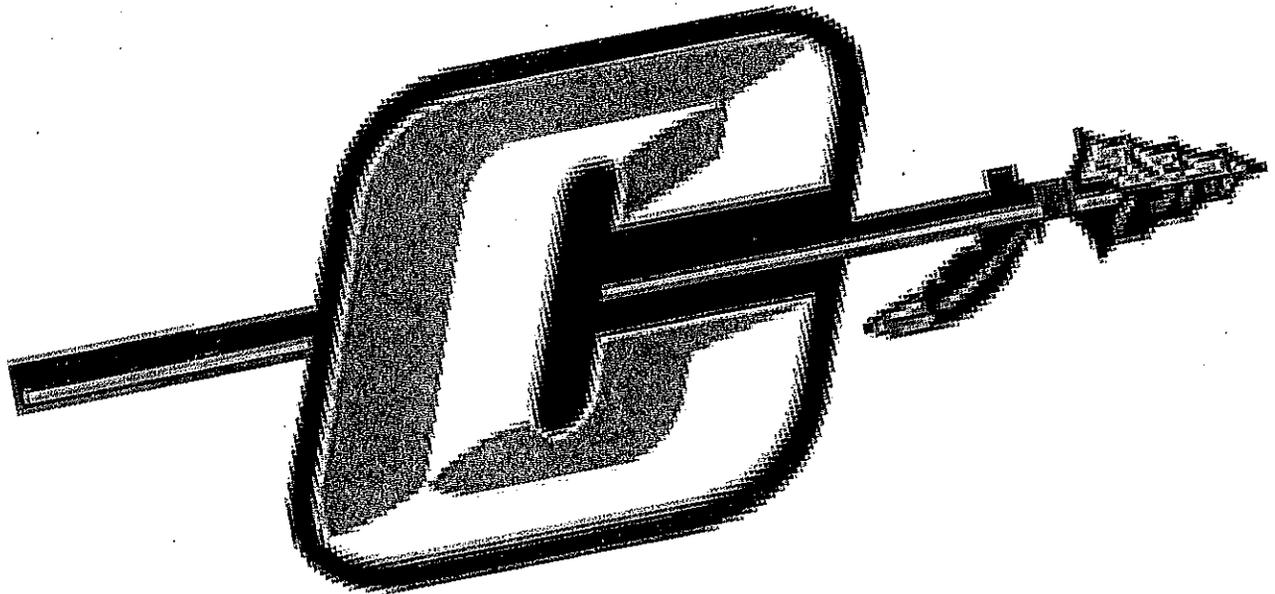


Cherokee Community School District



Regular Board Meeting
February 17, 2025
CWHS 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

**Regular Board of Education Meeting
Cherokee Community School District, 600 West Bluff Street
Agenda for Monday, February 17, 2025 at 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: If you have comments that you wish to be considered please submit those comments to: Tom Ryherd, Superintendent, at tryherd@ccsd.k12.ia.us by February 17, 2025 by 2:00 PM along with your phone number and you will be called prior to the agenda item you wish to address.

<ol style="list-style-type: none"> 1. Call the meeting to order 2. Pledge of Allegiance and Mission Statement 3. Approve the agenda 4. Roll call of members in attendance 5. Action to excuse board members not in attendance
<ol style="list-style-type: none"> 6. 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"> 7. Consent agenda <ol style="list-style-type: none"> A. Approve the minutes of the regular meeting [1-20-2025], the special meeting [1-30-2025], the special meeting [1-31-2025], and the special meeting [2-10-2025] B. Approve financial statements C. Approve monthly bills D. Approve fundraising requests E. Approve resignations Tracy Knowles - CES Para Kelsey Mersch - CES Para Jayden Wiltgen - CMS Special Ed Teacher F. Approve retirements Sue Laursen - CES Teacher Kim Miller - CES Teacher Gail Kremer - CES Teacher Angie Creel - CMS Teacher Julie Hummel - CMS Teacher G. Approve internal transfers Kelly Mullins - CMS Secretary to Superintendent Secretary/Human Resources H. Approve contract extensions Jackson Graff - CWHS Business Teacher Melissa Doellinger - MS Track Tracy Hammond - Bus Driver Sara Cargin - CES Para
<ol style="list-style-type: none"> 8. 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"> 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: 213.1 - Public Complaints; 214 - Public Hearings; 215 - Board of Directors' Records; 215.1.e.1 - Board Meeting Minutes; 216.1 - Association Membership; 216.2 - Board of Directors' Member Development & Training; 216.3 - Board of Directors' Member Compensation and Expenses; 217 - Gifts to the Board of Directors; 300 - Role of School District Administration; 301.1 - Management
<ol style="list-style-type: none"> 10. New Business

*** 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"> A. Discussion of/ information concerning James DeVos and students of our CWHS JETS and Large Group Speech programs B. Discussion of/ action concerning Board Policy 210.9 - Consent Agenda [Second Reading] C. Discussion of/ information concerning CWHS Course Description Handbook [First Reading] D. Discussion of/ action concerning dates for Budget Hearings E. Discussion of/ action concerning the FY24 Audit F. Discussion of/ information concerning 2025-2026 School Calendar options and set public hearing
<p>11. Board Committee Reports</p> <ul style="list-style-type: none"> A. Curriculum and Instruction – Thomas & Barkley B. Policy – Thomas & Riggert C. Finance – Freed & Riggert D. Building, Grounds, Capital Projects – Mullins & Barkley E. Transportation, Nutrition – Mullins & Freed F. Board Member Closing Comments
<p>Exempt Session - the board will enter into exempt session for the purpose of discussing collective bargaining strategies and issues.</p>
<p>Closed Session - Conduct Evaluation of Superintendent</p> <p>The evaluation will be held in closed session as provided in section 21.5(1)(i) 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 that individual requests a closed session.</p>
<p>11. Adjournment</p>

Projected Dates/Times for Regular Board of Education Meetings 2024-2025

August 19, 2024 @ 5:30 pm	September 16, 2024 @ 5:30 pm	October 21, 2024 @ 5:30 pm	November 18, 2024 @ 5:30 pm
December 16, 2024 @ 5:30 pm	January 20, 2025 @ 5:30 pm	February 17, 2025 @ 5:30 pm	March 17, 2025 @ 5:30 pm
April 21, 2025 @ 5:30 pm	May 19, 2025 @ 5:30 pm	June 16, 2025 @ 5:30 pm	July 21, 2025 @ 5:30 pm

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

**Cherokee Community School District
Regular Meeting
January 20, 2025**

The Cherokee Community School District Board of Education held a regular meeting on Monday, January 20, 2025. The meeting was held in the WHS Library, 600 W. Bluff St., Cherokee, IA.

1. Call the meeting to order

The meeting was called to order at 5:31 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 Ray E Mullins II, Brian Freed, Jodi Thomas, Jocelyn Riggert, Jared Barkley

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. There were no public comments.

7. Action to approve the consent agenda

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

- Minutes of the Regular Meeting – 12/16/24
- Monthly Bills
- Financial Statements
- Resignations – Cali Shaw – Asst. HS Girls Track
- Contract Extensions – Kris Alesch – Head Football Coach; Shauna Henke – MS Girls Basketball; Nancy Ruhland – MS Girls Basketball; Zoe Meadows – Individual Asst. Speech; Adam Rapp – Asst. HS Girls Track; Trent Ruhland – MS Asst. Wrestling; Allie Kruse – MS Para

8. Communication and Reports

Principal and Superintendent reports were given.

9. Policy

Moved by Riggert, seconded by Barkley to affirm policies 501.9 - Chronic Absenteeism & Truancy; 210.4 – Work sessions; 210.5 - Open Meetings; 210.6 - Quorum; 210.7 - Rules of Order; 210.8 - Board Meeting Agenda; 211 - Open Meetings; 212 - Closed Sessions; 212.1 - Exempt Meetings; 213 - Public Participation in Board Meetings. All Ayes

10. New Business

A. Discussion of/information concerning CMS STEM program

Amy Letsche presented information on the STEM (Science, Technology, Engineering & Math) Program for grades 5-8 highlighting student projects completed this year.

B. Discussion of/information concerning 2025-2026 School Calendar Options

Ryherd discussed two options for the 2025-26 school calendar both with start dates of August 25th. Calendars will be distributed to full staff for input prior to the public hearing and board approval.

C. Discussion of/action concerning an early retirement incentive for the 2024-2025 school year

Moved by Freed, seconded by Riggert to approve an early retirement incentive for the 2024-25 school year in the amount of \$25,000. All Ayes

D. Discussion of/action concerning gifts from RJ Thomas Manufacturing

Moved by Mullins, seconded by Freed to approve gifts from RJ Thomas Manufacturing in the amount of \$11,072.86. Ayes: Mullins, Freed, Riggert, Barkley Abstain: Thomas

E. Discussion of/action concerning a resolution of acknowledgment for RJ Thomas Manufacturing

Moved by Freed, seconded by Barkley to approve a resolution of acknowledgement for RJ Thomas Manufacturing. Ayes: Freed, Barkley, Riggert, Mullins Abstain: Thomas

F. Discussion of/information concerning Board Policy 201.9 – Consent Agenda

The board discussed Board Policy 210.9, Consent Agenda, in the first reading.

G. Discussion of/action concerning the At-Risk Dropout Prevention Plan for 2025-2026

Moved by Mullins, seconded by Riggert to approve the At-Risk Dropout Prevention Plan for the 2025-2026 school year including a request to the SBRC for modified supplemental amount of \$196,442. All Ayes

H. Discussion of/action concerning a Board Work Session in February or March

Moved by Freed, seconded by Mullins to approve Tom Ryherd setting a date for a Board Work Session in February or March. All Ayes

Exempt Session:

The board entered into exempt session at 6:46 P.M. for the purpose of discussing collective bargaining strategies and issues.

The board resumed in open session at 7:10 P.M.

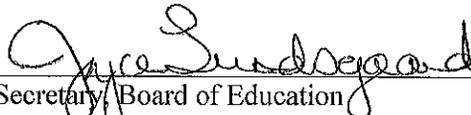
11. Adjournment

Moved by Freed, seconded by Riggert to adjourn the meeting at 7:10 P.M. All Ayes

Regular Meeting – February 17, 2025 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

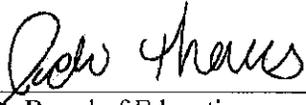
**Cherokee Community School District
Open Meeting
January 30, 2025**

The Cherokee Community School District Board of Education held an open meeting on Monday, January 30, 2025 starting at 4:00 PM in the Central Office, 600 West Bluff, Cherokee, IA.

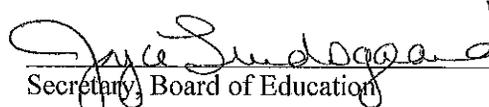
The Cherokee Education Association and the Cherokee Board of Education presented their initial proposals for the 2025-26 school year. The meeting was open to the public under Chapter 20 of the Iowa Code.

The CEA's initial proposal included a base wage increase of \$1,800, an increase in the MA 30 career increment from 2% to 2.5%, an increase in the career increment from \$110 to \$160 and changes to the certified staff handbook.

The board's initial proposal included a \$100 base wage increase. Negotiations will continue after the legislature sets the Supplemental State Aid for FY26.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

**Cherokee Community School District
Special Meeting
January 31, 2025**

The Cherokee Community School District Board of Education held a Special Meeting on Friday, January 31, 2025 beginning at 12:30 P.M. The meeting was held in the Conference Room at 600 W. Bluff St., Cherokee, Iowa.

1. Call the special meeting to order

The meeting was called to order at 12:30 P.M.

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

2. Approve agenda

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

3. New Business

A. Discussion of/information concerning presentations for facility assessment services

The board heard presentations by Beck Engineering and Denovo Construction Solutions regarding a facility assessment for the district.

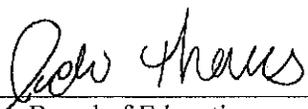
B. Discussion of/action concerning approval of an entity for facility assessment services

Moved by Mullins, seconded by Freed to approve Beck Engineering to perform the facility assessment for the Cherokee School District. Roll Call Vote - Ayes: Freed, Mullins, Thomas; Nays: Riggert; Abstain: Barkley

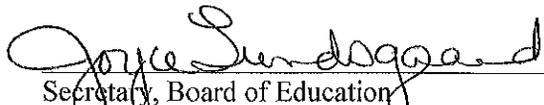
4. Adjournment

Moved by Freed, seconded by Riggert to adjourn the meeting at 1:54 P.M. All Ayes

Regular Meeting – February 17; 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

**Cherokee Community School District
Special Meeting
February 10, 2025**

The Cherokee Community School District Board of Education held a Special Meeting on Monday, February 10, 2025, beginning at 12:30 P.M. The meeting was held in the WHS Library at 600 W. Bluff St., Cherokee, Iowa.

1. Call the special meeting to order

The meeting was called to order at 12:30 P.M.

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

2. Approve agenda

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

3. New Business

A. Discussion of/action to enter into closed session

Moved by Mullins, seconded by Freed to go into closed session at 12:31 PM as provided in section 21.5(1) (e) of the open meetings law to consider readmitting a student subject to previous board action for expulsion. Roll call vote: Ayes: Barkley, Mullins, Freed, Thomas, Riggert

The board resumed in open session at 12:37 P.M.

B. Discussion of/action concerning action based on closed session

Moved by Mullins, seconded by Riggert to reinstate the student. Roll call vote: Ayes: Riggert, Freed, Barkley, Mullins, Thomas

C. Discussion of/action to enter into closed session

Moved by Freed, seconded by Mullins to enter into closed session at 12:40 P.M. under Iowa Code 21.5(1)i of the open meeting 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 that individual requests a closed session. Roll Call Vote: Ayes: Mullins, Thomas, Freed, Riggert, Barkley

The board resumed in open session at 12:47 P.M.

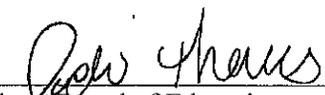
D. Discussion of/action in open session concerning action based on closed session

There was no discussion or action taken regarding the closed session.

4. Adjournment

Moved by Mullins, seconded by Barkley to adjourn the meeting at 12:48 P.M. All Ayes

Regular Meeting – February 17; 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

1/31/2025

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 3,426,965.06	1,016,929.12	1,326,988.16	3,116,906.02
Management	861,089.32	11,289.40	-	872,378.72
Self-Insurance Fund	836,954.75	9,311.73	18,936.84	827,329.64
TPRA Grant		-	-	
Subtotal General Fund	5,125,009.13	1,037,530.25	1,345,925.00	4,816,614.38
Activity	155,134.42	32,433.10	26,785.50	160,782.02
PPEL	301,538.86	8,580.61	81,988.95	228,130.52
Capital Projects (Sales Tax)	*2,390,045.16	157,951.93	3,050.00	2,544,947.09
Debt Service	97,729.85	7,404.63	-	105,134.48
Hot Lunch	306,936.80	62,072.30	80,898.96	288,110.14
Trust and Agency	41,848.00	248.36	-	42,096.36
Braves Bank	31,219.41	1,392.58	-	32,611.99
Total - All Funds	\$ 8,449,461.63	\$ 1,307,613.76	\$ 1,538,648.41	\$ 8,218,426.98

Published Budget Report
 All Funds
 1/31/2025

Category	Function #'s	Sub Total Exp.	Expenditures	Amt Published	% of Published
INSTRUCTION	(1000-1999)	5,019,340.93	5,019,340.93	10,815,000.00	46%
Perkins	(5210)	-			
SUPPORT SERVICES	(2000-2999)				
Student Support Svcs	(2000-2199)	189,043.50			
Inst. Staff Support Svcs	(2200-2299)	367,127.97			
General Administration	(2300-2399)	200,831.79			
Building Administration	(2400-2499)	368,917.36			
Business Administration	(2500-2599)	442,985.76			
Plant Operation & Maint	(2600-2699)	1,002,993.19			
Student Transportation	(2700-2799)	307,479.79			
TOTAL SUPPORT SERVICES			2,879,379.36	5,160,000.00	56%
NON INSTRUCTIONAL PGMS	(3000-3999)	390,448.49	390,448.49	825,000.00	47%
OTHER EXPENDITURES	(4000-5999)				
Facilities	(4000-4999)	982,851.81			
Debt Service	(5000-5999)	189,515.63			
AEA Support Direct	(5200)	445,221.00			
TOTAL OTHER EXPENDITURES			1,617,588.44	3,644,091.00	44%
TOTAL EXPENDITURES			9,906,757.22	20,444,091.00	48%

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Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Brave Designs Instructional Supplies		
13763	360 Custom Designs	125.64
Managed Services & Back-up		
14649	Advanced Network Professionals	106.80
Agparts-Boards & Cameras		
LENOVO 100E G2 / 100E G2 AST LCD TOP COV		
14716	AGParts Worldwide, Inc.	364.00
OE 24-25 1st Sem		
10958	Alta-Aurelia Community School	41,473.45
Bus 14, DEF tank Leaking, new DEF head		
Fuel water Separator for 8 Mud Flap Bus 5		
15172	Ascendance Trucks Midwest, LLC	3,341.64
Nurse Supplies, Salt, Cooler Rent		
10079	Blaine's Culligan	388.60
Semester 2 Art Supplies Restock		
Semester 2 Art Supplies Restock		
11466	Blick Art Materials	1,012.21
Tech Supplies		
Faucets & Sink Tubes		
Resale		
Maintenance Supplies		
CWHS		
IndArtInstructionalSupplies		
Maintenance Supplies		
Transportation Supplies		
Glue		
Grounds Maintenance		
Tech Supplies		
Tech Supplies		
Maintenance Supplies		
Transportation Supplies		
Maintenance Supplies		
CWHS Ind Art Instructional Supplies		
Maintenance Supplies		
Faucet & Sink Tubes		
Transportation Supplies		
Tech Supplies		
Maintenance Supplies		
Transportation Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
WHS Ind Art Instructional Supplies		
10021	Bomgaars Supply	743.80

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Vendor Number	Vendor Name	Amount
Invoice Description		
Parts		
10396	Builder's Sharpening and Service	427.62
lab supplies		
10157	Carolina Biological Supply Co	88.12
Outside Labor		
10034	Champion Electric	1,529.78
Publication Expense		
18221	Cherokee Chronicle Times	278.01
Career Day		
10865	Cherokee Comm School Food Service	480.00
Garbage Collection		
13534	Cherokee County Solid Waste Commission	15.00
Ala Carte, Vending Supplies & CMS Conces		
11224	Chesterman Company	160.86
January Legal Service		
10305	Cornwall, Avery, Bjornstad & Scott	1,050.00
17 DOT Inspections		
11300	Department of Education	850.00
1st Semester PMIC Billling		
15366	Des Moines Public Schools	2,575.94
Alarm Monitoring		
206 E. Indian Alarm Monitoring		
14222	Feld Fire	249.00
Building Repair - Outside Labor		
20070	Haselhoff Construction Inc.	900.00
Maintenance Supplies		
Urinal Screens		
14724	HD Supply Formerly Home Depot Pro	2,899.10
1- Passenger/Light Truck Tire		
4 GoodYear Tires		
14523	Heartland Tire	2,075.17
CPR Trainer Certification & Materials		
30041	Hoskinson, Matt	265.05
2025 Day on the Hill		
10002	Iowa Association of School Boards	45.00
SAVE 2025 Spring for 3667		
10358	Iowa Lakes Community College	8,089.00
One Call Service		
12325	Iowa One Call	5.40
2025 Budget Workshop		
Background Checks		
11789	ISFIS, Inc.	384.00

Vendor Number	Vendor Name	Amount
Invoice Description		
health office supplies		
10060	MacGill and Company	337.95
Chrome Kickdown Door Stop		
WHS Industrial Art Resale		
Brave Designs Supplies		
11735	Marcus Lumber	146.90
Spec Ed Tuition Fees		
OE Out - 1st Sem		
OE 1st Semester		
11366	Marcus-Meriden-Cleghorn-CSD	26,158.26
Brave Designs & Supplies		
CWHS Ind Art Instructional Supplies		
12791	Menards	155.47
WHS Instrumenat Resale		
Resale		
Mallets		
fix school Tenor Sax and new mouthpiece		
Tenor Sax Mouthpiece		
10894	MidBell Music, Inc.	604.20
new mirror bracket (6)and door glass (10		
new mirror bracket (6)and door glass (10		
Door assembly, and lights		
13075	MIDWEST BUS PARTS, INC	1,363.15
Safety Grant ordered the 18th 2 of 2		
14115	Midwest Technology Services, LLC	9,323.83
Equipment Repair		
Sink Replaced		
Filters		
building repairs		
11495	MODERN HEATING INC	7,443.37
Painting in the schools		
20049	Mongan Painting Company	2,200.00
CES Directory Poster Fixed		
10188	Pilot Rock Signs	82.00
scripts for the 8th grade play		
14042	Pioneer Drama Service	408.50
Service Agreement		
13215	Plains Boiler Service	386.66
Postage Machine Lease		
14866	Quadient Leasing USA, Inc	491.25
Hardware for FTC Robotics and class.		
14013	Rev Robotics LLC	491.01

Vendor Number	Vendor Name	Amount
Invoice Description		
OE 1st Semester-Concurrent Enrollment		
30717	River Valley CSD	4,181.26
Chevy Van Oil Change		
11459	Ron's Repair, Inc.	67.00
Book Club Snacks		
11092	Sampson, Lisa	44.57
Snow Removal - Sanding Lot		
13615	SCE, LLC	1,210.00
Repair Parts -Bus		
12768	School Bus Sales	19.26
Contact paper to cover new books		
11884	School Specialty, LLC	199.20
Transportation Mileage		
15377	Schuknecht, Dakota	735.00
Open Enrollment 1st Semester 24-25 Fall Concurrent Enrollment		
10778	Sioux Central Community School District	9,054.18
Special Ed Tuition Fees		
12692	Sioux City Comm School District	12,536.34
Student Transportation January		
11955	Siouxland Regional Transit System	328.00
Special Ed Tuition Fees Open Enrollment		
10797	South O'Brien CSD	23,425.60
Paper		
14763	Staples	130.40
1st Semester OE Enrollment		
15071	Storm Lake Central Admin Office	32,485.05
Lodging & Mileage		
15396	Thomas, Jodi	453.04
Time & Attendance Software & ESS Mobile		
11578	Time Management Systems	405.57
Mop Services		
Mop Services		
Mop Services		
10183	VESTIS	91.29
Negotiation Software		
14737	Vista Software LLC	2,400.00

Fund Number 10

Checking Account ID 1

Checking Account ID 2

Fund Number 33

Local Option Sales and Service Tax Fund

Vendor Number	Vendor Name	Amount
Invoice Description		
CWHS GYM HVAC		
20070	Haselhoff Construction Inc.	80,487.74
Fund Number	33	
Checking Account ID	2	Fund Number 36
Copier Leases		
14869	Access Systems Leasing	1,001.53
Air Compressor		
15385	Heartland Pneumatic	1,309.68
Building Improvement		
15176	M & S HVAC Services, LLC	501.00
replaced pump and purchased extra one		
13215	Plains Boiler Service	4,822.34
Green House Water		
13615	SCE, LLC	6,391.32
Fund Number	36	
Checking Account ID	2	
Checking Account ID	3	Fund Number 21
1/30 JVR bball		
15390	Campbell, Mark	75.00
2/10 MS Wrestling		
15114	Cartwright, Scotty	150.00
WHS Concession Supplies		
14310	Cherokee Athletic Boosters	175.00
Candy Bars		
13902	Cherokee PTA	30.00
Ala Carte, Vending Supplies & CMS Conces		
11224	Chesterman Company	352.80
Pants, Jackets, BackPacks		
Pants, Jackets, BackPacks		
Pants, Backpacks, Jackets		
Pants, Backpacks, Jackets		
10676	Decker Sporting Goods	1,152.50
V BB official 1/13		
30991	Eekhoff, Kevin	100.00
2/11 7th grade girls bball		
30523	Fuhrman, Mark	80.00
Winter Formal DJ		
15416	Good Times Entertainment	350.00
2/13 7th grade girls bball		
30936	HARRIMAN, WADE	80.00
JVR game on 1/31/25		
31235	HENDERSON, ALAN	50.00
Large Group All State		

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Vendor Number	Vendor Name	Amount
Invoice Description		
Performers		
30733	Iowa High School Speech Association	48.00
2/1/25 WR Tourney Fee		
31034	KINGSLEY-PIERSON CSD	125.00
V BB official 1/13		
12659	Lucas, Jeff	100.00
V BB official 1/13		
13333	Malloy, John	100.00
Tennis balls for practice and meets		
15422	Midwest Sports Supply LLC	483.76
5 JV WR for 2/3/25		
30321	MOC/FV High School	50.00
1/25/25 WR Tourney		
10554	OABCIG Community School District	125.00
1/30 JVR bball		
31293	Oswald, Kyle	75.00
2/10 MS wrestling		
13817	Ryan, Dan	150.00
2/13 7th grade girls bball JVR game on 1/31/25		
14327	Shea, Mark	130.00
Pressureless balls for ball machines		
15141	SPINFIRE USA/ LTR SPORTS, INC.	367.00
2/4 MS bball		
15092	Turner, Brenden Trace	80.00
Fund Number 21		
Checking Account ID 3		
Checking Account ID 4	Fund Number 61	SCHOOL NUTRITION FUND
Ala Carte, Vending Supplies & CMS Conces		
11224	Chesterman Company	2,441.60
Fund Number 61		
Checking Account ID 4		

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Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Service Call for Printing Issues		
14914	Access Systems	160.00
Chromebook parts		
Chromebook parts		
14716	AGParts Worldwide, Inc.	219.00
Legal Service		
20291	Ahlers and Cooney, PC	841.00
New batteries, wouldnt start		
Transmission fluid change		
Winter front for Bus 14		
15172	Ascendance Trucks Midwest, LLC	1,131.59
Parts for Grounds Equipment & Labor		
10396	Builder's Sharpening and Service	691.75
Internet, Phone, Fax & Fire Alarms		
14427	C-M-L Telephone Cooperative Assoc	1,087.37
Outside Labor		
Outside Labor		
Repair-Outside Labor		
Outside Labor		
10034	Champion Electric	3,921.07
Water & Sewer		
SRO Salary		
10084	City of Cherokee	52,064.86
2 front tires on bus 26		
2017 Chevy oil change		
Oil change #17		
4 rear tires on bus 26		
12916	Country Tire and Service Inc.	643.53
3 Boys BB Coaching Shirts		
12371	Creative Services	218.19
Black Paper for Art Show		
10491	Discount School Supply	119.00
Comm Services-January 2025		
14832	Donovan Group I	1,000.00
Door Contest		
Lodging for Strength & Conditioning Conf		
License Fee		
Safety Grant		
Barcode Labels		
14961	Elan Financial Services	1,192.30
Preschool Snack		
10274	Hy-Vee Food Stores, Inc	8.58

Vendor Number	Vendor Name	Amount
Invoice Description		
music for pops concert		
HS Choir Pops Concert Music Order		
HS Choir Pops Concert Music Order		
music for pops concert		
CMS 7/8 Choir Pop Music Order 24-25		
CMS 7/8 Choir Pop Music Order 24-25		
Pops Music		
12200	J.W. Pepper and Son, Inc.	1,312.96
Trans Supplies & Fuel		
12775	Mallory, Rachel	160.75
WHS Ind Art Instructional Supplies		
11735	Marcus Lumber	259.50
Electricity		
12363	MidAmerican Energy Company	10,182.12
Hardware for Robotics class and club		
13310	Fitsco Education, LLC	136.00
Operating Service Agreement		
13215	Plains Boiler Service	386.66
Pest Control		
Pest Control		
15025	Plunkett's Pest Control, Inc	175.00
Part Replacement		
15423	Quadient, Inc.	33.00
Garbage Collection		
10217	Sanitary Services, Inc.	2,274.30
fixed grinder pump		
Sanding & Snow Removal - 3 schools		
13615	SCE, LLC	1,582.50
Copier Programming		
14437	Specialty Underwriters LLC	120.00
STEM Indi Robot replacement tiles		
14979	Sphero, Inc.	73.65
Medicaid Billing Fee		
12838	Timberline Billing Service LLC	917.82
Outside Labor- Building Repair		
11624	Valley Glass Co	243.00

Vendor Number	Vendor Name	Amount
Invoice Description		
Cell Phone Services		
18319	Verizon Wireless	659.80
10183	VESTIS	60.86
GS24/FA 8/22/24-12/19/24		
Project Success-ID 0358102		
10248	Western Iowa Tech Comm College	42,826.61
Fund Number 10		
Checking Account ID 1	Fund Number 71	SELF-INSURANCE FUND
Admin Fees		
13725	Mid-American Benefits LLC	1,900.00
Fund Number 71		
Checking Account ID 1		
Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
Site Improvement- Boosters		
11597	Benson Construction	5,000.00
First 1/2 of expedition 3rd row		
14961	Elan Financial Services	4,350.00
Building Improvement		
Building Improvement		
15176	M & S HVAC Services, LLC	1,227.00
Replaced water feeder		
13215	Plains Boiler Service	2,442.08
Building Improvement		
15417	Steffen Furniture by Kalei	13,050.00
Building Improvement		
11624	Valley Glass Co	5,615.00
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
popcorn for CMS concession stand		
CWS Concession Supplies		
14863	American Popcorn Co.	388.73
1/31 V bball		
14702	Baker, Brady	150.00
1/31 JV girls bball		
15390	Campbell, Mark	75.00
air pump needles and whistles		
12371	Creative Services	14.48
Garmin Watches for XC Team		
sponsor dues for Spanish Honor Society		
14961	Elan Financial Services	2,374.89
1/27 7th grade girls bball		
1/28 7th grade girls bball		

Vendor Number	Vendor Name	Amount
Invoice Description		
1/31 JV boys bball		
30523	Fuhrman, Mark	235.00
CMS Student Council - Pizza		
11060	Godfather's Pizza	123.00
Winter Formal DJ - Deposit		
Winter Formal DJ Services		
15416	Good Times Entertainment	500.00
1/31 JV girls bball		
31235	HENDERSON, ALAN	75.00
Coaches and officials room food/drink		
10274	Hy-Vee Food Stores, Inc	73.66
FFA Dues and Fees		
13843	Iowa FFA Association	50.00
Varsity & Freshman Large Group Entry Fee		
30733	Iowa High School Speech Association	441.00
1/28 7th grade girls bball		
31293	Oswald, Kyle	80.00
Pizza		
10428	Pizza Hut	859.14
1/30 MS Wrestling Meet		
15426	Rogers, Joshua	150.00
1/31 v bball		
15080	Schoonhoven, Marlin	150.00
Hoops Fest Official		
1/31 JV boys bball		
14327	Shea, Mark	125.00
Girls BB Uniform Storage		
30666	Slaughter, Brandon	23.97
1/31 v bball		
30265	TE GROOTENHUIS, BRADLEY	150.00
1/27 7th grade girls bball		
15092	Turner, Trace	80.00
1/30 MS wrestling meet		
15425	Watson, Caron	150.00
1/13/25 Official		
15415	Wetz, Mark	140.00
1/30 MS wrestling meet		
15111	WOOD, JASON	150.00

Fund Number 21

Checking Account ID 3

Checking Account ID 4

Food Service

Fund Number 61

SCHOOL NUTRITION FUND

01/30/2025 02:50 PM

Vendor Number Vendor Name

Amount

Invoice Description

19014	Cherokee Comm School District	53,403.93
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Fund Number 61

Checking Account ID 4

01/21/2025 03:17 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Office Supplies-Lanyards		
13763	360 Custom Designs	253.17
Painted New Doorway		
15418	Bearded Brush, LLC, The	330.00
Light Bulb		
10034	Champion Electric	5.00
Large Stilt Kit		
10776	Dakota Potters Supply	129.19
Rubber Stamp		
12531	Des Moines Stamp Mfg. Co.	21.80
Special Education Reading Curriculum		
15068	EPS Operations, LLC	1,037.25
Maintenance Supplies		
14724	HD Supply Formerly Home Depot Pro	260.15
Heart Rate Monitor Bridge		
13720	Heart Zones, Inc.	650.00
Medicaid		
12846	Iowa Department of Human Services	1,060.37
Maintenance Supplies		
13512	Midwest Construction Rentals	1,235.82
Tunnel Repair		
14498	Midwestern Mechanical, Inc.	1,806.00
New Filters & Replacement		
11495	MODERN HEATING INC	2,940.84
Gasoline & Diesel		
10361	Your FleetCard Program	3,310.93
Fund Number 10		
Checking Account ID 1	Fund Number 21	STUDENT ACTIVITY FUND
Checking Account ID 3		
1/4/25 makeup WR Meet		
14259	Akron Westfield Comm School District	125.00
1/21 JV and V boys and girls bball		
14448	Atherton, Greg	215.00
1/24 Varsity bball		
31289	Bousema, Joel	140.00
1/24 JV boys bball		
14695	Brostad, Mike	75.00
1/24 Varsity bball		
15419	BUHR, CHRIS	140.00
1/24 JV boys bball		
15390	Campbell, Mark	75.00

01/21/2025 03:17 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Description		
1/21 JV boys bball		
30523	Fuhrman, Mark	75.00
1/24 JV girls bball		
30936	HARRIMAN, WADE	75.00
1/24 JV girls bball		
31235	HENDERSON, ALAN	75.00
1/21 JV boys bball		
14910	Hilbrands, Dean	75.00
1/16 Varsity wrestling double dual		
15413	Hoppe, Brenick	150.00
1/21 JV and V boys and girls bball		
13627	Kastner, Cory	215.00
1/24 Varsity bball		
15420	KLINGENBERG, TAYLOR	140.00
1/18/25 Wr Meet Fee		
30730	LeMars Community Schools	175.00
1/16 Varsity wrestling		
15412	O'hern, Colton	150.00
2025 Yearbook Ad Sponsor Banner		
10188	Pilot Rock Signs	156.00
Wrestling brackets for tournament		
18328	Prairie Lakes AEA Business Office	38.43
1/23 Varsity wrestling		
13817	Ryan, Dan	200.00
1/21 JV and V girls and boys bball		
13629	Ten Napel, Jeff	215.00
1/13/25 JV WR Meet		
14076	West Sioux High School	60.00
Fund Number	21	
Checking Account ID	3	

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Fuzzy Feet for Chairs		
Stapler & Replacement Label Tape		
Jazz Choir Ties		
W-2's		
items for Future Ready day activity		
Cords for WHS Gym sound system		
Thomas Funds -Instructional Supplies		
TAG Supplies		
CWHS Industrial Supplies		
Maintenance Supplies		
Becky's Office Needs		
STEM beads for game		
health office supplies		
Outlet cover boxes for sped room		
ISP Curriculum Supplies		
CWHS Ind Art Instructional Supplies		
Stapler & Replacement Label Tape		
TAG Supplies		
CWHS Lang Arts Instructional Supplies		
Pig Hog amplifier cable		
Replacement TV for WHS Commons		
TAG Supplies		
Foundation Instructional Supplies		
Snacks for Special Education students		
Winter Gear		
Winter Gear		
Winter Gear		
Additional winter wear for students		
Safety Grant		
For Jaylene Speech Ed foundation		
Braves Design Supplies		
CWHS Ind Art Instructional Supplies		
TAG Supplies		
13771	Amazon Capital Services	10,054.92
Fund Number 10		
Checking Account ID 1		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
Book for Individual Speech		
13771	Amazon Capital Services	12.99
Fund Number 21		
Checking Account ID 3		

Cherokee Elementary School

February 2025 *Brian Christiansen, Principal*
Jen Burch, Instructional Coach



DISTRICT GOAL 1 COLLEGE & CAREER READINESS

I would like to draw your attention to three staff members that will be retiring at the end of the school year, Sue Laursen, Gail Kremer, and Kim Miller. These three individuals have been with the Cherokee Community school district for 111 years combined. All three individuals have taught in Cherokee for the entirety of their careers. Thank you for your unwavering dedication to the students and families in our district.

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

During our January 20th PD Day teachers were introduced to our Numeracy Project kits that our math interventionist, Wendy Richardson and Instructional Coach, Jen Burch put together over the summer. Teachers met as a grade level team with Mrs. Richardson to review the kits and how to implement them in the classroom.

As part of our year-two mentoring program along with the implementation of High Reliability Schools, mentors and mentees are engaging in Instructional Rounds with their Instructional Coach. During an instructional round, teachers have the opportunity to visit two other classrooms. One classroom is their mentor's and the other is one of their choice. During the short ten minute visit, mentors and mentees are looking for practices to implement in their own classrooms followed by discussion.

CES completed our Winter FAST testing at the end of January, and we are thrilled with the growth our students have shown. During our weekly grade-level planning meetings, teachers have collaborated with our instructional coach, math interventionist, and Title reading teachers to update and refine our intervention groups. Letters went home to parents to share their students scores with them.

DISTRICT GOAL 3 COMMUNICATION & POSITIVE RELATIONSHIPS

Each month, CES hosts an assembly to introduce a character trait or word that helps us grow into better individuals. This month, our focus is on honesty. Mr. Jon Riggert led our assembly, engaging us in a game of Truth or Lie before sharing examples of how it feels when we are not truthful. Using ice cream as a demonstration, he showed how honesty can make situations better and better, while dishonesty can cause things to worsen. We are grateful for community members who take the time to help our students understand these important values.

Forms have been shared via Facebook and JMC for families to enroll in our ECLC, Transitional Kindergarten, and Kindergarten programs for the 2025-2026 school year. We are excited to begin planning for the upcoming year and look forward to providing enrollment updates as we approach the end of the school year.

Looking ahead, our Spring Parent-Teacher Conferences are scheduled for March 6th from 8:00 AM to 8:00 PM. A sign-up link will be shared with families soon. The end of the third quarter is scheduled for March 14th.



Cherokee Middle School

February 2025

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**

The February Reader of the month is Samuel Walker. His favorite books include the Eragon series, Spy School series and Panda-monium. Mrs. Cook nominated Samuel for his consistent enthusiasm for reading and his remarkable engagement in every book he explores. He not only completes his reading assignments with dedication, but also goes above and beyond by sharing insightful perspectives and encouraging discussions among his peers. Samuel has developed a deep understanding of the texts, often bringing unique interpretations and thoughtful questions to the table. His passion for reading is contagious, and he consistently demonstrates a strong commitment to learning and growing through literature. Congratulations Samuel!

The January Healthy Hero Award winner is Evelyn George. Evelyn was involved in volleyball in the fall and is currently participating in basketball. She is also a member of the band. The 7th grade classroom teachers say she works hard, participates well in class and is willing to work with anyone during class time. In PE she is competitive but still has great sportsmanship. She is willing to try new activities and help others with skills or questions regarding the games. Congratulations Evelyn!

The February Cherokee Chamber of Commerce Student of the Month is Noah Anderson. Noah is the son of Luke and Hillary Anderson. He is active in band, track, football, basketball, and baseball. Staff at CMS appreciate him for his outgoing and positive attitude. He works hard in school and is kind. Looking forward to highschool, he is interested in athletics and JETS. After graduation, he is interested in a career as a lawyer or an aerospace engineer. Congratulations Noah!

I would like to recognize two staff members that will be retiring at the end of the school year, Angie Creel and Julie Hummel. Angie has been with the Cherokee School District for 28 years and Julie has been with Cherokee School District for 26 years. Thank you for your dedication to the students and families in our district over the years.

The 8th grade students attended the Career Fair at the High School since our last report. They really enjoyed their time at the fair and became aware of more career offered in our area and some colleges that might be interested in as well. The 8th grade will also be going to CWHS on the 19th to tour the building and get an explanation of activities for students to be involved in at the high school in preparation for registration for classes soon!

The building principals met with the data teacher leaders in each building for a full day to prepare for ISASP testing in April. As a team we planned for the student accommodations, testing locations and all of the work that needs to be done before testing arrives.

Our students are still earning live school points and students and parents are able to see those points earned as well as comments from teachers. The students are enjoying making purchases at the Braves Store monthly as well. It's great to be able to reward our students with positive experiences and items for positive behavior at school.

Cherokee Washington High School

February 2025

Matt Malausky, Principal

Natalie Barkley, Instructional Coach



DISTRICT GOAL 1 COLLEGE & CAREER READINESS

Our Future Ready/Career Fair Day was a great success! There are a lot of moving parts to an event like this where you are organizing a day for 360 students and multiple members from the community, but it all came together perfectly. Thank you to Mr. Stoneking, Mrs. Barkley and Mrs. Brady.

We met as a district with all the principals and data team members to set up our buildings for ISASP testing. There is a lot of organizing for our students and the proctors for these exams. It was extremely helpful to go through the plans together, and have one another there to bounce ideas off of. There is a lot of double and triple checking of student information/testing locations. With the tenth graders having to test in Science, it makes it a little harder logistically making sure that they are in a classroom that will not have any classes being taught during that testing time.

DISTRICT GOAL 2 21ST CENTURY SKILLS

PROBLEM SOLVING,
TEAM BUILDING &
INTERPERSONAL SKILLS

We are doing an Academic/Activity Fair for eighth grade through junior students this week. During this time, there will be older students in the auditorium to talk about getting involved in activities while in high school. They will also be available to answer questions from our younger students as well. Activity sponsors will be creating informational tables the students can look at too.

On the Academic side of the fair, our teachers will be in the hallways letting students know what classes they offer, and promote the programs they offer. We thought it would be a good idea for the teachers to do this for their classes before registration for next year starts. Our seniors will be meeting with some of the area retired teachers in the library and go over scholarship applications, and resume building.

DISTRICT GOAL 3 COMMUNICATION & POSITIVE RELATIONSHIPS

A big thank you Mike Fiedler, James Hodgdon and crews, as the snow started flying consistently last week. There are a lot of places in our district to move snow out of, and they do a tremendous job. With the snow, comes the added challenge of keeping the building clean as the sand and salt gets tracked in, and they are consistently having to clean up.

Congratulations to our Large Group State Speech Participants: Television News (Channel 8 Storm), Radio Broadcasting (KDKA), Readers Theatre (Siblings), Freshman Readers Theatre (Pop Culture), Solo Mime (Cooper Nixon Main Street Entertainer)

Congratulations to Elise Anderson for being selected as the February Rotary Student of the Month! Elise is described by her teachers as a hard worker and loyal. She challenges herself and is a team player. She keeps herself busy with Volleyball, Tennis and Large Group Speech. She works hard, is responsible, and is a good role model and positive leader. Congratulations, Elise!



Superintendent Report
February, 2025

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

- Superintendents from the Siouxland and Lakes Conferences will meet in Sheldon on February 25 to continue planning for an August 2026 start date. This will be the first time superintendents have met as a group since the decision was made to allow the consolidation of the two conferences. Activities Directors have met twice and have started working on scheduling scenarios for the different sports seasons.
- Beck Engineering started their facility assessment process on Friday, February 14. Architects and engineers were on site to gather physical data of our facilities. This will be foundational information necessary to initiate the planning process.
- With Beck Engineering initiating the facility assessment, it is my recommendation to hold off on the board work session. When we get a report back from them, we will need to set a time to prioritize and plan for facility improvements short term and long term.

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.

- ISASP prep has started in the district. Principals and Data Teacher Leaders are working to get everything in place for administration of the assessments in early spring.
- I reported last month that Prairie Lakes AEA was considering the closing of Lakes Partnership School in Spencer. To date, we have not been informed of a final decision. It would be unfortunate if it closed due to losing an option for us and area schools.

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

- 2025 - 2026 School Calendar - on the agenda for discussion - Staff were given the opportunity to vote on which calendar they would like for next year and overwhelmingly selected the calendar with early dismissals on Fridays. With 112 responses, 71.4% chose the early dismissal calendar. The calendar options were also sent out to parents and with 359 responses, 56.3% also voted for the calendar with early dismissals on Fridays. - as of now we will have a public hearing prior to the March board meeting - there are a couple bills currently in legislation that could adjust the hard start date of the school year so we will have to see if any of those bills gain traction.
- The Cherokee Education Foundation fundraising event is set for Saturday, March 1, at the Little Sioux Event Center.

SRO & Technology Update

- **School Resource Officer, Sergeant Brett Gannon**
 - I will not be in attendance at the School Board Meeting, February 17th. I do hope that the discussion of the possibility of a K9 for the SRO program can be tabled. Realistically I should not be a handler since I will be retiring in the spring of 26'. I want to start the conversation now and analyse if it is needed and if it is wanted by the district. I believe it is needed not only as a tool for the discovery of drugs and vapes but also to deter the use of such things at school.

- **IT Director, Dan Bringle**

- The IT department has been progressing steadily. Cameras and FOBs are being installed across all three schools. Additionally, the high school has implemented new software to manage and monitor student hall passes. This system allows for controlling the number of students in the halls, limiting the number of passes a student can have per day, and even preventing certain students from having passes at the same time. So far, the feedback on the system has been positive.

Nursing, Nutrition & Transportation Update

- **Director of Nursing, Rachel Doeden**

- Public health has been in communication with us about increased illness in the community. We have been sharing this information with the public as we receive it and also sending out reminders of our illness policy. So far we have been maintaining around 5-8% out with illness at CES. CMS and CWHS are staying down in the 3-5%. As a reminder we are required to report to the state when an individual building has 10% or more of the student population out due to illness. This is just a report that goes to local public health and does not mean we have to close school.

- **Food Service Director, Cara Jacobson**

- Things are running great in the Food Service Department. We had our annual inspection, and once again, we passed with flying colors.
- We continue to serve an average of 300 for breakfast and average of 825 for lunch. We have been getting some updated lighting in the storage area and kitchen that has been a nice improvement.
- Next month is National school Breakfast week on our shortened week of March 3-5, so we will celebrate one day! We feel that by offering FREE breakfast everyday, we are already meeting our outreach to families pretty well, but hope this will help our breakfast numbers increase!!

- **Transportation Director, Rachel Mallory**

- Expedition should be ready to come back Monday. Just need to find a time to go get it.
- New Driver Tracy Hammond started on 2/7/2025. He is doing the Larabee route.
- Winter activities are wrapping up, spring activities will start soon.
- Drivers have been very busy between routes, activities and field trips.

Activities, Building, Grounds, & Capital Projects Update

- **Maintenance Director, Mike Fiedler & Grounds Director, Jamie Hodgdon**

- Air handler unit in the commons at CWHS needed a new main control box.
- All new lighting around the outside of CWHS. Really looks good plus improves security and safety.
- New and better cameras are up and running.
- We had some issues with some of the steam pipes in the tunnels. We have a company coming in on February 14 to evaluate the pipes, traps, and screens to see what it will take to fix and replace worn out or compromised pipes.

- Set up and tore down the gym at CWHS for Future Ready Day. We have been using new floor covers for events to protect the playing surface of the gym during non-athletic events. They do help with wear and tear on the gym floor.
- **Activities Director, Jason Spooner**
 - Girls basketball is rated #5 in 3A going into postseason play and will **host** all their games leading to the state tournament
 - Boys basketball is rated #12 in 2A and has received a bye in the first round, then will host a game on Feb 20
 - Wrestlers have Districts at Heelan on Feb 15 to see if anyone qualifies for the State Wrestling Tournament.
 - Large Group State Speech was held in Spencer on Feb 8 with many students earning all state honors
 - Lakes Conference AD's have been meeting with Siouxland AD's to determine schedules for the 26-27 year for all sports.

PUBLIC COMPLAINTS

The board recognizes situations may arise in the operation of the school district which are of concern to parents and other members of the school district community.

The board firmly believes concerns should be resolved at the lowest organizational level by those individuals closest to the concern. Whenever a complaint or concern is brought to the attention of the board it will be referred to the administration to be resolved. Prior to board action however, the following should be completed:

- (a) Matters should first be addressed to the teacher or employee.
- (b) Unsettled matters from (a) above or problems and questions about individual attendance centers should be addressed to the employee's building principal.
- (c) Unsettled matters from (b) above or problems and questions concerning the school district should be directed to the superintendent.
- (d) If a matter cannot be settled satisfactorily by the superintendent, it may then be brought to the board for consideration. To bring a concern, the individual shall notify the board president or board secretary in writing, who may bring it to the attention of the entire board.

Parents, guardians and community members of the district who have concerns about the district or the board may refer to the student handbook for additional guidance from the Iowa Department of Education.

It is within the discretion of the board to address complaints from the members of the school district community, and the board will only consider whether to address complaints if they are in writing, signed, and the complainant has complied with this policy. The board is not obligated to address a complaint and may defer to the decision of the superintendent. If the board elects not to address a complaint, the decision of the superintendent shall be final. If the board does elect to address a complaint, its decision shall be final.

Legal Reference: Iowa Code § 279.8

Cross Reference: 210.8 Board Meeting Agenda
213 Public Participation in Board Meetings
307 Communication Channels

Approved 12/16/19

Reviewed 10/21, 2/25

Revised _____

PUBLIC HEARINGS

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

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

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

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

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

Approved 3/18/96 Reviewed 4/16, 11/18, 11/21, 2/25 Revised _____

BOARD OF DIRECTORS' RECORDS

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

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

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

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

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

Approved 3/18/96 Reviewed 4/16, 11/18, 11/21, 2/25 Revised 2/16/98

BOARD MEETING MINUTES

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

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

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

BOARD MEETING MINUTES

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

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

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

ASSOCIATION MEMBERSHIP

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

Legal Reference: Iowa Code § 279.38.

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

Approved 3/18/96 Reviewed 4/16, 11/18, 11/21, 2/25 Revised 2/16/98

BOARD OF DIRECTORS' MEMBER DEVELOPMENT AND TRAINING

High achieving school boards work as a team to create high expectations for all students. Board learning is foundational to creating this solid governance structure focused on student learning for school boards. The board may participate in conferences sponsored by educational associations and agencies in addition to its own in-service programs and work sessions.

The board will work closely with the Iowa Association of School Boards and encourage the board members to participate in qualifying learning opportunities to achieve the Annual Board Award.

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

Cross Reference: 216.1 Association Membership

Approved 3/18/96

Reviewed 4/16, 11/18, 11/21, 2/25

Revised 2/16/98

BOARD OF DIRECTORS' MEMBER COMPENSATION AND EXPENSES

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

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

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

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

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

Approved 3/18/96

Reviewed 4/16, 11/18, 11/21, 2/25

Revised 2/16/98

GIFTS TO BOARD OF DIRECTORS

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

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

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

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

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

GIFTS TO BOARD OF DIRECTORS

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

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

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

GIFTS TO BOARD OF DIRECTORS

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

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

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

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

ROLE OF SCHOOL DISTRICT ADMINISTRATION

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

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

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

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

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

Approved 4/15/1996 Reviewed 5/16, 12/18, 11/21, 2/25

Revised _____

MANAGEMENT

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

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

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

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

Legal Reference: Iowa Code § 279.8.

Cross Reference: 301 Administrative Structure

Approved 4/15/1996 Reviewed 5/16, 12/18, 11/21, 2/25 Revised _____

Consent Agenda

Very often the board must consider agenda items which are noncontroversial or similar in content. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school buildings and grounds, open enrollment requests or approval of various schedules.

In order for a more efficient administration of board meetings, the board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

The superintendent in consultation with the board president and board secretary shall place items on the consent agenda. By using a consent agenda, the board has consented to the consideration of certain items as a group under one resolution. Items may be removed from the consent agenda at the request of a board member.

Nothing in this policy is to be construed as an attempt to avoid full compliance with laws dealing with open meetings or public notice of the agenda and meeting.

Legal Reference: Iowa Code §§ 21; 279.8.

I.C. Iowa Code	Description
Iowa Code § 21	<u>Open Meetings</u>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>

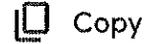
Approved 2/25 Reviewed _____ Revised _____

25-26 Calendar Choice - School

112 responses

Publish analytics

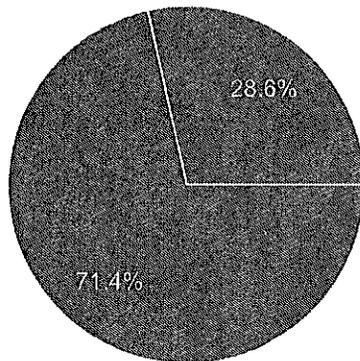
We would like your feedback on the calendar options that were sent out to you last week. Please take a look at the following options again and vote for one that you would prefer for the 25-26 school year.



Calendar Option A 1/2 Days

Calendar Option B Full Days

112 responses



- Calendar Option A 1:00 Dismissals on Fridays
- Calendar Option B Full Days on Fridays

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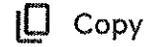


25-26 Calendar Choice - Parents

359 responses

Publish analytics

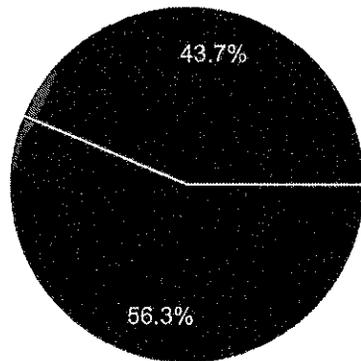
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