

# Cherokee Community School District



Regular Board Meeting  
April 15, 2024  
WHS Library

Board Members:

Mrs. Jodi Thomas, President  
Mr. Ray Mullins, Vice-President  
Mr. Jared Barkley  
Mr. Brian Freed  
Mrs. Jocelyn Riggert  
Mrs. Joyce Lundsgaard, Board Secretary  
Mr. Tom Ryherd, Superintendent

**Public Hearing – 2024-2025 Budget Hearing  
Cherokee Community School District, 600 West Bluff Street  
Monday, April 15, 2024 @ 5:30 PM**

Cherokee Community School District 2024-2025 Budget is available on the district website under Board of Education: [www.ccsd.k12.ia.us](http://www.ccsd.k12.ia.us) and is also available in hardcopy at Central Office. The 2024-2025 Budget was also published in *The Chronicle Times*. If you have comments that you wish to be considered before the 2024-2025 budget is board approved, please submit those comments to: [tryherd@ccsd.k12.ia.us](mailto:tryherd@ccsd.k12.ia.us) - Tom Ryherd, Superintendent by April 15, 2024 by 2:00 PM.

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| <ol style="list-style-type: none"><li>1. Call the hearing to order</li><li>2. Approve the agenda</li><li>3. Overview of the 2024-2025 Budget</li><li>4. Any person interested may file objections to the proposed 2024-2025 Budget: <a href="mailto:tryherd@ccsd.k12.ia.us">tryherd@ccsd.k12.ia.us</a></li><li>5. Close the public hearing</li><li>6. Adjournment</li></ol> |
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**Regular Board of Education Meeting  
Cherokee Community School District, 600 West Bluff Street  
Agenda for Monday, April 15, 2024 following public hearing**

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

**NOTICE:** If you have comments that you wish to be considered please submit those comments to: Tom Ryherd, Superintendent, at [tryherd@ccsd.k12.ia.us](mailto:tryherd@ccsd.k12.ia.us) by April 15, 2024 by 2:00 PM along with your phone number and you will be called prior to the agenda item you wish to address.

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| <ol style="list-style-type: none"><li>1. Call the meeting to order</li><li>2. Pledge of Allegiance and Mission Statement</li><li>3. Approve the agenda</li><li>4. Roll call of members in attendance</li><li>5. Action to excuse board members not in attendance</li></ol>   |
| <ol style="list-style-type: none"><li>6. Welcome Visitors<br/>Recognition of persons who wish to speak to the board regarding a school issue not on the agenda</li></ol>   |
| <ol style="list-style-type: none"><li>7. Consent agenda<ol style="list-style-type: none"><li>A. Approve the minutes of the public hearing [3-18-24], the regular meeting [3-18-24], budget hearing and special meeting[4-01-24], and special meeting [4-04-24]</li><li>B. Approve financial statements</li><li>C. Approve monthly bills</li><li>D. Approve fundraising requests</li><li>E. Approve resignations<br/>Thersia Fuhrman - CES Custodian<br/>Deanna Hohbach- CES Special Ed Teacher<br/>Kristen Bellefy - Wrestling Cheer Coach</li><li>F. Approve retirements<br/>Myla Stoneking - CMS Teacher</li><li>G. Approve internal transfers</li><li>H. Approve contract extensions<br/>David Driggs - CES Custodian<br/>Roger Davis - CWHS Para<br/>Amber Dorothy - CWHS Para</li></ol></li></ol> |

**\* 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.**

Anthony Miller - JV Baseball Co-Coach  
Jason Galeano - JV Baseball Co-Coach

8. Communication and Reports  
A. Principals' Building Reports/ Instructional Coaches' Reports  
B. Directors'/ Superintendent's Report

9. Policy  
Clerical Change(s): Clerical changes and edits as recommended by IASB Policy Manual Review by Siobhan Schneider, IASB Policy/Legal Services Director, received on 12/22/21  
Affirm: 711.9 - District Vehicle Idling; 800 - Objectives of Buildings and Sites; 801.1 - Building and Sites Long Range Planning; 801.2 - Building and Sites Surveys; 801.3 - Educational Specifications for Building and Sites; 801.4 - Site Acquisition; 802.1 - Maintenance Schedule; 802.2 - Requests for Improvements; 802.3 - Emergency Repairs; 802.4 - Capital Assets; 802.4.r.1 - Capital Assets Regulation

10. New Business  
A. Discussion of/ action concerning a resolution to continue participation in the Iowa Local Government Risk Pool for the purchase of natural gas  
B. Discussion of/ action concerning 2024 graduates from Cherokee Washington High School  
C. Discussion of/ information concerning Graduation Requirements - Board Policy 505.5  
D. Discussion of/ information concerning Graduation Commencement - Sunday, May 19, at 2:00 PM  
E. Discussion of/ action concerning engineering contract with EDA for RFP for gym air handler replacement

Closed Session - Student Evaluation/Graduation Determination  
The evaluation will be held in closed session as provided in section 21.5(1)(k) of the open meetings law to discuss information contained in records in the custody of a governmental body that are confidential records pursuant to section 22.7, subsection 50.

- G. Discussion of/ action concerning a special education student's earned credits and graduation

Exempt Session - the board will enter into exempt session for the purpose of discussing collective bargaining strategies and issues

11. Collective Bargaining  
A. Discussion of/ action concerning the Master Working Agreement with the Cherokee Education Association - certified contracts for the 2024-2025 school year  
B. Discussion of/ action concerning contracts for support staff for the 2024-2025 school year  
C. Discussion of/ action concerning contracts for directors for the 2024-2025 school year  
D. Discussion of/ action concerning contracts for administrators for the 2024-2025 school year

12. Board Committee Reports  
A. Curriculum and Instruction – Thomas & Barkley  
B. Policy – Thomas & Riggert  
C. Finance\* – Freed & Mullins  
D. Building, Grounds, Capital Projects – Freed & Mullins  
E. Transportation, Nutrition – Barkley & Riggert

13. Items of Interest for the Next Meeting [May 20, 2024 @ 5:30 PM]  
A. Discussion of/ action concerning extracurricular contract extensions  
B. Discussion of/ action concerning TLC contract extensions

14. Adjournment

Projected Dates/Times for Regular Board of Education Meetings 2023-2024

August 21, 2023 @ 5:30 pm	September 18, 2023 @ 5:30 pm	October 16, 2023 @ 5:30 pm	November 20, 2023 @ 5:30 pm
December 18, 2023 @ 5:30 pm	January 15, 2024 @ 5:30 pm	February 19, 2024 @ 5:30 pm	March 18, 2024 @ 5:30 pm
April 15, 2024 @ 5:30 pm	May 20, 2024 @ 5:30 pm	June 17, 2024 @ 5:30 pm	July 15, 2024 @ 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  
Public Hearing  
March 18, 2024**

The Cherokee Community School District Board of Education held a Public Hearing on Monday, March 18, 2024, beginning at 5:30 P.M. The meeting was held in the CWHS Library at 600 W. Bluff St., Cherokee, Iowa.

**1. Call the hearing to order**

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

Board Members Present: Jared Barkley, Brian Freed, Jocelyn Riggert, Jodi Thomas, Ray E. Mullins II

**2. Approve the Agenda**

Moved by Mullins, seconded by Riggert to approve the agenda. All Ayes

**3. Public Hearing on the 2024-25 School Calendar**

The board reviewed the proposed school calendars for the 2024-25 school year. Both calendars have a start date of August 23<sup>rd</sup> and an end date of May 23<sup>rd</sup>.

**4. Objections to the proposed 2024-25 school calendar**

No objections were filed.

**5. Close the public hearing**

The public hearing was closed.

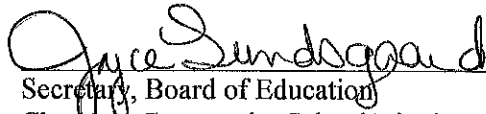
**6. Adjournment**

The meeting was adjourned at 5:32 P.M.



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President, Board of Education  
Cherokee Community School District



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Secretary, Board of Education  
Cherokee Community School District

**Cherokee Community School District  
Regular Meeting  
March 18, 2024**

The Cherokee Community School District Board of Education held a regular meeting on Monday, March 18, 2024 following the public hearing. The meeting was held in the CWHS Library, 600 W. Bluff St., Cherokee, IA.

**1. Call the meeting to order**

The meeting was called to order at 5:32 P.M.

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

The Pledge of Allegiance and Mission Statement were recited.

**3. Action to approve the agenda**

Moved by Mullins, seconded by Riggert to approve the agenda. All Ayes

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

Roll call of board members was taken. Present were Jared Barkley, Brian Freed, Jocelyn Riggert, Jodi Thomas, Ray E. Mullins II

**5. Excuse board members not in attendance**

All board members were present

**6. Welcome Visitors**

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

**7. Action to approve the consent agenda**

Moved by Mullins, seconded by Freed to approve the consent agenda. Ayes: Mullins, Freed, Thomas, Barkley  
Abstain: Riggert

- Minutes of the regular meeting – 2/19/24 – Riggert noted a correction to the minutes for Item F. vote was Ayes: Freed, Mullins Barkley; Abstain Riggert & Thomas
- Monthly Bills
- Financial Statements
- Resignations – Gabe Fuller – CMS Football; Natalie Barkley – Basketball Cheer Coach; Gail Kremer – Basketball Cheer Coach; Victoria Morse – CWHS Para; Jina Wood – CES ELL Teacher
- Contract Extensions – Heidi Gerstandt – Volunteer Girls Golf Assistant; Dave Ellis – MS Track; Jonathan Riggert – MS Track; Kasie Johnson – CES Para

**8. Communication and Reports**

Principal and Superintendent reports were given.

**9. Policy**

Moved by Mullins, seconded by Barkley to approve policies 707.1 - Secretary's Report; 707.2 - Treasurer's Report; 707.3 - Publication of Financial Report; 707.4 - Audit; 707.5 – Internal Controls; 707.5r1 - Internal Controls Procedures; 708 - Care, Maintenance, & 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; 711.1 - Student School Transportation; 711.2 - Student Conduct on School Transportation; 711.2.r.1- Student Conduct on School Transportation Regulation; 711.3 – Student Transportation for Extracurricular Activities; 711.4 - Summer School Program Transportation; 711.5 - Transportation of Nonresident and Nonpublic School Students; 711.6 - Transportation of Non-School Groups; 711.7 - School Bus Safety Instruction; 505.8 - Parent & Family Engagement. All Ayes

**10. New Business**

**A. Discussion of/information concerning CWHS National Honor Society**

Officers for the CWHS National Honor Society discussed community service projects completed and upcoming projects for the remainder of the school year.

**B. Discussion of/action concerning 2024-25 school calendar options**

Moved by Mullins, seconded by Freed to approve calendar option B2 for the 2024-2025 school calendar as proposed. All Ayes

**C. Discussion of/action concerning SRO Contract and 28 E agreement with city**

Moved by Mullins, seconded by Riggert to approve the three-year School Resource Officer contract and 28E agreement with the city of Cherokee through the 2026-27 school year. All Ayes

**D. Discussion of/action concerning Chromebook bids**

Moved by Riggert, seconded by Freed to approve Chromebook bids for FY25 from Ricks Computers for \$79,439.36. All Ayes

**E. Discussion of/action concerning board resolution to levy property tax**

Moved by Freed, seconded by Mullins to approve the property tax levy for fiscal year 2024-25 for the regular program budget adjustment as allowed under section 257.14 Code of Iowa. All Ayes

**F. Discussion of/action concerning FY23 Audit**

Moved by Freed, seconded by Barkley to approve the FY23 Audit as presented. All Ayes.

**G. Discussion of/action concerning audit firm for FY24, FY25 and FY26**

Moved by Freed, seconded by Mullins to approve Cornwell, Frideres, Maher & Associates as the auditing firm for the FY24, FY25 and FY26 school years. All Ayes

The board entered into exempt session for discussing collective bargaining strategies and issues at 6:11 P.M.

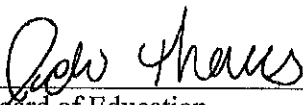
The board resumed in open session at 6:41 P.M.

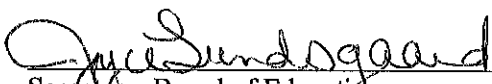
**11. Adjournment**

Moved by Freed, seconded by Riggert to adjourn the meeting at 6:48 P.M. All Ayes

Budget Hearing – April 1, 5:30 P.M.

Budget Hearing/Regular Meeting – April 15, 5:30 P.M.

  
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President, Board of Education  
Cherokee Community School District

  
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Secretary, Board of Education  
Cherokee Community School District

**Cherokee Community School District  
Budget Hearing  
April 1, 2024**

The Cherokee Community School District Board of Education held a Budget Hearing on Monday, April 1, 2024 beginning at 5:30 P.M. The hearing was held in the CWHS Library, 600 W. Bluff St., Cherokee, Iowa.

**1. Call the hearing to order**

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

Board Members Present: Jodi Thomas, Ray E. Mullins II, Jocelyn Riggert, Jared Barkley, Brian Freed

**2. Approve the agenda**

Moved by Mullins, seconded by Riggert to approve the agenda. All Ayes

**3. Overview of the 2024-25 Budget**

An overview of the 2024-25 Budget was given. The proposed tax rate for FY25 is 12.64880 per \$1,000 taxable valuation compared to 12.72196 for FY24.


No objections were filed.

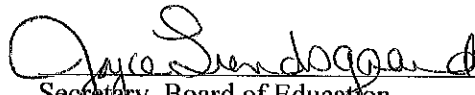
**4. Close the public hearing**

The public hearing was closed.

**5. Adjournment**

Moved by Freed, seconded by Mullins to adjourn the hearing at 5:50 P.M. All Ayes

  
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President, Board of Education  
Cherokee Community School District

  
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Secretary, Board of Education  
Cherokee Community School District

**Cherokee Community School District  
Special Meeting  
April 1, 2024**

The Cherokee Community School District Board of Education held a Special Meeting on Monday, April 1, 2024 following the budget hearing. The meeting was held in the CWHS Library at 600 W. Bluff St., Cherokee, Iowa.

**1. Call the meeting to order**

The meeting was called to order at 5:51 p.m.

Board Members Present: Jodi Thomas, Brian Freed, Ray E. Mullins II, Jocelyn Riggert, Jared Barkley

**2. Approve the agenda**

Moved by Mullins, seconded by Barkley to approve the agenda. All Ayes

**3. Exempt Session**

The board entered into exempt session to discuss collective bargaining strategies and issues at 5:52 P.M.

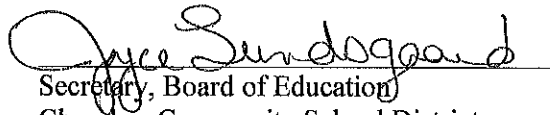
The board resumed in open session at 6:08 P.M.

**4. Adjournment**

Moved by Riggert, seconded by Barkley to adjourn the meeting at 6:08 P.M. All Ayes

Budget Hearing/Regular Meeting, April 15, 2024, 5:30 P.M.

  
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President, Board of Education  
Cherokee Community School District

  
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Secretary, Board of Education  
Cherokee Community School District



**Cherokee Community School District  
Special Meeting  
April 4, 2024**

The Cherokee Community School District Board of Education held a Special Meeting on Thursday, April 4, 2024 beginning at 4:00 P.M. The meeting was held in the CWHS Library at 600 W. Bluff St., Cherokee, Iowa.

**1. Call the meeting to order**

The meeting was called to order at 4:01 P.M.

Board Members Present: Brian Freed, Ray E. Mullins II, Jocelyn Riggert, Jared Barkley, Jodi Thomas

**2. Approve the agenda**

Moved by Mullins, seconded by Freed to approve the agenda. All Ayes

**3. New Business**

**A. Notice to board under Iowa Code 279.27**

Superintendent, Tom Ryherd, delivered a notice to the board under Iowa Code 279.27 recommending termination of an employee.


**B. Set a private hearing date**

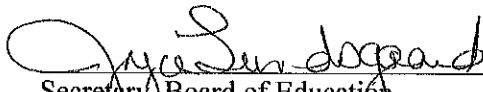
Moved by Freed, seconded by Mullins to set a private hearing for April 24 at 4:00 P.M. in the high school library. All Ayes

**4. Adjournment**

Moved by Riggert, seconded by Barkley to adjourn the meeting at 4:03 P.M. All Ayes

Budget Hearing/Regular Meeting, April 15, 2024, 5:30 P.M.

  
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President, Board of Education  
Cherokee Community School District

  
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Secretary, Board of Education  
Cherokee Community School District

3/31/2024

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 3,129,401.51	1,692,193.79	1,271,901.21	3,549,694.09
Management	825,355.47	18,517.23	16,120.00	827,752.70
Self-Insurance Fund	855,152.17	17,351.70	26,282.25	846,221.62
TPRA Grant		191,490.09	191,490.09	
<b>Subtotal General Fund</b>	<b>4,809,909.15</b>	<b>1,919,552.81</b>	<b>1,505,793.55</b>	<b>5,223,668.41</b>
Activity	174,987.85	25,647.92	28,217.21	172,418.56
PPEL	127,143.65	14,440.66	19,903.56	121,680.75
Capital Projects (Sales Tax)	2,645,940.35	103,669.82	25,995.16	2,723,615.01
Debt Service	63,292.93	12,396.78	-	75,689.71
Hot Lunch	480,430.37	58,458.78	75,092.53	463,796.62
Trust and Agency	40,560.39	302.03	-	40,862.42
Braves Bank	25,979.18	1,378.00	-	27,357.18
<b>Total - All Funds</b>	<b>\$ 8,368,243.87</b>	<b>\$ 2,135,846.80</b>	<b>\$ 1,655,002.01</b>	<b>\$ 8,849,088.66</b>

Published Budget Report  
 All Funds  
 3/31/2024

Category	Function #'s	Sub Total Exp.	Expenditures	Amt Published	% of Published
<b>INSTRUCTION</b>	(1000-1999)	6,289,776.50	6,289,776.50	10,540,000.00	60%
Perkins	(5210)	-			
<b>SUPPORT SERVICES</b>	(2000-2999)				
Student Support Svcs	(2000-2199)	251,172.23			
Inst. Staff Support Svcs	(2200-2299)	499,178.92			
General Administration	(2300-2399)	253,237.00			
Building Administration	(2400-2499)	463,829.59			
Business Administration	(2500-2599)	452,334.57			
Plant Operation & Maint	(2600-2699)	1,154,404.04			
Student Transportation	(2700-2799)	395,770.13			
<b>TOTAL SUPPORT SERVICES</b>			3,469,926.48	5,020,500.00	69%
<b>NON INSTRUCTIONAL PGMS</b>	(3000-3999)	519,241.05	519,241.05	810,000.00	64%
<b>OTHER EXPENDITURES</b>	(4000-5999)				
Facilities	(4000-4999)	1,279,658.71			
Debt Service	(5000-5999)	200,715.63			
AEA Support Direct	(5200)	515,165.00			
<b>TOTAL OTHER EXPENDITURES</b>			1,995,539.34	3,810,678.00	52%
<b>TOTAL EXPENDITURES</b>			12,274,483.37	20,181,178.00	61%

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Managed Service & Backup - March 24		
14649	Advanced Network Professionals	106.80
Legal Service		
20291	Ahlers and Cooney, PC	116.00
Mop Service		
Mop Service		
Mop Service		
Mop Service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	121.72
new books for library		
Books for Library		
new books for library		
Books for Library		
13052	Book Vine, The	125.45
Repairs and parts for Angle		
Broom		
10396	Builder's Sharpening and Service	510.37
DOT Physical		
11157	CCC Cherokee	132.00
Publication Expense - Minutes		
18221	Cherokee Chronicle Times	405.01
CWSH Vending Supplies		
11224	Chesterman Company	134.40
Tires for 15		
12916	Country Tire and Service Inc.	132.64
Bus Barn Door Repairs		
14942	Day's Door Company	527.50
Fuel for School Vehicles		
NASA Trip - Activity Sponsor		
Meals		
10967	De Vos, James	159.23
Field Paint & Concession Paint		
10239	Diamond Vogel	156.24
Equipment Repair		
10245	Ebert's	95.00
tires for #15		
14523	Graham Tire Storm Lake	568.00
TPRA		
11026	Iowa Central Community College	19,520.00
Medicaid		
12846	Iowa Department of Human Services	3,867.31
ISASP 2024 Tests		
10555	Iowa Testing Programs	3,204.00

04/11/2024 03:10 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Description		
Background Checks		
11789	ISFIS, Inc.	252.00
HS Choir graduation song order		
12200	J.W. Pepper and Son, Inc.	163.74
Solar Eclipse Glasses for 3rd Grade		
14594	Koedam, Amanda	84.95
Glasses for Student		
14725	Le Mars Eye Care	390.00
March Billing		
18253	MARTIN BROS. DISTRIBUTING CO., INC.	138.18
CMS Mech/Storage		
Resale Doors for Sandbox(2)		
Hadberg (1)		
12791	Menards	2,237.62
Sound Barriers for STEM Room Windows		
Solar Eclipse Glasses CMS		
15018	Miller, Krista	448.01
Building Repair - Outside Labor		
Building Repair - Outside Labor		
Outside Labor Repair		
New faucet and repairs on others		
11495	Modern Heating and Cooling, Inc.	1,974.96
Climate/Culture Funds		
14786	Mud on Main	8.70
Tickets		
10852	One Office Solution	13.06
Operating Service Agreement		
13215	Plains Boiler Service	386.66
Outside Labor & Maintenance Supplies		
Outside Labor & Maintenance Supplies		
13615	SCE, LLC	1,691.58
DOT Physical		
DOT Physical		
14747	Sioux Valley Family Health	300.00
DOT Physical		
13440	Sizeland, Harry	100.00
Flat Tire- Spare put on School Vehicle		
Gasoline for School Vehicle - AD Conf		
14251	Spooner, Jason	90.45
White Cardstock		
14763	Staples	127.40

Vendor Number	Vendor Name	Amount
Invoice Description		
Special Ed Billing		
13182	Storm Lake Comm School District	10,983.39
Time & Attendance Software		
11578	Time Management Systems	346.14
Starter bus 3		
11226	Trivista-Iowa	727.49
Outside Labor Repair		
11624	Valley Glass Co	115.00
Fund Number 10		
Checking Account ID 1		
Checking Account ID 2	Fund Number 33	Local Option Sales and Service Tax Fund
Building Improvement		
11597	Benson Construction	22,130.00
Field Paint & Concession Paint		
10239	Diamond Vogel	945.40
Fund Number 33		
Checking Account ID 2		
Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
Building Improvement		
11495	Modern Heating and Cooling, Inc.	3,879.20
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
Tomahawk Honorary Referee Plaque		
30835	Awards Unlimited, Inc.	76.00
CWHS Art Club Shirts		
14683	Brave Designs	130.00
Game balls		
11462	BSN Sports, LLC	1,984.32
BVU Track Meet Fee		
12896	Buena Vista University	250.00
CWHS Concession Supplies		
11224	Chesterman Company	1,393.20
4/9/24 Track Fees		
12787	Galva-Holstein Schools	350.00
Solo Festival Judging		
15149	Hansen, Tessa	100.00
March Billing		
18253	MARTIN BROS. DISTRIBUTING CO., INC.	455.87
WHS FFA- Supplies		
30928	NATIONAL FFA ORGANIZATION	326.00
Charge to Esports Account		
14027	Puettmann, Katie	37.44

04/11/2024 03:10 PM

Vendor Number Vendor Name Amount

Invoice Description

MS Reconditioned helmets

Helmets and shoulder pads

HS Reconditioned helmets

30698 Riddell All American Sports Corp. 9,506.95

Medals and Ribbons for all track meets

30903 Trophies Plus, Inc. 3,484.46

New Baseball uniforms

Belts for baseball pants

14880 Wall of Fame 6,469.60

Fund Number 21

Checking Account ID 3

Checking Account ID 4 Fund Number 61 SCHOOL NUTRITION FUND

Ala Carte Purchases

11224 Chesterman Company 822.30

March Milk

14860 East Side Jersey Dairy ESJD 2,620.50

March Billing

18253 MARTIN BROS. DISTRIBUTING CO., INC. 33,481.67

Purchased Food

Purchased Food

Purchased Food

14861 PAN-O-GOLD BAKING CO 436.20

Fund Number 61

Checking Account ID 4

04/11/2024 11:29 AM

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Coach Clothing Allowance		
13763	360 Custom Designs	60.00
CMS Salt		
Salt - Water Treatment		
Salt & Cooler/Softner Rental		
CWHS Nurse Supplies		
Salt		
CMS Nurse Supplies		
10079	Blaine's Culligan	373.20
TAG Supplies		
10671	Blooming House, LTD	13.45
14427	C-M-L Telephone Cooperative Assoc	1,107.61
Boiler Inspections		
15156	Department of Inspections, Appeals & Licensing	200.00
Comm Services - March 2024		
14832	Donovan Group I	1,000.00
TAG Instructional Supplies		
CWHS FCS Instructional Supplies		
WHS FCS Instructional Supplies		
CWHS FCS Instructional Supplies		
CWHS FCS Instructional Supplies		
10067	Fareway Stores, Inc.	127.22
Music Order for 7th grade Honor Choir		
Music order for the 5-6th Honor Choir		
12200	J.W. Pepper and Son, Inc.	37.80
Handwriting without Tears Materials		
13718	Learning without Tears	612.37
another lock box for med cart		
10060	MacGill and Company	185.00
repairs to school french horn		
10894	MidBell Music, Inc.	365.24
Repair Parts		
10180	Motor Parts Sales	62.61
Postage		
14903	Quadient Finance USA, Inc.	500.00
Postage Machine Lease		
14866	Quadient Leasing USA, Inc	491.25
Book Fair Invoice		
13825	Scholastic Book Fairs	4,467.38
1st Semester OE Tuition		
1st Semester OE Tuition		
13182	Storm Lake Comm School	0.00



04/11/2024 11:29 AM

Vendor Number	Vendor Name	Amount
Invoice Description		
	District	

Medicaid Billing		
12838	Timberline Billing Service LLC	553.09

Cell Phone Service		
18319	Verizon Wireless	530.05

Fund Number	10		
Checking Account ID	1		
Checking Account ID	2	Fund Number	36
Copier Leases			PHYSICAL PLANT & EQUIPMENT

Copier Leases		
14869	Access Systems Leasing	1,001.53

Fund Number	36		
Checking Account ID	2		
Checking Account ID	3	Fund Number	21
Tomahawk Court tiaras & scepter			STUDENT ACTIVITY FUND

11429	Anderson's School Spirit	204.66
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4/4 Varsity track meet		
30839	Anderson, Curt	200.00

CWHS Consession Supplies		
10067	Fareway Stores, Inc.	7.52

4/4 Varsity track meet		
15155	Kalous, Shane	200.00

Fund Number	21
Checking Account ID	3

04/11/2024 11:31 AM

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 92	TPRA Grant Consortium
TPRA Reimbursement		
15120	Algona Community School District	20,766.30
TPRA Reimbursement		
15121	Audubon Community School District	2,430.36
TPRA Reimbursement		
15123	Calamus/Wheatland Community School District	5,063.54
TPRA Reimbursement		
12856	CAM Community School District	10,832.19
TPRA Reimbursement		
15124	Central Community School District	2,361.00
TPRA Reimbursement		
15125	Clear Lake Community School District	8,302.95
TPRA Reimbursement		
15126	Coon Rapids-Bayard School District	2,242.98
TPRA Reimbursement		
10622	Glenwood Community School District	11,081.00
TPRA Reimbursement		
15129	Greene County Community School District	5,944.00
TPRA Reimbursement		
15130	Griswold Community School District	8,605.00
TPRA Reimbursement		
15131	Harlan Community School District	19,274.10
TPRA Reimbursement		
15132	Knoxville Community School District	15,778.00
TPRA Reimbursement		
15133	Marshalltown Community School District	17,780.19
TPRA Reimbursement		
15134	Mount Ayr Community School	7,273.50
TPRA Reimbursement		
15135	Nodaway Valley Community School District	6,301.54
TPRA Reimbursement		
15136	Northeast Community School District	11,707.94
TPRA Reimbursement		
15137	Osage Community School District	21,740.00
TPRA Reimbursement		
15138	Riceville Community School District	3,925.00
TPRA Reimbursement		
30717	River Valley CSD	3,925.00
TPRA Reimbursement		
15139	South Tama County Community School District	6,155.50
Fund Number	92	

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Track Coaches Clothing Allowance		
13763	360 Custom Designs	340.00
TAG Supplies		
Perkins - Equipment		
Parchment Paper- Programs & Certificates		
TAG Supplies		
Striping Paint White		
Headphones for Korrie Coombs		
Paper Cutter & Whistles		
Maintenance Supplies		
USB hub for Amy L.		
TAG Supplies		
Parking Lot Striper Machine		
Brave Designs Supplies		
Professional Supplies-TLC		
Climate and culture		
Maintenance Supplies		
New toner for Accounts payable.		
Do not o		
snacks for student: listed in IEP		
auxiliary percussion equipment for 6th		
Brave Designs Supplies		
13771	Amazon Capital Services	2,178.48
Transportation Supplies		
Maintenance Supplies		
CWHS Ind Art Instructional Supplies		
CWHS Ind Art Instructional Supplies		
Tech Supplies		
CWHS Ind Art Instructional Supplies		
CWHS Ind Art Instructional Supplies		
CWHS Ind Art Instructional Supplies		
10021	Bomgaars Supply	1,447.75
CES Library Books		
13052	Book Vine, The	5.59
Clothes for family in need		
11170	Brunsting, Amy	185.88
Water & Sewer		
10084	City of Cherokee	2,355.10
Sound Panel Reimbursement		
11035	Ducommun, Linda	27.49
Special Education Reading Curriculum		
15068	EPS Operations, LLC	61.98

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Vendor Number	Vendor Name	Amount
Invoice Description		
CWHS IND ART RESALE - Shed Deliveries		
14296	Gravenish, Dennis	200.00
CMS Braves Store Items		
18309	Haack, Brenda	9.99
Parts		
Maintenance Supplies		
Maintenance Supplies- 792936817		
13294	Home Depot Pro, The	2,814.46
Climate Culture Bus Drivers		
Retirement Cake/Punch		
10274	Hy-Vee Food Stores, Inc	120.43
Service & Winterize Portable Toilets		
12780	Koenig Portable Toilets	120.00
Fuel- Taking 7th grade boys to State BB		
13811	Landhuis, Josh	10.00
Electricity		
Electricity		
Electricity		
Electricity		
Electricity		
Electricity		
12363	MidAmerican Energy Company	9,397.72
Pest Control		
15025	Plunkett's Pest Control, Inc	77.00
Admin Fee 3/1/24-3/31/24		
15034	Point C Health	234.00
CES ELI		
13492	Really Great Reading, LLC	134.40
Garbage Collection		
10217	Sanitary Services, Inc.	2,472.90
Air brake puller and light 12. light 26		
12768	School Bus Sales	307.56
Grass Seed		
14661	Siouxland Seeds LLC	2,314.00
Donation to Stevenson family		
15116	Stevenson, Dave & Roxanne	435.00
Bus 12 new oil pan, and fix air leak		
11226	Trivista-Iowa	2,865.82
Diesel & Gasoline		
10361	Your FleetCard Program	5,281.06
Fund Number	10	

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Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 71	SELF-INSURANCE FUND
Admin Fees		
13725	Mid-American Benefits, Inc.	1,824.00
Fund Number 71		
Checking Account ID 1		
Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
Building Improvement		
11495	Modern Heating and Cooling, Inc.	442.94
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
Spanish Hon. Society materials		
softball bat replacement grips and bands		
Softball Fundraiser Supplies		
13771	Amazon Capital Services	436.42
Flowers for students		
11242	Hy-Vee Pharmacy	349.20
ICDA Medallion + Certificate 23-24		
10862	ICDA	28.00
awards for band and choir		
30806	Instrumentalist Awards, LLC	163.00
Entry fee IHSMA Large Group Festival 24		
31080	Iowa High School Music Association	120.00
Prom - Winch Motor & Labor		
15154	NORTHWEST ELECTRIC LLC	335.25
5-6-7 NWICDA HC Meal		
32006	Sioux Center Music Boosters	140.00
Fund Number 21		
Checking Account ID 3		

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
New barcode scanner stand		
13771	Amazon Capital Services	9.98
Mop Service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	30.43
Maintenance Parts		
Maintenance Parts		
Maintenance Parts		
Maintenance Parts		
Maintenance Parts		
Maintenance Parts		
10396	Builder's Sharpening and Service	2,014.21
Repair-Outside Labor		
Outside Labor		
10034	Champion Electric	1,137.29
Repair- Outside Labor		
Repair- Outside Labor		
20223	Control System Specialists, LC	767.00
Ed Foundation - Top Golf		
Coaches Rooms for FB Clinic		
All State Large Group Speech		
Hotel Rooms		
SMORE.COM SUBSCRIPTION		
Hotel Rooms for Cheer Coach		
Cheerleaders		
State Wrestling Hotel Rooms		
Top Golf Fee - Ed Foundation		
14961	Elan Financial Services	2,969.29
Registration for Lego League Competition		
14670	Iowa State University	100.00
PD Expense		
15049	Johnson, Collin	18.99
Resale - Hadburg 244		
Returned Damaged Materials		
Resale - 245 Sandbox		
CWHS Ind Art Resale		
CWHS Industrial Art Resale		
CWHS Industrial Art Resale		
11735	Marcus Lumber	1,029.68
keys for the padlocks on our lockers		
15144	MASTER LOCK COMPANY LLC	24.92
Outside Labor - Repair		
Filters - CMS Air Handler Units		
11495	Modern Heating and Cooling, Inc.	345.61
PicMonkey - Graphics		
14994	Mullins, Kelly	120.00
TAG Supplies		

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User ID: ALG

Vendor Number	Vendor Name	Amount
15140	Pieces of Learning, Inc	130.00
13119	SEBH- Braves Store Supplies Pigott, Megan	139.53
13310	FTC hardware Pitsco Education, LLC	30.43
11177	materials for 8th grade play Playscripts, Inc	580.07
11459	Sub 24, clean engine filter and clear co Ron's Repair, Inc.	55.00
11092	CMS Book Club Snacks Sampson, Lisa	73.23
13615	Snow Removal Snow Removal Grounds Maintenance & Outside Labor Grounds Maintenance & Outside Labor SCE, LLC	4,655.60
10797	Shared PD - Speaker South O'Brien CSD	2,625.00
11624	Bus 5 and Expedition windshield repair Valley Glass Co	185.00
	Fund Number 10	
	Checking Account ID 1	
	Checking Account ID 2	Fund Number 33
		Local Option Sales and Service Tax Fund
12318	Garage door openers on last 2 doors JR's Sales and Service	2,800.00
15148	Gym flooring upper deck-50% deposit Loews Carpet One	6,075.84
	Fund Number 33	
	Checking Account ID 2	Fund Number 36
	Building Improvement	PHYSICAL PLANT & EQUIPMENT
15093	Copper Cottage	3,603.15
	Fund Number 36	
	Checking Account ID 2	
	Checking Account ID 3	Fund Number 21
	Boys + Girls Golf Polos	STUDENT ACTIVITY FUND
13763	360 Custom Designs	680.00
13234	All State Speech Students Meals Cash and Joyce Lundsgaard	300.00
15145	Fundraising refund of 23.00 CURTIS, KATHY	23.00

Cherokee Community School

Board Report

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Description		
Golf Balls for boys/girls for 2024		
Sp. Hon. Soc. Induction Fees		
4 more pushcarts for boys/girls golf		
All State Large Group Speech Hotel Rooms		
Softball Bats		
Hotel Rooms for Cheer Coach Cheerleaders		
State Wrestling Hotel Rooms		
14961	Elan Financial Services	6,962.48
Individual State Speech Fees		
Individual State Speech Fees		
30733	Iowa High School Speech Association	78.00
WHS Speech Supplies - Photo		
31086	TIM VORLAND PHOTOGRAPHY	26.40
Choir/Band Puff Pastry Fundraiser 23-24		
14306	Wyhe's Choice Fundraising	1,030.00
Fund Number 21		
Checking Account ID 3		

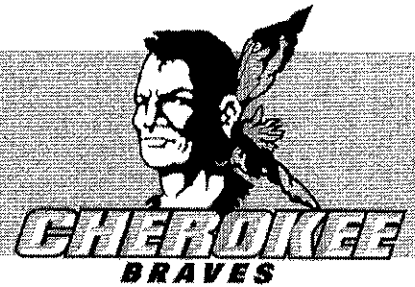


# Cherokee Elementary School

April 2024

Brian Christiansen, Principal

Jen Burch, Instructional Coach



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

Our 3rd and 4th grade students have now completed their ISASP tests. Communication regarding when the tests would occur contributed to the low number of make-up tests required. We appreciated all the flexibility amongst our staff to make this altered schedule work for the best possible testing environments. We also want to give a shoutout to our students' families for helping prepare them to do their best by encouraging a restful night's sleep and breakfast on testing days. Thank you to our kitchen staff for extending breakfast times on these days as well!

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

A group of teachers at CES is working to establish the first building wide STEAM Day. This day will occur in the afternoon of Thursday, April 18th. Adults from the community, resources from our AEA, as well as students from other buildings are helping to encourage our elementary students to use critical thinking skills and to work collaboratively as they engage with peers in problem solving activities.

Our final PBIS (Positive Behavioral Interventions and Supports) challenge of the school year began last week with a focus on acts of kindness around our building and inside our classrooms. Other challenges this year included rewards for following expected lunchroom and hallway behaviors as well as earning compliments when the whole class is spotted "Being their Best"!

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

April Professional Development was full! Teachers began with district curriculum work where teachers from PK-12 were able to meet and complete quarterly tasks as designated by their placement in the seven year curriculum cycle. Grade levels also worked to complete ELA curriculum maps as well as updated field trip lists to correlate with their grade level standards.

Another piece of our Professional Development on Monday, April 15th was spent on teachers beginning the process of sectioning students for the 2024-2025 school year. Parents were sent a letter via JMC to submit an email or letter to Mr. Christiansen stating the best learning environment for their child. The due date for these is May 10th.

Planning has begun for local preschool students to visit our school and meet the teaching staff in May! This is always a fun day for those involved.



# Cherokee Middle School

April 2024

Krista Miller, Principal

Linda Ducommun, Instructional Coach



## DISTRICT GOAL 1 COLLEGE & CAREER READINESS

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

## DISTRICT GOAL 3 COMMUNICATION & POSITIVE RELATIONSHIPS

Congratulations to Mason Daum for being chosen as the April Cherokee Chamber of Commerce Student of the Month. Mason is the son of Lacey and Jeffrey Daum. Although he has many wonderful qualities, the most prominent are his work ethic, attention to detail, and absolute kindness to all around him. Mason is an active 8th grader and is involved in band, choir, cross country, track, and basketball. He says his favorite thing about living in Cherokee is that when he moved here, he was greeted by the community with open arms. When asked about his experience at CMS, he stated, "My Favorite part about being in eighth grade is all of the amazing teachers I have which allow me to study many interesting fields. If I were to choose a favorite subject it would have to be between mathematics and science." After he completes high school, he hopes to become a pediatrician so he can help children in need.

Our ESSA team has met for 3 full days working on developing a plan for improvement for our school due to our school designation. This process included identifying our strengths and areas for improvement, curricular needs and processes. We feel confident that our plan is going to help our entire school.

### CMS Parent Teacher Conferences:

5th Grade - 51/97 -- 53%

6th Grade - 50/90 -- 56%

7th Grade -- 29/83 -- 36%

8th Grade -- 47/97 -- 48%

48% Attendance Total

Hawkeyes is an after school, outdoor education program for 5th-8th graders. The goal of Hawkeyes is to give students an opportunity to spend time outdoors and learn more about outdoor activities. Most recently, Laura Jones with the Cherokee County Conservation Office, hosted a Hunter's Field Day so anyone interested could get their Hunter's Safety license. She will be offering another Field Day in August for those who are interested.

The middle school art club is a fantastic opportunity for students to explore art beyond what is taught in class. It is open to all middle school students, and we meet once a week and have around 18 students attending regularly. We have created ceramic paint palettes, dog tag decorations for the Veteran's Day program, posters for the National School Breakfast Week, drawings, paintings, bracelets, lighted jar crafts, sewing projects, and various ceramic pieces. Thanks to the RJ Thomas grant, we were able to purchase two 3D printers, which we are currently working on getting up and running so that students can create their own 3D creations. The middle school art club is the perfect place for students to explore their personal interests in art and gain hands-on experience with art tools and materials that they may not get to use in class or if they just want more art in their lives.

ISASP testing is in full swing. We have been working with our students on test taking strategies and helping create a positive testing environment for all students. All of our students take Reading, Language/Writing and Math. Our 5th & 8th graders also Science.



## April 2024 CWHS Building Report



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

<p><b>Board Goals</b></p> <p>Work Based Learning          Problem Solving and Team Building Skills          Technology          Iowa Core          Communication</p>	<ul style="list-style-type: none"> <li>• April gets hectic at the high school with all the different activities we have going on at the same time. In order to manage all of this, it takes groups coming to the table, communicating, and going over any oversights there might have been in the planning process. We have a great staff that's willing to work together to come up with solutions, and I am very thankful for that.</li> <li>• ISASPs are pretty much wrapped up. We just need to get some make-up sessions done, and we will be finished. Then, we just eagerly await our results. We can submit feedback to the state on specific things we'd like to see changed on their end for next year's tests.</li> </ul>
<p><b>Staff Positives</b></p>	<ul style="list-style-type: none"> <li>• Our staff took part in a Water Challenge during the month of March. During this challenge, staff would set a goal for how much water they are going to try to drink each day. This is a fun thing our staff does and it helps promote healthy choices. April's challenge centers around Self-Care.</li> <li>• On April 5, our staff held a potluck to honor our paraprofessionals in our building. It was a little gesture to show our paras just how much we appreciate everything that they do for our students.</li> <li>• We finished our ISASP testing on April 5 as well. All staff members did an excellent job of getting everything lined up for their testing areas and proctoring the test. It is a daunting task, and can be stressful at times, but our staff did a great job.</li> </ul>
<p><b>Student Positives</b></p>	<ul style="list-style-type: none"> <li>• Jada Timmerman is the April Rotary Student of the Month. Jada is the daughter of Adam and Jana Timmerman. One of Jada's teachers noted that Jada works hard, is very involved in her church and FCA. She is also a good leader and maintains a great attitude while being a great role model for her peers. Congratulations, Jada!</li> <li>• Congrats to Parissa Barnes for receiving a one rating at solo ensemble and receiving best in center honors. Because of this honor, she will be performing in Ames on May 14. Congratulations, Parissa!</li> <li>• Our boys golf team swept ELC on April 9. According to Mr. DeVos, this is the first time in a long time that our golf team was able to accomplish this. Drew Spooner was also the runner-up medalist, shooting a 39.</li> <li>• After ISASP testing on Friday, our NHS students had games organized for our students to participate in, which was a welcomed break after testing for students and staff. When the games were over, we headed to the auditorium where students and staff were treated to some entertainment provided by our band, choir and speech students</li> </ul>
<p><b>Looking Ahead...</b></p>	<ul style="list-style-type: none"> <li>• April 20 Prom</li> <li>• April 22 &amp; 23 Tomahawk Relays</li> <li>• May 17 Seniors Last day</li> <li>• May 19 Graduation</li> </ul>

Superintendent Report  
April, 2024

Board/District Goal #1: To support and expand career opportunities with local entities, in addition to college readiness, by prioritizing/allocating resources

- Building Reports - Principals/Instructional Coaches - on Agenda
- Superintendents of the Lakes Conference have reached out to the superintendents of the Siouxland Conference to see if a possible merger of the two conferences would be possible. The Lakes Conference currently has five conference schools. There are ten conference schools in the Siouxland Conference.
- The Admin Team will be attending the Marzano High Reliability Schools institute in July in Cedar Rapids. This will allow us to support the Marzano work we will be moving forward with during the 2024-2025 school year. Instructional coaches attended the Marzano conference last school year. The institute that the Admin Team will be attending is a scaled back version of that conference. The work we are doing through Marzano will be a focus on research based strategies to improve teaching and learning in all classrooms throughout the district.

Board/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.

- Building Reports - Principals/Instructional Coaches - on Agenda
- Conversations have been initiated with other districts that have the CAPS program in their high schools. CAPS has been a program that was initiated and supported through efforts with the AEA. It falls under the area of Educational Services. With those services getting cut, districts are exploring ways to maintain and continue to support the CAPS programs within our districts.
- ISASP testing is wrapping up in all three buildings. The instructional coaches and principals did a great job of leading the staff through this process.

Board/District Goal #3: Improve communication between all stakeholders in the district that will promote an atmosphere that encourages positive relationships.

- Building Reports - Principals/Instructional Coaches - on Agenda
- There will be changes to funding of the AEA beginning next year with additional changes added to that the following year. At this time, we know that as a district we will maintain 60% of the flow through funds allocated for Educational and Media services and 40% will continue to flow through to the AEA for next year. What that means at this time is somewhat unclear. It will be sort of a cafeteria plan that we will have to follow, but we are not sure what services will still be provided at this time due to what positions may be eliminated at the AEA for next year. There is still a lot to be decided over the next couple months. I am hoping the dust settles a bit sooner rather than later.
- We have started the process of securing bids for the projects that were written into our safety grant. This is a grant that allowed us to secure \$50,000 for each building for small capital improvements. Projects we will be pursuing are increased camera surveillance, visitor management systems, interior corridor improvements, and increased exterior entrance management systems. This is a federal grant, so there are many steps we

have to be mindful of as we go through the process. I am hopeful we will have a majority of the projects done by the end of the summer.

### **SRO & Technology Update**

- **School Resource Officer, Sergeant Brett Gannon**
  - NOVA graduation is May 17. Sixth grade parents are invited to attend as well as the current fifth grade students.
- **IT Director, Dan Bringle**
  - Tickets have been steady and we have been staying on top of them. ISASP went very well. We have added some of our standby AP's in the CWHS and the CMS for better coverage.

### **Nursing, Nutrition & Transportation Update**

- **Director of Nursing, Rachel Doeden**
  - There is not a lot to report in the health department. Illness numbers have been low.
  - Thanks to LeMars Lions Club for coming and performing vision screens for our preschool and kindergarten students. They use a fancy camera to take a picture of the student's eye and it is sent to the University of Iowa for evaluation where they are able to diagnose vision disorders based on the picture.
- **Food Service Director, Cara Jacobson**
  - Summer lunch update! We will be having summer lunch at the high school again this year with eat in only for lunch, and breakfast to go. The time will be Monday-Friday from 11-12:30, and the month of June only. I will talk with Rachel Mallory to set up a bus schedule for picking children up.
  - The Library and the Wellness center plan to come and share some fun things with the students once a week.
  - I have to choose to either do the lunches to go, or to have the children eat at the school, and with the concern of time/temp of some items, and also wanting to provide fresh fruits and vegetables daily, I have decided to have the lunches be dine in only. We will be sure to advertise parents of the bus route, so students can ride the bus to and from the school.
  - It is also a perfect location to accommodate all the camps in June.
  - I have used up all my \$\$ that is allocated to the Cherokee schools through the USDA annually, and will be able to use some outstanding ones that other schools do not utilize.
  - Wellness continues to be promoted through the teachers and students. Last month the faculty had a water challenge and this month is taking care of you, with doing things for yourself.
  - We encourage students and families to get out and enjoy the beautiful weather this spring and put the phones and remotes down.
- **Transportation Director, Rachel Mallory**
  - Gearing up for the end of year, lots of sports and activities.
  - Inspection is May 14th.

## **Activities, Building, Grounds, & Capital Projects Update**

- **Maintenance Director, Mike Fiedler & Grounds Director, Jamie Hodgdon**
  - First home track meet went well.
  - The bathrooms, and football field bathrooms will all be getting painted.
  - Electrical work and paint in the high school concession stand project is done, flooring and countertops will be going in, the project is about half way to completion.
  - Tom has the doorway quotes for the 4th grade hallway.
  - Geering up for summer cleaning of all buildings.
  - Jamie has his equipment ready to roll once mother nature straightens up, it needs to be a little nicer. Water is turned on in most of the areas outside.
- **Activities Director, Jason Spooner**
  - Spring sports competitions are getting started
  - We held the Lynn Jolly Coed Relays on 4/4/24. We hosted 11 boys teams and 12 girls teams, Cherokee girls won the girls side of the meet and the boys just missed out on 2nd place.
  - Tomahawk Relays are coming up on April 22 and 23.
  - Cherokee will be hosting many golf and tennis meets coming up as well.
  - Over 70 athletes in track, 37 in tennis, and 29 in golf!!

DISTRICT VEHICLE IDLING

The board recognizes that it has a role in reducing environmental pollutants and in assisting students and others be free from pollutants that may impact their respiratory health. Unnecessary vehicle idling emits pollutants and wastes fuel. The board directs the superintendent, in conjunction with the Director of Transportation, to work on administrative regulations to implement this policy and reduce school vehicle idling time.

Legal Reference: Iowa Code § 279.8

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<b>I.C. Iowa Code</b>	<b>Description</b>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>

Approved 7/17/2008

Revised 9/21/15, 2/19/18, 1/18/21, 4/15/24

Reviewed \_\_\_\_\_

OBJECTIVES OF BUILDINGS & SITES

This series of the board policy manual sets forth the board objectives and goals for the school district's buildings and sites. It is the goal of the board to provide sufficient school district buildings and sites for the education program. The board will strive to provide an environment which will encourage and support learning.

In providing this environment the school district buildings and sites will accommodate the organizational and instructional patterns that support the education program. The board has final authority to determine what is necessary to meet the needs of the education program.

It is the responsibility of the superintendent to oversee the day-to-day operations of the school buildings and sites and to notify the board of areas in need of improvement.

**Cross References**

Code	Description
804.02	<u>District Emergency Operations Plans</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_



## BUILDINGS &amp; SITES LONG RANGE PLANNING

As part of the board's long range plan for the school district's education program, the board will include the buildings and sites needs for the education program. The long-term needs for building and sites will be discussed and determined by the board.

It is the responsibility of the superintendent to provide information including, but not limited to, enrollment projections and education program requirements to the board.

Legal Reference: Iowa Code §§ 280.3, .12, .14; 297.

I.C. Iowa Code	Description
Iowa Code § 280.12	<u>Uniform School Requirements - School Improvement Advisory Committee</u>
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
Iowa Code § 297	<u>School Houses/Sites</u>
<b>Cross References</b>	
<b>Code</b>	<b>Description</b>
103	<u>Long-Range Needs Assessment</u>
103-R(1)	<u>Long-Range Needs Assessment - Regulation</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

## BUILDINGS &amp; SITES SURVEYS

The board may engage the services of consultants or other personnel to study the needs of the school district's buildings and sites in providing the education program. The results of these services will be considered in planning the education program and in making decisions about the improvement and acquisition of additional buildings and sites.

It is the responsibility of the superintendent to make a recommendation to the board regarding the need for such services and who should perform such services for the board.

Legal Reference: Iowa Code §§ 280.3, .14; 297.

I.C. Iowa Code	Description
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
Iowa Code § 297	<u>School Houses/Sites</u>
<b>Cross References</b>	
<b>Code</b>	<b>Description</b>
103	<u>Long-Range Needs Assessment</u>
103-R(1)	<u>Long-Range Needs Assessment - Regulation</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

## EDUCATIONAL SPECIFICATIONS FOR BUILDINGS &amp; SITES

Buildings and sites considered for purchase or construction by the board or currently owned by the school district and used for the education program must meet, or upon improvement be able to meet, the specifications set by the board. The board will make this determination.

Prior to remodeling or other construction of buildings and sites, the board may appoint a committee of consultants, employees, citizens, or others to assist the board in developing the specifications for the new or improved buildings and sites. These specifications will be consistent with the education program, and they will provide the architect with the information necessary to determine what is expected from the facility. It is within the discretion of the board to determine whether a committee is appointed.

The education specifications will include, but not be limited to, the financial resources available for the project, the definition and character of classrooms, the functional use to be made of the rooms, description of specialized needs, and other pertinent information as the board deems necessary.

It is the responsibility of the superintendent to make a recommendation to the board regarding the specifications of buildings and sites.

Legal Reference: *Cedar Rapids Community School District, Linn County v. City of Cedar Rapids*, 252 Iowa 205, 106 N.W.2d 655 (1960).  
Iowa Code §§ 8A; 26; 280.3, .14; 297; 544A.

I.C. Iowa Code	Description
Iowa Code § 26	<u>Bidding</u>
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
Iowa Code § 297	<u>School Houses/Sites</u>
Iowa Code § 544A	<u>Architects</u>
Iowa Code § 8A	<u>Department of Administrative Services</u>
Case Law	Description
Cedar Rapids CSD Linn Cnty v. City of CR	<u>252 Iowa 205, 106 N.W.2d 655 (1960).</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

## SITE ACQUISITION

Sites acquired by the board will meet or, upon improvement, be able to meet the specifications set out by the board prior to using the site for the education program. The board may meet in closed session to discuss potential purchases of sites.

It is the responsibility of the superintendent to assist the board and to make recommendations concerning the acquisition of sites.

Legal Reference: Iowa Code §§ 21.5(j); 297.

	I.C. Iowa Code	Description
Iowa Code § 21.5		<u>Closed Session</u>
Iowa Code § 297		<u>School Houses/Sites</u>
<b>Cross References</b>	<b>Code</b>	<b>Description</b>
212		<u>Closed Sessions</u>
705.01		<u>Purchasing – Bidding</u>
705.01-R(1)		<u>Purchasing – Bidding - Suspension and Debarment of Vendors and Contractors Procedure</u>
705.01-R(2)		<u>Purchasing – Bidding - Using Federal Funds in Procurement Contracts</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

MAINTENANCE SCHEDULE

The school district buildings and sites, including the grounds, buildings and equipment, will be kept clean and in good repair. Employees should notify the building principal when something is in need of repair or removal, including graffiti.

It is the responsibility of the superintendent to maintain the school district buildings and sites. As part of this responsibility, a maintenance schedule is created and adhered to in compliance with this policy.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14.

I.C. Iowa Code	Description
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
<b>Cross References</b>	
Code	Description
502.02	<u>Care of School Property/Vandalism</u>
502.05	<u>Student Lockers</u>
802.02	<u>Requests for Improvements</u>
804.01	<u>Facilities Inspections</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

REQUESTS FOR IMPROVEMENTS

Generally, except for emergency situations, requests for improvements or repairs are made to the superintendent by building principals and the head custodian. Requirements for requests outlined in the maintenance schedule will be followed.

Minor improvements, not exceeding a cost of \$25,000 may be approved by the superintendent. Improvements exceeding \$25,000 must be approved by the board. Routine maintenance and repairs outlined in the maintenance schedule will be followed.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14.

I.C. Iowa Code	Description
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
<b>Cross References</b>	
<b>Code</b>	<b>Description</b>
802.01	<u>Maintenance Schedule</u>
802.03	<u>Emergency Repairs</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

EMERGENCY REPAIRS

In the event of an emergency requiring repairs, in excess of the state limit, to a school district facility are necessary to correct or control the situation and to prevent the closing of school, the provisions relating to bidding will not apply.

It is the responsibility of the superintendent to obtain certification from the area education agency administrator stating such repairs in excess of the state limit were necessary to prevent the closing of school.

It is the responsibility of the superintendent to notify the board as soon as possible considering the circumstances of the emergency.

Legal Reference: Iowa Code §§ 26.3, 280.3, .14; 297.8.

I.C. Iowa Code	Description
Iowa Code § 26	<u>Bidding</u>
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
Iowa Code § 297.8	<u>Schoolhouses/Sites - Emergency Repairs</u>
<b>Cross References</b>	
Code	Description
705.01	<u>Purchasing – Bidding</u>
705.01-R(1)	<u>Purchasing – Bidding - Suspension and Debarment of Vendors and Contractors Procedure</u>
705.01-R(2)	<u>Purchasing – Bidding - Using Federal Funds in Procurement Contracts</u>
802.02	<u>Requests for Improvements</u>

Approved \_\_\_\_\_ Reviewed 10/19/2015, 3/19/18, 2/15/21, 4/15/24 Revised \_\_\_\_\_

## CAPITAL ASSETS

The school district will establish and maintain a capital assets management system for reporting capitalized assets owned or under the jurisdiction of the school district in its financial reports in accordance with generally accepted accounting principles (GAAP) as required or modified by law; to improve the school district's oversight of capital assets by assigning and recording them to specific facilities and programs and to provide for proof of loss of capital assets for insurance purposes.

Capital assets, including tangible and intangible assets, are reported in the government-wide financial statements (i.e. governmental activities and business type activities) and the proprietary fund financial statements. Capital assets reported include school district buildings and sites, construction in progress, improvements other than buildings and sites, land and machinery and equipment. Capital assets reported in the financial reports will include individual capital assets with an historical cost equal to or greater than \$5,000. The Federal regulations governing school lunch programs require capital assets attributable to the school lunch program with a historical cost of equal to or greater than \$500 be capitalized. Additionally, capital assets are depreciated over the useful life of each capital asset.

All intangible assets with a purchase price equal to or greater than \$50,000 with useful life of two or more years, are included in the intangible asset inventory for capitalization purposes. Such assets are recorded at actual historical cost and amortized over the designated useful lifetime applying a straight-line method of depreciation. If there are no legal, contractual, regulatory, technological or other factors that limit the useful life of the asset, then the intangible asset needs to be considered to have an indefinite useful life and no amortization should be recorded.

Phase III districts, as determined under GASB 34, will not retroactively report intangible assets. If actual historical cost cannot be determined for intangible assets due to lack of sufficient records, estimated historical cost will be used.

This policy applies to all intangible assets. If an intangible asset that meets the threshold criteria is fully amortized, the asset must be reported at the historical cost and the applicable accumulated amortization must also be reported. It is not appropriate to "net" the capital asset and amortization to avoid reporting. For internally generated intangible assets, outlays incurred by the government's personnel, or by a third-party contractor on behalf of the government, and for development of internally generated intangible assets should be capitalized.

The capital assets management system must be updated monthly to account for the addition/acquisition, disposal, relocation/transfer of capital assets. It is the responsibility of the superintendent to count and reconcile the capital assets with capital assets management system on June 30 each year.

It is the responsibility of the superintendent to develop administrative regulations implementing this policy. It will also be the responsibility of the superintendent to educate employees about this policy and its supporting administrative regulations.



Legal Reference: Iowa Code §§ 257.31(4); 279.8; 297.22-.25; 298A.

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I.C. Iowa Code	Description
Iowa Code § 257.31	<u>Finance Program - Committee</u>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 297	<u>School Houses/Sites</u>
Iowa Code § 298A	<u>School District Fund Structure</u>
<b>Cross References</b>	
<b>Code</b>	<b>Description</b>
701.03	<u>Financial Records</u>
709	<u>Insurance Program</u>

Approved 4/16/18 Reviewed 2/15/21, 4/15/24 Revised \_\_\_\_\_

## CAPITAL ASSETS REGULATION

### A. Capital Assets Management System

The superintendent, and/or other designated staff, shall:

- 1) Conduct the capital assets physical count;
- 2) Develop the capital assets listing;
- 3) Tag capital assets included in the capital assets management system with a bar code identification number;
- 4) Make a recommendation of a computer software program for managing the capital assets management system;
- 5) Enter the necessary data into the capital assets management system and compile the appropriate reports;
- 6) Develop forms and procedures for maintaining the integrity of the capital assets management system; and,
- 7) Maintain responsibility for an accurate capital assets management system.

### B. Determining historical cost

1. The historical cost of a capital asset is based on the actual costs expended in making the capital assets serviceable.
2. Gifts of capital assets are valued at the estimated fair market value at the addition/acquisition date.
3. Capital assets purchased under a capital lease are valued at historical cost of their net present value of the minimum lease payments on the addition/acquisition date.
4. The historical cost of capital assets must include capitalized interest.

### C. Annual capital assets listing reconciliation

1. The superintendent, and/or other designated staff, in conjunction with the capital assets management team, will conduct an annual capital assets physical count to develop the annual capital assets listing in a manner similar to the initial capital assets listing process in B above. At least every three years, someone other than the person in custody of the capital assets in the building/department/room will perform the capital assets physical count for the building/department/room.
2. Upon completion of the annual capital assets listing, the capital assets listing is reconciled to the capital assets management system data base.
3. Capital assets found to have been excluded from the data base are added to the capital assets management system. The capital assets management system process should be reviewed to prevent future incidents of excluding a capital asset.
4. Capital assets unaccounted for are reported to the superintendent who contacts the supervisor of and the individual in charge/control/custody of the capital asset. The individual in charge/control/custody of the capital asset has thirty days to account for the capital asset.

## CAPITAL ASSETS REGULATION

5. Capital assets unaccounted for after thirty days are reported to the superintendent for appropriate action and documentation. "Appropriate action" may include discipline, up to and including discharge, and may require the employee/person in charge/control/custody of the capital asset to replace the asset.
  6. The superintendent is responsible for documenting the reasons each asset was not reconciled to the capital assets management system.
- D. Addition/acquisition of capital assets.
1. The school district's purchasing policy and administrative regulations must be followed when acquiring capital assets. The school district's policy and administrative regulations must be followed for receiving a gift of capital assets.
  2. The capital assets addition/acquisition documentation must be completed for each additional capital assets with an addition/acquisition cost of equal to or greater than (*\$ capitalization threshold*). The following information should be collected, if applicable:
    - a. Name of location-building/department/room;
    - b. Location-building/department/room code;
    - c. Balance sheet accounting/class code;
    - d. Government or BTA program;
    - e. Addition/acquisition date;
    - f. Check/purchase order number or gift;
    - g. Bar code identification number assigned to and placed on the capital asset;
    - h. Serial/model number;
    - i. Cost-historical;
    - j. Fair market value on acquisition date (donated assets only);
    - k. Estimated useful life;
    - l. Vendor;
    - m. Purchasing fund and function;
    - n. Description of capital asset;
    - o. Department/person charged with custody,
    - p. Method of addition/acquisition-purchase, trade, gift etc.,
    - q. Quantity;
    - r. Replacement cost;
    - s. Addition/acquisition authorization; and,
    - t. Function for depreciation.
  3. Capital assets acquired in a month must be entered into the capital assets management system in the same month.
  4. The actual costs of construction in progress, other than infrastructure, is entered into the capital assets management system in the month in which costs are incurred until the total cost of addition/acquisition is entered. Upon completion of construction, the total costs accumulated over the period of construction are reclassified to buildings.

## CAPITAL ASSETS REGULATION

5. Capital assets acquired in a month must be entered into the capital assets management system in the same month.
- E. Relocation/transfer of machinery and equipment capital assets.
1. A capital assets relocation/transfer documentation must be completed prior to removing machinery and equipment capital assets from their current location. The following information must be collected:
    - a. Relocation/transfer date;
    - b. Quantity;
    - c. Bar code identification number;
    - d. Current location-building/department/room code;
    - e. Name of current location-building/department/room;
    - f. New location-building/department/room code;
    - g. Name of new location-building/department/room;
    - h. Date placed at new location-building/department/room;
    - i. Department/person charged with custody; and
    - j. Relocation/transfer authorization.
  2. Capital assets relocated/transferred in a month must be entered into the capital assets management system in the same month.
- F. Disposal of capital assets
1. A Capital Assets disposal documentation must be completed prior to disposing of real property. The following information must be collected:
    - a. Disposal date;
    - b. Quantity;
    - c. Bar code tag identification number;
    - d. Legal description,
    - e. Location/Address;
    - f. Purchaser;
    - g. Disposal methods for real property trade, sale, stolen, etc.; and,
    - h. Disposal authorization.
  2. Capital assets disposed of in a month must be entered into the capital assets management system in the same month.
  3. When assets are sold or disposed of, it is necessary to calculate and report a gain or loss in the statement of activities. The gain/loss is calculated by subtracting the net book value (historical cost less any accumulated amortization) from the net amount realized on the sale or disposal.
- G. Lost, damaged or stolen capital assets.
1. A Lost, Damaged or Stolen Capital Assets Report must be completed when a capital asset has been lost, damaged or stolen. The following information must be collected:

CAPITAL ASSETS REGULATION

- a. Date of loss, damage or theft;
- b. Employee/person discovering;
- c. Quantity;
- d. Description of capital asset;
- e. Bar code tag identification number;
- f. Location-building/department/room;
- g. Description of loss, damage, etc.;
- h. Filing of police report-yes or no;
- i. Filing of insurance report-yes or no;
- j. Sent for repair-yes or no;
- k. Date returned from repair;
- l. Date returned to location-building/department/room;
- m. Department/person charged with custody; and,
- n. Authorization.

2. Capital assets damaged, lost or stolen in a month must be entered into the capital assets management system in the same month.

H. Capital assets reports

- 1. Annual reports for June 30 each year.
  - a. Capital assets listing including the following items:
    - 1) Balance sheet accounting/class code;
    - 2) Purchasing fund, function and depreciation function;
    - 3) Bar code tag identification number;
    - 4) Description of the capital asset;
    - 5) Historical cost or other;
    - 6) Location;
    - 7) Current year depreciation/expense; and,
    - 8) Accumulated depreciation/amortization.
  - b. Capital assets listing by location/building;
  - c. Capital assets listing by department/employee/person charged with custody; and,
  - d. Capital assets listing by replacement cost.

<b>I.C. Iowa Code</b>	<b>Description</b>
Iowa Code § 257.31	<u>Finance Program - Committee</u>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 297	<u>School Houses/Sites</u>
Iowa Code § 298A	<u>School District Fund Structure</u>
<b>Cross References</b>	
<b>Code</b>	<b>Description</b>
701.03	<u>Financial Records</u>
709	<u>Insurance Program</u>

## Graduating 23/24 Seniors

#	LastName	MiddleName	FirstName
1	Allender	Allen	Logan
2	Anderson	Helen	Ava
3	Appleby	Lewis	Macaib
4	Barnes	Ann	Parlssa
5	Baroni		Valentina
7	Bell	Sean	Tyler
8	Benson	Holton	Harper
9	Booher	Marie	Kaylyne
10	Brown	Rae	Amelia
11	Brunsting	Elaine	Brooklyn
12	Burch	Mae	Jadyn
13	Busse	Wayne	Ethan
15	Campbell	Rose	Hannah
16	Carey	Jo	Reegen
17	Christensen	Lynn	Aurora
18	Christensen	Jo	Kylie
19	Clark	William	Max
20	Courtright	Faith	Madison
21	Courtright	Marie	Megan
22	Cresap	Everett	Dawson
23	DeVos	Grace	Julla
24	DeVos	Ann	Nicole
25	Dublinske	James	Rastin
26	Elkins	Lee	Jayden
27	Flewelling	Dallas	Corbyn
28	Frahm	Louise	Emma
29	Fuhrman	Sarah	Carlynn
30	Grauer	Catherine	Joella
31	Gray	Robert	Jace

32	Gregg	Marie	Klarra
33	Gunn	RubyAnn	Allison
34	Hansen	Lynn	Peyton
35	Harman	Jean	Hailey
36	Hautt	Allen	Gene
37	Hill	Paul	Ashton
38	Hopkins	Lynn	Violet
39	Jenness	Elizabeth	Jadyn
40	Jenness	Thomas	Jonathan
41	Johnson	Elaine	Whitney
42	Jorgensen	Mae	Madison
43	Kennedy	Marie	Hallie
44	Kephart	Anne	Bella
45	King	Robert	Noah
46	Kohn	James Michael	Alex
47	Kohn	RayAnn	Emma
48	Korleski	Kay	Tristyn
49	Kruse	Wayne	Carter
50	Lara	Guadalupe	Elizabeth
51	Lauck	Mary	Sydney
52	Leach	Katherine	Jayleen
53	Leeds	David	Kyle
	Libke	Hy	Zion
54	Mahnke	Ray	Connor
55	Maves	Grace	Katharine
56	Mazurek	John	Braeden
57	McIrvin	Claudius	Jack
58	Mendez	Marie	Paris
60	Merino	Jade	Tattianna
61	Miller	Sue	Emilee
62	Miller	Michael	Kael
63	Mortensen	James	Jason

64	Patterson	Jean	Emma
65	Peterson	Joseph	Logan
66	Pingel	Cory	Lance
67	Polly		Preclann
68	Rasmus	Dena	Payton
69	Reichert	Jaden	Phoenix
70	Renken	Victoria	Ally
71	Retleff	William	Henry
72	Reyes	Linnet	Dania
73	Riedemann	Ann	Sarah
	Robinson	William	Bryce
74	Rodgers	Gracie	LaKoda
75	Rogers	Randall	Kane
76	Roosa	Marilyn	Ariel
77	Rose	Perry	Jacob
78	Ruschmann	Lee	Connor
79	Schossow	David	Alec
80	Schuknecht	LaRae	Thianna
81	Sedano		Melanny
82	Shea	Joan	Allison
83	Simmons	Marie	Clarsie
84	Spence	James	Bode
85	Spooner	Edward	Drew
86	Stief	Marlin	Maverick
89	Thorson	Lee	Logan
90	Timmerman	Lynn	Jada
92	Villarreal	JoAnne	Nataleigh
93	Westphal	Marle	Chloe
94	Whiteside	Bradely-Ars Hae	Deziah
96	Woosley	Lea	Marlah



## GRADUATION REQUIREMENTS

Students must successfully complete the courses required by the board and Iowa Department of Education in order to graduate.

It shall be the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students complete required credits prior to graduation. The following credits will be required:

Class of 2019	48
Class of 2020	48
Class of 2021	49
Class of 2022	49
Class of 2023	49
Language Arts	8 credits
Science	6 credits
Mathematics	6 credits
Social Studies	6 credits
-United States Government	
-American History	
Physical Education	4 credits maximum (8 semesters)
Financial Literacy	1 credits
Fine Arts or Career & Technical Education Class	1
Electives	17 Credits

The required courses of study will be reviewed by the board annually.

Beginning with the class of 2022, graduation requirements for special education students will include successful completion of four years of English, three years of math, three years of social studies and three years of science.

Students who complete a regular session in the Legislative Page Program of the general assembly at the state capitol will be credited  $\frac{1}{2}$  credit of social studies.

Students enrolled in a junior officers' training corp will receive  $\frac{1}{8}$ <sup>th</sup> physical education credit for each semester the student is enrolled in the program.

## GRADUATION REQUIREMENTS

Legal Reference: Iowa Code §§ 256.7, 11, .41; 279.8; 279.61; 280.3, .14.  
281 I.A.C. 12.3(5); 12.5

I.C. Iowa Code	Description
Iowa Code § 256.11	<u>DE - Educational Standards</u>
Iowa Code § 256.41	<u>DE - Online Learning Requirements</u>
Iowa Code § 256.7	<u>DE - Duties of State Board</u>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 280.14	<u>Uniform School Requirements - Administrators</u>
Iowa Code § 280.3	<u>Education Program - Attendance Center Requirements</u>
Iowa Code §279.61	<u>Individual Career and Academic Plan</u>
I.A.C. Iowa Administrative Code	Description
281 I.A.C. 12.3	<u>Administration</u>
281 I.A.C. 12.5	<u>General Accreditation Standards - Education Program</u>
Cross References	
Code	Description
603.03	<u>Special Education</u>

Approved 9/18/17 Reviewed 10/20/2014, 5/15/17, 2/17/20 Revised 7/16/2007/8/21/17,  
4/18/22 4/19/21, 4/18/22, 5/17/23, 4/15/24  
4/18/22



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March 29, 2024

Mr. Thomas Ryherd, Interim Superintendent  
Cherokee Community School District  
600 West Bluff Street  
Cherokee, IA 51012

RE: CHEROKEE COMMUNITY SCHOOL DISTRICT – CHEROKEE, IOWA  
WASHINGTON HIGH SCHOOL GYMNASIUM AIR HANDLING UNIT REPLACEMENT  
REVISED ENGINEERING FEE PROPOSAL AND SCOPE OF WORK

Dear Thomas,

EDA Inc. is pleased to submit this revised proposal for mechanical and electrical engineering services for the above referenced project located in Cherokee, Iowa. The fee proposal and scope of work have been revised as follows:

Fee Proposal for Construction Document Phase and Construction Phase

Mechanical Fee:	\$ 23,000
Electrical Fee:	\$ 3,000
Contract Document Fee:	\$ 3,000
Total:	\$ 29,000

Fees for Previous Work Completed Which was to be Billed Hourly

Mechanical:	\$ 4,000
Electrical:	\$ 500
Total:	\$ 4,500

Total Including Hourly Work and Construction Document Phase and Construction Phase

Mechanical Fee:	\$ 27,000
Electrical Fee:	\$ 3,500
Contract Document Fee:	\$ 3,000
Total:	\$ 33,500

Construction Cost Opinions

Mechanical Cost Opinion:	\$230,000
Electrical Cost Opinion:	\$ 35,000
Total:	\$265,000

To issue plans and specifications to plan centers and contractors, there will be reimbursable expenses involved including printing, packaging, and postage. A printing company will be used to print the project manuals and drawings and the actual cost billed from the printing company will be forwarded to the Owner.

### General Scope of Work

- Provide Construction Documents and specifications suitable for bidding. The Construction Documents will be signed by Registered Professional Engineers.
- Shop drawing review will be done within the Construction Phase services fees and coordinated.
- Prepare response to code jurisdiction after code review (if required).
- Organize and attend pre-bid meeting.
- Respond to bidder's questions during bidding.
- Issue addenda(s).
- Conduct bid letting.
- Review bids and prepare a recommendation letter to the Owner.
- Prepare construction contract between Owner and selected contractor.
- Set-up and attend project progress meetings as needed.
- Assemble all contractor required paperwork.
- Mechanical and electrical shop drawing review.
- Process and review payment applications.
- Respond to contractor inquiries, RFIs, prepare RFPs, etc.
- Prepare change orders if necessary.
- Provide on-site evaluation of construction work.
- Attend monthly construction meetings during construction.
- Pre-final and final punch list process.
- Close-out documentation processing and provide services for final Owner acceptance.

### Mechanical Scope of Work

- Replace (2) existing gymnasium air handling units and (4) condensing units located on the roof. The new units will be placed in the same location as the existing units, utilize steam for heating and DX cooling with R-410A refrigerant for cooling. The existing outside air intakes and cutwork will be reused. The heating coils will be placed in the reheat position to control space humidity, if desired. The existing steam piping will be utilized with the new air handling units. New controls will be installed for the new equipment.

### Electrical Scope of Work

- Investigate the existing electrical connections to the existing HVAC equipment being replaced; if compatible, utilize for the new equipment or modify as required.

Please let me know if you have any questions.

EDA INC.



Dale E. Woudstra, PE

Cc: File(2024-03-29 dwtr.L)  
Cherokee Community School District - Mike Fiedler