

Red Oak Community School District

2011 North 8th Street

Red Oak, Iowa 51566

712.623.6600

www.redoakschooldistrict.com

Regular Board of Directors Meeting

Meeting Location: Red Oak High School Media Center
Red Oak High School Campus

Monday December 11, 2017 – 7:00 pm

PUBLIC HEARING:

Approving Sale of Real Property between Red Oak CSD and City of Red Oak

- Agenda – Amended

- 1.0 Call to Order – Board of Directors President Mark Johnson
- 2.0 Roll Call – Board of Directors Secretary Shirley Maxwell
- 3.0 Approval of the Agenda – President Mark Johnson
- 4.0 Public Presenters/Guest and Visitors Addressing the Board
- 5.0 Communications
 - 5.1 Good News from Red Oak Schools
 - 5.2 Visitors and Presentations
 - 5.3 Affirmations and Commendations
 - 5.4 Correspondence
 - 5.5 Public Comments
- 6.0 Consent Agenda
 - 6.1 Review and Approval of Minutes from November 27, 2017 pg 1-2
 - 6.2 Review and Approval of Monthly Business Reports pg 3-9
- 7.0 General Business for the Board of Directors
 - 7.1 Old Business
 - 7.1.1 Discussion/Approval of the Resolution Approving Deed of Real Estate Property between Red Oak CSD and City of Red Oak pg 10-11
 - 7.2 New Business
 - 7.2.1 Discussion/Approval of School App-/Website Apptegy pg 12
 - 7.2.2 Discussion/Approval for a student from Northwest Missouri State pg 13-19
 - 7.2.3 Discussion/Approval of the Lease Agreement between the Red Oak School and West Central Community Action for Headstart Program for the 2017-2018 school year pg 20-24
 - 7.2.4 Discussion/Approval of Webster Disposal Plan
 - 7.2.5 Discussion/Approval of the contract with Red Oak School District and McClure pg 25-27
 - 7.2.6 Discussion/Approval of the 2018-2019 Dropout/At Risk Application pg 28

7.2.7 Discussion of Red Oak High School Schedule presented by High School Principal Jeff Spotts and High School Social Studies Teacher Mark Erickson

7.2.8 Discussion/Approval of the 2nd reading of the Early Retirement Policy 413.6 Support Staff Employee Early Retirement

7.2.9 Personnel Consideration

7.2.9A Discussion/Approval of the Early Retirement Application and resignation of Business Manager/Board Secretary Shirley Maxwell with ending date to be determined by Superintendent after hiring of new School Business Official

7.2.9B Discussion/Approval of Recommendation to hire Destiny Smith as Special Education Para at Inman Primary effective immediately.

7.2.9C Discussion/Approval of Recommendation to hire Jessica McFarland as Special Education Para at Inman Primary effective immediately.

8.0 Reports

8.1 Administrative

8.2 Future Conferences, Workshops, Seminars

- IASB Day on the Hill Conference Tuesday, Jan. 30, 9 a.m.–4:30 p.m.
New location! **Botanical Center and the Iowa State Capitol, Des Moines**

8.3 Other Announcements

9.0 Next Board of Directors Meeting:

To be Determined

Red Oak High School Media Center

Red Oak CSD High School Campus

10.0 Adjournment

pg 29-30
pg 31
pg 32
pg 33

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Red Oak High School Media Center
Red Oak High School Campus
November 27, 2017

The regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Mark Johnson at 7:02 p.m. at the Red Oak High School Media Center.

Present:

Directors: Mark Johnson, Roger Carlson, Kathy Walker, Bret Blackman
Superintendent Tom Messinger, Business Manager Shirley Maxwell

Approval of Agenda

Motion by Director Carlson, second by Director Walker to approve the agenda with the order of agenda items at the discretion of the meeting chair. Motion carried unanimously.

Good News from Red Oak Schools

- Yes-Mentoring received a check from Community Foundations of Southwest Iowa in the amount of \$1,250.00

Consent Agenda

Motion by Director Blackman, second by Director Carlson to approve the consent agenda as presented. Motion carried unanimously.

Review and Approval of Minutes from November 13, 2017

Review and Approval of Monthly Business Reports

Old Business

Motion by Director Blackman, second by Director Walker to approve the 2nd reading of Board Policy 407.6-Licensed Employee Early Retirement. Motion carried unanimously.

New Business

Motion by Director Carlson, second by Director Walker to approve the contract for Special Education Services between Red Oak CSD and Griswold CSD. Motion carried unanimously.

Athletic Director Keith Little and Supt. Messinger informed the board about discussions that have been held concerning looking at another conference for extracurricular activities. Red Oak is currently with the Hawkeye 10 Conference but another conference opportunity may be the Western Iowa Conference. They stated there are definitely advantages and disadvantages to our current structure. They updated the Board on the topic since it will be the board that will make the final approval if the district would change conferences.

Earlier this year there was discussion on closing the Central office at 4:00 p.m. starting December 1, 2017. At this time Supt. Messinger feels it is best to continue to keep Central office open until 4:30 p.m. due to the fact that we have a bus driver out on medical leave and Carlos spends a lot of time behind the wheel. When Carlos is required to drive a bus route there is a need to have people available by the phone until the bus routes are completed each day. He feels it is best to continue the regular closing time of 4:30 p.m. until this situation changes. At that time, he could come back to the board for reconsideration.

Approval of Schematic Design

Daric O’Neal, dba Alley Poyner Macchietto, was present to answer any questions pertaining to the Schematic Design or any other questions pertaining to the building project. Motion by Director Carlson, second by Director Blackman to approve the Schematic Design as presented by Daric O’Neal, dba Alley Poyner Macchietto. Motion carried unanimously.

Personnel Consideration

Motion by Director Walker, second by Director Blackman to approve the hire of Lisa Wallace as Washington School Secretary for the remainder of the 2017-2018 school year. Motion carried unanimously.

Motion by Director Carlson, second by Director Walker to approve the 1st reading of the Early Retirement Policy 413.6 Support Staff Employee Early Retirement. Motion carried unanimously.

Next Board of Directors Meeting: Monday, December 11, 2017 – 7:00 pm
High School Media Center
Red Oak Community School District High School
Campus

Adjournment

Motion by Director Blackman, second by Director Walker to adjourn the meeting at 8:31 p.m. Motion carried unanimously.

Mark Johnson, President

Shirley Maxwell, Board Secretary

12/08/2017 11:41 AM

Unposted; Batch Description DECEMBER 11 BOARD MEETING, 2017-0001

User ID: BLAYM

| Vendor Name | Invoice Number | Amount |
|--|---------------------------|-----------------|
| Account Number | Detail Description | Amount |
| Checking Account ID 1 | Fund Number 10 | OPERATING FUND |
| AGRIVISION | 2681618 | 268.46 |
| 10 0010 2600 000 0000 618 | Stihl leaf vac | 268.46 |
| Vendor Name AGRIVISION | | <u>268.46</u> |
| AHLERS & COONEY | 739030 | 118.00 |
| 10 0010 2310 000 0000 320 | NOV PROF SERVICES | 118.00 |
| Vendor Name AHLERS & COONEY | | <u>118.00</u> |
| BATTEN SANITATION SERVICE | 113017 | 3,594.12 |
| 10 0010 2600 000 0000 421 | DISTRICT GARBAGE | 3,594.12 |
| Vendor Name BATTEN SANITATION SERVICE | | <u>3,594.12</u> |
| BRUCE SUPPLIES & CONSTRUCTION INC. | 1145 | 80.00 |
| 10 0010 2600 000 0000 618 | AUG-DEC WASHES-BUS | 80.00 |
| Vendor Name BRUCE SUPPLIES & CONSTRUCTION INC. | | <u>80.00</u> |
| BUS PARTS WAREHOUSE | 85920 | 172.92 |
| 10 0020 2700 000 0000 618 | Child Safety Seat | 155.00 |
| 10 0020 2700 000 0000 618 | Shipping | 17.92 |
| Vendor Name BUS PARTS WAREHOUSE | | <u>172.92</u> |
| CARLSON, DAVID | 120617 | 9.29 |
| 10 2020 1300 350 0000 612 | REIMBURSEMENT SUPPLIES | 9.29 |
| Vendor Name CARLSON, DAVID | | <u>9.29</u> |
| CARRIE WESTON - CR GRAPHICS | 111417 | 180.00 |
| 10 1902 1000 100 8002 618 | Banners | 180.00 |
| CARRIE WESTON - CR GRAPHICS | 113017 | 350.00 |
| 10 0020 2700 000 0000 618 | SIGNS-HIRE-BUS DRIVER | 350.00 |
| Vendor Name CARRIE WESTON - CR GRAPHICS | | <u>530.00</u> |
| CASEY'S | 113017 | 190.60 |
| 10 0020 2700 000 0000 626 | FUEL-VBALL & BAND | 190.60 |
| Vendor Name CASEY'S | | <u>190.60</u> |
| CENTURY LINK | 112517 | 492.24 |
| 10 0010 2410 000 0000 532 | DISTRICT WIDE FIRE ALARMS | 492.24 |
| Vendor Name CENTURY LINK | | <u>492.24</u> |
| CHANEY ELECTRONICS, INC. | 83722A | 127.50 |
| 10 3230 1300 370 0000 612 | INDUSTRIAL TECH SUPPLIES | 127.50 |
| Vendor Name CHANEY ELECTRONICS, INC. | | <u>127.50</u> |
| CHAT MOBILITY | 111517 | 513.42 |
| 10 2020 2410 000 0000 532 | MS PHONE | 34.23 |
| 10 3230 2410 000 0000 532 | HS PHONE | 34.23 |
| 10 0010 2510 000 0000 532 | ADMIN PHONE | 34.23 |
| 10 1902 2410 000 0000 532 | WASH PHONE | 17.12 |
| 10 1901 2410 000 0000 532 | IPS PHONE | 17.11 |
| 10 0010 2490 000 0000 532 | TECHNOLOGY PHONES | 68.46 |
| 10 0020 2490 000 0000 530 | BUS PHONES | 102.69 |
| 10 0020 2490 000 0000 530 | NURSE PHONE | 34.23 |

12/08/2017 11:41 AM

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| Vendor Name | Invoice Number | Amount |
|---|--|------------------|
| Account Number | Detail Description | Amount |
| 10 0010 2490 410 1112 530 | ESL PHONES | 68.46 |
| 10 0010 2600 000 0000 532 | MAINTENANCE PHONES | 102.66 |
| Vendor Name CHAT MOBILITY | | <u>513.42</u> |
| CITY OF RED OAK | 111617 | 1,482.96 |
| 10 0010 2600 000 0000 411 | DISTRICT WIDE UTILITIES | 1,482.96 |
| Vendor Name CITY OF RED OAK | | <u>1,482.96</u> |
| COMFORT INN & SUITES DES MOINES | 111517 | 246.40 |
| 10 0010 2321 000 0000 580 | BOARD CONF-HOTEL ROOM-MJ | 246.40 |
| Vendor Name COMFORT INN & SUITES DES MOINES | | <u>246.40</u> |
| COUNCIL BLUFFS COMM SCHOOLS | H1017-5463 | 8,962.76 |
| 10 0010 1200 217 3303 320 | OCT SPED TUITION | 8,962.76 |
| Vendor Name COUNCIL BLUFFS COMM SCHOOLS | | <u>8,962.76</u> |
| COUNSEL OFFICE & DOCUMENTS | 275713 | 22.41 |
| 10 3230 1000 100 0000 612 | HS MEDIA STAPLES | 22.41 |
| Vendor Name COUNSEL OFFICE & DOCUMENTS | | <u>22.41</u> |
| DEBOLT, BETH | 111717 | 66.45 |
| 10 2020 1000 100 0000 580 | MILEAGE REIMBURSEMENT-AUG-MIDNOV | 66.45 |
| Vendor Name DEBOLT, BETH | | <u>66.45</u> |
| DHS CASHIER 1ST FLOOR | 113017 | 2,384.56 |
| 10 0010 4634 219 4634 | PROVIDER'S SHARE-NOV MEDICARE | 2,384.56 |
| Vendor Name DHS CASHIER 1ST FLOOR | | <u>2,384.56</u> |
| ENGEL LAW OFFICE | 113017 | 498.75 |
| 10 0010 2310 000 0000 320 | NOV PROF SERVICES | 498.75 |
| Vendor Name ENGEL LAW OFFICE | | <u>498.75</u> |
| FAREWAY FOOD STORES | 00135406 | 89.44 |
| 10 0010 2310 000 0000 611 | BOARD SUPPLIES | 89.44 |
| FAREWAY FOOD STORES | 00285283 | 6.67 |
| 10 2020 1300 340 0000 612 | 2% MILK, BUTTERMILK, SUPPLIES-FACS | 6.67 |
| FAREWAY FOOD STORES | 00289871 | 61.26 |
| 10 0010 2110 490 8027 618 | HOLIDAY PARTY SUPPLIES-YES MENTORING | 61.26 |
| FAREWAY FOOD STORES | 00289877 | 11.96 |
| 10 0010 2110 490 8027 618 | HOLIDAY PARTY SUPPLIES-YES MENTORING | 11.96 |
| FAREWAY FOOD STORES | 00417172 | 22.05 |
| 10 2020 1300 340 0000 612 | VEGGIE PELLERS, ONIONS, PARSLEY, PAPRIKA | 22.05 |
| Vendor Name FAREWAY FOOD STORES | | <u>191.38</u> |
| FBG SERVICE CORPORATION | 812828 | 31,089.52 |
| 10 0010 2600 000 0000 340 | NOVEMBER CLEANING | 31,089.52 |
| Vendor Name FBG SERVICE CORPORATION | | <u>31,089.52</u> |

4

12/08/2017 11:41 AM

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User ID: BLAYM

| Vendor Name | Invoice Number | Amount | |
|------------------------------|--|----------|-----------------|
| Account Number | Detail Description | | Amount |
| FOLLETT SCHOOL SOLUTIONS INC | 727233-6 | 238.93 | |
| 10 2020 2222 000 0000 643 | VARIOUS BOOKS FOR THE MS MEDIA CENTER | | 238.93 |
| Vendor Name | FOLLETT SCHOOL SOLUTIONS INC | | <u>238.93</u> |
| GLENWOOD COMMUNITY SCHOOLS | 120117 | 2,575.11 | |
| 10 0010 1200 217 3303 320 | APEX-NOVEMBER | | 2,575.11 |
| Vendor Name | GLENWOOD COMMUNITY SCHOOLS | | <u>2,575.11</u> |
| HACH COMPANY | 10733284 | 54.58 | |
| 10 3230 1300 310 0000 612 | 25mL Phospate Reagent Powder | | 42.59 |
| 10 3230 1300 310 0000 612 | Shipping | | 11.99 |
| Vendor Name | HACH COMPANY | | <u>54.58</u> |
| HALL, HEATHER | 113017 | 56.71 | |
| 10 0010 2134 000 0000 580 | NOV MILEAGE REIMBURSEMENT | | 56.71 |
| Vendor Name | HALL, HEATHER | | <u>56.71</u> |
| HY VEE FOOD STORES | 101617 | 15.17 | |
| 10 0010 2310 000 0000 611 | BOARD SUPPLIES | | 15.17 |
| HY VEE FOOD STORES | 102017 | 30.66 | |
| 10 1902 1000 100 8002 618 | Ice Cream/Supplies to celebrate FAST sco | | 30.66 |
| HY VEE FOOD STORES | 102017-01 | 48.50 | |
| 10 3230 2410 000 0000 618 | FLORAL-GS | | 48.50 |
| HY VEE FOOD STORES | 102417-01 | 12.85 | |
| 10 1901 1000 100 8001 612 | TREATS | | 12.85 |
| HY VEE FOOD STORES | 120417 | 271.86 | |
| 10 3230 1300 340 0000 612 | groceries | | 41.89 |
| 10 3230 1300 340 0000 612 | groceries | | 109.36 |
| 10 3230 1300 340 0000 612 | groceries | | 11.88 |
| 10 3230 1300 340 0000 612 | groceries | | 5.34 |
| 10 3230 1300 340 0000 612 | groceries | | 63.44 |
| 10 3230 1300 340 0000 612 | groceries | | 11.50 |
| 10 3230 1300 340 0000 612 | groceries | | 12.43 |
| 10 3230 1300 340 0000 612 | groceries | | 16.02 |
| HY VEE FOOD STORES | 5808851509 | 41.57 | |
| 10 1901 1000 100 8001 612 | TREATS | | 41.57 |
| HY VEE FOOD STORES | 5809355412 | 38.93 | |
| 10 2020 1000 100 0000 612 | GLASS CLEANER FOR THE MIDDLE SCHOOL TO U | | 10.95 |
| 10 2020 1000 100 0000 612 | 2 PACKS OF 12 ROLLS OF PAPER TOWELS FOR | | 27.98 |
| HY VEE FOOD STORES | 5809459399 | 21.00 | |
| 10 3230 2410 000 0000 618 | supplies | | 21.00 |
| HY VEE FOOD STORES | 5809916222 | 71.57 | |
| 10 1901 1000 100 8001 612 | FAST REWARD-2ND&3RD | | 71.57 |
| Vendor Name | HY VEE FOOD STORES | | <u>552.11</u> |
| IOWA COMMUNICATIONS NETWORK | 518960 | 6.00 | |
| 10 0010 2236 000 0000 536 | NOVEMBER ICN CHARGES | | 6.00 |
| Vendor Name | IOWA COMMUNICATIONS NETWORK | | <u>6.00</u> |
| KCSI FM/KOAK AM | 078617113506 | 200.00 | |

12/08/2017 11:41 AM

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| Vendor Name | Invoice Number | Amount |
|--|--|-----------------|
| Account Number | Detail Description | Amount |
| 10 0010 2572 000 0000 540 | SECRETARY POSITION AD | 200.00 |
| Vendor Name KCSI FM/KOAK AM | | <u>200.00</u> |
| KUNZE, SONIA | 112017 | 44.85 |
| 10 1902 1000 100 8002 618 | Reimburse Sonia Kunze for supplies purch | 44.85 |
| Vendor Name KUNZE, SONIA | | <u>44.85</u> |
| MATHESON TRI-GAS | 16557967 | 135.82 |
| 10 3230 1300 370 0000 612 | Argon Welding Gas | 82.00 |
| 10 3230 1300 370 0000 612 | C-25 Welding Gas | 37.32 |
| 10 3230 1300 370 0000 612 | material charge & delivery | 16.50 |
| Vendor Name MATHESON TRI-GAS | | <u>135.82</u> |
| MATUSZESKI, TAYLOR | 120417 | 20.33 |
| 10 3230 1000 100 0000 580 | NOV-HS-MS MILEAGE REIMBURSEMENT-BAND | 20.33 |
| Vendor Name MATUSZESKI, TAYLOR | | <u>20.33</u> |
| MEDIACOM | 112117 | 1,680.00 |
| 10 0010 2236 000 0000 536 | INTERNET | 1,680.00 |
| MEDIACOM | 112117-01 | 774.21 |
| 10 0010 2236 000 0000 536 | PRI LINES | 774.21 |
| Vendor Name MEDIACOM | | <u>2,454.21</u> |
| MERCER HEALTH & BENEFITS ADMIN LLC | 113017 | 3,350.18 |
| 10 0010 1000 100 8018 270 | JAN RETIREES INSURANCE | 3,350.18 |
| Vendor Name MERCER HEALTH & BENEFITS ADMIN LLC | | <u>3,350.18</u> |
| MESSINGER, THOMAS | 120717 | 250.00 |
| 10 0010 2321 000 0000 532 | CELL PHONE REIMBURSEMENT-2nd QTR | 250.00 |
| Vendor Name MESSINGER, THOMAS | | <u>250.00</u> |
| MONTGOMERY CO. MEMORIAL HOSP. | 111717 | 40.00 |
| 10 0020 2700 000 0000 346 | DRUG TESTING | 40.00 |
| Vendor Name MONTGOMERY CO. MEMORIAL HOSP. | | <u>40.00</u> |
| O'KEEFE ELEVATOR COMPANY | 00466430 | 342.00 |
| 10 0010 2600 000 0000 432 | ELEVATOR MAINTENANCE AGREEMENT | 342.00 |
| Vendor Name O'KEEFE ELEVATOR COMPANY | | <u>342.00</u> |
| PEPPER & SON, INC. | 11D18722 | 331.49 |
| 10 3230 1000 109 0000 612 | sheet music-choir | 331.49 |
| PEPPER & SON, INC. | 11D20496 | 84.00 |
| 10 3230 1000 109 0000 612 | sheet music-choir | 84.00 |
| PEPPER & SON, INC. | 11D21257 | 412.96 |
| 10 2020 1000 110 0000 612 | CHRISTMAS MUSIC | 412.96 |
| PEPPER & SON, INC. | 11D21526 | 48.00 |
| 10 2020 1000 110 0000 612 | CHRISTMAS MUSIC | 48.00 |
| Vendor Name PEPPER & SON, INC. | | <u>876.45</u> |
| PLUMB SUPPLY/RIBACK SUPPLY | 4916825 | 59.60 |

60

12/08/2017 11:41 AM

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| Vendor Name | Invoice Number | Amount |
|--|--|------------------|
| Account Number | Detail Description | Amount |
| 10 0010 2600 000 0000 618 | BUS BARN TOILET REPAIR SUPPLIES | 59.60 |
| Vendor Name | PLUMB SUPPLY/RIBACK SUPPLY | <u>59.60</u> |
| QUAGLIA INSTITUTE FOR SCHOOL VOICE AND ASPIRATIONS, INC. | 1774-17326685 | 1,174.00 |
| 10 0010 2310 000 0000 320 | STUDENT VOICE SURVEY REGISTRATION FEE. | 250.00 |
| 10 0010 2310 000 0000 320 | STUDENT VOICE SURVEY FOR 567 STUDENTS. (| 850.50 |
| 10 0010 2310 000 0000 320 | TEACHER VOICE SURVEY FOR 49 TEACHERS (MI | 73.50 |
| Vendor Name | QUAGLIA INSTITUTE FOR SCHOOL VOICE AND ASPIRATIONS, INC. | <u>1,174.00</u> |
| RED OAK CHRYSLER PLYMOUTH | 169849 | 60.75 |
| 10 0010 2700 217 3303 434 | SPED #19 OIL AND INSPECTION | 60.75 |
| Vendor Name | RED OAK CHRYSLER PLYMOUTH | <u>60.75</u> |
| RED OAK EXPRESS | 112717-759 | 36.95 |
| 10 1902 2222 000 0000 644 | RED OAK EXPRESS-WASH-1 YR SUB | 36.95 |
| Vendor Name | RED OAK EXPRESS | <u>36.95</u> |
| RIVERSIDE TECHNOLOGIES, INC | 0185286 | 1,000.00 |
| 10 0010 2235 000 0000 350 | DEC MANAGED SERVICES | 1,000.00 |
| Vendor Name | RIVERSIDE TECHNOLOGIES, INC | <u>1,000.00</u> |
| SOCS/FES | 008983 | 405.00 |
| 10 0010 2236 000 0000 536 | DEC-WEB HOSTING | 405.00 |
| Vendor Name | SOCS/FES | <u>405.00</u> |
| STANTON COMMUNITY SCHOOL DIST. | 110817 | 19,776.30 |
| 10 1902 2120 000 0000 591 | SHARED GUIDANCE COUNSELOR-1ST SEMESTER | 19,776.30 |
| Vendor Name | STANTON COMMUNITY SCHOOL DIST. | <u>19,776.30</u> |
| TEACHER LEARNING CENTER | 14191 | 470.00 |
| 10 1901 1000 100 8001 612 | MOTIVATING&MANAGING HARD TO REACH-SC&DG | 470.00 |
| Vendor Name | TEACHER LEARNING CENTER | <u>470.00</u> |
| TIMBERLINE BILLING SERVICE LLC | 12905 | 268.70 |
| 10 0010 2510 217 3303 350 | NOVEMBER MEDICAID | 268.70 |
| Vendor Name | TIMBERLINE BILLING SERVICE LLC | <u>268.70</u> |
| TREBRON COMPANY INC | 39025 | 4,088.00 |
| 10 0010 2235 000 0000 350 | SophosEndUser Protection&Web 1100-3rd pa | 4,088.00 |
| Vendor Name | TREBRON COMPANY INC | <u>4,088.00</u> |
| UNITED PARCEL SERVICE | 000053702247 7-17 | 37.16 |
| 10 0010 2321 000 0000 531 | CO UPS CHARGES | 8.55 |
| 10 0010 2235 000 0000 618 | IT UPS CHARGES | 28.61 |
| Vendor Name | UNITED PARCEL SERVICE | <u>37.16</u> |

7

12/08/2017 11:41 AM

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| Vendor Name | Invoice Number | Amount |
|---|-----------------------|----------------------------|
| Account Number | Detail Description | Amount |
| UNITY POINT CLINIC | 120417 | 39.00 |
| 10 0020 2700 000 0000 346 | DRUG TESTING RESULTS | 39.00 |
| Vendor Name UNITY POINT CLINIC | | <u>39.00</u> |
| WARD'S SCIENCE | 8080662942 | 721.63 |
| 10 3230 1000 100 0000 612 | SCIENCE SUPPLIES | 721.63 |
| Vendor Name WARD'S SCIENCE | | <u>721.63</u> |
| Fund Number 10 | | <u>90,376.11</u> |
| Checking Account ID 1 | Fund Number 22 | MANAGEMENT FUND |
| SPECIALTY UNDERWRITERS LLC | SW3308-3 | 34,093.25 |
| 22 0010 2310 000 0000 520 | PREMIUM INSTALLMENT 3 | 34,093.25 |
| Vendor Name SPECIALTY UNDERWRITERS LLC | | <u>34,093.25</u> |
| UNITED GROUP INSURANCE | 471 | 695.00 |
| 22 0010 2700 000 0000 522 | 2019 BLUEBIRD BUS INS | 695.00 |
| UNITED GROUP INSURANCE | 475 | 5,720.00 |
| 22 0010 2600 000 0000 260 | WORKERS COMP | 5,949.00 |
| 22 0010 2600 000 0000 260 | CREDIT WORKERS COMP | (229.00) |
| Vendor Name UNITED GROUP INSURANCE | | <u>6,415.00</u> |
| Fund Number 22 | | <u>40,508.25</u> |
| Checking Account ID 1 | Fund Number 36 | PHYSICAL PLANT & EQUIPMENT |
| COUNCIL BLUFFS COMM SCHOOLS | H1017-5463 | 1,381.20 |
| 36 0010 2600 000 0000 441 | OCT RENT | 1,381.20 |
| Vendor Name COUNCIL BLUFFS COMM SCHOOLS | | <u>1,381.20</u> |
| Fund Number 36 | | <u>1,381.20</u> |
| Checking Account ID 1 | Fund Number 40 | DEBT SERVICES FUND |
| BANKERS TRUST CO | 42764 | 500.00 |
| 40 0010 5000 000 0000 349 | BOND ISSUE FEE | 500.00 |
| Vendor Name BANKERS TRUST CO | | <u>500.00</u> |
| Fund Number 40 | | <u>500.00</u> |
| Checking Account ID 1 | | <u>132,765.56</u> |
| Checking Account ID 2 | Fund Number 61 | SCHOOL NUTRITION FUND |
| TAHER INC | 0050855 | 63,506.50 |
| 61 0010 3110 000 4557 631 | F&V | 4,206.33 |
| 61 0010 3110 000 0000 340 | OCTOBER EXPENSES | 59,300.17 |
| Vendor Name TAHER INC | | <u>63,506.50</u> |
| Fund Number 61 | | <u>63,506.50</u> |
| Checking Account ID 2 | | <u>63,506.50</u> |
| Checking Account ID 3 | Fund Number 21 | STUDENT ACTIVITY FUND |
| AMERICAN CHORAL DIRECTORS | 120717 | 128.00 |
| 21 3230 1400 910 6210 320 | MEMBERSHIP RENEWAL | 125.00 |
| 21 3230 1400 910 6210 320 | IOWA ADDITION | 3.00 |
| Vendor Name AMERICAN CHORAL DIRECTORS | | <u>128.00</u> |
| BLOMSTEDT, JOHN | 111617 | 90.00 |
| 21 0010 1400 920 6710 320 | 7/8 BB OFFICIAL | 90.00 |
| Vendor Name BLOMSTEDT, JOHN | | <u>90.00</u> |

8

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| Vendor Name | Invoice Number | Amount |
|-----------------------------------|-----------------------------|-----------------|
| Account Number | Detail Description | Amount |
| BLUM, TIM | 120117 | 110.00 |
| 21 0010 1400 920 6710 320 | JV/V BBBALL OFFICIAL | 110.00 |
| Vendor Name BLUM, TIM | | <u>110.00</u> |
| GRAPHIC EDGE, THE | 1165738 | 309.18 |
| 21 0010 1400 920 6810 618 | MS PRACTICE JERSEYS | 309.18 |
| Vendor Name GRAPHIC EDGE, THE | | <u>309.18</u> |
| HALLQUIST, KEVIN | 100517 | 100.00 |
| 21 0010 1400 920 6815 340 | 9TH/JV/VAR VBALL OFFICIAL | 100.00 |
| Vendor Name HALLQUIST, KEVIN | | <u>100.00</u> |
| HY VEE FOOD STORES | 102617 | 24.00 |
| 21 0010 1400 920 6600 618 | ACTIVITIES-BALLOONS | 24.00 |
| Vendor Name HY VEE FOOD STORES | | <u>24.00</u> |
| JARRETT, DON | 111617 | 90.00 |
| 21 0010 1400 920 6710 320 | 7/8 BBB OFFICIAL | 90.00 |
| Vendor Name JARRETT, DON | | <u>90.00</u> |
| JOHNSON, ROBERT | 120117 | 110.00 |
| 21 0010 1400 920 6710 320 | JV/V BBBALL OFFICIAL | 110.00 |
| Vendor Name JOHNSON, ROBERT | | <u>110.00</u> |
| MCCREADY, BRIEN | 120117 | 110.00 |
| 21 0010 1400 920 6710 320 | JV/V BBBALL OFFICIAL | 110.00 |
| Vendor Name MCCREADY, BRIEN | | <u>110.00</u> |
| PROMOTIONAL CONCEPTS | 39243 | 499.37 |
| 21 3230 1400 950 7407 618 | FFA T-SHIRTS | 499.37 |
| Vendor Name PROMOTIONAL CONCEPTS | | <u>499.37</u> |
| UNITED PARCEL SERVICE | 000053702247 | 9.00 |
| 21 0010 1400 920 6600 618 | 7-17 ACTIVITIES UPS CHARGES | 9.00 |
| Vendor Name UNITED PARCEL SERVICE | | <u>9.00</u> |
| Fund Number 21 | | <u>1,579.55</u> |
| Checking Account ID 3 | | <u>1,579.55</u> |

RESOLUTION APPROVING SALE OF REAL PROPERTY

WHEREAS, by Resolution adopted by the Red Oak Community School District Board of Directors on the 13 day of November, 2017, the School Board proposed to transfer to the City of Red Oak the following described real property: BEING A PART OF LAND DESCRIBED IN DEED, BOOK 55, PAGE 511 IN MONTGOMERY COUNTY RECORDER'S OFFICE, BEING LOCATED IN THE SOUTHEAST QUARTER OF SECTION 21, TOWNSHIP 72, RANGE 38, WEST OF THE 5TH P.M., CITY OF RED OAK, MONTGOMERY COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:BEGINNING AT A POINT S0°50'29"W A DISTANCE OF 1127.31 FEET AND THENCE N89°08'34"E A DISTANCE OF 33.0 FEET EAST OF THE CENTER OF SAID SECTION, THENCE N89°08'34":E A DISTANCE OF 1270.47 FEET, THENCE S0°41'14"E A DISTANCE OF 216.60 FEET, THENCE S89°06'50"W A DISTANCE OF 30.04 FEET, THENCE N0°53'10"W A DISTANCE OF 18.05 FEET, THENCE ALONG A 85.0 FEET RADIUS CURVE CONCAVE WESTERLY WITH CHORD BEARING OF N88°48'05"W A DISTANCE OF 131.74 FEET, THENCE N89°41'15"W A DISTANCE OF 1157.03 FEET TO THE POINT OF BEGINNING.

WHEREAS, pursuant to said Resolution, notice of hearing on such proposed transfer has been timely published in a newspaper of general circulation in the District as required by law, and

WHEREAS, said notice fixed the time and date of hearing to be held at the Red Oak High School Media Center, Red Oak Community School District High School Building, 2011 N. 8th St., Red Oak, IA and the hearing was held at this location on the 11 day of December as advertised, and

WHEREAS, the Board has held the hearing on the proposed transfer and has considered any public input offered in support of or against the proposed transfer.

IT IS THEREFORE HEREBY RESOLVED by the Board of Directors of the Red Oak Community School District that the above described real property is approved to be transferred to Buyer by quit claim deed for no consideration.

IT IS FURTHER RESOLVED that the School Board President and Board Secretary are hereby authorized to execute a quit claim deed on behalf of the Red Oak Community School District conveying said real property to Buyer and to execute any additional documents necessary to close the transaction.

Passed and approved by the Board of Directors of the Red Oak Community School District this 11 day of December, 2017.

President, Board of Directors
Red Oak CSD

ATTEST: _____
Secretary, Board of Directors
Red Oak CSD

It was moved by Board Member _____ and seconded by Board Member _____ that the foregoing Resolution be adopted. The motion was duly put to vote of the Board and the vote thereon was as follows:

AYES: _____

_____.

NAYS: _____
_____.

ABSENT OR NOT VOTING: _____.

Whereupon the President declared the motion carried and the Resolution adopted.

CERTIFICATE

I, Shirley Maxwell, Secretary of the Board of the Red Oak Community School District hereby certify that the foregoing is a true copy of a Resolution duly adopted by the School Board of the Red Oak Community School District at its meeting held on the 11 day of December, 2017, and the vote thereon as recorded in the records of the school district.

Dated this 11 day of December, 2017.

School Board Secretary
Red Oak Community School District

APP & Website Options for District

SOCS

Our current provider is SOCS. We pay \$4,860 per year. In Addition, we pay \$1,380 for ShoutPoint which is our text messaging and phone calls through Infinite Campus. Our total annual cost for the current fiscal year is \$6,240. SOCS does not offer a branded app at this time. Instead, they use Responsive Design which means they adjust to fit phones, tablets, etc.

GABBART

Unlike SOCS, Gabbart provides a branded APP available in an App store. Like SOCS, the App is integrated with the website content.

| | 1 year |
|--|-----------------|
| Branded APP: Branded App. | \$1,500 |
| E-Notes Voice Upgrade: Parent and Emergency Notification System to keep parents informed or alerted in an emergency. Unused Voice Call Units Roll-over to next year. | \$500 |
| E-Notes Pro Unlimited Text & E-Mail notification system. Delivers 150 SMS text per minute. Available for all admin to use. | \$875 |
| District, Campus & Teacher Websites | \$4,300 |
| Training and support | <i>Free</i> |
| Branded App Setup (one time) | \$2,200 |
| 25000 E-Notes Voice Call Units. (Unused Voice Call Units Roll-over to next year) | \$950 |
| Total for Year One | \$10,325 |
| Total for Year Two | \$7,175 |

APPTEGY

Apptegy takes a different approach than SOCS or Gabbart. They develop Native apps that are designed to work with a phone's specific hardware. Website content essentially comes from the App. It can be managed completely from a mobile device or a computer.

| | 1 year | 3 year - 30% off dev | 5 year - 60% off dev |
|--|-----------------|----------------------|----------------------|
| App Development - (one time) | \$9,000 | \$6,300 | \$3,600 |
| Thrillshare/Thrillshare Mobile | \$7,100 | \$21,300 | \$35,500 |
| Text/Voice/Email/Push Notifications/Alerts | <i>Free</i> | <i>Free</i> | <i>Free</i> |
| Website Design and hosting | <i>Free</i> | <i>Free</i> | <i>Free</i> |
| Training and support | <i>Free</i> | <i>Free</i> | <i>Free</i> |
| Total for Year One | \$16,100 | \$27,600 | \$39,100 |
| Total for Year Two | \$7,100 | N/A | N/A |

Northwest Missouri State University
College of Education & Human Services
Office of Educational Field Experiences

**Field Experience and Student Teaching Agreement with
Cooperating School District**

This document shall serve as an agreement between Northwest Missouri State University's College of Education & Human Services (the "University") and the _____ Red Oak _____ School District (the "District").

Whereas, the University's curriculum requires certain students to spend time observing classroom instruction by certified teachers ("Field Experiences"); and

Whereas, the University's curriculum requires teaching candidates to complete a student teacher experience working under the supervision of a certified teacher ("Student Teaching"); and

Whereas, the District wishes to aid in the educational development of the University's students and is willing to make its premises and certified teachers available for Field Experiences and Student Teaching; and

Whereas, the parties wish to document the guidelines, policies, and procedures for the placement of University students in Field Experiences and Student Teaching within the District;

Now, therefore, the parties agree as follows:

I. Authorized Representatives

- A. With respect to all matters addressed in this Agreement, the University shall be represented by the Director of the Office of Field Experiences and/or his/her designee.
- B. With respect to all matters addressed in this Agreement, the District shall be represented by the Superintendent and/or his/her designee.

II. Field Experiences

- A. The District will accept University students for Field Experiences (a "Field Experience Candidate") for the times and durations set forth by the University and agreed to by the District. The District reserves the right to accept only the number of Field Experience Candidates it deems to be feasible in light of available District faculty at any given time. The District reserves the right not to accept any particular Field Experience Candidate.
- B. Any Field Experience Candidate placed with the District for a Field Experience must comply with all of the District's rules, policies, procedures, and directives as may be provided to the Field Experience Candidate.

- C. Field Experience placements will be made under the following categories:
1. Introductory Field Experience—Field Experience Candidate required to observe classroom instruction of a certified teacher for at least 30 hours.
 2. Department Assigned Experiences—Individually-assigned field experiences by the various departments of the University, with the number of hours to vary.
 3. Practicum in Secondary Instruction—Field Experience Candidate required to observe classroom instruction of a certified teacher for 45 hours with the planning and teaching of three mini-lessons.
- D. The District will place Field Experience Candidates with a certified teacher.
1. For Introductory Field Experience, the District will make every effort to place the Field Experience Candidate with a certified teacher teaching in the Field Experience Candidate's field of interest or a similar field. If such a placement is not possible, the District may place the Field Experience Candidate with any available certified teacher.
 2. For Department Assigned Experiences, the District will place the Field Experience Candidate with a certified teacher teaching in the requested field of interest unless otherwise approved by the University.
 3. For Practicum in Secondary Instruction, the District will place the Field Experience Candidate with a certified teacher teaching in the Field Experience Candidate's major field of study. The District will permit the Field Experience Candidate to plan and teach three mini-lessons.
- E. The Superintendent and/or his/her designee shall establish the procedure for the University to contact the District for the purpose of placing Field Experience Candidates. The Director of the Office of Field Experiences and/or his/her designee shall follow the procedure established by the Superintendent.

III. Student Teaching

- A. The District will accept University students for Student Teaching (a "Student Teaching Candidate") for the times and durations set forth by the University and agreed to by the District. The District reserves the right to accept only the number of Student Teaching Candidates it deems to be feasible in light of available District faculty at any given time. The District reserves the right not to accept any particular Student Teaching Candidate.
- B. A Student Teaching Candidate's normal teaching load shall be the same as the certified teacher to whom the candidate is assigned. The Student Teaching Candidate's other duties shall include, but are not limited to, classroom observation, classroom teaching, development of unit and daily lesson plans, diagnosis of student learning problems, tutoring of students, grading and recording of student assignments, and assistance with record keeping. Additional

assignments outside of the confines of the classroom may include, but are not limited to, lunchroom supervision, playground supervision, hallway duty, bus duty, faculty meetings, I.E.P. meetings, professional development meetings, and parent-teacher conferences.

- C. The minimum length of Student Teaching shall be as follows:
1. For all undergraduate Student Teaching Candidates—16 weeks.
 2. For all Student Teaching Candidates completing a graduate internship in Student Teaching—10 weeks.
 3. For all Student Teaching Candidates seeking certification in special education, early childhood, elementary/early childhood with double certifications: K-12 art, music, modern language, and physical education—a minimum of a 12 week placement will be needed for one area and a 4 week placement in another area.
- D. Student Teaching Candidates are required to follow the academic calendar of the District.
- E. The District shall appoint a certified teacher to supervise each Student Teaching Candidate (a "Cooperating Teacher"). Cooperating Teachers shall meet the following criteria:
1. The Cooperating Teacher shall be a full-time member of the District's faculty.
 2. The Cooperating Teacher must have taught for a minimum of three years and have been employed by the District for at least one year.
 3. The Cooperating Teacher must be fully certified by the state in which he/she teaches and teach in a field in which he/she holds current certification.
 4. The Cooperating Teacher shall have achieved evaluation ratings of proficient (or its equivalency) or higher through the District's PBTE.
 5. The Cooperating Teacher shall be an exemplary professional educator.
 6. The Cooperating Teacher must approve of having a Student Teaching Candidate assigned to them.
- F. The University shall compensate the Cooperating Teacher upon the completion of each semester in the amount \$100 or a pro-rata portion thereof as the case may be.
- G. The Director of the Office of Field Experiences and/or his/her designee shall designate an appropriate person to supervise the Student Teaching Candidate (the "University Supervisor"). The University Supervisor will guide, counsel, instruct, and supervise Student Teaching Candidates. The University Supervisor's major responsibilities include, but are not limited to:

1. Conferencing with Cooperating Teachers to whom the Student Teaching Candidates are assigned about the expectations of the University, the District, and the individual school building's administrator.
 2. Providing the Cooperating Teacher with University resources for supervising a Student Teaching Candidate.
 3. Serving as the first point of contact for the University.
 4. Monitoring the Student Teaching Candidate's progress.
 5. Observing, critiquing, and conferencing with the Student Teaching Candidate at least three times during the Student Teaching placement.
 6. Providing frequent feedback to the Student Teaching Candidate and Cooperating Teacher regarding progress, problems, and recommendations.
 7. Being available to address the needs of both the Student Teaching Candidate and the Cooperating Teacher.
 8. Following consultation with the Cooperating Teacher, issuing a final grade to the Student Teaching Candidate.
- H. To the extent permitted by federal, state, and local laws and regulations, and in a manner consistent with the District's confidentiality requirements and policies, the District shall allow the Student Teaching Candidate access to information, including relevant documentation and reports.
- I. As part of the new Missouri Pre-Service Teacher Assessment (MoPTA), Student Teaching Candidates may be submitting samples of student work and responses as evidence of professional practice. No first and/or last names will appear on any materials that are submitted. In addition, the MoPTA will include a submission of a short video recording of the teaching performed by Student Teaching Candidates. Although the video recording will involve various students the primary focus is on instruction, not the students or other adults in the class. In the course of recording, students' images may appear on the video recordings. MoPTA requires that Student Teaching Candidates obtain signed permission forms for each student who appears or is heard on a submitted video recording, seen in a photograph, or whose work samples are submitted.
- J. The Superintendent and/or his/her designee shall establish the procedure for the University to contact the District for the purpose of placing Student Teaching Candidates. The Director of the Office of Field Experiences and/or his/her designee shall follow the procedure established by the Superintendent.

IV. Removal of Field Experience and Student Teaching Candidates

Either the District or the University may remove a Field Experience Candidate or a Student Teaching Candidate from their placement due to the candidate's lack of competency, failure to comply with the District's rules or policies, failure to comply with the University's rules or policies, failure to comply with federal, state; or local laws and

regulations, or in the event that the District or the University reasonably believes it is not in the best interest of the candidate or the students of the District for the candidate to continue in his/her placement. If the District requests the removal, it shall provide written reasons for the removal to the Director of the Office of Field Experiences.

V. FERPA

Prior to the start of their placement, the University shall provide training to Field Experience Candidates and Student Teaching Candidates concerning the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA") and its implementing regulations. As part of this training, the University shall instruct candidates of their legal obligation to comply with FERPA and its implementing

regulations with respect to confidential information the candidate encounters during his/her Field Experience or Student Teaching as the case may be.

VI. Background Checks

For each Field Experience Candidate and Student Teaching Candidate, the University shall cause to be performed and provide to the District a criminal background check and child abuse and neglect registry check (the "Background Checks") that comply with the minimum requirements set by the Missouri Department of Elementary and Secondary Education. The University shall cause the results of the Background Checks to be provided to the District not less than [INSERT MONTHS] prior to the start date of a particular candidate's Field Experience or Student Teaching. Prior to submitting the results of the Background Checks to the District, the University shall review the results and exclude from participation any candidate whose Background Check would preclude the candidate from serving in the planned Field Experience or Student Teaching.

VII. Non-Discrimination

The University and the District actively follow a policy of nondiscrimination in regard to age, race, color, religion, sex, national origin, sexual orientation, marital status, Vietnam Era veterans, persons with handicaps and disabilities, and any other status protected by law. This policy applies to the awarding of student financial aid, and the recruitment, admission, housing, placement and retention of students, faculty and staff. The University and the District shall comply with the regulations implementing Title VI and Title VII of the Civil Rights Act of 1964 regarding race, color, national origin, religion and sex discrimination; Title IX of the Education Amendments Act of 1972 regarding sex discrimination; the Americans with Disabilities Act as amended by the ADA amendments Act; Section 504 of the Rehabilitation Act of 1973 regarding discrimination based on disabilities and handicaps; the Age Discrimination in Employment Act; the Missouri Human Rights Act; and other applicable federal, state, and local laws and regulations concerning nondiscrimination.

VIII. Compliance With Other Law

The University and District shall comply with all federal, state, and local laws and regulations that are applicable to the subject matter of this Agreement.

IX. Applicable Law

This Agreement shall be governed by and construed in accordance with the law of the State of Missouri and federal law.

X. Severability

In the event any provision of this Agreement is held by a court to be illegal, void, or otherwise unenforceable, all other provisions of this Agreement shall continue in full force and effect to the maximum extent permitted by law.

XI. Non-Waiver

The failure of either party to enforce one or more provisions of this Agreement with respect to any particular breach shall not be deemed or construed to constitute a waiver of any other breach of this Agreement.

XII. Merger

This Agreement constitutes the entire understanding and agreement of the parties with respect to the subject matter contained herein and supersedes all prior agreements concerning the same subject matter, whether written or oral. This Agreement may be modified only by a writing signed by both parties.

XIII. Term/Termination

The term of this Agreement shall be a period of three years, commencing on January 1, 2014 and ending January 1, 2017. Either party may terminate this Agreement upon 30 days written notice. However, in the event either party terminates the Agreement, Field Experience Candidates and Student Teaching Candidates that have already been placed shall be permitted to complete their placement unless the candidate is otherwise removed pursuant to Section IV of this Agreement. Any extension of the term of this Agreement shall be in a writing executed by both the University and the District.

IN WITNESS THEREOF, the parties hereto have entered in this Agreement as of the later date of the signatures below.

The University

By: _____
Designee/Representative
College of Education & Human Services

Date: _____

The District

By: Gayle Allensworth
Superintendent or Designee

Date: 3/11/14

LEASE - BUSINESS PROPERTY - SHORT FORM

THIS AGREEMENT, made and entered into this 23rd day of August, 2017, by and between the Red Oak Community School District ("Landlord"), whose address, for the purpose of this lease, is 2011 N. 8th Street, Red Oak, Iowa, 51566, and West Central Community Action ("Tenant"), whose address for the purpose of this lease is P.O. Box 709, 1408 "A" Highway 44, Harlan, Iowa 51537-0709.

The parties agree as follows:

1. **PREMISES AND TERM.** Landlord leases to Tenant the following real estate, situated in Montgomery County, Iowa:

Classroom, Office and Storage described in the attached Exhibit "A"

Together with all improvements thereon, and all rights, easements and appurtenances thereto belonging, for a term beginning on the 26th day of August, 2015, and ending on the 31st day of August, 2016, upon the condition that Tenant performs as provided in this lease.

2. **RENT.** Tenant agrees to pay Landlord as rent \$ 500.00 per month, in advance commencing on the 1st day of September, 2017, and on the first day of each month thereafter, during the term of this lease. Rent for any partial month shall be prorated as additional rent.

All sums shall be paid at the address of Landlord, or at such other place as Landlord may designate in writing. Delinquent payments shall draw interest at 10 % per annum.

3. **POSSESSION.** Tenant shall be entitled to possession on the first day of the lease term, and shall yield possession to Landlord at the termination of this lease. SHOULD LANDLORD BE UNABLE TO GIVE POSSESSION ON SAID DATE, TENANT'S ONLY DAMAGES SHALL BE A PRO RATA ABATEMENT OF RENT and termination of the lease.

4. **USE.** Tenant shall use the premises only for conducting their business.

5. **CARE AND MAINTENANCE.**

(a) Tenant takes the premises as is, except as herein provided.

(b) Landlord shall keep the following in good repair: roof, exterior walls, foundation, sewer, plumbing, heating, wiring, air conditioning, plate glass, windows and window glass, sidewalks, exterior decorating, interior decorating. Landlord shall not be liable for failure to make any repairs or replacements unless Landlord fails to do so within a reasonable time (not to exceed 10 days) after written notice from Tenant.

(c) Tenant shall maintain the premises in a reasonable safe, serviceable, clean and presentable condition, and except for the repairs and replacements provided to be made by Landlord in subparagraph (b) above, shall make all repairs, replacements and improvements to the premises. Tenant shall make no structural changes or alterations without the prior written consent of Landlord.

6. UTILITIES AND SERVICES. Landlord shall pay for all utilities and services which may be used on the premises, Landlord shall provide heat, electricity, and water at Landlord's expense. Landlord shall not be liable for damages for failure to perform as herein provided, or for any stoppage for needed repairs or for improvements or arising from causes beyond the control of Landlord, provided Landlord uses reasonable diligence to resume such services.

7. SURRENDER. Upon the termination of this lease, Tenant will surrender the premises to Landlord in good and clean condition, except for ordinary wear and tear or damage without fault or liability of Tenant. Continued possession, beyond the term of this Lease and the acceptance of rent by Landlord shall constitute a month-to-month extension of this lease.

8. ASSIGNMENT AND SUBLETTING. No assignment or subletting, either voluntary or by operation of law, shall be effective without the prior written consent of Landlord, which consent shall not unreasonably be withheld.

9. INSURANCE.

A. PROPERTY INSURANCE. Landlord and Tenant agree to insure their respective real and personal property for the full insurable value. Such insurance shall cover losses included in the Insurance Services Office Broad Form Causes of Loss (formerly fire and Landlord and extended coverage). To the extent permitted by their policies the Landlord and Tenant waive all rights of recovery against each other.

B. LIABILITY INSURANCE. Tenant shall obtain commercial general liability insurance in the amounts of \$1,000,000 each occurrence and \$1,000,000 annual aggregate per location.

10. LIABILITY FOR DAMAGE. Each party shall be liable to the other for all damage to the property of the other negligently, recklessly or intentionally caused by that party (or their agents, employees or invitees), except to the extent the loss is insured and subrogation is waived under the owner's policy.

11. DAMAGE. In the event of damage to the premises, so that Tenant is unable to conduct business on the premises, this lease may be terminated at the option of either party. Such termination shall be effected by notice of one party to the other within twenty days after such notice; and both parties shall thereafter be released from all future obligations hereunder.

12. MECHANICS' LIENS. Neither Tenant, nor anyone claiming by, through, or under Tenant, shall have the right to file any mechanic's lien against the premises. Tenant shall give notice in advance to all contractors and subcontractors who may furnish, or agree to furnish, any material, service or labor for any improvement on the premises.

13. DEFAULT, NOTICE OF DEFAULT AND REMEDIES.

EVENTS OF DEFAULT

A. Each of the following shall constitute an event of default by Tenant: (1) Failure to pay rent when due; (2) failure to observe or perform any duties, obligations, agreements, or conditions imposed on Tenant pursuant to the terms of the lease; (3) abandonment of the premises. "Abandonment" means the Tenant has failed to engage in its usual and customary business activities on the premises for more than fifteen (15) consecutive business days; (4) institution of voluntary bankruptcy proceedings by Tenant; institution of involuntary bankruptcy proceedings in which the Tenant thereafter is adjudged a bankruptcy; assignment for the benefit of creditors of the interest of Tenant under this lease agreement; appointment of a receiver for the property or affairs of Tenant, where the receivership is not vacated within ten (10) days after the appointment of the receiver.

NOTICE OF DEFAULT

B. Landlord shall give Tenant a written notice specifying the default and giving the Tenant ten (10) days in which to correct the default. If there is a default (other than for nonpayment of a monetary obligation of Tenant, including rent) that cannot be remedied in ten (10) days by diligent efforts of the Tenant, Tenant shall propose an additional period of time in which to remedy the default. Consent to additional time shall not be unreasonably withheld by Landlord. Landlord shall not be required to give Tenant any more than three notices for the same default within any 365 day period.

REMEDIES

C. In the event Tenant has not remedied a default in a timely manner following a Notice of Default, Landlord may proceed with all available remedies at law or in equity, including but not limited to the following: (1) Termination. Landlord may declare this lease to be terminated and shall give Tenant a written notice of such termination. In the event of termination of this lease, Landlord shall be entitled to prove claim for and obtain judgment against Tenant for the balance of the rent agreed to be paid for the term herein provided, plus all expenses of Landlord in regaining possession of the premises and the reletting thereof, including attorney's fees and court costs, crediting against such claim, however, any amount obtained by reason of such reletting; (2) Forfeiture. If a default is not remedied in a timely manner, Landlord may then declare this lease to be forfeited and shall give Tenant a written notice of such forfeiture, and may, at the time, give Tenant the notice to quit provided for in Chapter 648 of the Code of Iowa.

14. NOTICES AND DEMANDS. All notices shall be given to the parties hereto at the addresses designated unless either party notifies the other, in writing, of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such notice shall be considered given under the terms of this lease when it is deposited in the U.S. Mail, registered or certified, properly addressed, return receipt requested, and postage prepaid.

15. PROVISIONS BINDING. Each and every covenant and agreement herein contained shall extend to and be binding upon the respective successors, heirs, administrators, executors and assigns of the parties hereto.

16. ADDITIONAL PROVISIONS.

The Landlord shall provide a private storage space in the general storage area of the building.

17. DE-FUNDING PROVISIONS.

Notwithstanding any other provision of this lease to the contrary the Tenant may terminate this lease without penalty by giving sixty days written notice to the landlord in the event of any of the following contingencies.

1. The Iowa legislature, the Governor, the United States Congress or the President fail to appropriate funds sufficient to allow tenant to operate as required and to fulfill its obligations under the lease
2. If funds are de-appropriated or not allocated.
3. If funds are insufficient for any other reason.
4. If Tenants authorization to conduct its programs is withdrawn or there is a material alteration in the programs the Tenant administers.
5. If the Tenants duties are substantially modified.

Red Oak Community School District

By _____
Tom Messinger, Superintendent

Date

West Central Community Action

By _____
Joel Drks, Executive Director

Date

23

Exhibit 'A'

The Red Oak Community School District shall provide in addition to the basic lease agreement the following:

1.0 A classroom space of not less than 700 square feet shall be made available throughout the terms of this lease agreement.

2.0 Access to Head Start program staff and clients shall be granted to the Webster Building that would include the playground, bathrooms, and designated storage/office areas.

3.0 West Central Community Action agrees to reimburse the Red Oak Community School District for actual phone costs on a monthly basis including basic access fee charges, long distance phone charges, and a prorated amount of fees for Internet usage. The Red Oak School Accounts Payable Clerk will send to the West Central Community Action organization a monthly itemized statement.

4.0 Access to communications equipment that includes but is not limited to phone instruments, copy machines, network servers, printers shall be provided. Actual costs for the use of the copy machine will be billed on a monthly basis.

5.0 The Red Oak Community School District will work with Red Oak Head Start personnel to provide a daily breakfast and lunch service during the days school is in session for the Red Oak Community School District. Adult non reimbursable meals will be billed on a monthly basis.

TERMS AND
CONDITIONS

McClure shall perform the services outlined in this agreement for the stated fee arrangement.

Access to Site:

Unless otherwise stated, McClure will have access to the site for activities necessary for the performance of the services. McClure will take precautions to minimize damage due to these activities, but have not included in the fee the cost of restoration of any resulting damage.

The total fee, if stated, shall be understood to be an estimate, and shall not be exceeded without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

Current rates are as follows:

| | | | |
|--------------|----------|-------------|--------------|
| Professional | \$ | Engineering | \$ 98.00/Hr |
| Engineer | 160.00/ | Tech I | \$ 87.00/Hr |
| Design | Hr. | Engineering | |
| Engineer II! | \$1— | Tech 11 | \$ 70.00/Hr |
| Survey Party | 02.00/Hr | Engineering | |
| Chief | . | Tech III | \$ 60.00/Hr. |
| Senior | \$1 | Engineering | |
| Engineering | 10.00/Hr | Tech IV | \$ 50.00/Hr. |
| Tech. | \$1 | Engineering | |
| | 15.00/Hr | Tech V | |

Billings/Payments:

Invoices for McClure services shall be submitted, at McClure option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 30 days after receipt of the invoice.. If the invoice is not paid within 30 days, McClure may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments:

Accounts unpaid after 60 days after the invoice date may be subject to a monthly service charge of 1.0% on the then unpaid balance (12.0% true annual rate) at the sole election of McClure. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Indemnification:

The Client shall indemnify and hold harmless McClure and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except McClure) or anyone for whose acts any of them may be liable.

McClure agrees to indemnify and hold harmless the Owner against all damages or liabilities, including reasonable attorney's fees, to the extent caused by the McClure's negligent error or omission in the performance of professional services required under this Agreement, including any plan or specification within the responsibility of the McClure or to any breach of duty or obligation assumed by or required under this Agreement and that of its subconsultants or anyone for whom the McClure is legally liable.

Risk Allocation:

In recognition of the relative risks, rewards and benefits of the project to both the Client and McClure the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, McClure's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this Agreement from any cause or causes, shall not exceed \$100,000 or McClure's available proceeds of insurance, whichever is greater. Such causes include, but are not limited to, McClure negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Initial here: _____ McClure

Initial here: _____ Client

Insurance:

McClure shall maintain the following insurance for one (1) year after the date of completion of the work under this Agreement.

A. General Liability

| | |
|-------------------|-------------|
| Each Occurrence | \$1,000,000 |
| General Aggregate | \$2,000,000 |

B. Workers' Compensation

| | |
|------------------------------------|-------------|
| Employers' Liability Each Accident | \$1,000,000 |
| General Aggregate | \$1,000,000 |

C. Professional Liability

| | |
|------------------|-------------|
| Each Claim | \$1,000,000 |
| Policy Aggregate | \$2,000,000 |

McClure shall provide the Client with a Certificate of Insurance listing the Client as additional insured for the above-referenced insurance, to the extent permitted by the policy.

Termination of Services:

This Agreement may be terminated by the Client without cause upon seven (7) days written notice. This Agreement may also be terminated by Client or McClure, immediately upon written notice, should the other fail to perform its obligations

26

hereunder. In the event of termination, whether with or without cause, the Client shall pay McClure for all services rendered up to the date of termination, plus all documented reimbursable expenses.

Ownership of Documents:

The Client acknowledges McClure's drawings, specifications and other construction documents ("Documents") as instruments of professional services. Nevertheless, the final hard copy Documents prepared under this Agreement shall become the property of the Client upon completion of the services or termination of this Agreement if payment in full of all monies then contractually due up to completion or termination have been made by the Client. The Client shall notify McClure in writing prior to Client's modifications and/or reuse of the instruments of service for the project. The Client's or its retained agent's or representative's modifications and/or reuse of the Documents without written authorization or adaptation of McClure will be at the Client's and/or its agent's or representative's sole risk and without liability or legal exposure to McClure.

Applicable Laws:

Unless otherwise specified, this Agreement shall be governed by the laws of the State of Iowa and any dispute arising out of this Agreement shall be heard in a court of competent jurisdiction in Montgomery County Iowa.

Severability: If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect

Entire Agreement: This Agreement, which shall incorporate the attached letter proposal dated October 24, 2017, shall contain the entire understanding and agreement between the parties and this Agreement may only be modified upon written agreement of the parties.

* * * * *

* *

MODIFIED SUPPLEMENTAL AMOUNT

| # | Description | Amount |
|----|--|-----------|
| 1 | Total budget figure from Budget Proposal section, above | \$516,120 |
| 2 | Requested amount for programming targeting non-identified students (Sum General Population Service Budgets) | \$0 |
| 3 | Estimated amount from TSS and TLC/TLS included in the budget proposal | 0 |
| 4 | Estimated amount from the district's flexibility account (Iowa Code 298A.2 General Fund-flexibility account) used to support AR\DoP program. | 0 |
| 5 | Estimated donations and grants to fund this program. | 0 |
| 6 | Estimated at risk formula-generated funds for next fiscal year. | \$46,968 |
| 7 | Estimated carryforward from project 1116 for the current fiscal year, from above | \$0 |
| 8 | Estimated carryforward from project 1119 for the current fiscal year, from above | \$0 |
| 9 | Total budget less than other sources ((line 1)-(lines 3 to 8)) | \$469,152 |
| 10 | Minimum (25%) that must come from the regular district program cost (25 percent of line 9) | \$117,288 |
| 11 | Budget Balance (subtract line 10 from line 9) | \$351,864 |
| 12 | District cost per pupil | \$6,664 |
| 13 | Certified enrollment (October 1, current school year) Certified enrollment was found and certified on 10/13/2017 11:02:22 PM. | 1,057.10 |
| 14 | Maximum modified supplemental amount possible (0.05 x line 12 x line 13) | \$352,226 |
| 15 | Amount on line 11 or line 14, whichever is less | \$351,864 |
| 16 | Requested modified supplemental amount Enter an amount greater than zero and equal to, or less than: \$351,864 "Requested MSA (and associated spending authority) is solely for the purpose of implementing the services approved in the application." | \$351,864 |

PROPOSED BLOCK SCHEDULE #1

ORANGE

| | |
|------------------------------|---------------------|
| 1st Period | 8:00 - 9:30 |
| 3rd Period | 9:35 - 11:05 |
| 5th Period | 11:10 - 1:10 |
| 7th Period | 1:15 - 2:45 |
| Seminar | 2:50 - 3:30 |

BLACK

| |
|------------------------------|
| 2nd Period |
| 4th Period |
| 6th Period |
| 8th Period |
| Seminar |

A Lunch: **11:10 - 11:35**
 (11:40 - 1:10) Class

B Lunch: **12:45 - 1:10**
 (11:10 - 12:40) Class

PROPOSED BLOCK SCHEDULE #2

| | | |
|------------------------------|---------------------|------------------------------|
| 1st Period | 8:00 - 9:40 | 2nd Period |
| 3rd Period | 9:45 - 11:25 | 4th Period |
| 5th Period | 11:30 - 1:40 | 6th Period |
| 7th Period | 1:45 - 2:35 | Every day (skinny) |
| Seminar | 2:40 - 3:30 | Every day |

A Lunch: **11:30 - 11:55**
 (12:00 - 1:40) Class

B Lunch: **12:05 - 12:30**
 (11:30 - 12:00) Class
 (12:30 - 1:40) Class

PROPOSED SCHEDULE #3

| | | |
|-------------------------------|----------------------|-------------------|
| 1st Period: | 8:00 - 8:49 | JV Choir |
| 2nd Period: | 8:52 - 9:41 | JV Choir |
| 3rd Period: | 9:44 - 10:33 | Band/Choir |
| 4th Period: | 10:36 - 11:25 | Band/Choir |
| 5th Period: | 11:28 - 12:43 | |
| Seminar: | 12:46 - 1:37 | |
| 6th Period: | 1:40 - 2:29 | |
| 7th Period: | 2:32 - 3:21 | |

| | | |
|-----------------|----------------------|----------------|
| Lunch A: | 11:28 - 11:58 | |
| | 11:58 - 12:43 | (Class) |
| Lunch B: | 12:13 - 12:43 | |
| | 11:28 - 12:08 | (Class) |

November 28, 2017

Red Oak Board of Directors,

I would like to express my interest in the early retirement plan for the 2017-2018 school year.

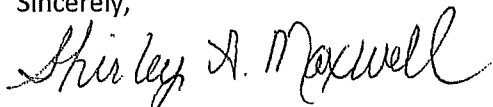
You may remember that I also wrote a letter last January requesting you consider my request and discuss with me the best way to handle the transition for the district. This letter was not ever on an agenda for approval. In that letter I requested you finding a replacement for my position but let me remain on staff to be able to train the new person and finish up all year end reports and the 2016-2017 school audit. Well, that time has come and gone.

June 30th is not a good time for the transition of a school business official due to all the end of year state reports and the annual audit being done in July and August. My request is that you consider finding a replacement for my position at this time. Please consider this as my 30 days notice. However if this time frame isn't conducive to the transition with the new hire I am willing to continue to work with the district on a part time basis.

I want to thank the Red Oak School District and the Board of Directors for giving me the opportunity to serve in this district. It is because of the time I have spent in this district that I feel such a deep commitment to continue to serve to make a smooth transition.

Thank you for considering my request.

Sincerely,

A handwritten signature in cursive script that reads "Shirley A. Maxwell".

Shirley Maxwell
School Business Official

**Red Oak Community School District
Staff Selection Recommendation**

Date: 12-8-17

Building: Admin HS MS WIS IPS ECC Trans
(Please Circle All That Apply)

Position: Special Ed. Para

Name: Destiney Smith

Certified:
Lane: _____
Step: _____
Salary: _____

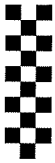
Classified:
Hourly Rate: _____
Hours Per Day: 7.5

[Signature]
Principal/Director

Please send form to Superintendent for Board Approval

32

Office Use Only
Background Check: _____



**Red Oak Community School District
Staff Selection Recommendation**

Date: 12-8-17

Building: Admin HS MS WIS IPS ECC Trans
(Please Circle All That Apply)

Position: SpEd. Para

Name: Jessica McFarland

Certified:
Lane: ~~_____~~
Step: ~~_____~~
Salary: ~~_____~~

Classified:
Hourly Rate: _____

Hours Per Day: 7.5 HAS ABA

J. Allsworth
Principal/Director

Please send form to Superintendent for Board Approval

Office Use Only
Background Check: _____