

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, March 12, 2018 – 7:00 pm

Public Hearing on Facilities with Daric O'Neal

- Agenda -

- 1.0 Call to Order – Board of Directors President Mark Johnson
- 2.0 Roll Call – Board of Directors Secretary Deb Drey
- 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 February 26, 2018 *pg 1-3*
 - 6.2 Review and Approval of Monthly Business Reports *pg 4-11*
 - 6.3 Open Enrollment Requests Consideration –
 - 6.3.1 Kindergartener Ryan J Perez Jr open enrollment to Council Bluffs Public School District from Red Oak Community School District for the 2017-2018 school year
 - 6.3.2 3rd grader Audrie Troxell open enrollment to Council Bluffs Public School District from Red Oak Community School District for the 2017-2018 school year
 - 6.3.3 10th grader Brandon Higgins open enrollment to Red Oak Community School District from East Mills Community School District for the 2017-2018 school year.
 - 6.3.4 Kindergartener Caden Posten open enrollment to Villisca Community School District from Red Oak Community School District for the 2017-2018 school year
 - 6.3.5 9th grader Mackenzie Fochtman open enrollment to CAM Online School from Red Oak Community School District for the 2018-2019 school year
 - 6.3.6 6th grader Beau Sallach open enrollment to Stanton Community School District from Red Oak Community School District for the 2018-2019 school year

- 6.3.7 6th grader Emma Sallach open enrollment to Stanton Community School District from Red Oak Community School District for the 2018-2019 school year
- 6.3.8 11th grader Alexander Radcliff open enrollment to CAM Online School District from Red Oak Community School District for the 2018-2019 school year
- 6.3.9 Kindergartener Klaire Johnson open enrollment to CAM from Red Oak Community School District for the 2018-2019 school year
- 6.3.10 2nd Grader Kaleb Johnson open enrollment to CAM from Red Oak Community School District for the 2018-2019 school year
- 6.3.11 4th Grader Aiden Johnson open enrollment to IA Connections Academy CAM Community School District from Red Oak Community School District for the 2018-2019 school year
- 6.3.12 12th grader Nina Smith open enrollment to IA Connections Academy CAM Community School District from Red Oak Community School District for the 2018-2019 school year
- 6.3.13 3rd grader Hayden Jones open enrollment to Stanton Community School District from Red Oak Community School District for the 2018-2019 school year
- 6.3.14 7th grader Alexis Chambers open enrollment to Stanton Community School District from Red Oak Community School District for the 2018-2019 school year.
- 6.3.15 Kindergartener Kaiden Kinnison open enrollment to Essex Community School District from Red Oak Community School District for the 2018-2019 school year

7.0 General Business for the Board of Directors

7.1 Old Business

- 7.1.1 Discussion from Superintendent Tom Messinger on update on facilities space for 2018-2019 school year

7.2 New Business

- 7.2.1 Discussion/Approval of plans, specifications, form of contract, engineers estimates, and schedule for bond project with Daric O'Neal
- 7.2.2 Discussion/Approval of Soccer program for the spring 2018
- 7.2.3 Discussion/Approval of Resolution Authorizing the Issuance of Not to Exceed \$19,990,000 General Obligation School Bonds pg 12-17
- 7.2.4 Discussion/Approval of a rental agreement for office space for the Central Office during the building project.
- 7.2.5 Presentation and Exchange of Interest Items with the Red Oak Support Staff Association – ROSSA President Frank Hildalgo, Board President Mark Johnson
- 7.2.6 Presentation and Exchange of Interest Items with the Red Oak Education Association – ROEA Representative Deb Blomstedt Board President Mark Johnson
- 7.2.7 Discussion/Approval of first reading of policy changes for series 200
- 7.2.8 Discussion/Approval of 2016-2017 Red Community School Audit report

Pg 18-72
Pg 73-144

7.2.9 Discussion/Approval of proposal from Computer Information Concepts on Campus Online Registration for the 2018-2019 school year Pg 145

7.2.10 Discussion/Approval of E-rate contract to purchase switches and installation from RTI Pg 146-166

Personnel Considerations

7.2.11 Discussion/Approval of hiring two seasonal 20-hour employees to help in the Maintenance Department for the remainder of the 2017-2018 school year and during the summer months.

7.2.12 Discussion/Approval of hiring Danielle Floerchinger-Herrington as High School Guidance Counselor for the 2018-2019 school year. Pg 167

7.2.13 Discussion/Approval of resignation of High School Head Tennis Coach and High School Head Girls Basketball Dan Martinez effective immediately Pg 168

7.2.14 Discussion/Approval of resignation of High School Assistant Tennis Coach Nita Martinez effective immediately. Pg 169

8.0 Reports

8.1 Administrative

8.2 Future Conferences, Workshops, Seminars

8.3 Other Announcements

9.0 Next Board of Directors Meeting:

Monday, March 26, 2018 – 7:00 pm

Red Oak High School Media Center

Red Oak CSD High School Campus

10.0 Adjournment

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Red Oak High School Media Center
Red Oak High School Campus
February 26, 2018

The regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Mark Johnson at 7:00 p.m. at the Red Oak High School Media Center.

Present

Directors: Mark Johnson, Roger Carlson, Kathy Walker, Bryce Johnson, Bret Blackman joined the meeting at 7:07 p.m.

Superintendent Tom Messinger, Business Manager Shirley Maxwell, Business Manager Deb Drey

Approval of Agenda

Motion by Director Walker, second by Director Bryce Johnson 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

Trish Fellers and ROAR demonstrated their Lego Robotics Project from the First Lego League Competition.

High School students participated in the District Individual Speech and had several students qualify for State Competition.

The Girls Basketball Team will be participating in the State Tournament.

Two Wrestlers placed at the state tournament.

Curriculum and Instruction Model

Leanne Fluckey and Janelle Erickson presented on a model for Curriculum and Instruction for Secondary Professional Learning.

Consent Agenda

Motion by Director Blackman, second by Director Walker to approve the consent agenda with a change on the February 6 minutes to read special meeting instead of regular meeting. Motion approved unanimously.

High School Social Studies Course Offerings

Motion by Director Carlson, second by Director Walker to approve the proposed High School Social Studies course offerings and requirements. Motion passed unanimously.

2018-2019 High School Schedule

Motion by Director Carlson, second by Director Bryce Johnson to approve the High School block schedule for the 2018-2019 school year. Motion passed unanimously.

MidAmerican Electrical Service Upgrade

Motion by Director Bryce Johnson, second by Director Blackman to approve the electrical upgrade by MidAmerican Energy to the High School. Motion passed unanimously.

TD2 Professional Agreement

Motion by Director Bryce Johnson, second by Director Walker to approve the TD2 Professional Agreement for two additional borings. Motion passed unanimously.

Continuation of meeting notes from 2-26-2018 page 2

Gold Fair Building Wireless Access

Motion by Director Carlson, second by Director Blackman to approve the RTI bid in the amount of \$6,526.64 to provide wireless access to the Gold Fair Building. Motion passed unanimously.

Fresh Fruit and Vegetable Standard Operating Procedure

Motion by Director Bryce Johnson, second by Director Walker to approve the Fresh Fruit and Vegetable Standard Operating Procedures as presented effective immediately. Motion passed unanimously.

Montgomery County YMCA Rental Agreement

Motion by Director Walker, second by Director Blackman to approve the rental agreement with the Montgomery County YMCA for the 2018-2019 school year in the amount of \$1500.00 per month. Motion passed unanimously.

Montgomery County Fair Board Rental Agreement

Motion by Director Blackman, second by Director Bryce Johnson to approve the rental agreement with the Montgomery County Fair Board for the 2018-2019 school year in the amount of \$3,000.00 plus utility cost over \$352.00 per month. Motion passed unanimously.

Board Policy Series 100

Motion by Director Carlson, second by Director Walker to approve the second reading of Board Policy Series 100 with changes presented at the table. Motion passed unanimously.

Board Policy Series 200

This item will be on the next agenda.

Human Resource Position

Superintendent Messinger stated there are two openings that he intends to consolidate into one: HR and AD Secretary unless the Board had strong feelings otherwise. No objection was stated.

Woodward-Granger Interagency Agreement

Motion by Director Blackman, second by Director Bryce Johnson to approve the Interagency Agreement for Special Education with Woodward-Granger for 2017-2018 school year. Motion passed unanimously.

Central Office Space Rental

This item will be on the next agenda.

One Source Background Check Agreement

Motion by Director Carlson, second by Director Blackman to approve the agreement with One Source to provide employment background checks. Motion passed unanimously.

2018-2019 Budget Discussion/Hearing

Business Manager Shirley Maxwell presented 2018-2019 budget information. Motion by Director Carlson, second by Director Walker to set the 2018-2019 Budget Hearing for March 26, 2018 at 7:00 p.m. Motion passed unanimously.

Continuation of meeting notes from 2-26-2018 page 3

Golf Coaching Positions

Motion by Director Walker, second by Director Bryce Johnson to split the Golf Head Coaching position to Girls Head Golf Coach and Boys Head Golf Coach for the 2017-2018 school year.

Motion passed unanimously.

Personnel Considerations

Motion by Director Bryce Johnson, second by Director Carlson to amend Robert Boeye's Assistant Golf Coach Contract to be Head Boys' Golf Coach with a salary of \$3,596.63 for the 2017-2018 school year. Motion passed unanimously.

Motion by Director Walker, second by Director Blackman to amend Patty Henke's Head Golf Coach to be Head Girls Golf Coach with no change in salary for the 2017-2018 school year.

Motion passed unanimously.

Motion by Director Carlson, second by Director Bryce Johnson to hire Julie Wolfe as Middle School Girls Track Coach for the 2017-2018 school year at a salary for \$2,345.63. Motion passed unanimously.

Motion by Director Walker, second by Director Carlson to accept the resignation of Ryan Gelber as High School Football Co-Head Coach effective at the end of the 2017-2018 school year.

Motion passed unanimously.

Motion by Director Bryce Johnson, second by Director Walker to accept the resignation of Brandi Stites as High School/Middle School Special Education Teacher, Assistant Bowling Coach, and Middle School Boys Track Coach effective at the end of the 2017-2018 school year.

Motion passed unanimously.

Adjournment

Motion by Director Blackman, second by Director Walker to adjourn the meeting at 9:51 p.m.

Motion passed unanimously.

Next Board of Directors Meeting

Monday, March 12, 2018 – 7:00 p.m.
Red Oak High School Media Center
Red Oak CSD High School Campus

Mark Johnson, President

Deb Drey, Board Secretary

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
BATTEN SANITATION SERVICE	022818	3,450.00
10 0010 2600 000 0000 421	DISTRICT WIDE GARBAGE	3,450.00
Vendor Name BATTEN SANITATION SERVICE		<u>3,450.00</u>
CASEY'S	022818	149.01
10 0020 2700 000 0000 626	STATE WRESTLING FUEL	149.01
Vendor Name CASEY'S		<u>149.01</u>
CENTURY LINK	022518	495.46
10 0010 2410 000 0000 532	DISTRICT WIDE FIRE ALARMS	495.46
Vendor Name CENTURY LINK		<u>495.46</u>
CITY OF RED OAK	011918	1,513.13
10 0010 2600 000 0000 411	DISTRICT WIDE UTILITIES	1,513.13
Vendor Name CITY OF RED OAK		<u>1,513.13</u>
COES TRUCK SERVICE	022718	200.00
10 0020 2700 000 0000 434	BUS #8 STUCK ON ROCK-TOW SERV	200.00
Vendor Name COES TRUCK SERVICE		<u>200.00</u>
COUNSEL OFFICE & DOCUMENTS	292472	22.41
10 2020 1000 100 0000 612	STAPLES FOR THE MS MEDIA CENTER COPIER	22.41
Vendor Name COUNSEL OFFICE & DOCUMENTS		<u>22.41</u>
CROUSE, SUEANN	030618	160.00
10 1902 1000 100 8002 618	Reimbursement - pizza	148.09
10 1902 1000 100 8002 618	tip for pizza	11.91
Vendor Name CROUSE, SUEANN		<u>160.00</u>
CUBBY'S	013118	2,419.89
10 0020 2700 000 0000 626	FUEL	513.55
10 0020 2700 000 0000 627	DIESEL	1,062.90
10 0010 2650 000 0000 626	TRUCK FUEL	35.33
10 0010 2700 217 3303 626	SPED GAS	598.60
10 0010 2700 217 3303 627	SPED DIESEL	209.51
CUBBY'S	022818	2,428.48
10 0010 2700 217 3303 627	DIESEL SPED	204.33
10 0010 2700 217 3303 626	FUEL SPED	531.85
10 0010 2650 000 0000 626	UTILITIES TRUCK FUEL	46.27
10 0020 2700 000 0000 627	DIESEL	820.25
10 0020 2700 000 0000 626	FUEL	825.78
Vendor Name CUBBY'S		<u>4,848.37</u>
DES MOINES STAMP MFG. CO.	1114773	38.40
10 0010 2310 000 0000 611	DREY STAMP	38.40
Vendor Name DES MOINES STAMP MFG. CO.		<u>38.40</u>
DHS CASHIER 1ST FLOOR	22818	14,898.22
10 0010 4634 219 4634	PROVIDERS SHAIRES-FEBRUARY MEDICARE	14,898.22
Vendor Name DHS CASHIER 1ST FLOOR		<u>14,898.22</u>

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RED OAK BOARD REPORT

Unposted; Batch Description MARCH 12 BOARD MEETING, 2018-0001

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
FAREWAY FOOD STORES	00144365	3.38	
10 0010 2310 000 0000 611	BOARD SUPPLIES		3.38
Vendor Name FAREWAY FOOD STORES			<u>3.38</u>
FASTENAL COMPANY	IARED67508	0.14	
10 3230 1300 370 0000 612	Jam Nut		0.14
Vendor Name FASTENAL COMPANY			<u>0.14</u>
FBG SERVICE CORPORATION	818388	31,089.52	
10 0010 2600 000 0000 340	DISTRICT FEB CLEANING		31,089.52
Vendor Name FBG SERVICE CORPORATION			<u>31,089.52</u>
FOLLETT SCHOOL SOLUTIONS INC	762802F-0	56.66	
10 3230 2222 000 0000 643	books for library-HS		56.66
Vendor Name FOLLETT SCHOOL SOLUTIONS INC			<u>56.66</u>
GLENWOOD COMMUNITY SCHOOLS	030218	5,126.84	
10 0010 1200 217 3303 320	FEBRUARY APEX PROGRAMx2 STUD		5,126.84
Vendor Name GLENWOOD COMMUNITY SCHOOLS			<u>5,126.84</u>
GREEN TREE COMPANY, THE	5548	1,000.00	
10 0010 2600 000 0000 422	2/20/18 SALT/SAND		1,000.00
GREEN TREE COMPANY, THE	5560	1,600.00	
10 0010 2600 000 0000 422	SALT/SAND 2/23 AND SALT/SAND 2/24 HSONLY		1,600.00
Vendor Name GREEN TREE COMPANY, THE			<u>2,600.00</u>
HACH COMPANY	10849280	73.34	
10 3230 1300 310 0000 612	Phosphate Standard		73.34
HACH COMPANY	10855305	81.42	
10 3230 1300 310 0000 612	Potassium Powder Pillows		34.09
10 3230 1300 310 0000 612	Sodium Hydroxide Standard		15.89
10 3230 1300 310 0000 612	Sulfuric Acid Standard		13.65
10 3230 1300 310 0000 612	Shipping		17.79
Vendor Name HACH COMPANY			<u>154.76</u>
HALL, HEATHER	022818	43.06	
10 0010 2134 000 0000 580	FEBRUARY MILEAGE REIMBURSEMENT		43.06
Vendor Name HALL, HEATHER			<u>43.06</u>
IOWA COMMUNICATIONS NETWORK	525332	6.00	
10 0010 2236 000 0000 536	FEBRUARY ICN CHARGES		6.00
Vendor Name IOWA COMMUNICATIONS NETWORK			<u>6.00</u>
IOWA WORKFORCE DEVELOPMENT	89678	165.00	
10 0010 2600 000 0000 432	MS ELEVATOR PERMIT & INSPECTION		165.00
Vendor Name IOWA WORKFORCE DEVELOPMENT			<u>165.00</u>
JONES, KELLY	021818	56.99	
10 1901 1000 100 8001 612	REIMBURSEMENT FOR SUPPLIES		56.99

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Vendor Name	Account Number	Invoice Number	Detail Description	Amount
JONES, KELLY				56.99
MATHESON TRI-GAS		17096173		235.72
10 3230 1300 370 0000 612			Acetylene Refill	235.72
Vendor Name	MATHESON TRI-GAS			235.72
MEDIACOM		022118		784.00
10 0010 2236 000 0000 536			PRI LINES	784.00
MEDIACOM		022118-01		1,680.00
10 0010 2236 000 0000 536			INTERNET	1,680.00
Vendor Name	MEDIACOM			2,464.00
MERCER HEALTH & BENEFITS ADMIN LLC		022818		3,350.18
10 0010 1000 100 8018 270			APRIL RETIREES INSURANCE	3,350.18
Vendor Name	MERCER HEALTH & BENEFITS ADMIN LLC			3,350.18
MIDAMERICAN ENERGY		021918		13,258.40
10 0020 2600 000 0000 621			BB GAS	520.37
10 3230 2600 000 0000 622			TECH ELECT	6,107.73
10 0030 2600 000 0000 621			FBALL FIELD GAS	220.70
10 0030 2600 000 0000 622			FBALL FIELD ELECT	13.89
10 2020 2600 000 0000 622			BBALL COURT ELECT	10.00
10 2020 2600 000 0000 622			MS ELECT	1,788.00
10 1901 2600 000 0000 622			IPS ELECT	3,068.94
10 1902 2600 000 0000 622			WASH ELECT	1,141.28
10 0020 2600 000 0000 622			BB ELECT	387.49
Vendor Name	MIDAMERICAN ENERGY			13,258.40
MONTGOMERY CO. MEMORIAL HOSP.		021618		172.00
10 0020 2700 000 0000 346			DRUG TESTING-RW TS ST ST	172.00
Vendor Name	MONTGOMERY CO. MEMORIAL HOSP.			172.00
MONTGOMERY COUNTY EXT. SERVICE		1052		2,000.00
10 0010 1999 000 0000			MIDWAY SHOOTING SPORTS GRANT-2017	2,000.00
Vendor Name	MONTGOMERY COUNTY EXT. SERVICE			2,000.00
OREILLY AUTO PARTS		0298-448196		87.85
10 0010 2600 000 0000 618			MAN-LIFT BATTERY	87.85
Vendor Name	OREILLY AUTO PARTS			87.85
PARALLEL TECHNOLOGIES, INC.		57303		1,500.00
10 0010 2600 000 0000 432			VAV Repair	1,500.00
Vendor Name	PARALLEL TECHNOLOGIES, INC.			1,500.00
PELGAS		013118		2,490.72
10 0020 2700 000 0000 628			PROPANE TAX-JAN	622.68
10 0020 2700 000 0000 628			PROPANE-JAN	1,868.04
Vendor Name	PELGAS			2,490.72
POSTMASTER OF RED OAK		022018		225.00
10 0010 2410 000 0000 531			BULK MAILING FEE	225.00
Vendor Name	POSTMASTER OF RED OAK			225.00

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RED OAK BOARD REPORT

Unposted; Batch Description MARCH 12 BOARD MEETING, 2018-0001

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
QUILL CORP.	5009293	198.00
10 1902 1000 100 0000 739	Office Chairsx2	198.00
QUILL CORP.	5192797	49.68
10 1902 1000 100 0000 611	Bindersx24	49.68
Vendor Name QUILL CORP.		<u>247.68</u>
RED OAK COMMUNITY SCHOOL DIST	123117	2,416.16
10 1901 2213 132 3376 580	IPS MATH TRAINING TRANS JULY-DEC 17	195.20
10 3230 2213 132 3376 580	CPM-HS TRANSPORTATION JULY- DEC 17	569.20
10 2020 2213 132 3376 580	CPM MATH TRAINING-MS JULY- DEC 17	417.20
10 0010 1200 217 3303 580	SPED TRANS JULY-DEC 17	43.60
10 2020 1000 421 3227 580	SCHOOL BEYOND SCHOOL TRANS JULY-DEC 17	204.80
10 0010 1000 490 8028 580	YTH GROUP TRANS JULY-DEC 17	32.90
10 1900 1000 420 3238 580	RIGHTSTART TRANSPORATION JULY-DEC 2017	293.91
10 0010 1000 420 1119 580	AT RISK TRANSPORTATION JULY- DEC 2017	119.90
10 0010 1000 420 1119 580	IJAG TRANSPORTATION JULY_ DEC 17	332.25
10 0010 2310 000 0000 580	BUS OFFICIAL TRANS--JULY-DEC 17	207.20
Vendor Name RED OAK COMMUNITY SCHOOL DIST		<u>2,416.16</u>
RED OAK GRAND THEATER	330	124.00
10 1902 1000 100 8002 618	Movie ticketsx62	124.00
RED OAK GRAND THEATER	330-SP	34.00
10 3230 1000 106 0000 612	17 movie tickets-SPANISH	34.00
Vendor Name RED OAK GRAND THEATER		<u>158.00</u>
RED OAK HARDWARE HANK	23315	5.39
10 0010 2600 000 0000 618	WIRE NUTS-DISTRICT	5.39
RED OAK HARDWARE HANK	23472	11.69
10 0010 2600 000 0000 618	WASH LIGHT BULB	11.69
Vendor Name RED OAK HARDWARE HANK		<u>17.08</u>
RICK ENGEL, ATTY.	022818	1,116.25
10 0010 2310 000 0000 320	FEBRUARY LEGAL SERVICES	1,116.25
Vendor Name RICK ENGEL, ATTY.		<u>1,116.25</u>
RIEMAN MUSIC, INC.	2695307	36.63
10 2020 1920 100 8202 612	BASS DRUM ROLLER BEATERS FOR THE MS	48.63
10 2020 1920 100 8202 612	CREDIT FOR MS	(12.00)
RIEMAN MUSIC, INC.	2699163	105.00
10 3230 2600 910 6220 433	Oboe crack repair	105.00
Vendor Name RIEMAN MUSIC, INC.		<u>141.63</u>
RIVERSIDE TECHNOLOGIES, INC	0193641-IN	1,000.00
10 0010 2235 000 0000 350	MARCH MANAGED SERVICES	1,000.00
Vendor Name RIVERSIDE TECHNOLOGIES, INC		<u>1,000.00</u>

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Unposted; Batch Description MARCH 12 BOARD MEETING, 2018-0001

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
SCHOLASTIC BOOK FAIRS-8	W3788074BF	1,115.17
10 0010 1000 100 8203 612	BOOK FAIR BOOKS-PTO	1,115.17
Vendor Name	SCHOLASTIC BOOK FAIRS-8	<u>1,115.17</u>
SCHOOL ADMINISTRATORS OF IOWA	200002769	110.00
10 1902 2410 000 0000 320	Continuing Ed -GA	110.00
Vendor Name	SCHOOL ADMINISTRATORS OF IOWA	<u>110.00</u>
SELLERS PEST CONTROL-ART SELLERS	25406	120.00
10 0010 2600 000 0000 425	FEBRUARY DISTRICT PEST CONTROL	120.00
Vendor Name	SELLERS PEST CONTROL-ART SELLERS	<u>120.00</u>
SICKELS, VICKI	022318	34.19
10 2020 1000 421 3227 618	REIMBURSE LUNCH FOR SCHOOL BEYOND SCHOOL	34.19
Vendor Name	SICKELS, VICKI	<u>34.19</u>
SOCS/FES	009139	405.00
10 0010 2236 000 0000 536	MARCH WEB HOSTING	405.00
Vendor Name	SOCS/FES	<u>405.00</u>
TIMBERLINE BILLING SERVICE LLC	022818	1,678.74
10 0010 2510 217 3303 350	FEBRUARY MEDICAID	1,678.74
Vendor Name	TIMBERLINE BILLING SERVICE LLC	<u>1,678.74</u>
TOTAL FUNDS BY HASLER	022518	1,000.00
10 0010 2410 000 0000 531	POSTAGE FILL	1,000.00
Vendor Name	TOTAL FUNDS BY HASLER	<u>1,000.00</u>
UNITED FARMERS COOPERATIVE	020118	48.61
10 0020 2700 000 0000 627	DIESEL-ACCIDENTALLY FILLED UP at MERC	48.61
UNITED FARMERS COOPERATIVE	0315942	139.90
10 0010 2600 000 0000 618	drive patch	139.90
UNITED FARMERS COOPERATIVE	0316013	1.13
10 0010 2600 000 0000 618	HS OVERHEAD DOOR REPAIR SUPPLIES	1.13
Vendor Name	UNITED FARMERS COOPERATIVE	<u>189.64</u>
UNITED PARCEL SERVICE	000053702208 8-18	14.37
10 0010 1200 217 3303 612	SPED 3 WASH PACKAGE	14.37
Vendor Name	UNITED PARCEL SERVICE	<u>14.37</u>
WESTLAKE ACE HARDWARE	10516065	15.99
10 0010 2600 000 0000 618	BATTERIES-SOAP DISPENSERS	15.99
WESTLAKE ACE HARDWARE	10516082	13.57
10 0010 2600 000 0000 618	TOOLS-MAINT	13.57
WESTLAKE ACE HARDWARE	10516234	15.08
10 0010 2600 000 0000 618	ELECTRICAL SUPPLIES	15.08
WESTLAKE ACE HARDWARE	10516414	7.20
10 0010 2600 000 0000 618	SMALL TRAILER REPAIR SUPPLIES	7.20

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
WESTLAKE ACE HARDWARE	10516451	44.75
10 0010 2600 000 0000 618	WASH RR LIGHT PARTS	44.75
WESTLAKE ACE HARDWARE	10516465	3.27
10 0010 2600 000 0000 618	HS ENTRY DOOR FASTENERS	3.27
Vendor Name WESTLAKE ACE HARDWARE		<u>99.86</u>

Fund Number 10		100,724.99
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND
SPECIALTY UNDERWRITERS LLC	SW3308-4	34,093.25
22 0010 2310 000 0000 520	PREMIUM INSTALLMENT 4	34,093.25
Vendor Name SPECIALTY UNDERWRITERS LLC		<u>34,093.25</u>

Fund Number 22		34,093.25
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
BJ STORAGE	7994	11,600.00
36 0010 2600 000 0000 739	40'GRAYSTORAGE CONTAINERx2-BLDG PROJSTOR	11,600.00
Vendor Name BJ STORAGE		<u>11,600.00</u>

Fund Number 36		11,600.00
Checking Account ID 1		146,418.24
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
RED OAK COMMUNITY SCHOOL DIST	080217	80.04
61 0010 2490 000 0000 530	CHILD NUT-DIR CERT LETTERS REIMBURSEMENT	80.04
Vendor Name RED OAK COMMUNITY SCHOOL DIST		<u>80.04</u>

Fund Number 61		80.04
Checking Account ID 2		80.04
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
ATLANTIC NEWS TELEGRAPH	013118	88.00
21 3230 1400 950 7407 618	TOY SHOW AD FEE	88.00
Vendor Name ATLANTIC NEWS TELEGRAPH		<u>88.00</u>

BUNTROCK, MISSY	021318	90.00
21 0010 1400 920 6810 320	7/8 GBB BBALL OFFICIAL	90.00
Vendor Name BUNTROCK, MISSY		<u>90.00</u>

EXCHANGE, THE	21674	69.00
21 3230 1400 950 7407 618	TOY SHOW NEWSPAPER AD FEE	69.00
Vendor Name EXCHANGE, THE		<u>69.00</u>

FAREWAY FOOD STORES	030718	76.37
21 3230 1400 950 7407 618	FOOD FOR FFA MEETING	76.37
Vendor Name FAREWAY FOOD STORES		<u>76.37</u>

FRENCH, DUSTIN	020518	90.00
21 0010 1400 920 6810 320	7/8 GBB OFFICIAL	90.00
Vendor Name FRENCH, DUSTIN		<u>90.00</u>

GIRRES, CHRIS	022318	300.00
21 0010 1400 920 6710 320	OFFICIAL SCHEDULING FEE-BBALL	150.00

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RED OAK BOARD REPORT

Unposted; Batch Description MARCH 12 BOARD MEETING, 2018-0001

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
21 0010 1400 920 6810 320	OFFICIAL SCHEDULING FEE-GBALL	150.00
Vendor Name GIRRES, CHRIS		<u>300.00</u>
GRAPHIC EDGE, THE	1196545	2,535.04
21 0010 1400 920 6810 618	STATE BASKETBALL TEE SHIRTS	2,535.04
GRAPHIC EDGE, THE	1197889	116.68
21 0010 1400 920 6810 618	STATE BASKETBALL TEE SHIRTS	116.68
Vendor Name GRAPHIC EDGE, THE		<u>2,651.72</u>
GROSH SCENIC RENTALS	I95937	643.82
21 3230 1400 910 6210 618	BACKDROP RENTAL	475.00
21 3230 1400 910 6210 618	ROUND TRIP SHIPPING	97.57
21 3230 1400 910 6210 618	DAMAGE WAIVER	71.25
Vendor Name GROSH SCENIC RENTALS		<u>643.82</u>
IA HIGH SCHOOL SPEECH ASSOC.	022618	275.00
21 3230 1400 910 6110 618	ENTRY FEE FOR EVENTS	275.00
Vendor Name IA HIGH SCHOOL SPEECH ASSOC.		<u>275.00</u>
IOWA HIGH SCHOOL MUSIC ASSOC	1360	228.00
21 3230 1400 910 6220 618	ENSEMBLE & SOLO REGISTRATION FEE	228.00
Vendor Name IOWA HIGH SCHOOL MUSIC ASSOC		<u>228.00</u>
LENOX TIME TABLE, THE	0117 3927	56.00
21 3230 1400 950 7407 618	TOY SHOW NEWSPAPER AD FEE	56.00
Vendor Name LENOX TIME TABLE, THE		<u>56.00</u>
MOLLY FAYE'S FLOWERS AND GIFTS	030718	88.99
21 3230 1400 950 7407 618	FLOWERS, VASES, & MATERIAL FOR FFA WEEK	88.99
Vendor Name MOLLY FAYE'S FLOWERS AND GIFTS		<u>88.99</u>
RED OAK COMMUNITY SCHOOL DIST	123117	1,424.38
21 3230 1400 950 7407 580	FFA TRANSPORTATION JULY-DEC 17	500.40
21 3230 1400 910 6220 618	HONOR BAND TRANS JULY-DEC 17	128.93
21 3230 1400 910 6220 618	JAZZ BAND TRANSPORTATION JULY-DEC 17	27.45
21 0010 1400 920 6815 580	VBALL TRANSPORTATION JULY-DEC 17	605.20
21 0010 1400 920 6810 580	GIRLS BBALL TRANSPORTATION JULY-DEC 17	24.40
21 0010 1400 920 6710 580	BOYS BASKETBALL TRANSPORTATION JULY-DEC17	45.20
21 0010 1400 920 6790 580	WRESTLING TRANS JULY-DEC 17	92.80
Vendor Name RED OAK COMMUNITY SCHOOL DIST		<u>1,424.38</u>
RED OAK EXPRESS	2018-01-FFA	85.00
21 3230 1400 950 7407 618	TOY SHOW AD-FFA	85.00
Vendor Name RED OAK EXPRESS		<u>85.00</u>
ROMINE, RON	020518	90.00
21 0010 1400 920 6810 320	7/8 GBB OFFICIAL	90.00

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
ROMINE, RON	021318	90.00
21 0010 1400 920 6810 320	7/8 GBB OFFICIAL	90.00
Vendor Name ROMINE, RON		<u>180.00</u>
UNITED FARMERS COOPERATIVE	0316892	198.99
21 3230 1400 910 6210 618	SUPPLIES FOR SET CON 4 SPRING MUSICAL	198.99
UNITED FARMERS COOPERATIVE	0316998	201.06
21 3230 1400 910 6210 618	SUPPLIES FOR SET CONSTRUCTION SPRING MUS	201.06
Vendor Name UNITED FARMERS COOPERATIVE		<u>400.05</u>
WILSON PERFORMING ARTS CENTER	021918	337.50
21 3230 1400 910 6210 618	MUSICAL PROGRAMS - COLOR COVER	160.00
21 3230 1400 910 6210 618	MUSICAL PROGRAMS - B&W INTERIOR PAGES	160.00
21 3230 1400 910 6210 618	REAMS OF PAPER	17.50
Vendor Name WILSON PERFORMING ARTS CENTER		<u>337.50</u>
Fund Number 21		<u>7,083.83</u>
Checking Account ID 3		<u>7,083.83</u>

11

ITEMS TO INCLUDE ON AGENDA

RED OAK COMMUNITY SCHOOL DISTRICT

Not to Exceed \$19,990,000 General Obligation School Bonds, Series 2018

- Resolution Authorizing the Issuance of Not to Exceed \$19,990,000 General Obligation School Bonds and Levying a Tax for the Payment Thereof.

**NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE SCHOOL
DISTRICT.**

March 26, 2018

The Board of Directors of the Red Oak Community School District, State of Iowa, met in _____ session, in the Media Center, Red Oak High School, 2011 North 8th Street, Red Oak, Iowa, at 7:00 P.M., on the above date. There were present President _____, in the chair, and the following named Board Members:

Absent: _____

* * * * *

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Director _____ introduced the following Resolution and moved its adoption. Director _____ seconded the motion to adopt. The roll was called and the vote was:

AYES: _____

NAYS: _____

The President declared the Resolution adopted as follows:

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$19,990,000 GENERAL OBLIGATION SCHOOL BONDS, AND LEVYING A TAX FOR THE PAYMENT THEREOF

WHEREAS, the Red Oak Community School District in the Counties of Montgomery, Page and Pottawattamie, State of Iowa, is a public school corporation, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Board of Directors of the School District in accordance with Iowa Code chapter 296 received a petition, which was signed by qualified electors numbering at least 25% the voters voting at the last regular school election, asking that an election be called, and at a meeting called by the President of the Board of Directors, within ten days after receipt of the petition, called an election and submitted on June 27, 2017, the following proposition:

Shall the Board of Directors of the Red Oak Community School District in the Counties of Montgomery, Page and Pottawattamie, State of Iowa, be authorized to contract indebtedness and issue General Obligation Bonds in an amount not to exceed \$19,990,000 to provide funds to remodel, renovate, improve, refurbish, furnish and equip and to construct, furnish and equip additions to the existing high school campus (including the Tech Center) and the Inman Campus; and to improve the existing high school (including the Tech Center) site; it being the intention of the School District to apply receipts of the school infrastructure, sales, services and use tax to abate and reduce the levy of taxes to pay principal and interest on the Bonds?

and gave notice of the election and of the proposition; and

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WHEREAS, the election was conducted on the date and the proposition was legally submitted, approved and no contest was made; and

WHEREAS, none of the Bonds authorized at the election have been issued, and it is now necessary to issue not to exceed \$19,990,000 General Obligation School Bonds, and to levy a tax for the payment;

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF DIRECTORS OF THE RED OAK COMMUNITY SCHOOL DISTRICT, IN THE COUNTIES OF MONTGOMERY, PAGE AND POTTAWATTAMIE, STATE OF IOWA:

Section 1. Authorization of the Issuance of School Bonds. School Bonds in the amount of not to exceed \$19,990,000 (the "Bonds") shall be issued pursuant to the provisions of Iowa Code chapter 296 for the purposes approved at the election of June 27, 2017. Additional action shall be taken by the Board of Directors to provide for the issuance of the Bonds upon the sale of the Bonds.

Section 2. Levy of Annual Tax for the Fiscal Year 2019 Commencing July 1, 2018. For the purpose of providing funds to pay the principal and interest of the Bonds due and payable in the Fiscal Year 2019 commencing July 1, 2018 (the "Fiscal Year 2019"), there is levied upon all the taxable property in the School District, \$788,201 for the Fiscal Year 2019.

Section 3. Levy of Annual Tax for Subsequent Fiscal Years. Based upon the terms of sale of the Bonds to be issued, this Board will take final action upon the sale of the Bonds to issue the Bonds by resolution, provide for the assessment of an annual levy upon all the taxable property in the School District sufficient to pay the interest and principal of the Bonds within a period not exceeding twenty (20) years, and will file the resolution with the County Auditor of each County in which the School District is located. The filing provides that the Auditor annually levy for collection from the taxable property of the School District until funds are realized to pay the bonds in full.

This schedule will be amended when the Board of Directors takes additional action upon the sale of the Bonds to provide for the issuance of the Bonds subsequent to the sale of the Bonds.

A certified copy of this Resolution shall be filed with the County Auditors of the Counties of Montgomery, Page and Pottawattamie, State of Iowa, who are instructed in and for each of the years, to levy, assess and collect the tax in the same manner as other taxes of the School District and, when collected, these taxes shall be used only for the purpose of paying principal and interest on the Bonds.

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds of the District available for that purpose and reimbursement must be made.

PASSED AND APPROVED this 26th day of March, 2018.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

ORGANIZATION OF THE BOARD OF DIRECTORS

The Red Oak Community School District board is authorized by and derives its organization from Iowa law. The board will consist of 5 board members. Board members are elected at-large.

The board is organized for the purpose of setting policy and providing general direction for the school district. The board will hold its organizational meeting in each odd-numbered year at the first regular meeting following the canvass of votes. The retiring board will transfer materials, including the board policy manual, and responsibility to the new board.

The organizational meeting allows the outgoing board to approve minutes of its previous meetings, complete unfinished business and review the school election results. The retiring board will adjourn and the new board will then begin. The board secretary will administer the oath of office to the newly-elected board members. The board secretary will preside while the new board elects the president and vice-president of the new board.

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Approved June 27, 2011 Reviewed June 13, 2011 Revised <INSERT DATE HERE>

POWERS OF THE BOARD OF DIRECTORS

The Board of Directors of the Red Oak Community School District, acting on behalf of the school district, will have jurisdiction over school matters within the territory of the school district.

The board is empowered to make policy for its own governance, for employees, for students and for school district facilities. The board is also empowered to enforce its policies. The board may, through its quasi-judicial power, conduct hearings and rule on issues and disputes confronting the school district.

The board has these powers and all other powers expressly granted to it in federal and state law as well as the powers that can be reasonably implied from the express powers.

Because all powers of the board derived from the state statutes are granted in terms of action as a group, individual board members exercise authority over district affairs only as they vote to take action at a legal meeting of the board. In other instances, an individual board member, including the president, will have power only when the board, by vote, has delegated authority. The board will make its members, the district staff, and the public aware that only the board acting as a whole has authority to take official action. Therefore, the board may transact business only with a quorum present during a regular or special meeting.

Pursuant to the state statutes, any board member shall not seek individually to influence the official functions of the district. The board and its members will deal with administrative services through the superintendent and will not give orders to any subordinates of the superintendent either publicly or privately, but may make suggestions and recommendations.

19

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

RESPONSIBILITIES OF THE BOARD OF DIRECTORS

The board is authorized to govern the school district, which it oversees. As the governing board of the school district, the board has three duties to perform: legislative duty, executive duty and evaluative duty.

As a representative of the citizens of the school district community, the board is responsible for legislating policy for the school district. As a policy making body, the board has jurisdiction to enact policy with the force and effect of law for the management and operation of the school district.

It is the responsibility of the board, under the board's executive duty, to select its chief executive officer, the superintendent, to operate the school district on the board's behalf. The board delegates to the superintendent its authority to carry out board policy, to formulate and carry out rules and regulations and to handle the administrative details in a manner which supports and is consistent with board policy.

The board has a responsibility to review the education program's performance under its evaluative duty. The board regularly reviews the education program and ancillary services. The review includes a careful study and examination of the facts, conditions and circumstances surrounding the amount of funds received or expended and the education program's ability to achieve the board's educational philosophy for the school district.

20

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

BOARD OF DIRECTORS' ELECTIONS

The school election takes place on the second Tuesday in September of odd-numbered years. Each school election is used to elect citizens to the board to maintain a 5-member board and to address other questions that must be submitted to the voters.

Citizens of the school district community seeking a seat on the board must file their nomination papers with the board secretary, or the board secretary's designee, consistent with the deadlines provided in Iowa law. If a vacancy occurs on the board it may be filled by appointment or by a special election consistent with Iowa law.

All elections will be held as provided in Iowa law. It is the responsibility of the county commissioner of elections to conduct school elections.

21

Approved: June 27, 2011 Reviewed: June 13, 2011 Revised: <INSERT DATE HERE>

QUALIFICATIONS

Serving on the board of directors is an honor and privilege. Its rewards are respect from the community, students, and employees and the satisfaction from knowing each board member contributed to the success of the children in the school district community. Only those who are willing to put forth the effort to care and to make a difference should consider running for a position on the board.

Individuals who are willing to serve on the board should believe public education is important, support the democratic process, willingly devote time and energy to board work, respect educators and have the ability to examine the facts and make a decision. The board believes an individual considering a position on the school board should possess these characteristics.

Citizens wanting to run for a position on the board must be a citizen of the school district, eighteen (18) years of age or older, an eligible elector of the district, and free from a financial conflict of interest with the position.

22

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

OATH OF OFFICE

Board members are officials of the state. As a public official, each board member must pledge to uphold the Iowa and the United States Constitution and carry out the responsibilities of the office to the best of the board member's ability.

Each newly-elected board member will take the oath of office prior to any action taken as a school official. The oath of office is taken by each new board member elected at the annual school election at or before the organizational meeting of the board. In the event of an appointment or special election to fill a vacancy, the new board member will take the oath of office within ten days of the appointment or election.

Board members elected to offices of the board will also take the same oath of office but replacing the office of board member with the title of the office to which they were elected.

The oath of office is administered by the board secretary and does not need to be given at a board meeting. In the event the board secretary is absent, the oath is administered by another board member.

The oath of office is the following;

"Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the state of Iowa, and that you will faithfully and impartially to the best of your ability discharge the duties of the office of _____ (naming the office) in Red Oak Community School District as now and hereafter required by law?"

23

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

TERM OF OFFICE

Board members elected for a full term at a regularly scheduled school election in September of odd-numbered years serve for four years. Board members appointed to fill a vacant position will serve until the next scheduled school election. A board member elected to fill a vacancy will serve out the unexpired term.

Being a board member is a unique opportunity for a citizen to participate on a governing board of the school district. Eligible board members are encouraged to consider running for more than one term.

24

Approved: June 27, 2011 Reviewed: <INSERT DATE HERE> Revised: June 13, 2011

VACANCIES

A vacancy occurs when a board member resigns, forfeits, or otherwise leaves the office. A vacancy also includes, but is not limited to, the following: failure to be properly elected, failure to qualify within the time fixed by law, failure to reside in the school district or director district, a court order declaring the seat vacant, conviction of a felony, three violations of the open meetings law, or conviction of a public offense in violation of the oath of office.

If a vacancy occurs prior to the expiration of a term of office, the vacancy will be filled by board appointment within 30 days of the vacancy and consistent with the requirements of Iowa law. The newly-appointed board member will hold the position until the next scheduled school election. At that time the appointed board member may run for a three year term, if one is available, or run for the remainder of the unexpired term.

If the board is unable to fill a vacancy by appointment within 30 days after the vacancy occurs, the board secretary will call a special election to be held consistent with the requirements of Iowa law. A board member elected at the special election will serve the remaining portion of the unexpired term.

25

Approved Jun 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

BOARD OF DIRECTORS' CONFLICT OF INTEREST

Board members must be able to make decisions objectively. It is a conflict of interest for a board member to receive direct compensation from the school district, unless exempted in this policy, for anything other than reimbursement of actual and necessary expenses, including travel, incurred in the performance of official duties. A board member will not act as an agent for a school textbook or school supply company during the board member's term of office. It will not be a conflict of interest for board members to receive compensation from the school district for contracts to purchase goods or services if the benefit to the board member does not exceed \$2,500 in a fiscal year or if the contracts are made by the board, upon competitive bid in writing, publicly invited and opened.

The conflict of interest provisions do not apply to a contract that is a bond, note or other obligation of a school corporation if the contract is not acquired directly from the school corporation, but is acquired in a transaction with a third party, who may or may not be the original underwriter, purchaser, or obligee of the contract, or to a contract in which a director has an interest solely by reason of employment if the contract was made by competitive bid, in writing, publicly invited and opened, or if the remuneration for employment will not be directly affected as a result of the contract and duties of employment do not involve any of the preparation or procurement of any part of the contract. The competitive bid section of the conflict of interest provision does not apply to a contract for professional services not customarily competitively bid.

It will also be a conflict of interest for a board member to engage in any outside employment or activity which is in conflict with the board member's official duties and responsibilities. In determining whether outside employment or activity of a board member creates a conflict of interest, situations in which an unacceptable conflict of interest is deemed to exist includes, but are not limited to, any of the following:

- (1) The outside employment or activity involves the use of the school district's time, facilities, equipment and supplies or the use of the school district badge, uniform, business card or other evidence of office to give the board member or member of the board member's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes of this section, a person is not "similarly situated" merely by being related to a board member.
- (2) The outside employment or activity involves the receipt of, promise of, or acceptance of more or other consideration by the board member or a member of the board member's immediate family from anyone other than the state or the school district for the performance of any act that the board member would be required or expected to perform as part of the board member's regular duties or during the hours in which the board member performs service or work for the school district.

BOARD OF DIRECTORS' CONFLICT OF INTEREST

- (3) The outside employment or activity is subject to the official control, inspection, review, audit, or enforcement authority of the board member, during the performance of the board member's duties of office or employment.

If the outside employment or activity is employment or activity in (1) or (2) above, the board member must cease the employment of or activity. If the activity or employment falls under (3), then the board member must:

- Cease the outside employment or activity; or
- Publicly disclose the existence of the conflict and refrain from taking any official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmative action to influence any vote, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

It is the responsibility of each board member to be aware of an actual or potential conflict of interest. It is also the responsibility of each board member to take the action necessary to eliminate such a conflict of interest. Should a conflict of interest arise, a board member should not participate in any action relating to the issue from which the conflict arose.

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

27

CODE OF ETHICS

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

AS A SCHOOL BOARD MEMBER:

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "star chamber" or "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.
16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

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CODE OF ETHICS

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

IN MY RELATIONSHIP WITH SUPERINTENDENT AND EMPLOYEES

1. I will function, in meeting the legal responsibility that is mine, as a part of a legislative, policy-forming body, not as an administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to employ employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and the board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

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CODE OF ETHICS

TO COOPERATE WITH OTHER SCHOOL BOARDS

1. I will not employ a superintendent, principal or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.
3. I will not recommend an employee for a position in another school district unless I would employ the employee under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgment, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

30

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

BOARD MEMBER LIABILITY

Board members will not be held personally liable for actions taken in the performance of their duties and responsibilities vested in them by the laws of Iowa and the members of the school district community. In carrying out the duties and responsibilities of their office, board members will act in good faith.

The school district will defend, save harmless and indemnify board members against tort claims or demands, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope of their official duties, unless it constitutes a willful or wanton act or omission. However, the school district will not save harmless or indemnify board members for punitive damages.

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

31

PRESIDENT

It is the responsibility of the board president to lead a well-organized board in an efficient and effective manner. The board president will set the tone of the board meetings and, as the representative of the consensus of the board, speak on behalf of the board to the public.

The president of the board is elected by a majority vote at the organizational meeting in odd-numbered years, or at the annual meeting in even-numbered years, to serve a one year term of office. A member may be elected to successive one-year terms as president.

The president, in addition to presiding at the board meetings, will take an active role in board decisions by discussing and voting on each motion before the board in the same manner as other board members. Before making or seconding a motion, the board president will turn over control of the meeting to either the vice-president or other board member.

The board president has the authority to call special meetings of the board. Prior to board meetings, the board president will consult with the superintendent on the development of the agenda for the meeting.

The board president, as the chief officer of the school district, will sign employment contracts and sign other contracts and school district warrants approved by the board. The board president will appear on behalf of the school corporation in causes of action involving the school district, unless the board president must appear individually as a party, in which case, this duty shall be performed by the board secretary.

30

Approved: June 27, 2011 Reviewed: <INSERT DATE HERE> Revised: June 13, 2011

VICE-PRESIDENT

The vice-president shall serve in the absence of the president and shall perform such other duties as may be assigned by the president or by the board. If the board president is unable or unwilling to carry out the duties required, it is the responsibility of the vice-president of the board to carry out the duties of the president. If the president is unable or unwilling to complete the term of office, the vice-president will serve as president for the balance of the president's term of office, and a new vice-president will be elected.

The vice-president of the board is elected by a majority vote at the organizational meeting in odd-numbered years, or at the annual meeting in even-numbered years, to serve a one year term of office. A member may be elected to successive one-year terms as vice-president.

The vice-president will accept control of the meeting from the president when the president wishes to make or second a motion. The vice-president will take an active role in board decisions by discussing and voting on matters before the board in the same manner as other board members.

33

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

SECRETARY-TREASURER

It shall be the responsibility of the board to annually appoint a board secretary-treasurer.

A board secretary-treasurer may be appointed from employees, other than a position requiring a teaching certificate, or from the public. To finalize the appointment, the board secretary-treasurer will take the oath of office during the meeting at which the individual was appointed or no later than ten days thereafter. It is the responsibility of the board to evaluate the board secretary-treasurer annually.

It is the responsibility of the board secretary-treasurer, as custodian of school district records, to preserve and maintain the records and documents pertaining to the business of the board; to keep complete minutes of special and regular board meetings, including closed sessions; to keep a record of the results of regular and special elections; to keep an accurate account of school funds; to sign warrants drawn on the school funds after board approval; and collect data on truant students. The board secretary-treasurer will also be responsible for filing the required reports with the Iowa Department of Education.

It is the responsibility of the board secretary-treasurer to oversee the investment portfolio, to receive funds of the school district, to pay out the funds for expenses approved by the board, to maintain accurate accounting records for each fund, to report monthly regarding the investment portfolio and the status of each fund and to file required reports with the appropriate state agencies and other entities. It will also be the responsibility of the secretary-treasurer to coordinate the financial records, the financial reports, the cash flow needs and the investment portfolio of the school district.

In the event the board secretary-treasurer is unable to fulfill the responsibilities set out by the board and the law, the board will appoint a protem secretary-treasurer to assume those duties until the board secretary-treasurer is able to resume the responsibility or a new board secretary-treasurer is appointed. The board secretary-treasurer will give bond in an amount set by the board. The cost of the bond will be paid by the school district.

34

Approved: June 27, 2011 Reviewed: June 13, 2011 Revised: <INSERT DATE HERE>

BOARD OF DIRECTORS' LEGAL COUNSEL

It is the responsibility of the board to employ legal counsel to assist the board and the administration in carrying out their duties with respect to the numerous legal issues confronting the school district. The board may appoint legal counsel at its annual meeting or as otherwise necessary and appropriate.

The superintendent and board secretary will have the authority to contact the board's legal counsel on behalf of the board when the superintendent or board secretary believes it is necessary for the management of the school district. The board president may contact and seek advice from the school board's legal counsel. Board members may contact legal counsel upon approval of a majority of the board. It is the responsibility of each board member to pay the legal fees, if any, of an attorney the board member consulted regarding matters of the school district unless the board has authorized the board member to consult an attorney on the matter.

The board's legal counsel will attend both regular and special school board meetings upon the request of the board or the superintendent. Board members may contact legal counsel upon approval of a majority of the board.

It is the responsibility of the superintendent to keep the board informed of matters for which legal counsel was consulted, particularly if the legal services will involve unusual expense for the school district.

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

35

BOARD OF DIRECTORS' COMMITTEES

The board may determine from time to time that board committees may be required to assist the board in its discharge of duties. In addition to any legally required committees, the board may appoint standing committees with specific charges.

If the board creates or appoints a committee, the board and the committee will strive to follow all applicable federal and state laws. The board and the committee will strive to follow state open meetings and public records requirements.

In no case shall a committee constitute a quorum of the Board of Directors.

Reports of board committees shall be circulated in advance through the superintendent's office, except in an emergency or as directed by the board or president of the board.

36

Approved <INSERT DATE HERE> Reviewed

Revised

AD HOC COMMITTEES

Whenever the board deems it necessary, the board may appoint a committee composed of citizens, employees or students to assist the board. Committees formed by the board are ad hoc committees.

An ad hoc committee may be formed by board resolution which will outline the duties and purpose of the committee. The committee is advisory in nature and has no duty or responsibility other than that specifically stated in the board resolution. The committee will automatically dissolve upon the delivery of its final recommendation to the board or upon completion of the duties outlined in the board resolution. The board will receive the report of the committee for consideration. The board retains the authority to make a final decision on the issue.

The method for selection of committee members will be stated in the board resolution. When possible, and when the necessary expertise required allows, the committee members will be representative of the school district community and will consider the various viewpoints on the issue. The board may designate a board member and/or the superintendent to serve on an ad hoc committee. The committee will select its own chairperson, unless the board designates otherwise.

37

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

AD HOC COMMITTEES REGULATIONS

Ad Hoc Committee Purpose and Function

The specific purpose of each ad hoc committee varies. Generally, the primary function of an ad hoc committee is to give specific advice and suggestions. The advice and suggestions should focus on the purpose and duties stated in the board resolution establishing the committee. It is the board's role to take action based on information received from the ad hoc committee and other sources. Ad hoc committees may be subject to the open meetings law.

Role of an Ad Hoc Committee Member

The primary role of an ad hoc committee member is to be a productive, positive member of the committee. In doing so, it is important to listen to and respect the opinions of others. When the ad hoc committee makes a recommendation to the board, it is important for the ad hoc committee members to support the majority decision of the ad hoc committee. An ad hoc committee will function best when its members work within the committee framework and bring items of business to the ad hoc committee.

Ad Hoc Committee Membership

Ad hoc committee members may be appointed by the board. The board may request input from individuals or organizations, or it may seek volunteers to serve. Only the board or superintendent has the authority to appoint members to an ad hoc committee. Boards must follow the legal limitations or requirements regarding the membership of an ad hoc committee.

38

DEVELOPMENT OF POLICY

The board shall develop and maintain a policy manual that provides a codification of its policy actions. Board policy provides the general direction as to what the board wishes to accomplish and why it wishes to accomplish it while allowing the superintendent to implement board policy. Policies shall be reviewed on a regular basis to ensure relevance to current practices and compliance with the law.

The written policy statements contained in this manual provide guidelines and goals to the citizens, administration, employees and students in the school district community. The policy statements are the basis for the formulation of regulations by the administration. The board will determine the effectiveness of the policy statements by evaluating periodic reports from the administration.

Policy statements may be proposed by a board member, administrator, employee, student or member of the school district community. Proposed policy statements or ideas will be submitted to the superintendent's office for possible placement on the board agenda. It is the responsibility of the superintendent to bring these proposals to the attention of the board.

The policies of the board may be amended or revised by resolution adopted at any regular meeting, provided notice of such change shall have been given at a previous meeting. The superintendent is authorized to submit written recommendations for revision of any existing policies as he deems necessary for the most efficient operation of the school district. The superintendent will notify all employees whenever revisions, additions or amendments are made. This notice procedure shall be required except for emergency situations, which shall be determined solely by the board.

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

39

ADOPTION OF POLICY

The board will give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two regular board meetings. The proposed policy changes will be distributed and public comment may be allowed at both meetings prior to final board action. This notice procedure will be required except for emergency situations. If the board adopts a policy in an emergency situation, a statement regarding the emergency and the need for immediate adoption of the policy will be included in the minutes. The board will have complete discretion to determine what constitutes an emergency situation.

The final action taken to adopt the proposed policy will be approved by a simple majority vote of the board at the next regular meeting after the meeting allowing public discussion. The policy will be effective on the later of the date of passage or the date stated in the motion.

In the case of an emergency, a new or changed policy may be adopted by a majority vote of a quorum of the board. The emergency policy will expire at the close of the third regular meeting following the emergency action, unless the policy adoption procedure stated above is followed and the policy is reaffirmed.

40

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

DISSEMINATION OF POLICY

The board policy manual is available electronically. Persons unable to access the policy manual electronically should contact the board secretary for assistance.

It shall be the responsibility of the board secretary to ensure copies of new and revised policy statements are distributed to the custodians of board policy manuals as soon as possible following the policy's adoption. Copies of changes in board policy will also be included in or attached to the minutes of the meetings in which the final action was taken to adopt the new or changed policy.

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Approved: June 27, 2011 Reviewed: June 13, 2011 Revised: <INSERT DATE HERE>

SUSPENSION OF POLICY

Generally, the board will follow board policy and enforce it equitably. The board, and only the board, may, in extreme emergencies of a very unique nature, suspend policy. It is within the discretion of the board to determine when an extreme emergency of a very unique nature exists. Reasons for suspension of board policy will be documented in board minutes.

42

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

ADMINISTRATION IN THE ABSENCE OF POLICY

When there is no board policy in existence to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances surrounding the situation keeping in mind the educational philosophy and financial condition of the school district.

It is the responsibility of the superintendent to inform the board of the situation and the action taken and to document the action taken when necessary. If needed, the superintendent will draft a proposed policy for the board to consider.

43

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

REVIEW AND REVISION OF POLICY

The board shall, at least once every five years, review board policy. Each year, the board may make a determination about the sections and/or series of the policy manual and the specific policies in the policy manual to be reviewed.

It is the responsibility of the superintendent to keep the board informed as to legal changes at both the federal and state levels. The superintendent will also be responsible for bringing proposed policy statement revisions to the board's attention.

If a policy is revised because of a legal change over which the board has no control or a change which is minor, the policy may be approved at one meeting at the discretion of the board.

44

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

REVIEW OF ADMINISTRATIVE REGULATIONS

Board policy sets the direction for the administration of the education program and school district operations. Some policies require administrative regulations for implementation.

It is the responsibility of the superintendent to develop administrative regulations to implement the board policies. The regulations, including handbooks, will be approved by the board prior to their use in the school district.

45

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

ANNUAL MEETING

Each year at a regular or special meeting held after August 31, but before the organizational meeting in odd-numbered years or the September regular meeting in even-numbered years, the board will hold its annual meeting. In odd-numbered years, the annual meeting may be held in conjunction with the organizational meeting.

At the annual meeting, the board will examine the financial books and settle the secretary's and treasurer's statements for the fiscal year ending the preceding June 30 and transact such other business as may properly come before it. As part of the annual reports, the treasurer will present affidavits from depository banks.

The board may also appoint the board's legal counsel.

4/6

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

ORGANIZATIONAL MEETING

The board will hold its organizational meeting annually at the first regular meeting following the canvass of votes in odd-numbered years. Notice of the meeting's place and time will be given by the board secretary to each member, member-elect and the public.

The purpose of the meeting is to transfer material and responsibility from the outgoing board to the new board. At the meeting, the board will elect a president who will hold office for one year. Once elected, the president will be entitled to vote on all matters before the board.

Meeting Procedure

The organizational meeting of the board will be held in two parts: the final meeting of the outgoing board, and the organizational meeting of the new board.

- I. Call to Order
- II. Roll Call
- III. Communications
 - A. Visitors
 - B. Correspondence
 - C. Other
- IV. Consent Agenda
 - A. Agenda
 - B. Minutes from Previous Meeting
 - C. Claims
 - D. Financial Reports
- V. Business of the Retiring Board of Directors
 - A.
 - B.
- VI. Review of election results. The board secretary will present the county auditor's official report on the latest elections. Official results are recorded in the minutes.
- VII. Adjournment of the Retiring Board of Directors

47

ORGANIZATIONAL MEETING

- VIII. Business of the New Board of Directors
- A. Organizational Meeting of the Board of Directors (The board secretary, as president pro tem, will preside over the meeting until a new board president is elected.)
1. Call to Order
 2. Roll Call
 3. Oath of office. The board secretary will administer the oath to new members.
 4. Election of Board Officers (Election of a president of the board. The president pro tem will call for a motion to elect the board president, with the process to continue until a board member is elected as board president following a motion and second. The board secretary will administer the oath of office to the newly elected president and the newly elected president will assume the chair. Election of the vice-president. The president of the board will call for a motion to elect the board vice-president, with the process to continue until a board member is elected as board vice-president following a motion and second. The board president will administer the oath of office to the newly elected vice-president.)
 5. Review of Board Member Code of Ethics
 6. Appoint Board Member to County Conference Board(s)
 7. Make Appointments to Other Board Committees
 8. Reaffirm Dates, Place, & Time of Regular Board Meetings
- B. New Business
- 1.
 - 2.
- IX. Reports
- A. Administrative
- B. Upcoming Events and Meetings
- 1.
 - 2.
- X. Adjournment

Vacancies in Officer Positions

If any office of the board should become vacant between organizational meetings, such office will be filled by the remaining members of the board in accordance with this policy.

Approved: <INSERT DATE HERE>

Reviewed:

Revised:

48

REGULAR MEETING

The regular meeting time and date will be set by the board at its annual or organizational meeting. In general, the regular meetings of the board will be held on the second and fourth Mondays of each month. The board will adopt the official meeting schedule through September of each year at its organizational meeting.

Meetings will begin promptly at 6:00 p.m. The board will adhere to this meeting date schedule unless the board requires additional meetings or, due to circumstances beyond the board's control, the meeting cannot be held on the regular meeting date, and the meeting will be re-scheduled at the board's convenience.

Meetings will be held in the meeting place officially designated by the board, which will be accessible to the public. Public notice of the meetings will be given.

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Approved: June 27, 2011 Reviewed: June 13, 2011 Revised: <INSERT DATE HERE>

SPECIAL MEETING

It may be necessary for the board to conduct a special meeting in addition to the regularly scheduled board meeting. Special meetings may be called by the president of the board or by the board secretary at the request of a majority of the board.

Should a special meeting be called, public notice will be given. If the special meeting called is an emergency meeting and the board cannot give public notice in its usual manner, the board will give public notice of the meeting as soon as practical and possible in light of the situation. Emergency meetings will only be held when an issue cannot wait twenty-four hours necessary for a special meeting. The reason for the emergency meeting and why notice in its usual manner could not be given will be stated in the minutes.

Only the purpose or issue for which the special meeting was called may be discussed and decided in the special meeting. The board will strictly adhere to the agenda for the special meeting and action on other issues will be reserved for the next regular or special board meeting.

50

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

WORK SESSIONS

The board, as a decision making body, is confronted with a continuing flow of problems, issues and needs which require action. While the board is determined to expedite its business, it is also mindful of the importance of planning, brainstorming and thoughtful discussion without action. Therefore, the board may schedule work sessions and retreats in order to provide its members and the administration with such opportunities. The board has the authority to hire an outside facilitator to assist them in work sessions.

Topics for discussion and study will be announced publicly, and work sessions and retreats will be conducted in open session. However, no board action will take place at the work session.

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

MEETING NOTICE

Public notice will be given for meetings and work sessions held by the board. Public notice will indicate the time, place, date and tentative agenda of board meetings. The public notice will be posted on the bulletin board in the central administration office at least 24 hours before it is scheduled.

A copy of the public notice will be provided to those who have filed a request for notice with the secretary. These requests for notice must be in writing. A copy of the public notice will also be accessible to employees and students.

In the case of special meetings, public notice will be given in the same manner as for a regular meeting unless it is an emergency meeting. In that case, public notice of the meeting will be given as soon as practical and possible in light of the situation. The media and others who have requested notice will be notified of the emergency meeting. Attendance at a special meeting or emergency meeting by the media or board members will constitute a waiver of notice.

It is the responsibility of the board secretary to give public notice of board meetings and work sessions.

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

52

QUORUM

Action by the board regarding the affairs of the school district may be taken only when a quorum, a majority of the board members, is in attendance at the board meeting. While board members are encouraged to attend board meetings, three (3) members will constitute a quorum and are a sufficient number to transact business of the school corporation. The adjournment of a meeting may be executed without a quorum.

An affirmative vote of a majority of the votes cast is sufficient to pass a motion or take action unless law or board policy requires a vote of a greater number.

It is the responsibility of each board member to attend board meetings.

53

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

RULES OF ORDER

An orderly board meeting allows the board members to participate in the discussion and decision process on an issue confronting the school district. Rules of order for board meetings allow school district business and the relative information concerning the business to be brought to the attention of the board. They also allow the board to discuss, act upon and make a clear record of school district business in a regular, ordered, reasonable and consistent manner.

The board will follow Robert's Rules of Order, Revised, latest edition as modified by this policy and subsequent rule.

The purpose of modified rules adopted by the board are:

- To establish guidelines by which the business of the governing board can be conducted in a regular and internally consistent manner;
- To organize the meetings so all necessary matters can be brought to the board and decisions of the board can be made in an orderly and reasonable manner;
- To ensure members of the board, concentrating on the substantive issues at hand, have the necessary information to make decisions, and to ensure adequate discussion of decisions to be made; and,
- To ensure meetings and actions of the board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

It is the responsibility of each board member to follow the rules of order stated in this policy at each meeting, and it is the responsibility of the presiding officer to conduct the board meeting within these rules.

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

54

RULES OF ORDER REGULATIONS

The following rules of procedure have been adopted by the board:

1. Board members need not rise to gain the recognition of the board president.
2. All motions will be made as a positive action.
3. A motion will be adopted or carried if it receives an affirmative vote from more than half of the votes cast. Only "yes" and "no" votes are counted in this calculation. It should be noted that some motions require larger numbers of affirmative votes, such as to move into a closed session.
4. All motions shall receive a second, prior to opening the issue for discussion of the board. If a motion does not receive a second, the board president may declare the motion dead for lack of a second.
5. The board president may decide the order in which board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions.
6. The board president shall rule on all motions that come before the board.
7. The board president may rule on points of order brought before the board.
8. The board president shall have complete authority to recognize a member of the audience regarding a request to participate in the board meeting. Members of the public may speak on any agenda item at the time that item is present for board discussion prior to that discussion, provided they have indicated a desire to do so on a sign-in sheet provided at the entrance to the board meeting room.
9. If an agenda item is discussed, and a majority of the board members present wishes to have additional information from the public, the board has the right to ask any person or persons for that information.
10. If an agenda item is discussed, and the board president wishes to have additional information from the public, the board president has the right to ask any person or persons for that information.
11. Roll call vote will taken on every motion.
12. The order in which the board members' names will be called for roll call votes will be as follows:
 - a. All board members will be listed in alphabetical order by last name at each organizational meeting.
 - b. The first roll-call vote will begin at the top of the list and proceed down. The second roll-call vote will begin with the second name and proceed down the list with the last name called to be the first person called on the previous vote.
 - c. A person's absence will have no effect on the rotation.
 - d. The president's name will be called in the same rotation.
 - e. The board secretary will maintain the record of rotation for roll-call votes. The sequence will continue from meeting to meeting. In the event the roll-call list is not available, the secretary may assign a new list.

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13. The public may address the board on non-agenda items, provided they have indicated a desire to do so on a sign-in sheet provided at the entrance to the board meeting room. Generally, the total period of time allotted such items shall be five (5) minutes.
14. The board president has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting.
15. The board president has the same authority and responsibility as each board member to vote on all issues

5/6

BOARD MEETING AGENDA

The tentative agenda for each board meeting will state the topics for discussion and action at the board meeting. The agenda is part of the public notice of the board meeting and will be posted and distributed.

It is the responsibility of the board president and superintendent to develop the agenda for each board meeting. Persons requesting to place an item on the agenda must make a request to the superintendent prior to the drafting of the tentative agenda. The person making the request must state the person's name, address, purpose of the presentation, action desired and pertinent background information. Requests from the public may be added to the tentative agenda at the discretion of the superintendent after consultation with the board president. Requests received after the deadline may only be added to the agenda for good cause.

The tentative agenda and supporting documents will be sent to the board members prior to the scheduled board meeting. These documents are the private property of the board member. Persons wishing to view the tentative agenda and supporting documents may do so at the central administration office.

The board will take action only on the items listed on the tentative agenda posted with the public notice. Items added to the agenda may be discussed or taken under advisement by the board. If an added item is acted upon, the minutes of the board meeting will state the reason justifying the immediate action.

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

57

ORDER OF REGULAR BOARD OF DIRECTORS MEETING

The board shall conduct an orderly board meeting. The board will, at all regular board meetings, follow an agenda order similar to the following:

REGULAR SCHOOL BOARD MEETING
RED OAK COMMUNITY SCHOOL DISTRICT
MEETING LOCATION: SUE WAGAMAN BOARD ROOM, WEBSTER BUILDING
904 BROAD STREET
RED OAK, IOWA 51566
MONDAY, ----, 20--
6:30 P.M.

MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Communications
 - A. Visitors
 - B. Correspondence
 - C. Other
- IV. Consent Agenda
 - A. Agenda
 - B. Minutes from Previous Meeting
 - C. Claims
 - D. Financial Reports
- V. General Business of the Board of Directors
 - A. Old Business
 - 1.
 - B. New Business
 - 1.
- VI. Reports
 - A. Administrative
 - B. Upcoming Events and Meetings
 - 1.
- VII. Adjournment

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CONSENT AGENDA

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

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

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

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

59

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

OPEN MEETINGS

A gathering of a majority of board members in which deliberation of an issue within the jurisdiction of the board takes place is a board meeting. A gathering for the purpose of social or ministerial action will not constitute a board meeting unless a discussion of policy takes place. Meetings of the board will be conducted in an open meeting unless a closed session is authorized by law or the meeting is exempt from the open meetings law.

Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

60

CLOSED SESSIONS

Generally, board meetings will be open meetings, unless a closed session or exempt meeting is provided for by law. The board will hold a closed session or exempt meeting only when a closed session or exempt meeting is permitted under Iowa.

Closed sessions take place as part of an open meeting. The item for discussion in the closed session will be listed as part of the tentative agenda on the public notice. The motion for a closed session, stating the purpose for the closed session, will be made and seconded during the open meeting. A minimum of two-thirds of the board, or all of the board members present, must vote in favor of the motion on a roll call vote. Closed sessions will be tape recorded and have detailed minutes kept by the board secretary. Final action on matters discussed in the closed session will be taken in an open meeting.

The minutes and the tape recording will restate the motion made in the open meeting, the roll call vote, the members present, and the time the closed session began and ended. The tape recordings and the written minutes will be kept for one year from the date of the meeting. Real estate related minutes and tapes will be made public after the real estate transaction is completed.

The detailed minutes and tape recording will be sealed and will not be public records open to public inspection. The minutes and tape recording will only be available to board members or opened upon court order in an action to enforce the requirements of the open meetings law. The board has complete discretion as to whom may be present at a closed session.

Approved June 27, 2011

Reviewed June 13, 2011 Revised <INSERT DATE HERE>

EXEMPT MEETINGS

Generally, board meetings will be open meetings, unless a closed session or exempt meeting is provided for by law. The board will hold a closed session or exempt meeting only when a closed session or exempt meeting is permitted under Iowa.

Board meetings at which a quorum is not present, or gatherings of the board for purely ministerial or social purposes when there is no discussion of policy or no intent to avoid the purposes of the open meetings law, are exempt from the open meetings law requirements. The board may also hold an exempt session for the reasons outlined in Iowa law.

Since gatherings of this type are exempt from the open meetings requirements, they can be held without public notice, be separate from an open meeting, be held without taping the gathering or taking minutes, and be held without a vote or motion.

62

Approved <INSERT DATE HERE> Reviewed

Revised

PUBLIC PARTICIPATION IN BOARD MEETINGS

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board may set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. The board has the discretion to limit the amount of time set aside for public participation. If the pressure of business or other circumstances dictate, the board president may decide to not set time aside for citizen participation or to eliminate this practice.

Citizens wishing to address the board on a certain agenda item must notify the superintendent or board president prior to the board meeting. Citizens wishing to present petitions to the board may do so at this time. However, the board will only receive the petitions and not act upon them or their contents.

If the board has set time aside for citizen participation and citizens wish to address the board, the board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the board meeting will not be interfered with or disrupted. Only those speakers recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or any other individual causing disruption may be asked to leave the board meeting.

Individuals who have a complaint about employees may bring their complaint to the board only after they have followed board policy addressing citizens' complaints. Students who have a complaint may only bring their complaint to the board after they have followed board policy addressing students' complaints.

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

63

GENERAL COMPLAINTS BY CITIZENS REGULATIONS

The board recognizes that concerns regarding the operation of the school district will arise. The board further believes that constructive criticism can assist in improving the quality of the education program and in meeting individual student needs more effectively. The board also places trust in its employees and desires to support their actions in a manner which frees them from unnecessary or unwarranted criticism and complaints.

Procedures for dealing with complaints concerning programs or practices should be governed by the following principles:

- where action/investigation is desired by the complainant, or where it seems appropriate, the matter should be handled as near the source as possible;
- complaints should both be investigated and, if possible, resolved expeditiously;
- complaints should be dealt with courteously and in a constructive manner; and,
- individuals directly affected by the complaint should have an opportunity to respond.

Specific procedures for handling complaints may be established in policies. The board, consistent with its board policy-making role, will deal with complaints concerning specific schools, programs or procedures only after the usual channels have been exhausted. Complaints regarding employees or complaints by students will follow the more specific policies on those issues.

When a complaint requiring attention is received by the board or a board member, it will be referred to the superintendent. After all of the channels have been exhausted, the complainant may appeal to the board by requesting a place on the board agenda or during the public audience portion of the board meeting. If the complainant appeals to the board, the appeal will be in writing, signed and explain the process followed by the complainant prior to the appeal to the board. It is within the board's discretion to determine whether to hear the complaint.

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PUBLIC HEARINGS

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

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

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

The board may take action on the subject at the public hearing, after all presentations have been made, or at a later meeting.

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Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

BOARD OF DIRECTORS' RECORDS

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

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

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

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Approved June 27, 2011

Reviewed <INSERT DATE HERE>

Revised

BOARD MEETING MINUTES

A complete and accurate set of minutes of each regular and special board meeting shall be kept to comply with all legal requirements.

The board minutes should reflect the following:

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

BOARD MEETING MINUTES

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

1. Appointment of a temporary chairperson if not specified in policy.
2. Oath of office administered to newly elected board members.
3. Nominations taken for the office of president and vice-president.
4. Election of the president and vice-president, the votes and the oath of office administered to the president and vice-president.
5. The resolution to pay bills when the board is not in session.
6. A resolution to automatically disburse payroll along with a roster of all employees under contract.
7. A resolution naming depositories along with the maximum deposit for each depository.
8. Resolution authorizing the use of a check protector and signer and the proper control of the signer.
9. Motion designating a member or a committee to examine the bills of account for a designated period of time on a rotation basis if desired for the balance of the school year.
10. Voting rotation when a roll call vote is used if so desired by the board.

A copy of the minutes shall be sent to each member of the board before the next regularly scheduled meeting. The board secretary shall furnish a copy of the proceedings as indicated by the minutes within a reasonable amount of time following the adjournment of the meeting to the school district's official newspaper for publication.

Minutes shall be kept in an official record book specified for that purpose and shall be kept on file as the official record of legislation of the school district and shall be open to public inspection. Examination of the official record book by any citizen or group of citizens must be made at the location where the school district maintains the records and under the jurisdiction of the board secretary.

A complete and accurate set of minutes will be made of each meeting and/or session of the board as required by law. A complete and accurate set of minutes and complete audio recordings will be made of each closed session of the board as required by law. The board secretary will be custodian of the minutes and audio recordings from a closed session, which shall be maintained as required by law.

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BOARD OF DIRECTORS' MEMBER COMPENSATION AND EXPENSES

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

Prior to reimbursement of actual and necessary expenses, the board member must submit a detailed receipt indicating the date, purpose and nature of the expense for each claim item. A credit card receipt is generally not considered a detailed receipt. Failure to provide a detailed receipt will make the expense nonreimbursable. In exceptional circumstances, the board may allow a claim without proper receipt. Written documentation explaining the exceptional circumstances will be maintained as part of the school district's record of the claim.

Personal expenses will be reimbursed by the board member to the school district no later than ten working days following the date of the expense.

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

Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

GIFTS TO BOARD OF DIRECTORS

Board members may receive a gift on behalf of the school district. Board members will not, either directly or indirectly, solicit, accept or receive a gift, series of gifts or an honorarium unless the donor does not meet the definition of “restricted donor” as outlined in Iowa law or the gift or honorarium does not meet the definition of “gift” or “honorarium” as outlined in Iowa law. Board members may receive nonmonetary gifts of a value less than \$3.00 if the donor does not intend to influence the board member’s professional judgment.

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

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Approved June 27, 2011

Reviewed June 13, 2011

Revised <INSERT DATE HERE>

Red Oak Community School District

Changes to Policies (200s)

Revised by Emily K. Ellingson on December 3, 2017

Items highlighted in yellow require the district to follow-up and consider revisions.

Type of Policy	Old Policy	New Policy	Change
Organization of the Board of Directors	200.1	200.1	Changed language regarding when the organizational meeting will be held, considering change in law.
Powers of the Board of Directors	200.2	200.2	Added language re: the authority of the board acting as an entity.
Responsibilities of the Board of Directors	200.3	200.3	No changes
Board of Directors' Election	201	201	Deleted specific references to statutory timelines for elections/appointments because these are changing and you don't want your Board policies to be inaccurate if/when they change. Therefore, if you keep the language broader, you won't have to modify Board policy every time the law changes.
Qualifications	202.1	202.1	Made minor changes
Oath of Office	202.2	202.2	Made minor changes
Term of Office	202.3	202.3	Made minor changes
Vacancies	202.4	202.4	Changed to update language consistent with new requirements for filling vacancies (passed in 2015 legislative session).
Board of Directors' Conflict of Interest	203	203	Made minor changes
Code of Ethics	204	204	No changes
Board Member Liability	205	205	No changes
President	206.1	206.1	Made minor changes
Vice-President	206.2	206.2	Made minor changes
Secretary-Treasurer	206.3	206.3	Made minor changes
Board Secretary Evaluation Form	206.3E1	DELETED	Deleted this because it should not be in Board policy. It can be in a handbook or a procedures manual, but we advise that it is not in Board Policy Manual.
Board of Directors' Legal Counsel	207	207	Made minor changes
Board of Directors' Committees	NEW	208.1	Added policy to address general board committees because not all board committees are ad hoc.
Ad Hoc Committees	208.1	208.2	Made minor changes
Ad Hoc Committees Regulations	208.1E1	208.2R1	Revised from Exhibit to Regulations because the document isn't really in an exhibit format, but more closely resembles regulations.
Advisory Committees of the Board	208.2	DELETED	Deleted this policy because a citizens' advisory committee fails under one of the other committees already outlined in Board Policy. Furthermore, citizen committees take on different forms depending upon their goals. Therefore, I would advise you have nothing in your Board policy outlining the citizens' committee's role and instead just put in place requirements (possibly similar to those seen in the Board policy that is being deleted) as appropriate.
Development of Policy	209.1	209.1	Added language relating to specific procedures for developing or revising board policy.
Adoption of Policy	209.2	209.2	Made minor changes
Dissemination of Policy	209.3	209.3	Made minor changes
Suspension of Policy	209.4	209.4	Made minor changes
Administration in the Absence of Policy	209.5	209.5	Made minor changes
Review and Revision of Policy	209.6	209.6	Deleted reference to specific schedule of review. The board can either review a certain subsection of policies annually or review the entire policy book every 5 years. By deleting the specific reference to the review schedule, this allows the Board to make whatever decision it wants regarding policy review.
Review of Administrative Regulations	209.7	209.7	No changes
Annual Meeting	210.1	210.1	Modified language to better fit with holding board elections every other year.
Organizational Meeting	200.1R1	210.2	Moved this policy so it is with the other policies outlining procedures for other meetings.
Regular Meeting	210.2	210.3	Made minor changes
Special Meeting	210.3	210.4	No changes
Work Sessions	210.4	210.5	No changes
Meeting Notice	210.5	210.6	No changes
Quorum	210.6	210.7	Made minor changes
Rules of Order	210.7	210.8	Made minor changes
Rules of Order Regulations	210.7R1	210.8R1	No changes
Board Meeting Agenda	210.8	210.9	Made minor changes
Order of the Regular Board of Directors' Meeting	210.8E1	210.9E1	Made minor changes
Consent Agenda	210.9	210.10	Made minor changes
Open Meetings	211	211	No changes
Closed Sessions	212	212	Deleted all references to the specific exceptions/exemptions for Iowa's open meeting law. By keeping it more generalized, the board policy won't be outdated if the law ever changes.
Exempt Meeting	ADDED	213	Added separate policy to address exempt session, taking language originally found in closed session policy.
Public Participation in Board Meeting	213.1	214	Made minor changes to better clarify process
General Complaints by Citizens Regulations	213.1R1	214.R1	Made minor changes
Public Hearings	214	215	Made minor changes
Board of Directors' Records	215	216	No changes

Red Oak Community School District

Changes to Policies (200s)

Revised by Emily K. Ellingson on December 3, 2017

Items highlighted in yellow require the district to follow-up and consider revisions.

Type of Policy	Old Policy	New Policy	Change
Board Meeting Minutes	215.1E1	216.R1	Added language outlining how the minutes are handled before and after the board meeting.
Association Membership	216.1	DELETED	Deleted this policy because it isn't necessary to include in board policies.
Board of Directors' Member Development and Training	216.2	DELETED	Deleted this policy because it isn't necessary to include in board policies.
Board of Directors' Member Compensation and Expenses	216.3	217	Made minor changes
Gifts to Board Members	217	218	Modified this policy to make it more generalized so it references Iowa law generally instead of the specific outlined in Iowa law. By keeping it more generalized, the board policy won't be outdated if the law ever changes.

General Policy Notes

- (1) If a policy is designated as "NEW" there is no old policy on the topic.
- (2) Legal References have been removed because they are frequently outdated and/or irrelevant.
- (3) Intra-policy references were removed because these are frequently outdated. Also, if the district were to change one policy every cross site would need to be checked. This is time consuming and rarely done.
- (4) Terms used throughout the policy manual have been altered for consistency.
- (5) Policies have been re-organized and re-numbered to account for deleted policies, added policies, grouping of similar policies, and consistent numbering progression.
- (6) Deleted references to superintendent's adoption of regulations. Often there will be a lag in the actual development of these regulations. Consequently, we find this better be left unsaid from a liability standpoint.

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RED OAK COMMUNITY SCHOOL DISTRICT
INDEPENDENT AUDITOR'S REPORTS
BASIC FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

JUNE 30, 2017

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Red Oak Community School District

Officials

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Board of Education		
Paul Griffen	President	2017
Mark Johnson	Vice President	2019
Bryce Johnson	Board Member	2019
Kathy Walker	Board Member	2017
Bret Blackman	Board Member	2017

School Officials

Tom Messinger	Superintendent	2017
Shirley Maxwell	District Secretary/ Business Manager/Treasurer	2017
Ahlers & Cooney	Attorney	2017
Engel Law Office	Attorney	2017

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NOLTE, CORNMAN & JOHNSON P.C.
Certified Public Accountants
(a professional corporation)
117 West 3rd Street North, Newton, Iowa 50208-3040
Telephone (641) 792-1910

INDEPENDENT AUDITOR'S REPORT

To the Board of Education of the
Red Oak Community School District:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of Red Oak Community School District, Red Oak, Iowa, as of and for the year ended June 30, 2017, and the related Notes to Financial Statements, which collectively comprise the District's basic financial statements listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with U.S. generally accepted accounting principles. This includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of Red Oak Community School District as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with U.S. generally accepted accounting principles.

Other Matters

Required Supplementary Information

U.S. generally accepted accounting principles require Management's Discussion and Analysis, the Budgetary Comparison Information, the Schedule of the District's Proportionate Share of the Net Pension Liability, the Schedule of District Contributions and the Schedule of Funding Progress for the Retiree Health Plan on pages 7 through 15 and 46 through 51 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board which considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with U.S. generally accepted auditing standards, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the required supplementary information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Red Oak Community School District's basic financial statements. We previously audited, in accordance with the standards referred to in the third paragraph of this report, the financial statements for the five years ended June 30, 2016 (which are not presented herein) and expressed unmodified opinions on those financial statements. Another auditor previously audited, in accordance with the standards referred to in the third paragraph of this report, the financial statements for the four years ended June 30, 2011 (none of which are presented herein) and expressed unmodified opinions on those financial statements. The supplementary information included in Schedules 1 through 8, including the Schedule of Expenditures of Federal Awards required by Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Supplementary information, including the Schedule of Expenditures of Federal Awards, is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the supplementary information, including the Schedule of Expenditures of Federal Awards, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated February 2, 2018 on our consideration of Red Oak Community School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that reports is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Red Oak Community School District's internal control over financial reporting and compliance.



NOLTE, CORNMAN & JOHNSON, P.C.

February 2, 2018
Newton, Iowa

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MANAGEMENT'S DISCUSSION AND ANALYSIS

The Red Oak Community School District provides the Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2017. We encourage readers to consider this information in conjunction with the District's financial statements, which follow.

2017 FINANCIAL HIGHLIGHTS

- General Fund revenues increased from \$12,515,911 in fiscal year 2016 to \$12,795,835 in fiscal year 2017, while General Fund expenditures decreased from \$13,181,732 in fiscal year 2016 to \$12,949,244 in fiscal year 2017. The District's General Fund balance decreased from \$2,142,642 at June 30, 2016 to \$1,989,233 at June 30, 2017, a 7.16% decrease from the prior year.
- The increase in revenues was mainly attributable to increases in state source revenues received. The decrease in expenditures was due primarily to a decrease in the instruction functional area expenditures incurred.

USING THIS ANNUAL REPORT

The annual report consists of a series of financial statements and other information, as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the District's financial activities.

The Government-wide Financial Statements consist of a Statement of Net Position and a Statement of Activities. These provide information about the activities of Red Oak Community School District as a whole and present an overall view of the District's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report Red Oak Community School District's operations in more detail than the government-wide statements by providing information about the most significant funds. The remaining statements provide financial information about activities for which Red Oak Community School District acts solely as an agent or custodial for the benefit of those outside of the District.

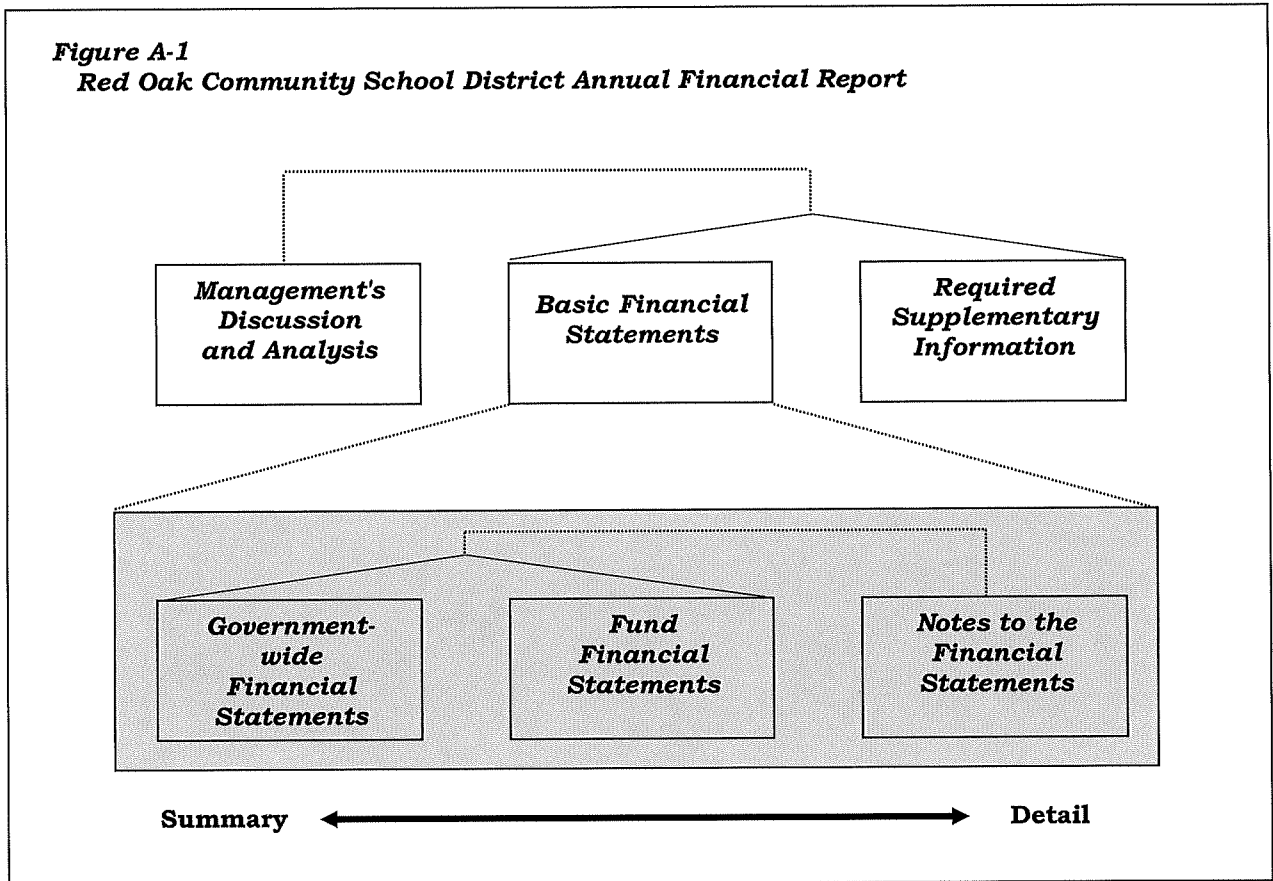
Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Required Supplementary Information further explains and supports the financial statements with a comparison of the District's budget for the year, the District's proportionate share of the net pension liability and related contributions, as well as presenting the Schedule of Funding Progress for the Retiree Health Plan.

Supplementary Information provides detailed information about the nonmajor governmental funds. In addition, the Schedule of Expenditures of Federal Awards provides details of various federal programs benefiting the District.

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Figure A-1 shows how the various parts of this annual report are arranged and relate to one another.



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Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain.

Figure A-2				
Major Features of the Government-Wide and Fund Financial Statements				
	Government-wide Statements	Fund Statements		
		Governmental Funds	Proprietary Funds	Fiduciary Funds
Scope	Entire district (except fiduciary funds)	The activities of the district that are not proprietary or fiduciary, such as special education and building maintenance	Activities the district operates similar to private businesses: food service	Instances in which the district administers resources on behalf of someone else, such as scholarship programs
Required financial statements	<ul style="list-style-type: none"> • Statement of net position • Statement of activities 	<ul style="list-style-type: none"> • Balance sheet • Statement of revenues, expenditures, and changes in fund balances 	<ul style="list-style-type: none"> • Statement of net position • Statement of revenues, expenses and changes in fund net position • Statement of cash flows 	<ul style="list-style-type: none"> • Statement of fiduciary net position • Statement of changes in fiduciary net position
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, short-term and long-term	Generally assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets or long-term liabilities included	All assets and liabilities, both financial and capital, and short-term and long-term	All assets and liabilities, both short-term and long-term; funds do not currently contain capital assets, although they can
Type of deferred outflow / inflow information	Consumption/acquisition of net position that is applicable to a future reporting period	Consumption/ acquisition of fund balance that is applicable to a future reporting period	Consumption/ acquisition of net position that is applicable to a future reporting period	Consumption/ acquisition of net position that is applicable to a future reporting period.
Type of inflow/ outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and the related liability is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid	All additions and deductions during the year, regardless of when cash is received or paid

REPORTING THE DISTRICT'S FINANCIAL ACTIVITIES

Government-wide Financial Statements

The government-wide financial statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as net position. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid.

The two government-wide financial statements report the District's net position and how it has changed. Net position is one way to measure the District's financial health or financial position. Over time, increases or decreases in the District's net position are an indicator of whether financial position is improving or deteriorating. To assess the District's overall health, additional non-financial factors, such as changes in the District's property tax base and the condition of school buildings and other facilities, need to be considered.

In the government-wide financial statements, the District's activities are divided into two categories:

- *Governmental activities:* Most of the District's basic services are included here, such as regular and special education, transportation and administration. Property tax and state aid finance most of these activities.
- *Business type activities:* The District charges fees to help cover the costs of certain services it provides. The District's school nutrition program is included here.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's funds, focusing on its most significant or "major" funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs.

Some funds are required by state law and by bond covenants. The District establishes other funds to control and manage money for particular purposes, such as accounting for student activity funds or to show that it is properly using certain revenues such as federal grants.

The District has three kinds of funds:

- 1) *Governmental funds:* Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs.

The District's governmental funds include the General Fund, Special Revenue Funds, Capital Projects Fund and Debt Service Fund.

The required financial statements for the governmental funds include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances.

- 2) *Proprietary funds:* Services for which the District charges a fee are generally reported in proprietary funds. Proprietary funds are reported in the same way as the government-wide financial statements. The District's enterprise funds, one type of proprietary fund, are the same as its business type activities, but provide more detail and additional information, such as cash flows. The District currently has one Enterprise Fund, the School Nutrition Fund.

The required financial statements for the proprietary funds include a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Fund Net Position and a Statement of Cash Flows.

- 3) *Fiduciary funds:* The District is the trustee, or fiduciary, for assets that belong to others. These funds include Private-Purpose Trust Fund.

- Private-Purpose Trust Fund - The District accounts for outside donations for scholarships for individual students in this fund.

The District is responsible for ensuring that the assets reported in the fiduciary funds are used only for their intended purposes and by those to whom the assets belong. The District excludes these activities from the District-wide financial statements because it cannot use these assets to finance its operations.

The required financial statements for fiduciary funds include a Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position.

Reconciliations between the government-wide financial statements and the governmental fund financial statements follow the governmental fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Figure A-3 below provides a summary of the District's net position at June 30, 2017 compared to June 30, 2016.

Figure A-3
Condensed Statement of Net Position

	Governmental Activities		Business Type Activities		Total District		Total Change
	June 30,		June 30,		June 30,		June 30,
	2017	2016	2017	2016	2017	2016	2016-17
Current and other assets	\$ 16,720,973	16,744,831	149,101	171,335	16,870,074	16,916,166	-0.27%
Capital assets	9,400,457	8,905,805	34,667	34,298	9,435,124	8,940,103	5.54%
Total assets	26,121,430	25,650,636	183,768	205,633	26,305,198	25,856,269	1.74%
Deferred outflows of resources	1,715,860	889,864	33,607	27,028	1,749,467	916,892	90.80%
Long-term liabilities	9,025,090	8,428,657	193,619	184,067	9,218,709	8,612,724	7.04%
Other liabilities	1,603,143	1,949,817	10,278	56,432	1,613,421	2,006,249	-19.58%
Total liabilities	10,628,233	10,378,474	203,897	240,499	10,832,130	10,618,973	2.01%
Deferred inflows of resources	5,831,384	5,885,643	10,769	19,096	5,842,153	5,904,739	-1.06%
Net position:							
Net investment in capital assets	7,255,457	6,100,805	34,667	34,298	7,290,124	6,135,103	18.83%
Restricted	7,608,024	7,265,876	-	-	7,608,024	7,265,876	4.71%
Unrestricted	(3,485,808)	(3,090,298)	(31,958)	(61,232)	(3,517,766)	(3,151,530)	-11.62%
Total net position	\$ 11,377,673	10,276,383	2,709	(26,934)	11,380,382	10,249,449	11.03%

The District's total net position increased by 11.03%, or \$1,130,933, from the prior year. A portion of the District's net position is the net investment in capital assets. The debt related to the investment in capital assets is liquidated with sources other than capital assets.

Restricted net position represents resources that are subject to external restrictions, constitutional provisions or enabling legislation on how they can be used. The District's restricted net position increased 4.71%, or \$342,148, over the prior year. This increase in restricted net position is mainly attributable to the increase in carryover fund balance for the Capital Projects: Physical Plant and Equipment Levy Fund.

Unrestricted net position - the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation or other legal requirements - decreased \$366,236, or 11.62%. The decrease in unrestricted net position was primarily a result of the decrease in the District's unassigned General Fund balance.

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Figure A-4 shows the changes in net position for the year ended June 30, 2017 compared to the year ended June 30, 2016.

Figure A-4
Changes in Net Position

	Governmental		Business Type		Total		Total Change 2016-17
	Activities		Activities		District		
	2017	2016	2017	2016	2017	2016	
Revenues:							
Program revenues:							
Charges for service	\$ 744,940	745,708	150,806	164,745	895,746	910,453	-1.62%
Operating grants, contributions and restricted interest	1,390,156	1,401,553	467,552	491,043	1,857,708	1,892,596	-1.84%
General revenues:							
Property tax	5,253,621	5,426,104	-	-	5,253,621	5,426,104	-3.18%
Income surtax	337,756	437,391	-	-	337,756	437,391	-22.78%
Statewide sales, services and use tax	1,084,686	1,079,700	-	-	1,084,686	1,079,700	0.46%
Unrestricted state grants	6,657,186	6,470,089	-	-	6,657,186	6,470,089	2.89%
Unrestricted investment earnings	23,978	19,810	331	131	24,309	19,941	21.90%
Other	204,430	159,725	6,995	1,731	211,425	161,456	30.95%
Total revenues	15,696,753	15,740,080	625,684	657,650	16,322,437	16,397,730	-0.46%
Program expenses:							
Instruction	8,976,487	9,031,809	-	-	8,976,487	9,031,809	-0.61%
Support services	4,667,798	4,914,262	5,500	2,799	4,673,298	4,917,061	-4.96%
Non-instructional programs	10,478	4,726	590,541	660,551	601,019	665,277	-9.66%
Other expenses	940,700	898,747	-	-	940,700	898,747	4.67%
Total expenses	14,595,463	14,849,544	596,041	663,350	15,191,504	15,512,894	-2.07%
Excess(Deficiency) of revenues over(under) expenditures	1,101,290	890,536	29,643	(5,700)	1,130,933	884,836	27.81%
Transfers	-	(3,590)	-	3,590	-	-	0.00%
Change in net position	1,101,290	886,946	29,643	(2,110)	1,130,933	884,836	27.81%
Net position beginning of year	10,276,383	9,389,437	(26,934)	(24,824)	10,249,449	9,364,613	9.45%
Net position end of year	\$ 11,377,673	10,276,383	2,709	(26,934)	11,380,382	10,249,449	11.03%

In fiscal year 2017, property tax, income surtax and unrestricted state grants accounted for 78.03% of governmental activities revenue while charges for service and operating grants, contributions and restricted interest accounted for 98.83% of business type activities revenue.

The District's total revenues were approximately \$16.32 million of which approximately \$15.70 million was for governmental activities and approximately \$0.62 million was for business type activities.

As shown in Figure A-4, the District as a whole experienced a 0.46% decrease in revenues and a 2.07% decrease in expenses. The decrease in revenues is attributable to decreases in property tax and income surtax revenues received compared to the prior year. The decrease in expenses is primarily due to decreased expenses in the support services functional area compared to the prior year.

Governmental Activities

Revenues for governmental activities were \$15,696,753 and expenses were \$14,595,463 for the year ended June 30, 2017.

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The following table presents the total and net cost of the District's major governmental activities: instruction, support services, non-instructional programs, and other expenses for the year ended June 30, 2017 compared to those expenses for the year ended June 30, 2016.

Figure A-5
Total and Net Cost of Governmental Activities

	Total Cost of Services			Net Cost of Services		
	2017	2016	Change 2016-17	2017	2016	Change 2016-17
Instruction	\$ 8,976,487	9,031,809	-0.61%	7,392,176	7,444,182	-0.70%
Support services	4,667,798	4,914,262	-5.02%	4,594,890	4,838,901	-5.04%
Non-instructional programs	10,478	4,726	121.71%	10,478	4,726	121.71%
Other expenses	940,700	898,747	4.67%	462,823	414,474	11.67%
Totals	\$ 14,595,463	14,849,544	-1.71%	12,460,367	12,702,283	-1.90%

For the year ended June 30, 2017:

- The cost financed by users of the District's programs was \$744,940.
- Federal and state governments along with contributions from local sources subsidized certain programs with grants and contributions totaling \$1,390,156.
- The net cost of governmental activities was financed with \$5,253,621 in property tax, \$337,756 in income surtax, \$1,084,686 in statewide sales, services and use tax, \$6,657,186 in unrestricted state grants, \$23,978 in interest income and \$204,430 in other general revenues.

Business Type Activities

Revenues of the District's business type activities during the year ended June 30, 2017 were \$625,684, representing a 4.86% decrease from the prior year, while expenses totaled \$596,041, a 10.15% decrease from the prior year. The District's business type activities are the School Nutrition Fund. Revenues of these activities were comprised of charges for service, federal and state reimbursements, interest, and other income.

INDIVIDUAL FUND ANALYSIS

As previously noted, the Red Oak Community School District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed the year, its governmental funds reported combined fund balances of \$9,293,091, above last year's ending combined fund balances of \$9,090,208. The primary reason for the increase in combined fund balances is due to the increase in the Capital Projects Fund balance over the prior year.

Governmental Fund Highlights

- The District's General Fund financial position is the product of many factors. Revenues increased in fiscal year 2017 compared to fiscal year 2016 primarily due to an increase in state sources received. Expenditures decreased from fiscal year 2017 compared to fiscal year 2016, the decrease in expenditures is primarily due to a decrease in instruction expenditures incurred. The net result of fiscal year 2017 activity was a decrease in fund balance from \$2,142,642 at June 30, 2016 to \$1,989,233 at June 30, 2017.
- The District's Management Levy Fund balance increased from \$2,261,825 at June 30, 2016 to \$2,386,690 at June 30, 2017. The increase in fund balance is a result of revenues exceeding expenses and is consistent with the increase in the fund balance from fiscal year 2015 to fiscal year 2016 due to the District's Management Levy Fund property tax levy.

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- The Capital Projects Fund balance increased from \$4,498,998 at June 30, 2016 to \$4,712,104 at June 30, 2017. The increase in fund balance for the Capital Projects Fund is a result of changes in the Districts two capital project accounts. The Statewide Sales, Services and Use Tax Fund increased from \$3,656,338 at June 30, 2016 to \$3,751,095 at June 30, 2017. The Physical Plant and Equipment Levy Fund increased from \$842,660 at June 30, 2016 to \$961,009 at June 30, 2017.

Proprietary Fund Highlights

The School Nutrition Fund net position increased from a deficit \$26,934 at June 30, 2016 to a net position of \$2,709 at June 30, 2017, an increase of 110.06%. Total revenues outpaced total expenses ensuring an increase in net position.

BUDGETARY HIGHLIGHTS

The District's revenues were \$1,011,102 more than budgeted revenues, a variance of 6.56%. The most significant variances resulted from the District receiving more from federal sources than originally anticipated.

Total expenditures were less than budgeted, due primarily to the District's budget for the General Fund. It is the District's practice to budget expenditures at the maximum authorized spending authority for the General Fund. The District then manages or controls General Fund spending through its line-item budget. As a result, the District's certified budget should always exceed actual expenditures for the year.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2017, the District had invested \$9,435,124, net of accumulated depreciation, in a broad range of capital assets, including land, buildings, athletic facilities and transportation equipment. (See Figure A-6) This amount represents a net increase of 5.54% from the prior year. More detailed information about capital assets is available in Note 4 to the financial statements. Depreciation expense for the year was \$537,071.

The original cost of the District's capital assets was \$19,484,905. Governmental activities account for \$19,068,994 with the remainder of \$415,911 in the Proprietary, School Nutrition Fund.

The largest percentage change in capital asset activity during the year occurred in the District's construction in progress category. The District's construction in progress totaled \$526,159 at June 30, 2016 as compared to \$0 at June 30, 2017. This decrease in construction in progress is primarily due to completion of construction on field lighting and boiler projects.

Figure A-6
Capital Assets, Net of Depreciation

	Governmental Activities		Business Type Activities		Total District		Total Change
	June 30,		June 30,		June 30,		June 30,
	2017	2016	2017	2016	2017	2016	2016-17
Land	\$ 190,930	190,930	-	-	190,930	190,930	0.00%
Construction in progress	-	526,159	-	-	-	526,159	-100.00%
Buildings	8,218,721	7,802,576	-	-	8,218,721	7,802,576	5.33%
Land improvements	697,730	129,802	-	-	697,730	129,802	437.53%
Machinery and equipment	293,076	256,338	34,667	34,298	327,743	290,636	12.77%
Total	\$ 9,400,457	8,905,805	34,667	34,298	9,435,124	8,940,103	5.54%

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Long-Term Debt

At June 30, 2017, the District had \$2,145,000 in general obligation bonds outstanding. This represents a decrease of 23.53% from the prior year. (See Figure A-7) More detailed information about the District’s long-term liabilities is available in Note 5 to the financial statements.

The District had outstanding general obligation bonds of \$2,145,000 at June 30, 2017. These bonds are primarily paid by the District’s Debt Service Fund property tax levy.

Figure A-7
Outstanding Long-Term Obligations

	Total District		Total Change
	June 30,		June 30,
	2017	2016	2016-17
General obligation bonds	\$ 2,145,000	2,805,000	-23.53%

ECONOMIC FACTORS BEARING ON THE DISTRICT’S FUTURE

At the time these financial statements were prepared and audited, the District was aware of existing circumstances that could affect its financial health in the future:

- The following bond resolution was passed on June 27, 2017. It received 1188 yes, and 348 no votes. 77.34%.

Shall the Board of Directors of the Red Oak Community School District in the Counties of Montgomery, Page, and Pottawattamie, State of Iowa, be authorized to contract indebtedness and issue General Obligation Bonds in an amount not to exceed \$19,990,000 to provide funds for the following:

High School Campus (including the original high school and tech center buildings) - to build, construct additions, remodel, repair, improve, furnish, equip, and make site improvements.

Inman Campus - to build, construct, furnish and equip additions, and to make improvements and repairs of the existing building.

It is the intention of the School District to apply available School Infrastructure Sales, Services and Use Tax Revenues to the extent possible to abate and reduce the levy of taxes to pay principal and interest on the Bonds.

CONTACTING THE DISTRICT’S FINANCIAL MANAGEMENT

This financial report is designed to provide the District’s citizens, taxpayers, customers, investors and creditors with a general overview of the District’s finances and to demonstrate the District’s accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Superintendent and central office of the Red Oak Community School District, 2011 North 8th Street, Red Oak, Iowa, 51566.

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Red Oak Community School District

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BASIC FINANCIAL STATEMENTS

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Exhibit A

RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2017

	Governmental Activities	Business Type Activities	Total
ASSETS			
Cash and pooled investments	\$ 10,401,622	131,668	10,533,290
Receivables:			
Property tax:			
Delinquent	50,502	-	50,502
Succeeding year	5,475,752	-	5,475,752
Income surtax	361,431	-	361,431
Accounts	67,825	-	67,825
Due from other governments	363,841	10,969	374,810
Inventories	-	6,464	6,464
Capital assets not being depreciated:			
Land	190,930	-	190,930
Capital assets, net of accumulated deprecaiton:			
Buildings and land improvements and machinery and equipment	9,209,527	34,667	9,244,194
TOTAL ASSETS	26,121,430	183,768	26,305,198
DEFERRED OUTFLOWS OF RESOURCES			
Pension related deferred outflows	1,715,860	33,607	1,749,467
LIABILITIES			
Accounts payable	198,643	1,983	200,626
Salaries and benefits payable	1,392,056	1,642	1,393,698
Accrued interest payable	12,444	-	12,444
Unearned revenue	-	6,653	6,653
Long-term liabilities:			
Portion due within one year:			
General obligation bonds payable	690,000	-	690,000
Termination benefits payable	46,019	-	46,019
Portion due after one year:			
General obligation bonds payable	1,455,000	-	1,455,000
Net pension liability	6,298,390	190,819	6,489,209
Net OPEB liability	535,681	2,800	538,481
TOTAL LIABILITIES	10,628,233	203,897	10,832,130
DEFERRED INFLOWS OF RESOURCES			
Unavailable property tax revenue	5,475,752	-	5,475,752
Pension related deferred inflows	355,632	10,769	366,401
TOTAL DEFERRED INFLOWS OF RESOURCES	5,831,384	10,769	5,842,153
NET POSITION			
Net investment in capital assets	7,255,457	34,667	7,290,124
Restricted for:			
Categorical funding	362,629	-	362,629
Debt service	18,489	-	18,489
Management levy purposes	2,340,671	-	2,340,671
Student activities	174,131	-	174,131
School infrastructure	3,751,095	-	3,751,095
Physical plant and equipment	961,009	-	961,009
Unrestricted	(3,485,808)	(31,958)	(3,517,766)
TOTAL NET POSITION	\$ 11,377,673	2,709	11,380,382

SEE NOTES TO FINANCIAL STATEMENTS.

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Exhibit B

RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2017

	Program Revenues			Net (Expense) Revenue and Changes in Net Position		Total
	Expenses	Charges for Service	Contributions and Restricted Interest	Govern- mental Activities	Business Type Activities	
Functions/Programs:						
Governmental activities:						
Instruction:						
Regular	\$ 5,276,584	251,430	152,453	(4,872,701)	-	(4,872,701)
Special	1,698,940	182,348	149,273	(1,367,319)	-	(1,367,319)
Other	2,000,963	283,689	565,118	(1,152,156)	-	(1,152,156)
	<u>8,976,487</u>	<u>717,467</u>	<u>866,844</u>	<u>(7,392,176)</u>	<u>-</u>	<u>(7,392,176)</u>
Support services:						
Student	346,813	-	29,925	(316,888)	-	(316,888)
Instructional staff	1,166,295	-	15,510	(1,150,785)	-	(1,150,785)
Administration	1,441,519	7,000	-	(1,434,519)	-	(1,434,519)
Operation and maintenance of plant	1,245,152	-	-	(1,245,152)	-	(1,245,152)
Transportation	468,019	20,473	-	(447,546)	-	(447,546)
	<u>4,667,798</u>	<u>27,473</u>	<u>45,435</u>	<u>(4,594,890)</u>	<u>-</u>	<u>(4,594,890)</u>
Non-instructional programs:						
Food service operations	5,775	-	-	(5,775)	-	(5,775)
Other enterprise operations	4,703	-	-	(4,703)	-	(4,703)
	<u>10,478</u>	<u>-</u>	<u>-</u>	<u>(10,478)</u>	<u>-</u>	<u>(10,478)</u>
Long-term debt interest	87,880	-	-	(87,880)	-	(87,880)
Other expenses:						
AEA flowthrough	477,877	-	477,877	-	-	-
Depreciation(unallocated)*	374,943	-	-	(374,943)	-	(374,943)
	<u>852,820</u>	<u>-</u>	<u>477,877</u>	<u>(374,943)</u>	<u>-</u>	<u>(374,943)</u>
Total governmental activities	<u>14,595,463</u>	<u>744,940</u>	<u>1,390,156</u>	<u>(12,460,367)</u>	<u>-</u>	<u>(12,460,367)</u>
Business Type activities:						
Support services:						
Administration	2,303	-	-	-	(2,303)	(2,303)
Operation and maintenance of plant	3,197	-	-	-	(3,197)	(3,197)
	<u>5,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5,500)</u>	<u>(5,500)</u>
Non-instructional programs:						
Food service operations	590,541	150,806	467,552	-	27,817	27,817
Total business type activities	<u>596,041</u>	<u>150,806</u>	<u>467,552</u>	<u>-</u>	<u>22,317</u>	<u>22,317</u>
Total	<u>\$ 15,191,504</u>	<u>895,746</u>	<u>1,857,708</u>	<u>(12,460,367)</u>	<u>22,317</u>	<u>(12,438,050)</u>
General Revenues:						
Property tax levied for:						
General purposes				\$ 4,156,221	-	4,156,221
Debt service				525,493	-	525,493
Capital outlay				571,907	-	571,907
Income surtax				337,756	-	337,756
Statewide sales, services and use tax				1,084,686	-	1,084,686
Unrestricted state grants				6,657,186	-	6,657,186
Unrestricted investment earnings				23,978	331	24,309
Other				204,430	6,995	211,425
Total general revenues				<u>13,561,657</u>	<u>7,326</u>	<u>13,568,983</u>
Change in net position				1,101,290	29,643	1,130,933
Net position beginning of year				10,276,383	(26,934)	10,249,449
Net position end of year				<u>\$ 11,377,673</u>	<u>2,709</u>	<u>11,380,382</u>

* This amount excludes the depreciation that is included in the direct expense of various programs.

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2017

	General	Management	Capital Projects	Nonmajor	Total
ASSETS					
Cash and pooled investments	\$ 3,255,799	2,382,250	4,557,263	206,310	10,401,622
Receivables:					
Property tax:					
Delinquent	35,935	4,092	5,459	5,016	50,502
Succeeding year	4,346,184	275,002	593,921	260,645	5,475,752
Income surtax	309,798	-	51,633	-	361,431
Accounts	2,713	1,230	63,139	743	67,825
Due from other governments	273,633	-	90,208	-	363,841
TOTAL ASSETS	\$ 8,224,062	2,662,574	5,361,623	472,714	16,720,973
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 186,791	882	3,965	7,005	198,643
Salaries and benefits payable	1,392,056	-	-	-	1,392,056
Total liabilities	1,578,847	882	3,965	7,005	1,590,699
Deferred inflows of resources:					
Unavailable revenues:					
Succeeding year property tax	4,346,184	275,002	593,921	260,645	5,475,752
Income surtax	309,798	-	51,633	-	361,431
Total deferred inflows of resources	4,655,982	275,002	645,554	260,645	5,837,183
Fund balances:					
Restricted for:					
Categorical funding	362,629	-	-	-	362,629
Debt service	-	-	-	30,933	30,933
Management levy purposes	-	2,386,690	-	-	2,386,690
Student activities	-	-	-	174,131	174,131
School infrastructure	-	-	3,751,095	-	3,751,095
Physical plant and equipment	-	-	961,009	-	961,009
Assigned	172,418	-	-	-	172,418
Unassigned	1,454,186	-	-	-	1,454,186
Total fund balances	1,989,233	2,386,690	4,712,104	205,064	9,293,091
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 8,224,062	2,662,574	5,361,623	472,714	16,720,973

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
 RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
 TO THE STATEMENT OF NET POSITION
 JUNE 30, 2017

Total fund balances of governmental funds (page 20)	\$	9,293,091
 <i>Amounts reported for governmental activities in the statement of net position are different because:</i>		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds.		9,400,457
Accounts receivable income surtax is not yet available to finance expenditures of the current year and, therefore, is recognized as deferred inflows of resources in the governmental funds.		361,431
Accrued interest payable on long-term liabilities is not due and payable in the current year and, therefore, is not reported as a liability in the governmental funds.		(12,444)
Pension related deferred outflows of resources and deferred inflows of resources are not due and payable in the current year and, therefore, are not reported in the governmental funds, as follows:		
Deferred outflows of resources	\$ 1,715,860	
Deferred inflows of resources	<u>(355,632)</u>	1,360,228
Long-term liabilities, including general obligation bonds payable, other postemployment benefits payable, termination benefits and net pension liability are not due and payable in the current year and, therefore, are not reported as liabilities in the governmental funds.		<u>(9,025,090)</u>
Net position of governmental activities (page 18)	\$	<u><u>11,377,673</u></u>

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2017

	General	Management	Capital Projects	Nonmajor	Total
REVENUES:					
Local sources:					
Local tax	\$ 4,121,287	424,613	620,218	525,493	5,691,611
Tuition	410,703	-	-	-	410,703
Other	330,036	27,331	10,141	280,298	647,806
State sources	7,363,338	8,770	1,096,468	10,827	8,479,403
Federal sources	567,464	-	-	-	567,464
Total revenues	12,792,828	460,714	1,726,827	816,618	15,796,987
EXPENDITURES:					
Current:					
Instruction:					
Regular	4,848,562	111,696	177,808	-	5,138,066
Special	1,651,682	-	-	-	1,651,682
Other	1,837,237	-	-	271,117	2,108,354
	8,337,481	111,696	177,808	271,117	8,898,102
Support services:					
Student	352,788	-	-	-	352,788
Instructional staff	972,978	3,946	89,141	-	1,066,065
Administration	1,294,359	154,494	7,650	-	1,456,503
Operation and maintenance of plant	1,161,138	40,753	38,319	-	1,240,210
Transportation	347,920	19,185	102,818	-	469,923
	4,129,183	218,378	237,928	-	4,585,489
Non-instructional programs:					
Food service operations	-	5,775	-	-	5,775
Other enterprise operations	4,703	-	-	-	4,703
	4,703	5,775	-	-	10,478
Capital outlay	-	-	873,985	-	873,985
Long-term debt:					
Principal	-	-	-	660,000	660,000
Interest and fiscal charges	-	-	-	91,180	91,180
	-	-	-	751,180	751,180
Other expenditures:					
AEA flowthrough	477,877	-	-	-	477,877
TOTAL EXPENDITURES	12,949,244	335,849	1,289,721	1,022,297	15,597,111
Excess (Deficiency) of revenues over (under) expenditures	(156,416)	124,865	437,106	(205,679)	199,876
Other financing sources (uses):					
Transfer in	-	-	-	224,000	224,000
Transfer out	-	-	(224,000)	-	(224,000)
Compensation for loss of capital assets	3,007	-	-	-	3,007
Total other financing sources (uses)	3,007	-	(224,000)	224,000	3,007
Change in fund balances	(153,409)	124,865	213,106	18,321	202,883
Fund balances beginning of year	2,142,642	2,261,825	4,498,998	186,743	9,090,208
Fund balances end of year	\$ 1,989,233	2,386,690	4,712,104	205,064	9,293,091

SEE NOTES TO FINANCIAL STATEMENTS.

RED OAK COMMUNITY SCHOOL DISTRICT
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
 TO THE STATEMENT OF ACTIVITIES
 YEAR ENDED JUNE 30, 2017

Net change in fund balances - total governmental funds (page 22)	\$	202,883
 <i>Amounts reported for governmental activities in the statement of activities are different because:</i>		
 Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, those costs are not reported in the Statement of Activities and are allocated over their estimated useful lives as depreciation expense in the Statement of Activities. Capital outlay expenditures and depreciation expense in the current year are as follows:		
Capital outlay	\$ 1,023,518	
Depreciation expense	<u>(528,866)</u>	494,652
 Repayment of long-term liabilities is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		
		660,000
 Interest on long-term debt in the Statement of Activities differs from the amount reported in the governmental funds because interest is recorded as an expenditure in the funds when due. In the Statement of Activities, interest expense is recognized as the interest accrues, regardless of when it is due.		
		3,300
 Income surtax receivable is not considered available revenue and is recognized as deferred inflows of resources in the governmental funds.		
		(100,234)
 The current year District IPERS contributions are reported as expenditures in the governmental funds, but are reported as deferred outflows of resources in the Statement of Net Position.		
		647,264
 Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds, as follows:		
Termination benefits	\$ (46,019)	
Pension expense	(679,335)	
Other postemployment benefits	<u>(81,221)</u>	<u>(806,575)</u>
 Changes in net position of governmental activities (page 19)	 \$	 <u><u>1,101,290</u></u>

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF NET POSITION
PROPRIETARY FUND
JUNE 30, 2017

	Enterprise, School Nutrition
ASSETS	
Current assets:	
Cash and pooled investments	\$ 131,668
Due from other governments	10,969
Inventories	6,464
Total current assets	149,101
Non-current assets:	
Capital assets, net of accumulated depreciation	34,667
TOTAL ASSETS	183,768
DEFERRED OUTFLOWS OF RESOURCES	
Pension related deferred outflows	33,607
LIABILITIES	
Current liabilities:	
Accounts payable	1,983
Salaries and benefits payable	1,642
Unearned revenue	6,653
Total current liabilities	10,278
Long-term liabilities:	
Net pension liability	190,819
Net OPEB liability	2,800
Total long-term liabilities	193,619
TOTAL LIABILITIES	203,897
DEFERRED INFLOWS OF RESOURCES	
Pension related deferred inflows	10,769
NET POSITION	
Net investment in capital assets	34,667
Unrestricted	(31,958)
TOTAL NET POSITION	\$ 2,709

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
PROPRIETARY FUND
YEAR ENDED JUNE 30, 2017

	Enterprise, School Nutrition
OPERATING REVENUE:	
Local sources:	
Charges for service	\$ 150,806
Miscellaneous	6,995
TOTAL OPERATING REVENUES	157,801
OPERATING EXPENSES:	
Support services:	
Administration:	
Services	2,303
Operation and maintenance of plant:	
Services	2,788
Supplies	409
	3,197
Total support services	5,500
Non-instructional programs:	
Food service operations:	
Salaries	14,334
Benefits	14,880
Services	479,154
Supplies	73,968
Depreciation	8,205
	590,541
TOTAL OPERATING EXPENSES	596,041
OPERATING LOSS	(438,240)
NON-OPERATING REVENUES:	
State sources	4,807
Federal sources	462,745
Interest income	331
TOTAL NON-OPERATING REVENUES	467,883
Change in net position	29,643
Net position beginning of year	(26,934)
Net position end of year	\$ 2,709

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SEE NOTES TO FINANCIAL STATEMENTS.

RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
YEAR ENDED JUNE 30, 2017

	<u>Enterprise, School Nutrition</u>
Cash flows from operating activities:	
Cash received from operating activities	\$ 150,218
Cash received from miscellaneous	6,995
Cash payments to employees for services	(82,106)
Cash payments to suppliers for goods or services	(515,580)
Net cash used in operating activities	<u>(440,473)</u>
Cash flows from non-capital financing activities:	
State grants received	4,807
Federal grants received	419,994
Net cash provided by non-capital financing activities	<u>424,801</u>
Cash flows from capital financing activities:	
Purchase of capital assets	<u>(8,574)</u>
Cash flows from investing activities:	
Interest on investment	<u>331</u>
Net decrease in cash and pooled investments	(23,915)
Cash and pooled investments beginning of year	<u>155,583</u>
Cash and pooled investments end of year	<u>\$ 131,668</u>
Reconciliation of operating loss to net cash used in operating activities:	
Operating loss	\$ (438,240)
Adjustments to reconcile operating loss to net cash used in operating activities:	
Commodities consumed	42,358
Depreciation	8,205
Increase in inventories	(1,299)
Decrease in accounts receivable	11
Increase in accounts payable	1,983
Decrease in salaries and benefits payable	(47,538)
Increase in net pension liability	34,324
Increase in deferred outflows of resources	(6,579)
Decrease in deferred inflows of resources	(8,327)
Decrease in unearned revenues	(599)
Decrease in other postemployment benefits	(24,772)
Net cash used in operating activities	<u>\$ (440,473)</u>

NON-CASH INVESTING, CAPITAL AND RELATED FINANCING ACTIVITIES:

During the year ended June 30, 2017, the District received Federal commodities valued at \$42,358.

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND
JUNE 30, 2017

	<u>Private Purpose</u>
	<u>Trust</u>
	<u>Scholarship</u>
ASSETS	
Cash and pooled investments	\$ 207,735
LIABILITIES	-
NET POSITION	
Held in trust for scholarships	\$ 207,735

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND
YEAR ENDED JUNE 30, 2017

	<u>Private Purpose</u>
	<u>Trust</u>
	<u>Scholarship</u>
ADDITIONS:	
Local sources:	
Interest income	\$ 688
Gifts and contributions	200
TOTAL ADDITIONS	<u>888</u>
DEDUCTIONS:	
Instruction:	
Regular:	
Scholarships awarded	<u>3,270</u>
Change in net position	(2,382)
Net position beginning of year	<u>210,117</u>
Net position end of year	<u>\$ 207,735</u>

SEE NOTES TO FINANCIAL STATEMENTS.

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RED OAK COMMUNITY SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

(1) Summary of Significant Accounting Policies

The Red Oak Community School District is a political subdivision of the State of Iowa and operates public schools for children in grades kindergarten through twelve and special education pre-kindergarten. The geographic area served primarily includes the City of Red Oak, Iowa, and the predominate agricultural territory of Montgomery, Page and Pottawattamie counties. The District is governed by a Board of Education whose members are elected on a non-partisan basis.

The District's financial statements are prepared in conformity with U.S. generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board.

A. Reporting Entity

For financial reporting purposes, Red Oak Community School District has included all funds, organizations, agencies, boards, commissions and authorities. The District has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that exclusion would cause the District's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the District to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the District. The Red Oak Community School District has no component units which meet the Governmental Accounting Standards Board criteria.

Jointly Governed Organizations - The District participates in a jointly governed organization that provides services to the District but does not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. The District is a member of the Montgomery, Page and Pottawattamie County Assessors' Boards.

B. Basis of Presentation

Government-wide Financial Statements - The Statement of Net Position and the Statement of Activities report information on all of the nonfiduciary activities of the District. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for service.

The Statement of Net Position presents the District's nonfiduciary assets, deferred outflows of resources, liabilities and deferred inflows of resources with the difference reported as net position. Net position is reported in the following categories:

Net investment in capital assets consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bonds, notes, and other debt that are attributed to the acquisition, construction, or improvement of those assets.

Restricted net position results when constraints placed on net position use are either externally imposed or imposed by law through constitutional provisions or enabling legislation. Enabling legislation did not result in any restricted net position.

Unrestricted net position consists of net position that do not meet the definition of the two preceding categories. Unrestricted net position often has constraints on resources that are imposed by management, but can be removed or modified.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants, contributions and interest that are restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements - Separate financial statements are provided for governmental, proprietary, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as other nonmajor governmental funds. Combining schedules are also included for the Capital Projects Fund accounts.

The District reports the following major governmental funds:

The General Fund is the general operating fund of the District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating expenses, including instructional, support and other costs.

The Management Fund is used to pay the costs of unemployment benefits, early retirement benefits, insurance agreements, and costs of liability insurance and judgments or settlements relating to liabilities.

The Capital Projects Fund is used to account for all resources used in the acquisition and construction of capital facilities and other capital assets.

The District reports the following non-major proprietary fund:

The Enterprise, School Nutrition Fund is used to account for the food service operations of the District.

The District also reports fiduciary funds which focus on net position and changes in net position. The District's fiduciary funds include the following:

The Private Purpose Trust Fund is used to account for assets held by the District under trust agreements which require income earned to be used to benefit individuals through scholarship awards.

C. Measurement Focus and Basis of Accounting

The government-wide, proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax is recognized as revenue in the year for which it is levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days after year end.

Property tax, intergovernmental revenues (shared revenues, grants and reimbursements from other governments) and interest associated with the current fiscal period are all considered to be susceptible to accrual. All other revenue items are considered to be measurable and available only when cash is received by the District.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, principal and interest on long-term debt, claims and judgments, and compensated absences are recognized as expenditures only when payment is due. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under terms of grant agreements, the District funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the District's policy to first apply cost-reimbursement grant resources to such programs, and then general revenues.

When an expenditure is incurred in governmental funds which can be paid either restricted or unrestricted resources, the District's policy is generally to first apply the expenditure toward restricted fund balance and then to less restrictive classifications - committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District's Enterprise Fund is charges to customers for sales and services. Operating expenses for Enterprise Funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The District maintains its financial records on the cash basis. The financial statements of the District are prepared by making memorandum adjusting entries to the cash basis financial records.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Fund Equity

The following accounting policies are followed in preparing the financial statements:

Cash, Pooled Investments and Cash Equivalents - The cash balances of most District funds are pooled and invested. Investments are stated at fair value except for the investment in the Iowa Schools Joint Investment Trust which is valued at amortized cost and non-negotiable certificates of deposit which are stated at cost.

For purposes of the Statement of Cash Flows, all short-term cash investments that are highly liquid are considered to be cash equivalents. Cash equivalents are readily convertible to known amounts of cash and, at the day of purchase, they have a maturity date no longer than three months.

Property Tax Receivable - Property tax in the governmental funds are accounted for using the modified accrual basis of accounting.

Property tax receivable is recognized in these funds on the levy or lien date, which is the date the tax asking is certified by the Board of Education. Delinquent property tax receivable represents unpaid taxes for the current and prior years. The succeeding year property tax receivable represents taxes certified by the Board of Education to be collected in the next fiscal year for the purposes set out in the budget for the next fiscal year. By statute, the District is required to certify its budget in April of each year for the subsequent fiscal year. However, by statute, the tax asking and budget certification for the following fiscal year becomes effective on the first day of that year. Although the succeeding year property tax receivable has been recorded, the related revenue is deferred in both the government-wide and fund financial statements and will not be recognized as revenue until the year for which it is levied.

Property tax revenue recognized in these funds become due and collectible in September and March of the fiscal year with a 1½% per month penalty for delinquent payments; is based on January 1, 2015 assessed property valuations; is for the tax accrual period July 1, 2016 through June 30, 2017 and reflects the tax asking contained in the budget certified to the County Board of Supervisors in April, 2016.

Due from Other Governments - Due from other governments represents amounts due from the State of Iowa, various shared revenues, grants and reimbursements from other governments.

Inventories - Inventories are valued at cost using the first-in, first-out method for purchased items and government commodities. Inventories of proprietary funds are recorded as expenses when consumed rather than when purchased or received.

Capital Assets - Capital assets, which include property, machinery and equipment and intangibles acquired after July 1, 1980, are reported in the applicable governmental or business type activities columns in the government-wide Statement of Net Position. Capital assets are recorded at historical cost. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Capital assets are defined by the District as assets with an initial, individual cost in excess of the following thresholds and estimated useful lives in excess of two years.

Asset Class	Amount
Land	\$ 2,500
Buildings	2,500
Land improvements	2,500
Machinery and equipment:	
School Nutrition Fund equipment	500
Other machinery and equipment	2,500

Capital assets are depreciated using the straight line method over the following estimated useful lives:

Asset Class	Estimated Useful Lives
Buildings	50 years
Land improvements	20 years
Intangibles	5-10 years
Machinery and equipment	5-15 years

Deferred Outflows of Resources - Deferred outflows of resources represent a consumption of net position that applies to a future year(s) and will not be recognized as an outflow of resources (expense/expenditure) until then. Deferred outflows of resources consist of unrecognized items not yet charged to pension expense and contributions from the employer after the measurement date but before the end of the District's reporting period.

Salaries and Benefits Payable - Payroll and related expenditures for teachers with annual contracts corresponding to the current school year, which is payable in July and August, have been accrued as liabilities.

Unearned Revenue - Unearned revenues in the School Nutrition Fund are monies collected for lunches that have not yet been served. The lunch account balances will either be reimbursed or served lunches. The revenue will be considered earned when services are provided. The lunch account balances are reflected on the Statement of Net Position in the Proprietary Funds.

Long-term Liabilities - In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities column in the Statement of Net Position.

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Pensions - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Iowa Public Employees' Retirement System (IPERS) and additions to/deductions from IPERS' fiduciary net position have been determined on the same basis as they are reported by IPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The net pension liability attributable to the governmental activities will be paid primarily by the General Fund.

Deferred Inflows of Resources - Deferred inflows of resources represent an acquisition of net position that applies to future year(s) and will not be recognized as an inflow of resources (revenue) until that time. Although certain revenues are measurable, they are not available. Available means collected within the current year or expected to be collected soon enough thereafter to be used to pay liabilities of the current year. Deferred inflows of resources in the governmental fund financial statements represent the amount of assets that have been recognized, but the related revenue has not been recognized since the assets are not collected within the current year or expected to be collected soon enough thereafter to be used to pay liabilities of the current year. Deferred inflows of resources consist of property tax receivables and other receivables not collected within sixty days after year end.

Deferred inflows of resources on the Statement of Net Position consists of succeeding year property tax receivable that will not be recognized as revenue until the year for which it is levied and the unamortized portion of the net difference between projected and actual earnings on pension plan investments.

Fund Equity - In the governmental fund financial statements, fund balances are classified as follows:

Restricted - Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors or state or federal laws or imposed by law through constitutional provisions or enabling legislation.

Assigned - Amounts are not available for appropriation but are set aside for a specific purpose. The assigned fund balances are for specific use at the high school, middle school and the elementary buildings.

Unassigned - All amounts not included in the preceding classifications.

E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Required Supplementary Information.

(2) **Cash and Pooled Investments**

The District's deposits at June 30, 2017 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The District is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Board of Education; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

At June 30, 2017, the District had investments in the Iowa Schools Joint Investment Trust Direct Government Obligations Portfolio which are valued at an amortized cost of \$5,290 pursuant to Rule 2a-7 under the Investment Company Act of 1940. There were no limitations or restrictions on the withdrawals of the ISJIT investments. The investment in the Iowa Schools Joint Investment Trust was rated AAAM by Standard and Poor's Financial Services.

The District had no investments meeting the disclosure requirements of Governmental Accounting Standards Board Statement No. 72.

(3) Interfund Transfers

The detail of interfund transfers for the year ended June 30, 2017 is as follows:

Transfer to	Transfer from	Amount
Debt Service	Capital Projects: Statewide Sales Services and Use Tax	<u>\$ 224,000</u>

The transfer from the Capital Projects: Statewide Sales Services and Use Tax Fund to the Debt Service Fund was general obligation bond debt relief.

(4) Capital Assets

Capital assets activity for the year ended June 30, 2017 was as follows:

	Balance Beginning of year	Increases	Decreases	Balance End of Year
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 190,930	-	-	190,930
Construction in progress	526,159	809,654	1,335,813	-
Total capital assets not being depreciated	<u>717,089</u>	<u>809,654</u>	<u>1,335,813</u>	<u>190,930</u>
Capital assets being depreciated:				
Buildings	14,188,354	741,729	-	14,930,083
Land improvements	1,172,720	617,287	-	1,790,007
Machinery and equipment	1,967,313	190,661	-	2,157,974
Total capital assets being depreciated	<u>17,328,387</u>	<u>1,549,677</u>	<u>-</u>	<u>18,878,064</u>
Less accumulated depreciation for:				
Buildings	6,385,778	325,584	-	6,711,362
Land improvements	1,042,918	49,359	-	1,092,277
Machinery and equipment	1,710,975	153,923	-	1,864,898
Total accumulated depreciation	<u>9,139,671</u>	<u>528,866</u>	<u>-</u>	<u>9,668,537</u>
Total capital assets being depreciated, net	<u>8,188,716</u>	<u>1,020,811</u>	<u>-</u>	<u>9,209,527</u>
Governmental activities capital assets, net	<u>\$ 8,905,805</u>	<u>1,830,465</u>	<u>1,335,813</u>	<u>9,400,457</u>
Business type activities:				
Machinery and equipment	\$ 407,337	8,574	-	415,911
Less accumulated depreciation	373,039	8,205	-	381,244
Business type activities capital assets, net	<u>\$ 34,298</u>	<u>369</u>	<u>-</u>	<u>34,667</u>

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Depreciation expense was charged by the District as follows:

Governmental activities:		
Instruction:		
Regular		\$ 13,697
Other		14,976
Support services:		
Administration		8,042
Operation and maintenance of plant		6,484
Transportation		110,724
		<u>153,923</u>
Unallocated depreciation		<u>374,943</u>
Total governmental activities depreciation expense		<u>\$ 528,866</u>
Business type activities:		
Food service operations		<u>\$ 8,205</u>

(5) Long-Term Liabilities

A summary of changes in long-term liabilities for the year ended June 30, 2017 is as follows:

	Balance Beginning of Year	Additions	Deletions	Balance End of Year	Due Within One Year
Governmental activities:					
General obligation bonds	\$ 2,805,000	-	660,000	2,145,000	690,000
Termination benefits	-	46,019	-	46,019	46,019
Net pension liability	5,169,197	1,129,193	-	6,298,390	-
Net OPEB liability*	454,460	71,023	(10,198)	535,681	-
Total	<u>\$ 8,428,657</u>	<u>1,246,235</u>	<u>649,802</u>	<u>9,025,090</u>	<u>736,019</u>
Business type activities:					
Net pension liability	\$ 156,495	34,324	-	190,819	-
Net OPEB liability*	27,572	-	24,772	2,800	-
Total	<u>\$ 184,067</u>	<u>34,324</u>	<u>24,772</u>	<u>193,619</u>	<u>-</u>

* In the current year the District switched to having part of the Nutrition services provided by a third-party provider, this resulted in a change in OPEB costs for the year.

General Obligation Bonds Payable

Details of the District's June 30, 2017 general obligation bonded indebtedness are as follows:

Year Ending June 30,	Interest Rates	School Refunding Bonds		
		Principal	Bond Issue May 1, 2010	
			Interest	Total
2018	3.20-3.30 %	\$ 690,000	69,145	759,145
2019	3.40-3.55	710,000	46,205	756,205
2020	3.65-3.75	745,000	20,815	765,815
Total		<u>\$ 2,145,000</u>	<u>136,165</u>	<u>2,281,165</u>

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Termination Benefits

In November 2016, the District approved a voluntary early retirement plan for employees. Eligible employees must have completed at least ten consecutive years of service with the District and reach age 55 by the start of the next school year. The applications for early retirement are subject to approval by the board. An employee who does not meet the required ten consecutive years of service may apply for a prorated benefit, approval of such an application will be based upon the best interests of the school district.

Certified employees are to receive an early retirement benefit of \$15,000 plus an amount equal to 25% of the employee's accumulated sick leave times the current daily substitute teacher pay rate. Classified employees are to receive a payment of approximately 45% of the beginning base pay for their job classification plus an amount equal to 25% of the employee's accumulated sick leave times the current daily pay rate for that position. Payments will be made to a tax shelter annuity of the retiree's choice.

At June 30, 2017, the District had obligations to a total of seven participants with a total liability of \$46,019.

(6) Pension Plan

Plan Description - IPERS membership is mandatory for employees of the District, except for those covered by another retirement system. Employees of the District are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by Iowa Public Employees' Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at 7401 Register Drive P.O. Box 9117, Des Moines, Iowa 50306-9117 or at www.ipers.org.

IPERS benefits are established under Iowa Code chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general information purposes only. Refer to the plan documents for more information.

Pension Benefits - A Regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, anytime after reaching age 62 with 20 or more years of covered employment, or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member's first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a Regular member's monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member's highest five-year average salary, except members with service before June 30, 2012 will use the highest three-year average salary as of that date if it is greater than the highest five-year average salary.

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month that the member receives benefits before the member's earliest normal retirement age. For service earned starting July 1, 2012, the reduction is 0.50% for each month that the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who

began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

Disability and Death Benefits - A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

Contributions - Contribution rates are established by IPERS following the annual actuarial valuation, which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires that the actuarial contribution rate be determined using the "entry age normal" actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll, based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2017, pursuant to the required rate, Regular members contributed 5.95% of covered payroll and the District contributed 8.93% of covered payroll, for a total rate of 14.88%.

The District's contributions to IPERS for the year ended June 30, 2017 were \$648,496.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2017, the District reported a liability of \$6,489,209 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on the District's share of contributions to IPERS relative to the contributions of all IPERS participating employers. At June 30, 2016, the District's proportion was 0.103113%, which was a decrease of 0.004684% from its proportion measured as of June 30, 2015.

For the year ended June 30, 2017, the District recognized pension expense of \$699,985. At June 30, 2017, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 57,352	\$ 77,446
Changes of assumptions	99,005	-
Net difference between projected and actual earnings on IPERS' investments	924,507	-
Changes in proportion and differences between District contributions and the District's proportionate share of contributions	20,107	288,955
District contributions subsequent to the measurement date	648,496	-
Total	<u>\$ 1,749,467</u>	<u>\$ 366,401</u>

\$648,496 reported as deferred outflows of resources related to pensions resulting from the District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,		
2018	\$	55,310
2019		55,310
2020		411,505
2021		228,099
2022		(15,654)
	\$	<u>734,570</u>

There were no non-employer contributing entities at IPERS.

Actuarial Assumptions - The total pension liability in the June 30, 2016 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Rate of inflation (effective June 30, 2014)	3.00% per annum
Rates of salary increase (effective June 30, 2010)	4.00 to 17.00%, average, including inflation. Rates vary by membership group.
Long-term investment rate of return (effective June 30, 1996)	7.50%, compounded annually, net of investment expense, including inflation
Wage growth (effective June 30, 1990)	4.00% per annum, based on 3.00% inflation and 1.00% real wage inflation.

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of actuarial experience studies with dates corresponding to those listed above.

Mortality rates were based on the RP-2000 Mortality Table for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale AA.

The long-term expected rate of return on IPERS' investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

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<u>Asset Class</u>	<u>Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Core Plus Fixed Income	28%	1.90%
Domestic Equity	24	5.85
International Equity	16	6.32
Private Equity/Debt	11	10.31
Real Estate	8	3.87
Credit Opportunities	5	4.48
U.S. TIPS	5	1.36
Other Real Assets	2	6.42
Cash	1	(0.26)
Total	100%	

Discount Rate - The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the contractually required rate and that contributions from the District will be made at contractually required rates, actuarially determined. Based on those assumptions, the IPERS' fiduciary net position was projected to be available to make all projected future benefit payments to current active and inactive employees. Therefore, the long-term expected rate of return on IPERS' investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.5%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate 1% lower (6.5%) or 1% higher (8.5%) than the current rate.

	<u>1% Decrease (6.5%)</u>	<u>Discount Rate (7.5%)</u>	<u>1% Increase (8.5%)</u>
District's proportionate share of the net pension liability	\$ 10,498,662	\$ 6,489,209	\$ 3,105,178

IPERS' Fiduciary Net Position - Detailed information about IPERS' fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS' website at www.ipers.org.

Payables to IPERS - At June 30, 2017, the District reported payables to the IPERS of \$92,017 for legally required District contributions and \$61,311 for legally required employee contributions withheld from employee wages which had not yet been remitted to IPERS.

(7) Other Postemployment Benefits (OPEB)

Plan Description - The District operates a single-employer health benefit plan which provides medical/prescription drug and dental benefits for employees, retirees and their spouses. There are 168 active and 7 retired members in the plan. Retired employees must be age 55 or older at retirement.

The medical/prescription drug benefit, which is a self-funded medical plan, is administered by Wellmark Blue Cross Blue Shield. Retirees under age 65 pay the same premium for the medical/prescription drug benefit as active employees, which results in an implicit subsidy and an OPEB liability.

Funding Policy - The contribution requirements of plan members are established and may be amended by the District. The District currently finances the retiree benefit plan on a pay-as-you-go basis.

Annual OPEB Cost and Net OPEB Obligation - The District's annual OPEB cost is calculated based on the annual required contribution of the District (ARC), an amount actuarially determined in accordance with GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed 30 years.

The following table shows the components of the District's annual OPEB cost for June 30, 2017, the amount actually contributed to the plan and changes in the District's net OPEB obligation:

Annual required contribution	\$ 98,599
Interest on net OPEB obligation	12,051
Adjustment to annual required contribution	<u>(39,627)</u>
Annual OPEB cost (expense)	71,023
Contributions made	<u>(14,574)</u>
Increase in net OPEB obligation	56,449
Net OPEB obligation - beginning of year	<u>482,032</u>
Net OPEB obligation - end of year	<u><u>\$ 538,481</u></u>

For calculation of the net OPEB obligation, the actuary has set the transition day as July 1, 2009. The end of the year net OPEB obligation was calculated by the actuary as the cumulative difference between the actuarially determined funding requirements and the plans actual contributions for the year ended June 30, 2017.

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation are summarized as follows:

Fiscal Year Ended June 30,	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
2015	\$ 104,921	22.12%	\$ 425,548
2016	71,471	20.97%	482,032
2017	71,023	20.52%	538,481

Funded Status and Funding Progress - As of July 1, 2015, the most recent actuarial valuation date for the period July 1, 2016 through June 30, 2017, the actuarial accrued liability was approximately \$0.517 million, with no actuarial value of assets, resulting in an unfunded actuarial accrued liability (UAAL) of approximately \$0.517 million. The covered payroll (annual payroll of active employees covered by the plan) was approximately \$7.082 million, and the ratio of the UAAL to the covered payroll was 7.3%. As of June 30, 2017, there were no trust fund assets.

Actuarial Methods and Assumptions - Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Actuarially determined amounts are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress for the Retiree Health Plan, presented as Required Supplementary Information in the section following the Notes to Financial Statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

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Projections of benefits for financial reporting purposes are based on the plan as understood by the employer and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

As of July 1, 2015, actuarial valuation date, the entry age actuarial cost method was used. The actuarial assumptions include a 2.5% discount rate based on the District's funding policy. The ultimate medical trend rate is 6%.

Mortality rates are from the RP2000 Group Annuity Mortality Table Projected to 2015, applied on a gender-specific basis. Annual retirement probabilities were developed from information provided by the District. The UAAL is being amortized as a level percentage of projected payroll expense on an open basis over 30 years.

(8) Risk Management

The Red Oak Community School District is exposed to various risks of loss related to torts; theft; damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. The District assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

(9) Area Education Agency

The District is required by the Code of Iowa to budget for its share of special education support, media and educational services provided through the area education agency. The District's actual amount for this purpose totaled \$477,877 for the year ended June 30, 2017 and is recorded in the General Fund by making a memorandum adjusting entry to the cash basis financial statements.

(10) Categorical Funding

The District's restricted fund balance for categorical funding at June 30, 2017, is comprised of the following programs:

Programs	Amount
Home school assistance program	\$ 15,287
Gifted and talented programs	23,842
Teacher leadership state aid	81,522
Four-year-old preschool state aid	130,059
Beginning teacher mentoring and induction	11,766
Teacher salary supplement	40,586
Successful progression for early readers	13,009
Professional development for model core curriculum	15,351
Professional development	31,207
Total	<u>\$ 362,629</u>

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(11) Reconciliation of Governmental Fund Balances to Net Position

Detailed reconciliation of certain governmental fund balances to net position is as follows:

	Net Investment in Capital Assets	Management Levy	Debt Service	Unassigned/ Unrestricted
Fund balance (Exhibit C)	\$ -	2,386,690	30,933	1,454,186
Capital assets, net of accumulated depreciation	9,400,457	-	-	-
General obligation bond capitalized indebtedness	(2,145,000)	-	-	-
Accrued interest payable	-	-	(12,444)	-
Income surtax	-	-	-	361,431
Termination benefits	-	(46,019)	-	-
Net OPEB liability	-	-	-	(535,681)
Pension related deferred outflows	-	-	-	1,715,860
Pension related deferred inflows	-	-	-	(355,632)
Net pension liability	-	-	-	(6,298,390)
Assigned fund balance	-	-	-	172,418
Net position (Exhibit A)	\$ 7,255,457	2,340,671	18,489	(3,485,808)

(12) New Accounting Pronouncement

The District adopted the tax abatement disclosure guidance set forth in Governmental Accounting Standards Board Statement No. 77, Tax Abatement Disclosures. The Statement sets forth guidance for the disclosure of information about the nature and magnitude of tax abatements which will make these transactions more transparent to financial statement users. Adoption of the guidance did not have an impact on amounts reported in the financial statements. The Notes to Financial Statements include information about tax abatements of other entities which impact the District.

(13) Tax Abatements

Governmental Accounting Standards Board Statement No. 77 defines tax abatements as a reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax revenues to which they are otherwise entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the governments or the citizens of those governments.

Tax Abatements of Other Entities

Property tax revenues of the District were reduced by the following amounts for the year ended June 30, 2017 under agreements entered into by the following entity:

Entity	Tax Abatement Program	Amount of Tax Abated
City of Red Oak	Urban renewal and economic development projects	\$ 81,285

The State of Iowa reimburses the District an amount of equivalent to the increment of valuation on which property is divided times \$5.40 per \$1,000 of taxable valuation. For the year ended June 30, 2017, this reimbursement amounted to \$41,151.

(14) Prospective Accounting Change

The Governmental Accounting Standards Board has issued Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. This statement will be implemented for the fiscal year ending June 30, 2018. The revised requirements establish new financial reporting requirements for state and local governments which provide their employees with postemployment benefits other than pensions, including additional note disclosures and required supplementary information. In addition, the Statement of Net Position is expected to include a significant liability for the government's other postemployment benefits.

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Red Oak Community School District

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REQUIRED SUPPLEMENTARY INFORMATION

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RED OAK COMMUNITY SCHOOL DISTRICT
 BUDGETARY COMPARISON SCHEDULE OF REVENUES, EXPENDITURES/EXPENSES AND
 CHANGES IN BALANCES -
 BUDGET AND ACTUAL - ALL GOVERNMENTAL FUNDS
 AND PROPRIETARY FUND
 REQUIRED SUPPLEMENTARY INFORMATION
 YEAR ENDED JUNE 30, 2017

	Governmental Funds Actual	Proprietary Fund Actual	Total Actual	Budgeted Amounts		Final to Actual Variance
				Original	Final	
Revenues:						
Local sources	\$ 6,750,120	158,132	6,908,252	6,900,834	6,900,834	7,418
State sources	8,479,403	4,807	8,484,210	8,130,735	8,130,735	353,475
Federal sources	567,464	462,745	1,030,209	380,000	380,000	650,209
Total revenues	<u>15,796,987</u>	<u>625,684</u>	<u>16,422,671</u>	<u>15,411,569</u>	<u>15,411,569</u>	<u>1,011,102</u>
Expenditures/Expenses:						
Instruction	8,898,102	-	8,898,102	10,173,250	10,173,250	1,275,148
Support services	4,585,489	5,500	4,590,989	5,524,370	5,524,370	933,381
Non-instructional programs	10,478	590,541	601,019	831,310	831,310	230,291
Other expenditures	2,103,042	-	2,103,042	2,926,741	2,926,741	823,699
Total expenditures/expenses	<u>15,597,111</u>	<u>596,041</u>	<u>16,193,152</u>	<u>19,455,671</u>	<u>19,455,671</u>	<u>3,262,519</u>
Excess (Deficiency) of revenues over (under) expenditures/expenses	199,876	29,643	229,519	(4,044,102)	(4,044,102)	4,273,621
Other financing sources, net	<u>3,007</u>	<u>-</u>	<u>3,007</u>	<u>-</u>	<u>-</u>	<u>3,007</u>
Excess (Deficiency) of revenues and other financing sources over (under) expenditures/expenses	202,883	29,643	232,526	(4,044,102)	(4,044,102)	4,276,628
Balances beginning of year	<u>9,090,208</u>	<u>(26,934)</u>	<u>9,063,274</u>	<u>8,699,766</u>	<u>8,699,766</u>	<u>363,508</u>
Balances end of year	<u>\$ 9,293,091</u>	<u>2,709</u>	<u>9,295,800</u>	<u>4,655,664</u>	<u>4,655,664</u>	<u>4,640,136</u>

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - BUDGETARY REPORTING
YEAR ENDED JUNE 30, 2017

This budgetary comparison is presented as Required Supplementary Information in accordance with Governmental Accounting Standard Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the Board of Education annually adopts a budget following required public notice and hearing for all funds except Private-Purpose Trust and Agency Funds. The budget may be amended during the year utilizing similar statutorily prescribed procedures. The District's budget is prepared on the GAAP basis.

Formal and legal budgetary control for the certified budget is based upon four major classes of expenditures known as functions not by fund or fund type. These four functions are instruction, support services, non-instructional programs and other expenditures. Although the budget document presents function expenditures or expenses by fund, the legal level of control is at the aggregated functional level, not by fund. The Code of Iowa also provides that District expenditures in the General Fund may not exceed the amount authorized by the school finance formula.

RED OAK COMMUNITY SCHOOL DISTRICT
 SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
 IOWA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
 FOR THE LAST THREE YEARS*
 REQUIRED SUPPLEMENTARY INFORMATION

	2017	2016	2015
District's proportion of the net pension liability	0.103113%	0.107797%	0.114108%
District's proportionate share of the net pension liability	\$ 6,489,209	5,325,692	4,525,412
District's covered-employee payroll	\$ 7,405,635	7,392,482	7,466,730
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	87.63%	72.04%	60.61%
IPERS' net position as a percentage of the total pension liability	81.82%	85.19%	87.61%

* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding year.

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
 SCHEDULE OF DISTRICT CONTRIBUTIONS
 IOWA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
 FOR THE LAST TEN YEARS
 REQUIRED SUPPLEMENTARY INFORMATION

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Statutorily required contribution	\$ 648,496	660,871	660,482	666,779	622,334	563,763	471,523	488,471	463,283	403,212
Contributions in relation to the statutorily required contribution	(648,496)	(660,871)	(660,482)	(666,779)	(622,334)	(563,763)	(471,523)	(488,471)	(463,283)	(403,212)
Contribution deficiency (excess)	\$ -	-	-	-	-	-	-	-	-	-
District's covered-employee payroll	\$ 7,261,999	7,405,635	7,392,482	7,466,730	7,178,016	6,985,911	6,784,504	7,345,429	7,295,795	6,664,661
Contributions as a percentage of covered-employee payroll	8.93%	8.93%	8.93%	8.93%	8.67%	8.07%	6.95%	6.65%	6.35%	6.05%

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - PENSION LIABILITY
YEAR ENDED JUNE 30, 2017

Changes of benefit terms:

Legislation enacted in 2010 modified benefit terms for Regular members. The definition of final average salary changed from the highest three to the highest five years of covered wages. The vesting requirement changed from four years of service to seven years. The early retirement reduction increased from 3 percent per year measured from the member's first unreduced retirement age to a 6 percent reduction for each year of retirement before age 65.

Legislative action in 2008 transferred four groups - emergency medical service providers, county jailers, county attorney investigators, and National Guard installation security officers – from Regular membership to the protection occupation group for future service only.

Changes of assumptions:

The 2014 valuation implemented the following refinements as a result of a quadrennial experience study:

- Decreased the inflation assumption from 3.25 percent to 3.00 percent
- Decreased the assumed rate of interest on member accounts from 4.00 percent to 3.75 percent per year.
- Adjusted male mortality rates for retirees in the Regular membership group.
- Moved from an open 30-year amortization period to a closed 30-year amortization period for the UAL (unfunded actuarial liability) beginning June 30, 2014. Each year thereafter, changes in the UAL from plan experience will be amortized on a separate closed 20-year period.

The 2010 valuation implemented the following refinements as a result of a quadrennial experience study:

- Adjusted retiree mortality assumptions.
- Modified retirement rates to reflect fewer retirements.
- Lowered disability rates at most ages.
- Lowered employment termination rates
- Generally increased the probability of terminating members receiving a deferred retirement benefit.
- Modified salary increase assumptions based on various service duration.

RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF FUNDING PROGRESS FOR THE
RETIREE HEALTH PLAN
(IN THOUSANDS)
REQUIRED SUPPLEMENTARY INFORMATION

Year Ended June 30	Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
2010	July 1, 2009	\$ -	\$ 654	\$ 654	0.0%	\$ 7,531	8.7%
2011	July 1, 2009	\$ -	\$ 654	\$ 654	0.0%	\$ 6,910	9.5%
2012	July 1, 2009	\$ -	\$ 654	\$ 654	0.0%	\$ 6,508	10.0%
2013	July 1, 2012	\$ -	\$ 671	\$ 671	0.0%	\$ 6,903	9.7%
2014	July 1, 2012	\$ -	\$ 627	\$ 627	0.0%	\$ 7,225	8.7%
2015	July 1, 2012	\$ -	\$ 589	\$ 589	0.0%	\$ 7,056	8.3%
2016	July 1, 2015	\$ -	\$ 547	\$ 547	0.0%	\$ 7,147	7.7%
2017	July 1, 2015	\$ -	\$ 517	\$ 517	0.0%	\$ 7,082	7.3%

See Note 7 in the accompanying Notes to Financial Statements for the plan description, funding policy, annual OPEB cost and net OPEB obligation, funded status and funding progress.

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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Red Oak Community School District

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SUPPLEMENTARY INFORMATION

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RED OAK COMMUNITY SCHOOL DISTRICT
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 JUNE 30, 2017

	Special Revenue		Total
	Student Activity	Debt Service	
ASSETS			
Cash and pooled investments	\$ 180,393	25,917	206,310
Receivables:			
Property tax:			
Delinquent	-	5,016	5,016
Succeeding year	-	260,645	260,645
Accounts	743	-	743
TOTAL ASSETS	\$ 181,136	291,578	472,714
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 7,005	-	7,005
Deferred inflows of resources:			
Unavailable revenues:			
Succeeding year property tax	-	260,645	260,645
Fund balances:			
Restricted for:			
Debt service	-	30,933	30,933
Student activities	174,131	-	174,131
Total fund balances	174,131	30,933	205,064
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 181,136	291,578	472,714

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NONMAJOR GOVERNMENTAL FUNDS
 YEAR ENDED JUNE 30, 2017

	Special Revenue		Total
	Student Activity	Debt Service	
REVENUES:			
Local sources:			
Local tax	\$ -	525,493	525,493
Other	279,730	568	280,298
State sources	-	10,827	10,827
TOTAL REVENUES	279,730	536,888	816,618
EXPENDITURES:			
Current:			
Instruction:			
Other	271,117	-	271,117
Long-term debt:			
Principal	-	660,000	660,000
Interest and fiscal charges	-	91,180	91,180
TOTAL EXPENDITURES	271,117	751,180	1,022,297
Excess (Deficiency) of revenues over (under) expenditures	8,613	(214,292)	(205,679)
Other financing sources:			
Transfer in	-	224,000	224,000
Change in fund balances	8,613	9,708	18,321
Fund balances beginning of year	165,518	21,225	186,743
Fund balances end of year	\$ 174,131	30,933	205,064

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
COMBINING BALANCE SHEET
CAPITAL PROJECTS FUND ACCOUNTS
JUNE 30, 2017

	Capital Projects		
	Statewide Sales Services and Use Tax	Physical Plant and Equipment Levy	Total
ASSETS			
Cash and pooled investments	\$ 3,662,868	894,395	4,557,263
Receivables:			
Property tax:			
Delinquent	-	5,459	5,459
Succeeding year	-	593,921	593,921
Income surtax	-	51,633	51,633
Accounts	-	63,139	63,139
Due from other governments	90,208	-	90,208
TOTAL ASSETS	\$ 3,753,076	1,608,547	5,361,623
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 1,981	1,984	3,965
Deferred inflows of resources:			
Unavailable revenues:			
Succeeding year property tax	-	593,921	593,921
Income surtax	-	51,633	51,633
Total deferred inflows of resources	-	645,554	645,554
Fund balances:			
Restricted for:			
School infrastructure	3,751,095	-	3,751,095
Physical plant and equipment	-	961,009	961,009
Total fund balances	3,751,095	961,009	4,712,104
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 3,753,076	1,608,547	5,361,623

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 CAPITAL PROJECTS FUND ACCOUNTS
 YEAR ENDED JUNE 30, 2017

	Capital Projects		Total
	Statewide Sales Services and Use Tax	Physical Plant and Equipment Levy	
REVENUES:			
Local sources:			
Local tax	\$ -	620,218	620,218
Other	7,875	2,266	10,141
State sources	1,084,686	11,782	1,096,468
TOTAL REVENUES	1,092,561	634,266	1,726,827
EXPENDITURES:			
Current:			
Instruction:			
Regular	163,691	14,117	177,808
Support services:			
Instructional staff	-	89,141	89,141
Administration	-	7,650	7,650
Operation and maintenance of plant	-	38,319	38,319
Transportation	-	102,818	102,818
Capital outlay	610,113	263,872	873,985
TOTAL EXPENDITURES	773,804	515,917	1,289,721
Excess of revenues over expenditures	318,757	118,349	437,106
Other financing uses:			
Transfer out	(224,000)	-	(224,000)
Change in fund balances	94,757	118,349	213,106
Fund balances beginning of year	3,656,338	842,660	4,498,998
Fund balances end of year	\$ 3,751,095	961,009	4,712,104

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

RED OAK COMMUNITY SCHOOL DISTRICT
 SCHEDULE OF CHANGES IN SPECIAL REVENUE FUND, STUDENT ACTIVITY ACCOUNTS
 YEAR ENDED JUNE 30, 2017

Account	Balance Beginning of Year	Revenues	Expendi- tures	Balance End of Year
MS Drama	\$ 8,989	2,104	1,120	9,973
MS band	1,145	10,024	8,899	2,270
MS music	5,714	3,000	3,378	5,336
MS art club	100	-	-	100
MS FCCLA	2,398	882	-	3,280
MS science club	9,363	-	-	9,363
MS student council	7,936	3,021	2,176	8,781
MS yearbook	931	-	-	931
HS sadd	410	-	-	410
HS drama/speech	1,441	3,328	4,651	118
HS vocal music	12,132	14,891	14,373	12,650
HS band	312	10,148	9,418	1,042
HS athletics	89,200	145,948	141,625	93,523
HS FBLA	2,755	-	25	2,730
FFA	900	26,724	25,964	1,660
HS FHA	390	1,131	1,349	172
HS international club	289	-	-	289
Junior class	1,345	3,987	3,395	1,937
HS media	371	286	418	239
Senior class	1	3,095	2,431	665
HS student council	4,689	8,745	6,766	6,668
HS yearbook	11,573	8,010	10,618	8,965
Band boosters	81	-	-	81
HS minnisingers	340	-	-	340
Cheerleader club	246	11,267	11,115	398
HS wrestling cheerleaders	625	786	879	532
Band boosters fiesta bowl	-	13,500	13,500	-
Basketball cheer club	569	8,166	8,617	118
HS letterman's club	1,050	-	400	650
HS Art Club	130	207	-	337
K-12 interest	93	480	-	573
Total	\$ 165,518	279,730	271,117	174,131

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
 SCHEDULE OF CHANGES IN PRIVATE PURPOSE TRUST FUND - SCHOLARSHIP ACCOUNTS
 YEAR ENDED JUNE 30, 2017

Account		Balance Beginning of Year	Revenues	Expendi- tures	Intrafund Transfers	Balance End of Year
Plank scholarship	\$	7,132	25	750	750	7,157
Klopping scholarship		22,447	78	150	-	22,375
Bloom scholarship		20,152	80	-	-	20,232
Kinnison scholarship		2,399	8	500	500	2,407
Lingo scholarship		138,952	479	20	17	139,428
Murphy scholarship		14,263	9	500	-	13,772
Laughlin scholarship		2,332	9	1,150	1,150	2,341
Miscellaneous scholarship		2,190	200	200	(2,167)	23
Athletic scholarship		250	-	-	(250)	-
Total	\$	210,117	888	3,270	-	207,735

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF REVENUES BY SOURCE AND EXPENDITURES BY FUNCTION
ALL GOVERNMENTAL FUNDS
FOR THE LAST TEN YEARS

	Modified Accrual Basis									
	Years Ended June 30,									
	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Revenues:										
Local sources:										
Local tax	\$ 5,691,611	6,129,521	6,298,285	6,603,207	7,334,839	7,016,773	6,349,271	5,676,812	5,081,193	4,822,093
Tuition	410,703	461,326	405,024	344,025	315,413	337,472	219,149	281,984	217,275	155,224
Other	647,806	577,777	562,287	658,197	625,061	639,473	744,819	522,812	574,852	560,195
State sources	8,479,403	8,295,952	8,087,819	8,243,941	7,113,741	7,187,785	7,296,832	6,354,297	7,137,629	6,836,732
Federal sources	567,464	541,530	504,874	576,356	627,073	751,589	1,118,626	1,425,087	637,171	470,330
Total	\$ 15,796,987	16,006,106	15,858,289	16,425,726	16,016,127	15,933,092	15,728,697	14,260,992	13,648,120	12,844,574
Expenditures:										
Instruction:										
Regular	\$ 5,138,066	5,363,180	5,022,904	5,543,642	5,549,195	4,905,013	4,922,321	5,643,631	5,384,394	4,898,039
Special	1,651,682	1,763,367	1,747,052	1,710,255	1,587,887	1,653,434	1,669,780	1,588,858	2,070,061	1,774,822
Other	2,108,354	2,107,885	2,180,448	2,153,722	2,107,027	2,141,820	1,932,197	1,637,489	1,404,816	1,444,424
Support services:										
Student	352,788	251,624	268,328	250,787	299,764	244,618	375,600	424,490	392,315	361,392
Instructional staff	1,066,065	989,703	1,011,392	708,410	842,377	1,014,078	803,623	593,227	551,001	555,612
Administration	1,456,503	1,476,242	1,404,766	1,512,400	1,299,750	1,197,378	1,118,605	1,168,020	1,143,522	1,153,220
Operation and maintenance										
of plant	1,240,210	1,206,443	1,216,001	1,287,480	1,283,983	1,251,812	1,007,609	1,092,490	1,193,105	1,114,341
Transportation	469,923	381,963	473,825	596,264	432,627	482,872	762,816	387,943	468,161	531,977
Non-instructional programs:										
Food service operations	5,775	2,161	4,918	1,669	1,470	1,250	1,632	-	-	-
Other enterprise operations	4,703	2,565	1,356	3,910	2,345	-	-	-	-	-
Community service operations	-	-	-	-	6,650	-	-	-	-	-
Capital outlay	873,985	775,125	597,354	212,428	372,166	148,865	59,664	105,303	107,967	321,210
Long-term debt:										
Principal	660,000	645,000	625,000	769,210	672,175	664,119	585,000	495,000	475,000	465,000
Interest and fiscal charges	91,180	110,465	124,615	147,311	163,992	176,760	169,499	363,573	330,205	347,873
Other expenditures:										
AEA flow-through	477,877	484,273	486,924	486,584	470,998	469,933	530,993	529,094	482,258	447,347
Total	\$ 15,597,111	15,559,996	15,164,883	15,384,072	15,092,406	14,351,952	13,939,339	14,029,118	14,002,805	13,415,257

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

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RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2017

GRANTOR/PROGRAM	PASS-THROUGH ENTITY		
	CFDA NUMBER	IDENTIFYING NUMBER	PROGRAM EXPENDITURES
INDIRECT:			
U.S. DEPARTMENT OF AGRICULTURE:			
IOWA DEPARTMENT OF EDUCATION:			
CHILD NUTRITION CLUSTER:			
SCHOOL BREAKFAST PROGRAM	10.553	FY 17	\$ 79,178
NATIONAL SCHOOL LUNCH PROGRAM	10.555	FY 17	345,793 *
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN	10.559	FY 17	20,571
			<u>445,542</u>
FRESH FRUIT AND VEGETABLE PROGRAM	10.582	FY 17	<u>17,203</u>
U.S. DEPARTMENT OF EDUCATION:			
IOWA DEPARTMENT OF EDUCATION:			
TITLE I GRANTS TO LOCAL EDUCATIONAL AGENCIES	84.010	FY 17	<u>324,621</u>
RURAL EDUCATION	84.358	FY 17	<u>23,402</u>
SUPPORTING EFFECTIVE INSTRUCTION STATE GRANTS	84.367	FY 17	<u>45,242</u>
GRANTS FOR STATE ASSESSMENTS AND RELATED ACTIVITIES	84.369	FY 17	<u>2,180</u>
GREEN HILLS AREA EDUCATION AGENCY:			
SPECIAL EDUCATION - GRANTS TO STATES	84.027	FY 17	<u>56,566</u>
TOTAL			<u>\$ 914,756</u>

* - Includes \$42,358 in non-cash awards.

Basis of Presentation - The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal award activity of Red Oak Community School District under programs of the federal government for the year ended June 30, 2017. The information in this Schedule is presented in accordance with the requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Red Oak Community School District, it is not intended to and does not present the financial position, changes in financial position or cash flows of Red Oak Community School District.

Summary of Significant Accounting Policies - Expenditures reported in the Schedule are reported on the accrual or modified accrual basis of accounting. Such expenditures are recognized following, as applicable, either the cost principles in OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments, or the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Indirect Cost Rate - Red Oak Community School District did not elect to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance

SEE ACCOMPANYING INDEPENDENT AUDITOR'S REPORT.

NOLTE, CORNMAN & JOHNSON P.C.
Certified Public Accountants
(a professional corporation)
117 West 3rd Street North, Newton, Iowa 50208-3040
Telephone (641) 792-1910

Independent Auditor's Report on Internal Control
over Financial Reporting and on Compliance and Other Matters
Based on an Audit of Financial Statements Performed in Accordance with
Government Auditing Standards

To the Board of Education of the
Red Oak Community School District:

We have audited in accordance with U.S. generally accepted auditing standard and the standards applicable to financial audits contained in Governmental Auditing Standards, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of Red Oak Community School District as of and for the year ended June 30, 2017, and the related Notes to Financial Statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated February 2, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Red Oak Community School District's internal control over financial reporting to determine the audit procedures appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Red Oak Community School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Red Oak Community School District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, significant deficiencies or material weaknesses may exist that have not been identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified a deficiency in internal control we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatement on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the District's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiency in internal control described in Part II of the accompanying Schedule of Findings and Questioned Costs as item II-A-17 to be a material weakness.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control which is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether Red Oak Community School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of non-compliance or other matters that are described in Part IV of the accompanying Schedule of Findings and Questioned Costs.

Comments involving statutory and other legal matters about the District's operations for the year ended June 30, 2017 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the District. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

Red Oak Community School District's Responses to Findings

Red Oak Community School District's responses to findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. Red Oak Community School District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of Red Oak Community School District during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

Nolte, Cornman & Johnson PC

NOLTE, CORNMAN & JOHNSON, P.C.

February 2, 2018
Newton, Iowa

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NOLTE, CORNMAN & JOHNSON P.C.
Certified Public Accountants
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Independent Auditor's Report on Compliance
for Each Major Federal Program and on Internal Control over Compliance
Required by the Uniform Guidance

To the Board of Education of
Red Oak Community School District:

Report on Compliance for Each Major Federal Program

We have audited Red Oak Community School District's compliance with the types of compliance requirements described in U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017. Red Oak Community School District's major federal programs are identified in Part I of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Red Oak Community School District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the audit requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Red Oak Community School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe our audit provides a reasonable basis for our opinion on compliance for each of the major federal programs. Our audit does not provide a legal determination on Red Oak Community School District's compliance with those requirements.

Opinion on Each Major Federal Program

In our opinion, Red Oak Community School District complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.

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Report on Internal Control Over Compliance

The management of Red Oak Community School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Red Oak Community School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Red Oak Community School District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. We identified a certain deficiency in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as item 2017-001, that we consider to be a material weakness.

Red Oak Community School District's response to the internal control over compliance finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. Red Oak Community School District's response was not subject to the auditing procedure applied in the audit of compliance and, accordingly, we express no opinion on them.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



NOLTE, CORNMAN & JOHNSON, P.C.

February 2, 2018
Newton, Iowa

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RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2017

Part I: Summary of the Independent Auditor's Results

- (a) Unmodified opinions were issued on the financial statements prepared in accordance with U.S. generally accepted accounting principles.
- (b) A material weakness in internal control over financial reporting was disclosed by the audit of the financial statements.
- (c) The audit did not disclose any noncompliance which is material to the financial statements.
- (d) A material weakness in internal control over the major programs was disclosed by the audit of the financial statements.
- (e) An unmodified opinion was issued on compliance with requirements applicable to each major program.
- (f) The audit disclosed an audit finding which was required to be reported in accordance with the Uniform Guidance, Section 200.516(a).
- (g) Major programs were as follows:
 - Child Nutrition Cluster
- (h) The dollar threshold used to distinguish between Type A and Type B programs was \$750,000.
- (i) Red Oak Community School District did not qualify as a low-risk auditee.

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RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2017

Part II: Findings Related to the Basic Financial Statements:

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

INTERNAL CONTROL DEFICIENCIES:

II-A-17 Segregation of Duties

Criteria - Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the District's financial statements.

Condition - We noted during our audit instances of an employee performing incompatible duties, including:

- 1) Cash - initiating cash receipt and disbursement transactions and handling and recording cash, posting and reconciling.
- 2) Investments - investing, detailed recordkeeping, custody of investments and reconciling earnings.
- 3) Receipts - collecting, recording, depositing, journalizing, posting and reconciling.
- 4) Disbursements - purchase order processing, check preparation, mailing and recording.
- 5) Capital assets - recording and reconciling.
- 6) Wire transfers - processing and approving.
- 7) Transfers - preparing and approving.
- 8) Financial reporting - preparing, reconciling and approving.
- 9) Computer systems - performing all general accounting functions and controlling all data input and output.

Cause - The District has a limited number of employees and procedures have not been designed to adequately segregate duties or provide compensating controls through additional oversight of transactions and processes.

Effect - Inadequate segregation of duties could adversely affect the District's ability to prevent or detect and correct misstatements, errors or misappropriation on a timely basis by employees in the normal course of performing their assigned functions.

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Recommendation - We realize that with a limited number of office employees, segregation of duties is difficult. However, the District should review its control procedures to obtain the maximum internal control possible under the circumstances.

Response - We will continue to review procedures to obtain the best controls possible. As a resource, we will use the source "Best Practices in Segregation of Duties for Improved Internal Fiscal Controls", a tool developed by the Iowa Association of School Business Officials.

Conclusion - Response accepted.

RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2017

Part III: Findings and Questioned Costs For Federal Awards:

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

INTERNAL CONTROL DEFICIENCY:

Child Nutrition Cluster:
CFDA Number 10.553: School Breakfast Program
CFDA Number 10.555: National School Lunch Program
CFDA Number 10.559: Summer Food Service Program for Children
Pass-Through Entity Identifying Number: FY17
Federal Award Year: 2017
Prior Year Finding Number: III-A-17(2017-001)
U.S. Department of Agriculture
Passed through the Iowa Department of Education

III-A-17 Segregation of Duties - One important aspect of the internal control structure is the (2017-001) segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. We noted one individual has control over portions of one or more of the following areas for the District relating to federal programs; receipting, disbursements, capital assets and financial reporting. See finding II-A-17.

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RED OAK COMMUNITY SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2017

Part IV: Other Findings Related to Required Statutory Reporting:

- IV-A-17 Certified Budget - Expenditures for the year ended June 30, 2017 did not exceed the amounts budgeted.
- IV-B-17 Questionable Disbursements - No expenditures we believe may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 were noted.
- IV-C-17 Travel Expense - No expenditures of District money for travel expenses of spouses of District officials or employees were noted. No travel advances to District officials or employees were noted.
- IV-D-17 Business Transactions - No business transactions between the District and District officials or employees were noted.
- IV-E-17 Bond Coverage - Surety bond coverage of District officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that the coverage is adequate for current operations.
- IV-F-17 Board Minutes - We noted no transactions requiring Board approval which have not been approved by the Board.
- IV-G-17 Certified Enrollment - We noted enrollment data certified to the Iowa Department of Education was understated by 0.13 students for the fall 2016 count.

Recommendation - The District should contract the Iowa Department of Education and the Iowa Department of Management to resolve this matter.

Response - The District's auditors will contact the Iowa Department of Education and the Iowa Department of Management to resolve this matter.

Conclusion - Response accepted.

- IV-H-17 Supplementary Weighting - We noted supplementary weighting data certified to the Iowa Department of Education was overstated by 0.485 for the fall 2016 count.

Recommendation - The District should contract the Iowa Department of Education and the Iowa Department of Management to resolve this matter.

Response - The District's auditors will contact the Iowa Department of Education and the Iowa Department of Management to resolve this matter.

Conclusion - Response accepted.

- IV-I-17 Deposits and Investments - We noted no instances of non-compliance with the deposit and investment provisions of Chapter 12B and Chapter 12C of the Code of Iowa and the District's investment policy.

- IV-J-17 Certified Annual Report - The Certified Annual Report was filed with the Department of Education timely and we noted no significant deficiencies in the amounts reported.

- IV-K-17 Categorical Funding - No instances were noted of categorical funding being used to supplant rather than supplement other funds.
- IV-L-17 Statewide Sales, Services and Use Tax - No instances of non-compliance with the allowable uses of the statewide sales, services and use tax revenue provided in Chapter 423F.3 of the Code of Iowa were noted.

Pursuant to Chapter 423F.5 of the Code of Iowa, the annual audit is required to include certain reporting elements related to the statewide sales, services and use tax revenue. Districts are required to include these reporting elements in the Certified Annual Report (CAR) submitted to the Iowa Department of Education. For the year ended June 30, 2017 the District reported the following information regarding the statewide sales, services and use tax revenue in the District's CAR:

Beginning Balance		\$	3,656,338
Sales tax revenue	\$	1,084,686	
Other local revenues		7,875	1,092,561
Total revenues			4,748,899
Expenditures/transfers out:			
School infrastructure construction		610,113	
Equipment		163,691	
Transfers to other funds:			
Debt service fund		224,000	997,804
Ending balance			\$ 3,751,095

For the year ended June 30, 2017, the District reduced the following levy as a result of the moneys received under Chapter 423E or 423F of the Code of Iowa:

	Rate of Levy Reduction Per \$1,000 of Taxable Valuation	Property Tax Dollars Reduced
Debt service levy	\$ 0.59923	\$ 224,000

- IV-M-17 Student Activity Fund - During our audit issues arose about the properness of certain accounts within the Student Activity Fund. In accordance with Chapter 298A.8 of the Code of Iowa and Iowa Administrative Rule 281-12.6(1), moneys in the Student Activity Fund should be used to support only the extracurricular and co-curricular activities offered as part of the District's educational program. More specific examples of these questioned accounts and recommendations are as follows:

Interest Account: We noted during our audit that the District is maintaining an interest account within the Students Activity Fund which is carrying a balance at year end.

Recommendation - Interest earned on the Student Activity Fund should be allocated on at least a yearly basis to accounts within the Student Activity Fund which earned the interest

Response - The Red Oak Board of Directors will make the motion to reallocate the interest dollars.

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Conclusion - Response accepted.

Inactive Accounts: We noted during our audit the MS science club, HS sadd and HS international club accounts have had no activity within the past two fiscal years.

Recommendation - The District should review these accounts to determine if the clubs still exist or if the accounts should be closed and the remaining balance reallocated within the Student Activity Fund per the discretion of the Board of Directors.

Response - The District will review these accounts and if the club does not still exist the accounts will be closed and the remaining balance will be reallocated within the student activity fund per the discretion of the Board of Directors.

Conclusion - Response accepted.

IV-N-17 Board Policies - We noted instances of board policies that do not appear to have been kept up to date. Board policies should be reviewed by the board at least once every five years.

Recommendation - The Board should review its policies and update all policies which have not been updated or reviewed within the past five years to ensure the policies are up to date.

Response - The board is using the Iowa School Finance Information Services Policy Supplemental Subscription Services and are currently reviewing all board policies.

Conclusion - Response accepted.

IV-O-17 Construction Contracts - During our audit we noted that the District awarded a contract for a High School Field Lighting Project in the amount of \$464,538. However, we noted total amounts paid on this contract equaled \$465,538. It appears that the District was overcharged \$1,000 on this contract

Recommendation - We recommend that the District review its options on this project and attempt to be refunded for the overpayment.

Response - We have contacted the vendor that was overpaid \$1,000 and they are returning the money to the district.

Conclusion - Response accepted.

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Red Oak Community SD
Proposal Summary - 1,144 Students
January 18, 2018
OLR PRIME



Qty.	Initial Price - 1st Year	Annual Lic, Supt/Updates Subseq. Year
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APPLICATION SOFTWARE & HARDWARE:

CUSTOM APPLICATIONS:

Campus Online Registration Prime

1	7,500	7,500
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CUSTOM APPLICATIONS TOTAL

\$7,500 \$7,500

PROFESSIONAL SERVICES:

Implementation Management (Hours)

8 \$1,440 (17)

Training / Consulting (Hours)

8 1,200 (17)

TOTAL PRICE - 1st Year

\$10,140

Estimated Future Annual Price (same student count)

\$7,500

(17) - Proposal does not include reimbursable travel expenses, which will be billed (as accrued) at actual costs.

NOTE: This proposal will be valid through April 18, 2018.

Proposal Provided By:

Tobin R. Hannan
 Sales Executive
 Phone: 800.437.7457 x-119
 Fax: 970.330.0839
 E-Mail: thannan@cicesp.com

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PASSION, CREATIVITY, & TEAMWORK

RTI®

RIVERSIDE TECHNOLOGIES, INC.

105 Gateway Drive | North Sioux City, SD 57049

RTI Spin #143033191

Form 470 Application Number: 180005608

Red Oak Community Schools

Red Oak Community School District

2011 N. 8th Street
Red Oak, IA 51566-1974

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 www.1RTI.com

RTI®
RIVERSIDE TECHNOLOGIES, INC.

 866.804.4388



January 29, 2018

Red Oak Community School District
2011 N. 8th Street
Red Oak, IA 51566-1974

Dear Bob Deter,

Riverside Technologies, Inc. (RTI) is pleased to provide Red Oak Community School District with the following response to your E-Rate Request for Proposal (RFP) for *Replacement Switches E-Rate FY2018*. We are confident that our proposed solution provided by our network engineers will exceed your expectations for affordability, quality, performance, and customer support.

Driven by passion, creativity, and teamwork, RTI is committed to providing you with the best hardware and customer service possible. With years of experience in data center engineering, technology support and customer service, your account management team is ready to go above and beyond to find solutions for you. RTI has worked with numerous school districts/organizations in varying industries across the United States, so we understand your unique challenges and are dedicated to developing systems that are efficient for your needs.

RTI can provide the following services to Red Oak Community School District:

- **Advanced Networking and Support:** RTI has the highest experience with Cisco, Meraki, HP, Aruba, and Fortinet networking solutions. We can assist you with anything from design and implementation work to management and support of any network size.
- **Virtualization:** RTI specializes in VMware virtualization products and services in the server, storage, PC, and network spaces.
- **Managed Services:** Whether you need a little extra help with your IT support or want to completely outsource your IT, RTI can offer tailor-made solutions that work for you.

RTI is a trusted advisor and partner who delivers true peace of mind. We provide outstanding customer service, professionalism, advanced technical ability, and premium product. We look forward to collaborating with your school district and employees. Together we can make a difference at Red Oak Community School District.

Please do not hesitate to reach out to Matt Collins at 866-804-4388 ext. 1044 with any questions. We appreciate the opportunity to do business with you!

Sincerely,

Kevin Heiss
President
Riverside Technologies, Inc.
Cell | 712-490-9981
Phone | 866-804-4388
kevinh@lrti.com

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www.RiversideTechnologies.com



866.804.4388

**E-RATE 470 REQUEST AND REQUEST FOR PROPOSAL (RFP) FOR:
REPLACEMENT SWITCHES E-RATE FY2018**

OBJECTIVE:

Red Oak Community School District (ROCS D) is seeking proposals for the upcoming round of E-Rate. ROCS D is soliciting proposals for the purchase and installation of new Cisco-Meraki or equivalent switches for each of our buildings. All services are to be completed within the local, state, and E-rate guidelines and regulations.

SERVICES REQUESTED:

- POE Switches
- All necessary cables and connectors
- Installation

SCOPE AND HISTORY OF PROJECT

ROCS D is currently running Cisco switches throughout most of the district. There are a few Extreme and Nortel switches still in use. The scope of this project is to replace all current switches with Cisco-Meraki or equivalent switches. These switches should include a Graphical User Interface (GUI) for management. Preference will be given to systems that are compatible with the cloud based system manager currently being used to manage our wireless network. All new switches must be at least Gigabit, POE+ and support 10GB SFP+ uplinks. In addition, any necessary cables or connectors should be included in a successful proposal. The proposal embodies all current buildings in ROCS D with the understanding that some of the new equipment will be relocated when building projects are completed. The RFP reflects the current proposed services requested on the E-rate 470 form.

Red Oak Community High School and Technology Center, 2011 N. 8th Street, Red Oak, IA 51566

- Current Switches
 - Wiring closet in High School: 5-48 port
 - Room 402 in High School: 1-48 port
 - Wiring Closet in Technology Center: 4-48 port, 1-24 port
- Building Project
 - CAT 6 cable will replace current CAT 5e cable.
 - Will be undergoing a major renovation and construction project.
 - The Technology Center adjacent to the high school building will house the majority of the high school students during renovation and construction of the high school.
 - When all construction is complete, this site will house grades 7-12.

Red Oak Middle School, 308 Corning Street, Red Oak, IA 51566

- Current Switches
 - Wiring Closet on 2nd Floor: 3-48 port
 - Office: 1-8 port
 - Annex: 1-24 port
- Building Project
 - At the end of the construction project, this building will close.

Washington Intermediate School, 400 W 2nd Street, Red Oak, IA 51566

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- Current Switches
 - Wiring closet: 3-48 port
- Building Project
 - Currently houses 4th and 5th grades and will continue to house two grade levels.
 - The Central Administration will relocate to this building in the Fall of 2018.

Inman Primary School, 900 Inman Drive, Red Oak, IA 51566

- Current Switches
 - Wiring Closet: 4-48 port
- Building Project
 - Will be undergoing construction of additional classrooms.
 - Currently houses PK-3rd grade and will eventually house six grade levels.

Bancroft—Transportation Facility, 1101 N 3rd Street, Red Oak, IA 51566

- Current Switch
 - Located in maintenance closet: 1-24 port
- Will not be affected by building projects.

SERVICE PROVIDER CRITERIA AND CONTRACT REQUIREMENTS:

Red Oak Community School District wishes to take advantage of E-rate funding discounts. The successful bidder(s) will be responsible for qualifying in the Federal E-rate Program and will be responsible for meeting the following requirements:

- It is expected that any potential bidder perform an on-site survey with the ROCSD technology department.
- It is expected that each Service Provider make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.
- Items that are not eligible for E-rate should be itemized and clearly marked as not eligible in the bid.
- Because these projects and services depend on partial funding from the E-rate program, prices must be held firm for the duration of the E-Rate fiscal year or until all work associated with the project(s) are complete (including any SLD approved extensions).
- All contracts entered into as a result of this RFP will be contingent upon the specific funding of the FRN at the percentage rate submitted.
- Submitted bids will not be considered to be a binding agreement.
- The Service Provider will be responsible for invoicing the Schools and Libraries Division for the funded amount. ROCSD will not provide the Form 472 (BEAR form reimbursement process).
- The contractor is responsible for providing a valid SPIN (Service Provider Identification Number) at the time the bid is submitted.
- Any potential bidder found to be in Red-Light Status will be disqualified from participation in the bidding process and will be considered non-responsive.
- All invoices must reflect a date of July 1, 2018 or later.
- All hardware equipment and software must be broken out separately from any installation costs on all submitted bids.
- Standard warranty items and costs must be broken out separately from any added warranty items and costs on all submitted bids.

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- ROCSD requires certification by the awarded contractor, prior to project commencement, concerning criminal records check in accordance with Iowa law.
- All bidders must be licensed, bonded and insured.
- Vendor understands that they may be asked to work around school schedules to avoid impacting classroom or busy office times.

The Applicant reserves the right to deny any or all proposals associated with this RFP, even with SLD funding approval. *Failure to follow the above criteria and requirements may be considered grounds for disqualification.*

Proposals must be received by our office via email per the project schedule. No late bids or bids delivered other than via email will be accepted.

Name: Bob Deter, Technology Director
 Address: 2011 N 8th Street
 Red Oak, IA 51566
 Telephone: 712-623-6600
 Email: deterb@roschools.org

PROJECT:

The full proposal for this project (hardware and labor) should include:

- Consistency in proposed equipment and installation for all entities with the ROCSD. Proposals that outline different solutions for each entity will not be accepted.
- Delivery of each component to its designated secured location.
- Vendor to propose and coordinate configurations with ROCSD prior to installation to provide a "turn-key" delivery. This includes, but not limited to, configuring (per ROCSD specification) equipment names, IP addresses, protocols, etc.
- Install the specified network electronics equipment into provided wall mounted or free standing electronic equipment racks.
- Install the specified network connection components into new and existing network equipment.
- Perform power-on system and functionality tests.
- Perform and demonstrate a verification of network connectivity and functionality.
- Verify access to the Internet and to ROCSD resources.
- Provide appropriate training to ROCSD staff on configuration and maintenance of all installed networking equipment.
- Ensure that all subscription licensing and equipment warranties are all properly registered and active.
- Provide documentation listing all equipment, part numbers, quantities, serial numbers, IP addressing, equipment naming, equipment credentials, and warranty details.

Vendor is to indicate the E-rate eligibility of each part.

Shipping is to be included on all quotes.

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PROPOSED PROJECT SCHEDULE:

Note: ROCSD reserves the right to adjust this schedule as necessary.

Submit E-rate form 470	December, 2017
Issue of RFP	December, 2017
Accept Bid Submissions	Between December 1, 2017 and January 31, 2018
Award Bid	February 1, 2018
Sign Contracts	March 12, 2018
Project Begin Date	July 1, 2018
Requested Project Completion Date	July 31, 2018

EVALUATION PROCEDURES:

The evaluation will be performed by the Technology Director and appropriate technology staff for the services proposed. The evaluators will consider how well the vendor's proposed solution meets the needs and criteria set forth in the fair and competitive bidding process using the below matrix. It is important that bids be clear and complete so that the evaluators can adequately understand all aspects of the proposal. Evaluation results are confidential and the property of ROCSD.

Factor	Weight
Price of the eligible products and services	30%
Prior experience	25%
Ease of management	25%
Personnel qualifications	10%
Ineligible cost factors	10%

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FCC Form 470 – Funding Year 2018

Form 470 Application Number: 180005608
2018 Category 2

Billed Entity
 RED OAK COMM SCHOOL DISTRICT
 2011 N 8TH ST
 RED OAK, MONTGOMERY, IA 51566-1974
 712-623-6600
 deterb@roschools.org

Contact Information
 Bob Deter
 deterb@roschools.org
 712-623-6600

Billed Entity Number: 132420
FCC Registration Number: 0005005053

Application Type
Applicant Type: School District
Recipients of Services: Pre-K; Public School; Public School District

Number of Eligible Entities: 6

Consulting Firms

Name	Consultant Registration Number	Phone Number	Email

Consultants

Name	Phone Number	Email

RFPs

Id	Name
39945	E-rate Switch RFP

Category One Service Requests

Service Type	Function	Other	Minimum Capacity	Maximum Capacity	Entities	Quantity	Unit	Installation and Initial Configuration?	Maintenance and Technical Support?	Associated RFPs

Description of Other Functions

Id	Name

Narrative

Category Two Service Requests

Service Type	Function	Manufacturer	Other	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
Internal Connections	Switches	Other	1		22	Each	Yes	39945
Managed Internal Broadband Services	Existing Equipment			5				

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Description of Other Manufacturers

Id	Name
1	Meraki

Narrative
 Quotes for the Managed Internal Broadband services should separate E-rate eligible and ineligible parts. The RFP for the Internal Connections/Switches requires an on-site survey/meeting with the Red Oak Community Schools Technology Department.

Technical Contact

Kevin Herrick
 712-623-6600
 herrickk@roschools.org

State and Local Procurement Restrictions

--

Recipients of Service

Billed Entity Number	Billed Entity Name
132420	RED OAK COMM SCHOOL DISTRICT

Certifications

I certify that the applicant includes:

I certify that the applicant includes schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801 (18) and (38), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million.

Other Certifications

I certify that this FCC Form 470 and any applicable RFP will be available for review by potential bidders for at least 28 days before considering all bids received and selecting a service provider. I certify that all bids submitted will be carefully considered and the bid selected will be for the most cost-effective service or equipment offering, with price being the primary factor, and will be the most cost-effective means of meeting educational needs and technology goals.

I certify that I have reviewed all applicable FCC, state, and local procurement/competitive bidding requirements and that I have complied with them. I acknowledge that persons willfully making false statements on this form may be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.

I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program.

I certify that I will retain required documents for a period of at least 10 years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the associated funding request. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the form for, receipt of, and delivery of services receiving schools and libraries discounts. I acknowledge that I may be audited pursuant to participation in the schools and libraries program. I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes, see 47 C.F.R. § 54.500, and will not be sold, resold or transferred in consideration for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. § 54.513. Additionally, I certify that the entity or entities listed on this form have not received anything of value or a promise

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of anything of value, other than services and equipment sought by means of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.

I acknowledge that support under this support mechanism is conditional upon the school(s) and/or library(ies) I represent securing access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that I have considered what financial resources should be available to cover these costs. I certify that I am authorized to procure eligible services for the eligible entity(ies). I certify that I am authorized to submit this request on behalf of the eligible entity(ies) listed on this form, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

NOTICE:

In accordance with Section 54.503 of the Federal Communications Commission's ("Commission") rules, certain schools and libraries ordering services that are eligible for and seeking universal service discounts must file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator. 47 C.F.R. § 54.503. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. § 54.503. Schools and libraries must file this form themselves or as part of a consortium.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The FCC is authorized under the Communications Act of 1934, as amended, to collect the information requested in this form. We will use the information you provide to determine whether you have complied with the competitive bidding requirements applicable to requests for universal service discounts. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, the information you provide in this form may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information you provide in this form may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, information provided in or submitted with this form, or in response to subsequent inquiries, may also be subject to disclosure consistent with the Communications Act of 1934, FCC regulations, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law.

If you owe a past due debt to the federal government, the information you provide in this form may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized.

If you do not provide the information we request on the form, the FCC or Universal Service Administrator may return your form without action or deny a related request for universal service discounts.

The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

Authorized Person

Bob Deter
RED OAK COMM SCHOOL DISTRICT
2011 N 8TH ST

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RED OAK, MONTGOMERY, IA 51566-1974
712-623-6600
deterb@roschools.org

Certified Timestamp
11/30/2017 10:48 AM CST

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Red Oak e-rate Switches

Quote #MC012190 v1

Prepared For:
Red Oak School District
 Bob Deter
 2011 N. 8th Street
 Red Oak, IA 51566
 P: (712) 623-8244
 E: deterb@roschools.org
 Contract

Prepared By:
Riverside Technologies, Inc.
 Matt Collins
 105 Gateway Dr.
 North Sioux City, SD 57049
 P: 866.804.4388
 E: mcollins@1rti.com

Date Issued:
01.31.2018
 Expires:
11.29.2017

Red Oak e-rate Switches		Price	Qty	Ext. Price
High School and Technology Center				
MS225-48FP-HW	MERAKI MS225-48FP L2 STOCK CLD MGD 48X	\$2,762.67	10	\$27,626.70
LIC-MS225-48FP-5YR	MERAKI MS225-48FP ENT 5YR FIRST YR ON US	\$469.33	10	\$4,693.30
MA-CBL-40G-50CM	0.5M MERAKI 40GBE QSFP CBL	\$35.56	7	\$248.92
MA-CBL-40G-1M	1M MERAKI 40GBE QSFP CBL	\$71.11	2	\$142.22
MA-SFP-10GB-LR	MERAKI 10G BASE LR SGL MODE	\$1,420.44	2	\$2,840.88
MA-SFP-10GB-LRM	MERAKI 10G BASE LRM MULTI MODE	\$353.78	2	\$707.56
MA-SFP-10GB-SR	MERAKI 10G BASE SR MULTI MODE	\$353.78	2	\$707.56
RTI Prof Svcs	Network Equipment Installation and Configuration	\$2,750.00	1	\$2,750.00
High School and Technology Center Subtotal				\$39,717.14
Red Oak Middle School				
MS225-48FP-HW	MERAKI MS225-48FP L2 STOCK CLD MGD 48X	\$2,762.67	3	\$8,288.01
LIC-MS225-48FP-5YR	MERAKI MS225-48FP ENT 5YR FIRST YR ON US	\$469.33	3	\$1,407.99
MA-CBL-40G-50CM	0.5M MERAKI 40GBE QSFP CBL	\$35.56	2	\$71.12
MA-CBL-40G-1M	1M MERAKI 40GBE QSFP CBL	\$71.11	1	\$71.11
RTI Prof Svcs	Network Equipment Installation and Configuration	\$825.00	1	\$825.00
Red Oak Middle School Subtotal				\$10,663.23
Washington Intermediate School				
MS225-48FP-HW	MERAKI MS225-48FP L2 STOCK CLD MGD 48X	\$2,762.67	3	\$8,288.01

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Red Oak e-rate Switches		Price	Qty	Ext. Price
LIC-MS225-48FP-5YR	MERAKI MS225-48FP ENT 5YR FIRST YR ON US	\$469.33	3	\$1,407.99
MA-CBL-40G-50CM	0.5M MERAKI 40GBE QSFP CBL	\$35.56	2	\$71.12
MA-CBL-40G-1M	1M MERAKI 40GBE QSFP CBL	\$71.11	1	\$71.11
RTI Prof Svcs	Network Equipment Installation and Configuration	\$825.00	1	\$825.00
Washington Intermediate School Subtotal				\$10,663.23
Inman Primary School				
MS225-48FP-HW	MERAKI MS225-48FP L2 STOCK CLD MGD 48X	\$2,762.67	6	\$16,576.02
LIC-MS225-48FP-5YR	MERAKI MS225-48FP ENT 5YR FIRST YR ON US	\$469.33	6	\$2,815.98
MA-CBL-40G-50CM	0.5M MERAKI 40GBE QSFP CBL	\$35.56	15	\$533.40
MA-CBL-40G-1M	1M MERAKI 40GBE QSFP CBL	\$71.11	1	\$71.11
RTI Prof Svcs	Network Equipment Installation and Configuration	\$1,650.00	1	\$1,650.00
Inman Primary School Subtotal				\$21,646.51
Transportation Facility				
MS225-24P-HW	MERAKI MS225-24P L2 STOCK CLD MGD 24X	\$1,729.78	1	\$1,729.78
LIC-MS225-24P-5YR	MERAKI MS225-24P ENT 5YR FIRST YR ON US	\$293.33	1	\$293.33
RTI Prof Svcs	Network Equipment Installation and Configuration	\$275.00	1	\$275.00
Transportation Facility Subtotal				\$2,298.11
Subtotal				\$84,988.22

e-Rate Managed Services		Price	Qty	Ext. Price
RTI_Mngd_Svcs	Management for: Network Switches, Access Points and Firewall. 1-Year Agreement = \$600/month = \$7,200 total	\$600.00	12	\$7,200.00
Subtotal				\$7,200.00

Quote Summary	Amount
Red Oak e-rate Switches	\$84,988.22
e-Rate Managed Services	\$7,200.00
Total	\$92,188.22

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

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E-Rate

Maximize Every Dollar



E-rate can be complicated sometimes. **Riverside Technologies, Inc. (RTI)** has education technology specialists who understand the ins and outs of E-rate. We have worked with numerous educational institutions across the United States in Category 2 and other E-Rate responses in accordance with the Universal Service Administrative Company (USAC).

Complete, Reliable Solutions

Our consultants maximize every E-rate dollar while reducing complexity and improving security. We offer reliable solutions to help meet your specific technology needs.

Wired and Wireless Solutions

Let us worry about the details. We help improve student classroom performance and ease the teaching burden while reducing network complexity, risk, and cost. We'll ensure you have enough coverage and capabilities for all your devices.

Unified Wired and Wireless Network

Peak performance is the goal. Keep up with constantly changing technology demands with a unified wired and wireless network. Through design analysis and careful planning, we ensure you have the coverage you need.

Managed Services

Enjoy peace of mind. We will create a customized plan within your budget and help you stay ahead of the curve by monitoring, adjusting, and maintaining your IT environment.

Next-Generation Firewall

Protection is key. We will help ensure that your mobile, cloud, and data-sharing interactions are protected without impairing network performance.

Software-Defined Networking

Unify your system. Wireless technology extends the edge of the network beyond the walls of the school. We leverage your existing hardware resources with proper software solutions for increased interaction and security.

Riverside Technologies, Inc. (RTI) is an IT service provider specializing in managed services, IT hardware, warehouse services, and technology deployment. We understand your challenges, develop creative solutions, and provide unmatched responsiveness. We service corporate clients, educational institutions, and state and local governments nationwide. RTI is your complete IT source.

E-Rate SPIN #14303319



www.RiversideTechnologies.com

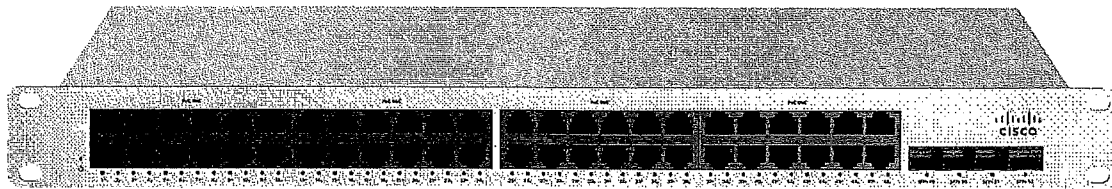


866.804.4388

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MS225 SERIES

Stackable access switches with 10G SFP+ uplinks, designed for the branch and campus



CLOUD-MANAGED STACKABLE ACCESS SWITCHES

The Cisco Meraki **MS225** series switches provide layer 2 access switching and are ideal for deploying to branch locations. With stacking capabilities and 10G SFP+ uplinks on every model, performance is guaranteed. This family also supports an optional, rack-mountable remote PSU (Cisco RPS-2300) for power redundancy requirements

Cisco Meraki switches are built from the ground up to be easy to manage without compromising any of the power and flexibility traditionally found in enterprise-class switches.

The Meraki MS is managed through an elegant, intuitive cloud interface, rather than a cryptic command line. To bring up a Meraki switch, just plug it in; there's no need for complicated configuration files, or even direct physical access to the switch.

Meraki's centralized management gives administrators deep visibility into the network and how it's used. See which switches are near capacity across hundreds of sites. Find all configuration changes made by a certain person with instant search.

INDUSTRY LEADING CLOUD MANAGEMENT

Cloud management has a number of benefits that make it easier to build networks large and small:

- True zero-touch device provisioning.
- Virtual stacking: manage up to thousands of ports from a single pane of glass.
- Application layer visibility with automatic operating system, client, and hostname fingerprinting.
- Powerful Live Tools such as packet capture and cable test to isolate and troubleshoot network issues.
- Alerts upon power loss, downtime, or configuration changes.
- Role-based administration and automatic, scheduled firmware upgrades over the web.
- Regular feature updates and enhancements delivered on demand from the Meraki cloud.

Product Highlights

- Gigabit Access switching with 24 and 48 port models and optional PoE+
- 4 x 10G SFP+ uplink interfaces on all models
- Built-in dual stacking interfaces with up to 80G bandwidth
- Non-blocking switch backplane with up to 176 Gbps bandwidth support
- Up to 740 watt PoE budget with PoE+ support and dynamic power allocation for powering APs, phones, cameras, and other PoE-enabled devices
- 6 dedicated QoS queues for converged voice, video, and data applications
- Low power consumption, quiet acoustic design, and shallow rack depth options, enabling flexible deployment in wiring closets as well as offices and classrooms
- Integrated mounting brackets for rack and desk mounting
- Fanless design on select models
- Lifetime hardware warranty and advanced replacement at no additional cost

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Features

Meraki switches include all of the traditional Ethernet features found in modern enterprise access switches, including:

Branch & Campus Access

- Physical stacking with support for up to 8 stack members for built-in redundancy and performance
- Quality-of-Service (QoS) to prioritize mission critical traffic such as voice and video
- Voice VLAN support for simplified VoIP deployments
- CDP, LLDP advertisement and snooping, with detailed neighbor discovery and visibility
- Port Mirroring (SPAN) support for monitoring network traffic at line rate
- IGMP Snooping to optimize network performance for multicast applications
- Link Aggregation Control Protocol (LACP) for high-capacity trunking, with Multichassis (MLAG) support on stacked switches

Network Security

- IEEE 802.1X, MAB, and Hybrid authentication support for wired access control with RADIUS server monitoring
- Port security and MAC whitelisting
- Change of Authorization (CoA) and RADIUS accounting support
- DHCP snooping to prevent users from adding unauthorized DHCP servers on the network
- Rapid spanning tree, BPDU guard, root guard, and other safeguards to help prevent misconfigurations and reduce convergence time
- Per port VLAN configuration
- Multiple administrative roles with sophisticated security policy management

Network Troubleshooting & Automation

- Virtual Stacking lets administrators manage up to thousands of ports in a single interface without having to physically connect stack members
- Configuration templates for rapid, zero-touch provisioning and auditing of all sites
- Network Topology for automatic and interactive network mapping
- Remote cable testing, packet capture and client discovery
- Automatic and scheduled firmware upgrades for the complete network

Converged Voice, Video and Data Environments

The Meraki switch family is designed to unify data, voice, and video onto a single IP backbone. All Meraki switches support rich quality-of-service (QoS) functionality for prioritizing data, voice, and video traffic. The switches support eight class-of-service (CoS) queues on every port, enabling them to maintain end-to-end traffic prioritization.

PoE models provide power VoIP telephones, IP security cameras, wireless access points (APs), and other IP devices. In addition, using CDP and LLDP, PoE power is intelligently budgeted to maximize the number of PoE clients supported. For the most power-hungry applications, support for Cisco UPoE is also available. The Meraki MC products work flawlessly with Meraki switches, and create a unique and powerful experience to installing, supporting and troubleshooting VoIP technology

Application Layer Visibility


Meraki is the only switch to include integrated Layer 7 fingerprinting. Identify hundreds of applications from business apps to BitTorrent and YouTube. User fingerprinting with Google-like search allows administrators to easily identify and control individual users, PCs, iMacs, iPads, Androids, and other devices. This unprecedented visibility allows optimizing of network resources and maintaining optimal network performance.

Unified Software Architecture


Meraki switches run the same Meraki operating system used by all of Meraki's products. The use of a common operating system allows Meraki to deliver a consistent experience across all product lines. When connected, MS250 switches automatically connect to the Meraki cloud, download configuration, and join the appropriate network. If new firmware is required, this is retrieved by the switch and updated automatically. This ensures the network is kept up-to-date with bug fixes, security updates, and new features.

Troubleshooting

Packet capture [Run a packet capture on this port](#)

Cable test  Run a cable test on this port

Warning: This test will disrupt traffic to 100 or 10 Mbit devices.

Cycle port  Disable and re-enable this port

Warning: PoE powered devices will be temporarily powered down.

Remote cable test in the Meraki dashboard

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Simplified Management and Operations

Meraki's cloud managed architecture makes it simpler than ever to quickly provision and reconfigure switch ports with security, QoS, and other parameters. The Meraki dashboard provides unified policies, event logs, and monitoring, which make it easy to manage and grow large network deployments.

By providing a complete, powerful set of management functions over the web, Meraki's cloud-based management eliminates the need for proprietary command line configuration interfaces which require expensive and time consuming certifications. Meraki MS switches can be fully deployed and provisioned in minutes, without requiring any local configuration or staging. Additional or replacement switches can be sent to remote offices and installed by non-technical staff, saving thousands of dollars in time and travel expenses.

The Meraki MS family also includes several remote diagnostic features, from network connectivity and cable integrity tests to latency measurement tools. For deep client troubleshooting, administrators can even perform per-port remote pcap packet captures without any additional probes or hardware on site.

Scheduled & Automatic Firmware Updates

Firmware upgrades

Try beta firmware No Yes
[What is this?](#)

Upgrade window PDT
[What is this?](#)

Switch firmware The switches in this network are configured to run the latest available firmware.

Reschedule the upgrade to at PST

Perform the upgrade now

Upgrade as scheduled

Automatic E-mail Alerts

Enabled security alerts	Security policy	On failing compliance	On entering compliance	Grace period	Scope
<input checked="" type="checkbox"/>	Encrypted	<input type="checkbox"/>	<input type="checkbox"/>	15 minutes	With ANY of the following tags
<input checked="" type="checkbox"/>	MerakiSecure	<input type="checkbox"/>	<input type="checkbox"/>	30 minutes	All devices
<input type="checkbox"/>	Add a new alert				

Designed for Reliability & Environmental Efficiency

The Meraki switch family was designed for reliable, long-lived operation in wiring closet environments, which may be prone to high temperatures and limited ventilation. By minimizing total component count and only using proven switching silicon, Meraki is able to deliver highly reliable products with exceptional mean time between failure (MTBF) ratings.

Each Meraki switch also operates with a split-plane architecture, where silicon-based switching and data forwarding are separated

from software-based control and management. By decoupling the underlying switching logic from control, each unit is able to deliver wire-speed switching even when advanced software features such as Layer 7 host and OS fingerprinting are enabled.

Finally, the highly integrated designs of Meraki switches result in power and cooling savings in large deployment environments of 30-60% when compared with similar managed Gigabit switches.

DISTRIBUTED BRANCHES & REMOTE SITES

Meraki's cloud-based system makes it easy to manage a single switch, or thousands of distributed switches, from a single interface.

- Troubleshoot problems remotely, e.g., find which port has a bad cable attached.
- Add or replace switches without having to send a technician onsite. Switches automatically download their current configuration as soon as they are connected to the network.
- Receive email alerts or SMS messages whenever there's a problem at a remote site.

CAMPUS EDGE

MS switches are ideal for small and large scale campus deployments, where reliability, scalability, and manageability are top priorities.

- Virtual Stacking lets administrators manage up to thousands of ports in a single interface without having to physically connect stack members.
- 10GbE cable SFP+ ports with link aggregation provide high speed connectivity to aggregation switches such as the MS425.
- Get alerts if any switch fails or goes offline, before users complain.

Dimensions & Interfaces

Model	Physical Dimensions (H x W x D)*	Weight	Interface	Switching Capacity	Stacking Bandwidth
MS225-24-HW	1.72 x 19.08 x 9.84" (4.38 x 48.46 x 25cm)	6.03 lb (2.73 kg)	<ul style="list-style-type: none"> • 24 x 10/100/1000BASE-T Ethernet RJ45 with auto negotiation and crossover detection (auto-MDIX crossover) • 4 x SFP+ 10GbE uplink • 2 x stacking ports • RJ45 Management port 	128 Gbps	80G (dual interface)
MS225-24P-HW	1.72 x 19.08 x 9.84" (4.38 x 48.46 x 25cm)	8.18 lb (3.71 kg)	<ul style="list-style-type: none"> • 24 x 10/100/1000BASE-T Ethernet RJ45 with auto negotiation and crossover detection (auto-MDIX crossover) • 4 x SFP+ 10GbE uplink • 2 x stacking ports • RJ45 Management port 	128 Gbps	80G (dual interface)
MS225-48-HW	1.72 x 19.08 x 13.38" (4.38 x 48.46 x 34cm)	8.78 lb (3.98 kg)	<ul style="list-style-type: none"> • 48 x 10/100/1000BASE-T Ethernet RJ45 with auto negotiation and crossover detection (auto-MDIX crossover) • 4 x SFP+ 10GbE uplink • 2 x stacking ports • RJ45 Management port 	176 Gbps	80G (dual interface)
MS225-48LP-HW	1.72" x 19.08" x 13.38" (4.38 x 48.46 x 34cm)	9.63 lb (4.37 kg)	<ul style="list-style-type: none"> • 48 x 10/100/1000BASE-T Ethernet RJ45 with auto negotiation and crossover detection (auto-MDIX crossover) • 4 x SFP+ 10GbE uplink • 2 x stacking ports • RJ45 Management port 	176 Gbps	80G (dual interface)
MS225-48FP-HW	1.72" x 19.08" x 13.38" (4.38 x 48.46 x 34cm)	9.63 lb (4.37 kg)	<ul style="list-style-type: none"> • 48 x 10/100/1000BASE-T Ethernet RJ45 with auto negotiation and crossover detection (auto-MDIX crossover) • 4 x SFP+ 10GbE uplink • 2 x stacking ports • RJ45 Management port 	176 Gbps	80G (dual interface)

*Depth includes all accessories

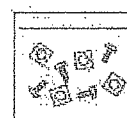
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Power Options & Specifications

Model	Idle / Full Load Power	Available PoE+ Power	Power Supply Configuration	Optional Redundant Power Supply
MS225-24-HW	15 / 24 W	-	Fixed Internal	External RPS*
MS225-24P-HW	21 / 448 W	370 W	Fixed Internal	External RPS*
MS225-48-HW	25 / 42 W	-	Fixed Internal	External RPS*
MS225-48LP-HW	53 / 490 W	370 W	Fixed Internal	External RPS*
MS225-48FP-HW	54 / 882 W	740 W	Fixed Internal	External RPS*

What's Included

MS225-24-HW	1 x Mounting screw kit
MS225-24P-HW	1 x Mounting screw kit
MS225-48-HW	1 x Mounting screw kit
MS225-48LP-HW	1 x Mounting screw kit
MS225-48FP-HW	1 x Mounting screw kit



Rack Mounting Kit

Optional Accessories

Description	Model	Supported Switch Models
Meraki Stacking Cable, 0.5 Meter	MA-CBL-40G-50CM	All Models
Meraki Stacking Cable, 1 Meter	MA-CBL-40G-1M	All Models
Meraki Stacking Cable, 3 Meter	MA-CBL-40G-3M	All Models
Remote Power System (RPS) Chassis	PWR-RPS2300	All Models

The Meraki MS family also supports SFP/SFP+ pluggable optics for high-speed connectivity. Meraki offers a variety of Gigabit and 10 Gigabit accessories. Full specifications and compatibility information is available in the Meraki Accessories datasheet: https://meraki.cisco.com/lib/pdf/meraki_datasheet_sfp.pdf

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Specifications

Management

Managed via the Web with the Meraki cloud management platform

Integrated with Meraki Wireless and complete portfolio of IT products and solutions

Zero-touch remote provisioning (no staging needed)

Detailed historical per-port and per-client usage statistics

DHCP, client, and hostname fingerprinting

SNMPd and SYSLOG support for integration with other network management solutions

Automatic firmware upgrades with scheduling control

Remote Diagnostics

Email, SMS and Mobile push notification alerts ¹

Cable testing and link failure detection with alerting

Live remote packet capture

Dynamic and interactive network discovery and topology

Combined event and configuration change logs with Instant search

Flexible Stacking

Physical stacking of up to 8 switches with 80 Gbps stack bandwidth on all models

Virtual stacking supports thousands of switch ports in a single logical stack for unified management, monitoring, and configuration

Ethernet Switching Capabilities

802.1p Quality of Service, 8 queues and configurable DSCP to CoS mapping

802.1Q VLAN and trunking support for up to 4,096 VLANs

802.1w, 802.1D Rapid Spanning Tree Protocol (RSTP, STP)

Broadcast storm control

802.1ab Link Layer Discovery Protocol (LLDP) and Cisco Discovery Protocol (CDP)

802.3ad Link aggregation with up to 8 ports per aggregate, Multichassis aggregates supported on stacked switches

Port mirroring

IGMP snooping for multicast filtering

MAC forwarding entries: 16K on 24-port models, 32K on 48-port models

Security

Integrated two-factor authentication for Dashboard management

Role-based access control (RBAC) with granular device and configuration control

SSO, Corporate wide password policy enforcement

IEEE 802.1X RADIUS, hybrid authentication and RADIUS server testing

MAC-based RADIUS authentication (MAB)

Port security: Sticky MAC, MAC whitelisting

DHCP snooping, detection and blocking

STP Enhancements: BPDU guard, Root guard

IPv4 ACLs

Performance

Switching capacity: 128Gbps on 24-port models, 176Gbps on 48-port models

Forwarding rate: 95.24mpps on 24-port models, 127.98mpps on 48-port models

Jumbo frame support (9578 byte Ethernet frame)

Flow control support

Layer 3

Static routing

DHCP Relay

Power

Power Input: 100 - 240 VAC, 47-63 Hz

Power consumption: 15 - 882W

RPS Interface: Requires RPS-2300 chassis, see [Cisco RPS-2300 Datasheet](#) for further information

Mounting

1U Rack-mountable with included rack mount hardware

2-post front mounting options available

Desktop-mountable with included feet

Environment

Operating temperature: 32 °F to 104 °F (0 °C to 40 °C), 45 °C

Humidity: 5 to 95% non-condensing

MS225-24, MS225-48 feature fanless operation

Regulatory²

CSA-US (US, Canada)

FCC (USA)

IC (Canada)

CE (Europe)

RCM (Australia/New Zealand)

RoHS

Warranty

Full lifetime hardware warranty with next-day advanced replacement included

MTBF Ratings

Model	MTBF (at 25c)
MS225-24-HW	590,165
MS225-24P-HW	391,648
MS225-48-HW	439,585
MS225-48LP-HW	381,015
MS225-48FP-HW	320,555

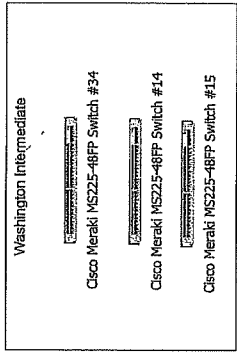
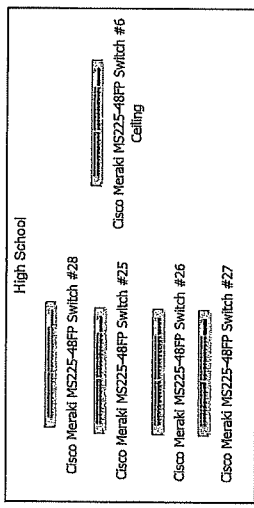
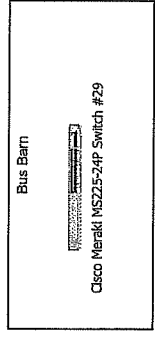
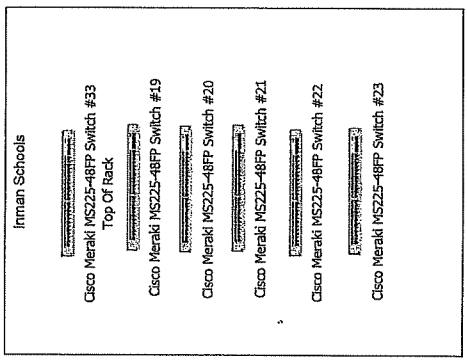
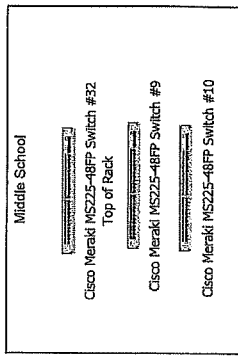
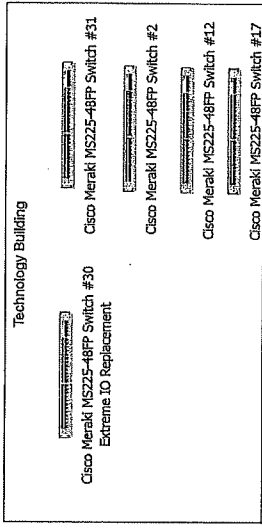
¹ Requires carrier-supported email to SMS gateway and/or Meraki Mobile app

² For international availability, please contact sales@meraki.com

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Block Diagram

System Name Red Oak IA	Page 1 of 1
Date Jan 31, 2018	



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March 8, 2018

Red Oak School District
2011 N. 8th Street
Red Oak, IA 51566

Dear Bob Deter,

This letter will confirm that Quote #MC012190 v1 was selected for a total dollar amount of \$92,188.22.

The procurement of these products and services will be dependent upon the following conditions:

1. Contingent upon E-rate funding
2. Final school board approval.
3. Red Oak School District will file the FCC Form 472 (BEAR) form

To accept these terms and conditions, please sign below and return by fax to 866-812-5370 or send back to Matt Collins (mcollins@1rti.com).

We look forward to working with Red Oak School District on this project.

Sincerely,

Kevin Heiss, President

Vendor Agreement:

Riverside Technologies, Inc.
Kevin Heiss, President

Red Oak School District
Bob Deter

By: _____

By: _____

Date: _____

Date: _____

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Red Oak Community School District
Staff Selection Recommendation

RECEIVED
MAR 06 2018
BY: *JW*

Date: 3-6-18

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

Position: Guidance Counselor

Name: Danielle Floerchinger-Herrington

Certified:

Lane: MA

Step: 2

Salary: 41,230 + 2147.00 = 17-18 contract rate
+10 extended days

Classified:

Hourly Rate: _____

Hours Per Day: _____

Jeff Spotts
Principal/Director

Please send form to Superintendent for Board Approval

Office Use Only

Background Check: 3/6/18 Deb Drey

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Mr. Kleth Little
Athletic Director
Red Oak community Schools

RECEIVED
MAR 08 2018
BY: *JW*

March 7, 2018

Mr. Little,

Please accept this letter as my resignation as Head girls basketball coach as well as Head boys and girls tennis coach.

Dan Martinez

Daniel Martinez
3/7/18

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RECEIVED

MAR 08 2018

BY: JV March 7, 2018

Mr. Kleth Little
Athletic Director
Red Oak community Schools

Mr. Little,

Please accept this letter as my resignation boys and girls assistant tennis coach.

Nita Martinez

Juanita Martinez
3-7-18

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