



Cherokee Community School District

Board Members:

Mrs. Laura Jones- President
Mrs. Jodi Thomas-Vice President
Mrs. Angie Anderson
Mrs. Patty Brown

Regular Board Meeting
December 21, 2020
5:30 p.m.
WHS Library

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

**Regular Board of Education Meeting
Cherokee Community School District, 600 West Bluff Street
Agenda for Monday, December 21, 2020 @ 5:30 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.

NOTICE: Due to the Governor's continuing Emergency Proclamations, the place of the Board's regular meetings, 600 West Bluff Street, in-person public access will be limited and social distancing guidelines will be followed. If you have comments that you wish to be considered please submit those comments to: Kimberly Lingenfelter, Superintendent at klingenfelter@ccsd.k12.ia.us by December 21, 2020 by 2:00 PM along with your phone number and you will be called prior to the agenda item you wish to address. The public may otherwise have access to this Board meeting at KCHE's Facebook page.

<ol style="list-style-type: none"> 1. Call the meeting to order 2. Approve the agenda 3. Roll call of members in attendance 4. Action to excuse board members not in attendance
<ol style="list-style-type: none"> 5. Welcome Visitors Recognition of persons who wish to speak to the board regarding a school issue not on the agenda
<ol style="list-style-type: none"> 6. Consent agenda <ol style="list-style-type: none"> A. Approve the minutes of the management team meeting [11-12-20] and regular meeting [11-16-20] B. Approve financial statements C. Approve monthly bills D. Approve resignations Andrea Phipps - CMS EL Paraprofessional E. Approve retirements F. Approve internal transfers G. Approve contract extensions Thomas Ryherd - Varsity Baseball Coach Matt Hoskinson - Freshman Baseball Coach Gena Leonard - Food Service
<ol style="list-style-type: none"> 7. Communication and Reports <ol style="list-style-type: none"> A. Principals' Building Reports/ Instructional Coaches' Reports B. Directors'/ Superintendent's Report
<ol style="list-style-type: none"> 8. Policy Clerical Change(s): 708 - Care, Maintenance, and Disposal of School District Records (additions and storage of district records to match IASB's Policy Primer and current district practice); 710.1 - School Food Program (additional statement regarding federal regulations to match IASB's Policy Primer); 710.2 - Free or Reduced Cost Meals Eligibility (responsibilities edited to match current district practice) Affirm: 707.1 Secretary's Reports; 707.2 Treasurer's Annual Report; 707.3 Publication of Financial Reports; 707.4 Audit; 708 Care, Maintenance, and Disposal of School District Records; 709 Insurance Program; 710.1 School Food Program; 710.2 Free or Reduced Cost Meals Eligibility; 710.3 Vending Machines; 710.4 Meal Charges
<ol style="list-style-type: none"> 9. New Business <ol style="list-style-type: none"> A. Discussion of/ information concerning RES Student Council Presentation B. Discussion of/ action to appoint a member to the Cherokee CSD Board of Education Administration of oath to newly appointed board member C. Discussion of/ action concerning the At-Risk Dropout Prevention Plan for the 2021-2022 school year including a request to the School Budget Review Committee for Modified Supplemental Amount for the At-Risk Dropout Prevention Plan in the amount of \$182,054

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

<ul style="list-style-type: none"> D. Discussion of/ action concerning Board Policy 705.4 - Expenditures for a Public Purpose (second reading) E. Discussion of/ action concerning District Goals for 2020-2021 F. Discussion of/ information concerning Board Policy 707.5 - Internal Controls (first reading) G. Discussion of/ information concerning a date for a Strategic Planning Worksession H. Discussion of/ information concerning steps in a school bond election
<p>10. Board Committee Reports</p> <ul style="list-style-type: none"> A. Curriculum and Instruction – Anderson and Thomas B. Policy – Brown and C. Finance* – Brown and D. Building, Grounds, Capital Projects – Anderson and Jones E. Transportation, Nutrition – Jones and Thomas
<p>11. Items of Interest for the Next Meeting [January 18, 2021 @ 5:30 PM]</p> <ul style="list-style-type: none"> A. Discussion of/ action concerning the donation from RJ Thomas for special school projects B. Discussion of/ information concerning the 2021-2022 School Calendar C. Discussion of/ information concerning the Board Self-Evaluation
<p>12. Adjournment</p>

Projected Dates/Times for Regular Board of Education Meetings 2020-2021

December 21st, 2020 @ 5:30 pm	January 18th, 2021 @ 5:30 pm	February 15th, 2021 @ 5:30 pm	March 15th, 2021 @ 5:30 pm
April 19th, 2021 @ 5:30 pm	May 17th, 2021 @ 5:30 pm	June 21st, 2021 @ 5:30 pm	July 19th, 2021 @ 5:30 pm
August 16th, 2021 @ 5:30 pm	September 20th, 2021 @ 5:30 pm	October 18th, 2021 @ 5:30 pm	November 15th, 2021 @ 5:30 pm

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

**Cherokee Community School District
Management Team Meeting
November 12, 2020**

The Cherokee Community School District Board of Education held a Management Team Meeting on Thursday, November 12, 2020. The meeting was held in the WHS Library at 600 W. Bluff St., Cherokee, Iowa. Due to the Governor's Emergency Proclamation of March 17, 2020, public access is limited and social distancing guidelines are followed.

1. Call the meeting to order

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

Board Members Present: Patty Brown, Chuck Wulfsen, Jodi Thomas, Angie Anderson, Laura Jones

2. Approve the agenda

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

3. Management Team Meeting – School Improvement Advisory Committee – Information

Jones welcomed the School Improvement Advisory Committee members.

The SIAC members reviewed the 2019-20 Annual Progress Report. The APR provides information on staff, district goals, budget and student achievement. The committee was given the opportunity to ask questions and provide input regarding ISASP – Iowa statewide assessment of student progress, attendance center and course enrollment data, major educational needs, student learning goals, long-range and annual improvement goals, desired levels of student performance and progress towards meeting student learning goals, harassment and bullying prevention goals and infusing character education into the educational program. The committee was also given information regarding K-8 School wide Title Plans, K-4 Reading Groups, the district's 5 Year Facility Plan and school calendar options.

The fundraising committee for the artificial football turf raised sufficient funds to move forward with the project. Moved by Thomas, seconded by Anderson to approve the artificial turf project. All Ayes

Moved by Thomas, seconded by Brown to appoint Beck Engineering for project design and oversight for the summer 2021 artificial turf project – George Hicks Field. All Ayes

4. Discussion of/action to enter into closed session

Moved by Wulfsen, seconded by Thomas to enter into closed session under Iowa Code 21.5(j) of the open meetings law to discuss the purchase or sale of particular real estate where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.

Roll call vote was taken: Ayes Wulfsen, Thomas, Brown, Jones, Anderson.

The board went into closed session at 7:00 P.M.

The board resumed in open session at 7:18 P.M.

No action was taken.


5. Adjournment

Moved by Wulfsen, seconded by Thomas to adjourn the meeting at 7:18 P.M. All Ayes

Regular Meeting – November 16, 2020



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

**Cherokee Community School District
Regular Meeting
November 16, 2020**

The Cherokee Community School District Board of Education held a Regular Meeting on Monday, November 16, 2020. The meeting was held in the WHS Library at 600 W. Bluff St., Cherokee, Iowa. Due to the Governor's Emergency Proclamation of March 17, 2020, public access is limited and social distancing guidelines are followed. The public had access to the meeting at KCHE's Facebook page.

1. Call the meeting to order

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

2. Approve the agenda

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

3. Roll call of members in attendance

Roll call was taken. Board members present were Chuck Wulfsen, Angie Anderson, Laura Jones, Patty Brown, Jodi Thomas

4. Action to excuse board members not in attendance

All board members were present.

5. Welcome Visitors

Visitors were welcomed. Jones referenced board policy 213, Public Participation in Board Meetings.

6. Consent Agenda

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

- Minutes of the meetings – Regular Meeting – 10/19/20; Special Work Session – 10/19/20
- Financial Statements
- Monthly Bills
- Resignations – Sara Peterson-Food Service; Jen Ohlendorf-WHS Paraprofessional, WHS Secretary, WHS Asst. Volleyball, WHS Head Softball; Julie Hummel – WHS Freshman Volleyball; Chuck Wulfsen – Board Member-Effective 12/1/20
- Retirements – Harry Sizeland – Transportation Route Driver
- Contract Extensions – John Lynch - Volunteer WHS Wrestling Coach; Darcie Olson – WHS BLT; Kasey Stowater – CMS Girls Basketball; Austin Todd – WHS Asst. Football Coach

7. Discussion of/action concerning Secretary-Treasurer's Report – Fiscal Year 2020

Moved by Thomas, seconded by Wulfsen to approve the Secretary-Treasurers report for Fiscal Year 2020. All Ayes

8. Discussion of/action concerning closing fiscal accounts for 2019-20

Moved by Anderson, seconded by Brown to close fiscal accounts for 2019-20. All Ayes

9. Adjournment – Retiring Board President

Moved by Anderson, seconded by Thomas to adjourn the meeting of the retiring board at 5:35 P.M. All Ayes

10. Call the meeting to order

Lingenfelter called the meeting to order.

11. Election of Officers-President

Moved by Thomas, seconded by Anderson to nominate Laura Jones as Board President. All Ayes

12. Election of Officers – Vice-President

Moved by Anderson, seconded by Brown to nominate Jodi Thomas as Vice-President. All Ayes

13. Administration of oath to new officers

The oath of office was administered to the new officers.

14. Discussion of/action concerning the opening of fiscal accounts for 2020-21

Moved by Thomas, seconded by Brown to open fiscal accounts for the 2020-21 using Central Bank, Cherokee State Bank and Iowa Schools Joint Investment Trust (ISJIT) as the depository of funds, the maximum not to exceed \$9 million. All Ayes

15. Adopt written rules and procedures for conducting board meetings

Moved by Anderson, seconded by Brown to adopt Robert's Rules of Order for conducting school board meetings. All Ayes

16. Determine time and location of regular school board meetings.

Moved by Wulfsen, seconded by Thomas to hold regular board meetings on the third Monday of each month at 5:30 PM in the WHS Library, unless amended in advance by the board. All Ayes

17. Adopt resolutions

Moved by Anderson, seconded by Brown to approve the payment of bills requiring timely payment and payroll for contracted employees when the board is not in session, and authorize the accounts payable clerk to hold and use the board president's signature stamp for the purpose of stamping warrants. All Ayes

18. Communication & Reports

Administrators gave district reports.

19. Policy

Moved by Brown, seconded by Wulfsen to affirm policies 704.3 Investments; 704.4 Gifts - Grants - Bequests; 704.5 Student Activities Fund; 705.1 Purchasing - Bidding; 705.2 Purchasing on Behalf of Employees; 705.3 Payment for Goods and Services; 706.1 Payroll Periods (clerical change); 706.2 Payroll Deductions; 706.3 Pay Deductions; 706.3R1 Pay Deduction Regulation. All Ayes

20. New Business

A. Discussion of/information concerning Brave Designs Class

Instructors and students of the Brave Designs Class presented information about the new course offering at WHS. Brave Designs, is a business and fabrication class which combines three areas for entrepreneurship; Industrial Technology, Family Consumer Sciences, and Business. Students showcased items currently in production and available for purchase.

B. Discussion of/action concerning early graduation

Moved by Wulfsen, seconded by Anderson to approve the requests for early graduation. All Ayes

C. Discussion of/action concerning requests to the School Budget Review Committee

Moved by Brown, seconded by Wulfsen to approve a request to the School Budget Review Committee in the amount of \$11,326 for increasing enrollment of students. All Ayes

Moved by Brown, seconded by Thomas to approve a request to the School Budget Review Committee in the amount of \$25,456 for open enrollment out not in the Fall 2019. All Ayes

Moved by Thomas, seconded by Brown to approve a request to the School Budget Review Committee in the amount of \$17,131 for Limited English Proficient Students Beyond 5 Years. All Ayes

D. Discussion of/action concerning cooperative sharing agreements for the 2020-22 school years.

Moved by Brown, seconded by Thomas to approve cooperative sharing agreements for the 2020-22 school years for Remsen St. Mary's for wrestling. All Ayes

E. Discussion of/action concerning district appointments

Moved by Thomas, seconded by Brown to appoint Kimberly Lingenfelter as Equity and Affirmative Action Coordinator and Title IX Coordinator; Brian Christiansen and Kimberly Lingenfelter as Child Abuse Level 1 Investigators; Brian Christiansen as Title I Coordinator; Tom Ryherd as Homeless Liaison and Homeschool Liaison; Rachel Doeden and Cara Jacobson as Wellness Policy Coordinators; Scot Aden and Kimberly Lingenfelter as Harassment Investigators; Jolleen Heater as Level II Harassment Investigator; John Cook and Steve Avery as Legal Counsel; Scot Aden as EL Coordinator; Brian Christiansen, Scot Aden, Tom Ryherd, and Kimberly Lingenfelter as Administrative Representatives for the Teacher Quality Team; and James De Vos, Tim Stoneking, Myla Stoneking, and Abby James as Teacher Representatives for the Teacher Quality Team. All Ayes

F. Discussion of/action concerning standing board committees

Moved by Anderson, seconded by Thomas to appoint Thomas & Anderson to the Curriculum and Instruction Committee; Brown & Wulfsen to the Policy Committee; Brown & Wulfsen to the Finance Committee; Jones & Anderson to the Building, Grounds and Capital Projects Committee; Jones & Thomas to the Transportation & Nutrition Committee for the 2020-21 school year. All Ayes

G. Discussion of/action concerning the appointment of a board member to serve as delegate

Moved by Thomas, seconded by Brown to appoint Laura Jones to serve as delegate to the IASB General Assembly and Legislative Action Network. All Ayes

H. Discussion of/action concerning the appointment of a member to the Cherokee County Conference Board

Moved by Thomas, seconded by Anderson to approve the appointment of Patty Brown to the Cherokee County Conference Board. All Ayes

I. Discussion of/action concerning a resolution to expend funds

Moved by Anderson, seconded by Thomas to approve a resolution to expend funds from the PPEL and SAVE Fund for the Cherokee Elementary School project. All Ayes

J. Discussion of/information concerning Board Policy 701.3 – Financial Records

Moved by Thomas, seconded by Brown to approve Board Policy 701.3 Financial Records. All Ayes

K. Discussion of/information concerning publication of APR (Annual Progress Report)

Moved by Brown, seconded by Wulfsen to approve publication of the APR – Annual Progress Report.
All Ayes

L. Discussion of/information concerning Board Policy 705.4 – Expenditures for a Public Purpose (first reading)

The board reviewed board policy 705.4 Expenditures for a Public Purpose – First Reading.

M. Discussion of/information concerning District Goals for 2020-21

The board provided feedback on the district goals developed for the 2020-21 school year based on the board workshop. The administration will refine the goals for board approval at the December meeting.

N. Discussion of/information concerning IASB Virtual Convention

The 2020 IASB Convention will be held virtually this year. The board will schedule a Management Team Meeting after December 2nd to view the convention sessions.

O. Discussion of/information concerning the artificial turf project and tennis courts

The board discussed location options for the new tennis courts. Lingenfelter will gather additional information and report back to the board in December.

21. Board Committee Reports

The curriculum & instruction committee reported on a tour of the Cherokee and MMCRU industrial arts facilities.

The Building & Grounds committee report from 11/16/20 was given. Final inspection of the elementary addition is currently scheduled for December 28th with move in dates scheduled for December 28th, 29th & 30th. Elementary teachers will have a PD day on December 14th and January 4th to prepare.

22. Closed Session

Moved by Anderson, seconded by Wulfsen to enter into closed session as allowed under Iowa Code 21.5 (1)(j) of the open meetings law to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and the individual requests a closed session. Roll Call Vote: Ayes – Anderson, Jones, Brown, Thomas, Wulfsen

The board entered into closed session at 7:49 P.M.

The board resumed in open session at 8:08 P.M.

12. Adjournment

Moved by Anderson, seconded by Wulfsen to adjourn the meeting at 8:08 P.M. All Ayes

Regular Meeting – December 21, 2020 – 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

Financial Report - 11/30/20

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 2,739,417.04	1,179,231.52	922,070.88	\$ 2,996,577.68
Management	648,485.33	51,441.73	2,569.72	697,357.34
Self-Insurance Fund	1,109,536.59	2,798.76	9,827.90	1,102,507.45
Subtotal General Fund	4,497,438.96	1,233,472.01	934,468.50	4,796,442.47
Activity	113,322.16	3,707.68	10,383.01	106,646.83
PPEL	2,474,118.39	58,565.74	746,326.66	1,786,357.47
Capital Projects (Sales Tax)	1,654,859.46	117,899.94	6,041.00	1,766,718.40
Bond Proceeds	-	742,457.87	742,457.87	-
Debt Service	392.84	51,307.21	300.00	51,400.05
Hot Lunch	265,526.55	75,114.27	22,116.83	318,523.99
Trust and Agency	33,214.08	0.15	-	33,214.23
Total - All Funds	\$ 9,038,872.44	\$ 2,282,524.87	\$ 2,462,093.87	\$ 8,859,303.44

* \$742,457.87 transferred from PPEL (Hospital Revenue) to Capital Projects for Elementary Addition

Published Budget Report
 All Funds
 11/30/2020

Category	Function #s	Sub Total Exp.	Expenditures	Amt Published	% of Published
INSTRUCTION	(1000-1999)	2,474,905.42	2,474,905.42	8,925,000.00	28%
Perkins	(5210)	-			
SUPPORT SERVICES	(2000-2999)				
Student Support Svcs	(2000-2199)	95,216.44			
Inst. Staff Support Svcs	(2200-2299)	211,323.13			
General Administration	(2300-2399)	131,473.21			
Building Administration	(2400-2499)	246,241.56			
Business Administration	(2500-2599)	219,080.81			
Plant Operation & Maint	(2600-2699)	511,112.43			
Student Transportation	(2700-2799)	172,832.87			
TOTAL SUPPORT SERVICES			1,587,280.45	4,172,500.00	38%
NON INSTRUCTIONAL PGMS	(3000-3999)	172,086.85	172,086.85	650,000.00	26%
OTHER EXPENDITURES	(4000-5999)				
Facilities	(4000-4999)	4,987,505.21			
Debt Service	(5000-5999)	231,140.63			
AEA Support Direct	(5200)	459,202.00			
Transfer to Debt Service	(6240)(6900)	-			
TOTAL OTHER EXPENDITURES			5,677,847.84	11,836,577.00	48%
TOTAL EXPENDITURES			9,912,120.56	25,584,077.00	39%

Elementary School Addition/HS Locker Room Renovations

11/30/2020

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:		350,000	346,283	
Rebate		24,180	-	
	12,531,045	12,905,225	12,877,328	
Cost:			Expended to Date	Remaining Balance
Base Bid (Add'l Classroom, Temp Control, Fire Alarm System)		13,825,125	11,884,822	1,940,303
Contingency/Change Orders		72,096	72,096	(0)
CTS - Special Inspections		65,000	63,598	1,403
Life Cycle Cost Analysis		6,600	6,600	-
Plan Review Fee		6,732	6,732	-
FEH Design		790,721	770,347	20,374
FEH Design (Misc./Restroom/H.S. Office)		37,000	37,317	(317)
Beck Engineering/Baseball Relocation		217,374	204,210	13,164
Certified Testing - Soil Testing		2,815	2,815	-
Furniture		200,000	36,889	163,111
Technology		100,000	-	100,000
Playground Equipment		100,000	88,235	11,765
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	-
Woodall Electric - Locate Wires		855	855	-
WHS Restroom Renovation		221,974	210,876	11,098
WHS Office		10,710	10,710	-
Relocate Baseball Field/Electrical		196,971	105,514	91,457
		15,984,371	13,632,013	2,352,358
			(754,685)	
			11/30/2020	
Net "Bond Proceeds":		(3,079,146)		
Sale - Hospital		4,000,000		
SAVE \$\$		750,000		
Remaining for Other Priorities		1,670,854		

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

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Gas-Heating 600 W Bluff St WHS		
Gas - Heating 336 Gillette Dr - Armory		
Gas - Heating 929 N Roosevelt Elementary		
Gas -Heating 320 Gillette Dr - Bus Barn		
10094	Alliant Energy	1,955.28
Shipping		
13309	AndyMark	307.24
OEM EQUIVALENT REPLACEMENT		
USB-C AC AD		
LENOVO 100E G2 / 300E G2 (TOUCH) / 500E		
12957	Asset Genie, Inc.	399.20
spray paint		
recip blade		
poly		
Drill bit		
Main Supplies - safety vest		
spray paint, stain		
Main Supplies		
brad nail 1 1/4 - Braves Design		
threaded rod/bolts		
screws 2.5		
Main Supplies		
8 ft. Step Ladder		
Elem Office Supplies		
staples		
knife, wire stripper, plier		
10021	Bomgaars	521.16
Staff membership		
12882	Cardmember Service	124.00
Phone Charges - CMS Fire Alarm		
Phone Charges - RES Fax		
Phone Charges - RES Fire Alarm		
Phone Charges - CMS		
Phone Charges - WHS		
Phone Charges - WHS		
Phone Charges - RES		
Phones Charges - Food Service		
Phone Charges - Bus Barn		
Phone Charges - Central Office		
10113	Century Link	1,244.65
Water - 600 Bluff W Lawn		
10084	City of Cherokee	2,506.14
27.659 gallons gasoline		
Driver's Ed -25.702 gallons of gasoline		
Groceries		
24.911 gallons gasoline		
27.335 gallons gasoline		

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Vendor Number	Vendor Name	Amount
	Invoice Detail Description	
19.92	gallons of gasoline	
	Driver's Ed - 9.065 gallons gasoline	
12.35	gallons gasoline	
	Driver's Ed 11.016 gallons gasoline	
16.971	gallons gasoline	
17.29	gallons gasoline	
	Driver's Ed -8.526 gallons of gasoline	
	Driver's Ed 7.82 Gallons of Gasoline	
23.81	gallons of gasoline	
31.724	gallons of gasoline	
25.707	gallons gasoline	
	Driver's Ed -9.359 gallons of gasoline	
	Driver's Ed -21.73 gallons of gasoline	
	Driver's Ed 10.399 gallons gasoline	
12.883	gallons gasoline	
	Groceries	
10274	Hy-Vee Food Stores, Inc	767.57
	Board Work Session	
10002	Iowa Association of School Boards	600.00
	Cleanup limbs - grounds maintenance	
13838	K and M Tree Service	50.00
	Dukal Surgical Face Masks, 50 per box	
10060	MacGill and Company	234.00
	firstrips	
11735	Marcus Lumber	19.08
	Electricity - 206 E. Indian St CMS	
	Electricity - 929 N Roosevelt	
	Electricity - 600 W Bluff St WHS	
	Electricity - 600 W Bluff St Concessions	
	Electricity - Doupe Ballfields	
	Electricity - 334 Gillette Dr, Bus Barn	
	Electricity - 336 Gillette Dr - Armory	
12363	MidAmerican Energy Company	10,487.19
	Diesel Exhaust Fluid	
12876	Midwest Lubricants, Inc.	87.58
	shipping	
13310	Pitsco, Inc.	148.50
	Downpayment Annual Contract WHS CMS RES	
13215	Plains Boiler Service	1,140.00

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Postage - WHS		
10830	Purchase Power	2,100.00
Shipping		
13492	Really Great Reading	252.00
Garbage Collection		
10217	Sanitary Services, Inc.	2,435.62
Fuel Rebates		
69.20 gallons of diesel		
41.07 gallons of diesel		
20.17 gallons of diesel		
70.43 gallons of diesel		
80.26 gallons of diesel		
65.01 gallons of diesel		
47.94 gallons of diesel		
44.69 gallons of diesel		
70.46 gallons of diesel		
20.02 gallons of diesel		
46.97 gallons of diesel		
48.49 gallons of diesel		
70.04 gallons of diesel		
45.14 gallons of diesel		
74.41 gallons of diesel		
54.85 gallons of diesel		
10361	Your FleetCard Program	1,515.13
Fund Number 10		
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND
Unemployment Compensation		
11011	Iowa Workforce Development	2,569.72
Fund Number 22		
Checking Account ID 1		
Checking Account ID 2	Fund Number 40	DEBT SERVICES FUND
Agent fee		
14093	UMB Bank, NA	300.00
Fund Number 40		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
FFA T-Shirts		
13763	360 Custom Designs	399.75
2020-2021 Varsity Bound subscription		
14184	ASPI Solutions, Inc.	500.00
12/1/20 JV bball		
14051	Billings, Mason	75.00
17 FTC tshirts		
MileSplit for track and XC coaches. Annu trackwrestling stat program		
12882	Cardmember Service	309.55
12/1/20 JV G BB official		
13855	Nelson, Kody	75.00

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
8 person basic traditional buzzer system		
14451	Novel Electronic Designs, Inc	299.00
Prom - Popcorn Fundraiser		
14215	Osage River Popcorn Company	2,113.50
Boys Varsity BB official 12/01/20		
31293	Oswald, Kyle	110.00
Boys Varsity BB official 12/01/20		
30706	PEDERSEN, LES	110.00
Girlss Varsity BB official 1 12/1/20.		
30744	Pick, Steven	110.00
Freshman bball double header 11/30		
Freshman bball 12/3/2020		
14257	Schoof, Alec	150.00
12/1/20 JV Boys BB official		
14251	Spooner, Jason	75.00
12/1/20 JV Girls BB official		
14066	Weaver, Andrew	75.00
Fund Number 21		
Checking Account ID 3		
Checking Account ID 4		
Fund Number 61 SCHOOL NUTRITION FUND		
Shoes - Clothing Allowance		
12661	De Vos, Joni	80.25
Mileage		
14127	Ebert, Melissa	32.00
Fund Number 61		
Checking Account ID 4		

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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
Checking Account ID 1	Fund Number 10	GENERAL FUND
Pocket Autoarranging Digital Multimeter		
14454	Adafruit	253.50
17.5 Inch Wooden Rolling Pin		
credit memo 1FDX-TGFT-GYTG		
Fun Express Bright Christmas Paper Pack		
Mac Book Pro Charger, 87W USB C Power Ada		
Scientoy Fidget Toy Set, 35 Pcs Sensory		
VATIN Solid 1/4" Grosgrain Ribbon, 50-Ya		
External DVD Drive USB 3.0 USB C CD Burn		
hand drill		
External DVD Drive USB 3.0 USB C CD Burn		
External DVD Drive USB 3.0 USB C CD Burn		
Flat HDMI Cable 25 ft (2-Pack) High Spee		
Elodea		
Promos & discounts		
1/8 balsa		
220 paper		
Officemate Large Incline Sorter, 8 Compa		
Lense		
Unapplied Funds \$29.99 & Credit \$0.68		
Cricut Deep Point Blade - RJ Thomas		
Shipping & Handling		
13771	Amazon Capital Services	2,871.07
Mop Service		
Mop Service		
Mop Service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	87.79
2x4		
13089	Aurelia Lumber Company	61.36
RES Water Softener		
WHS Nurse Supplies		
CMS Nurse Supplies		
10079	Blaine's Culligan and Sundance Spas	69.00
1 year renewal		
13655	Breakout EDU	50.00
Forensics lab		
10157	Carolina Biological Supply Co	109.25
John Deere Gator Renewal		
10599	Cherokee County Recorder's Office	18.75
DOT physical - DeVos		

Cherokee Community School

Board Report

12/07/2020 03:56 PM

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
11157	Cherokee Regional Medical Center	100.00
Shredding Service		
11580	Document Depot and Destruction, Inc.	40.00
WHS & RES Security Monitoring		
CMS Security Monitoring		
Service Fire Alarm Panel		
14222	Feld Fire	765.00
Driver's Ed - install/remove pedal		
Driver's Ed - back up camera & DOT insp		
10140	Holzhauser Motor Co., Inc.	677.35
Main Supplies		
Cares Act Supplies		
Main Supplies		
Shop-Vac 2.5 gal.		
13294	Home Depot Pro Institutional, The	4,940.39
SIAC Food		
Cupcakes; brd meeting 11/16/20, Laura Jo		
Salt		
10274	Hy-Vee Food Stores, Inc	70.44
Egg Incubator - Perkins		
14453	Incubator Warehouse	190.00
Medicaid		
12846	Iowa Department of Human Services	582.00
Handling		
Samba Sabado Noche - returned 12/4/20		
Shipping and Handling		
Shipping & Handling		
Diminished Minor Alterations		
Shipping & Handling		
Shipping & Handling		
Shipping & Handling		
Bill Bailey by Ken Kraintz		
12200	J.W. Pepper and Son, Inc.	942.33
Training Session		
14435	Karssen K9s, LLC	185.00
Shipping		
10145	Lakeshore Learning Materials	28.97
Garbage bags		
12775	Mallory, Rachel	18.78
supplies - resale 10 X 10 Sheds		
osb, 1x4, 3x4- resale lifting mat		
screws - 10 X 10 resale		
1x6 2x2 1x2 - resale classroom		
1x4 x 2 - BD Supplies		

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
1x4 2x4 plywood		
1x4		
1x2 8' - CMS shed		
ply 1/4		
11735	Marcus Lumber	3,198.75
Outside Labor -Armory heat		
11495	Modern Heating and Cooling, Inc.	113.30
WHS/CMS/RES Annual Operation Contract		
13215	Plains Boiler Service	583.33
EZ stick nameplates rainbow		
11531	Really Good Stuff, LLC	30.97
Shipping & Handling		
13492	Really Great Reading	393.88
electronic wipes		
Heavy Duty 3 or 2 hole punch		
11884	School Specialty, Inc.	52.03
time & attendance		
11578	Time Management Systems	314.59
Fund Number 10		
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND
Insurance Premium		
13585	SU Insurance Company	12,927.50
Fund Number 22		
Checking Account ID 1	Fund Number 71	SELF-INSURANCE FUND
Administration Fee		
13725	Mid-American Benefits, Inc.	1,759.50
Fund Number 71		
Checking Account ID 1		
Checking Account ID 2	Fund Number 32	CAPITAL PROJECTS
Architect Fees - HS Restroom Renovations		
20224	FEH Design	465.00
Fund Number 32		
Checking Account ID 2	Fund Number 33	Local Option Sales and Service Tax Fund
General Cable Cat6 Yellow Plenum		
14115	Midwest Technology Services, LLC	20,176.56
Repairing Fiber - WHS		
13988	Perrin Directional Drilling	1,450.00
Fund Number 33		
Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
New Heat Pump - CMS		
20223	Control System Specialist	5,301.50
Fire Alarm Inspections		
14222	Feld Fire	3,294.00

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
WHS leak repairs in the tunnel		
WHS Heat repairs		
11495	Modern Heating and Cooling, Inc.	651.18
WHS replace condensate pump		
13215	Plains Boiler Service	1,397.36
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
Basketball cart		
Canon EF 70-200 mm f/2.8L IS III Lens		
13771	Amazon Capital Services	2,276.42
12/7 JV/V boys bball		
30955	Basalyga, Russ	110.00
Varsity Boys BB official 12/22		
14449	Beeler, Nathan	110.00
JV Girls BB official 12/11/20		
JV Girls BB official 12/22/20		
14051	Billings, Mason	150.00
Paul Fuhrman Invitational Official 12-19		
13332	Brand, Derek	250.00
Freshman boys BB official 11/30		
JV Girls BB official 12/11/20		
JV Girls BB official 12/22/20		
13602	Goettsch, Eric	225.00
Varsity Boys BB official 12/22/20		
14214	Guthmiller, Jeff	110.00
12/12/20 JV Girls BB official		
30936	HARRIMAN, WADE	75.00
JV Boys BB official 12/11/20		
14034	Holmes, Willie	75.00
State Cross Country Ticket - XC fundrais		
10115	Iowa High School Athletic Association	190.00
IHSMA Jazz Festival Registration		
31080	Iowa High School Music Association	150.00
Freshman basketball game 12/17		
14456	Issa, Zach	75.00
XC meet portable toilets		
12780	Koenig Portable Toilets	100.00
Paul Fuhrman Invitational Official 12-19		
14031	Langley, Brett	250.00

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Tickets		
13772	MOC-FV Band Parents	693.00
12/10 Freshman BB official		
JV Boys BB official 12/12/20		
JV Boys BB official 12/22/20		
13855	Nelson, Kody	225.00
Freshman boys basketball 12/3		
31293	Oswald, Kyle	75.00
Dual vs. Spirit Lake Official		
12/17/20		
31171	Pfeiffer, James	135.00
JV Girls BB official 12/12/20		
13525	Sherkenbach, Bret	75.00
JV Boys BB official 12/11/20		
14251	Spooner, Jason	75.00
12/7 JV/V boys BB official		
30853	Stowers, Ronald	110.00
12/7 JV/V boys BB official		
14067	Taylor, Josh	110.00
Paul Fuhrman Invitational		
Official 12-19		
12666	Von Hagel, Curt	250.00
Freshman Boys BB official		
12/10/20		
JV Boys BB official 12/12/20		
12/22/20 JV Boys BB official		
14066	Weaver, Andrew	225.00
Varsity Girls BB official		
12/22/20		
30474	Zalme, Mark	110.00

Fund Number 21
Checking Account ID 3

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
Checking Account ID 1	Fund Number 10	GENERAL FUND
Perkins purchases - Scaffolding, Bandsaw Plast'r Craft Model P0052720 Artsonia		
13771	Amazon Capital Services	3,122.28
Mop Service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	27.51
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies Masking Tape		
bolts		
blade jigsaw		
Board Games		
Maintenance Supplies - Tape for RES pack		
thread rod		
wood filler		
poly		
10021	Bomgaars	714.77
Board min 10/19 & 11/16, Legall11/12		
18221	Chronicle Times, The	632.64
Sewer - 929 Roosevelt Ave		
10084	City of Cherokee	842.29
Repairs - replaced processor card		
20223	Control System Specialist	98.50
Legal Services		
10305	Cornwall, Avery, Bjornstad & Scott	200.00
Refund - tax exempt		
27.5 gallons of fuel		
16.715 gallons of fuel		
14.4 gallons of fuel		
Groceries		
Groceries		
26.44 gallons of fuel		
Omlette Lab Groceries		
Calzone Lab Groceries		
Groceries		
10274	Hy-Vee Food Stores, Inc	352.83
UPS Shipping - JW Pepper - Vannatta		
11242	Hy-Vee Pharmacy	14.55
Data Charges		
18342	Iowa Communications Network	487.62
1X10 8		
11735	Marcus Lumber	16.48

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Vendor Number	Vendor Name	Amount
	Invoice Detail Description	
	IDATP dues/Driver Collecting	
14056	Medical Enterprises, Inc.	880.00
	Repair - Artley Clarinet	
	Guitar Repair- String Replacement	
	Neotech Saxophone Neckstrap	
10894	MidBell Music, Inc.	234.08
	Repairs to DHCP	
14115	Midwest Technology Services, LLC	187.50
	26 Air brake leak	
	6 update program, and check ground wires	
	replace actuator and turbo	
	Air leak bus 12	
11226	O'Halloran International	2,760.62
	WHS/CMS/RES Annual Operation Contract	
13215	Plains Boiler Service	583.33
	B570 Embroidery Machine - RPP/Perkins	
13101	QUILT N KABOODLE	2,900.00
	Shipping - RPP Funds	
18311	REALITY WORKS	438.90
	Sound system in gym	
14447	RW Sound	4,354.85
	Post-it Super Sticky Notes in Rio de Jan	
	Copernicus Spring Loaded Drying Rack, 26	
	Fellowes Powershred 73Ci 12-Sheet Cross-	
11884	School Specialty, Inc.	785.19
	Central office checks - activity	
	Central office checks - operating	
	Central Office Checks	
10720	Storey Kenworthy/Matt Parrott	512.08
	Gas - Heating	
14354	Symmetry Energy Solutions, LLC	161.49
	Medicaid Billing Fee	
12838	Timberline Billing Service LLC	98.72
	Cell phone Assistant Tech	
18319	Verizon Wireless	451.94
	Shipping	
30560	Vernier	277.24
	Great Start 1st Semester Spanish Book	
10248	Western Iowa Tech Comm	19,723.50

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
College		
Fund Number	10	
Checking Account ID	1	
Checking Account ID	2	Fund Number 32 CAPITAL PROJECTS
Civil Engineer - Elementary		
13841	Beck Engineering, Inc.	2,173.74
School Additions Elementary		
12487	Certified Testing Services, Inc.	1,156.00
Construction Services New Elementary		
20070	Haselhoff Construction Inc.	520,583.78
Fund Number	32	
Checking Account ID	2	Fund Number 33 Local Option Sales and Service Tax Fund
Labor Donated		
14427	C-M-L Telephone Cooperative Association	371.94
Fund Number	33	
Checking Account ID	2	Fund Number 36 PHYSICAL PLANT & EQUIPMENT
Civil Engineer - Track Improvements		
Turf Improvements		
13841	Beck Engineering, Inc.	30,010.00
Track Project		
12614	Iowa Athletic Field Const. Co.	3,833.34
WHS Solenoid & Reducing Valve replaced		
13215	Plains Boiler Service	665.85
Fund Number	36	
Checking Account ID	2	
Checking Account ID	3	Fund Number 21 STUDENT ACTIVITY FUND
Varsity Girls BB 12/11		
14448	Atherton, Greg	110.00
Boys Varsity BB official 12/12/20		
14220	Bousema, Harlan	110.00
Wrestling headgear for 20-21 season		
New basketball nets for WHS		
30263	CENTER SPORTS, INC	216.00
WHS Concessions Supplies		
11224	Chesterman Co.	254.35
Winter programs 2020-2021		
18221	Chronicle Times, The	571.01
Freight		
10676	Decker Sporting Goods	201.00
Shipping		
31069	Hauff Mid-America Sports, Inc.	171.75
Spanish Club t-shirts		

Cherokee Community School

Board Report

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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
14450	Image Market	563.20

All-State Band

Bass		
31080	Iowa High School Music Association	148.00

Wrestling scale test and certify		
31201	Iowa Scale Company	19.00

Boys Varsity BB official		
12/11/20		
13627	Kastner, Cory	110.00

Boys Varsity BB official		
12/12/20		
14129	Milt, McPike	110.00

shipping estimate		
13310	Pitsco, Inc.	57.45

Girls Varsity basketball		
12/11/20		
Varsity Girls BB official		
12/12/20		
13629	Ten Napel, Jeff	220.00

Fund Number	21		
Checking Account ID	3		
Checking Account ID	4	Fund Number	61
Ala Carte Food Purchases			SCHOOL NUTRITION FUND
Ala Carte Food Purchases			
Ala Carte Food Purchases			
11224	Chesterman Co.		681.50

WHS milk		
Roosevelt milk		
CMS milk		
WHS milk		
Roosevelt milk		
CMS milk		
WHS milk		
Roosevelt Milk		
CMS milk		
WHS Milk		
Roosevelt Milk		
WHS milk return		
Roosevelt milk		
WHS milk		
Roosevelt milk		
CMS milk		
WHS milk		
Roosevelt milk		
CMS milk		
WHS milk		
Roosevelt milk		
CMS milk		
CMS milk		
40114	Dean Foods Company	3,547.19

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Vendor Number Vendor Name

Amount

Invoice Detail Description

COVID Food Purchases

COVID Food Purchases

COVID purchased food

40032 Earthgrains

621.58

COVID Supply Purchases

Ala Carte Purchases

Ala Carte Food Purchases

Ala Carte Purchases

COVID Food Purchases

COVID General Supplies

Ala Carte Purchases

COVID Food Purchases

Ala Carte Purchases

COVID Supply Purchases

Ala Carte Purchases

18253 MARTIN BROS. DISTRIBUTING
CO., INC.

17,452.50

Fund Number 61

Checking Account ID 4

Cherokee Community School

Board Report

12/15/2020 08:25 AM

Vendor Number Vendor Name

Amount

Invoice Detail Description

Checking Account ID 1 Fund Number 10 GENERAL FUND

Mid Sioux

10959 MID SIOUX OPPORTUNITY 242.00

Fund Number 10

Checking Account ID 1

December 2020 ECLC and Roosevelt Board Report

Brian Christiansen ECLC and Elementary Principal and Jan Tjeerdsma Instructional Coach

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

Goal 1: Technology	<p>To ensure a smooth transition to the new facility, we have been working with our technology coordinator.</p> <ul style="list-style-type: none"> ● A strategic plan is required to move our wireless access points from RES to CES to prevent a lengthy disruption in internet service. A tentative plan has been developed. ● Input from the staff will be required to determine the optimal height for our new interactive boards and time will be reserved for training to explore their new capabilities. ● A plan for configuring, issuing and distributing new door fobs is in the works.
Goal 2: Iowa Core	<p>The current focus for our curriculum groups is as follows:</p> <ul style="list-style-type: none"> ● Social Studies--previewing and selecting new materials aligned with Iowa's new social studies standards. ● Reading/Language--examining existing materials, reviewing curriculum guides, and exploring purchase options for next year ● Math--exploring and integrating number fluency activities in the classroom, reviewing pacing guides and closing gaps. ● Science--implementing Iowa's next generation standards, exploring newly purchased science curriculum, and finding ways to bundle science with math and/or reading.
Goal 3: Communication	<p>A major priority in our building this fall has been to communicate construction updates to the staff as they become available. Supt. Lingenfelter and Mr. Christiansen have facilitated weekly meetings this month and continue to communicate via email as new information becomes available. Building committee representatives Laura Jones, Angie Anderson, and Mike Fiedler also fielded questions at our December 8th meeting.</p>
Student Highlight	<p>The RES student council organized and sponsored a student-led "Pack it Up for a Soldier" event. They collected items to send out to our Cherokee County Soldiers stationed overseas during this holiday season.</p>
Looking Ahead	<p>Janelle Schorg, Northwest AEA education consultant, will be conducting math fluency training with the staff in January & February, introducing strategies that can be used in both small group or large group settings.</p> <p>As an extension of our Admin/IC book study, we will be exploring the <i>passion project professional growth model</i>, allowing teachers to develop a learning project centered around a topic of interest to them. Our current plan is entitled "Professional Learning in a Box." The idea is to get the teachers thinking about their passions, for us to provide some good resources related to their passion, and to set aside some time for them to explore their resources. The goal is to enhance student learning and engagement.</p> <p>In looking at staffing needs for the 2021-2022 school year, I would like to explore the idea of hiring a PK-4 Math interventionist. This position would fill many of the needs that were identified in the SAMI action plan from the Spring of 2020.</p>

CHEROKEE MIDDLE SCHOOL

December 2020



GENERAL

Congratulations to Henry Lugar for being nominated for the December Cherokee Chamber Student of the Month. He is the son of Cody Brown and Matt Lugar.

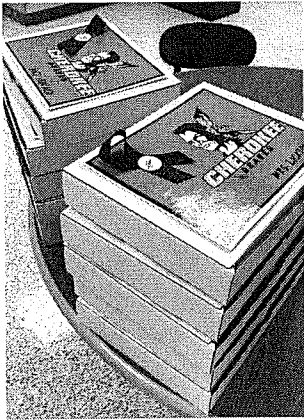
CMS is looking at potentially adding a ½ 5-8 Special Education teacher. We currently have 2 ½ special education teachers and their caseload is full. We would like to also add a ½ time Success Coach who would be a part of our PBIS initiative and would focus on attendance/tardies, work with at-risk students, and help deal with discipline issues.

TECHNOLOGY

CMS will be presenting to the board in January. We will go over ISF (Interconnected System Framework) and our Second Step Curriculum used during our Teacher Advisory time.

COMMUNICATION

Our hybrid two day trial was very helpful to identify concerns and the time to problem solve ways to meet the needs of our students. It went very well, but there are always a few things that need to be adjusted. We gathered a lot of valuable feedback from the students. Teacher and students used Google Classroom to communicate with each other. Overall, it went very well though.



CMS teachers received their first personalized PD box this month. The district IC & Model teacher team have worked on gathering resources and information for teachers to share with teachers during their personalized PD time. The boxes are similar to a monthly subscription box and are customized to meet each individual teacher's needs. This is an additional component to material and research that the teachers are already utilizing. This helps them move forward with their individual goals which often directly tie in with their Career Development plans.

Teachers have been navigating the holiday celebrations in a new way due to COVID this year. Mrs. Haack is lining up for students to attend a movie the 21st, 22nd, and 23rd. One grade level will attend at a time and all 3 theaters will be used to help with social distancing. Students will be required to have three seats between them and must wear masks when they are not in their seat. CMS Student Council will be paying for the movie.

CORE

We will be doing our second round of MAP testing January 19, 21, 22, and 25. We are excited to see the progress the students have made since this fall.

Staff is preparing for the end of the semester and looking forward to the new semester! The new semester will start January 15th. Right now, we plan on staying with a similar COVID type schedule.

Scot Aden, Principal
Linda Ducommun, Instructional Coach





December 2020 WHS Building Report



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

<p>Board Goals</p> <p>Work Based Learning</p> <p>Problem Solving and Team Building Skills</p> <p>Technology</p> <p>Iowa Core</p> <p>Communication</p>	<ul style="list-style-type: none"> ● We have been working extensively to increase Work Based Learning opportunities for our students as soon as the Spring Semester, 2021. <ul style="list-style-type: none"> ○ We have welding set up through WIT ○ We are offering an expanded Construction class with Mr. Wynn. This will be a double period block of time at the end of the day that extends past the end of the regular school day. ○ We are offering an Automotive class as well, although the student response to that offering has not been as high as what the data suggested it would be. ○ Sheriff Derick Scott is offering and teaching a Criminal Justice course at the high school. ○ Mr. Stoneking and Mrs. Heater have been placing students in Work Based Learning opportunities. We have 34 students participating in Work Based Learning second semester. This can be 1-2 periods a day. ○ We have six students enrolled in our Expanded Career Opportunities course. This can be 3-4 periods a day at a work location.
<p>Staff Positives</p>	<ul style="list-style-type: none"> ● We will have all teachers back in their original classrooms second semester. There may be teachers that have to use larger spaces in the building (i.e. auditorium) for certain class periods due to large class sizes. There will be some classes where students will have to mask for the entire class period due to current CDC guidelines. ● We have ten staff members participating in the Self Care Book Study for professional learning.
<p>Student Positives</p>	<ul style="list-style-type: none"> ● Through our Empowerment groups this month, we had our groups focus on some sort of service project. Some groups adopted families from Mid Sioux Opportunity, while other groups collected money and food for Christmas meals for families, other groups provided cards and treats for nursing homes, as well as some other service activities. The purpose was to instill the sense of service in our kids.
<p>Looking Ahead...</p>	<ul style="list-style-type: none"> ● I would like to add a full time science teacher to the HS staff for the 2021-2022 school Year. This will allow us to expand our science offerings at the high school while enabling us to expand our Ag program. Currently our Ag teacher teaches two science classes, which takes away from her availability to teach additional Ag classes. By adding one position, we benefit two departments and in turn provide additional opportunities for our students. ● Semester Tests for the 2020 fall semester will be January 13-15. ● Second semester classes will begin on Monday, January 18.

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

Notes for the Board from the Superintendent – December 2020

Cherokee Community School District: *Empowering Learners*

Standards for Effective School Boards

December Standard: Advocate for public education and the needs of Iowa students by clearly articulating and advocating for the value of public education and the important role of local school governance; by developing and strengthening on-going relationships with policymakers around improving student achievement and the needs of public education; by fostering engagement and collaboration with all stakeholders to ensure high and equitable student 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*

December Student Highlight

December Rotary Student of the Month is Grace Anderson! Grace is the daughter of Joel and Charity Anderson and was nominated for this recognition by staff members. Grace participates in volleyball, basketball, track, group speech, student council, Spanish club, and National Honor Society. A quote from one of Grace's teachers, "Grace has great morals, works hard in the classroom, and works hard at athletics." Congratulations to Grace!

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

- Building Reports – Principals – on the agenda
- News from Technology Director, William Halder
 - The display boards for the new elementary are scheduled to be here tomorrow afternoon around 2:00 pm. Installation will start 8:00 Thursday morning and they will install all displays in Area A and B. They anticipate having these installed within a week. They will then return when Area C has passed pre-final inspection. These units will be tested and any not passing the test will be communicated to the vendor for replacement.
 - Chromebooks have been another story, each month it seemed to get pushed back. I was told direct from the Lenovo rep the "end of December".
 - We are starting the installation of the HDMI cabling in the new elementary classrooms to get ready for the display boards. We will be installing switches for the camera system and wireless/hardwired communications. The fiber connections from the middle school MDF to the elementary school are in place and ready. We will install the wireless in the gym and a few other areas to be ready for internet availability. Thank you.

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

- Building Reports - Principals - on the agenda
- Purchasing Year: Social Studies
- Staffing Considerations 2021-2022 - 4 Positions
- Iowa Department of Education Public Reporting Site: 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/Leadership Team Goal Statement #3

- Building Reports - Principals - on the agenda
- At-Risk Dropout Prevention Plan - on the agenda
- RES Student Council Presentation - on the agenda
- Community Positivity - Hours of Operation - Rules for Community Access

Transportation and Nutrition Update

- News from Food Services Director, Cara Jacobson
 - We continue to feed approximately 800-850 students a day.
 - I have ordered new yellow trays for Cherokee Elementary School!

Board/Leadership Team Goal Statements

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

Notes for the Board from the Superintendent – December 2020

Cherokee Community School District: *Empowering Learners*

- The new equipment should be in place by the 18th of December.
- I am also looking at new shelving for our walk in cooler at the high school, which is old and needs updated.
- Our wellness committee met on the 10th of December. We focused on what we would like to do for the New Year, to help keep our staff on the wellness path. Cara and Rachel will once again do the monthly challenge reminders, to eat more fruit and veggies, drink more water, get more steps in, and take time for yourself! Tandra will be sending out her monthly Wellness letter again starting again in January. Each school will start their own wellness challenges with the help of their physical education teachers. Rachel and Cara are also looking at updating the Wellness Policy and will report to the Board at the January meeting!
- Merry Christmas and Happy New Year from the Food Service Department!
- News from Transportation Director, Rachel Mallory
 - Inspection was delayed due to a family illness for the inspector. Sports are going well. New lighting was installed in the barn, it is fabulous!!

Strategic Planning – Finance Update

- Financials included in board packet
- Secretary/Treasurer's Report - on the agenda
- SBRC Requests - on the agenda
- Board Goals - on the agenda
- Strategic Planning - on the agenda

Building, Grounds, and Capital Projects Update

- Steps in a school bond election - on the agenda
- Picture Summary of Cherokee Elementary School
- News from Mike Fiedler, Building and Grounds Director
 - All has been going well in the maintenance department and with my crew.
 - Lloyd Woltman is retiring and we will be looking for a replacement.
 - Working on tennis court items.
 - Boilers have been running great, even at Roosevelt.
 - We continue to sanitize every night, and are happy that our Covid numbers remain low.
 - Thanks to Kim for supporting my department.
 - I will be in attendance to answer any questions regarding the tennis courts.

IASB Update & Other

- Recorded Webinars Available for Board Members – School Board U – contact Lou Ann Gvist at lgvist@ia-sb.org or (515) 247-7064

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

- Board Policy - 707.1-710.4 - on the agenda
- Board Policy 705.4 - Expenditures for a Public Purpose (second reading)
- Board Policy 707.5 - Internal Controls (first reading)
- Legislative News/Updates/Priorities from our Partners in Education:

http://www.sai-iowa.org/sai-legislative-priorities.cfm	https://www.educateiowa.gov/resources/legislative-information?utm_medium=email&utm_source=govdelivery	http://www.rsai.org/legislative.html
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Board/Leadership Team Goal Statements

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

SECRETARY'S REPORTS

The board secretary will report to the board each month about the receipts, disbursements and balances of the various funds. This report will be in written form and sent to the board with the agenda for the board meeting.

Legal Reference: Iowa Code §§ 279.8; 291.7.

Cross Reference: 206.3 Secretary [*or 206.3, Secretary-Treasurer*]
210.1 Annual Meeting
707 Fiscal Reports

Approved _____ Reviewed 8/17/15, 1/15/18, 12/21/20 Revised _____

TREASURER'S ANNUAL REPORT

At the annual meeting, the treasurer will give the annual report stating the amount held over, received, paid out, and on hand in the general and schoolhouse funds. This report is in written form and sent to the board with the agenda for the board meeting. The treasurer will also furnish the board with a sworn statement from each depository showing the balance then on deposit.

It is the responsibility of the treasurer to submit this report to the board annually.

Legal Reference: Iowa Code §§ 279.31, .33.

Cross Reference: 206.4 Treasurer [*or 206.3, Secretary-Treasurer*]
210.1 Annual Meeting
707 Fiscal Reports

Approved _____ Reviewed 8/17/15, 1/15/18, 12/21/20 Revised _____

PUBLICATION OF FINANCIAL REPORTS

Each month the schedule of bills allowed by the board is published in a newspaper designated as a newspaper for official publication. Annually, the total salaries paid to employees regularly employed by the school district will also be published in a newspaper designated as a newspaper for official publication.

It is the responsibility of the board secretary to publish these reports in a timely manner.

Legal Reference: Iowa Code §§ 279.35, .36; 618.
1952 Op. Att'y Gen. 133.

Cross Reference: 206.3 Secretary [*or Secretary-Treasurer*]

Approved _____ Reviewed 8/17/15, 1/15/18, 12/21/20 Revised _____

AUDIT

To review the funds and accounts of the school district, the board will employ an auditor to perform an annual audit of the financial affairs of the school district. The superintendent will use a request for proposal procedure in selecting an auditor. The administration will cooperate with the auditors.

Legal Reference: Iowa Code § 11.6

Cross Reference: 701 Financial Accounting System
707 Fiscal Reports

Approved _____ Reviewed 8/17/15, 1/15/18, 12/21/20 Revised _____

CARE, MAINTENANCE AND DISPOSAL OF SCHOOL DISTRICT RECORDS

School district records are housed in the central administration office of the school district. It is the responsibility of the superintendent to oversee the maintenance and accuracy of the records. The following records are kept and preserved according to the schedule below:

- Secretary's financial records.....Permanently
- Treasurer's financial recordsPermanently
- Open Minutes of the Board of Directors.....Permanently
- Annual audit reports.....Permanently
- Annual budget.....Permanently
- Permanent record of individual pupil.....Permanently
- School election resultsPermanently
- Real property records (e.g., deeds, abstracts).....Permanently
- Records of payment of judgments against
the school district.....20 years
- Bonds and bond coupons11 years after maturity,
cancellation, transfer, redemption, and/or replacement
- Written contracts10 years
- Cancelled warrants, check stubs, bank
statements, bills, invoices, and
related records5 years
- Recordings of closed meetings.....1 year
- Program grantsAs determined by the
grant
- Nonpayroll personnel records10 year after leaving district
- Payroll records3 years
- School meal programs accounts/records.....3 years after submission of
the final claim for reimbursement

In the event that any federal or state agency requires a record be retained for a period of time longer than that listed above for audit purposes or otherwise, the record shall be retained beyond the listed period as long as is required for the resolution of the issue by the federal or state agency.

Employees' records are housed in the central administration office of the school district. The employees' records are maintained by the superintendent, the building administrator, the employee's immediate supervisor, and the board secretary.

An inventory of the furniture, equipment, and other nonconsumable items other than real property of the school district is conducted annually under the supervision of the superintendent. This report is filed with the board secretary.

The permanent and cumulative records of students currently enrolled in the school district are housed in the central administration office of the attendance center where the student attends. Permanent records must be housed in a fireproof vault. The building administrator is responsible for keeping these records current. Records of students who have graduated or are no longer enrolled in the school district are housed in the vault located at 400 North Roosevelt, Cherokee Iowa. These records will be maintained by the superintendent.

CARE, MAINTENANCE AND DISPOSAL OF SCHOOL DISTRICT RECORDS

Legal Reference: City of Sioux City v. Greater Sioux City Press Club, 421 N.W.2d 895 (Iowa 1988).
City of Dubuque v. Telegraph Herald, Inc., 297 N.W.2d 523 (Iowa 1980).
Iowa Code §§ 22.3, .7; 91a.6; 279.8 (2007).
281 I.A.C. 12.3(6).

Cross Reference: 206.3 Secretary [*or Secretary/Treasurer*]
215 Board of Directors' Records
401.5 Employee Records
506 Student Records
901 Public Examination of School District Records

INSURANCE PROGRAM

The board will maintain a comprehensive insurance program to provide adequate coverage against major types of risk, loss, or damage, as well as legal liability. The board will purchase insurance at replacement values, when possible, after reviewing the costs and availability of such insurance. The comprehensive insurance program is reviewed once every three years. Insurance will only be purchased through legally licensed Iowa insurance agents.

The school district will assume the risk of property damage, legal liability, and dishonesty in cases in which the exposure is so small or dispersed that a loss does not significantly affect the operation of the education program or financial condition of the school district.

Insurance of buildings, structures, or property in the open will not generally be purchased to cover loss exposures below \$1000 unless such insurance is required by statute or contract.

The board may retain a private organization for fixed assets management services.

Administration of the insurance program, making recommendations for additional insurance coverage, placing the insurance coverage and loss prevention activities is the responsibility of the superintendent. The superintendent is responsible for maintaining the fixed assets management system, processing claims and maintaining loss records.

Legal Reference: Iowa Code §§ 20.9; 85.2; 279.12, .28; 285.5(6), .10(6); 296.7; 298A; 517A.1;
670.7 (2007).
1974 Op. Att'y Gen. 171.
1972 Op. Att'y Gen. 676.

Cross Reference: 205 Board Member Liability
804 Safety Program

Approved _____ Reviewed 8/17/15, 1/15/18, 12/21/20 Revised _____

SCHOOL FOOD PROGRAM

The school district will operate a school lunch and breakfast program in each attendance center. The school food program services will include hot lunches through participation in the National School Lunch Program and supplementary foods for students during the school day. Students may bring their lunches from home and purchase milk or juice and other incidental items.

School food service facilities are provided to serve students and employees when school is in session and during school-related activities. They may also be used under the supervision of the food service director for food service to employee groups, parent-teacher meetings, civic organizations meeting for the purpose of better understanding the schools, and senior citizens in accordance with board policy.

The school food program is operated on a nonprofit basis. The revenues of the school food program will be used only for paying the regular operating costs of the school food program. Supplies of the school food program will only be used for the school food program.

The board will set, and periodically review, the prices for school lunches, breakfast and special milk programs. It is the responsibility of the superintendent to make a recommendation regarding the prices of school lunch, breakfast and milk.

It is the responsibility of the food service director to administer the program and to cooperate with the superintendent and head cook for the proper functioning of the school food program.

On the IASB policy

The district shall comply with all federal and state laws and regulations required for procurement, including the selection and evaluation of contractors. The superintendent or designee is responsible for developing an administrative process to implement this policy, including, but not limited to, procedures related to suspension and debarment for transactions subject to those requirements.

Legal Reference: 42 U.S.C. §§ 1751 *et seq.*
 7 C.F.R. Pt. 210 *et seq.*
 Iowa Code ch. 283A
 281 I.A.C. 58.

Cross Reference: 710 School Food Services
 905 Use of School District Facilities and Equipment

Approved _____ Reviewed 2/19/18, 12/21/20 Revised _____

FREE OR REDUCED COST MEALS ELIGIBILITY

Students enrolled and attending school in the school district who meet USDA eligibility guidelines will be provided the school nutrition program services at no cost or at a reduced price. The school district shall make reasonable efforts to prevent the overt identification of students who are eligible for free and reduced price meals.

The district shall at least twice annually notify all families of the availability, eligibility criteria, and application procedures for free or reduced price meals in accordance with state and federal law.

It is the responsibility of the Central Office to determine the eligibility of students for free or reduced price school nutrition programs, in accordance with criteria established by state and federal law. If school personnel have knowledge of a student who is in need of free or reduced-price meals, school personnel shall contact the Food Service Director.

Employees will be required to pay for meals consumed.

It is the responsibility of the superintendent to develop administrative regulations for implementing this policy.

Legal Reference: 42 U.S.C. §§ 1751 *et seq.*
7 C.F.R. Pt. 210 *et seq.*
Iowa Code ch. 283A.
281 I.A.C. 58.

Cross Reference: 710 School Food Services

Approved _____ Reviewed 2/19/18, 12/21/20 Revised 12/21/20

VENDING MACHINES

Food served or purchased by students during the school day and food served or purchased for other than special circumstances is approved by the superintendent. Vending machines in the school building are the responsibility of the building principal. Purchases from the vending machines will reflect the guidelines in the Wellness policy 507.9.

It is the responsibility of the superintendent to develop administrative regulations for the use of vending machines and other sales of food to students.

Legal Reference: 42 U.S.C. §§ 1751 *et seq.*
7 C.F.R. Pt. 210 *et seq.*
Iowa Code ch. 283A 281 I.A.C. 58.

Cross Reference: 504.5 Student Fund Raising
710 School Food Services

Approved _____ Reviewed 2/19/18, 12/21/20

Revised _____

MEAL CHARGES

In accordance with state and federal law, the Cherokee Community School District adopts the following policy to ensure school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day, prevent the overt identification of students with insufficient funds to pay for school meals, and maintain the financial integrity of the nonprofit school nutrition program.

Payment of Meals

Students have use of a meal account. When the balance reaches a negative \$20.00, a student may charge no more to this account. When an account reaches this limit, a student shall not be allowed to charge further meals or a la carte items until the negative account balance is paid. Payments may be made thru electronic payment (pay schools, which is found on the school web page), at the POS at each school, and in the office at each school.

Students who qualify for free meals shall never be denied a reimbursable meal, even if they have accrued a negative balance from previous purchases. Students with outstanding meal charge debt shall be allowed to purchase a meal if the student pays for the meal when it is received. The school district may provide an alternate meal that meets federal and state requirements to students who have charged the maximum allowance to the student account and cannot pay out of pocket for a meal. The meal that is provided at the Cherokee school for these situations is a Soy butter sandwich, an apple, and milk.

Employees may use a charge account for meals, but may charge no more than \$20.00 to this account. When an account reaches this limit, an employee shall not be allowed to charge further meals or a la carte items until the negative account balance is paid.

Negative Account Balances

The school district will make reasonable efforts to notify families when meal account balances are low. Additionally, the school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. The school district will coordinate communications with families to resolve the matter of unpaid charges. Families will be notified of an outstanding negative balance once the negative balances reach \$0.00. Families will be notified by email, letter, or a personal call. Negative balances of more than \$20.00, not paid prior to the end of the year, will be turned over to the superintendent or superintendent's designee for collection. Options may include: collection agencies, small claims court, or any other legal method permitted by law.

Communication of the Policy

The policy and supporting information regarding meal charges shall be provided in writing to:

- All households at or before the start of each school year;
- Students and families who transfer into the district, at time of transfer; and
- All staff responsible for enforcing any aspect of the policy

Records of how and when the policy and supporting information was communicated to households and staff will be retained.

The superintendent may develop an administrative process to implement this policy.

Legal Reference:

42U.S.C. §§ 1751 et seq.

7C.F.R. §§ 210 et seq.

U.S. Dep't of Agric., SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)

Collection of Delinquent Meal payments (2016)

U.S. Dep't of Agric., SP 57-2016, Unpaid Meal Charges: Guidance and Q&A (2016)

Iowa Code 283A.

281 I.A.C. 58.

Cross Reference:

710.1 School Food Program

710.2 Free or Reduced Cost Meals Eligibility

710.3 Vending Machines

Approved _____ Reviewed 2/19/18, 12/21/20 Revised _____

December 10th, 2020

Board of Cherokee Community School District
600 W Bluff Street
Cherokee, IA 51012

Dear Members of the Board of Education:

I am expressing my intent to apply for the vacancy in the Board of Education. I am a great fit for the Board because I am passionate about education and working with communities. My skills include organization, adaptability, versatility, as well as having a background in education and community outreach. Currently I am the Programming and Outreach Librarian at the Cherokee Public Library, holding two B.A.s in Music Education and Music Performance.

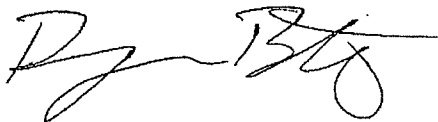
Within the past few years I have served many roles in education across different school districts. These roles include substituting, student teaching, after school programming and librarianship. In each position I strived to create the best experiences and opportunities for students, staff, families, and community members. I plan to bring my new perspectives and skills in problem solving, communication, management, and integrating technology to the schools and community of Cherokee.

Living in Cherokee, I see great potential in the future of the town, and it starts with the school district. I see that the school is on track to achieve its goals and is capable of going beyond them. There are many things I think this district will achieve, and the few I would like to highlight focus on integrative technology, student needs, and staff development. In our ever changing world of technology, it is important that students become comfortable with technology, as well as using technology to maximize their learning. This ties in with student needs. It is evident that families of the lower socioeconomic level need to become a priority in order to keep every student on track and given equal opportunity. Finally, I think that staff development is crucial to meeting any district goal, as prepared teachers will lead to prepared students.

As a driven member of the community, I strive to improve educational services in Cherokee,, whether they be at the library or in the school system. I value education, outreach, and community. I am eager to offer my services and bring in new perspectives to the Board of Education.

Thank you for your consideration of my application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Raegan Bunting', with a stylized flourish at the end.

Raegan Bunting

Dear Cherokee School Board Members,

My name is Brian Freed, and I am interested in filling the vacancy on the School Board.

I have always been a supporter of the Cherokee school system. I heard about the vacancy on the board and thought that it would be a great opportunity for me to help my school by serving for the remainder of the term.

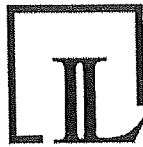
My leadership experiences include serving on the CAEDC board for over 10 years, 3 years of that being board president. I have been a member of the Larrabee Fire Dept. for over 25 years, and have been the treasurer for most of that time.

If chosen to be on the board I would like to see my school system continue to strive for excellence, both in the staff, leadership, and students. I believe that a strong, well-run school system is a shining star for a community. I would like to help ensure that the school board has clear goals towards the success of our school and community.

Thank you for your consideration.

Sincerely,
Brian Freed

12/10/20



JOHN F. LOUGHLIN (1889-1979)
JOHN D. LOUGHLIN (1925-2001)

TELEPHONE (712) 225-2514
FAX NUMBER (712) 225-2515

231 WEST MAPLE STREET
CHEROKEE, IOWA 51012

**LOUGHLIN
LAW FIRM**
ATTORNEYS AT LAW

JOHN P. LOUGHLIN (1955-)
jploughlinlaw@gmail.com

JOHN M. LOUGHLIN (1984-)
jmloughlinlaw@gmail.com

www.theloughlinlawfirm.com

December 1, 2020

Cherokee Community School District
Board of Directors
c/o Joyce Lundsgaard
600 West Bluff Street
Cherokee, IA 51012
VIA E-MAIL ONLY: jlundsgaard@ccsd.k12.ia.us

Re: Board of Director Vacancy

Dear Board:

I write to submit my name as a candidate to fill the vacancy left by the resignation of Chuck Wulfen. We are fortunate to have such a strong and established school district supporting our rural community. I believe I can contribute to our ongoing goal of empowering our students to become contributing members of our changing world.

While I have known each of you for some time, I am happy to provide background into my qualifications and history. I am married to my wife Amy and have two children in the District. Oliver is in second grade and Kuyper is in Kindergarten. I am a lifelong resident of Cherokee and graduated from Washington High School in 2003. I attended and graduated from the University of Iowa in 2007 with a Bachelor of Business Administration in Marketing. I then attended Creighton University School of Law and graduated in 2010. I have practiced law in our family law firm since our return in 2010. We enjoy traveling, spending time with family and friends, and taking advantage of what our community has to offer. We are proud to call Cherokee our home.

With two children in the District, I obviously have a vested interest in serving on the Board. However, my interest extends well beyond my own children as I believe that a strong community requires a vibrant and successful school district to educate and prepare our children for the future. Someone at some point in my youth decided that I deserved a quality education and invested in our District. Any success I have achieved I can attribute to those nameless individuals in our community. I want to ensure that our children have an even better opportunity and in turn may be encouraged to remain an integral part of our community.

Since my return I have been involved in numerous community organizations and causes. One of my proudest contributions to the Cherokee School District specifically was my role as co-chairman of the Facilities Committee starting in 2017. This committee evaluated our facilities and eventually recommended the building of the new elementary school to the Board. After the recommendation was approved, I chaired the Bond Referendum Committee to raise funds, campaign, and successfully pass the referendum with 77% of the voters supporting our cause. Following the successful bond referendum, I was on the committee to design the elementary school until its ground breaking in May of 2019.

I was incredibly honored to be so involved in this amazing project but what I really enjoyed was working with so many in the community to achieve our goal. This project would not have been successful without the countless hours contributed by our teachers, administrators, board members, students, parents, businesses, citizens, and community leaders. We are very fortunate to live where we do.

The roles I held on the elementary project put me in a unique position to contribute to our District into the future. Over two plus years, I attended countless facility meetings and school board meetings. I understand the role the Board plays in the decision making process. I am familiar with our District's financial position and the workings of the funding available. I believe I would be able to join the Board with a minimal learning curve and be able to contribute immediately.

Looking to our future, we need to continue our progress meeting benchmarks for our students. At the most recent SIAC meeting I was encouraged by the progress our students were making. In the last five to seven years we have come a long way but there is still work to do. I am also interested in ensuring that the student as an individual is valued. While benchmarks are important for our District as a whole, we must make certain that each individual student is getting the support he or she needs. If that is additional assistance or tutoring, we need to make sure those resources are available if needed. There is no one size that fits all in education.

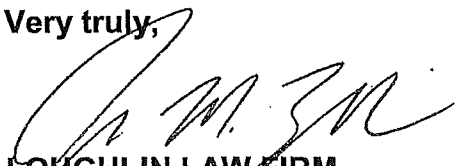
We have a financially strong District, with our only debt on the books being the new school bond. Few districts in the State are as financially stable as we are. We must continue to maintain that strength so as to guarantee our students the best education possible.

Finally, the last two years has shown wonderful developments in our community boosting enrollment in the younger grades, a trend I hope continues. We need to

continue to monitor and plan for this increase and be prepared as these larger classes progress into the middle school and high school. Being prepared for this possibility with adequate recourses will ensure that we can continue to provide every student with a quality education.

I appreciate your consideration to this important role. Please let me know if you have any questions. Regardless of your decision, I am encouraged by the current status of our District and look forward its future in our community.

Very truly,



LOUGHLIN LAW FIRM
BY: John M. Loughlin

2021-2022 At-Risk Dropout Prevention Plan

Service Description - Guidance Counselors

Services will include individualized instruction/support, small group instruction/support, large group instruction/support in the classroom and in a conference setting of a mentoring nature. All service providers have been trained to identify at-risk behaviors and to implement the following strategies: goal evaluation/setting, character education/service learning, conflict resolution, family communication/involvement, multiple intelligences/matching learning styles, and workforce readiness/career education.

Service Description - Alternative Education Setting

Services will include individualized instruction/support and small group instruction/support in an alternative classroom setting with a nontraditional delivery and a flexible schedule. The service is designed for students needing a separate location within the traditional school, with different staff, to meet their academic, social, emotional, and behavioral needs. The alternative education service will focus upon reducing truancy, improving attitudes toward school, accumulating credits, and reducing behavior problems. The alternative education service will have a maximum teacher/student ratio of 1:10, serve a small student base not exceeding 25 students, a caring faculty with continual staff development, high expectations for student achievement, a learning program specific to the student's expectations and learning style, a flexible school schedule with community involvement and support, and a total commitment to have each student be a success.

Service Description - STAR

Services will include individualized instruction/support and small group instruction/support in a flexible classroom setting with a nontraditional delivery. STAR is **Students At Risk**. Students may be identified for the STAR service for low academic achievement, issues surrounding literacy and numeracy, poor behavior, problems with attendance, family problems or social problems. Students identified as requiring STAR intervention are consistently monitored by re-visiting data.

Service Description - Second Chance Reading

The goal of Second Chance Reading (SCR) is the remediation of reading deficits for secondary students who otherwise would struggle with the demands of the secondary curriculum. SCR focuses on comprehension skills but also targets vocabulary development and fluency in both fiction and non-fiction textual materials. The course is designed specifically for middle and high school students who are reading below grade level.

Service Description - Youth Services Worker

Services will include individualized instruction/support and small group instruction/support in a flexible setting outside of a traditional classroom. The implementation of a liaison/mentor program as an additional support, in collaboration with certified staff, will involve investigation of school rule violations and overall student health. Building positive relationships will be a priority for the district as the liaison officer will be BHIS (Behavior Health Intervention Services) trained to provide skill development services with reach back directly into mental health providers. The liaison officer will act as an advisor to teachers and counselors - a cooperative effort with school, mental health, and the juvenile court system. The liaison officer with BHIS training will bring a new level of understanding of children with mental health needs and address barriers to academic needs for students to be successful in life.

Service Description - Success Coach (At Risk Coordinator)

Services will include individualized instruction/support in a flexible setting outside of a traditional classroom. The implementation of a Success Coach as an additional support, in collaboration with staff, will involve investigation of school rule violations and overall student health and academic success. Building positive relationships will be a priority for the district as the Success Coach. The Success Coach will act as an advisor to teachers and counselors - a cooperative effort with school, mental health, and the juvenile court system. The Success Coach will bring a new level of understanding of children with mental health needs and address barriers to academic needs for students to be successful in life.

Service Description - Social Worker

Services will include determining needs and goals of students, mental health coaching to students and families, researching appropriate public assistance resources for students and families, providing crisis intervention if necessary, and in general helping students assess and solve problems in their lives. The Social Worker will work with students in a flexible setting outside of a traditional classroom. The implementation of a Social Worker as an additional support, in collaboration with staff, will involve investigation of overall student health and academic success. Building positive relationships will be a priority for the district as the Social Worker. The Social Worker will act as an advisor to counselors and staff - a cooperative effort with school, mental health, and the juvenile court system. The Social Worker will bring a new level of understanding of children with social, emotional, behavioral and mental health needs. The Social Worker will assist counselors and staff in addressing barriers to academic needs for students to be successful in life.

Service Evaluation

Service will be evaluated by monitoring:

- 1) attendance, truancy and tardies (JMC reports - decrease in the number of absences and tardies)
- 2) credit accrual/progress in school (decrease in the number of failing classes, retention, over-aged and under-credited)
- 3) increased academic achievement (Iowa Statewide Assessment of Student Progress)
- 4) conferences with liaison officer, parents and students
- 5) decreased office referrals

Data Collection

JMC reports - attendance and grades, disaggregated demographic reports - ELL, SpEd, and free/reduced lunch, ISASP (Iowa Statewide Assessment of Student Progress), MAPS Assessments, office referrals, and Edmentum will be used to collect data relative to students targeted as at-risk and/or to prevent dropouts and the general student population. District designed career surveys will also be used to collect data.

2021-2022 Service Staff

Guidance Interventions - Total Budget 2021-2022 - \$82,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Jolleen Heater		9-12 Guidance	50%			
Brenda Haack		5-8 Guidance	25%			
Amy Brunsting		TK-4 Guidance	25%			

Alternative Education - Total Budget 2021-2022 - \$57,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Korrie Coombs		7-12 Instructor	100%			

STAR Interventions - Total Budget 2021-2022 - \$34,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Dawn Henke		9-12 Para	100%			

Second Chance Reading Interventions - Total Budget 2021-2022 - \$20,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Christy Alquist		9-12 Instructor	25%			

Youth Services Provider - Total Budget 2021-2022 - \$25,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Allison Lohse		Seasons				

Social Worker (Operational Sharing) - Total Budget 2021-2022 - \$12,584

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Kathy Jochims		NWAEA				

WHS Success Coach (At-Risk Coordinator) - Total Budget 2021-2022 - \$36,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Matt Hoskinson		9-12	62%			

Alternative Intervention Supplies/After School Services - Total Budget 2021-2022 - \$5,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Contract		Edgenuity				

At-Risk Dropout Prevention Supplies and Materials - Total Budget 2021-2022 - \$5,000

Staff Name	Staff Folder #	Staff Position	Staff FTE %	Staff Type	Qualification Requirements	Professional Development
Supplies and Materials		Supplies and Materials				

2021-2022 At-Risk Dropout Prevention Plan Total Budget - \$276,584

EXPENDITURES FOR A PUBLIC PURPOSE

The board recognizes that school district funds are public funds, and as such, should be used to further a public purpose and the overall educational mission of the school community. The district is committed to managing and spending public funds in a transparent and responsible manner. Prior to making a purchase with public funds, an individual should be comfortable defending the purchase/reimbursement to the taxpayers in the district. If the individual is uncomfortable doing so, the purchase may not fulfill a public purpose and additional guidance should be sought before the purchase is made.

Individuals who have concerns about the public purpose of a purchase or reimbursement should utilize the district's *Internal Controls* policy and regulation as a resource for questioning a purchase. Concerns should be reported to the superintendent and/or the board president.

The superintendent shall develop a process for approving expenditures of public funds. The board will review expenditures and applicable reports as necessary to ensure proper oversight of the use of public funds. To the extent possible, expenditures shall be pre-approved by the district prior to expending the funds. Purchases of food and refreshment for district staff, even within district, should comply with the district's *Employee Travel Compensation* policy, and all other applicable policies. All purchases/reimbursements shall comply with applicable laws, board policies and district accounting requirements.

Additional guidance regarding appropriate expenditures of school funds is provided in the regulation accompanying this policy

Legal References: Iowa Constitution Art. III, sec. 31;
Iowa Code §§ 68A.505; 279.8; 721.2.
281 I.A.C. 98.70

Cross References: 401.7 Employee Travel Compensation
704.1 Local-State-Federal-Miscellaneous Revenue
704.5 Student Activities Fund
705.1 Purchasing-Bidding
705.2 Purchasing on Behalf of Employees
705.3 Payment for Goods and Services
707.5 Internal Controls
905.1 Community Use of School District Facilities & Equipment

Approved 12/21/20

Reviewed _____

Revised _____

DISTRICT GOAL #1

To support and expand career opportunities with local entities, in addition to college readiness, by prioritizing/allocating resources, both staff and facilities.

DISTRICT GOAL #2

To develop problem solving skills, interpersonal skills, and team building skills for all students, while increasing implementation/alignment of Iowa Common Core, by prioritizing/allocating resources.

DISTRICT GOAL #3

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

INTERNAL CONTROLS

The board expects all board members, employees, volunteers, consultants, vendors, contractors, students and other parties maintaining any relationship with the school district to act with integrity, due diligence, and in accordance with all laws in their duties involving the school district's resources. The board is entrusted with public dollars and no one connected with the school district should do anything to erode that trust.

Internal controls are used to help ensure the integrity of district financial and accounting information. Adherence to district-established internal control procedures is the responsibility of all employees of the school district. The superintendent, business manager and board secretary shall be responsible for developing internal controls designed to prevent and detect fraud, financial impropriety, or fiscal irregularities within the school district subject to review and approval by the board. Administrators shall be alert for any indication of fraud, financial impropriety, or irregularity within the administrator's area of responsibility.

Any employee who suspects fraud, impropriety, or irregularity shall report their suspicions immediately to his/her immediate supervisor, and the superintendent, and the board president. The superintendent and the board president shall have primary responsibility for any necessary investigations and shall coordinate investigative efforts with the board's legal counsel, auditing firm, the Auditor of State's office and other internal or external departments and agencies, including law enforcement officials, as the superintendent and the board president may deem appropriate.

Employees bringing forth a legitimate concern about a potential impropriety will not be retaliated against and those who do retaliate against such an employee will be subject to disciplinary action up to, and including, discharge.

In the event the concern or complaint involves the superintendent, the concern shall be brought to the attention of the board president who shall be empowered to contact the board's legal counsel, Auditor of State's office, insurance agent, auditing firm, and any other agency to investigate the concern or complaint.

The superintendent and board president shall ensure the Auditor of State's office is notified of any suspected embezzlement, theft or other financial irregularity pursuant to Iowa law. The superintendent and board president in coordination with the Auditor of State's office, will determine whether to conduct a complete or partial audit. The superintendent is authorized to order a complete forensic audit if, in the superintendent's judgment, such an audit would be useful and beneficial to the school district. In the event there is an investigation, records will be maintained for use in the investigation. Individuals found to have altered or destroyed records will be subject to disciplinary action, up to, and including termination.

Legal References: American Competitiveness and Corporate Accountability Act of 2002, Pub. L. No. 107-204.
Iowa Code §§ 11, 279.8.

Cross References: 401.12 Employee Use of Cell Phones
707.6 Audit Committee

Approved _____

Revised _____

Reviewed _____

1st Reading 12/21/20

INTERNAL CONTROLS PROCEDURES

Fraud, financial improprieties, or fiscal irregularities include, but are not limited to:

- Forgery or unauthorized alteration of any document or account belonging to the district.
- Forgery or unauthorized alteration of a check, bank draft, or any other financial document.
- Misappropriation of funds, securities, supplies, or other assets.
- Impropriety in the handling of money or reporting of financial transactions.
- Profiteering because of "insider" information of district information or activities.
- Disclosing confidential and/or proprietary information to outside parties.
- Accepting or seeking anything of material value, other than items used in the normal course of advertising, from contractors, vendors, or persons providing services to the district.
- Destroying, removing, or inappropriately using district records, furniture, fixtures, or equipment.
- Failing to provide financial records to authorized state or local entities.
- Failure to cooperate fully with any financial auditors, investigators or law enforcement.
- Any other dishonest or fraudulent act involving district monies or resources.
- Acting for purposes of personal financial gain, rather than in the best interest of the district.
- Providing false, inaccurate or misleading financial information to district administrators or the board of directors.

The superintendent, and board president shall investigate reports of fraudulent activity in a manner that protects the confidentiality of the parties and the facts. All employees involved in the investigation shall be advised to keep information about the investigation confidential. The superintendent and board president may engage qualified independent auditors to assist in the investigation.

If an investigation substantiates the occurrence of a fraudulent activity, the superintendent and the board president, or board vice-president if the investigation centers on the superintendent, shall issue a report to the board and appropriate personnel. The final disposition of the matter and any decision to file or not file a criminal complaint or to refer the matter to the appropriate law enforcement and/or regulatory agency for independent investigation shall be made in consultation with district legal counsel. The results of the investigation shall not be disclosed to or discussed with anyone other than those individuals with a legitimate right to know until the results are made public.