

Cherokee Community School District



Regular Board Meeting
October 20, 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

**Special Meeting [No Action] - School Improvement Advisory Committee
Cherokee Community School District
600 West Bluff Street
Monday, October 20, 2025 @ 4:30 PM**

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

1. Call the meeting to order
2. Approve the agenda
3. Special Meeting - School Improvement Advisory Committee - Information
A. Welcome School Improvement Advisory Committee [SIAC] Members
B. Discussion of/ information concerning ISASP Reports 2024-2025
C. Discussion of/ information concerning ISASP Growth Reports 2024-2025
D. Discussion of/ information concerning major educational needs
E. Discussion of/ information concerning student learning goals
F. Discussion of/ information concerning long-range and annual improvement goals in reading, mathematics, and science achievement
G. Discussion of/ information concerning desired levels of student performance
H. Discussion of/ information concerning progress towards meeting student learning goals; long-range and annual improvement goals in reading, mathematics, and science achievement; and desired levels of student performance
I. Discussion of/ information concerning harassment or bullying prevention goals, programs, training, and other initiatives
J. Discussion of/ information concerning infusing character education into the educational program
K. Discussion of/ information concerning Title programs
4. Adjournment

**Regular Board of Education Meeting
Cherokee Community School District, 600 West Bluff Street
Agenda for Monday, October 20, 2025 @ 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 October 20, 2025 by 2:00 PM along with your phone number and you will be called prior to the agenda item you wish to address.

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

6. Consent agenda A. Approve the minutes of the regular meeting [9-18-25] B. Approve financial statements C. Approve monthly bills D. Approve fundraising requests E. Approve resignations Jon Riggert - MS Track F. Approve retirements G. Approve internal transfers H. Approve contract extensions Jayden Burch - Lego League Coach Sara Riley - Mentor Teacher Alan Boyer - CWHS Custodian David Gopperton - CWHS Para Zoe Meadows - Esports Assistant Coach Melissa Doellinger - Special Olympics Assistant Coach Pam Barnes - 6th Grade Choir
7. Communication and Reports A. Principals' Building Reports/ Instructional Coaches' Reports B. Directors'/ Superintendent's Report
8. Policy Clerical Change(s): Clerical changes and edits as recommended by IASB Policy Manual Review Affirm: 208 - Board Committees; 401.1 - Equal Employment Opportunity; 502.7 - Student Substance Use; 507.5 - Emergency Plans and Drills; 708 - Care, Maintenance, Disposal of School District Record; 405.3 - Licensed Employee Individual Contracts; 405.4 - Licensed Employee Continuing Contracts; 405.5 - Licensed Employee Work Day; 405.6 - Licensed Employee Assignment; 405.7 - Licensed Employee Transfers
9. New Business A. Discussion of/ information concerning 2025 ISASP Results B. Discussion of/ action concerning Memorandum of Agreement with Transition Alliance Program C. Discussion of/ information concerning Board Policy 208.r.1 - Board Committees - Regulation [First Reading] D. Discussion of/ information concerning Board Policy 710.e.1 - School Nutrition Program - Exhibit [First Reading] E. Discussion of/ action concerning a request to the School Budget Review Committee for EL allowable growth in the amount of \$39,788.11 F. Discussion of/ action concerning cooperative sharing agreements for the 2025-2026 school year: Spencer CSD for swimming; Ridge View for girls wrestling G. Discussion of/ information concerning certified enrollment numbers H. Discussion of/ action concerning partnership with CRMC in discussing/planning possible tennis court project I. Discussion of/ information concerning IASB's Annual Convention - November 19-21, 2025 J. Discussion of/ action concerning to appoint a delegate to the IASB Delegate Assembly
10. Board Committee Reports 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
Closed Session - Conduct Evaluation of Superintendent 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.

10. Adjournment

Projected Dates/Times for Regular Board of Education Meetings 2025-2026

August 18, 2025 @ 5:30 pm	September 15, 2025 @ 5:30 pm	October 20, 2025 @ 5:30 pm	November 17, 2025 @ 5:30 pm
December 15, 2025 @ 5:30 pm	January 19, 2026 @ 5:30 pm	February 16, 2026 @ 5:30 pm	March 16, 2026 @ 5:30 pm
April 20, 2026 @ 5:30 pm	May 18, 2026 @ 5:30 pm	June 15, 2026 @ 5:30 pm	July 20, 2026 @ 5:30 pm

**Cherokee Community School District
Regular Meeting
September 15, 2025**

The Cherokee Community School District Board of Education held a regular meeting on Monday, September 15, 2025 at 5:30 P.M. The meeting was held in the CWSHS 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 Barkley, seconded by Freed to approve the agenda. All Ayes

4. Roll call of members in attendance

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

5. Welcome Visitors

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

6. Action to approve the consent agenda

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

- Minutes of the regular meeting – [8/18/25]
- Monthly Bills
- Financial Statements
- Resignations – Zachary Driggs – CWSHS Custodian
- Contract Extensions – Liz Perry-MS Volleyball; Ashley Dominguez – CMS Para, Tara Helm - CES Para; Abigail Linn - CES Para; Jill Holmes – Food Service

7. Communication and Reports

Principal and Superintendent reports were given.

8. Policy

Moved by Barkley, seconded by Freed to affirm policies 403.e.1 - Hepatitis B Vaccine Information and Record; 403.3.r.1 – Universal Precautions Regulation; 403.4 - Hazardous Chemical Disclosure; 403.5 - Substance-Free Workplace; 403.5.e.1 - Substance-Free Workplace Notice to Employees; 403.5.r.1 - Substance-Free Workplace Regulation; 403.6 - Drug and Alcohol Testing Program; 404 - Employee Conduct and Appearance; 404.r.1 - Code of Professional Conduct and Ethics Regulation; 405.1 - Licensed Employee Defined. All Ayes

9. New Business

A. Discussion of/information concerning Conditions for Learning survey results

Linda Ducommun, district curriculum director and testing coordinator, presented the Conditions for Learning survey results taken at the end of the 2024-25 school year. This survey is a tool used by the district to assess the safety, challenge, support and social emotional climate within their educational environment. It is administered to students in grades 3-12.

B. Discussion of/action concerning IDATP for the 2025-26 school year

Moved by Barkley, seconded by Freed to approve participation in IDATP (Iowa Drug and Alcohol Testing Program) for the 2025-26 school year. All Ayes

C. Discussion of/action concerning engineering contract with EDA

Moved by Freed, seconded by Barkley to approve the engineering contract with EDA for the CMS Boiler Replacement and CWHS Fire Alarm Replacement. All Ayes

D. Discussion of/action concerning schematic design services proposal from BEI

Moved by Freed, seconded by Barkley to approve the schematic design services proposal from BEI for proposed facility improvements at CWHS and CMS. All Ayes

E. Discussion of/action concerning contract amendments due to lane advancement

Moved by Barkley, seconded by Freed to approve contract amendments due to lane advancement. All Ayes

F. Discussion of/action concerning board policy 402.5-Required Professional Development for Employees

Moved by Barkley, seconded by Freed to approve Board Policy 402.5-Required Professional Development for Employees. All Ayes

G. Discussion of/action concerning SIAC Members for 2025-26

Moved by Freed, seconded by Barkley to approve SIAC (School Improvement Advisory Committee) members for the 2025-26 school year. All Ayes

H. Discussion of/information concerning preliminary enrollment numbers

Tom Ryherd discussed preliminary enrollment numbers for fiscal year 2025-26. Current numbers show a decline in enrollment for FY 26. Official count day is October 1.

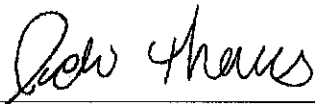
F. Discussion of/information concerning IASB Annual Convention

The IASB Annual Convention will be held on November 19-21, 2025.

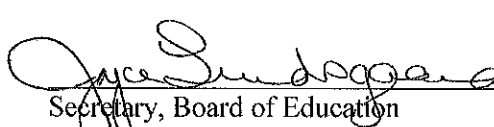
10. Adjournment

Moved by Barkley, seconded by Freed to adjourn the meeting at 6:05 P.M. All Ayes

Regular Meeting – October 20, 5:30 P.M.



President, Board of Education
Cherokee Community School District



Secretary, Board of Education
Cherokee Community School District

9/30/2025

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 2,377,912.57	1,243,585.41	1,239,950.01	2,381,547.97
Management	453,112.12	51,796.51	25,282.75	479,625.88
Self-Insurance Fund	775,346.12	3,321.71	22,486.12	756,181.71
TPRA Grant		-	-	
Subtotal General Fund	3,606,370.81	1,298,703.63	1,287,718.88	3,617,355.56
Activity	131,376.93	33,753.43	20,088.13	145,042.23
PPEL	28,400.69	56,407.12	67,192.27	17,615.54
Capital Projects (Sales Tax)	2,681,726.60	128,879.71	-	2,810,606.31
Debt Service	29,404.38	37,241.23	-	66,645.61
Hot Lunch	229,231.21	26,020.28	28,018.01	227,233.48
Trust and Agency	39,972.89	0.14	739.00	39,234.03
Braves Bank	35,352.34	-	-	35,352.34
Total - All Funds	\$ 6,781,835.85	\$ 1,581,005.54	\$ 1,403,756.29	\$ 6,959,085.10

Published Budget Report
All Funds
9/30/2025

Category	Function #'s	Sub Total Exp.	Expenditures	Amt Published	% of Published
INSTRUCTION	(1000-1999)	1,367,041.75	1,367,041.75	11,255,000.00	12%
Perkins	(5210)	-			
SUPPORT SERVICES	(2000-2999)				
Student Support Svcs	(2000-2199)	61,562.58			
Inst. Staff Support Svcs	(2200-2299)	121,246.32			
General Administration	(2300-2399)	118,532.17			
Building Administration	(2400-2499)	154,048.16			
Business Administration	(2500-2599)	156,519.12			
Plant Operation & Maint	(2600-2699)	627,316.63			
Student Transportation	(2700-2799)	110,101.02			
TOTAL SUPPORT SERVICES			1,349,326.00	5,273,000.00	26%
NON INSTRUCTIONAL PGMS	(3000-3999)	76,997.44	76,997.44	850,000.00	9%
OTHER EXPENDITURES	(4000-5999)				
Facilities	(4000-4999)	192,799.68			
Debt Service	(5000-5999)	-			
AEA Support Direct	(5200)	31,770.00			
TOTAL OTHER EXPENDITURES			224,569.68	3,705,530.00	6%
TOTAL EXPENDITURES			3,017,934.87	21,083,530.00	14%

09/16/2025 09:30 AM

Vendor Number Vendor Name

Amount

Invoice Description

Checking Account ID 3 Fund Number 21 STUDENT ACTIVITY FUND

OFFICIALS

EVANSLYNN Evans, Lynn 150.00

OFFICIALS

JENNECOLV Jenness, Colvin 150.00

OFFICIALS

KOHNRANGE Kohn, Angela 135.00

OFFICIALS

KOHNRJEFF Kohn, Jeffrey 135.00

OFFICIALS

LANDHKELS Landhuis, Kelsey 85.00

OFFICIALS

PEDERLES PEDERSEN, LES 150.00

OFFICIALS

PICKSTEV Pick, Steven 85.00

OFFICIALS

ROBERJEFF ROBERTS, JEFFREY 150.00

OFFICIALS

SHEAMARK Shea, Mark 95.00

OFFICIALS

SLAUGBRAN1 Slaughter, Brandon 95.00

OFFICIALS

WAGNEJAME Wagner, James 150.00

OFFICIALS

WESSLDOUG Wessling, Doug 95.00

OFFICIALS

WHITEDEVL WHITEING, DEVLUN 95.00

Fund Number 21

Checking Account ID 3

09/19/2025 10:52 AM

User ID: JML

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Bus 17 stepwell tread and		
Bus 17 stepwell tread and		
THOMASBUSS	Thomas Bus Sales of Iowa, Inc.	43.40
Fund Number 10		
Checking Account ID 1		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
OFFICIALS		
CHRISDEAN1	Christensen, Dean	85.00
OFFICIALS		
EEKHOKEVI	Eekhoff, Kevin	120.00
OFFICIALS		
EVANSLYNN	Evans, Lynn	120.00
OFFICIALS		
JANSEJAME1	Jansen, James	85.00
OFFICIALS		
NIXONDERE	Nixon, Derek	120.00
OFFICIALS		
SHEAMARK	Shea, Mark	120.00
Fund Number 21		
Checking Account ID 3		

09/26/2025 11:45 AM

User ID: JML

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Donations - Fire		
AMERICANST	AMERICAN STATE BANK	1,655.00
parasailing		
EXTRMWATER	MARLER RENTALS LTD DBA EXTREME WATERSPORTS	540.00
Fund Number 10		
Checking Account ID 1	Fund Number 71	SELF-INSURANCE FUND
Admin Fees OCTOBER 2025		
POINTC	Point C	1,963.50
Fund Number 71		
Checking Account ID 1		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
OFFICIALS		
EEKHOKEVI	Eekhoff, Kevin	85.00
OFFICIALS		
FEDDEDANI	Fedders, Daniel	275.00
Homecoming Dance DJ		
GOODTIMESE	Good Times Entertainment	450.00
OFFICIALS		
HENDEALAN	HENDERSON, ALAN	95.00
OFFICIALS		
OFFICIALS		
KOHNANGE	Kohn, Angela	410.00
OFFICIALS		
OFFICIALS		
KOHNJEFF	Kohn, Jeffrey	410.00
OFFICIALS		
OFFICIALS		
LANDHKELS	Landhuis, Kelsey	170.00
OFFICIALS		
MEYERDARY	Meyer, Daryl	275.00
OFFICIALS		
PICKSTEV	Pick, Steven	85.00
OFFICIALS		
SLAUGBRAN1	Slaughter, Brandon	275.00
OFFICIALS		
TOKLHDALE	Toklheim, Dale	85.00
OFFICIALS		
VANESJOLY1	Van Es, Jolyn	275.00
OFFICIALS		
WESSLDOUG	Wessling, Doug	85.00
OFFICIALS		
WHITEDEVL	WHITEING, DEVLUN	85.00
Fund Number 21		

10/03/2025 01:22 PM

User ID: JML

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND
WORKER'S COMP.		
RISKADMINI	Risk Administration Services, Inc.	1,472.00
Fund Number 22		
Checking Account ID 1		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
OFFICIALS		
ABERSBERW	Aberson, Berwyn	100.00
OFFICIALS		
ALGERTYLE	Alger, Tyler	150.00
OFFICIALS		
BEGLEMITC	Begley, Mitchell	150.00
OFFICIALS		
DEPYPER	DEPYPER, JERIMIAH	150.00
OFFICIALS		
OFFICIALS		
EEKHOKEVI	Eekhoff, Kevin	195.00
OFFICIALS		
GIRREMITC	Girres, Mitch	150.00
OFFICIALS		
HANSEABBY	Hansen, Abby	85.00
OFFICIALS		
HENDEALAN	HENDERSON, ALAN	85.00
OFFICIALS		
JOHNSDWAY	Johnson, Dwayne	135.00
OFFICIALS		
JORDAPPAUL	Jordan, Paul	150.00
OFFICIALS		
LANDHKELS	Landhuis, Kelsey	85.00
OFFICIALS		
MAXFIKEN	Maxfield, Ken	135.00
OFFICIALS		
NIXONDERE	Nixon, Derek	95.00
OFFICIALS		
PICKSTEV	Pick, Steven	85.00
OFFICIALS		
SLAUGBRAN1	Slaughter, Brandon	95.00
OFFICIALS		
OFFICIALS		
TOKLHDALE	Toklheim, Dale	195.00
OFFICIALS		
WESSLDOUG	Wessling, Doug	100.00
Fund Number 21		
Checking Account ID 3		

10/06/2025 10:45 AM

User ID: JML

Vendor Number Vendor Name

Amount

Invoice Description

Checking Account ID	1	Fund Number	10	GENERAL FUND
SALT + RENTALS				
SALT + RENTALS				
SALT + RENTALS				
SALT + RENTALS				
SALT + RENTALS				
SALT + RENTALS				
BLAINESCUL	Blaine's Culligan		321.60	
TELEPHONE + INTERNET				
CMLTELEPHO	C-M-L Telephone		1,106.49	
	Cooperative Assoc			
CELL PHONES				
VERIZONWIR	Verizon Wireless		551.86	
Gasoline & Diesel Fuel				
YOURFLEETC	Your FleetCard Program		2,695.95	
Fund Number	10			
Checking Account ID	1			

10/13/2025 11:11 AM

User ID: MULLIKELL

Vendor Number Vendor Name

Amount

Invoice Description

Checking Account ID 1 Fund Number 10 GENERAL FUND

Foundation Supplies

AMAZONCAPI Amazon Capital Services 1,469.86

Fund Number 10

Checking Account ID 1

10/13/2025 11:28 AM

User ID: JML

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
CONFERENCE REGISTRATION		
PROFESSIONAL REGISTRATION		
FCS INSTRUCTIONAL SUPPLIES		
INSTRUCTIONAL SUPPLIES		
PROFESSIONAL - CLINIC		
Iowa Football Coaches Association		
INSTRUCTIONAL SUPPLIES		
ISP BAND/VOCAL SUPPLIES		
ELANFINANC	Elan Financial Services	3,466.73
2nd Grade Field Trip		
OMAHASHENR	Omaha's Henry Doorly Zoo and Aquarium	845.50
Fund Number 10		
Checking Account ID 1		
Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
BUILDING REPAIR		
ELANFINANC	Elan Financial Services	4,770.08
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
ICDA Choir Pre-All-State Rehearsal		
FTC DUES/FEES		
XC FUNDRAISER		
FTC registration		
ELANFINANC	Elan Financial Services	2,934.80
Fund Number 21		
Checking Account ID 3		

10/10/2025 08:10 AM

User ID: JMI.

Vendor Number	Vendor Name	Amount
Invoice Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
W-2 Envelopes		
W-2 Envelopes		
QUILLCORPO	Quill Corporation	202.18
MEMBERSHIP DUES		
MEMBERSHIP DUES		
Renewal of Membership		
SCHOOLADMI	School Administrators of Iowa	1,845.00
Fund Number 10		
Checking Account ID 1		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
OFFICILAS		
DENNYOLIV	Denny, Oliver	150.00
OFFICIALS		
EEKHOKEVI	Eekhoff, Kevin	120.00
OFFICIALS		
EVANSLYNN	Evans, Lynn	120.00
OFFICIALS		
GRAUDANI	Grau, Daniel	150.00
OFFICIALS		
HYTRENICH	Hyttek, Nicholas	150.00
OFFICIALS		
KREBECHRI	Kreber, Christopher	150.00
OFFICIALS		
KREBEJASO1	Kreber, Jason	150.00
OFFICIALS		
KREBEKELL	Kreber, Kelly	150.00
OFFICIALS		
NIXONDERE	Nixon, Derek	120.00
OFFICIALS		
SHEAMARK	Shea, Mark	120.00
OFFICIAL		
SONESLIND	Sones, Linda	125.00
Fund Number 21		
Checking Account ID 3		

10/16/2025 01:06 PM

Vendor Number Vendor Name

Amount

Invoice Description

Checking Account ID 1 Fund Number 10 GENERAL FUND

COACHES SHIRTS

Coaches Shirts

360CUSTOMD 360 Custom Designs 480.00

XEROX SUPPLIES

ACCESSSYS1 Access Systems 110.99

DUES & FEES

ACDA ACDA 125.00

TECH. SERVICES

ADVANCEDNE Advanced Network Professionals 106.80

TECH. SUPPLIES

COMPUTER REPAIRS

Chromebook parts

Motherboards for Chromebook

Parts for Chromebooks

Chromebook parts

Parts for Chromebooks

Chromebook Parts

Chromebook parts

AGPARTSWOR AGParts Worldwide, Inc. 5,003.90

THERAPEUTIC CLASSROOM

ALLIANCE ALLIANCE - ADOLESCENT & CHILDREN'S THERAPY SERVICES 10,000.00

INSTRUCTIONAL SUPPLIES

TECH. EQUIPMENT

APPLEINC Apple, Inc. 1,228.00

REPAIR PARTS - BUS

ASCENDANCE Ascendance Trucks Midwest, LLC 45.23

INSTRUCTIONAL SUPPLIES

AUTHORBRYA Author Bryan Smithh LLC 1,700.00

TECH. SUPPLIES

BANDHPHOTO B and H Photo Video 303.48

REIMBURSE - FOOD

COACHES SHIRTS

BARKLNATA1 Barkley, Natalie 129.00

RENTAL EQUIP

BOJIPORTAB Boji Portable Toilets Inc 430.00

08/16-09/15 Bomgaars Supplies

CWS IND. ART SUPPLIES

INSTRUCTIONAL MATERIALS

BOMGAARSSU Bomgaars Supply 1,430.12

Book purchase.

BRUNSAMY1 Brunsting, Amy 110.00

PARTS

PARTS

BUILDERSH Builder's Sharpening and 716.05

10/16/2025 01:06 PM

User ID: JMI.

Vendor Number	Vendor Name	Amount
Invoice Description		
Service		
Reimbursement for Meals		
BURCHJENN1	BURCH, JENNIFER	56.45
TAG		
BYRDSEEDTV	Byrdseed.TV	399.00
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
MAINT. SUPPLIES		
CAPITALSAN	Capital Sanitary Supply CO, INC	3,074.41
lab supplies		
CAROLINABI	Carolina Biological Supply Co	78.04
EQUIP. REPAIR		
CARROLLCO1	Carroll Control Systems, Inc.	297.50
ISP - CURRICULUM SUPPLIES		
ISP - CURRICULUM		
CENGAGELEA	Cengage Learning	895.50
BUILDING REPAIR		
EQUIP. REPAIR		
BUILDING REPAIR		
CHAMPIONEL	Champion Electric	601.56
2025 CWS Curriculum		
CHARACTERS	Character Strong	1,999.00
CES Library Subscription		
CMS Library Subscription		
WHS Library Subscription		
PUBLICATION EXPENSE		
PUBLICATION EXPENSE		
PUBLICATION EXPENSE		
CHEROKEECH	Cherokee Chronicle Times	753.80
DOT PHYSICAL		
CCCCHOLSTEI	Cherokee Regional Medical Center	140.00
DOT Physical		
CHEROKEERE	Cherokee Regional Medical Center	280.00
Vending Supplies		
Vending Supplies		
Vending Supplies		
CHESTERMAL	Chesterman Company	359.64
Legal Services		
CORNWALLAV	Cornwall, Avery, Bjornstad & Scott	100.00
AUDITING SERVICES		

10/16/2025 01:06 PM

User ID: JML

Vendor Number	Vendor Name	Amount
Invoice Description		
CORNWELLFR	Cornwell, Frideres, Maher & Associates, P.L.C.	7,500.00
REPAIR PARTS - VEHICLE		
TIRES		
TIRES		
COUNTRYTIR	Country Tire and Service Inc.	556.32
FUEL		
COXDANI1	Cox, Danielle	84.27
NWIBA Membership Fees		
DANMANGOLD	Dan Mangold - NWIBA Treasurer	25.00
BAND/VOCAL EQUIP. REPAIR		
DAVESPIANO	Dave's Piano Service	1,757.85
CMS ART INSTRUCTIONAL SUPPLIES		
DECKEREQUI	Decker Equipment/School Fix	509.58
bus inspection		
DEPARTMENT	Department of Education	50.00
Clothing for Nurse's Office for Students		
DOEDERACH	Doeden, Rachel	146.16
REPAIR PARTS - VEHICLE		
ELECTRONIC	Electronic Specialties, Inc.	68.65
INSTRUCTIONAL SUPPLIES		
ISP-CURRICULUM SUPPLIES		
INSTRUCTIONAL SUPPLIES		
EPSOPERATI	EPS Operations, LLC	1,651.05
Supplies		
FCS Supplies		
FCS Supplies		
FCS Supplies		
FCS Supplies		
FCS Supplies		
FCS Supplies		
FCS Supplies		
FCS Supplies		
CMS MENTORING		
FCS Supplies		
FAREWAYSTO	Fareway Stores, Inc.	251.36
BUILDING REPAIR		
FELDSECU	FELD SECURITY	249.00
INSTRUCTIONAL SUPPLIES		
FIRST	FIRST	975.90
CWHS SCIENCE INSTURCTIONAL SUPPLIES		
FLINNSCIEN	Flinn Scientific	549.45
INSTRUCTIONAL SUPPLIES		
FOUROAKS	FOUR OAKS FAMILY & CHILDREN'S SERVICES	9,833.33
MAINT. SUPPLIES		
GOLDMEDALP	Gold Medal Products Co	71.97

10/16/2025 01:06 PM

User ID: JML

Vendor Number	Vendor Name	Amount
Invoice Description		
PRESCHOOL INSTRUC. SUPPLIES		
ECLC SNACKS		
ECLC SUPPLIES		
HYVEEFOODS	Hy-Vee Food Stores, Inc	62.99
CWHS Choir Winter Music Order		
25-26		
CMS Choir Winter Music Order		
25-26		
JWPEPPERAN	J.W. Pepper and Son, Inc.	334.99
CARE/UPKEEP OF GROUNDS		
KANDMTREES	K and M Tree Service	973.70
FUEL		
TRANS. SUPPLIES		
TRANSP. SUPPLIES		
TRANS. SUPPLIES & FUEL		
MALLORACH1	Mallory, Rachel	242.36
MAINT. SUPPLIES		
MARCUSLUMB	Marcus Lumber	355.20
CWHS INDUST. SUPPLIES		
CWHS IND. ART SUPPLIES		
MENARDS	Menards	69.02
BAND EQUIP. REPAIR		
MIDBELLMUS	MidBell Music, Inc.	296.27
OUTSIDE LABOR REPAIRS		
MIDWESTBU1	Midwest Bus Repair	790.00
TECH. SERVICES		
MIDWESTTE3	Midwest Technology Services, LLC	3,480.00
EQUIP. REPAIR		
MIRACLEERE1	Miracle Recreation Equipment	982.71
EQUIP. REPAIR		
MODERNHEAT	MODERN HEATING INC	1,877.15
REPAIR PARTS - VEHICLE		
TRANSP. SUPPLIES		
REPAIR PARTS - VEHICLE		
REPAIR PARTS - VEHICLE		
MOTORPARTS	Motor Parts Sales	336.16
NEARPOD		
NEARPODINC	Nearpod, Inc.	5,760.00
CMS OFFICE SUPPLIES		
NORTHWESTA	Northwest AEA	118.75
Shipping		
NOVAPRINCI	NOVA Principles Foundation	7.73
BACKGROUND CHECKS		
ONESOURCET	ONE SOURCE THE BACKGROUND CHECK COMPANY LLC	142.50
MAINT. SUPPLIES		

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Vendor Number	Vendor Name	Amount
Invoice Description		
PILOTROCKS	Pilot Rock Signs	120.00
BUILDING REPAIR		
PLAINSMECH	PLAINS MECHANICAL SERVICE	399.00
PEST CONTROL		
EXTERMINATION		
EXTERMINATION		
EXTERMINATION		
PLUNKETTSP	Plunkett's Pest Control, Inc	361.92
ELI? 2025 CES CMS Annual Renewal		
PRESS4KIDS	Press4Kids	1,595.00
INSTRUCTIONAL SUPPLIES		
QUIMBYGOLF	QUIMBY GOLF CLUB, INC	170.00
CURRICULUM SUPPLIES		
EARLY LITERACY - INSTR. SUPPLIES		
RENAISSANC	Renaissance Learning, Inc.	2,024.28
Clothing Allowance-Shoes		
RETLERODD1	Retleff, Roddy	100.00
INSTRUCTIONAL SUPPLIES		
ROBOTZONE1	RobotZone, LLC	683.87
TRANS. SUPPLIES		
RONREPAIR	Ron's Repair, Inc.	57.00
Book Club Snacks		
SAMPSLISA1	Sampson, Lisa	52.07
BUILDING REPAIR - OUTSIDE		
BUILDING REPAIR - OUTSIDE		
GROUNDS MAINT.		
SCELLC1	SCE, LLC	1,936.96
PRESCHOOL INSTR. SUPPLIES		
SCHOLASTIC	Scholastic Magazine	103.80
TRANS. SUPPLIES		
DIESEL		
SCHOOLBUSS	School Bus Sales	151.86
CMS CLASSROOM SUPPLIES		
CMS CLASSROOM SUPPLIES		
INSTURCTIONAL SUPPLIES		
ELEM. SUPPLIES		
CMS Classroom Supplies		
SCHOOLSP1	School Specialty, LLC	541.65
PE CONFERENCE		
SHAPESD	SHAPE SD	185.00
GROUNDS - LABOR		
SIUXCOMME	Sioux Commercial Sweeping, Inc.	3,647.60
Student Transportation		
Student Transportation		

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Vendor Number	Vendor Name	Amount
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Invoice Description

SIouxLANDR	Siouxland Regional Transit System	592.00
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INSTRUCTIONAL SUPPLIES

SMARTPASSI	SmartPass Inc.	1,398.51
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INSTURCTIONAL SUPPLIES

SOUTHPAWEN	SOUTHPAW ENTERPRISES, INC	16,029.57
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CURRICULUM SUPPLIES

TEACHERSY1	Teacher Synergy, LLC	400.00
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2025 Curriculum Purchase

THEMESVARI	Themes & Variations Inc	200.00
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INSTRUCTIONAL SUPPLIES

SOCIALTHIN	THINK SOCIAL PUBLISHING, INC AKA Social Thinking	6,013.87
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REPAIR PARTS - BUS

THOMASBUSS	Thomas Bus Sales of Iowa, Inc.	621.11
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Time & Attendance Software & ESS Mobile

TIMEMANAGE	Time Management Systems	486.96
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INSTRUCTIONAL SUPPLIES

UNICORNMAG	UNICORN MAGIC, INC	2,000.00
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BUILDING REPAIR - OUTSIDE

VALLEYGLAS	Valley Glass Co	70.00
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Mop Service

Mop Service

Mop Service

Mop Service

Mop Service

VESTIS	VESTIS	185.85
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Bus Driver Class

Bus Driver Class

WESTERNIOW	Western Iowa Tech Comm College	600.00
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EQUP. REPAIR

WINONACONT	Winona Controls, Inc.	124.00
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Fund Number 10

Checking Account ID 1

Checking Account ID 2	Fund Number 33	Local Option Sales and Service Tax Fund
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BUILDING IMPROVEMENT

BECKENGINE	Beck Engineering, Inc.	2,385.00
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Fund Number 33

Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
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Leases for Copiers

ACCESSSYST	Access Systems Leasing	1,001.53
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BUILDING IMPROVEMENT

SITE IMPROVEMENT

SITE IMPROVEMENT

BENSONCONS	Benson Construction	32,811.37
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Vendor Number Vendor Name Amount

Invoice Description

HVAC

CHAMPIONEL Champion Electric 300.00

ARCHITECH FEES

ENGINEERIN Engineering Design 392.50
Associates

HVAC

FELDSECU FELD SECURITY 610.00

HVAC

HVAC

HVAC

MSHVACSERV M & S HVAC Services, LLC 2,453.43

HVAC

MODERNHEAT MODERN HEATING INC 1,154.57

EQUIPMENT

NELSONTHER Nelson Thermal Solutions 14,916.58

HVAC

PLAINSMECH PLAINS MECHANICAL SERVICE 2,040.64

HVAC

WINONACONT Winona Controls, Inc. 124.00

Fund Number 36

Checking Account ID 2

Checking Account ID 3 Fund Number 21 STUDENT ACTIVITY FUND

SPEECH SUPPLIES

CMS Band shirts

360CUSTOMD 360 Custom Designs 529.00

CC FEES/DUES

ALTAAUREL1 Alta-Aurelia High School 140.00

FTC Robotics field

ANDYMARKIN AndyMark, Inc. 302.17

Trophy/Medals for Wrestling

Tournament

CC Medals

AWARDSUNLI Awards Unlimited, Inc. 369.22

VB TOURN. FEE

VOLLEYBALL FEES/DUES

BISHOPHEEL BISHOP HEELAN HIGH SCHOOL 225.00

MS FOOTBALL PANTS

BSNSPORTSL BSN Sports, LLC 651.67

FOOTBALL SUPPLIES

tennis net straps

Ice bags for the training rooms

ATHLETIC SUPPLIES

CENTERSPOR CENTER SPORTS, INC 502.50

CONCESSION SUPPLIES

CHEROKEEAL Cherokee Athletic Boosters 2,500.00

CWHS - CONCESSIONS

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Vendor Number	Vendor Name	Amount
Invoice Description		
CWHS - CONCESSIONS		
CWHS - CONCESSIONS		
CMS Concessions		
CMS Concessions		
CHESTERMA1	Chesterman Company	3,600.99
CMS Student Council T-shirts		
SPECIAL OLYMPICS UNIFORMS		
SPEECH SHIRTS		
CREATIVES1	Creative Services	1,539.00
SPEECH SUPPLIES		
DEVOSJAME1	De Vos, James	97.15
WHS Concession Supplies		
CWHS Concession Supplies		
CWHS Concession Supplies		
CWHS Concession Supplies		
FFA SUPPLIES		
CWHS Concession Supplies		
FAREWAYSTO	Fareway Stores, Inc.	174.78
Cross Country Meet Fee		
GALVAHOLST	Galva Holstein CSD	120.00
CWHS ACT. SUPPLIES		
CWHS ACT. SUPPLIES		
Candy for parade		
SPANISH CLUB SUPPLIES		
HYVEEFOODS	Hy-Vee Food Stores, Inc	307.39
MEMBERSHIP		
ISDTA1	ISDTA	327.00
FUEL		
LUGAR	LUGAR, TARA	20.00
CMS CONCESSION		
CONCESSION		
CONCESSION		
CMS STUDENT COUNCIL -		
CONCESSION		
CONCESSION		
MARTINBROS	MARTIN BROS. DISTRIBUTING CO., INC.	1,262.51
CC DUES/FEES		
OTTUMWAHIG	Ottumwa High School	100.00
FTC SUPPLIES		
PITSCOEDUC	Pitsco Education, LLC	55.49
CC FEES		
SIOUXCENT3	Sioux Center High School	150.00
VOLLEYBALL DUES/FEES		
SPENCERHIG	Spencer High School	100.00
CC FEES		
VOLLEYBALL FEE		
STORMLAKEH	Storm Lake High School	235.00

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Vendor Number	Vendor Name	Amount
Invoice Description		
OFFICIALS		
TESCHSHAN	Tesch, Shannon	514.00
Propane		
Propane		
CWSH CONCESSION SUPPLIES		
THOMPSONPR	Thompson Propane & Supplies Inc.	112.17
WRESTLING SUPPLIES		
VANDEBERGS	VANDE BERG SCALES	200.00
YEARBOOK		
2026 Yearbook pre-payment		
WALSWORTH	Walsworth	5,365.14
DUES/FEES FOR VOLLEYBALL		
WESTERNCHR	Western Christian High School	225.00
VOLLEYBALL FUNDRAISER		
XGRAINSFOR	X-Grain Sportswear	292.00
Fund Number 21		
Checking Account ID 3		
Checking Account ID 4	Fund Number 61	SCHOOL NUTRITION FUND
WHS - KITCHEN		
WHS - KITCHEN		
WHS - KITCHEN		
WHS - KITCHEN		
WHS - KITCHEN		
WHS - KITCHEN		
WHS - KITCHEN		
CHESTERMAL	Chesterman Company	2,151.69
CWSH Milk		
CES Milk		
CMS Milk		
CWSH Milk		
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CWSH Milk		
CWSH Milk		
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CWSH Milk		
EASTSIDEJE	East Side Jersey Dairy ESJD	5,491.46

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Vendor Number	Vendor Name	Amount
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Invoice Description

CLOTHING ALLOWANCE

GRAY	GRAY, KYLEANN	27.98
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PROFESSIONAL SERVICES

PROFESSIONAL SERVICES

EQUIP. REPAIR

EQUIP. REPAIR

EQUIP. REPAIR

HOBARTSALE	Hobart Sales and Service	2,866.94
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PURCHASED FOOD

HYVEEFOODS	Hy-Vee Food Stores, Inc	54.57
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REG. FOOD ORDER

REG. FOOD ORDER

ALA CARTE

REG. FOOD ORDER

REG. FOOD ORDER

ALA CARTE

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REG. FOOD ORDER

ALA CARTE

Cookies - Music Boosters

MARTINBROS	MARTIN BROS. DISTRIBUTING CO., INC.	54,322.19
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FOOD PURCHASE

FOOD PURCHASE

Cherokee Community School

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Board Report

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Vendor Number Vendor Name

Amount

Invoice Description

FOOD PURCHASE

FOOD PURCHASE

FOOD PURCHASE

FOOD PURCHASE

PANOGOLDBA PAN-O-GOLD BAKING CO

1,274.78

Fund Number 61

Checking Account ID 4

Cherokee Elementary School

October 2025

Brian Christiansen, Principal
Jen Burch, Instructional Coach



DISTRICT GOAL 1 COLLEGE & CAREER READINESS

Parent-Teacher Conferences were once again a great success this year! These meetings offered a valuable opportunity for parents and teachers to connect, share insights, and work together to support each student's growth and success. A heartfelt thank-you to our incredible PTA for their generosity in providing Chamber Bucks for staff lunches and a delicious dinner from Family Table on conference day.

Over the last few years we have received a tremendous amount of winter clothes donations from various organizations throughout the community. During conferences we were able to have a "winter gear store" for families to take advantage of the generous donations we have received. Families were able to grab all the winter weather necessities they need. This turned out to be a very successful way to get these items to our families. We will look to continue this during our fall parent teacher conferences in the future.

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

On September 26, our district had the privilege of learning from Jessica Minahan, who presented on understanding student behavior and fostering positive adult-student interactions. Her sessions provided valuable insights and practical strategies teachers can implement to enhance classroom environments and support student success.

We are thrilled to have partnered with 8th grade students at CMS to provide peer tutoring for our K-2 learners again this year. Under the guidance of our Title Reading team, the middle school tutors received training and practiced instructional routines to use with their assigned students. It has been incredible to see the pride these tutors take in their work and to watch the meaningful relationships develop between our elementary and middle school students.

DISTRICT GOAL 3 COMMUNICATION & POSITIVE RELATIONSHIPS

CES completed FAST testing at the end of September. It was a little hectic completing our testing this year due to the Department of Education suspending testing statewide because of a technology issue. Teachers reviewed individual student data with parents/guardians at conferences, and all families received a letter outlining their student's scores. Following state legislation, the families of students who have not met the benchmark will receive a progress report every six weeks during the school year.

The new Iowa Department of Education School Performance ratings were recently released for the 2025-2026 school year. Cherokee Elementary School was designated as a *Acceptable* school with no additional support required by the Iowa Department of Education. We appreciate the work our teachers and paraeducators do every day to help foster the love of learning and help students reach their full potential.



Cherokee Middle School

October 2025

Krista Miller, Principal
Kasey Stowater, 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

This month's CMS Healthy Hero Award winner is Beaux Blankers. Beaux is currently involved in Cross Country and Band. Beaux leads by example and is polite to his classmates and teachers. He enjoys participating in whatever game that we are playing and has great sportsmanship. He strives to do his best both in the regular classroom and in PE.

The CMS October Reader of the Month is Carson Hare. Mrs. Pigott nominated Carson because he loves to read! He shows enthusiasm when talking about his favorite books and enjoys sharing with others. His favorite book is "Murtagh" by Christopher Paolini. Carson also enjoys the Percy Jackson series as well as the Inheritance Cycle. The Reader of the Month is a joint collaboration between the Middle School Library and the Cherokee Public Library. Carson will receive a gift card to the Book Vine (courtesy of the Friends of the Library) as well as a journal to keep track of the books that he has read. Congratulations Carson!

Parent-Teacher Conferences were a great success again this year! These meetings provided a wonderful opportunity for parents and teachers to come together and collaborate on ways to best support our students. A big thank-you to our PTA and community sponsors for treating staff with Chamber Bucks for lunch and providing a delicious dinner from Family Table on conference day.

CMS Parent Teacher October Conferences:

5th Grade - 76%

6th Grade - 65%

7th Grade -- 47%

8th Grade - 42%

57% Attendance Total

This was down 4% from last year fall conferences.

The Braves Mentoring Program continues to thrive. Several students are currently paired with adult mentors from the community, and we look forward to expanding participation in the coming months. Mentors and students meet every other week or monthly for one hour, building meaningful relationships that support student growth and success. We are seeing positive outcomes, including improved attendance, fewer office referrals, and noticeable increases in student engagement and overall well-being.

This past month, our staff participated in some valuable professional development opportunities. On September 19, the middle school welcomed Britney from Four Oaks for a presentation on *The Biology of Toxic Stress and Becoming the Calm, Regulated Adult*. Staff learned about the mindsets and modern neuroscience that help us understand behavior through the lens of regulation, dysregulation, and brain states. The session also provided practical strategies for self-regulation and emphasized how adult regulation directly impacts a student's ability to self-regulate.

On September 26, we had the privilege of hearing from Jessica Minahan, who presented to the district on student behavior and effective adult-student interactions. Both sessions offered meaningful insights and actionable strategies that our teachers are already applying in their classrooms to better support student success.

We have been collaborating with Four Oaks to create our Therapeutic Classroom. The space has been thoughtfully organized into three distinct areas to support a smooth and purposeful flow. Each area—Regulation, Restoring, and Reasoning—has been color-coded to help students easily identify and utilize the appropriate space for their individual needs.

Cherokee Washington High School

October 2025

Matt Malausky, Principal

Natalie Barkley, Instructional Coach



DISTRICT GOAL 1 COLLEGE & CAREER READINESS

Our new study hall set up has been great in a few different ways. Having a college class/structured study hall, regular study halls, and guided study halls have helped with numbers in the library (regular study hall). Last year, there were times we had close to 60 students in the library for study hall. This year, our biggest study hall in the library has around 40 students.

One of the benefits of our change in the structure of our study halls is our D & F list is way smaller. Another change that has impacted our D & F list is our 1:00 p.m. early out schedule on Fridays. This has been a time for students to get extra help and work on makeup work.

DISTRICT GOAL 2 21ST CENTURY SKILLS

PROBLEM SOLVING,
TEAM BUILDING &
INTERPERSONAL SKILLS

Another change we have noticed is our tardies are way down from last year in the morning. Offering a first semester opt out on semester tests for our students has been a great motivator. The opt out is based on attendance and tardies for the semester. Another motivator is having to get a pass to class from me in the morning if they are tardy. This lets me know who our habitual offenders are and what parent contact to make without running a JMC report.

The Iowa Department of Education School Performance ratings were released for the 2025-2026 school year. Cherokee Washington High School was designated as a High Performing school with no support required by the Iowa Department of Education. This is a testament to the dedication of all of our staff, as well as the determination of wanting to perform by our students.

DISTRICT GOAL 3 COMMUNICATION & POSITIVE RELATIONSHIPS

Our fall sports teams are having great seasons. Our cross country team competes this week for their opportunity to compete at state. Our volleyball team also starts their run of matches to try to qualify for state. Our football team has qualified for the state playoffs. Also, our Esports team is having great season, and is currently undefeated.

Conferences have come and gone. We had 82 families represented in person, and two families were represented via email. From 8:00 a.m.-Noon, we had 16 families represented. From noon-8:00 p.m., we had 66 families represented. There were 12 ninth grade families, 25 tenth grade families, 22 eleventh grade families, and 23 twelfth grade families represented. Last year, we had 67 families represented at fall conferences; however, many of those families had two students at the high school.



Superintendent Report
October, 2025

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

- The Cherokee Education Foundation held our initial meeting of the year this month. The Education foundation fundraiser is scheduled for Saturday, March 1.
- The FTC (Robotics Team) will be traveling across the Missouri River on January 7 for a competition during their season.
- Members of the FFA will be attending the National FFA Convention in Indianapolis on October 28 - November 1. This is an annual trip that members attend. It is an awesome opportunity for our students.
- Our Special Olympics State Bowling qualifiers will be traveling to Omaha on November 21 for their culminating competition.
- State Performance Profiles were released late in September. As a district, our results were good.

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.

- We did receive official ISASP scores back. The teacher leaders will present those to you during the meeting.
- State Performance Profiles were released in late September. Overall, our district performed well. CES scored an Acceptable rating, CMS was rated as Commendable, and CWHS was rated as High Performing. This is an annual report that grades districts and individual buildings on a number of criteria that include standardized test growth and participation, attendance, graduation rates, post secondary preparation, along with a few other data points. I am pleased with our scores, but understand that it is just a snapshot and look to make improvements as we go through the school year this year.

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

- We will hold our district-wide Veteran's Program on Tuesday, November 11 at 9:00 in the CWHS gym.
- The cheerleaders will be hosting a community pep rally tonight (Monday) as our fall sports teams prepare for the post season. Thank you to the cheerleaders and the cheerleading coaches for their willingness to go above and beyond in supporting our teams!
- The RFP process for CMS boiler replacement and CWHS fire alarm system replacement is underway. EDA out of Sioux Center is assembling documents for the process. Everything is moving forward and we should be able to have both projects set and ready to be completed summer of 2026.
- Jason Spooner set up a meeting with a rep from Daktronics to explore installing a video board in the CWHS gym and possibly the football field as well. It was a very informative presentation that could provide some great opportunities for our district and our

students. This is a want vs. a need, but will cause us to gather some additional information on the topic.

Technology Update

- **IT Director, Dan Bringle**
 - The IT department is wrapping up the installation of cameras and FOBs purchased with the safety grant funds. We're aiming to have the project completed by early December. Ticket volume has been steady, and I've been doing my best to stay on top of them.

Nursing, Nutrition & Transportation Update

- **Director of Nursing, Rachel Doeden**
 - Not a lot to report in the health department world. Illness has remained low. Last year we had a lot of influenza by now so grateful that has not hit yet! Public health has completed our yearly immunization records audit which is a big task off the to do list. We hosted our yearly staff flu shot clinic during conferences. Thank you to Traci Wilke at CRMC occupational health dept for coming and providing these for our staff.
- **Food Service Director, Cara Jacobson**
 - National school lunch week was the 13th-17th. The theme was Taste the world with your school lunch passport. We highlighted foods from different cultures!
 - We have gathered some numbers for the replacement of the dishwasher at the elementary school. We are waiting for the decision to replace it with the same kind of machine, but through Hobart, or to get a smaller machine like the one at the middle school. The cost will be between 32,000-70,000 depending on the size of the machine. The parts for the old one are no longer available through the company that installed it, as it is discontinued.
 - Numbers continue to increase for breakfast, and lunch remains consistent around 800 - 850 daily.
- **Transportation Director, Rachel Mallory**
 - Fall sports are coming to an end, field trips are going well, Drivers appreciated the 4 day break for conferences.

Activities, Building, Grounds, & Capital Projects Update

- **Maintenance Director, Mike Fiedler & Grounds Director, Jamie Hodgdon**
 - Concrete is poured at the softball fields around the bleachers.
 - The boiler at the high school is online and ready for colder weather.
 - We have hired at the high school and are back to full staff.
 - We are working on the air conditioning issue at the middle school. Two of the three compressors of the chiller are not working.
 - We are working on replacing the dishwasher at CES. It is difficult to understand how it needs to be replaced after only five years.
 - Sporting events at the school seem to be working out really well.
 - Boilers have passed restart inspection.
- **Activities Director, Jason Spooner**

- The Braves football team will secure a first round home game and a District title with a win on Friday 10/17/25 vs Sheldon
- The Braves volleyball team ended the year #3 and received a 1 seed in their bracket towards the state tournament. First game is Tuesday 10/21/25 at Cherokee vs Eagle Grove.
- The Braves Girls CC team finished first in the last ever Lakes Conference Tournament and both teams run on 10/23/25 for a chance to state
- There will be a pep rally on Monday 10/20 at 7pm after the Board Meeting to set our postseason play off with a bang
- The 7-12 vocal concert will be held 10/27/25 starting at 7pm.

BOARD COMMITTEES

Whenever the board deems it necessary, the board may appoint a committee composed of citizens, employees and/or students to assist the board. Committees may be formed by board vote, board resolution, and/or if the board designates authority, through the Superintendent. The vote, resolution, and/or designation will outline the duties and purpose of the committee. Once formed, the duties and purpose will be recorded in writing for the existence of the committee. Only the board or, if designated, the Superintendent may change the duties and purpose of the committee. Committees are advisory in nature and have no duty or responsibility other than that specifically stated in the board resolution, vote, or designation.

There are two types of committees the board may form depending on the purpose of the committee:

Standing committees are formed to research, analyze, develop deeper knowledge and possibly to provide recommendation to the board on topics that require continuous, ongoing attention. These committees continue to exist and offer recommendation to the board and will only dissolve by board action.

Ad hoc committees are formed to research, analyze, develop deeper knowledge and possibly to provide recommendations to the board on topics that have a one-time, specific purpose. These committees will automatically dissolve upon the delivery of its final recommendation to the board or upon the completion of the duties outlined in the board resolution, vote, or designation.

When possible, and when the necessary expertise required allows, the committee members will be representative of the school district community and will consider the various viewpoints on the subject matter. The board may designate one or more board members and the superintendent to serve on a committee. The committee will select its own chairperson, unless the board designates otherwise.

The board will consider any recommendation received from the committee. The board retains the authority to make a final decision on all issues. Committees may be subject to the open meetings law.

Legal Reference: Iowa Code §§ 21; 279.8; 280.12(2).
281 I.A.C. 12.3(3), .3(8); .5(8).

Cross Reference:	103	Long-Range Needs Assessment
	103.r.1	Long-Range Needs Assessment - Regulation
	211	Open Meetings
	212	Closed Sessions
	212.1	Exempt Meetings
	215	Board of Directors' Records
	215.e.1	Board of Directors; Records – Board Meeting Minutes
	605.1	Instructional Materials Selection
	605.1.r.1	Instructional Materials Selection – Selection of Instructional Materials Regulation
	707.6	Audit Committee
	900	Principles and Objectives for Community Relations

EQUAL EMPLOYMENT OPPORTUNITY

The Cherokee Community School District will provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and affirmative action laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. The district will utilize affirmative action standards which are based on the population of the district community, the student population served, or the individuals who can reasonably be recruited. Employees will support and comply with the district's established equal employment opportunity and affirmative action policies. Employees will be given notice of this policy annually.

The board will appoint an affirmative action coordinator. The affirmative action coordinator will have the responsibility for drafting the affirmative action plan. The affirmative action plan will be reviewed by the board at least every two years.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Iowa Department of Education for the position for which they apply. In employing individuals, the board will consider the qualifications, credentials, and records of the applicants without regard to race, color, creed, sex, national origin, religion, age, sexual orientation, gender identity or disability. In keeping with the law, the board will consider the veteran status of applicants.

Prior to a final offer of employment for any teaching position the school district will perform the background checks required by law. The district may determine on a case-by-case basis that, based on the duties, other positions within the district will also require background checks. Based upon the results of the background checks, the school district will determine whether an offer will be extended. If the candidate is a teacher who has an initial license from the BOEE, then the requirement for a background check is waived. The district will perform repeat background checks on applicable employees as required by law.

Advertisements and notices for vacancies within the district will contain the following statement: "The Cherokee Community School District is an EEO/AA employer." The statement will also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, will be directed to the Affirmative Action Coordinator by writing to the Affirmative Action Coordinator, Cherokee Community School District, Cherokee, Iowa; or by telephoning 712-225-6767.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Equal Employment Opportunity Commissions, Milwaukee Area Office, Reuss Federal Plaza, 310 West Wisconsin Ave., Suite 800, Milwaukee, WI, 53203-2292, (800) 669-4000 or TTY (800) 669-6820, <http://www.eeoc.gov/field/milwaukee/index.cfm> or the Iowa Civil Rights Commission, 400 E. 14th Street, Des Moines, Iowa, 50319-1004, (515) 281-4121 or 1-800-457-4416, <http://www.state.ia.us/government/crc/index.html>. This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

EQUAL EMPLOYMENT OPPORTUNITY

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal Reference: 29 U.S.C. §§ 621-634.
42 U.S.C. §§ 12101e et seq.
42 U.S.C. §§ 12101 et seq.
Iowa Code §§ 19B; 20; 35C; 73; 216; 279.8;
281 I.A.C. 12.4; 95.

Cross Reference: 102 Equal Educational Opportunity
104 Bullying/Harassment
405.2 Licensed Employee Qualifications, Recruitment, Selection
411.2 Classified Employee Qualifications, Recruitment, Selection

SMOKING - DRINKING - DRUGS

The board prohibits the distribution, dispensing, manufacture, possession, use, or being under the influence of beer, wine, alcohol, tobacco, other controlled substances, or "look alike" substances that appear to be tobacco, beer, wine, alcohol or controlled substances by students while on school district property or on property within the jurisdiction of the school district; while on school owned and/or operated school or chartered vehicles; while attending or engaged in school activities; and while away from school grounds if the misconduct will directly affect the good order, efficient management and welfare of the school district.

The board believes such illegal, unauthorized or contraband materials generally cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees, or visitors.

Violation of this policy by students will result in disciplinary action including suspension or expulsion. Use, purchase or being in possession of cigarettes, tobacco or tobacco products for those under the age of eighteen, may be reported to the local law enforcement authorities. Possession, use or being under the influence of beer, wine, alcohol and/or of a controlled substance may also be reported to the local law enforcement authorities.

Students who violate the terms of this policy may be required to satisfactorily complete a substance abuse assistance or rehabilitation program approved by the school board. If such student fails to satisfactorily complete such a program, the student may be subject to discipline including suspension or expulsion.

The board believes the substance abuse prevention program will include:

- Age-appropriate, developmentally-based drug and alcohol curriculum for students in grades kindergarten through twelve, which address the legal, social, and health consequences of tobacco/nicotine products, drug and alcohol use and which provide information about effective techniques for resisting peer pressure to use tobacco, drugs or alcohol;
- A statement to students that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful;
- Standards of conduct for students that clearly prohibit, at a minimum, the unlawful possession, use, being under the influence of or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities;
- A clear statement that disciplinary sanctions, up to and including suspension or expulsion and referral for prosecution, will be imposed on students who violate the policy and a description of those sanctions;
- A statement that students may be required to successfully complete an appropriate rehabilitation program;
- Information about drug and alcohol counseling and rehabilitation and re-entry programs available to students;
- A requirement that parents and students be given a copy of the standards of conduct and the statement of disciplinary sanctions required; and,
- Notification to parents and students that compliance with the standards of conduct is mandatory.

It is the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

STUDENT SUBSTANCE USE

Approved _____ Reviewed 5/19/14, 3/20/17, 12/16/19, 1/16/23, 10/20/25 Revised _____

Legal Reference: 34 C.F.R. Pt. 86
 Iowa Code §§ 123.46; 124; 279.8, .9; 453A.
 281 I.A.C. 12.3(6); .5(3)(e), .5(4)(e), .5(5)(e)

I.C. Iowa Code	Description
Iowa Code § 123.46	<u>Consumption/Intoxication in Public</u>
Iowa Code § 124	<u>Controlled Substances</u>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 279.9	<u>Directors - Powers and Duties - Controlled Substances</u>
Iowa Code § 453A	<u>Tobacco, Nicotine, Vapor Products - Taxes, Regulations</u>
I.A.C. Iowa Administrative Code	Description
281 I.A.C. 12.3	<u>Administration</u>
281 I.A.C. 5	<u>Public Records - Fair Access</u>
C.F.R. - Code of Federal Regulations	Description
34 C.F.R. Pt. 86	<u>Education - Drug and Alcohol Abuse Prevention</u>

EMERGENCY PLANS AND DRILLS

Students will be informed of the appropriate action to take in an emergency. Emergency drills for fire, weather, and other disasters are conducted each school year. At least four fire drills and four tornado drills must be conducted each school year. Two drills of each type must be conducted between July 1 and December 31 and two drills of each type must be conducted between January 1 and June 30.

Each attendance center will develop and maintain a written plan containing emergency and disaster procedures. The plan will be communicated to and reviewed with employees. Employees will participate in emergency drills. Licensed employees are responsible for instructing the proper techniques to be followed in the drill.

Legal Reference: Iowa Code § 100.31

I.C. Iowa Code		Description
Iowa Code § 100.31		<u>Fire and Tornado Drills</u>
Cross References		
	Code	Description
711.07		<u>School Bus Safety Instruction</u>

Approved _____ Reviewed 7/17/17, 5/18/20, 6/19/23, 10/20/25 Revised _____

CARE, MAINTENANCE AND DISPOSAL OF SCHOOL DISTRICT RECORDS

School district records are housed in the central administration office of the school district. It is the responsibility of the superintendent and board secretary as custodian of district records, or their designee to oversee the maintenance and accuracy of the records. The following records are kept and preserved according to the schedule below:

- Secretary's financial records Permanently
- Treasurer's financial records Permanently
- Open Meeting Minutes of the Board of Directors Permanently
- Annual audit reports Permanently
- Annual budget Permanently
- Permanent record of individual pupil Permanently
- School election results Permanently
- Real property records (e.g., deeds, abstracts) Permanently
- Records of payment of judgments against
the school district 20 years
- Bonds and bond coupons 11 years after maturity,
cancellation, transfer, redemption, and/or replacement
- Written contracts 11 years
- Cancelled warrants, check stubs, bank
statements, bills, invoices, and
related records 5 years
- Recordings and minutes of closed meetings 1 year
- Program grants As determined by the
grant
- Nonpayroll personnel records 7 years after leaving district
- Payroll personnel records 3 years after leaving district
- Employment applications 2 years
- Payroll records 3 years
- School meal programs accounts/records 3 years after submission of
the final claim for reimbursement
- Records of complaints of sex discrimination, 7 years
and conduct that reasonably may constitute
sex discrimination, plus a responsive records
and outcomes and training materials on this
topic

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

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

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

CARE, MAINTENANCE AND DISPOSAL OF SCHOOL DISTRICT RECORDS

The permanent and cumulative records of students currently enrolled in the school district are housed in the central administration office of the attendance center where the student attends. Permanent records must be housed in a fire resistant safe or vault or electronically with a secure backup file. The building administrator is responsible for keeping these records current. Permanent records of students who have graduated or are no longer enrolled in the school district are housed in the vault located at 600 West Bluff Street, Cherokee Iowa and will be retained permanently. These records will be maintained by the superintendent. Special education records shall be maintained in accordance with law.

A custodian of district records or their designee may digitize or otherwise electronically retain school district records and may destroy paper copies of the records. An electronic record which accurately reflects the information set forth in the paper record after it was first generated in its final form as an electronic record, and which remains accessible for later reference meets the same legal requirements for retention as the original paper record.

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

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

LICENSED EMPLOYEE INDIVIDUAL CONTRACTS

The board will enter into a written contract with licensed employees, other than administrators, employed on a regular basis. Each contract will be for a period of one year.

It is the responsibility of the superintendent to complete the contracts for licensed employees and present them to the board for approval. The contracts, after being signed by the board president, are returned to the superintendent. The superintendent will obtain the employee's signature. After being signed, the contract is filed with the board secretary.

Legal Reference: Harris v. Manning Independent School District of Manning, 245 Iowa 1295, 66 N.W.2d 438 (1954).
 Shackelford v. District Township of Beaver, Polk County, 203 Iowa 243, 212 N.W. 467 (1927).
 Burkhead v. Independent School District of Independence, 107 Iowa 29, 77 N.W. 491 (1898).
 Iowa Code chs. 20; 279 (2013).

Cross Reference: 405.2 Licensed Employee Qualifications, Recruitment, Selection
 405.4 Licensed Employee Continuing Contracts
 407 Licensed Employee Termination of Employment

Approved 8/16/2004 Reviewed 9/19/16, 5/20/19, 5/16/22, 10/20/25 Revised _____

LICENSED EMPLOYEE CONTINUING CONTRACTS

Contracts entered into with licensed employees, other than an administrator, will continue from year to year except as modified or terminated as provided by law. The board may issue temporary and nonrenewable contracts in accordance with law.

Licensed employees whose contracts will be recommended for termination by the board will receive due process as required by law. The superintendent will make a recommendation to the board for the termination of the licensed employee's contract.

Licensed employees who wish to resign, to be released from a contract, or to retire must comply with board policies in those areas.

Legal Reference: Ar-We-Va Community School District v. Long and Henkenius, 292 N.W.2d 402 (Iowa 1980).
 Bruton v. Ames Community School District, 291 N.W.2d 351 (Iowa 1980).
 Hartman v. Merged Area VI Community College, 270 N.W.2d 822 (Iowa 1978).
 Keith v. Community School District of Wilton in the Counties of Cedar and Muscatine, 262 N.W.2d 249 (Iowa 1978).
 Iowa Code §§ 20; 272; 279.12-.19B, .27; 294.1 (2009).

Cross Reference: 405.3 Licensed Employee Individual Contracts
 405.9 Licensed Employee Probationary Status
 407 Licensed Employee Termination of Employment

Approved 8/16/04 Reviewed 9/16/2013, 9/19/16, 5/20/19, 10/20/25 Revised _____

LICENSED EMPLOYEE WORK DAY

The work day for licensed employees will begin each day of the school year at a time established by the superintendent. Licensed employees who are employed only during the academic year will have the same work day as other licensed employees. "Day" is defined as one work day regardless of full-time or part-time status of an employee.

Licensed employees are to be in their assigned school building during the work day. Advance approval to be absent from the school building must be obtained from the principal whenever the licensed employees must leave the school building during the work day.

The building principal is authorized to make changes in the work day in order to facilitate the education program. These changes are reported to the superintendent.

The work day outlined in this policy is a minimum work day. Nothing in this policy prohibits licensed employees from working additional hours outside the work day.

Legal Reference: Iowa Code §§ 20; 279.8.

Cross Reference: 200.2 Powers of the Board of Directors

Approved 8/16/04 Reviewed 9/16/2013 , 9/19/16, 5/20/19, 5/16/22, 10/20/25 Revised _____

LICENSED EMPLOYEE ASSIGNMENT

Determining the assignment of each licensed employee is the responsibility of and within the sole discretion of the board. In making such assignments the board will consider the qualifications of each licensed employee and the needs of the school district.

It is the responsibility of the superintendent to make recommendations to the board regarding the assignment of licensed employees.

Legal Reference: Iowa Code §§ 20.9; 279.8

Cross Reference: 200.2 Powers of the Board of Directors

Approved 8/16/04 Reviewed 9/19/16, 5/20/19, 5/16/22, 10/20/25 Revised _____

LICENSED EMPLOYEE TRANSFERS

Determining the location where an employee's assignment will be carried out is the responsibility and within the sole discretion of the board. In making such assignments the board will consider the qualifications of each licensed employee and the needs of the school district.

A transfer may be initiated by the employee, the principal, or the superintendent.

It is the responsibility of the superintendent to make recommendations to the board regarding the transfer of licensed employees.

Legal Reference: Iowa Code §§ 20.9; 216.14; 279.8

Cross Reference: 405.2 Licensed Employee Qualifications, Recruitment, Selection
405.6 Licensed Employee Assignment

Approved 8/16/04 Reviewed 9/19/16, 5/20/19, 5/16/22, 10/20/2025 Revised _____

Memorandum of Agreement

Roles and Responsibilities for the Galva Holstein Transition Alliance Program

The parties to this Memorandum of Agreement are Ridge View (Galva Holstein) Community Schools, Boyden-Hull Community Schools, Cherokee Community Schools, West Lyon Community Schools, Odebolt-Arthur-Battle Creek-Ida Grove Schools, Central Lyon Schools, Sioux Center Community Schools, Rock Valley Community Schools, Marcus-Meriden-Cleghorn, and Iowa Vocational Rehabilitation Services (IVRS).

I. Purpose

The Transition Alliance Program (TAP) develops and implements a new pattern of service to youth with disabilities. TAP services are provided through a service coordination model with a goal of obtaining competitive integrated employment and successful IVRS closure (status 26) for eligible youth.

TAP does not replace existing education or transition services to youth that are mandated under the Individual with Disabilities Education Act (IDEA). While the School District may assign personnel who provide services covered by the IDEA to provide services under this Contract, the School District must carefully separate and document the hours and services provided by such personnel under the TAP program.

Ridge View (Galva Holstein) Community Schools shall provide flexible year-round TAP services solely to: (i) youth with disabilities who are eligible and actively receiving vocational rehabilitation services or Pre-Employment Transition services (Pre-ETS) to Potentially Eligible students on an IEP or covered under the provisions of section 504; and (ii) applicants for IVRS services, however the services for applicants will be limited to diagnostic and assessment services to determine eligibility to receive IVRS services and Pre-ETS activities to all applicants and Potentially Eligible individuals. An applicant may receive access to other TAP services after IVRS has: (i) determined the applicant is eligible for vocational rehabilitation services; (ii) removed the applicant from the waiting list using the order of selection priority as provided in the State Plan; and (iii) notified the School District.

The parties to this Memorandum of Agreement will collaborate and cooperate to implement a Transition Alliance Program which will serve youth who are mentioned above and enrolled in either Ridge View (Galva Holstein) Community Schools, Boyden-Hull Community Schools, Cherokee Community Schools, West Lyon Community Schools, Odebolt-Arthur-Battle Creek-Ida Grove Schools, Central Lyon Schools, Sioux Center Community Schools, Rock Valley Community Schools, or Marcus-Meriden-Cleghorn Schools. This Memorandum of Agreement specifies the roles and responsibilities of each of these parties as they work in partnership to achieve the goals set forth in contract 20-TAP-06. This program will be titled "Galva Holstein TAP" since

the employees who will be working with students are employees of Ridge View (Galva Holstein) Community Schools.

II. Roles and Responsibilities

The parties agree to the following roles and responsibilities:

A. Participant School Districts: Boyden-Hull Community Schools, Cherokee Community Schools, West Lyon Community Schools, Odebolt-Arthur-Battle Creek-Ida Grove Schools, Central Lyon Schools, Sioux Center Community Schools, Rock Valley Community Schools, and Marcus-Meriden-Cleghorn Schools.

1. Potentially Eligible students may receive Pre-ETS. Those persons who meet the criteria for the eligibility category being served by IVRS and who have a signed consent form will be included for full participation in the Galva Holstein TAP program.
2. Students who participate in, or have the potential to participate in the Galva Holstein TAP program will not be discriminated against or excluded from participation on the grounds of race, color, sex, national origin, age, religion, sexual orientation, gender identity, ancestry, or disability.
3. As Galva Holstein's employees spend time on the Galva Holstein TAP program in each of the schools mentioned above, Galva Holstein will periodically bill these schools for costs associated with Galva Holstein TAP activities in each of the respective schools. The schools will reimburse Ridge View (Galva Holstein) Community Schools in a timely manner for costs associated with this program.
4. Each of the schools mentioned above will keep adequate supporting documentation to verify expenses related to the Galva Holstein TAP program.
5. All of the school districts mentioned above will maintain in full force and effect, with insurance companies licensed by the State of Iowa, insurance covering their work during the entire term of this agreement and any extensions or renewals.
6. All of the school districts mentioned above will provide a space for TAP staff to be able to meet with students to provide services in a confidential manner, when needed.

B. Ridge View (Galva Holstein) Community School District

Ridge View (Galva Holstein) Community School District shall provide services under the following core areas: Potentially Eligible Students, Referral and Eligibility, and Individualized Plan for Employment. All services provided by Ridge View (Galva Holstein) Community School District hereunder shall be either new services or services which have been modified, adapted, expanded, or reconfigured to have a vocational rehabilitation focus.

1. Core Area 1: Potentially Eligible (PE) Students

Potentially Eligible (PE): All students with disabilities on an IEP or covered under the provisions of section 504 are considered PE.

- Ensure a “Consent to Release Information to and from IVRS” form has been completed for each participant.
- Assist with completing a Pre-ETS Agreement with the student and guardian.
- Assist with obtaining PE documentation. Documentation requirements for PE students must be followed.
- TAP will provide Pre-ETS activities as indicated on the Pre-ETS Agreement to PE students.
- If a PE student is identified as needing more intensive services, TAP Staff will recruit the student to apply for IVRS services.
- At high school graduation, a PE student will be discharged from TAP and IVRS staff will be notified.
- Update IRSS Interface within five business days or by the end of the quarter, whichever occurs first.

2. Core Area 2: Referral and Eligibility Services

- Ensure a “Consent to Release Information to and from IVRS” form has been completed for each participant.
- Refer potential applicants to IVRS.
- Provide any existing assessment or diagnostic information from school records to IVRS.
- If IVRS implements a waiting list, TAP is only able to provide Pre-ETS activities until the student is released from the waiting list.
- TAP will provide Pre-ETS activities to potentially eligible students and students on the waiting list, if applicable.
- Update IRSS Interface within five business days or by the end of the quarter, whichever occurs first.

3. Core Area 3: Individualized Plan for Employment

- Participate in Individual Education Program (IEP) meeting to train students on self-advocacy skills.
- Collaborate with IVRS to provide ongoing Pre-ETS to students to

support development of the Individualized Plan for Employment (IPE) and assist with maintaining engagement of students via biweekly contact.

- Provide input to the IVRS Counselor and the student to assist in the preparation of the Individualized Plan for Employment (IPE) by the IVRS counselor. The IPE will identify available types of jobs for the TAP student and provide a good match between job opportunities and the student's choices, interests, and abilities. The IPE will then outline the services and training that the student will need to work and live in the community after high school.
- Develop, maintain and record partnerships with local businesses to create Pre-ETS and employment opportunities for participants and update tracking tool with this information within five business days or by the end of the quarter, whichever occurs first. Below are the industry sectors that are expected to be represented in partnership activities each FFY. It is not allowable for one business to represent all or multiple industry sectors.
 - a. Natural Resources and Mining
 - b. Construction
 - c. Manufacturing
 - d. Trade, Transportation, and Utilities
 - e. Information
 - f. Financial Activities
 - g. Professional and Business Services
 - h. Education and Health Services
 - i. Leisure and Hospitality
 - j. Other Services
- Collaborate and provide Pre-ETS activities that assist students with disabilities to explore, obtain and maintain employment. Pre-ETS activity information should be communicated with parents/guardians, school staff, IVRS staff and other team members.
- Provide students with supported short-term paid work experiences.
- Provide short-term instructional training when needed.
- Place students in occupations that match their stated employment goal in their IPE.
- Provide supported employment services utilizing the IVRS supported employment services process (if the student's needs are beyond what TAP is able to provide, the student will be discharged from TAP and referred to a Community Rehabilitation Provider [CRP] for services).
- Provide short-term job coaching to students that require on-the-job supports to be successful in maintaining employment.
- Provide assistance to students and employers to address and resolve any work-related behaviors.

- Update IRSS Interface within five business days or by the end of the quarter, whichever occurs first.
4. Ridge View (Galva Holstein) Community Schools shall pay all expenses noted in the budget (a more detailed budget and budget narrative can be found in contract 20-TAP-06).
 5. Ridge View (Galva Holstein) Community will bill the applicable amount of expenses to the participant school districts on a monthly basis. Once expenditures are resolved within the school districts, Ridge View (Galva Holstein) Community Schools will bill IVRS on a monthly basis for costs associated with carrying out this TAP program (see budget) and certify fifty (50) percent non-federal matching funds for each of those bills issued to IVRS.
 6. Ridge View (Galva Holstein) Community Schools will maintain in full force and effect, with insurance companies licensed by the State of Iowa, insurance covering its work during the entire term of this agreement and any extensions or renewals.
 7. Students who participate in, or have the potential to participate in the Galva Holstein TAP program will not be discriminated against or excluded from participation on the grounds of race, color, sex, national origin, age, religion, sexual orientation, gender identity, ancestry, or disability.

C. Iowa Vocational Rehabilitation Services

1. Maintain control of expenditures by only reimbursing Galva Holstein when programmatic and fiscal requirements of contract 20-TAP-06 have been met.
2. Perform continuous reviews of Galva Holstein's progress toward meeting the goals set forth in contract 20-TAP-06. This includes assessing the effectiveness of Galva Holstein's employees who perform the activities listed in that contract.
3. Provide funding support for individuals who are off of IVRS' waiting list to participate in the Galva Holstein TAP program.
4. Within Core Area 1: Potentially Eligible (PE) Students, IVRS will:
 - Verify a "Consent to Release Information to and from IVRS" form has been completed for each participant.
 - Complete intake on applicants referred to IVRS by TAP staff.
 - Collaborate with TAP to provide ongoing Pre-ETS to PE students, as needed.
5. Within Core Area 2: Referral and Eligibility Services, IVRS will:

- Verify a “Consent to Release Information to and from IVRS” form has been completed for each participant.
 - Complete intake on applicants referred to IVRS by TAP staff.
 - Gather medical and psychological information on an applicant to determine eligibility.
 - Provide diagnostic and assessment services for applicants while awaiting IVRS eligibility determination, if appropriate.
 - Inform the School District and the applicant of IVRS’ eligibility decision and, if applicable, waiting list category.
6. Within Core Area 3: Individualized Plan for Employment, IVRS will:
- Collaborate with TAP to provide ongoing Pre-ETS to students to support development of the Individualized Plan for Employment (IPE) and assist with maintaining engagement of students via biweekly contact.
 - Develop and maintain partnerships with local businesses to create employment opportunities for students.
 - Provide guidance and counseling services to TAP students.
 - Provide disability consultation services to School District and employers.
 - Determine when TAP participant’s employment is stabilized and close IVRS case all or multiple industry sectors.
7. Students who participate in or have the potential to participate in the Benton Community TAP program will not be discriminated against or excluded from participation on the grounds of race, color, sex, national origin, age, religion, sexual orientation, gender identity, ancestry, or disability.

III. Performance Measures

- A. All parties in this agreement will work cooperatively to ensure the following:
1. A minimum of 60% of staff time will be used for providing Pre-ETS Required and Coordinated Activities.
 2. A minimum of 90% of PE students will participate in at least one Pre-ETS activity each quarter.
 3. The School District shall maintain the number of potential applicants referred to IVRS as established by the IVRS Contract Manager. Target number of applicants for FFY26 will be 53.
 4. TAP will maintain or increase the number of 26 closures from the prior year.
 5. At least 50% of TAP students will obtain paid work experience while in high school.
 6. Median wage of St.26 closures is equivalent to or above \$469 per week.
 7. TAP will have 100% of industry sectors (as identified above) represented in partnership activities each FFY.

IV. Term of Memorandum of Agreement

This Agreement shall become effective October 1, 2025, and will continue through September 30, 2026. Upon mutual agreement of the parties in writing, this Memorandum of Agreement may be renewed and/or amended. This Memorandum of Agreement may be renewed, at Iowa Vocational Rehabilitation Services' sole discretion, for up to 5 additional one-year terms.

This agreement may be terminated for any reason by either party upon 60 days written notice with the understanding that, as a result of termination, the Galva Holstein TAP program would either be completely discontinued or would no longer be available at the participant school district that terminated this agreement.

Federal regulations require that the Designated State Unit (IVRS) demonstrate administrative supervision over the entire Third-Party Contract. This is accomplished, in part, through this Memorandum of Agreement. Therefore, if Ridge View (Galva Holstein) Community Schools or any of the participant school districts were to terminate this agreement, IVRS would not be able to demonstrate administrative supervision over that school district. As a result, there can be no TAP program at any school that terminates this Memorandum of Agreement.

V. Limitation of Agreement

The parties understand that this Agreement is not a contract and is not binding. This Agreement constitutes the entire agreement between the parties with respect to the subject matter addressed here, and supersedes all prior understandings or agreements, oral or written, with respect to this subject matter.

VI. Relationship of Parties

No agent or employee of either party shall be deemed an agent or employee of any other party. Each party will be solely and entirely responsible for the acts of its employees, agents, subcontractors, and volunteers. This Agreement is executed for the benefit of the parties and the public generally. It is not intended, nor may it be construed, to create any third-party beneficiaries.

VII. Indemnification

To the extent allowed by law, each party agrees to defend, indemnify, and hold the other(s) harmless from any and all liability, damages, expenses (including attorney fees and court costs), and claims for loss or injury of any kind, in connection with any claims that arise from a party's own action or omissions by that party or its employees, agents, subcontractors, or volunteers.

VIII. Choice of Law and Forum

The laws of the State of Iowa must govern and determine all matters arising out of or in connection with this Memorandum of Agreement without regard to the choice of law provisions of Iowa law. In the event any proceeding of a quasi-judicial or judicial nature is commenced in connection with this Memorandum of Agreement, the exclusive jurisdiction of the proceeding must be brought in Polk County District Court for the State of Iowa, Des Moines, Iowa. This provision must not be construed as waiving any immunity to suit or liability including without limitation sovereign immunity in State or Federal court, which may be available to IVRS or the State of Iowa.

IX. Galva Holstein TAP Program Budget for Federal Fiscal Year 2026:

Please note, this is the budget Ridge View (Galva Holstein) Community Schools and Iowa Vocational Rehabilitation Services have agreed upon for the Federal Fiscal Year 2026 Galva Holstein TAP program. The maximum value of this contract is \$274,486.30. Ridge View (Galva Holstein) Community Schools certified non-federal cash transfer match is 50%, or \$137,243.15. This budget is included strictly for informational purposes.

Ridge View (Galva Holstein) Community Schools acts as the fiscal agent for the Galva Holstein TAP program. Accordingly, none of the Participant School Districts shall be required to reimburse Iowa Vocational Rehabilitation Services under this budget.

EXHIBIT B ANNUAL BUDGET

Galva-Holstein CSD
FFY26

Expense	Amount
Salaries	\$ 179,450.00
Fringe Benefits	\$ 45,739.00
Travel	\$ 16,000.00
Materials & Supplies	\$ 4,375.00
Cell Phone	\$ 750.00
Conference/Training (capped-\$5,000)	\$ 2,000.00
Federal Indirect Cost Rate=10.54%	\$ 26,172.30
Total Costs for the TAP Program	\$ 274,486.30
Certified Non-Federal Cash Transfer Due 1/15/25	\$68,621.58
Certified Non-Federal Cash Transfer Due 4/1/25	\$68,621.57
Total Certified Non-Federal Cash Transfer Not to Exceed	\$ 137,243.15

***Cash Transfer Payment Schedule:** The Cash Transfer Payment is a mutually agreed upon amount between contracting parties. Please use the Cash Transfer Remittance Sheet for payments, including it with the payment.

Budget Narrative

Salaries: This budget line consists of the salary for the following positions: one TAP Coordinator, one Fiscal Agent, and four TAP Specialists. IVRS will only reimburse for the time the Galva-Holstein TAP employees devote to services directly associated with TAP activities – this will be determined by the Personnel Activity Reports which will be completed at least monthly by all staff that work on the TAP contract. This expense will be documented with Personnel Activity Reports, payroll journals, printouts from the district accounting system, etc.

Coordinator – The Galva-Holstein TAP provides services to nine separate school districts, which requires a coordinator to oversee facets of the entire program. The coordinator is responsible for: collaboration with all stakeholders, oversight of academic programming for all schools, and coordinating and leading meetings such as quarterly and monitoring meetings held with VR staff. Additionally, the coordinator will be responsible for completing and submitting documents such as quarterly reports, corrective action plans (if needed), etc. and coordinating efforts related to personnel issues. Please see MOA for specific information in regards to the TAP Coordinator duties. If the TAP Coordinator position is not 100% funded through the TAP Contract and the TAP Coordinator holds another position in the CSD, then the CSD needs to provide a copy of the contract indicating the percentage of time, hours and pay that the TAP Coordinator will receive to perform the duties outlined in the MOA. The coordinator receives the following benefits as part of their compensation: FICA and IPERS contributions.

Fiscal Agent - The Galva-Holstein Fiscal Agent will be responsible for recordkeeping associated with financial matters and other clerical issues such as PAR documentation and travel logs. Additionally, the fiscal agent will be responsible for communicating with regional, state IVRS staff as well as local TAP staff. The fiscal agent's compensation has been determined by participating schools at a rate of \$512.50 per month as well as FICA and IPERS contributions.

Specialists – Galva-Holstein TAP specialists are responsible for activities focusing on transition based, career placement activities. A comprehensive listing of activities is listed in the Statement of Work, including: developing relationships with employers, assisting clients in exploring, obtaining and maintaining employment in chosen career fields. Assisting with identification and remediation of workplace weaknesses or gaps in job skills as well as assessments and collaboration with various stakeholders. Specialists will be responsible for maintaining accurate and required documentation via IRSS including case notes, travel logs and time certification forms. Specialist salaries are based on an average beginning teacher pay (less Teacher Salary Supplement) at the districts the specialist serves. Benefits include FICA and IPERS contributions.

Fringe benefits: This budget line consists of the employer share of several fringe benefits for the GH TAP. The fringe benefits in this agreement are as follows: FICA/Medicare, IPERS, health insurance and long-term disability for the Galva-Holstein TAP. Payroll documentation including payroll journals, job description, and employment contract will be available to support all salary and fringe benefit costs charged to this agreement.

Travel: This budget line consists of mileage, meals, lodging, and other various travel expenses associated with the Galva-Holstein TAP program. Mileage, meals, and lodging will be claimed at

current rates, and will not exceed state rates. Detailed travel documentation will be kept for mileage, and receipts will be kept for lodging, registrations, and travel expenses. Meals are only allowed in overnight status. Documentation should include a categorizing of expenses to show the corresponding activity from the PAR (i.e. travel for required, coordination, etc.) based on the reason for the travel. Prior Approval is required for related costs for training and conferences (see Section VI. Compensation-J.) Please refer to the Prior Approval process or contact IVRS Financial for further guidance. *Transportation is a service in support of Pre-ETS, therefore transportation is only available to IVRS eligible students and must be included on their IPE plan. Due to this, if a student is Potentially Eligible (PE), transportation services cannot be funded by IVRS and should not be included on the mileage log or any other travel expense documentation.*

Materials & Supplies: This budget line consists of instructional supplies, office expenses, equipment, printing, computer, etc. All supply costs will be directly related to this agreement and invoices will be kept to document cost. Documentation should include a categorizing of expenses to show the corresponding activity from the PAR (i.e. supplies for required, coordination, etc.) based on the use of the supply. G-H TAP staff will utilize supplies to enhance the learning experience of its clients such as those used in the independent living lab work. For example, students may use groceries to develop skills such as budgeting and cooking. Additionally, TAP staff will be supplied with laptop computers which may need to be replaced on a cyclical basis. All purchases will be documented and maintained on file with the fiscal agent. Supply costs will be documented with receipts.

Cell Phone: This budget line consists of costs associated with GH TAP cell phone/s used for this project. This is a phone which is owned by the Galva-Holstein TAP and issued to the staff. IVRS will not be charged for the purchase of the phones themselves. This expense will be documented with monthly invoices. TAP staff will utilize cell phones as part of their efforts to maintain open lines of communication with all stakeholders.

Conference/Training: This budget line consists of costs associated with attending conferences or training of the staff. Meals are eligible for reimbursement when in overnight status only. Documentation includes but is not limited to registration receipts, mileage and lodging with a screenshot of the search of the State of Iowa Human Trafficking website site of the lodging provider. Certified locations are being maintained and updated at <https://stopthiowa.org/certified-locations>. Prior Approval is required for related costs for trainings and conferences (see Section VI. Compensation-J.) Please refer to the Prior Approval process or contact IVRS Financial for further guidance. This budget line is capped at \$5,000. Documentation should include an agenda for the training, which categorizes the sessions you plan to attend to show the corresponding activity from the PAR (i.e. session for required, coordination, etc.) based on the description of the session.

Federal Indirect Cost Rate: This budget line consists of indirect costs associated with the contract at the Contractor's federally approved indirect cost rate, which is 10.54%.

Notification of Staff Changes: Please contact IVRS Financial and the contract manager as major staff changes occur. Please include the temporary plan for meeting the needs of this contract, who will cover those duties, an estimated timeframe for a temporary change, permanent

plan for replacement, and possible impact on the budget. Documentation required for your claim may change due to the staff changes.

Miscellaneous: Additional documentation may be requested upon review of claims submitted in order to make sure costs are reasonable, allowable, allocable and necessary.

(End of Exhibit B)

X. Iowa Vocational Rehabilitation Services Financial Contact

Please contact Tracie Kirkpatrick, Accountant 2, at Iowa Vocational Rehabilitation Services if you have any questions related to this Memorandum of Agreement.

Phone: 515-725-9058

Email: Tracie.Kirkpatrick2@iwd.iowa.gov

XI. Electronic Signatures.

Pursuant to Iowa Code Chapter 554D, the Uniform Electronic Transactions Act (2023), the parties agree to the use of electronic signatures relating to this Contract.

Galva Holstein Schools:

Adam Bisenius
Adam Bisenius (Sep 16, 2025 06:52:45 CDT)

Adam Bisenius, Superintendent
712-368-4353 or 712-275-4266
adambisenius@rvraptors.org

Date _____

Boyden-Hull Community Schools:

Steve Grond
Steve Grond (Sep 16, 2025 09:06:49 CDT)

Steve Grond, Superintendent
712-439-2711
steve.grond@boyden-hull.org

Date 09/16/2025

Cherokee Community Schools:

Thomas J. Ryherd
Thomas J. Ryherd (Sep 16, 2025 10:05:55 CDT)

Thomas Herd, Superintendent
tryherd@ccsd.k12.ia.us

Date 09/16/2025

West Lyon Community Schools:

Shawn Kreman
Shawn Kreman (Sep 16, 2025 14:19:08 CDT)

Shawn Kreman, Superintendent
712-753-4917
skreman@lwlwildcats.org

Date 09/16/2025

Odebolt-Arthur-Battle Creek-Ida Grove Schools:

Matt Alexander

Matt Alexander, Superintendent
712-364-2255
malexander@oabcig.org

Date 09/16/2025

Central Lyon Community Schools:

Brent Jorth
Brent Jorth (Oct 8, 2025 16:07:58 CDT)

Brent Jorth, Superintendent
712-472-2664
bjorth@centrallyon.org

Date 10/08/2025

Sioux Center Community Schools:

Kevin Wood
Kevin Wood (Oct 14, 2025 15:07:51 CDT)

Kevin Wood, Superintendent
712-283-2571
kwood@siouxcentral.org

Date 10/14/2025

Rock Valley Community Schools:

Matt Van Voorst
Matt Van Voorst (Oct 14, 2025 16:07:35 CDT)

Matt Van Voorst, Superintendent
712-476-2701
mvanvoor@rvcsd.org

Date 10/14/2025

Marcus-Meriden-Cleghorn Schools:

Dan Barkel
Dan Barkel (Oct 14, 2025 17:35:23 CDT)

Dan Barkel, Superintendent
712-376-4171
dan.barkel@mmcruroyals.org

Date _____

Iowa Vocational Rehabilitation Services:

Brandy McOmber, Deputy Division Administrator
Vocational Rehabilitation Services
Iowa Workforce Development
319- 830-0423
Brandy.mcomber@iwd.iowa.gov

Date _____

FFY26 Galva Holstein TAP MOA

Final Audit Report

2025-10-14

Created:	2025-09-15
By:	Renee Cooper (renee.cooper@iwd.iowa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOv2TODrMpKRD9FGAEIfaWjgbTCyoSAc

"FFY26 Galva Holstein TAP MOA" History

-  Document created by Renee Cooper (renee.cooper@iwd.iowa.gov)
2025-09-15 - 8:07:59 PM GMT
-  Document emailed to Adam Bisenius (adambisenius@rvraptors.org) for signature
2025-09-15 - 8:10:52 PM GMT
-  Email viewed by Adam Bisenius (adambisenius@rvraptors.org)
2025-09-16 - 11:52:02 AM GMT
-  Document e-signed by Adam Bisenius (adambisenius@rvraptors.org)
Signature Date: 2025-09-16 - 11:52:45 AM GMT - Time Source: server
-  Document emailed to steve.grond@boyden-hull.org for signature
2025-09-16 - 11:52:48 AM GMT
-  Email viewed by steve.grond@boyden-hull.org
2025-09-16 - 2:05:46 PM GMT
-  Signer steve.grond@boyden-hull.org entered name at signing as Steve Grond
2025-09-16 - 2:06:47 PM GMT
-  Document e-signed by Steve Grond (steve.grond@boyden-hull.org)
Signature Date: 2025-09-16 - 2:06:49 PM GMT - Time Source: server
-  Document emailed to Thomas Ryherd (tryherd@ccsd.k12.ia.us) for signature
2025-09-16 - 2:06:51 PM GMT
-  Email viewed by Thomas Ryherd (tryherd@ccsd.k12.ia.us)
2025-09-16 - 3:03:57 PM GMT
-  Signer Thomas Ryherd (tryherd@ccsd.k12.ia.us) entered name at signing as Thomas J. Ryherd
2025-09-16 - 3:05:33 PM GMT



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 Document e-signed by Thomas J. Ryherd (tryherd@ccsd.k12.ia.us)

Signature Date: 2025-09-16 - 3:05:35 PM GMT - Time Source: server

 Document emailed to Shawn Kreman (skreman@wlwildcats.org) for signature

2025-09-16 - 3:05:38 PM GMT

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2025-09-16 - 7:16:53 PM GMT

 Document e-signed by Shawn Kreman (skreman@wlwildcats.org)

Signature Date: 2025-09-16 - 7:19:08 PM GMT - Time Source: server

 Document emailed to Matt Alexander (malexander@oabcig.org) for signature

2025-09-16 - 7:19:10 PM GMT

 Email viewed by Matt Alexander (malexander@oabcig.org)

2025-09-16 - 7:48:01 PM GMT

 Document e-signed by Matt Alexander (malexander@oabcig.org)

Signature Date: 2025-09-16 - 7:48:38 PM GMT - Time Source: server

 Document emailed to Brent Jorth (bjorth@centrallyon.org) for signature

2025-09-16 - 7:48:40 PM GMT

 Email viewed by Brent Jorth (bjorth@centrallyon.org)

2025-10-08 - 9:03:04 PM GMT

 Document e-signed by Brent Jorth (bjorth@centrallyon.org)

Signature Date: 2025-10-08 - 9:03:58 PM GMT - Time Source: server

 Document emailed to Kevin Wood (kwood@siouxcentral.org) for signature

2025-10-08 - 9:04:00 PM GMT

 Email viewed by Kevin Wood (kwood@siouxcentral.org)

2025-10-09 - 1:37:13 PM GMT

 Document e-signed by Kevin Wood (kwood@siouxcentral.org)

Signature Date: 2025-10-14 - 8:07:51 PM GMT - Time Source: server

 Document emailed to Matt Van Voorst (mvanvoor@rvcsd.org) for signature

2025-10-14 - 8:07:54 PM GMT

 Email viewed by Matt Van Voorst (mvanvoor@rvcsd.org)

2025-10-14 - 9:06:19 PM GMT

 Document e-signed by Matt Van Voorst (mvanvoor@rvcsd.org)

Signature Date: 2025-10-14 - 9:07:35 PM GMT - Time Source: server



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 Document emailed to Dan Barkel (dan.barkel@mmcruroyals.org) for signature

2025-10-14 - 9:07:37 PM GMT

 Email viewed by Dan Barkel (dan.barkel@mmcruroyals.org)

2025-10-14 - 10:34:03 PM GMT

 Document e-signed by Dan Barkel (dan.barkel@mmcruroyals.org)

Signature Date: 2025-10-14 - 10:35:23 PM GMT - Time Source: server

 Agreement completed.

2025-10-14 - 10:35:23 PM GMT



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BOARD COMMITTEES - REGULATION

Committees Generally

The board or superintendent, when designated, have discretion to form committees. The specific purpose of each committee varies depending on the type of committee (standing or ad hoc) and the subject matter. Generally, the primary purpose of a committee is to reduce the amount of work required of each board member, concentrating expertise on a subject matter to the committee. The committee gives advice on the specific subject matter that leads to recommendations to the board. The advice should focus on the specific purpose and duties stated in the board resolution establishing the committee. It is the board's role to take action based on recommendations received from the committee. Committees cannot legally obligate the district in any manner, only the board has the power and authority to do so.

Most committees are subject to the open meetings law. As required by Iowa law, newly appointed committee members must undergo and complete training on the responsibilities and requirements for open meetings and open records laws. The training must be approved by the Iowa Public Information Board.

The district may maintain the following standing committees: Curriculum & Instruction, Policy, Finance, Building, Grounds, & Capital Projects, and Transportation & Nutrition.

Role of Committee Members

The primary role of committee members is to bring a diversity of viewpoints and a level of expertise to the committee, working with each other towards a common goal. In doing so, it is important to listen to and respect the opinions of others. When the committee makes a recommendation to the board, it is important for the committee members to support the majority decision of the committee. A committee will function best when its members work within the committee framework, bringing items of business to the committee for discussion.

Committee Framework

Only the board or the superintendent, when designated, has the authority to appoint members to a committee. The board may request input from individuals or organizations, or it may seek volunteers to serve. Committees consist of a committee chair (often a board member) who assists the committee with staying on topic, encourages participation from each committee member and reports the committee's findings and recommendations to the board. Boards must follow the legal limitations or requirements regarding membership of a committee.

Committees should appoint a secretary who takes the minutes of the meeting to document the meeting and any recommendations to be brought to the board. The secretary and the committee chair may be the same designated member. The secretary of the committee will submit all documentation to the board secretary for legal compliance with the open meetings law.

Terms of Office

The board will structure their terms for committee office terms in the following ways :

Unless otherwise stated in the resolution, appointed committee members will serve two-year staggered terms. The staggered terms will expire so there is no more than one third of the terms expiring at the same time. The board should be prepared for committee transition by having a list of candidates ready for appointment to that committee.

Removal and Vacancies

A committee member may be considered for removal from a committee should the committee member fail to attend three meetings within the calendar year. Committee members are expected to contribute to the committees in meaningful ways. Lack of attendance disrupts the purpose of the committee and the role of the committee member. Removal is not automatic and must go before the board. Vacancies are filled in the same manner as the initial appointment, by the board or superintendent.

I.C. Iowa Code	Description
Iowa Code § 21	<u>Open Meetings</u>
Iowa Code § 279.8	<u>Directors - General Rules - Bonds of Employees</u>
Iowa Code § 280.12	<u>Uniform School Requirements - School Improvement Advisory Committee</u>
I.A.C. Iowa Administrative Code	Description
281 I.A.C. 12.3	<u>Administration</u>

Cross References

Code	Description
103	Long-Range Needs Assessment
103	Long-Range Needs Assessment
211	Open Meetings
212	Closed Sessions
212.01	Exempt Meetings
215	Board of Directors' Records
215	Board of Directors' Records
605.01	Instructional Materials Selection (I, II)
605.01	Instructional Materials Selection (I, II)
707.06	Audit Committee
900	Principles and Objectives for Community Relations

SCHOOL NUTRITION PROGRAM NOTICES OF NONDISCRIMINATION

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW, Mail Stop 9410
Washington, D.C. 20250-9410;

Fax: (202) 690-7442; or

Email: program.intake@usda.gov

USDA is an equal opportunity provider, employer, and lender

Iowa Nondiscrimination Statement

It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, 6200 Park Avenue, Des Moines, IA 50321-1270; phone number 515-281-4121 or 800-457-4416; website: <https://icrc.iowa.gov/>.

Summary Comparison

Description	Current	Previous	Change
Resident Public Students Attending your District (1)	975.00	958.20	16.80
Resident Public Students Attending another Iowa Public School (2, 3)	50.20	43.20	7.00
Non Public Shared Time and CPI Students Dual Enrolled for District Classes (4, 5)	1.60	0.60	1.00
Non Public Shared Time and CPI Students Dual Enrolled for PSEO Classes (4, 5)	0.00	0.00	0.00
Residential Facility Students Enrolled for District Classes (5)	0.00	0.00	0.00
Actual Enrollment (7)	1026.80	1002.00	24.80
Non-Resident Public Students Attending your District (8, 9)	153.00	161.10	-8.10
PK 4 Students Attending your Statewide Voluntary Preschool Program (10)	17.50	15.50	2.00
Total School Age Students Provided Instructional Programs/Services by your District	1129.60	1119.90	9.70
Limited English Proficient Weighting (13)	7.96	10.88	-2.92
ESA Funded Students	6.00	5.00	1.00

Actual Enrollment is total of Lines 1, 2, 3, 4, and 5

Total School Age Students is total of Lines 1, 4, 5, 8, and 9