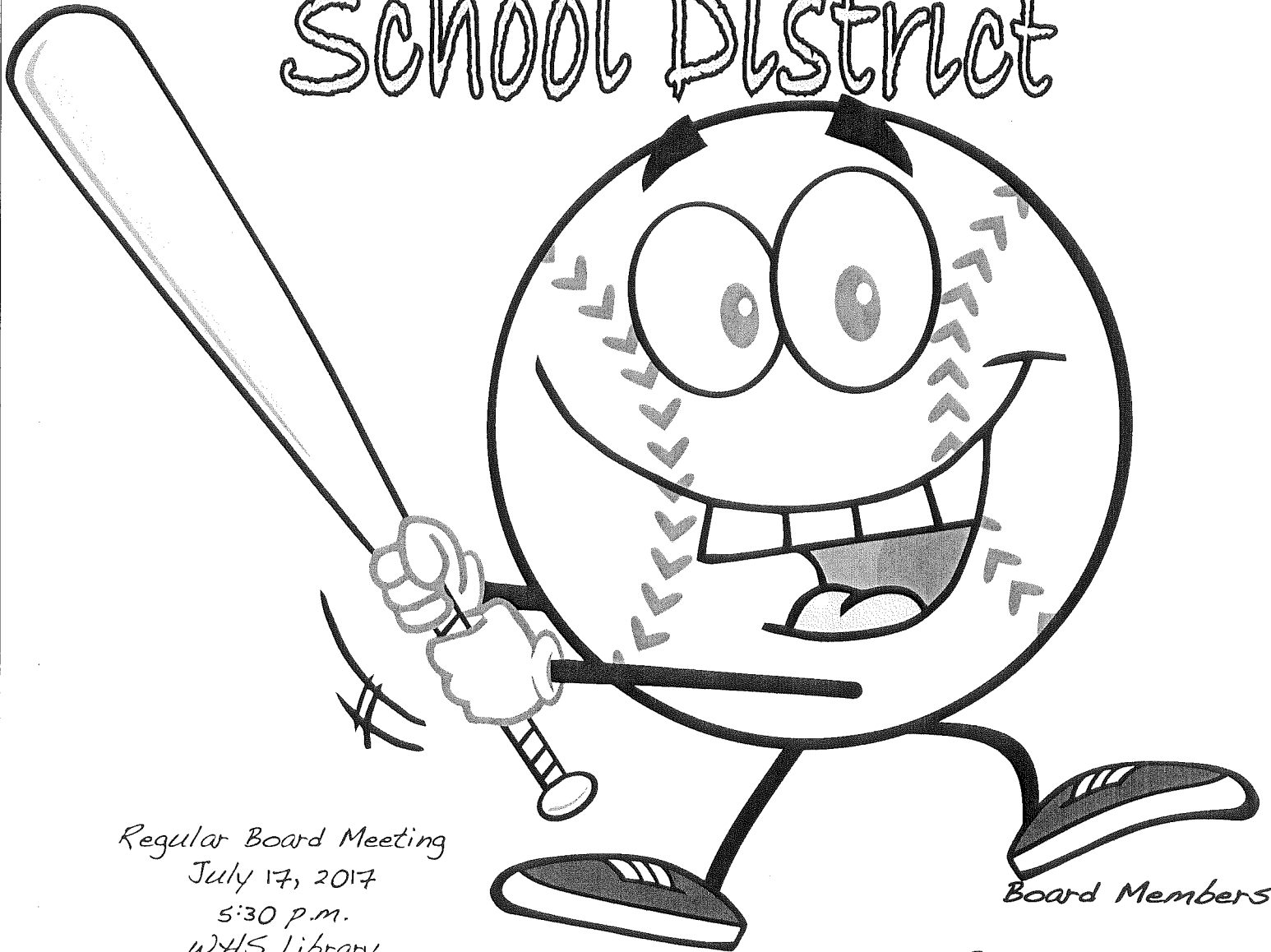


# Cherokee Community School District



Regular Board Meeting  
July 17, 2017  
5:30 p.m.  
WHS Library

Board Members:

Mr. Paul Fuhrman-President  
Ms. Laura Dawson-Vice President  
Mr. Jim Haselhoff  
Mr. Calvin Carver  
Mr. Logan Patterson  
Mrs. Joyce Lundsgaard, Business Manager/Board Secretary  
Mrs. Kimberly Lingenfelter, Superintendent

**Regular Board of Education Meeting  
Cherokee Community School District, 600 West Bluff Street  
Agenda for Monday, July 17, 2017 at 5:30 p.m.**

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.

<p>1. Call the meeting to order  2. Approve the agenda  3. Roll call of members in attendance  4. Action to excuse board members not in attendance  5. Welcome Visitors  Recognition of persons who wish to speak to an item on the agenda or speak to the board regarding a school issue.  6. Consent agenda  A. Approve the minutes of the regular meeting [6-19-17]  B. Approve financial statements  C. Approve monthly bills</p>
<p>7. Communication and Reports  A. Directors' Reports  B. Principals' Reports  C. Instructional Coaches' Reports  D. PTA Report  E. Superintendent's Report</p>
<p>8. Policy Change: None  Clerical Change(s): None  Affirm: 507.4 Student Illness or Injury at School; 507.5 Emergency Plans and Drills; 507.6 Student Insurance; 507.7 Custody and Parental Rights; 507.8 Special Student Health Services; 507.9 Wellness Policy; 507.9E Plan for Measuring Implementation; 508.1 Class or Student Group Gifts; 508.2 Open Night</p>
<p>9. New Business  A. Discussion of/ action concerning Board Policy 710.4 Meal Charges – Second Reading  B. Discussion of/ action concerning fuel bids for the 2017-2018 school year  C. Discussion of/ action concerning the proposal of a resolution to renew the Physical Plant and Equipment Levy on the September school election ballot  D. Discussion of/ action concerning the resignation of Charity Anderson as JH Girls Basketball (one year only)  E. Discussion of/ action concerning extending contracts to Sarah Groepper as CMS Art Teacher, contingent upon BOEE approval; Brent Koedam as WHS Assistant Football Coach; Jim Leonard as WHS Boys Track Coach; Katie Leonard as CMS Volleyball Coach – one year only; Angela Carver as 2<sup>nd</sup> Grade Teacher; Rod Ebert as WHS FTC Assistant Coach; Randy Eaton as Food Service Server; Charity Anderson as WHS Head Volleyball Coach; Jennifer Ohlendorf as WHS Assistant Volleyball Coach; Sarah Frohling as WHS Paraprofessional; and Kathy Curtis as WHS Model Teacher  F. Discussion of/ information concerning RES, CMS, WHS End of Year Reports for 2016-2017  G. Discussion of/ information concerning IASB Legislative Priorities  H. Discussion of/ information concerning the Board Self-Evaluation  I. Discussion of/ information concerning RES facility challenges and CRMC proposal</p>
<p>10. Board Committee Reports  A. Curriculum and Instruction – Dawson, Fuhrman  B. Policy – Carver, Haselhoff  C. Finance* – Dawson, Patterson  D. Building, Grounds, Capital Projects – Fuhrman, Haselhoff</p>

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

<b>E. Transportation, Nutrition – Carver, Patterson</b>
<b>11. Items of Interest for the Next Meeting [August 21, 2017 @ 5:30 p.m.]</b>
<b>A. Discussion of/ action concerning the official newspaper for 2017-2018</b>
<b>B. Discussion of/ action concerning district goals for 2017-2018</b>
<b>C. Discussion of/ information concerning Fall Enrollment Numbers</b>
<b>D. Discussion of/ information concerning Cherokee CSD Graduation Requirements</b>
<b>E. Discussion of/ information concerning CCSD Job Descriptions</b>
<b>12. Adjournment</b>

Projected Dates/Times for Regular Board of Education Meetings 2017-2018

August 21 <sup>st</sup> , 2017 @ 5:30 pm	September 18 <sup>th</sup> , 2017 @ 5:30 pm	October 16 <sup>th</sup> , 2017 @ 5:30 pm	November 20 <sup>th</sup> , 2017 @ 5:30 pm
December 18 <sup>th</sup> , 2017 @ 5:30 pm	January 15 <sup>th</sup> , 2018 @ 5:30 pm	February 19 <sup>th</sup> , 2018 @ 5:30 pm	March 19 <sup>th</sup> , 2018 @ 5:30 pm
April 16 <sup>th</sup> , 2018 @ 5:30 pm	May 21 <sup>st</sup> , 2018 @ 5:30 pm	June 18 <sup>th</sup> , 2018 @ 5:30 pm	July 16 <sup>th</sup> , 2018 @ 5:30 pm

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

**Cherokee Community School District  
Regular Meeting  
June 19, 2017**

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The Cherokee Community School Board of Education held a regular meeting on Monday, June 19, 2017 at 5:30 P.M. The meeting was held in the WHS Library, 600 W. Bluff St., Cherokee, Iowa.

**1. Call the meeting to order**

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

**2. Approve the Agenda**

Moved by Patterson, seconded by Haselhoff to approve the agenda. All Ayes

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

Roll Call was taken. Present were Haselhoff, Patterson, Carver, Dawson and Fuhrman

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

All board members were present.

**5. Welcome Visitors**

Visitors were welcomed.

Others present were Kim Lingenfelter, Valery Fuhrman, Cara Jacobson, Wendy Richardson, Tasha Timmerman, Todd Lange, Ken Ross and Joyce Lundsgaard

**6. Consent agenda**

**A. Approve the minutes of the regular meeting 5/5/17 and special meeting 5/24/17**

**B. Approve financial statements**

**C. Approve monthly bills**

Moved by Carver, seconded by Patterson to approve the consent agenda. All Ayes

**7. Communication and Reports**

District reports were given by the administration.

**8. Policy: Affirm Policies 506.2-507.3E2**

There were no proposed policy changes. Moved by Carver, seconded by Patterson to affirm Policy 506.2, Student Directory Information; 506.2E1, Authorization for Releasing Student Directory Information; 506.2R1, Use of Directory Information; 506.3, Student Photographs; 506.4, Student Library Circulation Records; 506.5, Internet Safety Policy; 507.1, Student Health and Immunization Certificates; 507.2, Administration of Medication to Students; 507.2E1, Authorization Asthma or Airway Constricting Medication; 507.3, Communicable Diseases; 507.3E1, Communicable Diseases Chart; 507.3E2, Reportable Infectious Diseases. All Ayes

**9. New Business**

**A. Discussion of/action to approve gifts for special classroom projects and purchases from the Cherokee CSD Education Foundation**

Moved by Dawson, seconded by Haselhoff to approve gifts for special classroom projects and purchases from the Cherokee CSD Education Foundation. All Ayes

**B. Discussion of/action to approve a resolution of acknowledgment for the Cherokee CSD Education Foundation and Foundation Donors/Supports for providing \$36,330 for special classroom projects and purchases**

Moved by Patterson, seconded by Dawson to approve a resolution of acknowledgment for the Cherokee CSD Education Foundation and Foundation Donors/Supporters for providing \$36,330 for special classroom projects and purchases. All Ayes

**C. Discussion of/action to approve Board Policy 506.1E8**

Moved by Dawson, seconded by Carver to approve Board Policy 506.1E8 Annual Notice. All Ayes

**D. Discussion of/information concerning Board Policy 710.4**

The board reviewed Policy 710.4, Meal Charges.

**E. Discussion of/action to approve the resignations**

Moved by Haselhoff, seconded by Patterson to approve the resignation of Lynn Jolly as Industrial Arts Teacher, Assistant Varsity Football Coach, Varsity Boys Track Coach, Kelly Pitts as Second Grade Teacher, Katherine Mathis as CMS Art Teacher and Matt Hoskinson as Junior High Basketball Coach with appreciation for their many years of service to the district. All Ayes

**F. Discussion of/action to extend contracts**

Moved by Carver, seconded by Patterson to extend contracts to Adam Cedar as Freshman Baseball Coach; Adam Rapp as Assistant Varsity Football Coach and Joshua Landhuis as ½ Time Activities Director and ½ Time CMS Social Studies Teacher. All Ayes

**G. Discussion of/action to approve dairy and bread bids**

Moved by Dawson, seconded by Patterson to approve the recommended dairy bid from Deans and bread bid from Sara Lee for the 2017-18 school year. All Ayes

**H. Discussion of/action to approve participation in IAEP**

Moved by Patterson, seconded by Haselhoff to approve the participation of Food Service in the IAEP – Iowa Association of Educational Purchasing for the 2017-18 school year. All Ayes

**I. Discussion of/action to approve purchase/lease of printer/copier equipment**

Bids received for the purchase of copier equipment were reviewed. Moved by Patterson, seconded by Haselhoff to approve the recommended bid from Counsel of \$50,669.26. All Ayes

**J. Discussion of/action to approve the purchase of Chromebooks**

Moved by Patterson, seconded by Haselhoff to approve the bid in the amount of \$32,720 from CDW Government for the purchase of 160 Chromebooks. All Ayes

**K. Discussion of/action to increase fees**

Moved by Carver, seconded by Patterson to approve increasing the school textbook fee from \$30 to \$35, percussion rental fee from \$12.50 to \$20 and instrumental rental fee from \$25 to \$35 based upon NWAEA comparability. All Ayes

**L. Discussion of/action to approve Equipment Breakdown Insurance**

Moved by Patterson, seconded by Haselhoff to approve purchasing Equipment Breakdown Insurance with EMC for the 2017-18 school year. All Ayes

**M. Discussion/acceptance of Employee Handbooks for the 2017-18 school year**

Moved by Patterson, seconded by Haselhoff to accept the Employee Handbook for Certified Staff and the Employee Handbook for Support Staff for the 2017-18 school year. All Ayes

**N. Discussion /acceptance of the WHS Student Handbooks for the 2017-18 school year**

Moved by Dawson, seconded by Carver to accept the WHS Student Handbook and RES Student Handbook for the 2017-18 school year as presented with minor changes as noted. All Ayes

**O. Discussion of/information concerning Wellness Policy and Summer Lunch Program**

Cara Jacobson, Food Service Director, discussed district-wide compliance relative to CCSD's Wellness Policy and the Summer Lunch Program. The summer lunch program has been very well attended this summer.

**P. Closed Session**

Moved by Dawson, seconded by Carver to enter into closed session at 7:17 P.M. as provided in section 21.5(1)(i) of the open meetings law for the purpose of discussing the potential sale of real estate. Ayes: Fuhrman, Dawson, Carver Patterson and Haselhoff

The board resumed in open session at 7:40 P.M.

**Q. Discussion/action to accept lowest responsive responsible bids for Summer 2017**

Moved by Patterson, seconded by Carver to reject the lowest responsive responsible bid for the summer 2017 alternate facility projects. All Ayes

**12. Adjournment**

Moved by Dawson, seconded by Carver to adjourn the meeting at 7:41 P.M. All Ayes

Regular Meeting – July 17, 2017



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President, Board of Education  
Cherokee Community School District



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Secretary, Board of Education  
Cherokee Community School District

**Financial Report - June 17**

<b>Fund</b>	<b>Beginning Balance</b>	<b>Receipts</b>	<b>Expenditures</b>	<b>Ending Balance</b>
Operating	\$ 3,340,983.31	747,316.32	1,951,277.19	\$ 2,137,022.44
Management	503,515.77	3,152.52	986.34	505,681.95
Self-Insurance Fund	1,235,585.84	26,828.17	12,084.58	1,250,329.43
<b>Subtotal General Fund</b>	<b>5,080,084.92</b>	<b>777,297.01</b>	<b>1,964,348.11</b>	<b>3,893,033.82</b>
Activity	110,104.77	27,103.67	19,636.76	117,571.68
PPEL	295,442.79	3,129.36	81,561.92	217,010.23
Capital Projects (Sales Tax)	917,965.61	150,006.06	-	1,067,971.67
Debt Service	-	-	-	-
Hot Lunch	151,654.82	33,193.46	75,909.09	108,939.19
Trust and Agency	30,654.44	1.22	-	30,655.66
<b>Total - All Funds</b>	<b>\$ 6,585,907.35</b>	<b>\$ 990,730.78</b>	<b>\$ 2,141,455.88</b>	<b>\$ 5,435,182.25</b>

# CHEROKEE COMMUNITY SCHOOL DISTRICT

## General Fund Financial Report

June 30, 2017

<b>Balance on Hand June 1, 2017</b>	<b>\$ 5,080,084.92</b>
<b>Operating Fund</b>	
Receipts	
Property Tax	28,125.89
Central Trust - Interest	181.36
State Foundation Aid	466,091.00
Preschool State Aid	13,440.00
Iowa Early Intervention	6,577.00
TSS	54,707.00
Professional Development	4,317.00
Iowa Core	1,834.00
Open Enrollment	68,181.76
Mentoring	-
Special Education	-
SU - Breakdown Insurance	-
Medicaid	12,930.16
Food Service Salary/Benefits	70,843.57
Donations: Thomas, Foundation, PTA	1,261.70
Misc Receipts	18,825.88
<b>Receipts</b>	<b>747,316.32</b>
<b>Self Insurance Fund</b>	
Premiums/Claims	1,782.30
Interest	60.01
<b>Receipts</b>	<b>1,842.31</b>
<b>Management Fund</b>	
Cherokee County Treasurer	2,369.76
EMC Dividend	744.00
Central Trust Interest	38.76
<b>Receipts</b>	<b>3,152.52</b>
<b>Total Receipts</b>	<b>752,311.15</b>
	<b>5,832,396.07</b>
<b>Disbursements</b>	
<b>Operating Fund</b>	
General Fund Invoices	162,557.10
Net Payroll	918,909.86
Payroll Deductions	418,608.22
FICA - Medicare - District Portion	99,716.94
IPERS - District Portion	118,784.85
Health Insurance	199,136.93
Retiree Health Insurance - Dep/Disability	5,082.76
Fortis - Life & LTD	3,519.89
Void Checks	25.22
<b>Disbursements</b>	<b>1,926,291.33</b>
<b>Self-Insurance Fund</b>	
Three Rivers - Claims	10,243.58
CRMC - Employee Flu Shots	-
Administration Fees	1,841.00
<b>Disbursements</b>	<b>12,084.58</b>
<b>Management Fund</b>	
Early Retirement Incentive	-
SU Insurance	-
Early Retirement Insurance	986.34
Liability Insurance	-
<b>Disbursements</b>	<b>986.34</b>
<b>Total Disbursements</b>	<b>1,939,362.25</b>
<b>Balance on Hand June 30, 2017</b>	<b>3,893,033.82</b>
Bank Balance - Central Trust Bank	398,181.33
NSCU Savings Balance	38.93
Outstanding Deposit-Returned Checks/Check#24317	-
Outstanding Credit - Treasurer State of Iowa	-
Investment Funds	2,566,039.01
Certificate of Deposits	1,169,356.34
Outstanding Checks	240,581.79
	<b>3,893,033.82</b>



<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Checking	1	
Checking	1 Fund: 10 GENERAL FUND	
ISP Technology-computers		
SpEd - ipads/cases		
12882	ATIRACredit MasterCard	13,738.70
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
10021	Bomgaars	193.67
Conference mileage		
13013	Breyfogle, Lisa	98.60
PTA purchase-Kindergarten		
groceries		
13322	BURCH, JENNIFER	22.14
Wireless PA/Amp - Funded by		
another		
30328	Cherokee Music Boosters	1,981.33
WHS AC repair		
20223	Control System Specialist	226.00
Fuses for ballfields		
13429	ECHO Group, Inc.	297.58
Grounds maint		
11707	First Cooperative Association	39.35
Roof repairs all buildings		
13611	Guarantee Roofing	1,443.00
Medicaid		
12846	Iowa Department of Human Services	2,251.85
Lifting consultant		
13716	Jewett, Travis	1,250.00
Graduation hoods/cords		
30475	Jostens Inc.	500.00
WHS Ind Arts		
10162	Midwest Technology Products	211.05
WHS AC repair		
Roosevelt print room AC		
repair		
11495	Modern Heating and Cooling, Inc.	363.00

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
APL training		
10125	Northwest AEA	2,100.00

DOT physical

10711	Rollefson, Jerry	70.00
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Electric comb binder

11884	School Specialty, Inc.	411.31
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Maint supplies

13294	SUPPLYWORKS	667.38
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Lawn care-all schools

Lawn care-all schools

11460	Waldner's Lawn Service	8,645.00
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District Portion - August

District Portion - July

19110	Wellmark Blue Cross/Blue Shiel	123,608.06
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SpEd materials-  
Cormany/Mosbach

13713	Wieser Educational Resources	233.11
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Fund Total: 158,351.13

Checking Account Total: 158,351.13

Checking 2

Checking 2 Fund: 36 PHYSICAL PLANT & EQUIPMENT

Mower

10396	Builder's Sharpening and Service	23,321.42
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Middle School project

13615	SCE	19,805.00
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Fund Total: 43,126.42

Checking Account Total: 43,126.42

Checking 3

Checking 3 Fund: 21 STUDENT ACTIVITY FUND

Girls basketball fundraiser

30028	Graphic Edge, The	241.83
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Softball senior night

flowers

Concessions

Graduation flowers

10274	Hy-Vee Food Stores, Inc	333.50
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Boys Basketball Fundraiser

13711	Korney Board Aids	1,162.74
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Weight room equipment

repair

10147	Letsche's Bike and Radio Shack	215.94
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State Track shirts

10188	Pilot Rock Signs	1,043.50
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<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
30406	Something Unique	241.37

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30731	Softball Tournament Entry fee Storm Lake High School	80.00
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Fund Total: 3,318.88

Checking Account Total: 3,318.88

Checking 4  
**Checking** 4 **Fund: 61 SCHOOL NUTRITION FUND**  
Phone  
19014 Cherokee Comm School District 70,843.57

Summer milk  
Summer milk  
40114 Dean Foods North Central 77.86

Summer lunch  
10067 Fareway Stores, Inc. 17.84

Fund Total: 70,939.27

Checking Account Total: 70,939.27

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Checking	1	
Checking	1 Fund: 10 GENERAL FUND	
SpEd materials - Cormany		
13715	Academic Therapy Publications - High Noon Books	473.00
HVAC filters		
10004	Air Filter Sales and Service	1,415.75
Gas service-929 N Roosevelt		
Gas service-600 W Bluff-WHS		
Gas service-336 Gillette- Armory		
Gas service-320 Gillette- busbarn		
Gas service-206 E Indian- CMS		
Gas service-600 W Bluff-WHS		
10094	Alliant Energy	1,260.84
Maint-mop service		
Maint-mop service		
Maint-mop service		
Maint-mop service		
Maint-mop service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	1,223.48
Custodial shirts		
Custodial shirts		
Custodial shirts		
10440	Aramark Work Apparel and Uniform Service	735.71
JMC training registration		
ISP Technology		
ISP Technology-Replacement mice		
Conference registration- Ducommun/Tjeerds		
ISP Technology-speaker bars		
ISP Technology-Dremel		
B/G Coaches state track lodging		
CMS FCS knife holder		
Fuel for school suburbans		
CMS gym light bulbs		
Lodging-FCS conference- Breyfogle		
12882	ATIRAccredit MasterCard	2,671.30
Trans repair parts		
11036	Auto-Jet Muffler Corp	231.35
Filters for bottle filling stations		
13437	BeCause Water Benefit Corp	729.80
busbarn water		
CMS Nurse office-water		
Water softener salt-CMS		

<u>Description</u>	<u>Vendor Name</u>	<u>Amount</u>
Water softener-Roosevelt		
10079	Blaine's Culligan and Sundance Spas	137.50
Maint supplies		
Trans supplies		
Maint supplies		
Trans supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Trans supplies		
Grounds maint-ballfields		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Trans supplies		
Trans supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Maint supplies		
Ind Arts materials		
Trans repair parts		
Ind Arts materials		
Ind Arts materials		
Maint supplies		
Maint supplies		
10021	Bomgaars	866.18
Open enrollment - 2nd semester		
12856	CAM Community School Distrit	3,379.08
Bus driver meal		
11124	Carlson, Lisa	7.37
Maint supplies		
11243	Central Iowa Distributing	61.28
Sewer-600 W Bluff-WHS		
Water-208 E Indian- ballfields		
Water-208 E Indian- ballfields		
Sewer-206 E Indian-CMS		
Sewerr-600 W Bluff-busbarn		
Sewer-636 Gillettet Dr- Armory		
Sewer-600 W Bluff-WHS		
Sewer-600 W Bluff-lawn		
10084	City of Cherokee	1,617.76
Open enrollment-TLC-2nd		

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
semester		
13397	Clayton Ridge Community School District	3,379.08
General Ed Tuition		
10726	Council Bluffs Community School District	2,220.00
Shredding service		
11580	Document Depot and Destruction, Inc.	120.00
WHS FCS stove repairs		
10245	Ebert TV and Appliance	234.80
Roosevelt annual inspection		
WHS annual inspection		
CMS annual inspection		
Busbarn annual inspection		
11198	Fire Proof Plus, Inc.	954.50
SpEd materials - Cormany		
13714	Gareth Stevens Publishing	475.95
ISP Technology-UPS shipping		
10274	Hy-Vee Food Stores, Inc	27.21
Background checks		
11789	Iowa School Finance Information Service	42.00
CMS OPUS music		
12200	J.W. Pepper and Son, Inc.	18.79
Mileage-State Spec Olympics		
11647	James, Abby	107.00
Cap/Gown		
31241	JOSTENS OF NW IOWA	90.00
Electricity-600 W Bluff-WHS		
Electricity-600 W Bluff-concession		
Electricity - 929 N Roosevelt		
Electricity-Doupe ballfields		
Electricity-336 Gillette-Armory		
Electricity-334 Gillette-busbarn		
Electricity - 206 E Indian - CMS		
12363	MidAmerican Energy Company	14,285.42
Trans lubricants		
Trans lubricants		
10180	Motor Parts Sales	73.51
CMS office supplies		
10852	One Office Solution	67.98

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
11770	ELI-materials-Leavitt Pioneer Valley Books	70.68
CMS vocal music		
18370	Roosevelt vocal music Plank Road Publishing, Inc.	356.90
SpEd materials		
11531	Really Good Stuff	109.82
SpEd materials		
13492	Really Great Reading	397.10
Sprinkler parts		
13588	Reams Sprinkler Supply	643.03
SpEd materials		
10171	Remedia Publications, Inc	432.79
Library book refund		
11618	Riedemann, Bryan and Tina	18.00
Garbage collection- ballfields		
10217	Sanitary Services, Inc.	2,531.02
Conference registration		
11648	Schipper, Travis	106.00
ISP Technology - ID labels		
SpEd materials		
CO supplies		
11884	School Specialty, Inc.	502.79
Refinish CMS/WHS floors		
11276	Shadran Industrial	6,904.50
Bus driver meal		
18364	Sipes, William J.	5.34
Print room staples		
13575	Staplelex Company	108.99
Open enrollment TLC-2nd semester		
13182	Storm Lake Community School District	3,566.81
Ed Foundation-Brunsting		
10910	Thomas Manufacturing Co., Inc., R.J.	1,565.00
Medicaid		
12838	Timberline Billing Service LLC	481.52
Damaged book		
Damaged book		
10248	Western Iowa Tech Comm College	201.75

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
13712	White House 220	176.00

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10566	Windstream	735.12
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10586	Woltman, Lloyd	176.00
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Fuel - 22.95 gal  
Fuel - 34.63 gal  
Fuel - 44.97 gal  
Fuel - 36.66 gal  
Fuel - 19.65 gal  
Fuel - 11.58 gal  
Fuel - 20.01 gal  
Fuel - 15.31 gal  
Fuel - 28.96 gal  
Fuel - 14.92 gal  
Fuel - 18.71 gal  
Fuel - 16.69 gal  
Fuel - 10.88 gal  
Fuel - 5.628 gal  
Fuel - 13.35 gal  
Fuel - 24.15 gal  
Fuel - 20. gal  
Fuel - 50.02 gal  
Fuel - 24.80 gal  
Fuel - 19.70 gal  
Fuel - 43.95 gal  
Fuel - 16.54 gal  
Fuel - 18.42 gal  
Fuel - 11.24 gal  
Fuel - 30.01 gal  
Fuel - 43.02 gal  
Fuel - 5.32 gal  
Fuel - 21.27 gal  
Fuel - 63. gal  
Fuel - 29.13 gal  
Fuel - 21.68 gal  
Fuel - 28.45 gal  
Fuel - 10.20 gal  
Fuel - 54.34 gal  
Fuel - 5.81 gal  
Fuel - 31.76 gal  
Fuel - 18.22 gal  
Fuel - 38.27 gal  
Fuel - 55.46 gal  
Fuel - 48.04 gal  
Fuel - 60.011 gal  
Fuel - 23.323 gal  
Fuel - 21.280 gal  
Fuel - 17.65 gal  
Fuel - 24.67 gal  
Fuel - 54.56 gal  
Fuel - 28.92 gal



<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
Fuel - 15.12 gal		
Fuel - 11.75 gal		
Fuel - 20.10 gal		
Fuel - 18.92 gal		
Fuel - 46.00 gal		
Fuel - 19.69 gal		
Fuel - 26.13 gal		
Fuel - 20.01 gal		
Fuel - 32.79 gal		
Fuel - 31.83 gal		
Fuel - 7.99 gal		
Fuel - 17.90 gal		
Fuel - 46.01 gal		
Fuel - 18.04 gal		
Fuel - 14.47 gal		
Fuel - 20.00 gal		
Fuel - 17.71 gal		
Fuel - 59.14 gal		
Fuel - 23.86 gal		
Fuel - 32.65 gal		
Fuel - 20.24 gal		
Fuel		
Fuel - 8.77 gal		
Fuel - 30.18 gal		
Fuel - 8.78 gal		
Fuel - 28.00 gal		
Fuel - 30.05 gal		
Rebate		
10361	Your FleetCard Program	3,709.52

Fund Total: 59,705.32

Checking Account Total: 59,705.32

Checking 2 Fund: 36 PHYSICAL PLANT & EQUIPMENT

WHS Work Study carpet

10537	Robinson's Furniture and Floors	4,410.29
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Fund Total: 4,410.29

Checking Account Total: 4,410.29

Checking 3 Fund: 21 STUDENT ACTIVITY FUND

Baseballs/bucket

Baseball fundraiser-bats

Boys state track lodging

Baseball bats

Baseball-chalk liner

12882	ATIRACredit MasterCard	2,083.22
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Baseball fundraiser

10021	Bomgaars	20.16
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BB/SB concessions

31168	Cherokee Locker, Inc.	1,243.35
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BB/SB concessions  
BB/SB concessions

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
	BB/SB concessions	
	BB/SB concessions	
11224	Chesterman Co.	2,341.90
<hr/>		
	Weightlifting shirts	
12371	Creative Services	230.40
	Girls basketball camp awards	
30551	DINN BROS.	398.60
	Baseball officials - 7/3	
12648	Dupic, Richard	110.00
	BB/SB concessions	
	BB/SB concessions	
	BB/SB concessions	
10067	Fareway Stores, Inc.	147.83
	BB/SB concessions	
30880	Farner-Bocken Company	238.45
	Girls basketball fundraiser	
30028	Graphic Edge, The	1,250.93
	Baseball officials - 7/5	
31035	HARRIS, MARK	110.00
	Softball official - 6/26	
30091	Hedden, Michael	100.00
	TAX OFF	
	TAX OFF	
	TAX OFF	
	TAX OFF	
	BB/SB concessions	
	BB/SB concessions	
	BB/SB concessions	
10274	Hy-Vee Food Stores, Inc	374.58
	Baseball fundraiser	
11735	Marcus Lumber	463.80
	BB/SB concessions	
11006	Moore, David	34.00
	Baseball officials - 7/5	
31646	MOUSEL, TIM	110.00
	Softball camo shirts	
10188	Pilot Rock Signs	229.25
	Softball tournament entry fee	
13477	Woodbury Central High School	80.00

Baseball officials - 7/3

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Amount</u>
31256	WUEBKER, WAYNE	110.00

Fund Total: 9,676.47

Checking Account Total: 9,676.47

Checking

4

Checking 4 Fund: 61 SCHOOL NUTRITION FUND

Food service clothing allowance

10440	Aramark Work Apparel and Uniform Service	119.97
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Roosevelt milk credit

WHS milk

Summer lunch milk

Summer lunch milk

Summer lunch milk

Summer lunch

Summer lunch

40114	Dean Foods North Central	122.72
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Food items - summer lunch

10067	Fareway Stores, Inc.	19.96
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Extermination service

10979	Guardian Pest Solutions	150.00
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Food credit

Food credit

Summer lunch

18253	MARTIN BROS. DISTRIBUTING CO., INC.	311.74
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Fund Total: 724.39

Checking Account Total: 724.39

# Notes for the Board from the Superintendent – July 2017

## Cherokee Community School District: *Empowering Learners*

### Standards for Effective School Boards

July Standard: Operate as a visionary governance team in partnership with the superintendent by developing a shared vision and plans for student achievement that reflect common values and core beliefs of the school community, by using productive practices for its own operations and development, by ensuring board decisions are based on data and deliberation, and by cultivating a strong relationship and partnership with the superintendent based on clear expectations and accountability.

The Iowa School Board Standards are designed for use by local school boards as common framework for excellence in school board governance. Based on best practice and research, the standards encourage boards to focus on student achievement as their primary responsibility. *Iowa Association of School Boards*

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

- Building Reports – Principals – July optional
- Printer/Copier equipment – delivery July 14
- News from Technology Director, William Halder
  - Still waiting for E-Rate approval for the project(s) on the Summer 2017 list
  - We have ordered replacement chromebooks, MacBooks and Windows laptops and will have in place a rotation of existing computers which are not chromebooks
  - We have 3 students working this summer and so far cleaned and updated all of the existing chromebooks and will start removing at first the Samsung and hopefully the Dell and try to get to 1 brand (Lenovo) as our chromebook of choice
  - We have etched an identification number on all chrome books which did not have one, due to issue with the serial number label being removed

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

- Building Reports – Principals – July optional
- RES, CMS, WHS End of Year Reports for 2016-2017 – on the agenda
- Math Curriculum – ordered/shipped July 1
- Iowa Department of Education Public Reporting Site: [reports.educateiowa.gov](http://reports.educateiowa.gov)  
This website provides access to a variety of reports covering multiple areas including district and school profiles, financial reports and school and district plans.

### Communication Update – Board/Leadership Team Goal Statement #3

- Building Reports – Principals – July optional
- Board Self-Evaluation – on the agenda – July packet and July email – due to Board President August 1
  - Eight Traits of Effective School Boards – July packet and July email
  - Is It Governance or Management? July packet and July email
  - School Board Code of Ethics – July email
- Board Committee Rotations – Prior to Regular Board Meetings – Subject to Change

May 15 <sup>th</sup> @ 4:30 Building, Grounds & Capital Projects	June 19 <sup>th</sup> @ 4:30 Transportation & Nutrition	July 17 <sup>th</sup> @ 4:30 Policy	August 21 <sup>st</sup> @ 4:30 Curriculum & Instruction
September 18 <sup>th</sup> @ 4:30 Building, Grounds & Capital Projects	October 16 <sup>th</sup> @ 4:30 Finance	November 20 <sup>th</sup> @ 4:30 Policy	December 18 <sup>th</sup> @ 4:30 Curriculum & Instruction
January 15 <sup>th</sup> @ 4:30 Building, Grounds & Capital Projects	February 19 <sup>th</sup> @ 4:30 Finance	March 19 <sup>th</sup> @ 4:30 Transportation & Nutrition	April 16 <sup>th</sup> @ 4:30 Policy

### Transportation and Nutrition Update

- News from Nutrition Director, Cara Jacobson
  - No report
- News from Transportation Director, Mike Wiederholt
  - Fuel bids – on the agenda
  - Summer maintenance

### Board/Leadership Team Goal Statements

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

# Notes for the Board from the Superintendent – July 2017

## Cherokee Community School District: *Empowering Learners*

- Calls on bus stops – there will most likely be a few changes

### Strategic Planning – Finance Update

- Financials included in board packet
- Secretary/Treasurer's Report – on the agenda
- Board update regarding Equipment Breakdown Insurance for printers/copiers

### Building, Grounds, and Capital Projects Update

- RES facility challenges – on the agenda
- CRMC proposal – on the agenda
- Summer projects update – Secure Vestibules, FCS Room, Office Relocations
- Asbestos update – Abated in compliance with law and air quality passed inspection
- News from Jeff Miller, Building and Grounds Director
  - WHS Gymnasium – Air Conditioning \$50,000

### IASB Update & Other

- IASB Legislative Priorities – on the agenda
- PPEL proposal – on the agenda
- Employee Relations Conference – Altoona – October 19, 2017
- IASB Annual Conference – Des Moines – November 15-17, 2017
- Recorded Webinars Available for Board Members – School Board U – contact Lou Ann Gvist at [lgvist@ia-sb.org](mailto:lgvist@ia-sb.org) or (515) 247-7064

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

- Board Policy – Meal Charges – on the agenda
- Legislative News/Updates/Priorities from our Partners in Education:

<a href="http://www.sai-iowa.org/sai-legislative-priorities.cfm">http://www.sai-iowa.org/sai-legislative-priorities.cfm</a>	<a href="https://www.educateiowa.gov/resources/legislative-information?utm_medium=email&amp;utm_source=govdeliery">https://www.educateiowa.gov/resources/legislative-information?utm_medium=email&amp;utm_source=govdeliery</a>	<a href="http://www.rsiaia.org/legislative.html">http://www.rsiaia.org/legislative.html</a>
<a href="http://www.ia-sb.org/Main/Advocacy_Center3/Advocacy_Agenda/Legislative-Priorities/Main/Advocacy_Center/IASB_s_Advocacy_Agenda/Legislative-Priorities.aspx?hkey=19e89bb6-0b58-4dca-9bb1-6e279051f829">http://www.ia-sb.org/Main/Advocacy_Center3/Advocacy_Agenda/Legislative-Priorities/Main/Advocacy_Center/IASB_s_Advocacy_Agenda/Legislative-Priorities.aspx?hkey=19e89bb6-0b58-4dca-9bb1-6e279051f829</a>		

### Board/Leadership Team Goal Statements

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

STUDENT ILLNESS OR INJURY AT SCHOOL

When a student becomes ill or is injured at school, the school district will attempt to notify the student's parents as soon as possible.

The school district, while not responsible for medical treatment of an ill or injured student, will have employees present administer emergency or minor first aid if possible. An ill or injured child will be turned over to the care of the parents or qualified medical employees as quickly as possible.

It is the responsibility of the principal to file an accident report with the superintendent within twenty-four hours after the student is injured.

Annually, parents are required to complete a medical emergency authorization form indicating the procedures to be followed, if possible, in an emergency involving their child. The authorization form will also include the phone numbers of the parents and alternative numbers to call in case of an injury or illness.

The superintendent is responsible, in conjunction with the school nurse, to develop rules and regulations governing the procedure in the event a student should become ill or be injured at school.

Legal Reference: Iowa Code § 613.17 (2011).

Cross Reference: 507 Student Health and Well-Being

Approved \_\_\_\_\_

Reviewed 11/17/2014, 7/17/17

Revised \_\_\_\_\_

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. Fire and tornado drills are each conducted regularly during the academic school year with a minimum of two before December 31 and two after January 1.

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 (2007).  
281 I.A.C. 41.25(3).

Cross Reference: 507 Student Health and Well-Being  
711.7 School Bus Safety Instruction  
804 Safety Program

Approved \_\_\_\_\_

Reviewed 11/17/2014, 7/17/17

Revised \_\_\_\_\_

STUDENT INSURANCE

Students will have the opportunity to participate in the health and accident insurance plan selected by the school district. The cost of the health and accident insurance program is borne by the student. Participation in the insurance health and accident plan is not a contract with the school district, but rather, a contract between the insurance company and the student.

Students participating in intramural or extracurricular athletics are required to have health and accident insurance. The student will bring written proof of insurance or participate in the health and accident insurance program selected by the school district.

Legal Reference: Iowa Code § 279.8 (2007).

Cross Reference: 504 Student Activities  
507 Student Health and Well-Being

Approved \_\_\_\_\_ Reviewed 11/17/2014, 7/17/17 Revised \_\_\_\_\_



CUSTODY AND PARENTAL RIGHTS

Disagreements between family members are not the responsibility of the school district. The school district will not take the "side" of one family member over another in a disagreement about custody or parental rights. Court orders that have been issued are followed by the school district. It is the responsibility of the person requesting an action by the school district to inform and provide the school district the court order allowing such action.

This policy does not prohibit an employee from listening to a student's problems and concerns.

It is the responsibility of the superintendent to ensure employees remain neutral in a disagreement about custody and parental rights.

Legal Reference: Iowa Code §§ 232.67, .70, .73, .75; 235A; 279.8; 710.6 (2007).  
441 I.A.C. 9.2; 155; 175.

Cross Reference: 506 Student Records  
507 Student Health and Well-Being

Approved \_\_\_\_\_ Reviewed 5/19/2008, 7/17/17 Revised \_\_\_\_\_

STUDENT SPECIAL HEALTH SERVICES

The board recognizes that some special education students need special health services during the school day. These students will receive special health services in conjunction with their individualized education program.

The superintendent, in conjunction with licensed health personnel, will establish administrative regulations for the implementation of this policy.

Legal Reference:        Board of Education v. Rowley, 458 U.S. 176 (1982).  
                              Springdale School District #50 v. Grace, 693 F.2d 41 (8th Cir. 1982).  
                              Southeast Warren Comm. School District v. Dept. of Public Instruction, 285  
                              N.W.2d 173 (Iowa 1979).  
                              20 U.S.C. §§ 1400 *et seq.* (2004).  
                              34 C.F.R. Pt. 300 *et seq.* (2004).  
                              Iowa Code §§ 256.11(7); 256B; 273.2, .5, .9(2)-(3); 280.8 (2007).  
                              281 I.A.C. 12.3(7), 41.96

Cross Reference:        502     Student Rights and Responsibilities  
                              506     Student Records  
                              603.3   Special Education

Approved \_\_\_\_\_

Reviewed 5/19/2008, 7/17/17

Revised \_\_\_\_\_

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                              N.W.2d 173 (Iowa 1979).  
                              20 U.S.C. §§ 1400 *et seq.* (2004).  
                              34 C.F.R. Pt. 300 *et seq.* (2004).  
                              Iowa Code §§ 256.11(7); 256B; 273.2, .5, .9(2)-(3); 280.8 (2007).  
                              281 I.A.C. 12.3(7), 41.96

Cross Reference:        502     Student Rights and Responsibilities  
                              506     Student Records  
                              603.3   Special Education

Approved \_\_\_\_\_

Reviewed 5/19/2008, 7/17/17

Revised \_\_\_\_\_

## CHEROKEE COMMUNITY SCHOOL DISTRICT WELLNESS POLICY

The Cherokee Community School District promotes healthy students by supporting wellness, good nutrition and regular physical activity as a part of the total learning environment. The school district supports a healthy environment where students learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to the basic health status of students. Improved health optimizes student performance potential.

The school district provides a comprehensive learning environment for developing and practicing lifelong wellness behaviors. The entire school environment, not just the classroom, shall be aligned with healthy school district goals to positively influence a student's understanding, beliefs and habits as they relate to good nutrition and regular physical activity.

The school district supports and promotes proper dietary habits contributing to students' health status and academic performance. All foods available on school grounds and at school-sponsored activities during the instructional day should meet or exceed the school district nutrition standards and in compliance with state and federal law. Foods should be served with consideration toward nutritional integrity, variety, appeal, taste, safety and packaging to ensure high-quality meals. See *the DE guidance on Healthy Kids Act*, [www.tinyurl.com/Iowa-HKA](http://www.tinyurl.com/Iowa-HKA)

The school district will develop a local wellness policy committee comprised of the Food Service Director, a representative from administration, physical education, school nurse, stakeholders from the community, and parents. The local wellness policy committee will develop a plan to implement and measure the local wellness policy and monitor the effectiveness of the policy. The committee will designate the Superintendent to monitor implementation and evaluation of the implementation of the policy. The committee will at least meet every three years to review regarding the effectiveness of this policy.

### Specific Wellness Goals

- specific goals for nutrition education, (*see Appendix A*)
- physical activity, (*see Appendix B*)
- other school-based activities that are designed to promote student wellness, (*see Appendix C*)
- nutrition guidelines for all foods available on campus(*see Appendix D*)
- plan for measuring implementation (*see Appendix E*)

The nutrition guidelines for all foods available will focus on promoting student health and reducing childhood obesity in the district.

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_7/17/17\_\_\_\_\_ Revised \_\_\_\_\_

Legal Reference: Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 *et seq.* (2005)  
Child Nutrition Act of 1966, 42 U.S.C. 1771 *et seq.*,  
Iowa Code 256.7(29), 256.11(6)  
281 IAC 12.5(19), 12.5(20), 58.11

Cross Reference: 504.5 Student Fund Raising  
504.6 Student Activity Program  
710 School Food Services

## **NUTRITION EDUCATION AND PROMOTION**

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The school district will provide nutrition education and engage in nutrition promotion that:

- is offered at grade level 5-12 to provide students with the knowledge and skills necessary to promote and protect their health;
- is part of not only health education classes 5-12, but also classroom instruction in subjects such as math, science, language arts, social sciences and elective subjects;
- promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, healthy food preparation methods and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and physical activity.
- Is held for one week in the fall and one week in the spring focusing on nutrition for the grade levels k-4, and tailoring it to their way of understanding.

## PHYSICAL ACTIVITY

### **Daily Physical Education**

The school district will provide physical education that:

- is for all students in grades K-12 for the entire school year;
- is taught by a certified physical education teacher;
- includes students with disabilities, students with special health-care needs may be provided in alternative educational settings; and,
- engages students in moderate to vigorous activity during at least 50 percent of physical education class time.

(The Centers for Disease Control and Prevention recommends at least 150 minutes a week for elementary students and 225 minutes a week for middle and high school students);

### **Daily Recess**

Elementary schools should provide recess for students that:

- is at least 20 minutes a day;
- is preferably outdoors;
- encourages moderate to vigorous physical activity verbally and through the provision of space and equipment; and,
- discourages extended periods (i.e., periods of two or more hours) of inactivity.

When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active.

### **Physical Activity and Punishment**

Employees should not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

## **OTHER SCHOOL-BASED ACTIVITIES THAT PROMOTE STUDENT WELLNESS**

### **Integrating Physical Activity into Classroom Settings**

For students to receive the nationally recommended amount of daily physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond the physical education class. Toward that end, the school district will:

- offer classroom health education that complements physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities;
- discourage sedentary activities, such as watching television, playing computer games, extended use of phones, and etc.;
- provide opportunities for physical activity to be incorporated into other subject lessons; and,
- encourage classroom teachers to provide short physical activity breaks between lessons or classes, as well as brain breaks to help increase attentiveness.
- Inform students of all extracurricular activities, as well as activities available in the community to them after and before school.

### **Optional Issues**

#### **Communication with Parents**

The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children. The school district will:

- encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the established nutrition standards for individual foods and beverages;
- provide parents a list of foods that meet the school district's snack standards and ideas for healthy celebrations/parties, rewards and fundraising activities;
- provide information about physical education and other school-based physical activity opportunities before, during and after the school day;
- support parents' efforts to provide their children with opportunities to be physically active outside of school; and,
- include sharing information about physical activity and physical education through a web site, newsletter, other take-home materials, special events or physical education homework.

#### **Food Marketing in Schools**

School-based marketing will be consistent with nutrition education and health promotion. The school district will:

- limit food and beverage marketing to the promotion of foods and beverages that meet the nutrition standards for meals or for foods and beverages sold individually;
- prohibit school-based marketing of brands promoting predominantly low-nutrition foods and beverages;
- promote healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products; and
- market activities that promote healthful behaviors (and are therefore allowable) including: vending machine covers promoting water; pricing structures that promote healthy options in a la carte lines or vending machines; sales of fruit for fundraisers.



## **OTHER SCHOOL-BASED ACTIVITIES THAT PROMOTE STUDENT WELLNESS**

**Examples:** Marketing techniques include the following: logos and brand names on/in vending machines, books or curricula, textbook covers, school supplies, scoreboards, school structures, and sports equipment; educational incentive programs that provide food as a reward; programs that provide schools with supplies when families buy low-nutrition food products; free samples or coupons; and food sales through fundraising activities.

### **Staff Wellness**

The school district values the health and well-being of every staff member and will promote these important issues when given the opportunity. The school district suggest that each staff take every measure possible to make healthy eating decisions and to get the recommended daily exercise to help promote their well-being. This will be supervised by the Superintendent and challenges will be presented to staff to help promote this throughout the school year. Staff will be reminded that they are setting an example for the students.

## **NUTRITION GUIDELINES FOR ALL FOODS AVAILABLE ON CAMPUS**

### **School Meals**

Meals served through the National School Lunch and Breakfast Programs will:

- be appealing and attractive to children;
- be served in clean and pleasant settings;
- meet, at a minimum, nutrition requirements established by state and federal law;
- offer a variety of fruits and vegetables;
- serve only low-fat (1%) and fat-free milk and nutritionally equivalent non-dairy alternatives (as defined by the USDA); and,
- ensure that half of the served grains,

- are whole grain.

### **Breakfast**

To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn, schools will:

- operate the breakfast program, to the extent possible;
- arrange bus schedules and utilize methods to serve breakfasts that encourage participation;
- notify parents and students of the availability of the School Breakfast Program, where available; and,
- encourage parents of students that don't utilize the daily school breakfast, to provide a healthy breakfast for their children through newsletter articles, take-home materials, or other means.

### **Free and Reduced-Priced Meals**

The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price meals.

### **Meal Times and Scheduling**

The school district:

- will provide students with ample time to eat breakfast and lunch;
- should schedule meal periods at appropriate times, e.g., lunch should be scheduled between 11 a.m. and 1 p.m.; should not schedule tutoring, club or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and,
- should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).
- should take great care in making sure that students with food allergies, are not exposed to certain foods. (ie: peanut allergy) Separate tables should be made available for students bringing cold lunch. Reminders will also be sent home to parents about the seriousness of allergies.

## **NUTRITION GUIDELINES FOR ALL FOODS AVAILABLE ON CAMPUS**

### **Qualification of Food Service Staff**

Qualified nutrition professionals will administer the meal programs. As part of the school district's responsibility to operate a food service program, the school district will:

- provide continuing professional development for all nutrition professionals; and,
- provide staff development programs that include appropriate certification and/or training programs for child nutrition directors, nutrition managers and cafeteria workers, according to their levels of responsibility.

### **Sharing of Foods**

The school district discourages students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

### **Foods Sold Outside the Meal (e.g. vending, a la carte, sales)**

All foods and beverages sold individually outside the reimbursable meal programs (including those sold through a la carte [snack] lines, vending machines, student stores, or fundraising activities) during the school day, or through programs for students after the school day will meet nutrition standards as required by state or federal law. For current state guidelines, click here <http://tinyurl.com/Iowa-HKA>.

### **Fundraising Activities**

There are two types of fundraising – regulated and other. Regulated fundraisers are those that offer the sale of foods or beverages on school property and that are targeted primarily to PK-12 students by or through other PK-12 students, student groups, school organizations, or through on-campus school stores. Regulated fundraising activities must comply with the state nutrition guidelines. All other fundraising activities are encouraged, but not required, to comply with the state nutrition guidelines if the activities involve foods and beverages. Any of these items need to be sold a half hour after the bell rings, and till 12am. Anything after those times must comply with the state nutrition guidelines.

### **Snacks**

Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Homemade snacks will not be allowed. Schools will assess if and when to offer snacks based on timing of meals, children's nutritional needs, children's ages and other considerations. The school district will disseminate a list of healthful snack items to teachers, after-school program personnel and parents.

### **Rewards**

The school district diminish the use foods or beverages, especially those that do not meet the nutrition standards for foods and beverages sold individually, as rewards for academic performance or good behavior, and will not withhold food or beverages (including food served through meals) as a punishment.

### **Celebrations**

Principals at each school should evaluate their celebrations that involve food and encourage teachers and parents to provide healthy foods for these activities.

## **NUTRITION GUIDELINES FOR ALL FOODS AVAILABLE ON CAMPUS**

### **School-Sponsored Events**

Foods and beverages offered or sold at school-sponsored events outside the school day are encouraged to meet the nutrition standards for meals or for foods and beverages sold individually.

### **Food Safety**

All foods made available on campus adhere to food safety and security guidelines.

- All foods made available on campus comply with the state and local food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines are implemented to prevent food illness in schools.  
[http://www.fns.usda.gov/tn/Resources/servingsafe\\_chapter6.pdf](http://www.fns.usda.gov/tn/Resources/servingsafe_chapter6.pdf)
- For the safety and security of the food and facility, access to the food service operations are limited to child nutrition staff and authorized personnel.

### **Summer Meal**

**The school will inform the children where summer meals can be attained free, in neighboring communities if our community is not providing, when available. The current Website is [www.fns.usda.gov/summerfoodsrocks](http://www.fns.usda.gov/summerfoodsrocks), or call 1-866-3-HUNGRY and 1-877-8-HAMBRE for Spanish. This will give the schools that are serving breakfast and lunch in your area, or travel area in Iowa, for the summer.**

## **PLANS FOR MEASURING IMPLEMENTATION**

### **Monitoring**

The superintendent will ensure compliance with established school district-wide nutrition and physical activity wellness policies.

In each school:

- the principal will ensure compliance with those policies in the school and will report on the schools compliance to the superintendent; and
- food service staff, at the school or school district level, will ensure compliance with the nutrition policies within food service areas and will report on this matter to the superintendent or principal.

In the school district:

- the school district will report on the most recent USDA School Meals Initiative(SMI) review findings and any resulting changes. If the school district has not received a SMI review from the state agency within the past five years, the school district will request from the state agency that a SMI review be schedules as soon as possible.
- the superintendent will develop a summary report every three years on school district – Wide compliance with the school district’s established nutrition and physical activity wellness policies, based on input from school within the school district; and,
- the report will be provided to the school board and also distributed to all school wellness committees, parent/teacher organizations, stakeholders, principals, and health services personnel in the school district.

### **Policy Review**

**Assessments will be repeated every 3 years to help review policy compliance, asses progress, and determine areas in need of improvement. As part of that review, the school district will review the nutrition and physical policies and practices, and the provisions of an environment that supports healthy eating and physical activity. The school district and individual schools within the school district will, revise the wellness policies and develop work plans to facilitate their implementation, with the help of the wellness committee.**

CLASS OR STUDENT GROUP GIFTS

The board welcomes gifts to the school district from a class or student group. While class gifts to the school district do not require the approval of the superintendent, the board encourages students to consult with the superintendent or other licensed employees prior to selecting a gift for the school district.

Legal Reference: Iowa Code §§ 68B; 722.1, .2 (2007).

Cross Reference: 704.4 Gifts - Grants - Bequests

Approved \_\_\_\_\_

Reviewed 6/20/2011, 7/17/17

Revised \_\_\_\_\_

OPEN NIGHT

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In keeping with good community relations, student school activities will not be scheduled on Wednesday night beyond 6:00 p.m. whenever possible. It is the responsibility of the principal to oversee the scheduling of school activities for compliance with this policy.

Legal Reference: Iowa Code § 279.8 (2007).

Cross Reference: 900 Principles and Objectives for Community Relations

Approved \_\_\_\_\_

Reviewed 6/20/2011, 7/17/17

Revised \_\_\_\_\_



## MEAL CHARGES

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

### **Payment of Meals**

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

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

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

### **Negative Account Balances**

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

### **Communication of the Policy**

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

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

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

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

Legal Reference:

*42 U.S.C. §§ 1751 et seq.*

*7 C.F.R. §§ 210 et seq.*

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

*Collection of Delinquent Meal payments (2016)*

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

*Iowa Code 283A.*

*281 I.A.C. 58.*

Cross Reference:

*710.1 School Food Program*

*710.2 Free or Reduced Cost Meals Eligibility*

*710.3 Vending Machines*

Approved \_\_\_\_\_ Reviewed 7/17/17 Revised \_\_\_\_\_

# Cherokee Community School District

"Empowering Learners"

600 W. Bluff Street  
Cherokee, Iowa 51012

Phone: 712-225-6767

Fax: 712-225-6769

klingenfelter@ccsd.k12.ia.us

Kimberly Lingenfelter  
Superintendent

June 12, 2017

Your Business Name & Address Cherokee County Store 820 South 2nd St  
Cherokee, IA 51012

Re: Bid for Gasoline

The Cherokee Community School District requests bids for the fuel needs of the district for the 2017-2018 school year.

Bidders will be asked to submit a bid that will adjust with the pump prices, a percentage off posted pump prices for that day with that margin remaining the same throughout the bid period.

Bids will be for ethanol and diesel fuel. The margin between the two can be different.

If interested in bidding, please complete the information below and return to: Kimberly Lingenfelter, Cherokee Community School District, 600 West Bluff, Cherokee, Iowa 51012

What amount of discount would you offer the district?

Unleaded Regular w/Ethanol: .08¢

Diesel: .08¢

Could the district be billed monthly for fuel purchased?

Yes

Because the schools are exempt from state taxes, could those taxes be deducted from the monthly invoice? Yes

Could the district be issued a credit card with a security code for fuel purchases? Yes. The district is already using one.

All discount prices would remain in effect till June 30, 2018. Sealed bids are due by July 11, 2017 in the superintendent's office no later than 3:00 p.m.

All bids will be considered separately (Unleaded Regular and/or Diesel), the Cherokee Community School District reserves the right to reject any and all bids.

The Board will make their decision at their regular meeting on July 17, 2017.

If you have question about this bidding procedure, please feel free to call Mike at 225-6766 or Kimberly at 225-6767.

Sincerely, M.K. Wiederholt

Mike Wiederholt, Transportation Director  
Kimberly Lingenfelter, Superintendent

KL:trn

#### Administration & Directors

Scot Aden - Principal - Washington High  
Neil Phipps - Principal - Cherokee Middle School  
Valery Fuhrman - Principal - Roosevelt Elementary  
Scott Koch - Activities Director

#### Board of Education

Paul Fuhrman - President  
Laura Dawson - Vice-President  
Calvin Carver  
Jim Haselhoff  
Logan Patterson  
Joyce Lundsgaard, Secretary

# Cherokee Community School District

"Empowering Learners"

Kimberly Lingenfelter  
Superintendent

600 W. Bluff Street  
Cherokee, Iowa 51012  
Phone: 712-225-6767  
Fax: 712-225-6769  
klingenfelter@ccsd.k12.ia.us

June 12, 2017

Your Business Name & Address \_\_\_\_\_

*None*

Re: Bid for Gasoline

The Cherokee Community School District requests bids for the fuel needs of the district for the 2017-2018 school year.

Bidders will be asked to submit a bid that will adjust with the pump prices, a percentage off posted pump prices for that day with that margin remaining the same throughout the bid period.

Bids will be for ethanol and diesel fuel. The margin between the two can be different.

If interested in bidding, please complete the information below and return to: Kimberly Lingenfelter, Cherokee Community School District, 600 West Bluff, Cherokee, Iowa 51012

What amount of discount would you offer the district?

Unleaded Regular w/Ethanol: *\$ .05*

Diesel: *\$ .06*

Could the district be billed monthly for fuel purchased? \_\_\_\_\_

*yes*

Because the schools are exempt from state taxes, could those taxes be deducted from the monthly invoice? \_\_\_\_\_

*no*

Could the district be issued a credit card with a security code for fuel purchases? \_\_\_\_\_

*yes*

All discount prices would remain in effect till June 30, 2018. Sealed bids are due by July 11, 2017 in the superintendent's office no later than 3:00 p.m.

All bids will be considered separately (Unleaded Regular and/or Diesel), the Cherokee Community School District reserves the right to reject any and all bids.

The Board will make their decision at their regular meeting on July 17, 2017.

If you have question about this bidding procedure, please feel free to call Mike at 225-6766 or Kimberly at 225-6767.

Sincerely, *MIKE WIEDERHOLT*

Mike Wiederholt, Transportation Director  
Kimberly Lingenfelter, Superintendent

KL:trn

#### Administration & Directors

Scot Aden - Principal - Washington High  
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Calvin Carver  
Jim Haselhoff  
Logan Patterson  
Joyce Lundsgaard, Secretary

**RES End Of Year Report 2016-2017**

**Enrollment as of 10/1/16**

	ECLC	TK	KG	1st	2nd	3rd	4th	Total
Female	25	3	36	38	44	41	41	228
Male	35	10	33	36	45	41	30	230
<b>Total</b>	<b>60</b>	<b>13</b>	<b>69</b>	<b>74</b>	<b>89</b>	<b>82</b>	<b>71</b>	<b>458</b>

**Enrollment as of 6/1/17**

	ECLC	TK	KG	1st	2nd	3rd	4th	Total
Female	28	3	39	40	45	42	43	240
Male	36	10	35	37	45	41	30	234
<b>Total</b>	<b>64</b>	<b>13</b>	<b>74</b>	<b>77</b>	<b>90</b>	<b>73</b>	<b>73</b>	<b>474</b>

**Free/Reduced for RES as of 6/1/17**

Free	144	35%
Reduced	40	10%

**# of IEP students as of 6/1/17**

ECLC	TK	KG	1st	2nd	3rd	4th	Total
11	0	3	6	6	7	4	37

**Open enrollment for RES as of 6/1/17**

	TK	KG	1st	2nd	3rd	4th	Total
MMC	0	6	3	5	3	3	20
River Valley	0	0	1	0	2	1	4
Aurelia	0	2	1	1	3	1	8
South O'Brien	0	0	0	1	0	1	2
							34

**# of students that were absent more than 10 days**

ECLC	TK	KG	1st	2nd	3rd	4th	Total
6	1	18	17	11	11	8	72

**# of students receiving ELL services**

ECLC	TK	KG	1st	2nd	3rd	4th	Total
0	0	2	7	6	4	5	24

**# of students receiving TAG services**

ECLC	TK	KG	1st	2nd	3rd	4th	Total
0	0	0	0	0	0	7	7

**# of students receiving Special Education services**

ECLC	TK	KG	1st	2nd	3rd	4th	Total
11	0	3	6	6	7	4	38

## CMS 2016/2017 End of Year Data

### Certified Enrollment 10/01/2016

Grade	Male	Female	Total
8	37	35	72
7	41	35	76
6	39	49	88
5	30	52	82
<b>Totals</b>	<b>147</b>	<b>171</b>	<b>318</b>

### End of Year Enrollment 06/01/2017

Grade	Male	Female	Total
8	38	35	73
7	41	37	78
6	39	48	87
5	32	51	83
<b>Totals</b>	<b>150</b>	<b>171</b>	<b>321</b>

### Open Enrollment by Grade

Grade	Total
8	7
7	9
6	8
5	13
<b>Total</b>	<b>37</b>

### Free and Reduced Lunch

Building	Free	Reduced	Total
CMS	94	21	115
Percentage	30%	6%	36%

### Special Education/TAG Students

Grade	Tag	Special Ed.	ELL
8	6	11	2
7	6	14	1
6	6	11	1
5	8	7	5
<b>Total</b>	<b>14</b>	<b>43</b>	<b>9</b>

# EOY DATA 2016-2017

## Certified & End of Year Enrollment

10/14/16 \*\* Included are our 4 Exchange students

GRADE	WHS	LSSC	TOTAL
12	61	6	67
11	75**	1	76
10	70	2	72
9	75	0	75
<b>TOTAL</b>	<b>282</b>	<b>8</b>	<b>290</b>

6/1/17 \*\* Included are our 4 Exchange students

GRADE	WHS	LSSC	TOTAL
12	57	5	62
11	71.5**	6.5	78
10	68	2	70
9	72	0	72
<b>TOTAL</b>	<b>268.5</b>	<b>13.5</b>	<b>282</b>

## Graduation Data

WHS GRADUATES	59
LSSC GRADUATES	2
<b>TOTAL GRADUATES</b>	<b>61</b>
NON-GRADUATES/ 5TH YEAR SENIORS	1
DROP OUTS	4
STUDENTS IN SAVE PROGRAM	1

## Students that are credit deficient

GRADE	8/24/15	8/24/16
12 (<36 CREDITS)	8	5
11 (<24 CREDITS)	1	9
10 (<12 CREDITS)	6	3
<b>TOTAL:</b>	<b>15</b>	<b>17</b>

GRADE	5/27/16	6/1/17
12 (<48 CREDITS, Did not graduate)	12	1
11 (<36 CREDITS)	5	13
10 (<24 CREDITS)	9	8
9 (<12 CREDITS)	3	6
<b>TOTAL:</b>	<b>29</b>	<b>28</b>

## Free & Reduced Count

BUILDING	FREE	REDUCED	TOTAL
WHS	82	14	96
Percentage of students receiving Free or Reduced meals:	29.1%	4.9%	34.0%

## ATTENDANCE

	5+ Excused	10+ Excused	Total Excused
Freshman	22	20	42
Sophomores	20	29	49
Juniors	20	38	58
Seniors	18	26	44
<b>Total Excused</b>	<b>80</b>	<b>113</b>	<b>193</b>

	5+UnExcused	10+UnExcused	Total Unexcused
Freshman	0	2	2
Sophomores	2	0	2
Juniors	3	1	4
Seniors	1	0	1
<b>Total</b>	<b>6</b>	<b>3</b>	<b>9</b>

## AT RISK TOTALS

	10/14/16	6/1/17	Total
0	185	182	367
1	21	22	43
2	84	78	162
<b>Total</b>	<b>290</b>	<b>282</b>	<b>572</b>

## Special Ed/Tag/ELL

	Special Ed	TAG	ELL	TOTAL
9 <sup>th</sup>	13	4	1	18
10 <sup>th</sup>	7	9	1	17
11 <sup>th</sup>	11	8	4	23
12 <sup>th</sup>	7	15	2	24
<b>TOTALS</b>	<b>38</b>	<b>36</b>	<b>8</b>	<b>82</b>

## DISCIPLINE

GRADE	ISS	OSS
12	8	0
	17	0
11	19	8
	46	10
10	12	3
	19	4
9	8	2
	25	6
<b>TOTAL:</b>	<b>47</b>	<b>13</b>
	<b>107</b>	<b>20</b>

# 2017 IASB Legislative Resolutions

## STUDENT ACHIEVEMENT AND ACCOUNTABILITY

### 1. RESEARCH-BASED INITIATIVES

Supports implementation of initiatives in Iowa's K-12 education system that:

- Are research-based;
- Are focused on student achievement, and;
- Do not "re-purpose" existing education funds.

### 2. STANDARDS AND ACCOUNTABILITY

Supports continued progress in the development of rigorous content standards and benchmarks that reflect the real-world knowledge and skills students need to graduate from high school prepared for college or to enter the workforce, including the following state actions:

- Provide and fund technical assistance to help school districts fully implement the Iowa Core Content Standards which define what students should know and be able to do in math, science, English language arts, social studies, and 21st Century skills in areas such as financial and technological literacy.
- Adopt high-quality summative and formative assessments, aligned to the skills students should know and be able to do to succeed globally and locally.
- Support research-based professional development that provides educators with training, support and time to work together so that they can successfully teach a rigorous curriculum to all students. Ensure that curriculum decisions about how to teach remain in the hands of local schools and teachers.
- Include and fund all the components of successful standards systems: assessments aligned to high expectations, improved and aligned instruction and quality professional development.

IASB supports development of model content standards, recommended assessments and professional development supports in additional content areas but opposes expanding accountability, reporting and accreditation requirements in these areas.

### 3. PRESCHOOL

Supports an increase in funding from the current weighting of 0.5 to 1.0 full-time equivalent to ensure all 4-year-olds have access to a high quality public school preschool program. Districts should be given maximum flexibility to assign costs to the program.

### 4. EARLY LITERACY

Supports the continued development of and funding for research on best practices for improving proficiency in early literacy strategies.

Supports continued funding for professional development and classroom intervention strategies focused on implementing best practices for early literacy in grades PK-3.

Supports the continuation of programs currently funded by the early intervention block grant program with flexibility to use those funds for other K-3 literacy programs if approved by the school board.



# 2017 IASB Legislative Resolutions

## **5. ENGLISH LEARNERS**

Supports sufficient and on-time funding for English-learners (EL) until the students reach proficiency.

## **6. DROPOUT/AT RISK**

Supports the inclusion of dropout prevention and funding for at-risk students in the foundation formula and the inclusion of socio-economic status as a factor in determining a student's at-risk status. Opposes changes to compulsory age of attendance requirements unless sufficient funds and research-based programs are provided.

## **7. MENTAL HEALTH**

Supports increased statewide access to and funding for mental health services for children.

## **8. SPECIAL EDUCATION – STATE**

Supports predictable and timely state funding to serve students receiving special education services at a level that reflects the actual cost including educational programming and health care costs.

## **9. SPECIAL EDUCATION – FEDERAL**

Supports the federal commitment to fund 40 percent of the cost of educating students receiving special education services, and requests that the federal government fulfill that commitment by increasing funding a minimum of 8 percent per year until the 40 percent figure is achieved.

## **10. AREA EDUCATION AGENCIES**

Supports sufficient financial support of the area education agencies to provide essential services in a cost-effective manner to school districts including:

- special education;
- technology;
- professional development;
- curriculum assessment; and
- student assessment data analysis.

## **11. SCHOOL CALENDARS**

Supports the authority of locally elected school boards to determine the school calendar to best meet student needs, including start dates, year round schools, and other innovations.

# 2017 IASB Legislative Resolutions

## EDUCATOR QUALITY

### 12. TEACHER LEADERSHIP AND DEVELOPMENT

Supports research-based programs and funding to develop strong instructional leadership including:

- teacher leadership and development
- beginning teacher mentoring programs
- quality professional development programs.

### 13. MARKET-COMPETITIVE WAGES

Supports providing school districts with incentives and the flexibility to pay market competitive wages for shortage area positions, especially in the areas required to meet graduation and Iowa content standards.

### 14. BENEFITS

Supports allowing school districts to voluntarily enroll their employees in the state's health, dental and life/long-term disability insurance pools.

### 15. ALTERNATIVE LICENSURE

Supports the adoption of alternative teacher licensure upon completion of research-based teaching pedagogy training in addition to content knowledge in a curricular area.

### 16. STAFF REDUCTIONS

Supports giving school districts and AEAs the option to waive the termination requirements in Iowa Code Section 279.13 to reduce staff in response to reductions in funding or to comply with an arbitrator's award.

### 17. ARBITRATIONS

Supports a requirement that arbitrators, prior to the imposition of an award, must first consider local conditions, ability to pay, and local settlement history. After the arbitrator determines the school district, AEA or community college has the ability to pay, the arbitrator should then consider comparability based upon similar size and geographic region.

### 18. LABOR/EMPLOYMENT LAWS

Supports labor and employment laws that balance the rights of the employees with the rights of management, with an emphasis on student achievement and student safety.

# 2017 IASB Legislative Resolutions

## FISCAL RESPONSIBILITY AND STEWARDSHIP

### 19. SCHOOL FUNDING POLICY

Supports a school foundation formula that:

- Provides sufficient and timely funding to meet education goals;
- Equalizes per pupil funding;
- Provides a funding mechanism for transportation costs that reduces the pressure on the general fund and addresses inequities between school districts;
- Includes factors based on changes in demographics including socio-economic status, remedial programming, and enrollment challenges;
- Incorporates categorical funding in the formula within three years; and
- Includes a mix of property taxes and state aid

### 20. SUPPLEMENTAL STATE AID

Supports setting supplemental state aid:

- For FY 2018, by January 31, 2017;
- For FY 2019 and future budget years, at least 14 months prior to the certification of the school's district budgets; and
- at a rate that sufficiently supports local districts' efforts to plan, create and sustain world-class schools

Supports a formula driven method for establishing the supplemental state aid growth rate if it is not set within the statutory requirements.

### 21. PROPERTY TAXES

Supports holding school districts harmless in property tax restructuring. Supports efforts to minimize property tax disparities created by the additional levy rate without compromising additional resources to school districts. Supports improved transparency and limits on the use of Tax Increment Financing (TIF) including requirements:

- To include all affected taxing bodies before creation of a TIF district;
- to limit the duration of all TIF districts

### 22. SPECIAL LEVY FUNDS

Supports flexibility in the use of special levy funds.

### 23. TAX BASE

Supports an independent, bi-annual cost-benefit analysis of all income, sales or property tax exemptions, credits or deductions. Creation of a new tax credit must undergo an independent cost benefit analysis. The legislature should have sole authority to make revisions to definitions that impact taxes, restrict future tax bases or provide additional tax breaks that decrease revenue to the state and either directly or indirectly impact tax revenue for schools.

### 24. FRANCHISE FEES

Opposes the imposition of franchise fees on school corporations unless the board of directors agrees to such a fee.

# 2017 IASB Legislative Resolutions

## **25. CONSTITUTIONAL TAX LIMITATIONS**

Opposes a constitutional amendment or statewide voter referendum that would limit taxes, spending or local control impacting education.

## **26. UNFUNDED MANDATES**

Opposes any new mandate that does not provide sufficient and sustainable funding for successful implementation.

## **SCHOOL INFRASTRUCTURE**

### **27. SAVE (SECURE AN ADVANCED VISION FOR EDUCATION)**

Supports repeal of the December 31, 2029 sunset on the statewide penny sales tax for school infrastructure.

Supports preserving the integrity of the statewide penny sales tax for school infrastructure including the tax equity provisions in the following manner:

- No diversions or expansions of allowable uses prior to the current 2029 sunset date;
- Continued growth in the per pupil amount beyond the 2029 sunset date.

### **28. BOND ISSUES**

Supports allowing school bond issues to be passed by a simple majority vote.

Supports the authority to levy a combination of property taxes and income surtaxes to pay the indebtedness.

Supports legislation to clarify that revenue bonds do not count toward a 5 percent statutory debt limit.

## **GOVERNANCE**

### **29. CHARTER AND ONLINE SCHOOL AUTHORIZING AND ACCOUNTABILITY**

Supports the existing Iowa law establishing local school boards as the sole authority to establish charter and on-line schools. All plans and waivers must be approved by the State Board of Education and subject to all state and federal accountability and reporting standards.

### **30. SHARING AND REORGANIZATION**

Supports continuation of sufficient incentives and assistance to encourage sharing or reorganization between school districts including the establishment of regional schools.

# Eight Traits of Effective School Boards

An IASB School Board Self-Assessment



# Eight Traits of Effective School Boards

An IASB School Board Self-Assessment

## Purpose

This IASB board self-assessment is based on the research brief, *Eight Traits of Effective School Boards*, published by NSBA's Center for Public Education. The brief describes the characteristics of highly effective boards that research shows positively impacts student learning. Together the research brief and self-assessment, along with a subsequent whole-board discussion, will help you reflect on the eight traits and your board team's perceptions about the critical nature of this work. The assessment also provides an opportunity for the board to identify strengths and potential "danger signs" to avoid.

## Thoughts to Keep in Mind

Board members' perceptions about key roles may differ, and coming to consensus about where the board is now will help you arrive at a clearer understanding of where you want to be in the future and where you want to focus improvement. The assessment asks you provide ratings and more importantly, rationale for those ratings. Your honesty and openness will make this board effectiveness process more meaningful and useful to you and your board.

## Instructions

- Prior to filling out the assessment form, read NSBA's research brief, *Eight Traits of Effective School Boards* on the last page of this tool.
- For each trait listed, consider how the board is doing on each trait.
- Circle the number that best describes the current performance of the board on the scale from 1–4.
- In the next column, prioritize the traits for importance by placing a ranking score from 1–8 for each trait.
- In the final column, explain your rating for each trait. List evidence that indicates where your board team is on this trait at this time.
- Complete the form by responding to the remaining open-ended reflection questions.
- When finished, send your assessment results to the designated point person.

## Important Considerations

- This completed self-assessment will be beneficial to the board once it has been shared with and discussed by the whole board.
- Any information submitted as part of the self-assessment process may constitute a public record and therefore may be subject to disclosure in compliance with Iowa Code Chapter 22. Please note that the final self-assessment report constitutes a public record and is subject to disclosure in compliance with Iowa Code Chapter 22.
- When completing the assessment, it is vital to use discretion in making narrative comments. It is productive to identify positive behaviors to help enhance the effectiveness of the board. It is also helpful to clarify behaviors that need to change, but is not beneficial to name specific individuals or to blame fellow board members.

### *Productive sample comment:*

The board needs to display respectful behaviors to each other, especially on complex topics.

### *Unproductive Sample Statement*

Jim (or "the board president") needs to stop yelling at others during board meetings.

**Rating Scale - Please indicate how your board team is doing on each trait.**

- 1 - Just starting
- 2 - Some progress
- 3 - Good progress
- 4 - Well on our way

Trait	Circle a Rating	Priority	List evidence that indicates where your board team is on this trait at this time.
a) High expectations, clear goals	1    2    3    4		
b) Belief that all children can learn	1    2    3    4		
c) Focused on achievement	1    2    3    4		
d) Collaboration and communication	1    2    3    4		
e) Data savvy	1    2    3    4		
f) Goals and resources aligned	1    2    3    4		
g) Team leadership	1    2    3    4		
h) Team training	1    2    3    4		

**Reflection: Please respond to the following questions.**

**Celebrations**

As you think back on the eight traits and your ratings, describe two strengths of your board team.

**Missing Elements**

Consider the unique work of school boards. What other traits might be included?

**Danger Signs**

Review the list of danger signs in the last section of NSBA's research brief, Eight Traits of Effective School Boards. Choose 1-3 of the danger signs that you feel may be roadblocks for your board team. Record your choices below and state why next to each one.

**Danger Sign**

**Why might this be a roadblock for our board?**

A)

Why?

B)

Why?

C)

Why?





## Eight Traits of Effective School Boards

*Research is clear: High-achieving boards exhibit different habits and characteristics*

### Patte Barth

What makes an effective school board—one that boosts student achievement? From a research perspective, it's a complex question that involves evaluating virtually all of a board's functions, from internal governance and policy formulation to communication with teachers, building administrators, and the public.

But the research that exists is clear, according to a brief published by NSBA's Center for Public Education (CPE) in late January. The brief, which examined seven research studies conducted between 1993 and 2008, says high-achieving boards exhibit habits and characteristics that are markedly different from those of their low-achieving counterparts.

#### What makes a board effective?

Here are eight characteristics found in the research:

- 1. High expectations, clear goals:** Effective school boards make a commitment to a vision of high expectations for student achievement and quality instruction. They define clear goals to meet the vision, make sure the goals remain the top priorities, and allow nothing to detract from them.
- 2. Belief that all children can learn:** Effective school boards have strong shared beliefs and values about what is possible for students and their ability to learn, and of the system and its ability to teach all children at high levels. In high-achieving districts, poverty, lack of parental involvement and other factors are described as challenges to be overcome, not as excuses. Board members expect to see improvements in student achievement quickly as a result of initiatives.
- 3. Focused on achievement:** Effective boards are accountability driven. They spend less time on operational issues and more time focused on policies to improve student achievement.
- 4. Collaboration and communication:** Effective boards have a collabora-

tive relationship with staff and the community. A strong communications structure is in place to inform and engage key groups—internal and external—in setting and achieving the district's goals.

**5. Data savvy:** Effective school boards embrace and monitor data, even when the information is negative, and use it to drive continuous improvement. In high-achieving districts, board members identify specific student needs through data, and justify decisions based on that data.

**6. Goals and resources aligned:** Effective school boards align and sustain resources, such as professional development, to meet district goals. This occurs even during the most severe budget challenges, such as the ones districts now face.

**7. Team leadership:** Effective school boards lead as a united team with the superintendent, each from their respective roles, with strong collaboration and mutual trust. Boards in successful districts define an initial vision for the district and seek a superintendent who matches this vision.

**8. Team training:** Boards that are effective take part in team development and training, sometimes with their superintendents, to build shared knowledge, values, and commitments for the district's improvement efforts. Training is formal, deliberate, and often on specific topics.

#### Danger signs

The CPE did not set out to specifically focus on what makes boards ineffective. However, some descriptions—we call them “a dozen danger signs”—of ineffective boards emerged in the research review.

Ineffective school boards:

- A** • Are only vaguely aware of school improvement initiatives, and are seldom able to describe actions being taken to improve student learning.
- B** • Focus on external pressures as the

main reasons for lack of student success, such as poverty, lack of parent support, societal factors, or lack of motivation.

**C** • Offer negative comments about students and teachers.

**D** • Micromanage day-to-day operations.

**E** • Disregard the agenda process and the chain of command.

**F** • Are left out of the information flow, with little communication between the board and superintendent.

**G** • Describe a lack of parent interest in education or barriers to community outreach.

**H** • Look at data from a “blaming” perspective, describing teachers, students and families as major causes for low performance.

**I** • Have little understanding or coordination on staff development for teachers.

**J** • Are slow to define a vision.

**K** • Do not hire a superintendent who agrees with their vision.

**L** • Receive little professional development together as a board.

Though the research on school board effectiveness is in the beginning stages, the studies included in this report make it clear that school boards in high-achieving districts have attitudes, knowledge, and approaches that separate them from their counterparts in lower-achieving districts. In this era of fiscal constraints and a national environment focused on accountability, boards in high-performing districts can provide an important blueprint for success. In the process, they can offer a road map for school districts nationwide.

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Patte Barth ([pbarth@nsba.org](mailto:pbarth@nsba.org)) is the director of NSBA's Center for Public Education. The full report, *The Eight Characteristics of Effective School Boards*, written by researchers Chuck Dervarics and Eileen O'Brien, is available at [www.centerforpubliceducation.org](http://www.centerforpubliceducation.org).

# Is it governance or is it management?

## Questions to help guide decision making

Governance (Ends)	Management (Means)
A. Setting policy and goals for the entire organization that provide a general direction and support of mission.	A. Directing and leading the work of the organization; making decisions to implement board policy.
B. "The governance model enables the board to focus on the larger issues, to delegate with clarity, to control management's job without meddling, to rigorously evaluate the accomplishment of the organization; to truly lead its organization."*	B. "Management is in the best position to establish the means by which the ends identified by the board may be accomplished."*
1. Does it relate to the "big picture" of the ability of the school district to achieve its mission for children?	1. Does it relate to the day-to-day activities of the school district?
2. Does it have to do with setting general policy on how the district carries out its functions in the best interests of student learning?	2. Does it relate to carrying out the policy of the district in specific situations?
3. Is it being analyzed from the "10,000 foot" or "balcony" perspective; looking at the interests of the entire school district rather than close up and involving personalities?	3. Is it being analyzed from the building or classroom level; looking at an individual instance or situation within the overall district perspective?
4. Is it setting direction in the sense of big-picture goals that will lead toward accomplishment of district mission and vision?	4. Is it moving the district in the direction established by the board in the sense of setting personal goals and making decisions that lead toward accomplishment of district goals?

\*Carver, John. (1990). *Boards That Make a Difference*. San Francisco: Jossey-Bass Inc., Pub.



	Low	Median	High
<b>Roosevelt Elementary School</b>			
<b>1 Health, Life and Safety Requirements</b>	<b>893,000</b>	<b>1,003,200</b>	<b>1,111,600</b>
1.1 Update Doors, Frames, Sidelights and Door Hardware to meet fire code	203,800	226,400	249,100
1.2 Modify Fire Extinguishers to meet current Code	7,500	8,300	9,200
1.3 Update Restrooms for ADA Code Compliance - Original Building (1960)	213,500	237,200	261,000
1.4 Update Restrooms for Addition	134,500	149,400	164,400
1.5 Upgrade water coolers to meet ADA Code	20,300	22,500	24,800
1.6 Install Fire Sprinkler System per NFPA Fire Code	277,700	308,500	339,400
1.7 Abatement Required to Remove Asbestos Containing Tile	35,700	50,900	63,700
<b>2 Building Improvements</b>	<b>7,029,100</b>	<b>7,809,300</b>	<b>8,590,800</b>
2.1 Gym Storage and Seating	143,500	159,400	175,400
2.2 New Secure Vestibule	93,500	103,800	114,200
2.3 Lighting Improvements for Classrooms	315,000	350,000	385,000
2.4 Lighting Improvements for Corridors	117,600	130,600	143,700
2.5 Remodel of Existing Library	82,700	91,800	101,000
2.6 Storage Space for Pre - K classrooms	46,700	51,800	57,000
2.7 Update Windows and Exterior Glass to meet Energy Code	86,400	95,900	105,500
2.8 Upgrade Finishes: Paint, and Ceilings in Corridors	105,300	116,900	128,600
2.9 New Roof for Entire School	720,200	800,200	880,300
2.10 Update Mechanical System to Improve Indoor air quality	2,407,700	2,675,200	2,942,800
2.11 Heat Pump Replacement	2,535,700	2,817,400	3,099,200
2.12 New Electrical Switchgear and Branch Panels	82,700	91,800	101,000
2.13 New Boiler	171,400	190,400	209,500
2.14 Technology Upgrades	120,700	134,100	147,600
<b>3 Site Improvements</b>	<b>686,800</b>	<b>763,000</b>	<b>839,400</b>
3.1 Outdoor Classroom	100,200	111,300	122,500
3.2 New Loop for Parent Drop off and pick-up	586,600	651,700	716,900
<b>4 New Facilities</b>	<b>3,260,000</b>	<b>3,622,100</b>	<b>3,984,400</b>
4.1 New Gym	2,074,400	2,304,800	2,535,300
4.2 New Cafeteria / Multi-Purpose Room	1,185,600	1,317,300	1,449,100
<b>Roosevelt Elementary School Total</b>	<b>11,868,900</b>	<b>13,197,600</b>	<b>14,526,200</b>

	Low	Median	High
<b>Total Costs By Category</b>			
Health, and Life Safety Requirements	2,607,500	2,914,400	3,234,900
Building Improvements	19,665,400	22,000,000	24,201,500
Site Improvements	686,800	763,000	839,400
New Facilities	3,260,000	3,622,100	3,984,400
<b>Total</b>	<b>26,219,700</b>	<b>29,299,500</b>	<b>32,260,200</b>



Iowa Construction Advocate Team