b>	<b>4,857,978.11</b>
Activity	97,487.41	53,408.08	29,355.07	121,540.42
PPEL	907,641.60	314,453.95	194,556.46	1,027,539.09
Capital Projects (Sales Tax)	1,801,585.08	93,654.18	46,881.30	1,848,357.96
Bond Proceeds	-	-	-	-
Debt Service	48,258.29	173,207.34	221,465.63	-
Hot Lunch	296,564.59	115,900.42	93,776.28	318,688.73
Trust and Agency	36,956.83	630.17	-	37,587.00
Braves Bank	-	2,450.10	-	2,450.10
<b>Total - All Funds</b>	<b>\$ 7,072,917.87</b>	<b>\$ 2,921,941.55</b>	<b>\$ 1,780,718.01</b>	<b>\$ 8,214,141.41</b>

\* \$00.0 transferred from SAVE/Hospital Proceeds to Capital Projects for Elementary Addition

Published Budget Report  
 All Funds  
 10/31/2021

Category	Function #'s	Sub Total Exp.	Expenditures	Amt Published	% of Published
<b>INSTRUCTION</b>	(1000-1999)	1,921,095.38	1,921,095.38	9,500,000.00	20%
Perkins	(5210)	-			
<b>SUPPORT SERVICES</b>	(2000-2999)				
Student Support Svcs	(2000-2199)	96,493.76			
Inst. Staff Support Svcs	(2200-2299)	211,355.47			
General Administration	(2300-2399)	115,760.05			
Building Administration	(2400-2499)	194,108.10			
Business Administration	(2500-2599)	254,038.88			
Plant Operation & Maint	(2600-2699)	426,566.23			
Student Transportation	(2700-2799)	104,101.36			
<b>TOTAL SUPPORT SERVICES</b>			1,402,423.85	4,500,000.00	31%
<b>NON INSTRUCTIONAL PGMS</b>	(3000-3999)	146,254.04	146,254.04	650,000.00	23%
<b>OTHER EXPENDITURES</b>	(4000-5999)				
Facilities	(4000-4999)	1,142,021.36			
Debt Service	(5000-5999)	221,465.63			
AEA Support Direct	(5200)	494,552.00			
Transfer to Debt Service	(6240)(6900)	-			
<b>TOTAL OTHER EXPENDITURES</b>			1,858,038.99	4,808,325.00	39%
<b>TOTAL EXPENDITURES</b>			5,327,812.26	19,458,325.00	27%



Elementary School Addition/HS Locker Room Renovations

10/31/2021

Revenue:	Subtotals	Total	Received to Date
2018 GO Bond	9,400,000		9,400,000
Premium	598,041		598,041
Discount - UW Fee (Janney)	(83,642)		(83,642)
2019 GO Bond	2,600,000		2,600,000
Premium	34,421		34,421
Discount - UW Fee (Baird)	(17,775)		(17,775)
Net GO Bond Proceeds		12,531,045	12,531,045
Est Investment Income:		347,000	346,283
PTA - Playground Equipment		10,000	10,000
Rebate		41,318	41,318
	12,531,045	12,929,363	12,928,646

Cost:		Expended to Date	Remaining Balance
Base Bid (Add'l Classroom, Temp Control, Fire Alarm System)	13,825,125	13,130,575	694,550
Contingency/Change Orders	52,228	52,228	(0)
CTS - Special Inspections	65,150	65,150	-
Life Cycle Cost Analysis	6,600	6,600	-
Plan Review Fee	6,732	6,732	-
FEH Design	790,721	785,329	5,392
FEH Design (Misc./Restroom/H.S. Office)	37,782	37,782	-
Beck Engineering/Baseball Relocation	217,374	213,038	4,336
EDA - Commissioning	10,200	5,005	5,195
Concrete - CES Bus Lane/Dumpster	37,943	37,943	(0)
CES - Add'l Fencing	3,431	3,431	-
LED Sign	2,588	2,588	-
JP Boiler Services	1,652	1,652	-
Waldners -Hydro Seeding	1,800	1,800	-
Certified Testing - Soil Testing	2,815	2,815	-
Furniture	275,000	278,954	(3,954)
Technology	100,000	96,299	3,701
Playground Equipment	150,000	138,924	11,076
Piper Jaffray	52,700	52,700	-
Ahlers Law	33,435	33,435	-
Moody's	26,250	26,250	-
UMB/S&P	1,900	1,900	-
Service Lines - Relocation	15,057	15,057	-
C-M-L Telephone - Fiber Optic Splices	1,056	1,056	-
Midwest Technology	1,761	1,761	-
Woodall Electric - Locate Wires	855	855	-
WHS Restroom Renovation	278,214	264,304	13,910
Sound Panels	10,710	10,710	-
Relocate Baseball Field/Electrical	196,971	180,467	16,504
		16,206,050	15,455,340

9/30/2021

(2,526,695)

Net "Bond Proceeds": (3,276,687)

Sale - Hospital 4,000,000  
 SAVE \$\$ 750,000

Remaining for Other Priorities 1,472,596

\*Funds not spent may remain in Capital Project Funds, subject to legal guidance

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
handi cap signs for fence		
13763	360 Custom Designs	132.00
Gas- Heating 600 W Bluff WHS		
Gas- Heating Armory		
Gas- Heating Bus Barn		
10094	Alliant Energy	729.14
Personalized 12.9-inch iPad Pro		
Wi-Fi 12		
11505	Apple, Inc.	999.00
Mop Service		
Mop Service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	55.18
LENOVO 100E G2 / 100E G2 AST / 100E G2 M		
LENOVO 300E G2 MTK (TOUCH) LCD TOP COVER		
12957	Asset Genie, Inc.	879.75
Water softener Salt		
Trans Supplies		
Nurse Supplies - WHS		
Water Treatment - softener salt - CES		
Nurse Supplies - CMS		
10079	Blaine's Culligan and Sundance Spas	594.55
Main Supplies		
WHS Ind Arts Instructional Supplies		
WHS Ind Arts Instructional Supplies		
Main Supplies		
Main Supplies		
Main Supplies		
Supplies - power strips, ear tags, etc.		
Chalk line		
Main Supplies		
shims		
Supplies - power strips, ear tags, etc.		
Main Supplies - Nails		
10021	Bomgaars	284.89
fix the plow on the snow truck		
13394	Brad's Tire Service	563.22
Kami auto renewal charge		
Pre Algebra Bell Ringers COMPLETE Set -		
Conference Meals for Staff		
Conference Meals for Staff		
Shipping ramps & pathways kits		
1 year access to the SEE website		
Microsoft Office Home & Student		

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
2019   0		
Shipping Resilience Cards		
12882	Cardmember Service	1,313.85
outlets for kilns in art room for middle		
PUTTING IN EXTRA PLUG INS FOR KLINS AT M		
PIPE FOR FIBER OPTICS AT MIDDLE SCHOOL		
parking lot lights		
added plug ins to fowlers room		
chargeing box fix		
10034	Champion Electric	3,552.45
TAG Instructional Supplies - Books		
14657	Christiansen, Kacee	291.79
600 W Bluff Bus		
10084	City of Cherokee	2,378.49
Audit Completion 6-30-21		
14200	Cornwell, Frideres, Maher & Associates, P.L.C.	6,000.00
Refill Staples - Type V		
13762	Counsel	213.22
parts for kiln at high school		
10776	Dakota Potters Supply	71.27
WHS Art Instructional Supplies		
10067	Fareway Stores, Inc.	9.78
training session on sound system at CES.		
14222	Feld Fire	495.00
Shipping & Handling		
12999	FIRST	772.00
Sand		
14443	Hallett Materials	25.00
WHS Counselor Supplies - Career Fair		
10921	Heater, Jolleen	59.98
Lodging - Tag Conference K. Christansen		
10276	Holiday Inn Airport Des Moines	228.48
T8 LIGHT BLUBS		
mop heads		
bio spray		
13294	Home Depot Pro Institutional, The	1,856.42
11.32 gallons of gasoline		
24.62 gallons of gasoline		
20.53 gallons of gasoline		
21.19 gallons of gasoline		
20.28 gallons of gasoline		

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
23.701	gallons of gasoline	
22.37	gallons of gasoline	
19.46	gallons of gasoline	
23.62	gallons of gasoline	
23.7	gallons of gasoline	
19.30	gallons of gasoline	
19.021	gallons of gasoline	
26.39	gallons of gasoline	
16.97	gallons of gasoline	
16.97	gallons of gasoline	
8.33	gallons of gasoline	
12.4	gallons of gasoline	
18.85	gallons of gasoline	
20.65	gallons of gasoline	
12.59	gallons of gasoline	
9.59	gallons of gasoline	
35.64	gallons of gasoline	
27.15	gallons of gasoline	
13.64	gallons of gasoline	
16.91	gallons of gasoline	
14.72	gallons of gasoline	
	Culinary 2 - Sauces Lab	
26.1	gallons of gasoline	
	Groceries - Muffin Lab	
22.35	gallons of gasoline	
20.05	gallons of gasoline	
15.502	gallons of gasoline	
18.74	gallons of gasoline	
21.8	gallons of gasoline	
10274	Hy-Vee Food Stores, Inc	1,890.43
	Attachable bar	
31080	Iowa High School Music Association	15.00
	employee hired basic check	
	volunteer	
11789	Iowa School Finance Information Service	558.00
	Shipping - Music	
	S/H Music	
	Shipping	
	S/H Music	
	Shipping - Music	
	Stars	
12200	J.W. Pepper and Son, Inc.	1,191.95
	Fully Loaded Mobile STEM Station Bundle	
10145	Lakeshore Learning Materials	4,392.00
	21 Classroom renewals for Reading A-Z	
13782	Learning A-Z, LLC	2,268.00
	9/30/21	
10268	Letsche, Amy	818.28
	1x3 - Tennis Shed	
	2x2x96	

10/25/2021 03:48 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
	Invoice Detail Description	
	foams - Tennis Shed	
	2x2 8'	
	2x4x8 - Gabe	
	Plyo Box	
	Wood Screws	
	2x12 8'	
	4x8 AC	
11735	Marcus Lumber	335.59
	Electricity - 206 E Indian - CMS	
	Electricity -600 W Bluff WHS	
	Electricity -600 W Bluff Concession	
	Electricity -Doupe Ballfields	
	Electricity - 334 Gillette Bus Barn	
12363	MidAmerican Energy Company	10,145.67
	Bulk DEF	
12876	Midwest Lubricants, Inc.	87.45
	high heat sprinkler heads for art room a	
14498	Midwestern Mechanical Iowa Inc.	487.75
	fix on the water softener	
11495	Modern Heating and Cooling, Inc.	85.00
	Shipping	
14650	Morgan Bumper Company	61.95
	shipping	
14495	MoveMindfully	223.12
	Chaperone Registration	
30928	NATIONAL FFA ORGANIZATION	180.00
	Nearpod Premium including unlimited acce	
13572	Nearpod, Inc.	3,080.00
	Conference Registration Fee	
31539	NORTHWESTERN COLLEGE	600.00
	#12 New Clutch fan and ABS work	
11226	O'Halloran International	1,520.87
	annual operation contract - Sept	
13215	Plains Boiler Service	583.33
	Postage - WHS	
10830	Purchase Power	500.00
	Shipping Bovine Breeder	
18311	REALITY WORKS	3,463.95
	shipping	
13492	Really Great Reading	112.00
	Garbage Colledtion	

10/25/2021 03:48 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
10217	Sanitary Services, Inc.	2,533.00
Assignment notebooks for 3rd/4th grade		
10858	School Datebooks	99.80
KNEX Transportation set School Smart Two-Tone Reversible Colored Crayola Colored Pencils, Assorted Skin T Hammond & Stephens 2 parts Carbonless Re		
11884	School Specialty, LLC	376.20
Shipping to Dock - Chairs		
13947	Today's Classroom	1,458.71
replace lock on lighting panal on electr		
11939	WOODALL ELECTRIC	129.00
47.37	gallons Diesel	
52.52	gallons Diesel	
47.14	gallons Diesel	
48.23	gallons Diesel	
33.97	gallons Diesel	
63.44	gallons Diesel	
42.57	gallons Diesel	
67.48	gallons Diesel	
75.03	gallons Diesel	
45	gallons Diesel	
57.67	gallons Diesel	
80.03	gallons Diesel	
48.2	gallons Diesel	
26.51	gallons Diesel	
73.22	gallons Diesel	
48.95	gallons Diesel	
30.41	gallons Diesel	
43.24	gallons Diesel	
40.53	gallons Diesel	
59.51	gallons Diesel	
47.90	gallons Diesel	
14.66	gallons Diesel	
66.99	gallons Diesel	
42.68	gallons Diesel	
50.02	gallons Diesel	
82.03	gallons Diesel	
Fuel Rebate		
75.3	gallons Diesel	
10361	Your FleetCard Program	3,587.17
Fund Number 10		
Checking Account ID 1	Fund Number 71	SELF-INSURANCE FUND
Staff Wellness - ESSER \$		
14656	CATCHLIFE30	736.33
Administration Fees		
13725	Mid-American Benefits, Inc.	1,932.00

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Fund Number	71	
Checking Account ID	1	
Checking Account ID	2	Fund Number 36
PHYSICAL PLANT & EQUIPMENT		
Site Improvement - Turf Project		
14564	Schmillen Construction, Inc.	181,845.98
Fund Number	36	
Checking Account ID	2	
Checking Account ID	3	Fund Number 21
STUDENT ACTIVITY FUND		
XC meet - 9/27/21		
10958	Alta-Aurelia Community School District	100.00
Shipping Flags		
Styleplus Envision 707 Flag - Music Boos		
31105	Band Shoppe	2,200.90
Heelan Volleyball Classic		
30197	BISHOP HEELAN HIGH SCHOOL	100.00
paint supplies		
paint supplies		
Performance Tool Table Top Storage Bin R		
10021	Bomgaars	73.70
Elise Erlandson's entry		
shipping tennis poles & net		
Teacher/ Chaperone Tickets		
2021-2022 hudl invoice - Boosters		
12882	Cardmember Service	3,421.00
WHS Concession Supplies		
11060	Godfather's Pizza	432.00
medkit supplies 2021		
31069	Hauff Mid-America Sports, Inc.	423.00
Volleyball hospitality room		
Food/ Supplies		
Food/ Supplies		
10274	Hy-Vee Food Stores, Inc	312.25
Homecoming boutonniere		
11242	Hy-Vee Pharmacy	40.00
Membership dues/ State Dues		
13843	Iowa FFA Association	740.00
10/22 V football		
30135	JELTEMA, RANDY	120.00
Student Registration		
National FFA Convention Registration		
30928	NATIONAL FFA ORGANIZATION	1,080.00
Honor Band Entry Fee		
13249	NWIBA Treasurer, Collen Hecht	15.00

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
V football 10/22/21		
14467	Rens, Marcus	120.00
V football game 10/22/22		
31444	Sampson, Brent	120.00
10/22 varsity football		
14655	Schafer, Nathan	120.00
JV football		
14610	Skillbred, John	80.00
WHS Drama Supplies - Posters		
13564	Vannatta, Joe	205.02
WHS Concession Supplies		
10779	Wiese Oil and Supply	40.00
10/22 v football		
14654	Woelber, Todd	120.00

Fund Number 21

Checking Account ID 3

Checking Account ID 4

Clothing Allowance - Shoes

14653 Leonard, Gena 100.00

Fund Number 61

SCHOOL NUTRITION FUND

Fund Number 61

Checking Account ID 4



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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
ACDA Membership Fee		
19016	ACDA	125.00
Shipping & Handling the Maps		
14571	Cerebellum Corporation	97.80
CES Library Subscription		
CMS Library Subscription		
18221	Chronicle Times & Area Advertiser	188.00
Meal Ticket fo the All-State Music Festi		
31080	Iowa High School Music Association	104.00
IMEA Conference		
10078	Iowa Music Educators Association	50.00
Fund Number 10		
Checking Account ID 1		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
State XC meal money		
Change for Lip Sync		
13234	Cash and Joyce Lundsgaard	340.00
Registration for the All-State Music Fes		
31080	Iowa High School Music Association	258.00
Entry fee to Dutch Quiz Bowl for varsity		
30321	MOC/FV High School	50.00
Fund Number 21		
Checking Account ID 3		

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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
Checking Account ID 1	Fund Number 10	GENERAL FUND
	IPEVO V4K PRO Ultra HD USB Document Came	
	Pyle Home Mini Audio Amplifier - 60W Por	
	Shipping for Stool & Whiteboard	
	YRYM HT Black Permanent Adhesive Vinyl R	
	Vortex air tool to clean vehicles	
	vacs for brenda and darla	
	MobileVision Bamboo 10-Port Charging Sta	
	Kinetic Sand Kalm, Zen Box Set for Adult	
	Pipe Cleaners brushes	
	Motivating Students Who Don't Care - All	
	Logitech SLIM FOLIO PRO Backlit Bluetooth	
	EXPO Low Odor Dry Erase Marker   Chisel	
	Artist Fan Paint Brushes Set 9pcs - Soft	
	Lenovo 300E Chromebook 2ND Gen 81MB0004U	
	HTVFRONT Royal Blue Permanent Vinyl Roll	
13771	Amazon Capital Services	6,491.86
	Electricity - 336 Gillette Dr	
12363	MidAmerican Energy Company	162.56
	Postage WHS	
10830	Purchase Power	1,300.00
	Gas-Heating	
14354	Symmetry Energy Solutions, LLC	817.83
	Cell Phone - AD Director	
18319	Verizon Wireless	1,014.45
Fund Number	10	
Checking Account ID	1	

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
Checking Account ID 1	Fund Number 10	GENERAL FUND
13763	jamies work shirts 360 Custom Designs	112.00
	Mop Service	
10183	Mop Service Aramark Uniform Services AUCA Chicago Lockbox	55.18
	LENOVO 100E G1 MOTHERBOARD 4GB	
	LENOVO 100E G1 MOTHERBOARD 4GB	
	LENOVO 100E G1 LCD TOP COVER	
	LENOVO 100E G2 MTK MOTHERBOARD 4GB	
12957	Asset Genie, Inc.	2,327.15
	wonder bar	
	Main Supplies - Ice Melt	
	Main Supplies	
	Main Supplies	
	Main Supplies	
	Main Supplies	
	Main Supplies	
	Blade	
	WHS Art Instructional Supplies - Staples	
	Main Supplies - Tools	
	fastners	
	Main Supplies	
	Main Supplies	
	Main Supplies	
	Main Supplies	
	PVC pipe	
10021	Bomgaars	1,671.30
	The Writing Revolution by Judith C. Hoch	
	Equipped for Success by David Kilpatrick	
	Making Grades Matter Book	
13052	Book Vine, The	917.31
	Sponsor Meal	
	Sponsor Meal	
	Sponsor Meal	
14482	Brecht, Laura	27.02
	roof repair at bus barn	
14263	Brentwood Construction LLC	101.65
	oil and filters for mowers and skid load	
	oil and filters for lawn mowers and skid	
10396	Builder's Sharpening and Service	569.13
	CCSD Fax	
14427	C-M-L Telephone Cooperative Assoc	1,095.17
	old shed removal from middle school	
	garbage maintance	

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
purge from maintance garage garbage maintance old plastic truck hood was no good		
13534	Cherokee County Solid Waste Commission	105.24
9/20 Board Mtg Minutes & Online Sale Ads		
18221	Chronicle Times & Area Advertiser	524.70
Copier Staples		
13762	Counsel	111.26
Virtual Renewal NCI Training		
13308	CPI	1,199.00
Shipping Antennna		
10223	Daktronics	45.00
Refund - Book Found		
14667	Dominguez, Adrian	8.00
Technology Supplies - Cable Ties		
14662	Elston, Carson	10.99
WHS Science Instructional Supplies - Lab		
Helping Hands Supplies		
10067	Fareway Stores, Inc.	56.33
cherokee high school monitoring		
CMS quarterly monitoring		
14222	Feld Fire	180.00
Shipping Dodgeballs		
11005	Gopher Sport	133.28
Pest Extermination		
10979	Guardian Pest Solutions	157.50
black can liners		
13294	Home Depot Pro Institutional, The	328.50
Culinary 1 - Flours Lab		
Groceries (Meal x30 people)		
Groceries		
Groceries		
Groceries		
Groceries		
Groceries - Calzone Lab		
Groceries		
Groceries		
Snacks		
Groceries - Calzone Lab		
10274	Hy-Vee Food Stores, Inc	332.54
Nurse Supplies		
11242	Hy-Vee Pharmacy	9.99
Main Supplies		

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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
14426	Immele, Darla	9.00
The Archangel Gabriel		
s/h		
S/H		
Shipping and Handling		
S/H		
Treasury of Scales Alto Sax		
Treasury of Scales Flute		
12200	J.W. Pepper and Son, Inc.	470.13
Membership		
14663	Jazz Educators of Iowa	20.00
Chaperone Meal		
Chaperone Meal		
Chaperone Meal		
Chaperone Meal		
Chaperone Meal		
14665	Kinnetz, Trever	66.00
blow out sprinkler lines on all the fiel		
11460	Mallison & Waldner LLC	600.00
2x8		
Entry knob - Tennis Shed		
1x4		
trim		
1/2" 4' x 8'		
3/8 CDX		
Wood Screws		
11735	Marcus Lumber	1,059.40
Wood Spoons (12 ct.)		
18253	MARTIN BROS. DISTRIBUTING CO., INC.	20.60
shipping		
11272	Master Teacher, The	89.95
IDATP dues/Driver Collecting		
14056	Medical Enterprises, Inc.	770.00
Flex Plan		
13725	Mid-American Benefits, Inc.	228.00
Championship maple covered bass drum, 18		
Krutz B330 3/4 Upright bass- Dark with H		
Marching Stick Replacements		
24" Powerstroke 2 Drum Head		
Yamaha Tension Rods		
Resale Items		
Shipping & Handling Keyboard Cart		
Baritone Sax		
School Clarinet		
Double Horn		
Box of Reeds		

Vendor Number	Vendor Name	Amount
10894	MidBell Music, Inc.	6,063.63
plumbing issuse with office stool		
11495	Modern Heating and Cooling, Inc.	60.00
Trans Repair Parts - Vehicle		
Trans Supplies		
10180	Motor Parts Sales	17.84
Tires - repair & change #6		
Tires - Bus #4		
10425	Northside Tire Inc	90.89
Registration envelopes		
5000 Proud Braves Cards		
Large Posters × 3 Item Name: NGSS Poste		
Braves Mentoring Program		
10125	Northwest AEA	290.58
4 gasket to fix oil leak		
Bus 26 exhaust overheating		
#26 Brake pressure switch		
11226	O'Halloran International	2,139.22
track signs		
no sunflower seed signs for baseball fie		
10188	Pilot Rock Signs	570.00
E-Rate 70% Discount for Equip/Labor		
14342	Pine Cove Consulting	576.41
Postage Machine		
18326	Pitney Bowes Global Financial Services LLC	464.31
plains boiler monthly		
13215	Plains Boiler Service	583.33
bleacher fix at middle school and inspec		
13751	Riser Inc.	825.00
hauling dirt for boys baseball field		
sewer and toilet were plugged in main off		
13615	SCE, LLC	535.00
CES Book Fair		
13825	Scholastic Boook Fairs -8	5,235.57
12 seat parts		
shipping - gasket		
Bus Repair Parts		
12768	School Bus Sales	309.55
Preschool Transportation		
11955	Siouxland Regional Transit	197.87

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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
	System	
	grass seed for all of the schools	
14661	Siouxland Seeds LLC	1,350.00
	Brave Designs Instructional Supplies	
30427	Stoneking, Tim	18.00
	Medicaid Billing Fee	
12838	Timberline Billing Service LLC	240.27
	Time & Attendance Purchase Services	
11578	Time Management Systems	341.44
	PBIS Conference Registration	
14659	West 40-Midwest PBIS	50.00
Fund Number	10	
Checking Account ID	1	
Checking Account ID	2	Fund Number 33
	Architect - WHS Restroom Renovations	Local Option Sales and Service Tax Fund
	Architect - WHS Window/Door Replacement	
20224	FEH Design	8,822.50
	Site Improvement WHS street repair	
14564	Schmillen Construction, Inc.	11,056.30
	Rigid Conduit Building Penetration	
10796	Schoon Corporation	48,851.90
Fund Number	33	
Checking Account ID	2	Fund Number 36
	Engineer - Greenhouse Survey	PHYSICAL PLANT & EQUIPMENT
13841	Beck Engineering, Inc.	2,950.00
	wrestling mat with lettering and Braves	
14588	Dollamur	1,500.00
	Architect - WHS Science Renovations	
	Architect - WHS Science Greenhouse	
20224	FEH Design	8,315.00
	rock for ball fields tree trimming and t	
13838	K and M Tree Service	8,980.00
	Door - Crow's Nest	
	Black steel front and back	
	CN sides	
11735	Marcus Lumber	1,827.97
	replaced all the plumbing in fullers spe	

Cherokee Community School

Board Report

11/11/2021 10:58 AM

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
11495	Modern Heating and Cooling, Inc.	528.66
Fund Number	36	
Checking Account ID	2	
Checking Account ID	3	
Fund Number	21	STUDENT ACTIVITY FUND
Battle Bunny		
Varsity Jackets- Red		
Fastest Delivery		
Chase & Chloe Doar Two Tone lace up		
13771	Amazon Capital Services	801.10
Shipping Keeping Score Script		
Shipping & Handling Scripts		
11646	BROOKLYN PUBLISHERS LLC	153.25
Shoes - Resale		
11462	BSN Sports, LLC	2,140.00
Money for practicing life skills		
13234	Cash and Joyce Lundsgaard	20.00
varsity football scheduling fee for 2021		
14489	Central Lyon George Little Rock	100.00
Bowling practice		
13578	Century Lanes	628.00
Microphone Rental		
14230	Cherokee Community Theatre	125.00
Student Council Supplies - Concessiosn		
WHS Concession Supplies		
11224	Chesterman Co.	365.70
11/23/21 MS bball		
14537	Crow, Richard	75.00
wrestling mat with lettering and Braves		
14588	Dollamur	6,850.00
equipment rental cross country		
12787	Galva-Holstein Comm School District	100.00
MS basketball 11/15/21		
11/22/21 MS basketball		
13602	Goettsch, Eric	150.00
11/22/21 Middle School Basketball		
30936	HARRIMAN, WADE	75.00
Donation		
12656	IC Church CAP Food Pantry	1,000.00
Laffy Taffy: 3-Mystery, 3 - Cherry, 3-Bl		
Laffy Taffy: 3-Mystery, 3 - Cherry, 3-Bl		



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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
18253	MARTIN BROS. DISTRIBUTING CO., INC.	111.46
Donation		
10959	MID SIOUX OPPORTUNITY	1,000.00
Labor for installing time clocks		
12338	Nelson Electric	1,929.46
12/2 MS basketball		
12/3/21 MS basketball		
13855	Nelson, Kody	150.00
MS basketball 11/15/21		
31293	Oswald, Kyle	75.00
Cheer Jackets		
10188	Pilot Rock Signs	399.00
The Mouse and The Raven		
14042	Pioneer Drama Service	12.50
WHS Concession Supplies - FB		
10428	Pizza Hut	454.99
11/23/21 MS bball		
14327	Shea, Mark	75.00
Donation		
12654	Trinity Lutheran Church Food Pantry	1,000.00
certification for wrestling scales 2021		
30166	VANDE BERG SCALES	120.00
12/2/21 MS basketball		
12/3/21 MS basketball		
14066	Weaver, Andrew	150.00
Fund Number 21		
Checking Account ID 3		
Checking Account ID 4	Fund Number 61	SCHOOL NUTRITION FUND
fixed hot box cord and outlet		
10034	Champion Electric	153.90
Alla Carte Purchases		
Alla Carte Purchases		
Alla Carte Purchases		
11224	Chesterman Co.	1,004.00
Milk - CES		
Milk - CES		
Milk - CMS		
Milk - CES		
Milk - CMS		
Milk - CES		
Milk - WHS		
Milk - CMS		
Milk - CES		
Milk - WHS		
Milk - CES		

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Vendor Number Vendor Name

Amount

Invoice Detail Description

Milk - CMS

Milk - WHS

Milk - CES

Milk - CMS

Milk - WHS

Milk - CES

Milk - WHS

Milk - CMS

Milk - CMS

Milk - CES

Milk - WHS

Milk - CMS

Milk - CES

Milk - WHS

Milk - CMS

Milk - CES

Milk - WHS

40114 DFA Dairy Brands Corporate 4,397.59

COVID - Food Purchases

COVID - Food Purchases

COVID - Food Purchases

40032 Earthgrains 345.80

Ala Carte Food Purchases

COVID general supplies

COVID General Supplies

Ala Carte Food Purchases

COVID general supplies

COVID general supplies

Credit Memo - Purchased Food

COVID purchased food

Ala Carte Food Purchases

Ala Carte Food Purchases

COVID purchased food

COVID general supplies

Ala Carte Food Purchases

COVID purchased food

COVID purchased food

Ala Carte Food Purchases

COVID purchased food

COVID purchased food

COVID general supplies

Ala Carte Food Purchases

Ala Carte Food Purchases

18253 MARTIN BROS. DISTRIBUTING 18,624.60

CO., INC.

Fund Number 61

Checking Account ID 4


**Cash Basis Receipts and Disbursements - July 1, 2020 - June 30, 2021**

	Operating Fund	Management Fund	Self-Insurance Fund	Student Activity	PPEL Fund	SAVE	Bond Proceeds	Trust & Agency	School Nutrition
<b>Cash Basis Receipts</b>									
Local Sources	4,559,719	362,499	54,263	187,574	971,103	42,325	2,483,096	7,891	60,009
State Sources	7,318,083	6,121		6,884	1,027,731				3,931
Federal Sources	332,779								603,973
Other Sources	106,689				3,994,380				
<b>Total Receipts</b>	<b>12,317,270</b>	<b>368,620</b>	<b>54,263</b>	<b>187,574</b>	<b>4,972,367</b>	<b>1,070,056</b>	<b>2,483,096</b>	<b>7,891</b>	<b>667,913</b>
<b>Cash Basis Disbursements</b>									
Instruction	8,298,645	47,910		225,548		8,320		4,900	
Support Services	3,430,052	179,180	177,108		20,700	15,973			
Noninstructional Programs							6,332,470		506,477
Other Expenditures	492,442				3,725,657	1,435,077			34,582
<b>Total Disbursements</b>	<b>12,221,140</b>	<b>227,090</b>	<b>177,108</b>	<b>225,548</b>	<b>3,746,357</b>	<b>1,459,370</b>	<b>6,332,470</b>	<b>4,900</b>	<b>541,059</b>
Net	96,130	141,530	(122,845)	(37,974)	1,226,010	(389,314)	(3,849,374)	2,991	126,854
July 1, 2020 Cash Balance	\$ 2,740,498	\$ 695,021	\$ 1,174,743	\$ 127,124	\$ 406,201	\$ 2,166,908	\$ 3,849,374	\$ 33,695	\$ 280,010
<b>June 30, 2021 Cash Balance</b>	<b>2,836,628</b>	<b>\$ 836,551</b>	<b>\$ 1,051,898</b>	<b>\$ 89,150</b>	<b>\$ 1,632,211</b>	<b>\$ 1,777,594</b>	<b>\$ 0</b>	<b>\$ 36,686</b>	<b>\$ 406,864</b>

**ANNUAL REPORT  
CHEROKEE COMMUNITY SCHOOL DISTRICT  
FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021**

	Operating	Management	Self-Insurance	Bond Proceeds	PPEL	SAVE	Debt Service
<b>JULY 1, 2020</b>							
Bank Balance	126,091	10,331	14,433	1,449,374.00	16,383	769,758	-
CD's			623,216	2,400,000.00	-	-	-
Investment Account	2,614,407	684,690	537,094	-	389,818	1,397,150	3,236
	<b>2,740,498</b>	<b>695,021</b>	<b>1,174,743</b>	<b>3,849,374</b>	<b>406,201</b>	<b>2,166,908</b>	<b>3,236</b>
Receipts	12,317,270	368,620	54,263	2,483,096	4,972,367	1,070,056	894,564
Expenditures	12,221,140	227,090	177,108	6,332,470	3,746,357	1,459,370	879,381
<b>JUNE 30, 2021</b>							
Ending Balance	<b>2,836,628</b>	<b>836,551</b>	<b>1,051,898</b>	<b>(0)</b>	<b>1,632,211</b>	<b>1,777,594</b>	<b>18,419</b>
<b>JUNE 30, 2021</b>							
Bank Balance	469,676	18,636	11,071	-	138,710	771,046	-
CD's	-	-	628,217	-	-	-	-
Investment Account	2,366,952	817,915	412,610	-	1,493,502	1,006,548	18,419
	<b>2,836,628</b>	<b>836,551</b>	<b>1,051,898</b>	<b>-</b>	<b>1,632,211</b>	<b>1,777,594</b>	<b>18,419</b>

I, Joyce Lundsgaard, Secretary/Treasurer of the Cherokee Community School District, do hereby certify that this is a true and correct statement of the receipts and disbursements for the fiscal year ending June 30, 2021.

  
Joyce Lundsgaard, Secretary/Treasurer

State of Iowa  
Abstract of Votes

Cherokee County, Iowa

We, the undersigned members of the County Board of Canvassers, hereby certify the following to be a true and correct abstract of the votes cast in this county, at the 2021 City-School Election held on Tuesday, November 02, 2021, as shown by the tally lists returned from the several election precincts.

Cherokee School Director At-Large

Kelly Lundell	Received Two Hundred and Thirty-One (231) votes
Brian Freed	Received Three Hundred and Eighty-Three (383) votes
Ray E Mullins II	Received Three Hundred and Sixty-One (361) votes
Scattering	Received Eight (8) votes
Total	Nine Hundred and Eighty-Three (983) votes

**We therefore declare :**

Brian Freed to be duly elected for the office of Cherokee School Director At-Large.  
Ray E Mullins II to be duly elected for the office of Cherokee School Director At-Large.

IN TESTIMONY WHEREOF, we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors at Cherokee, the county seat of Cherokee County, this Tuesday, November 09, 2021.

Gary Lundquist  
Chairperson

W. A. Mills

Ray E. Mullins II

Rh. Ma

Kris Glavinke

Attest: County Auditor and Clerk of the Board of Supervisors

(Seal)

Members of  
the Board  
of  
Supervisors  
and ex-  
officio  
County  
Board of  
Canvassers

**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 board member **LAURA JONES**. Board member, **LAURA JONES**, has positively impacted school climate by serving the students, staff, and stakeholders of Cherokee CSD for four years (one term) as an elected volunteer. A **Big Braves THANK YOU** is extended to Laura Jones for the generous donation of her time and talents!

**SO BE IT RESOLVED: November 15, 2021**

-----  
**President**

-----  
**Vice-President**

-----  
**Member**

-----  
**Member**

-----  
**Member**

# Cherokee Elementary School

November 2021    *Brian Christiansen, Principal*  
*Jen Burch, Instructional Coach*



**DISTRICT GOAL 1**  
**COLLEGE & CAREER**  
**READINESS**

CES had a very successful Fall Parent Teacher Conferences, 97% of our families were able to attend conferences either on PTC night or at another time. 100% of families were provided information on their students progress and materials were sent home for all students.

A big congratulations to Lance Van Roekel for this month's Healthy Hero. Lance is in Mrs. Miller's 4th grade class. A quote about Lance, "Lance shows up to class everyday with a smile on his face and eager to dive into the activities. We can count on Lance to make us laugh, try his best, help get the class organized and spot potential problems. Lance is a great leader, he always wants to get into the activities as quickly as we can so he hustles around making sure things are set up and students are doing what they are supposed to so we can get started right away".

**DISTRICT GOAL 2**  
**21ST CENTURY SKILLS**  
*PROBLEM SOLVING,*  
*TEAM BUILDING &*  
*INTERPERSONAL SKILLS*

Thank you to all that supported the PTA fundraiser. CES students were able to raise over \$10, 000, these funds are used for a variety of things in our school. Schoolwide we earned a pajama day, extra recess, Mr. C being a DJ at lunch, and a Dance Party!!

This is a purchase year for English Language Arts, the K-4 ELA curriculum team has been busying researching various ELA curriculum options and working with their grade level teams to identify the best fit for our students. The ELA curriculum team will be previewing various curriculum options to narrow down the choices for entire staff presentations and selection.

**DISTRICT GOAL 3**  
**COMMUNICATION &**  
**POSITIVE**  
**RELATIONSHIPS**

CES Fall MAP Scores

	Overall	Target
3rd Grade Reading	189.9	186.6
3rd Grade Math	188.5	188.8
4th Grade Reading	195.9	196.6
4th Grade Math	197.9	199.5

Looking Ahead: The K-4 Holiday music concert will be held on Monday, December 20th at 7:00pm.



# CHEROKEE MIDDLE SCHOOL

November 2021



## STUDENT RECOGNITION

Landon Stowater is the November Cherokee Chamber Student of the Month. Landon is the son of Ryan and Kasey Stowater.

## PARENT-TEACHER CONFERENCES

### CMS Parent Teacher Conferences

5th Grade: 45/72 = 63%

6th Grade: 66/88 = 75%

7th Grade: 34/100 = 34%

8th Grade: 36/89 = 40%

**CMS Totals = 53%**

## TRAINING

*Special Education and English Language Arts teachers have attended one and will be attending another training regarding the Science of Reading. They have gleaned and implemented valuable information to help during their Reading instruction. Our AEA trainer, Lisa Hoffmeister, has been invaluable in this process.*

## READING

## FUTURE READY

*We attended the Future Ready training as part of the District team identifying gaps and ways to move forward with our Future Ready efforts. AEA staff will be helping us later this month continue our work and moving forward with our implementation ideas. We have been discussing components of this during Professional Development time as well.*

## PROFESSIONAL DEVELOPMENT

*Our staff will be receiving their first personalized PD box later this month. Myla, TLC Model teacher, & Linda have been preparing resources for their exploration based on the topics they chose to research. Feedback from the staff was very positive last year because it is tailored to their needs for their individual classroom. This is our third year of intentional personalized PD for our CMS staff and our second year for the box.*

## INSTRUCTION & TESTING

*Our staff has been looking at MAP results and identifying areas of need. Kasey, TLC School Improvement teacher, & Linda have been preparing data for the Annual Progress Report and teachers to utilize. The data walls are updated. Teachers are incorporating specific instruction during WIN (What I Need) time to address the student's areas of need. Students are also looking at their scores and identifying their individual strengths and areas to work on. They are writing and/or identifying goals for the Winter testing in January. We are excited to see their progress and growth for all of their hard work!*

## SOCIAL EMOTIONAL LEARNING & POSITIVITY

*Over one thousand "You Made Us Proud" cards have been handed out to students for positive behaviors. They have been going into a fish tank. It is almost full! We are proud of their accomplishments in the PRIDE areas. The SEBH (formerly ISF) team is working hard to keep the positive momentum going.*

*It has been a busy time of the year in the Fine Arts programs and upcoming performances. It is fun to see their progress through the year.*



Positivity  
Respect  
Integrity  
Determination  
Empathy

Scot Aden, Principal  
Linda Ducommun, Instructional Coach





## November 2021 WHS Building Report

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



<p><b>Board Goals</b></p> <p>Work Based Learning          Problem Solving and Team Building Skills          Technology          Iowa Core          Communication</p>	<ul style="list-style-type: none"> <li>● Future Ready Day is planned for the afternoon of December 15. We are working community members to offer our students a variety of experiences including a career fair, life skills games and speakers.</li> <li>● WHS Intermediary School             <ul style="list-style-type: none"> <li>○ A recent addition to our alternative learning center to increase the graduation possibility of students placed in the alternate setting as freshmen or sophomores.</li> <li>○ Will be incorporating more Work Based Learning and career exploration.</li> </ul> </li> <li>● WHS Gaming Lounge             <ul style="list-style-type: none"> <li>○ This is an opportunity put together by Mr. Puettmann and Miss Karels for students to play and discuss different gaming platforms.</li> <li>○ They meet a couple times a month after school</li> </ul> </li> <li>● Student Support Team             <ul style="list-style-type: none"> <li>○ Consists of School Counselor, Success Coaches, Seasons Youth Advocate, and Principal</li> <li>○ Objective of the team is to problem solve and develop success plans for students who may be struggling academically, emotionally, or behaviorally at the high school.</li> </ul> </li> <li>● Work Based Learning placements for second semester             <ul style="list-style-type: none"> <li>○ Mr. Stoneking is working to set up WBL placements for a larger number of our juniors and seniors.</li> </ul> </li> </ul>
<p><b>Staff Positives</b></p>	<ul style="list-style-type: none"> <li>● BLT is reading the book Teaching for Tomorrow</li> <li>● We're focusing on Climate and Culture for the first few minutes of PD each week.</li> <li>● Monthly teacher's lounge celebrations with food and fun!</li> </ul>
<p><b>Student Positives</b></p>	<ul style="list-style-type: none"> <li>● NHS Induction Tuesday, November 16</li> <li>● Musical was this weekend. Congratulations to Mr. Vannatta and all of his students!</li> </ul>
<p><b>Looking Ahead...</b></p>	<ul style="list-style-type: none"> <li>● NHS Induction November 16 @ 7:00</li> <li>● FTC Robotics competition at Sx. City East on November 20</li> <li>● FTC Robotics competition @ Trinity Christian on December 2</li> <li>● First GBB game is Monday, November 22 @ Sx. City West</li> <li>● First HOME GBB game is Tuesday, November 23</li> <li>● First Basketball G/B doubleheader is November 30 @ Emmetsburg</li> <li>● First wrestling meet is November 30 @ MVAOCO</li> <li>● First HOME G/B doubleheader is December 2</li> <li>● First HOME wrestling meet is December 9</li> <li>● Midterm of the 2nd Quarter is December 2</li> <li>● Thanksgiving Break November 24 -26</li> </ul>

Mr. Tom Ryherd- WHS Principal & Mrs. Natalie Barkley- Instructional Coach

# Notes for the Board from the Superintendent – November 2021

## Cherokee Community School District: *Empowering Learners*

### Standards for Effective School Boards

November Standard: Sustain and enhance district resources through planning and fiduciary oversight by monitoring and evaluating the financial health of the district; ensuring accountability and transparency in board decision making; ensuring strong financial planning for the district; ensuring the district budget aligns with district goals and multi-year plans; ensuring sufficient risk management is in place to protect district resources; and ensuring school facilities enhance and enrich student and staff learning.

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*

**Rotary Student of the Month is Molly Pitts!** Molly is the daughter of Mike and Kelly Pitts and was nominated for this recognition by staff members. Molly participates in FFA, group speech, cheerleading, volleyball, basketball, track, JETS, Spanish club, Spanish Honor Society, and National Honor Society. A quote from Molly's teachers, "Molly Pitts is active in many activities. She is welcoming, hard working, creative and a friend to all she meets. Molly is taking tough classes with a positive attitude." Congratulations to Molly!

### Technology Update

- **News from Technology Director, Bill Halder**
  - Technology department has been training for the past few weeks covering a large list of duties, understanding how to get around in the different apps/programs/settings. Also been working on all the technology tickets received and currently have 5 to finish. This does not count the email requests received and completed throughout the week. Still working on processes within the department and between other departments/groups as needed. Also working to understand which testing programs require our interaction in getting the student information uploaded to the site in preparation for the testing date.

### Career Opportunities Update – Board/District Goal #1

- Building Reports - Principals/Instructional Coaches - on the agenda
- STEM and Computer Science Grant Opportunities

### Curriculum and Instruction Update – Board/District Goal #2

- Building Reports - Principals/Instructional Coaches - on the agenda
- FFA Presentation - on the agenda
- Purchasing Year: Language Arts
- Professional Development Focus: Leadership [Joe Sanfelippo], STEM, and Science of Reading
- Iowa Department of Education Public Reporting Site: [reports.educateiowa.gov](https://reports.educateiowa.gov)

This website provides access to a variety of reports covering multiple areas including district profiles, financial reports and school plans.

### Communication Update – Board/District Goal #3

- Building Reports - Principals/Instructional Coaches - on the agenda
- Requests for Early Graduation - Rhiannon Slunicka, Gabrielle Cowart, Rena Rogers, DeLani Doeden, Anthony Simmons, Abigail Hirschman, Cayden Carlson, Harley Roosa, Emilee Guinn, Natasha Ford, Micah Siepka, Braxten Hoepfner, and Isabell Olguin
- APR (Annual Progress Report) - on the agenda and reviewed during SIAC meeting
- November is National Gratitude Month - THANK YOU to board members for volunteering to serve the students, staff, and stakeholders of CCSD! THANK YOU to an amazing staff for answering a call and committing their efforts to making a difference in the lives of our students!

### Nursing, Nutrition, and Transportation Update

- **News from Director of Nursing, Rachel Doeden**
  - We finished student immunization audits with the public health department last week and started on the remainder of the health requirement audits. We hosted a flu shot clinic in coordination with

### Board/District Goals

1. Expand Career Opportunities
2. Develop Problem Solving, Interpersonal, and Team Building Skills
3. Improve Communication Between All Stakeholders

# Notes for the Board from the Superintendent – November 2021

## Cherokee Community School District: *Empowering Learners*

CRMC Occupational Health nurses for staff last week. After seeing a few weeks of less illness, we have seen a little uptick in overall illness and covid cases this last week.

- Current covid cases in the district as of Monday 11/15: Students-4; Staff-2.
- **News from Food Services Director, Cara Jacobson**
  - We are still facing the same challenges that everyone is, trying to get product in the back door. We receive products, but a lot of times it is substituted with something else. Rest assured it is still a good product, just keeps us on our toes as far as menu planning. Also, the students will not go without a healthy meal, Martin Brothers is doing an excellent job in making sure we have substitutions.
  - Hats off to my staff, as everyone knows there has also been a shortage of employees, and this has been my problem in the past, but not this year. It sure does take some stress off me, to have staff and substitutes when we need them!
  - The problem at the elementary school with the dishwasher seems to be fixed. It was the water at the school that was causing build up, and it has been fixed. My staff continues to work at getting the additional build up off from hard water, but the machine is working well. Thank you to everyone that helped remedy the problem.
- **News from Transportation Director, Rachel Mallory**
  - Things are gearing up for basketball and wrestling season. Vans and suburbans are still being used often, they work great for activities and trips. Our new bus had been delayed, the new delivery date is mid January.

### Strategic Planning – Finance Update

- Financials included in board packet
- Secretary/Treasurer’s Report - on the agenda
- SBRC Requests - on the agenda
- Fiscal Year 2021 - on the agenda

### Building, Grounds, and Capital Projects Update

- Updated Bidding and Construction Schedule - WHS Science / Greenhouse / Window & Door Replacement - on the agenda
- **News from Mike Fiedler, Maintenance Director, and Jamie Hodgdon, Assistant Director**
  - My department has been short staffed by one person for the last month. Thanks to the ladies and Karl for picking up the extra responsibilities. All the boilers are up and running with little to no problems.
  - Jamie is doing great, he is figuring things out and we are working on getting the things he needs. I feel we are at a good point with the upkeep of school and meeting the needs of everyone.
  - Preparation is done for winter weather and good to go for snow removal.
  - Working on dumpster cement at the high school for the lunch ladies.
  - Everything is running smoothly, thank you to Kim who backs and supports me and my team.

### IASB Update & Other

- IASB Annual Convention - November 17-21, 2021 - on the agenda
- Recorded Webinars Available for Board Members – School Board U – contact Lou Ann Gvist at [lgvist@ia-sb.org](mailto:lgvist@ia-sb.org) or (515) 247-7064

### Policy/Legislative Update [IASB/SAI/RSAI/IDOE]

- Board Policy - 214-301.2 - on the agenda
- Legislative News/Updates/Priorities from our Partners in Education:

<a href="#">School Administrators of Iowa</a>	<a href="#">Legislative Information - IDOE</a>	<a href="#">Legislative Advocacy</a>
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### Board/District Goals

1. Expand Career Opportunities
2. Develop Problem Solving, Interpersonal, and Team Building Skills
3. Improve Communication Between All Stakeholders

## STUDENT CONDUCT ON SCHOOL TRANSPORTATION

Students utilizing school transportation will wear seatbelts and conduct themselves in an orderly manner fitting to their age level and maturity with mutual respect and consideration for the rights of the school vehicle driver and the other passengers. Students who fail to wear seatbelts and behave in an orderly manner will be subject to disciplinary measures.

The driver will have the authority to maintain order on the school vehicle. It is the responsibility of the driver to report misconduct to the building administrator.

The board supports the use of video cameras on school buses used for transportation to and from school as well as for field trips, curricular or extracurricular events. The video cameras will be used to monitor student behavior and may be used as evidence in a student disciplinary proceeding. The videotapes are student records subject to school district confidentiality, board policy and administrative regulations.

After 2 warnings for bad conduct, the building principal will have the authority to suspend transportation privileges of the student or impose other appropriate discipline.

It is the responsibility of the superintendent, in conjunction with the building principal, to develop administrative regulations regarding student conduct and discipline when utilizing school district transportation.

Legal Reference: Iowa Code §§ 279.8; 285; 321.

Cross Reference: 503 Student Discipline  
506 Student Records

Approved \_\_\_\_\_ Reviewed 9/21/15, 2/19/18, 1/18/21 Revised 11/15/21

## PUBLIC HEARINGS

Public hearings may be held on school district matters at the discretion of the board. Public notice of a public hearing will be in the same manner as for a board meeting except that the notice will be given at least ten days before the hearing is to be held unless it is impossible or impractical to do so, or the law requires otherwise.

At public hearings, citizens of the district who register at the door will be allowed to speak on the issue for which the public hearing is being held. Others may be allowed to speak at the board's discretion. Speakers are asked to keep their remarks as brief as possible. Prior to the beginning of the hearing, speakers and spectators will be apprised of the rules of order to be followed regarding time limitations, questions, remarks and rebuttals. In no event will a speaker be allowed to take the time of another speaker.

The board will conduct public hearings in an orderly fashion. At the beginning of the hearing, statements, background materials and public hearing rules and procedures will be presented by the board president. The board president will recognize the speakers. A board member may ask questions of the speakers after receiving permission from the board president. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the board or the proceedings will be asked to leave.

Legal Reference: Iowa Code §§ 24.9; 73A.18; 279.8, .10; 297.22.

Cross Reference: 210 Board of Directors' Meetings  
 213 Public Participation in Board Meetings  
 601.1 School Calendar  
 703.1 Budget Planning

Approved 3/18/96 Reviewed 4/18/2016, 11/19/18, 11/15/21 Revised \_\_\_\_\_

## BOARD OF DIRECTORS' RECORDS

The board will keep and maintain permanent records of the board including, but not limited to, records of the minutes of board meetings and other required records of the board.

It is the responsibility of the board secretary to keep the minutes of the board meetings. The minutes of each board meeting will include, at a minimum, the following items: a record of the date, time, place, members present, action taken and the vote of each member, and the schedule of bills allowed will be attached. This information will be available within two weeks of the board meeting and forwarded to the newspaper designated as the official newspaper for publication. The information does not need to be published within two weeks. The schedule of bills allowed may be published on a once monthly basis in lieu of publication with the minutes. The permanent records of the board minutes may include more detail than is required for the publication of the minutes.

Minutes waiting approval at the next board meeting will be available for inspection at the central administration office after the board secretary transcribes the notes into typewritten material which has been proofread for errors and retyped.

Legal Reference: Iowa Code §§ 21; 22; 279.8, .35, .36; 291.6, .7; 618.3.  
281 I.A.C. 12.3(1).  
1982 Op. Att'y Gen. 215.  
1974 Op. Att'y Gen. 403.  
1952 Op. Att'y Gen. 133.

Cross Reference: 206.3 Secretary  
206.4 Treasurer  
208 Ad Hoc Committees  
210.8 Board Meeting Agenda  
708 Care, Maintenance and Disposal of School District Records  
901 Public Examination of School District Records

Approved 3/18/96 Reviewed 4/18/2016, 11/19/18, 11/15/21 Revised 2/16/98

## BOARD MEETING MINUTES

Since the official minutes of the board are the only legal record, it is important that they be recorded with extreme care and completeness. The board secretary will follow the following guidelines in writing board minutes:

With respect to content, the minutes should show the following:

1. The place, date, and time of each meeting.
2. The type of meeting--regular, special, emergency, work session.
3. Members present and members absent, by name.
4. The call to order and adjournment.
5. The departure of members by name before adjournment.
6. The late arrival of members, by name.
7. The time and place of the next meeting.
8. Approval, or amendment and approval, of the minutes of the preceding meeting.
9. Complete information as to each subject of the board's deliberation and the action taken.
10. The maker and seconder of the motion, what action was taken, and the vote on the motion detailed enough to attribute a vote to each member present.
11. Complete text of all board resolutions, numbered consecutively for each fiscal year.
12. A record of all contracts entered into, with the contract documents kept in a separate file.
13. A record of all change orders on construction contracts.
14. All employment changes, including resignations or terminations.
15. A record, by number, of the bills of account approved by the board for payment.
16. A record of all calls for bids, bids received, and action taken thereon.
17. Approval of all transfers of funds from one budgetary fund to another.
18. Important documents forming a part of a motion should be made a part of the minutes by exhibit and placed in the minute book along with the minutes.
19. Board policy and administrative guides should be made a part of the minutes by exhibit.
20. Adoption of textbooks and establishment of bus routes by the board for the school year as well as the school calendar should become a part of the minutes.

BOARD MEETING MINUTES

21. Approval or disapproval of open enrollment requests with justification for disapproval or approval after the deadline.
22. A record of all delegations appearing before the board and a record of all petitions.
23. At the annual meeting each year the record should indicate that the books of the treasurer and secretary and the Certified Annual Report have been examined and approved subject to audit.
24. The election or appointment of board officers.
25. The appointment of auditors to examine the books.

At the annual or organizational meeting in odd-numbered years, the minutes should reflect the following:

26. Appointment of a temporary chairperson if not specified in policy.
27. Oath of office administered to newly elected board members.
28. Nominations taken for the office of president and vice-president.
29. Election of the president and vice-president, the votes and the oath of office administered to the president and vice-president.
30. The resolution to pay bills when the board is not in session.
31. A resolution to automatically disburse payroll along with a roster of all employees under contract.
32. A resolution naming depositories along with the maximum deposit for each depository.
33. Resolution authorizing the use of a check protector and signer and the proper control of the signer.
34. Motion designating a member or a committee to examine the bills of account for a designated period of time on a rotation basis if desired for the balance of the school year.



ASSOCIATION MEMBERSHIP

Participation in board member associations are beneficial to the board. The board will maintain an active membership in the Iowa Association of School Boards and in organizations the board determines will be of benefit to the board and the school district.

Legal Reference: Iowa Code § 279.38.

Cross Reference: 216.2 Board of Directors' Member Development and Training

Approved 3/18/96 Reviewed 4/18/2016, 11/19/18, 11/15/21 Revised 2/16/98

BOARD OF DIRECTORS' MEMBER DEVELOPMENT AND TRAINING

The board may participate in conferences sponsored by educational associations and agencies in addition to its own in-service programs and work sessions.

The board will work closely with the Iowa Association of School Boards' Academy of Board Learning Experiences and encourage the board members to participate in conferences to achieve the Better Boardsmanship Award.

Legal Reference: Iowa Code §§ 279.8, .38.

Cross Reference: 216.1 Association Membership

Approved 3/18/96 Reviewed 4/18/2016, 11/19/18, 11/15/21 Revised 2/16/98

BOARD OF DIRECTORS' MEMBER COMPENSATION AND EXPENSES

As an elected public official, the board member is a public servant who serves without compensation. Board members will be reimbursed for actual and necessary expenses incurred in the performance of their official duties.

Prior to reimbursement of actual and necessary expenses, the board member must submit a detailed receipt indicating the date, purpose and nature of the expense for each claim item. Failure to provide a detailed receipt will make the expense nonreimbursable. Personal expenses will be reimbursed by the board member to the school district no later than ten working days following the date of the expense. In exceptional circumstances, the board may allow a claim without proper receipt. Written documentation explaining the exceptional circumstances will be maintained as part of the school district's record of the claim.

It is the responsibility of the board secretary to compile the expenses of board members and bring them to the board for audit and approval in the same manner as other claims of the school district. It is the responsibility of the board to determine through the audit and approval process of the board whether the expenses incurred by a board member are actual and necessary expenses incurred in the performance of their official duties.

Legal Reference: Iowa Code §§ 68B; 277.27; 279.7A, .8, .32.

Cross Reference: 203 Board of Directors' Conflict of Interest  
401.7 Employee Travel Compensation  
401.10 Credit Cards

Approved 3/18/96

Reviewed 4/18/2016, 11/19/18, 11/15/21

Revised 2/16/98

## GIFTS TO BOARD OF DIRECTORS

Board members may receive a gift on behalf of the school district. Board members will not, either directly or indirectly, solicit, accept or receive a gift, series of gifts or an honorarium unless the donor does not meet the definition of "restricted donor" stated below or the gift or honorarium does not meet the definition of gift or honorarium stated below.

A "restricted donor" is defined as a person or other entity which:

- Is seeking to be or is a party to any one or any combination of sales, purchases, leases or contracts to, from or with the school district;
- Will be directly and substantially affected financially by the performance or nonperformance of the board member's official duty in a way that is greater than the effect on the public generally or on a substantial class of persons to which the person belongs as a member of a profession, occupation, industry or region; or
- Is a lobbyist or a client of a lobbyist with respect to matters within the school district's jurisdiction.

A "gift" is the giving of anything of value in return for which something of equal or greater value is not given or received. However, "gift" does not include any of the following:

- Contributions to a candidate or a candidate's committee;
- Information material relevant to a board member's official function, such as books, pamphlets, reports, documents, periodicals or other information that is recorded in a written, audio or visual format;
- Anything received from a person related within the fourth degree by kinship or marriage, unless the donor is acting as an agent or intermediary for another person not so related;
- An inheritance;
- Anything available or distributed to the general public free of charge without regard to the official status of the board recipient;
- Items received from a charitable, professional, educational or business organization to which the board member belongs as a dues paying member if the items are given to all members of the organization without regard to an individual member's status or positions held outside of the organization and if the dues paid are not inconsequential when compared to the items received;
- Actual expenses of a board member for food, beverages, travel and lodging for a meeting, which is given in return for participation in a panel or speaking engagement at the meeting when the expenses relate directly to the day or days on which the board member has participation or presentation responsibilities;
- Plaques or items of negligible resale value given as recognition for public service;

## GIFTS TO BOARD OF DIRECTORS

- Nonmonetary items with a value of less than three dollars that are received from any one donor during one calendar day;
- Items or services solicited or given to a state, national or regional organization in which the state of Iowa or a school district is a member for purposes of a business or educational conference, seminar or other meeting or solicited by or given to state, national or regional government organizations whose memberships and officers are primarily composed of state or local government officials or employees for purposes of a business or educational conference, seminar or other meeting;
- Items or services received by members or representatives of members as part of a regularly scheduled event that is part of a business or educational conference, seminar or other meeting that is sponsored and directed by any state, national or regional government organization in which the state of Iowa or a political subdivision of the state of Iowa is a member or received at such an event by members or representatives of members of state, national or regional government organizations whose memberships and officers are primarily composed of state or local government officials or employees;
- Funeral flowers or memorials to a church or nonprofit organization;
- Gifts which are given to a public official for the public official's wedding or twenty-fifth or fiftieth wedding anniversary;
- Payment of salary or expenses by a board member's employer or the firm in which the board member is a member for the cost of attending a meeting of a subunit of an agency when the board member whose expenses are being paid serves on a board, commission, committee, council or other subunit of the agency and the board member is not entitled to receive compensation or reimbursement of expenses from the school district;
- Gifts other than food, beverages, travel and lodging received by a board member which are received from a person who is a citizen of a country other than the United States and is given during a ceremonial presentation or as a result of a custom of the other country and is of personal value only to the board member; or
- Actual registration costs for informational meetings or sessions which assist a public official or public employee in the performance of the person's official functions. The costs of food, drink, lodging and travel are not "registration costs" under this paragraph. Meetings or sessions which a public official or public employee attends for personal or professional licensing purposes are not "informational meetings or sessions which assist a public official or public employee in the performance of the person's official functions" under this paragraph.

An "honorarium" is anything of value that is accepted by, or on behalf of, a board member as consideration for an appearance, speech or article. An honorarium does not include any of the following:

- Actual expenses of a board member for registration, food, beverages, travel or lodging for a meeting, which is given in return for participation in a panel or speaking engagement at a meeting when the expenses relate directly to the day or days on which the board member has participation or presentation responsibilities;

## GIFTS TO BOARD OF DIRECTORS

- A nonmonetary gift or series of nonmonetary gifts donated within thirty days to a public body, an educational or charitable organization or the department of general services; or
- A payment made to a board member for services rendered as part of a private business, trade or profession in which the board member is engaged if the payment is commensurate with the actual services rendered and is not being made because of the person's status as a board member but, rather, because of some special expertise or other qualification.

It is the responsibility of each board member to know when it is appropriate to accept or reject gifts or honorariums.

Legal References: Iowa Code ch. 68B.  
1972 Op. Att'y Gen. 276.  
1970 Op. Att'y Gen. 319.

Cross References: 203 Board of Directors' Conflict of Interest  
402.4 Gifts to Employees  
704.4 Gifts - Grants - Bequests

## ROLE OF SCHOOL DISTRICT ADMINISTRATION

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

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

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

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

The board and the administration will work together to share information and decisions under the management team concept.

MANAGEMENT

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

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

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

It is the responsibility of the superintendent to develop guidelines for cooperative decision-making.

Legal Reference: Iowa Code § 279.8.

Cross Reference: 301 Administrative Structure

Approved 4/15/1996 Reviewed 5/16/16, 12/17/18, 11/15/21 Revised \_\_\_\_\_



## MANAGEMENT TEAM

The board of education and the administration of the school district believe in and endorse the concept of a "Management Team." The management team includes all members of the board of education and the administrative team. This is an expression of commitment to the belief that participatory management will result in comprehensive and efficient solutions to local education concerns. The management team shall be headed by the School Board President or designee. The president shall convene meetings to discuss district policies, administrative procedures and other business brought to the Management Teams attention.

Decisions made by the Management Team in a collaborative way have more quality due to the inclusion of diverse approaches and greater quantify of informational input.

All members of the management team have the responsibility for exercising full expression during the decision making process which leads to recommendations for school board action on policy matters.

Legal Reference: Iowa Code § 279.8 (2003).  
281 I.A.C. 12.3(3).

Cross Reference: 301 Administrative Structure

Approved 4/15/1996 Reviewed 5/16/16, 12/17/18, 11/15/21 Revised \_\_\_\_\_

**BOARD RESOLUTION TO JOIN IOWA LOCAL GOVERNMENT RISK POOL**

RESOLUTION NO. \_\_\_\_\_

Resolution approving the participation by the School District in a joint agreement establishing local government risk pools

WHEREAS, the Board of Directors (the "Board") of the Cherokee Community School District in the County (Counties) of Cherokee, State of Iowa (the "School District") is required by Section 274.3 of the Code of Iowa, as amended, to operate, control and supervise all public schools within the boundaries of the School District and is authorized to exercise any broad and implied power not inconsistent with the laws of the State of Iowa and administrative rules adopted by state agencies pursuant thereto, related to the operation, control and supervision of those public schools; and

WHEREAS, pursuant to Section 670.7, subsection 1 of the Code of Iowa, as amended, the School District may join and pay funds into a local government risk pool to protect the School District against any and all liability, loss of property, or any other risks associated with the operation of the School District and the costs of local government risk pools shall be included in the School District's management levy as provided in Section 296.7 of the Code of Iowa, as amended, or, if the School District has not certified a management levy, the costs shall be paid from the School District's general fund; and

WHEREAS, pursuant to Section 296.7 of the Code of Iowa, as amended, the School District may enter into agreements obligating the School District to make payments beyond its current budget year to establish and maintain local government risk pools to protect the School District from tort liability, loss of property, environmental hazards or any other risk associated with the operation of the School District; and

WHEREAS, the School District is authorized pursuant to Chapter 28E of the Code of Iowa, as amended, to enter into joint agreements with other public agencies and with private agencies (both as defined therein) for the joint exercise of powers, privileges and authorities exercised or capable of being exercised by the School District; and

WHEREAS, because of the fluctuation of the costs of natural gas and variability of the quantities of natural gas used by the School District caused by changes in winter weather conditions, it is in the best interests of the School District to enter into a joint agreement with other public agencies, in substantially the form as has been presented to and considered by the Board (the "Iowa Local Government Risk Pool Agreement" or the "Agreement") providing for the forming and creation of the Iowa Local Government Risk Pool Commission (the "Commission") for the purpose of establishing one or more local government risk pools (together, the "Local Government Risk Pools") to help the participating public agencies mitigate budget risks associated with winter heating and other natural gas consumption, to enter into contractual arrangements with private parties to access natural gas for the benefit of the participating public agencies, to establish premiums to be paid by the participating public agencies, to pool their risks and stabilize gas prices annually and to facilitate the purchase by and delivery to the participating public agencies of natural gas periodically;

**BOARD RESOLUTION TO JOIN IOWA LOCAL GOVERNMENT RISK POOL**

NOW, THEREFORE, It Is Hereby Resolved by the Board of Directors of the School District, as follows:

Section 1. The participation by the School District in the Iowa Local Government Risk Pool Agreement and the Local Government Risk Pools established in accordance therewith are hereby approved.

Section 2. The Iowa Local Government Risk Pool Agreement is hereby approved, and the President and Board Secretary are hereby authorized and directed to accept and execute the same and any related documents for and on behalf of the School District.

Section 3. The Board shall determine from time to time which, if any, of the Local Government Risk Pools established by the Commission are appropriate for the School District to participate in and shall enter into such related documents and agreements as may be necessary in connection therewith and the President and Board Secretary are hereby authorized and directed to execute the same for and on behalf of the School District.

Section 4. To the extent that the School District incurs obligations to pay premiums or other costs in connection with such Local Government Risk Pools, the Board agrees to include in its annual budget sufficient funds to pay such obligations each fiscal year from its management levy and/or general fund levy.

Section 5. The President and the Board Secretary (or their acting designees) are hereby authorized to execute and deliver any and all agreements, documents and instruments required in connection with the Agreement and to carry out the purposes set forth in this resolution.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
President, Board of Directors

Attest:

\_\_\_\_\_  
Secretary, Board of Directors

**SUGGESTED TEXT TO INCLUDE IN BOARD MINUTES RE  
RESOLUTION TO JOIN IOWA LOCAL GOVERNMENT RISK POOL**

The Board took up and considered matters relating to participating in a joint agreement relating to the establishment of a local government risk pool.

After due consideration and discussion, Director \_\_\_\_\_ introduced the resolution below and moved that the resolution be adopted, seconded by Director \_\_\_\_\_. After due consideration, the President put the question on the motion and the roll being called, the following named Directors voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the President declared the resolution duly adopted, as follows:

[include final approved resolution language]

BOARD MEETING AGENDA

The tentative agenda for each board meeting will state the topics for discussion and action at the board meeting. The agenda is part of the public notice of the board meeting and will be posted and distributed.

Persons requesting to place an item on the agenda must make a request to the superintendent prior to the drafting of the tentative agenda. The person making the request must state the person's name, address, purpose of the presentation, action desired and pertinent background information. Requests from the public may be added to the tentative agenda at the discretion of the superintendent after consultation with the board president. Requests received after the deadline may only be added to the agenda for good cause.

The tentative agenda and supporting documents will be sent to the board members 4 days prior to the scheduled board meeting. These documents are the private property of the board member. Persons wishing to view the tentative agenda and supporting documents may do so at the central administration office.

The board will take action only on the items listed on the tentative agenda posted with the public notice. Items added to the agenda may be discussed or taken under advisement by the board. If an added item is acted upon, the minutes of the board meeting will state the reason justifying the immediate action.

It is the responsibility of the board president and superintendent to develop the agenda for each board meeting.

Legal Reference: Iowa Code §§ 21; 279.8 (2013).  
1980 Op. Att'y Gen. 269.

Cross Reference: 210 Board of Directors' Meetings  
211 Open Meetings  
213 Public Participation in Board Meetings  
215 Board of Directors' Records  
402.5 Public Complaints About Employees  
502.4 Student Complaints and Grievances

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

First Reading 11/15/2021

EXEMPT MEETINGS

Board meetings at which a quorum is not present, or gatherings of the board for purely ministerial or social purposes when there is no discussion of policy or no intent to avoid the purposes of the open meetings law, are exempt from the open meetings law requirements. Since gatherings of this type are exempt from the open meetings requirements, they can be held without public notice, be separate from an open meeting, be held without recording the gathering or taking minutes, and be held without a vote or motion. The board may also hold an exempt session for the following reasons, or as may be otherwise authorized by law:

1. Negotiating sessions, strategy meetings of public employers or employee organizations, mediation and the deliberative process of arbitration;
2. to discuss strategy in matters relating to employment conditions of employees not covered by the collective bargaining law;
3. to conduct a private hearing relating to the recommended termination of a teacher's contract. The private hearing however, in the teacher's contract termination will be recorded verbatim by a court reporter; and
4. to conduct a private hearing relating to the termination of a probationary administrator's contract or to review the proposed decision of the administrative law judge regarding the termination of an administrator's contract.

*NOTE: Meetings exempt from the Open Meetings law are separate, standalone meetings of the board. For this reason, exempt meetings should never take place within an open meeting. Exempt meetings may be placed before or after an open meeting. But once an open meeting has convened, it should be adjourned prior to holding an exempt meeting. While there is no legal requirement to provide notice or keep minutes for exempt meetings; there may be intrinsic benefit for the community to understand that the board is communicating in a transparent fashion. For this reason, boards may choose to provide a notice that they intend to gather for an exempt meeting.*

Legal Reference: Iowa Code §§ 20.17; 21; 22.7; 279.15, .16.

Cross Reference: 208 Ad Hoc Committees  
 211 Open Meetings  
 212 Closed Sessions

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

First Reading 11/15/2021

## PUBLIC PARTICIPATION IN BOARD MEETINGS

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board will set aside a specific time for public comment.

### **Public Comment During Board Meetings**

Citizens wishing to address the board during public comment must notify the board secretary prior to the board meeting. The board president will recognize these individuals to make their comments at the appropriate time during public comment. Citizens wishing to present petitions to the board may also do so at this time. The board however, will only receive the petitions and not act upon them or their contents.

The board has the discretion to limit the amount of time set aside for public participation. Normally, speakers will be limited to 5 minutes with a total allotted time for public participation of 20 minutes. However, the board president may modify this time limit, if deemed appropriate or necessary. Public comment is a time set aside for community input, but the board will not discuss or take any action on any matter during public comment.

Public comment shall be limited to regular board meetings and will not be routinely held during special board meetings.

### **Petitions to Place a Topic on the Agenda**

Individuals who wish for an item to be placed on the board agenda may submit a valid petition to the board. For a petition to be valid, it must be signed by at least 500 eligible electors of the district, or ten percent of the individuals who voted in the last school election, whichever number is lower.

Upon receiving a valid petition to the board to place a proposal on the next board agenda for public hearing, the board will place the proposal identified in the petition on the agenda of the next regular meeting, or a special meeting held within 30 days of receipt of the petition. The board will provide a sign-up sheet for all individuals who wish to speak on the proposal, and individuals will be called to speak in order of sign-up. The sign-up sheet will require each individual to list their legal name and mailing address. Each speaker will be limited to an amount of time established by the board president that is reasonable and necessary based on the number of speakers signed up. The same time limit will apply to all speakers on the proposal. Each individual will be limited to one opportunity to speak. The board maintains absolute discretion on whether or not to discuss or act on the public comments made on the proposal. If a petition is related to curriculum, the district maintains discretion to determine whether to stop teaching that curriculum until the board holds the public hearing to discuss the curriculum.

The board has a significant interest in maintaining the decorum of its meetings, and it is expected that members of the public and the board will address each other with civility. The orderly process of the board meeting will not be interfered with or disrupted by public comment. Only individuals recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual causing disruption may be asked to leave the board meeting. Defamatory comments may be subject to legal action.

Legal Reference: Iowa Code §§ 21; 22; 279.8, 279.8B

Cross Reference: 205 Board Member Liability  
210.8 Board Meeting Agenda  
214 Public Hearings  
307 Communication Channels  
401.4 Employee Complaints  
402.5 Public Complaints About Employees  
502.4 Student Complaints and Grievances

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

First Reading 11/15/21



**BIDDING & CONSTRUCTION SCHEDULE  
 WASHINGTON HIGH SCHOOL SCIENCE SUITE RENOVATION / GREENHOUSE /  
 WINDOW & DOOR REPLACEMENT PROJECTS  
 CHEROKEE COMMUNITY SCHOOL DISTRICT**

FUNCTION/ACTION

DATES

•Board Work Session Project Review	Monday, January 17, 2022
•Board approves Construction Documents (plans & specifications), form of contract and cost estimate. Architect directed to distribute for competitive bids.	Monday, February 21, 2022 <b>(Regular Board Meeting)</b>
Distribution of plans and specs to contractors	Tuesday, February 22, 2022
•Publish for hearing (between 1/29/22 thru 3/2/22)	by Owner
•Publish for Bids (between 2/15/22 thru 3/3/22)	by Owner
•Hold Pre-Bid meeting for contractors (3:30 pm in the Library @ High School)	Thursday, March 3, 2022 <b>FEH attending</b>
•Hold Public Hearing at Board meeting If objections at hearing, schedule gets extended for Board ruling and possible appeal of ruling (5:30 pm @ High School Board Room)	Monday, March 7, 2022 <b>(Special Board Meeting)</b>
•Receipt of Bids (3:30 pm, High School Library)	Tuesday, March 15, 2022 <b>FEH attending</b>
•Accept lowest responsive responsible bid (or reject all bids) (or reject all bids)	Monday, March 21, 2022 <b>(Regular Board Meeting)</b> <b>FEH attending</b>
•Begin construction	May 1, 2022
•Substantial completion (Science Suite / Windows & Doors)	July 29, 2022
•Substantial completion (Greenhouse)	September 9, 2022
•Final completion	Two weeks after Substantial

Please note that we will discuss specifying liquidated damages of \$1,000 per day on the Science Suite Renovation and Window & Door Replacement projects as they have critical end dates.

\* Newspaper (Chronical Times) is published Monday/Wednesday/Friday.

\*\* Information for Board agenda: notices to Joyce Lundsgaard (Board secretary). Regular Board meetings are the third Monday of month.