

Red Oak Community School District
2011 North 8th Street
Red Oak, Iowa 51566
www.redoakschooldistrict.com

Regular Board of Directors Meeting

Meeting Location: Sue Wagaman Board Room
Red Oak CSD Administrative Center
The Technology Building – Red Oak High School Campus

Monday, December 17, 2012 – 6:00 pm

- Agenda -

- 1.0 Call to Order – Board of Directors President Lee Fellers
- 2.0 Roll Call – Board of Directors Secretary Shirley Maxwell
- 3.0 Approval of the Agenda – President Lee Fellers
- 4.0 Communications *- Pg. 1*
 - 4.1 Good News from Red Oak Schools
 - 4.2 Visitors and Presentations
 - 4.3 Affirmations and Commendations
 - 4.4 Correspondence
- 5.0 Consent Agenda *2*
 - 5.1 Review and Approval of Minutes from December 10, 2012 *3-4*
 - 5.2 Review and Approval of Monthly Business Reports *5-13*
- 6.0 General Business for the Board of Directors
 - 6.1 Old Business
 - 6.2 New Business
 - 6.2.1 District Facilities Proposed Study – Presented by Daric O’Neal *14-25*
and Laura F. Alley of Alley, Poyner, Macchietto Architecture, P.C.
 - 6.2.2 Presentation of the Dropout Prevention Program Modified Allowable Growth
Application for FY 14 – District Administrators *26-29*

Red Oak Community School District Board of Directors
12.17.2012

6.2.3 Technology Department Update and Personnel Utilization – Director Bob Deter 30

6.2.4 Board of Directors Policy Review, Revisions, and Updates 31-39

7.0 Reports 40-48

7.1 Administrative

7.2 Future Conferences, Workshops, Seminars

7.3 Other Announcements

8.0 Next Board of Directors Meeting: Monday, January 14, 2013 – 6:00 pm
Sue Wagaman Board Room
Red Oak CSD Administrative Center

9.0 Adjournment

Item 4.0 Communications

4.1 Good News from Red Oak Schools

Terry Schmidt will share good news concerning:

- ★ One Book/One School Initiative – Inman Primary
- ★ Food Drive Organization

4.2 Visitors and Presentations

Please welcome any guests that may be in attendance at tonight's meeting.

4.3 Affirmations and Commendations

At various times it is important to recognize those who have gone “above and beyond” to assist, help, honor, or to facilitate success for learners. When these events take place it is appropriate to bring attention to the governing body.

- ❖ The holiday season is made finer by the skills and talents of the Red Oak CSD students. Under the direction of Linnea Wemhoff, Kevin Kilpatrick, John Hewett, Dan Black, and Tim Marsden those gifts and talents in the fine arts shine. Thanks to each professional who shares their talents to help students bring enjoyment in the performing arts.

4.4 Correspondence

Any correspondence received and important to the governing body is shared.

Item 5.0 Consent Agenda

BACKGROUND INFORMATION: The following items are presented for approval in one formal motion. Should any director have a question or would like for an item to be placed on the regular discussion agenda, please notify Board Secretary Shirley Maxwell in advance of the meeting.

Enclosed are reference pages for:

5.1 Review and Approval of the Minutes from December 10, 2012

The minutes are enclosed for your review. Unless there are suggested changes, they are submitted for approval by Board Secretary Shirley Maxwell.

5.2 Review and Approval of the Monthly Business Reports

Because this will be the last business meeting for the Directors prior to January 14, a number of current payment vouchers will be found in the board packet and additional requested payments found at the board table. Attempts will be made to send the newest ones via email prior to the start of the meeting in order for prior review. Do not hesitate to place a call or email to either Accounting Clerk Jeanice Lester or Business Manager Shirley Maxwell if you have any questions.

SUGGESTED BOARD ACTION: It is recommended the board of directors approve the following consent agenda items:

- Minutes from December 10, 2012.
- Monthly business reports as presented.

Red Oak Community School District
Regular Meeting of the Board of Directors

Meeting Location: Sue Wagaman Board Room, Red Oak CSD Administrative Center
 Red Oak Technology Center-Red Oak High School Campus
 Monday, December 10, 2012

This regular meeting of the Board of Directors of the Red Oak Community School District was called to order by President Lee Fellers at 6:00 p.m.

PRESENT:

Directors: Lee Fellers, Warren Hayes, Paul Griffen, Bill Drey, Kathy Walker
 Terry Schmidt, Superintendent, & Shirley Maxwell, Board Secretary

APPROVAL OF AGENDA

Motion by Director Drey with a second by Director Walker to approve the agenda as presented with the order of agenda items at the discretion of the chairman. The motion carried unanimously.

VISITORS & PRESENTATIONS

The meeting opened with a greeting from Senator Joni Ernst who provided brief comments about the upcoming legislative sessions and her willingness to be of assistance with any questions or concerns from the Red Oak Community School District. Director Paul Griffen introduced guest Cody Darrell, a local Boy Scout member who was present to observe the meeting.

CONSENT AGENDA

Director Griffen moved with a second by Director Drey to approve the consent agenda presented. The motion carried unanimously.

- Approval of minutes from November 12 & 19, 2012
- Approval of monthly business reports as presented
- Approve retirement letter from Howard Olson, bus driver after 14 years
- Approve resignation letter from Patty Henke, assistant softball coach
- Approval of final reading of Board Policy Code 508.2 Open Night
- Approval of education service agreements with the Council Bluffs School District

The motion carried unanimously.

NEW BUSINESS

DISTRICT FACILITIES PROPOSED STUDY

The Directors received a presentation from the Iowa Construction Advocate Team (ICAT) represented by Mr. Ric Parades of the Estes Construction Company and Mr. Sam Johnson of BLDD Architecture. ICAT is a partner organization with the Iowa Association of School Boards to assist school districts in planning facility improvements. The presentation by the ICAT group was provided to help the Directors with one of its major goals for the current year which is Goal 4.1 *The Board of Directors will complete a comprehensive analysis (with recommendations) of all district facilities with an emphasis on program needs, economies of operations, and adherence to all equity issues in order to meet the needs of 21st century learners.*

HIGH SCHOOL MEDIA CENTER PROPOSAL

Director Hayes moved with a second by Director Drey to endorse establishing a library council to explore the opportunity for the high school media center. The motion carried unanimously.

CLOSED SESSION

Director Drey moved with a second by Director Hayes to move into closed session at 8:35 p.m. per section 21.5(1)i of the Iowa Code to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. The motion carried unanimously. The board came out of closed session at 9:25 p.m.

PERSONNEL CONSIDERATION

Director Griffen moved with a second by Director Walker to approve the following employment contracts: Jim Hambright, varsity boys head track coach; Rachel Lammert, varsity girls head track coach; Bob Peterson, varsity boys assistant track coach; Brandon Krause, varsity girls assistant track coach; Shana Brown, middle school girls track coach; and Patty Henke, varsity girls head softball coach. The motion carried unanimously.

Director Drey moved with a second by Director Hayes to end the fulltime employment contract for Natalie Mannen as a transportation department driver. The motion carried unanimously.

Director Fellers moved with a second by Director Drey to approve the employment of Kevin Crouch as a transportation driver to replace retiring Howard Olson, who has served the district for 14 years. The motion carried unanimously.

REQUEST TO TRANSFER FUNDS

Director Drey moved with a second by Director Hayes to approve the transfer of \$377,932.50 to the debt service fund. The motion carried unanimously.

CAGE PROJECT PAYMENT REQUEST

Director Griffen moved with a second by Director Drey to approve the payment of \$10,622 to JFSCO Engineering for the Middle School Cage Project of which \$5,311 will be returned to the school district as a donation. The motion carried unanimously.

ADJOURNMENT

Director Walker moved with a second by Director Hayes to adjourn the meeting at 9:45 p.m. The next regular board meeting will be held on Monday, December 17, 2012 at 6:00 p.m. in the Sue Wagaman Board Room, Administrative Center, Technology Building. The motion carried unanimously.

Lee Fellers, President

Shirley Maxwell, Board Secretary

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10 OPERATING FUND	
CENGAGE LEARNING	98016788	185.17
10 3230 2221 000 0000 643	American Decades 200-2009	185.17
Vendor Name CENGAGE LEARNING		<u>185.17</u>
COUNCIL BLUFFS COMM SCHOOLS	12062012	13,315.20
10 0010 1200 217 3303 561	SP ED CHARGES	13,315.20
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		<u>13,315.20</u>
DEMCO LIBRARY SERVICES, INC	4817332	175.20
10 2020 2221 000 0000 618	Reddi-Covers 10-3/4"Hx 17-1/2"W, 25 per	29.52
10 2020 2221 000 0000 618	Glossy Label Protectors 2' x 3', 500 per	30.75
10 2020 2221 000 0000 618	(F) Monaco HangUP Bags #6, 10 per pkg, 1	15.81
10 2020 2221 000 0000 618	(H) Monaco HangUp Bags #8, 10 per pkg, 1	17.78
10 2020 2221 000 0000 618	Laminating Pouch 3 Mil 2-sided 9" x 11 1	67.15
10 2020 2221 000 0000 618	Shipping & Handling	14.19
Vendor Name DEMCO LIBRARY SERVICES, INC		<u>175.20</u>
DOLLAR GENERAL	1000157437	8.00
10 0010 2600 000 0000 618	BROOMS	8.00
Vendor Name DOLLAR GENERAL		<u>8.00</u>
EASTERN NE. HUMAN SERVICES AGC	12193	2,980.00
10 0010 1200 217 3303 569	SP ED SERVICES	2,980.00
Vendor Name EASTERN NE. HUMAN SERVICES AGC		<u>2,980.00</u>
ECHO GROUP INC	S5335651.002	63.76
10 0010 2600 000 0000 618	BULBS	63.76
Vendor Name ECHO GROUP INC		<u>63.76</u>
FARMERS MERCANTILE	11302012	6,627.92
10 0010 2650 000 0000 626	GAS	62.01
10 0010 2650 000 0000 626	GAS	141.59
10 0020 2700 000 0000 626	GAS	654.39
10 0020 2700 000 0000 626	CREDIT	(87.67)
10 0020 2700 000 0000 626	CREDIT	(8.96)
10 0020 2700 000 0000 627	DIESEL	4,630.93
10 0020 2700 000 0000 627	#14	134.23
10 0020 2700 000 0000 627	CREDIT	(282.71)
10 0010 2700 217 3303 626	#18	473.50
10 0010 2700 217 3303 626	#19	587.54
10 0010 2700 217 3303 626	#22	21.42
10 0010 2700 217 3303 626	#24	112.59
10 0010 2700 217 3303 626	#25	75.34
10 0010 2700 217 3303 626	#27	113.72
Vendor Name FARMERS MERCANTILE		<u>6,627.92</u>
FIRST BANKCARD	11262012	25.86
10 0010 1200 214 3302 612	BOOK	25.86
Vendor Name FIRST BANKCARD		<u>25.86</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
GREEN HILLS AEA	OT000210-1	45.00
10 0010 1200 219 0000 320	REG FEE	45.00
Vendor Name GREEN HILLS AEA		<u>45.00</u>
GRISWOLD COMMUNITY SCHOOLS	12062012	1,470.75
10 0010 1000 100 0000 567	OPEN ENROLLMENT 2ND QTR	1,470.75
Vendor Name GRISWOLD COMMUNITY SCHOOLS		<u>1,470.75</u>
HOUGHTON MIFFLIN CO.	948641495	529.00
10 0010 1000 100 0000 641	SHIPPING CHARGES TEXTBOOKS	529.00
Vendor Name HOUGHTON MIFFLIN CO.		<u>529.00</u>
HY VEE FOOD STORES	2113852546	251.62
10 3230 1000 100 9002 618	SWI Leadership lunch	251.62
HY VEE FOOD STORES	2113855501	62.77
10 3230 1000 100 9002 618	SWI Groceries	62.77
HY VEE FOOD STORES	2113941544	29.47
10 2020 1300 340 0000 612	FOOD SUPPLIES	29.47
HY VEE FOOD STORES	2114139549	10.37
10 2020 1300 340 0000 612	FOOD SUPPLIES	10.37
HY VEE FOOD STORES	2114267548	40.97
10 2020 1920 100 8202 612	FOOD SUPPLIES	40.97
HY VEE FOOD STORES	211448264	23.70
10 2020 1300 340 0000 612	FOOD SUPPLIES	23.70
HY VEE FOOD STORES	2114556951	35.35
10 0010 2310 000 0000 611	SUPPLIES	35.35
HY VEE FOOD STORES	2114564829	66.90
10 0010 2310 000 0000 611	SUPPLIES	66.90
Vendor Name HY VEE FOOD STORES		<u>521.15</u>
KALEIDOSCOPE PRE-SCHOOL	12102012	11,694.00
10 0010 1000 860 3117 320	DECEMBER PRESCHOOL PAYMENT	11,694.00
Vendor Name KALEIDOSCOPE PRE-SCHOOL		<u>11,694.00</u>
MASTER TEACHER	116706154	141.01
10 0010 2310 000 0000 611	FOLDERS/RETIREMENT CLOCK	141.01
Vendor Name MASTER TEACHER		<u>141.01</u>
NISHNA PRODUCTIONS	12072012	805.68
10 0010 1200 217 3303 563	WORK ACTIVITY SERVICES	447.60
10 0010 1200 214 3302 563	WORK ACTIVITY SERVICES	358.08
Vendor Name NISHNA PRODUCTIONS		<u>805.68</u>
O'NEAL ELECTRIC CO. CONTRACTOR	5200-4795	373.72
10 0010 2600 000 0000 430	INSTALL NEW OUTLET	373.72
O'NEAL ELECTRIC CO. CONTRACTOR	5200-4843	217.75
10 0010 2600 000 0000 430	INSTALL NEW BREAKER	217.75
O'NEAL ELECTRIC CO. CONTRACTOR	5200-4863	227.18
10 0010 2600 000 0000 430	MOVE THERMOSTAT	227.18
Vendor Name O'NEAL ELECTRIC CO. CONTRACTOR		<u>818.65</u>
PEPPER & SON, INC.	11834071	45.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 2020 1000 110 0000 612	MUSIC	45.00
Vendor Name PEPPER & SON, INC.		<u>45.00</u>
PITSCO	527790-1	186.30
10 2020 1300 350 0000 612	Balsa Wood Body Blank, 12" x 1-5/8" x 2-	172.50
10 2020 1300 350 0000 612	est shipping	13.80
Vendor Name PITSCO		<u>186.30</u>
PLIBRICO COMPANY LLC	87550	1,481.25
10 0010 2600 000 0000 430	REPAIR LEAKS ON GLYCOL LOOP	1,481.25
Vendor Name PLIBRICO COMPANY LLC		<u>1,481.25</u>
RED OAK CHRYSLER PLYMOUTH	135267	35.25
10 0020 2700 000 0000 430	OIL CHANGE #18	35.25
RED OAK CHRYSLER PLYMOUTH	135322	42.35
10 0020 2700 000 0000 430	OIL CHANGE/TIRE ROTATION #19	42.35
Vendor Name RED OAK CHRYSLER PLYMOUTH		<u>77.60</u>
RED OAK DO IT CENTER	87182	24.99
10 0010 2600 000 0000 618	CIRCUIT ALERT	24.99
Vendor Name RED OAK DO IT CENTER		<u>24.99</u>
RED OAK EXPRESS	11302012	515.17
10 0010 2572 000 0000 540	PUBLICATION CHARGES	515.17
Vendor Name RED OAK EXPRESS		<u>515.17</u>
REEVE, KIM	11282012-1	10.70
10 3230 1200 410 1112 580	REIMBURSEMENT	10.70
Vendor Name REEVE, KIM		<u>10.70</u>
SCHOOL BUS SALES	IN70273	40.50
10 0020 2700 000 0000 618	RESERVOIR/PUMP	40.50
Vendor Name SCHOOL BUS SALES		<u>40.50</u>
SOUTHWESTERN COMMUNITY COLLEGE	27030	85.00
10 0020 2700 000 0000 340	REG FEE	85.00
Vendor Name SOUTHWESTERN COMMUNITY COLLEGE		<u>85.00</u>
SPECIALTY UNDERWRITERS LLC	29821	166.00
10 1901 2410 000 0000 359	COPIER CHARGES	166.00
Vendor Name SPECIALTY UNDERWRITERS LLC		<u>166.00</u>
STANTON COMMUNITY SCHOOL DIST.	12072012	50,005.50
10 0010 1000 100 0000 567	OPEN ENROLLMENT 2ND SEMESTER	50,005.50
Vendor Name STANTON COMMUNITY SCHOOL DIST.		<u>50,005.50</u>
ULTIMATE NURSING SERVICES INC	11242012	320.00
10 0010 2134 217 3303 347	SKILLED NURSING	320.00
Vendor Name ULTIMATE NURSING SERVICES INC		<u>320.00</u>
WATKINS TRUE VALUE	218189	75.00

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 1901 1920 100 1920 618	LED Flashlights w/ batteries	75.00
WATKINS TRUE VALUE	218451	4.30
10 0010 2600 000 0000 618	MISC HARDWARE	4.30
Vendor Name WATKINS TRUE VALUE		<u>79.30</u>
Fund Number 10		<u>92,443.66</u>
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
TELEPHONE CONNECTION INC	39645	2,750.00
36 0010 2237 000 0000 350	INSTALLATION CHARGES CP CAMERAS	2,750.00
Vendor Name TELEPHONE CONNECTION INC		<u>2,750.00</u>
Fund Number 36		<u>2,750.00</u>
Checking Account ID 1		<u>95,193.66</u>
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
FAMILY DOLLAR	5868	17.00
61 1901 3110 000 0000 618	SUPPLIES	17.00
Vendor Name FAMILY DOLLAR		<u>17.00</u>
FARMERS MERCANTILE	11302012-1	239.00
61 0010 2700 000 0000 626	GAS	239.00
Vendor Name FARMERS MERCANTILE		<u>239.00</u>
FARNER-BOCKEN COMPANY	1742524	904.05
61 3230 3110 000 0000 631	FOOD SUPPLIES	904.05
Vendor Name FARNER-BOCKEN COMPANY		<u>904.05</u>
FIRST BANKCARD	12062012	2,279.75
61 1901 3110 000 0000 618	COAT RACKS/CASTERS/HANGERS	2,279.75
Vendor Name FIRST BANKCARD		<u>2,279.75</u>
HY VEE FOOD STORES	2114458641	17.97
61 1901 3110 000 0000 631	FOOD SUPPLIES	17.97
Vendor Name HY VEE FOOD STORES		<u>17.97</u>
MARTIN BROS.	4519051	469.98
61 1901 3110 000 0000 631	FOOD SUPPLIES	469.98
MARTIN BROS.	4519052	269.50
61 2020 3110 000 0000 631	FOOD SUPPLIES	269.50
MARTIN BROS.	4524172	2,809.45
61 3230 3110 000 0000 631	FOOD SUPPLIES	2,387.46
61 3230 3110 000 0000 618	SUPPLIES	121.89
61 3230 3110 000 0000 632	FOOD SUPPLIES	300.10
MARTIN BROS.	4524173	1,647.65
61 2020 3110 000 0000 618	SUPPLIES	146.98
61 2020 3110 000 0000 631	FOOD SUPPLIES	1,500.67
MARTIN BROS.	4524174	1,917.76
61 1901 3110 000 0000 631	FOOD SUPPLIES	1,709.95
61 1901 3110 000 0000 618	SUPPLIES	207.81
MARTIN BROS.	4533721	2,572.00
61 1901 3110 000 0000 618	SUPPLIES	250.93
61 1901 3110 000 0000 631	FOOD SUPPLIES	2,321.07
Vendor Name MARTIN BROS.		<u>9,686.34</u>

Vendor Name	Invoice Number	Amount	
Account Number	Detail Description		Amount
ROBERTS DAIRY COMPANY	000125269	186.64	
61 1901 3110 000 0000 631	IPS MILK		186.64
ROBERTS DAIRY COMPANY	000125270	155.79	
61 2020 3110 000 0000 631	MS MILK		155.79
ROBERTS DAIRY COMPANY	000125307	127.28	
61 3230 3110 000 0000 631	HS MILK		127.28
ROBERTS DAIRY COMPANY	000125308	275.85	
61 1901 3110 000 0000 631	IPS MILK		275.85
ROBERTS DAIRY COMPANY	000125309	158.99	
61 2020 3110 000 0000 631	MS MILK		158.99
ROBERTS DAIRY COMPANY	000125310	126.82	
61 1902 3110 000 0000 631	WASHINGTON MILK		126.82
ROBERTS DAIRY COMPANY	000125311	73.83	
61 1912 3110 000 0000 631	WEBSTER MILK		73.83
ROBERTS DAIRY COMPANY	000125352	105.77	
61 3230 3110 000 0000 631	HS MILK		105.77
ROBERTS DAIRY COMPANY	000125353	190.47	
61 1901 3110 000 0000 631	IPS MILK		190.47
ROBERTS DAIRY COMPANY	000125354	148.11	
61 2020 3110 000 0000 631	MS MILK		148.11
ROBERTS DAIRY COMPANY	000125355	74.29	
61 1902 3110 000 0000 631	WASHINGTON MILK		74.29
ROBERTS DAIRY COMPANY	000125397	127.28	
61 3230 3110 000 0000 631	HS MILK		127.28
ROBERTS DAIRY COMPANY	000125398	296.68	
61 1901 3110 000 0000 631	IPS MILK		296.68
ROBERTS DAIRY COMPANY	000125400	126.60	
61 1902 3110 000 0000 631	WASHINGTON MILK		126.60
ROBERTS DAIRY COMPANY	000125401	63.19	
61 1912 3110 000 0000 631	WEBSTER MILK		63.19
Vendor Name ROBERTS DAIRY COMPANY			<u>2,237.59</u>
Fund Number 61			<u>15,381.70</u>
Checking Account ID 2			<u>15,381.70</u>
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND	
ACORN CLOTHING CO	2238	1,014.00	
21 0010 1400 920 6845 618	Uniforms		1,014.00
Vendor Name ACORN CLOTHING CO			<u>1,014.00</u>
FCCLA	162640	168.00	
21 3230 1400 950 7408 320	National Membership Dues		126.00
21 3230 1400 950 7408 320	IA State Member Dues		42.00
Vendor Name FCCLA			<u>168.00</u>
FERGUSON, TYLER	12082012	75.00	
21 0010 1400 920 6810 320	OFFICIAL		75.00
Vendor Name FERGUSON, TYLER			<u>75.00</u>
GRAPHIC EDGE, THE	646283	340.64	
21 3230 1400 920 6815 619	State VB Sweats		340.64
GRAPHIC EDGE, THE	646603	1,668.64	
21 3230 1400 920 6815 619	State VB Tees		1,668.64
Vendor Name GRAPHIC EDGE, THE			<u>2,009.28</u>

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
KEPHART'S MUSIC CENTER INC	2138950	50.40
21 3230 1400 910 6210 618	ALL STATE MUSIC	50.40
Vendor Name	KEPHART'S MUSIC CENTER INC	<u>50.40</u>
MADSEN, JOHN	12082012	75.00
21 0010 1400 920 6810 320	OFFICIAL	75.00
Vendor Name	MADSEN, JOHN	<u>75.00</u>
RED OAK COMMUNITY SCHOOL DIST	10112012	64.59
21 0010 1400 920 6720 320	PR REIMBURSEMENT	64.59
Vendor Name	RED OAK COMMUNITY SCHOOL DIST	<u>64.59</u>
RED OAK EXPRESS	11302012	40.87
21 3230 1400 950 7407 320	ADVERTISING CHARGES	40.87
Vendor Name	RED OAK EXPRESS	<u>40.87</u>
TROPHIES PLUS	338538	220.68
21 0010 1400 920 6815 618	Regional Champ/State Qualifier Chenilles	220.68
Vendor Name	TROPHIES PLUS	<u>220.68</u>
Fund Number	21	<u>3,717.82</u>
Checking Account ID	3	<u>3,717.82</u>

RED OAK COMMUNITY SCHOOLS NOVEMBER 2012 RECONCILIATION SHEET

	GENERAL FUND	MANAGEMENT	PHYSICAL PLANT AND EQUIPMENT LEVY	DEBT SERVICE	CAPITAL PROJECTS
Beg. Balance	\$3,177,093.08	\$627,407.26	\$759,810.85	\$0.00	\$1,660,057.53
Revenue	\$1,041,591.51	\$38,458.79	\$14,818.84	\$377,932.50	\$145,421.41
Expenditure	\$1,022,628.61	\$1,642.00	\$422,162.48	\$377,932.50	\$0.00
Balance	\$3,196,055.98	\$664,224.05	\$352,467.21	\$0.00	\$1,805,478.94
			\$6,018,226.18		

Checking Account .05%	Checking Account	\$6,035,998.55
	Outstanding Checks	\$17,772.37
		\$6,018,226.18

	ACTIVITY FUND	ENTERPRISE	NUTRITION FUND
Beg. Balance	\$270,148.34	\$11,361.63	\$273,885.76
Revenue	\$24,728.64	\$1.27	\$76,246.78
Expenditure	\$29,858.92	\$0.00	\$72,864.78
Balance	\$265,018.06	\$11,362.90	\$277,267.76

Checking Account .05%	\$277,311.05	\$278,300.68
Outstanding cks	\$930.09	\$1,019.28
Book Balance	\$276,380.96	\$277,281.40
		\$13.64 Bank Error
		\$277,267.76

**PHYSICAL PLANT EQUIPMENT FUND (PPEL)
(Cash Basis)**

PHYSICAL PLANT AND EQUIPMENT LEVY

	<u>2009-2010</u>		<u>2010-2011</u>		<u>2011-2012</u>		<u>2012-2013</u>
Beginning Balance (July 1)	\$1,195,494.11	Beginning Balance (July 1)	\$1,218,639.66	Beginning Balance (July 1)	\$1,220,398.75	Beginning Balance (July 1)	\$1,031,343.65
Add: Revenue		Add: Revenue		Add: Revenue		Add: Revenue	
Property Taxes	\$86,523.30	Property Taxes	\$92,884.32	Property Taxes	\$ 96,378.17	Property Taxes	\$52,802.52
Voted PPEL	\$40,590.64	Voted PPEL	\$13,067.02	Voted PPEL	\$ 55,273.30	Voted PPEL	\$34,831.49
Voted PPEL Surtax	\$381,781.00	Voted PPEL Surtax	\$318,857.00	Voted PPEL Surtax	\$ 370,434.96	Voted PPEL Surtax	
Utility Replacement Tax	\$4,598.17	Utility Replacement Tax	\$4,366.16	Utility Replacement Tax	\$ -4,631.31	Utility Replacement Tax	\$2,262.49
Utility Replacement Tax 8100	\$2,124.37	Utility Replacement Tax 8100	\$614.20	Utility Replacement Tax 8100	\$ 2,583.93	Utility Replacement Tax 8100	\$1,514.84
Mobile Home Tax	\$80.97	Mobile Home Tax	\$82.97	Mobile Home Tax	\$ 63.78	Mobile Home Tax	\$17.10
Voted PPEL Mobile Home tax1	\$33.95	Voted PPEL Mobile Home tax1	\$11.69	Voted PPEL Mobile Home tax1	\$ 37.75	Voted PPEL Mobile Home tax1	\$11.27
Income Surtax		Income Surtax		Income Surtax		Income Surtax	
Interest	\$14,413.47	Interest	\$7,672.93	Interest	\$ 1,580.69	Interest	\$193.81
Donations		Donations		Donations		Donations	
Tiger Decal	\$18,552.16	Tiger Decal	-\$1,108.64	Tiger Decal		Tiger Decal	
Cage Project	\$20,000.00	Cage Project	\$25,150.16	Cage Project	\$ 81,490.90	Cage Project	\$9,157.17
MS Gym Floor Reimb EMC	\$15,000.00	Webster Playground	\$557.35	Webster Playground	\$ 5.00	Webster Playground	\$11.25
		Reimb. Virtual Computer	\$2,000.00			EMC Insurance	\$30,654.05
		Microsoft Settlement	\$83,550.26				
		<u>Proceed Bus Loan Note</u>	<u>\$295,504.00</u>				
Subtotal	\$585,698.03	Subtotal	\$843,209.42	Subtotal	\$ 612,479.79	Subtotal	\$131,455.99
TOTAL AVAILABLE FUNDS	\$1,781,192.14	TOTAL AVAILABLE FUNDS	\$2,061,849.08	TOTAL AVAILABLE FUNDS	\$ 1,832,878.54	TOTAL AVAILABLE FUNDS	\$1,162,799.64
LESS: Expenditures		LESS: Expenditures		LESS: Expenditures		LESS: Expenditures	
1. Computers	\$6,851.00	1. Infinite Campus terminals, etc.	\$5,288.00	1. Ethernet Switch	\$ 4,190.02	1. Sidewalk Construction	\$15,834.00
2. Snapshot Module	\$790.00	2. Computer	\$1,510.00	3. Technology Maintenance Supt	\$ 26,472.01	2. Bus Lease Payment	\$82,301.99
3. Infinite Campus Std Information System	\$51,390.00	3. School Bus Sales	\$73,876.00	4. Computer Systems for AC	\$ 2,345.12	3. Window Air Conditioners (6)	\$3,534.94
4. Destiny Resource MNG Solution	\$12,023.26	4. School Bus Sales	\$73,876.00	5. Fire Monitoring	\$ 2,772.00	4. Pottery Wheel	\$1,197.00
5. Walls for office	\$1,800.00	5. School Bus Sales	\$73,876.00	6. Maintenance	\$ 1,025.00	5. Archetect Fees (Ag Room)	\$2,898.91
6. Debt Payment	\$376,035.00	6. School Bus Sales	\$73,876.00	7. New Suburban	\$ 31,935.07	6. MS Tuckpointing	\$20,935.00
7. New Roof Press Box	\$1,800.00	7. School Bus Sales	\$73,876.00	8. Bus Lease Payment	\$ 82,301.99	7. John Deere Gator	\$4,950.00
8. Security Cameras	\$10,847.00	8. Sidewalk-Middle School	\$13,420.00	9. Debt Payment	\$ 422,543.00	8. Heat Exchanger	\$19,672.00
9. New Door	\$786.07	9. Vacuums	\$1,770.00	10. Construction Services/Weston	\$ 4,800.00	9. New Compressor	\$12,232.05
10. Carpet/Right Start Room	\$2,266.56	10. Payment on Debt	\$395,555.00	11. Early Childhood Sign	\$ 2,465.00	10. MS Roof	\$67,727.00
11. Projector	\$839.00	11. Lawn Mower	\$8,520.30	12. Compressor	\$ 10,384.21	11. Water Cooler	\$966.96
12. Soft Water Tank	\$2,863.59	12. Tennis Court Renovation	\$13,872.00	13. MS New Windows	\$ 13,582.24	12. New Steam Coil	\$2,216.05
13. Carpet Extractor	\$888.08	13. Security Camera	\$1,092.00	13. Cage Project Payment	\$ 96,027.22	13. Oakview DCK, LLC-Ag Room	\$47,850.55
14. Installation for Projectors	\$2,266.60	14. Security Camera	\$892.00	14. Basketball Hoops	\$ 2,998.00	14. ID Bar Code/Punch Readers (8)	\$5,200.00
15. MS Gym Floor	\$66,939.00	15. Dryer	\$639.99	15. Digital Balances/HS Science	\$ 1,295.48	15. IPS Hot Water Boiler	\$5,374.03
16. Computer Hardware/License	\$4,188.95	16. New Carpet- HS Office	\$3,589.61	16. Potters Wheel	\$ 1,089.00	16. Phase II Cage Project Payment	\$30,780.00
17. Carpet for Media Center	\$6,343.57	17. Water Fountain	\$1,011.43	17. Wall Mats	\$ 1,451.00	17. Archtect Fee-Ag Room	\$891.42
18. Byte Speed/Virtual Image	\$3,109.00	18. Air Conditioner	\$18,890.00	18. Compressor	\$ 10,384.21	18. Oakview DCK, LLC - Ag Room	\$63,641.45
19. Entry Doors	\$5,487.80	19. 2 Edge HD	<u>\$6,020.00</u>	19. Wood Blinds	\$ 1,302.00	19. Server with hard drives (Bankcard)	\$2,936.00
20. SCT Tower	\$525.00			20. Mail Center	\$ 500.00	20. Installation of cameras (HS)	\$4,969.88
21. Laptop	\$915.00	Subtotal	\$841,450.33	21. Office Furniture Units	\$ 14,743.60	21. Camera ACD Server for Webster	\$2,450.00
22. Heating Coil	<u>\$3,600.00</u>			22. Remodel for ADM office	\$ 14,911.68	22. Debt Payment	\$377,932.50
Subtotal	\$562,552.48			23. Panel Divide Wall	\$ 1,131.94	23. Cage Project	\$31,785.10
				24. Tables	\$ 3,528.00	24. Tech Ctr/Renovation/Lock/Labor	\$2,089.00
				25. Carpet for Tech Center	\$ 1,090.43	Subtotal	\$810,365.83
				26. Bathroom Partitions	\$ 4,427.19		
				27. Office Unit Completions	\$ 1,095.00		
				28. JESCO Eng. Cage Project	\$ 7,220.50		
				29. Tech Center Rewiring/Updating	\$ 7,763.54		
				30. Schoology Inc. Software	\$ 5,300.00		
				31. Serif Inc.	\$ 4,995.00		
				32. Northern Tool (Sprayer)	\$ 1,755.68		
				33. Timemanagement System	\$ 7,430.40		
				34. Alley, Poyner, Macchietto, Architecture, Inc.	\$ 9,000.41		
				Subtotal	\$ 804,256.94		
ENDING BALANCE 2009-2010	<u>\$1,218,639.66</u>	ENDING BALANCE 2010-2011	<u>\$1,220,398.75</u>	Cash Balance as of 6-30-12	<u>\$ 1,028,621.60</u>		
				Intergovernmental Receivables	\$ 2,722.05		
				Fund Balance as of 6-30-2012	<u>\$ 1,031,343.65</u>		

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**SCHOOL INFRASTRUCTURE LOCAL OPTION SALES TAX (SILO)
CAPITAL PROJECTS FUND
(Cash Basis)**

LOCAL OPTION SALES TAX---- ONE CENT SALES TAX--SILO TAX

	<u>2009-10</u>		<u>2010-11</u>		<u>2011-12</u>		<u>2012-13</u>
Beginning Balance (July 1)	\$ 550,831	Beginning Balance (July 1)	\$899,747	Beginning Balance (July 1)	\$1,383,501	Beginning Balance (July 1)	\$1,576,925
Add: Revenue		Add: Revenue		Add: Revenue		Add: Revenue	
1. 1¢ Sales Tax	\$ 772,991	1. 1¢ Sales Tax	\$830,891	1. 1¢ Sales Tax	\$688,246	1. 1¢ Sales Tax	\$276,359
2. Interest	\$ 6,205	2. Interest	\$6,719	2. Interest	\$2,199	2. Interest	\$343
Subtotal	\$ 779,196	Subtotal	\$837,610	Subtotal	\$690,445	Subtotal	\$505,845
	\$1,330,027		\$1,737,357		\$2,073,946		\$2,082,770
LESS: Expenditures		LESS: Expenditures		LESS: Expenditures		LESS: Expenditures	
1. Transfer Debt Service	\$ 430,280	1. Transfer Debt Service	\$353,856	1. Computer network system	\$134,002	1. Install projector outlets	\$3,616
Subtotal	\$ 430,280	Subtotal	\$353,856	2. LCD TV	\$1,314	2. Computer Lease pymt #1	\$185,722
				3. Virtualization Projector	\$4,913	3. Epson Projectors	\$72,000
Final fund balance 2009-10	<u>\$ 899,747</u>	Final fund balance 2010-2011	<u>\$1,383,501</u>	4. Debt Payment	\$336,035	4. 16 Bay Chargers (2)	\$4,272
				Subtotal	\$476,264	5. Cell Batteries (32)	\$4,191
				Final Cash Balance 2011-2012	<u>\$1,597,683</u>	6. 90W Slim Adapters	\$5,791
				Intergov't Accounts Receivable	\$229,143	7. USB Wired Numeric Keypad	\$1,699
				Final Fund Balance	<u>\$1,826,826</u>	Subtotal	\$277,291
				Auditor Adj	\$20,749	Cash Balance	\$1,805,479
					\$1,576,934		

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Item 6.2.1 District Facilities Proposed Study – Presented by Daric O’Neal
and Laura F. Alley of Alley, Poyner, Macchietto Architecture, P.C.

Goal Reference: FY 13 4.1 The Board of Directors will complete a comprehensive analysis (with recommendations) of all district facilities with an emphasis on program needs, economies of operations, and adherence to all equity issues in order to meet the needs of 21st century learners.

BACKGROUND INFORMATION: The second of two presentations is given this evening to help the Directors implement goal 4.1 – a review of district facilities. Please welcome Daric O’Neal and Laura Alley of the firm Alley, Poyner, Macchietto Architecture, P.C. of Omaha. The firm does have an office location in Red Oak. Director of Maintenance and Operations Pete Wemhoff and Terry met with both representatives on December 11 to review the board’s intent in completing a facilities study and to discuss the expected components of the study.

The Directors are encouraged to allow the guests forty-five minutes to an hour to review their proposal and suggestions in meeting the Directors’ goal. Following the presentation the Directors should determine if additional information for consulting firms is needed or if enough is known to consider naming a group to help the district with its goal completion.

SUGGESTED BOARD ACTION: (to be determined)

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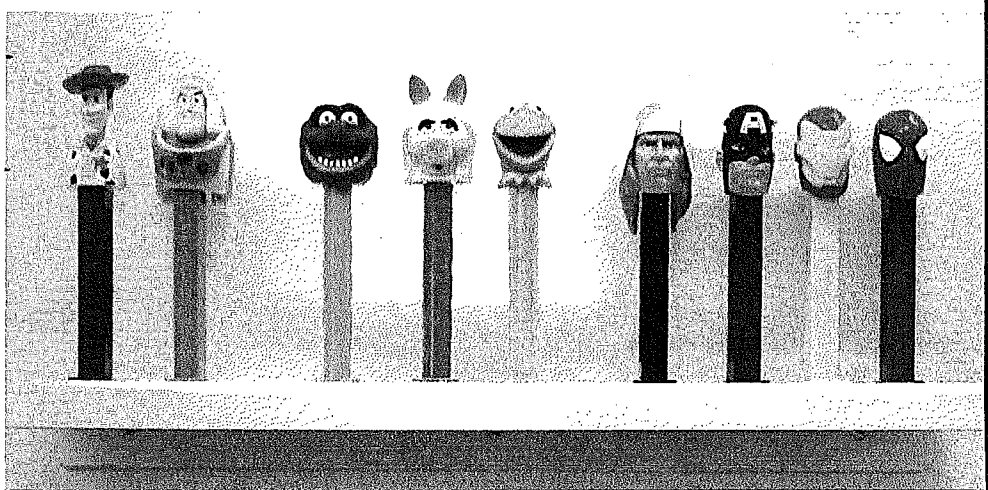
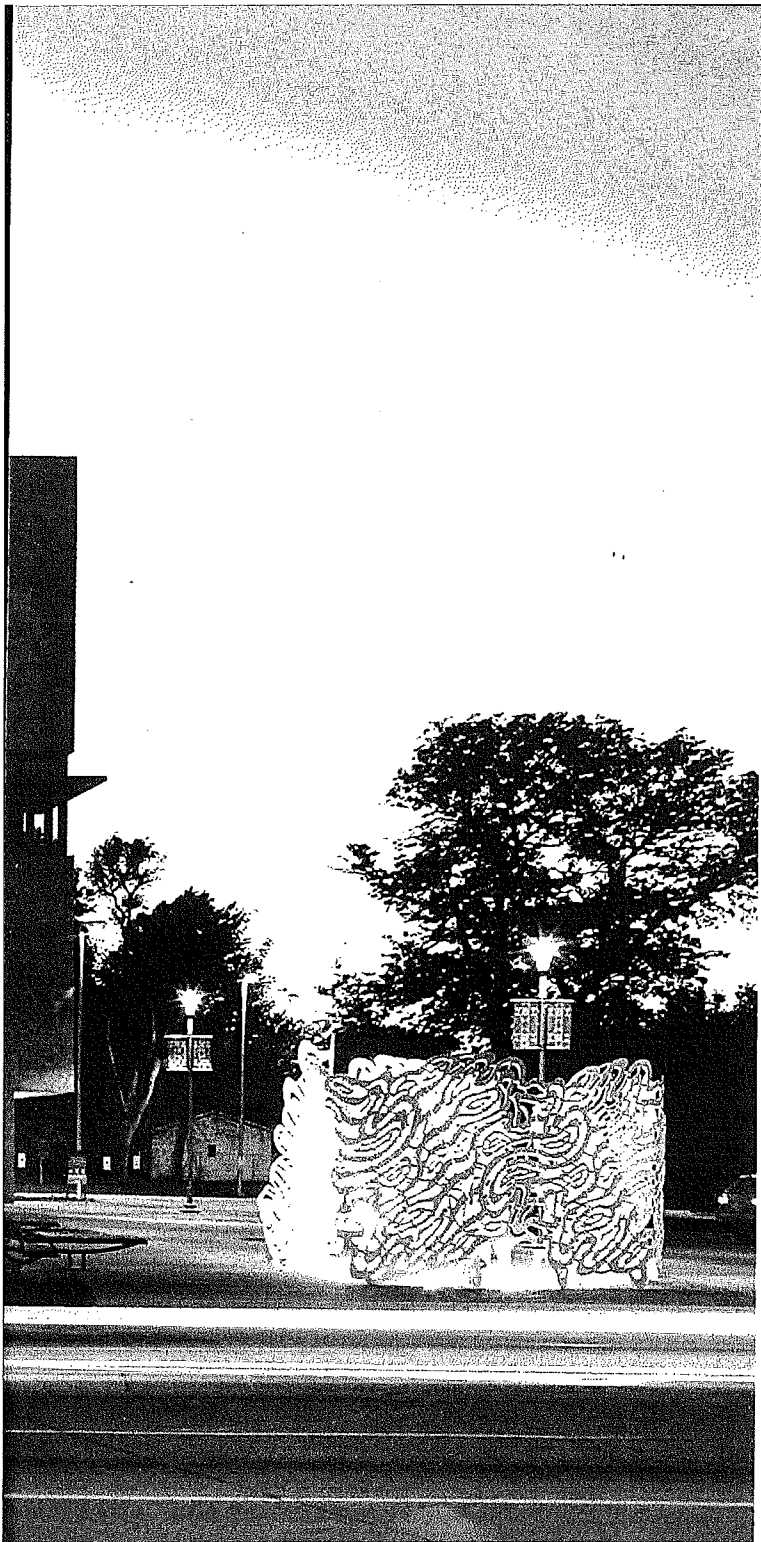
ALLEY POYNER
MACCHIETTO
ARCHITECTURE



www.alleypoyner.com
info@alleypoyner.com

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“ Although we presented you a challenge, Alley Poyner Macchietto was able to **engage** college leadership in thoughtful discussion for consideration of viable options...I'm **thrilled** with the final outcome on the design of the building and hope that we're able to **continue collaboration** with your firm.”

Laura Boshus, University of Nebraska Medical Center College of Public Health “ This visionary project sparked a revitalization of the Leavenworth Street corridor and provides much needed quality housing...But thanks to your efforts, the apartments will once again

provide a neighborhood anchor to **recreate a warm community for generations of residents**” . Former Omaha Mayor Mike Fahey “ Alley Poyner Architecture

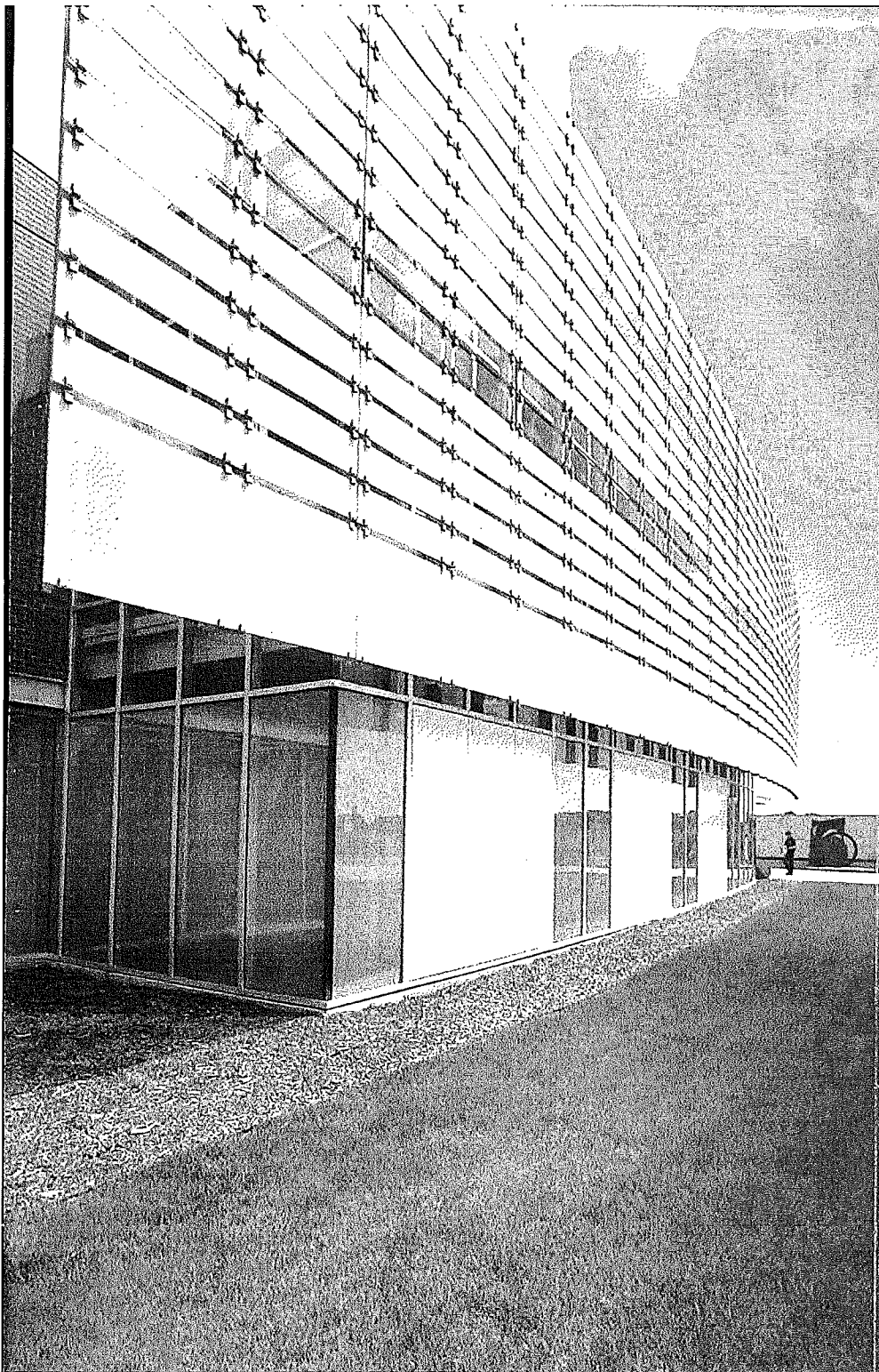
was extremely sensitive in integrating the aesthetic qualities of the new facility with the historic qualities of the existing structure and surrounding community.

The new library facility is a **tremendous asset** to the community and speaks well of Alley Poyner Architecture's

ability to successfully **solve the issues of a difficult design problem**” . Mike

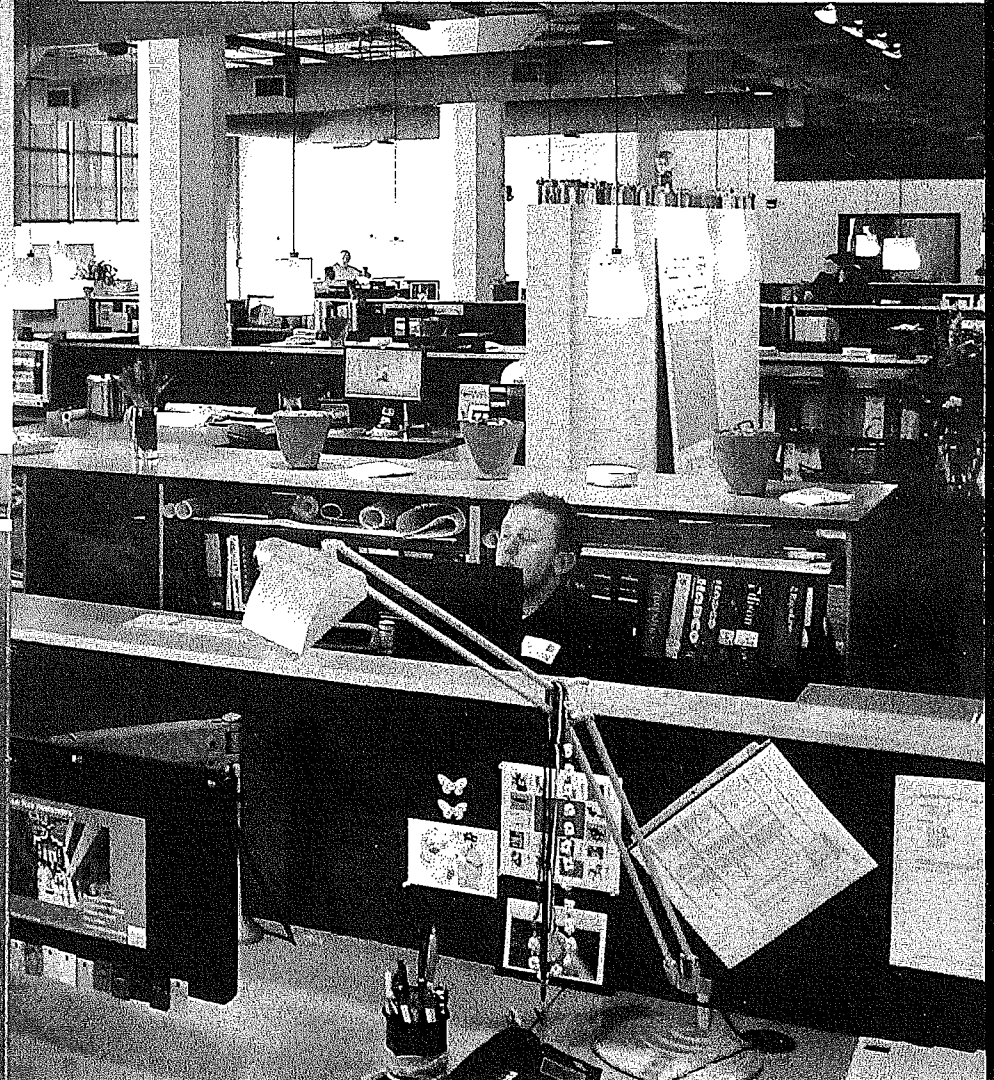
Leonard (City Architect) – Omaha Benson Library Addition/Renovation Project “We have been more than pleased with the services provided by them throughout this contract period.

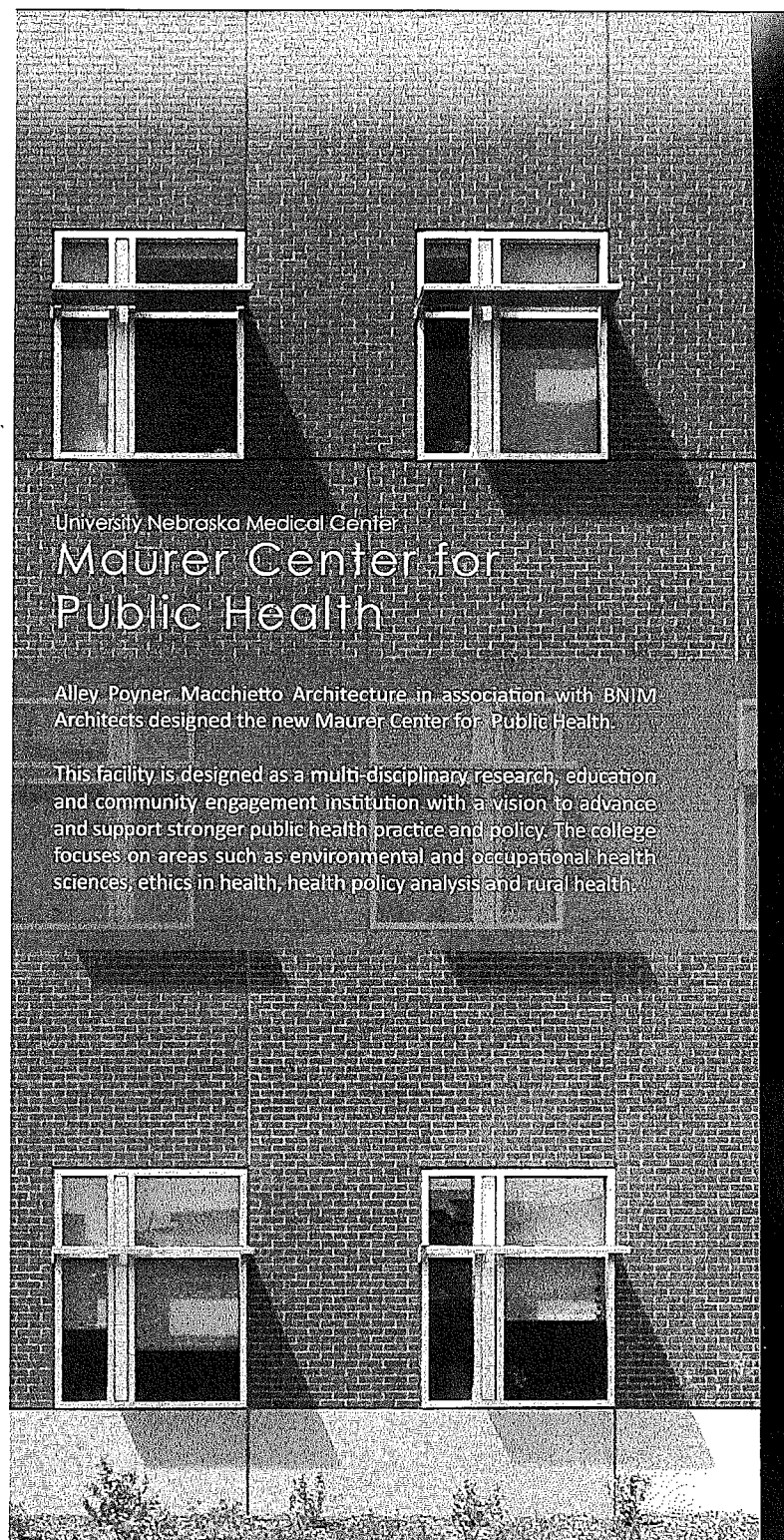
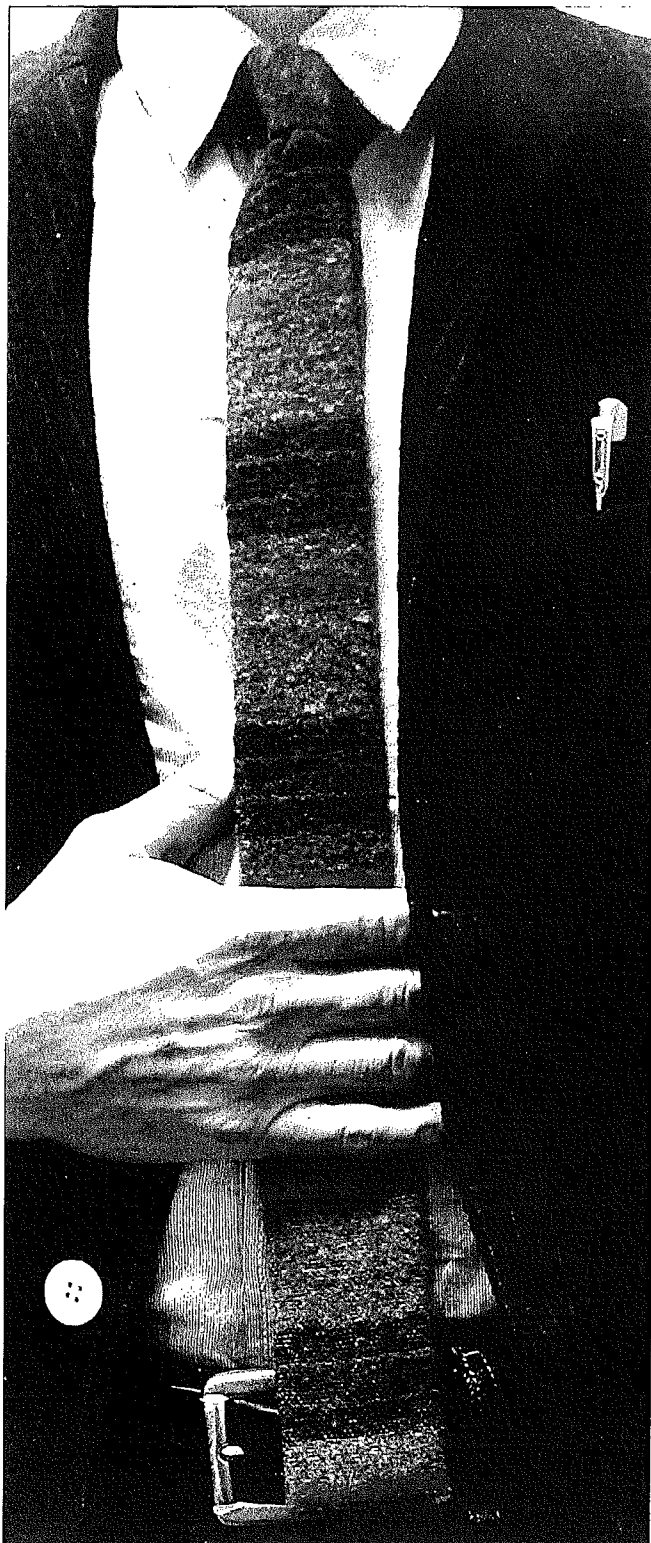
The **coordination** among themselves, our engineering staff and the numerous different user groups, **has been exceptional**” . James E. Keyser, P.E.



Alley Poyner Macchietto Office

We've spent 25 years producing award-winning design in a collaborative, creative, non-departmentalized atmosphere, where architecture is a way of life, not just a profession. We believe the best solutions are born out of a process of collaboration. So we work in an open studio where walls and doors are sparse and offices and cubicles are non-existent. We have even invited a select group of "creative collaborators" to office alongside us: an artist, city planning consultant, sustainability consultants, graphic designers, property developer, and a creative institute have added to the diversity of skills, experience and way-of-thinking that we engage every day.

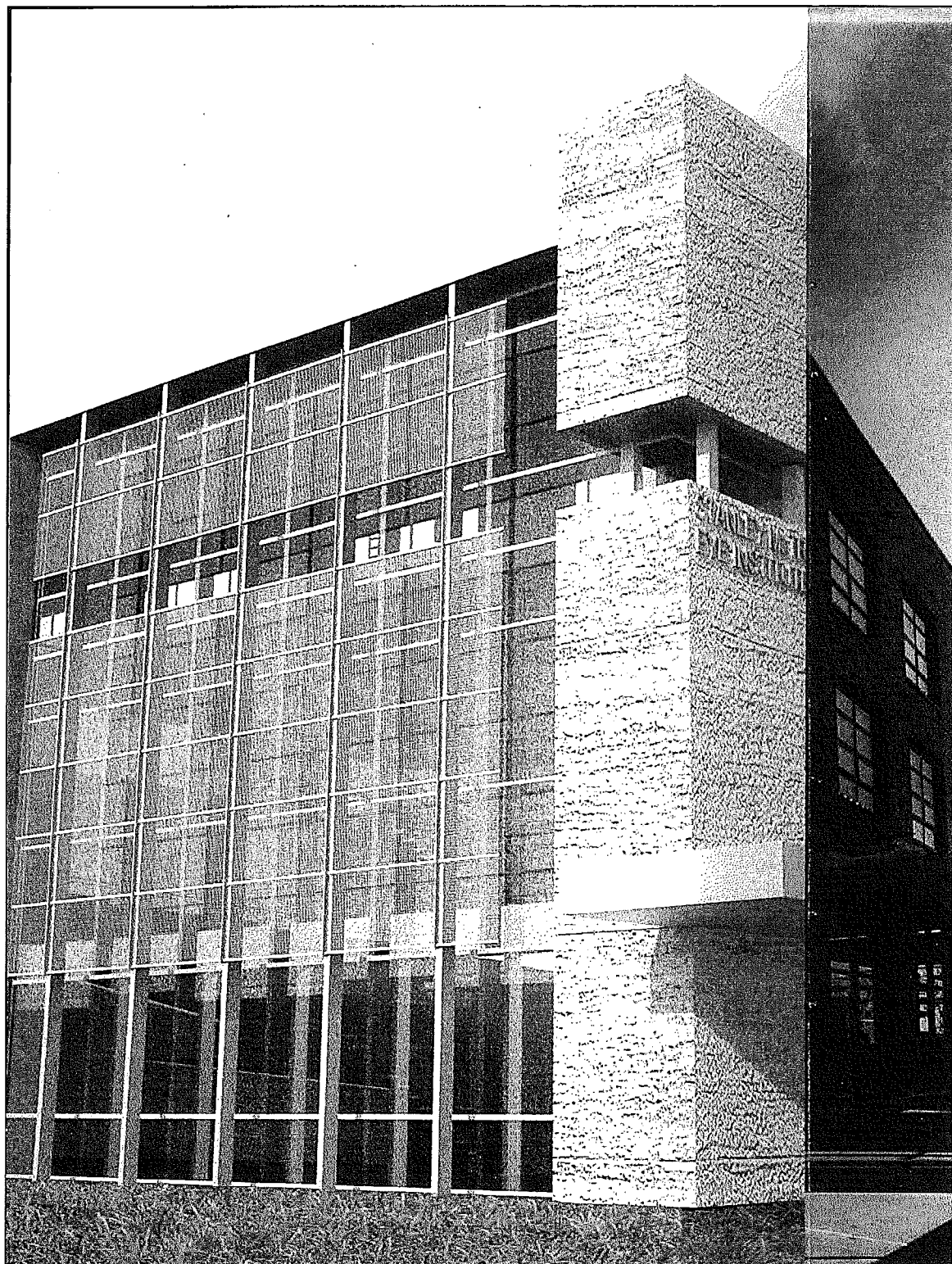




University Nebraska Medical Center
**Maurer Center for
Public Health**

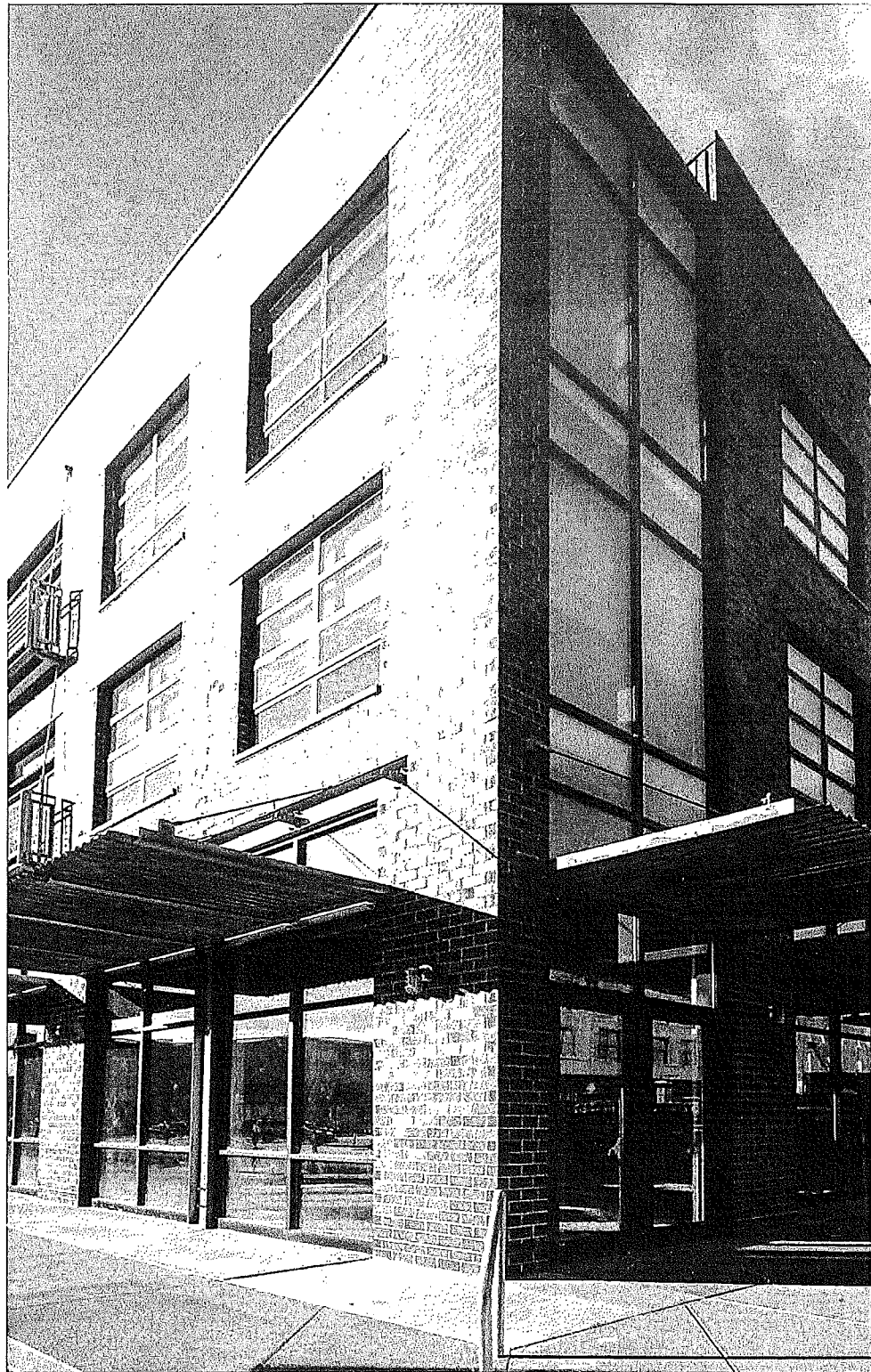
Alley Poyner Macchietto Architecture in association with BNIM Architects designed the new Maurer Center for Public Health.

This facility is designed as a multi-disciplinary research, education and community engagement institution with a vision to advance and support stronger public health practice and policy. The college focuses on areas such as environmental and occupational health sciences, ethics in health, health policy analysis and rural health.



12 Howard

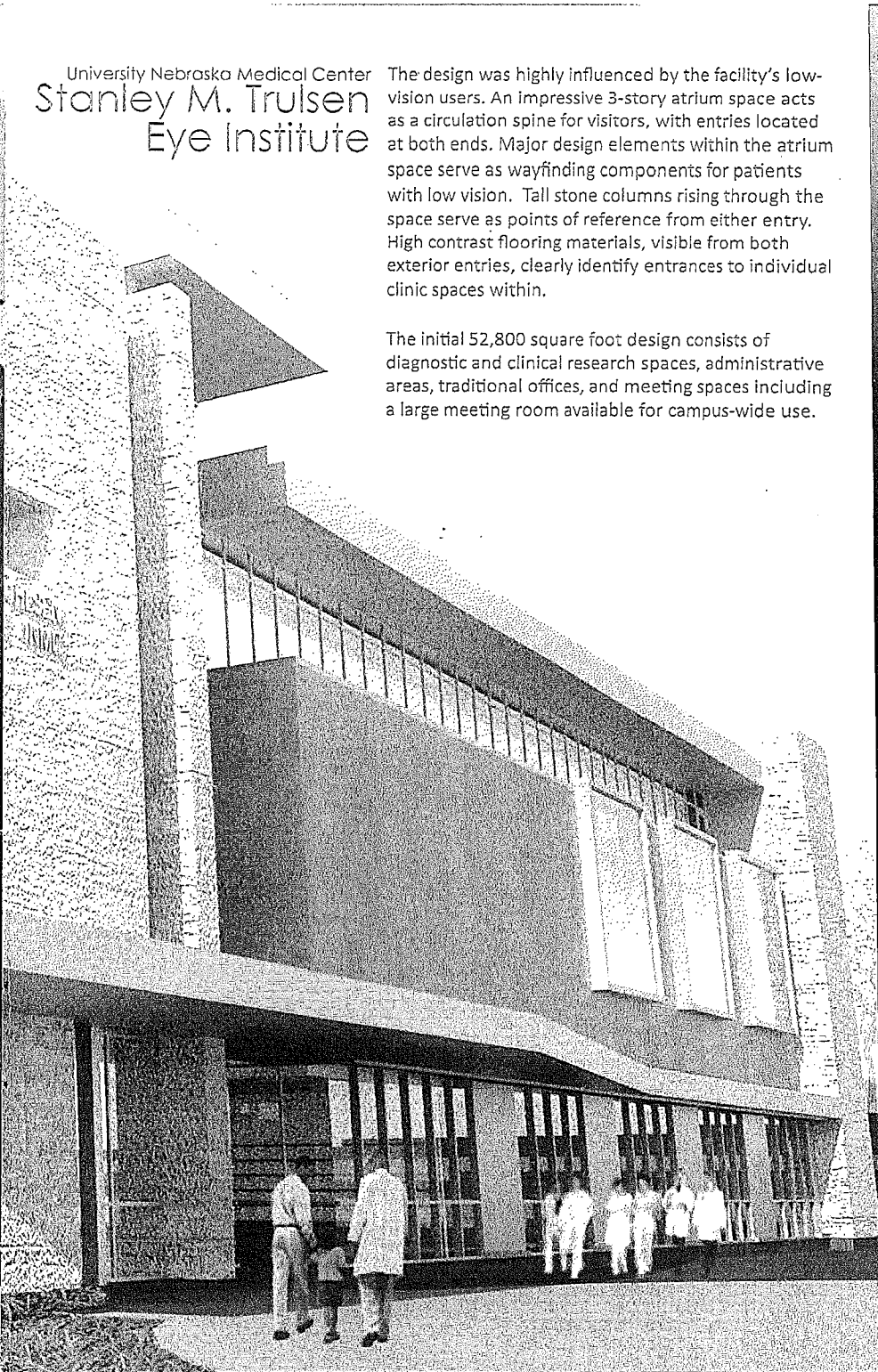
In the heart of Omaha's historic warehouse district, The Old Market, 12 Howard pays respect to its historical context while breathing new life into The Old Market with a fresh, modern design. This mixed-use development accommodates retail and restaurants at street level and features contemporary lofts above. Both retail and apartments were fully leased before construction was completed.

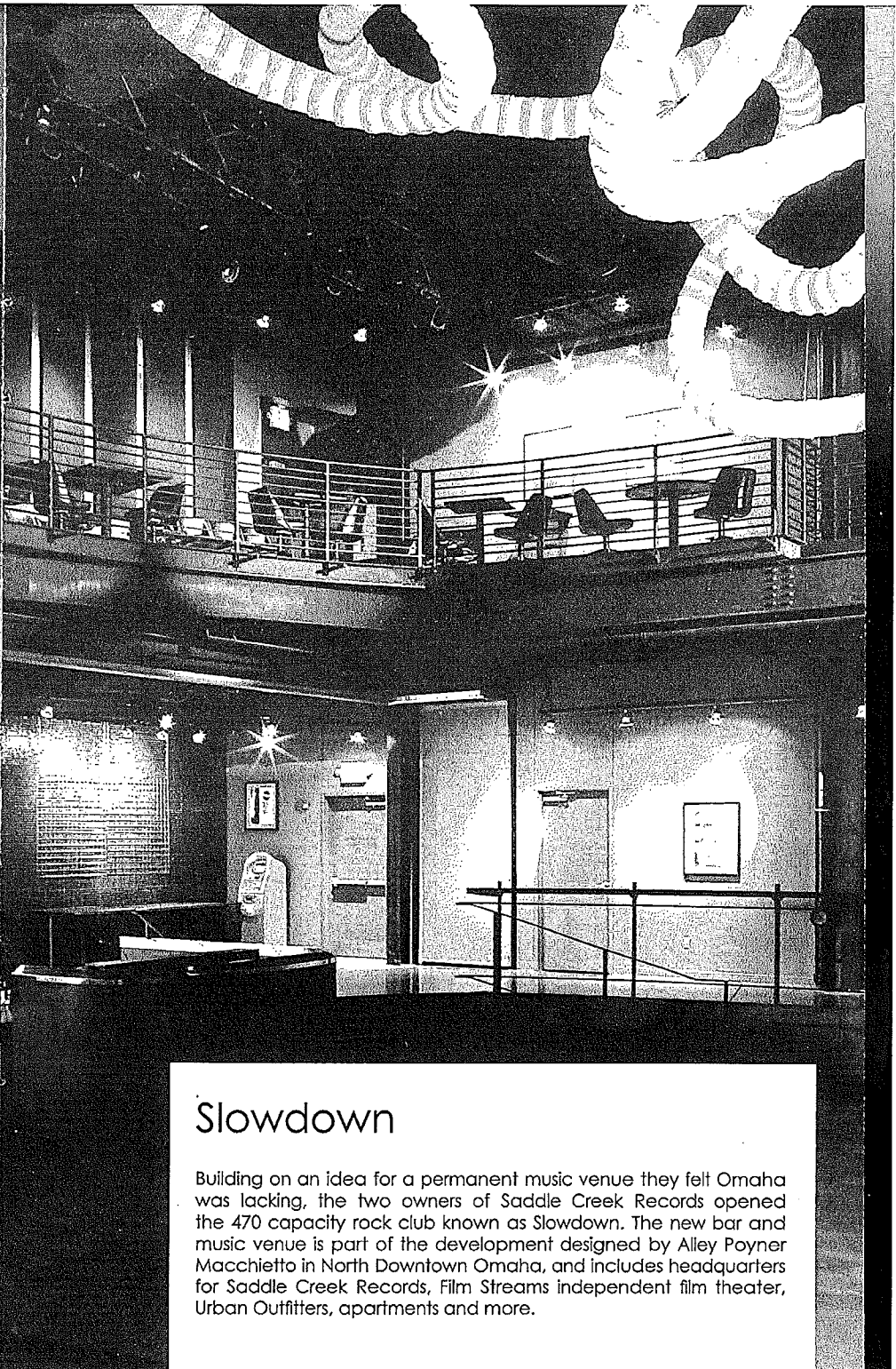
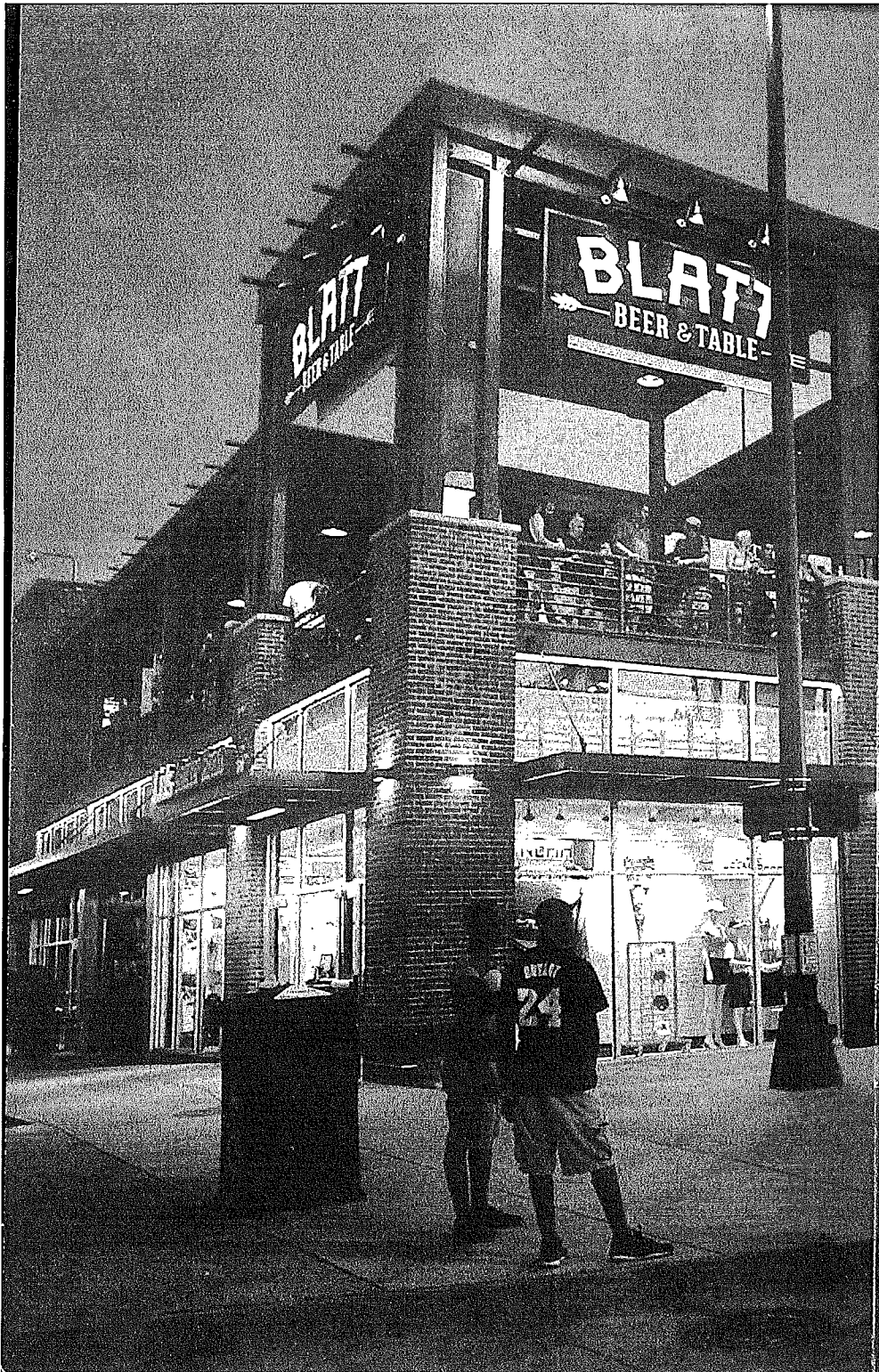


University Nebraska Medical Center
**Stanley M. Trulsen
Eye Institute**

The design was highly influenced by the facility's low-vision users. An impressive 3-story atrium space acts as a circulation spine for visitors, with entries located at both ends. Major design elements within the atrium space serve as wayfinding components for patients with low vision. Tall stone columns rising through the space serve as points of reference from either entry. High contrast flooring materials, visible from both exterior entries, clearly identify entrances to individual clinic spaces within.

The initial 52,800 square foot design consists of diagnostic and clinical research spaces, administrative areas, traditional offices, and meeting spaces including a large meeting room available for campus-wide use.





Slowdown

Building on an idea for a permanent music venue they felt Omaha was lacking, the two owners of Saddle Creek Records opened the 470 capacity rock club known as Slowdown. The new bar and music venue is part of the development designed by Alley Poyner Macchietto in North Downtown Omaha, and includes headquarters for Saddle Creek Records, Film Streams independent film theater, Urban Outfitters, apartments and more.

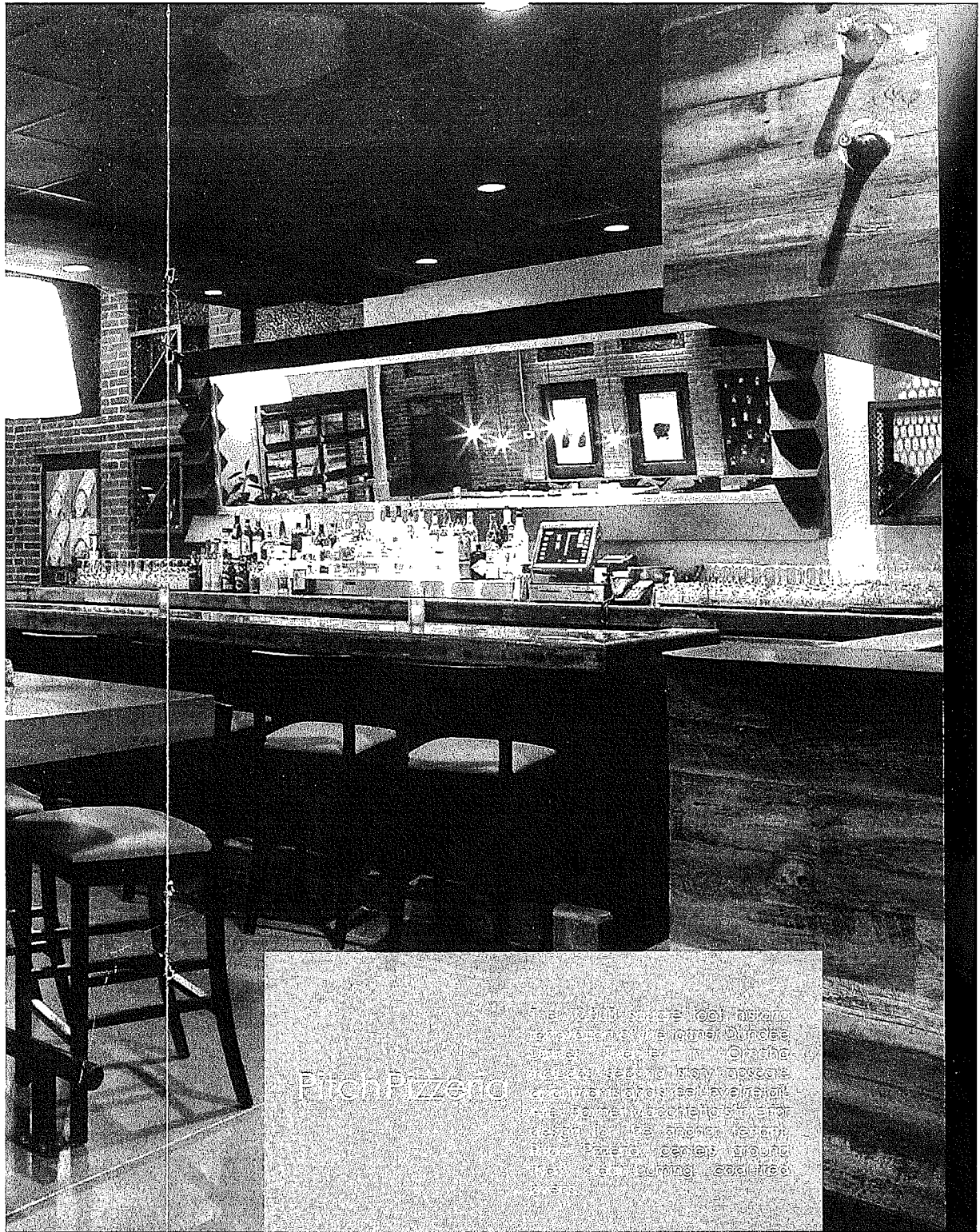
The Grey Plume

The Grey Plume, a cozy 2,500 square-foot restaurant includes seating for around 50 and bar seating with a view into the kitchen. An open office and herb garden are located above on the mezzanine level. Many recycled materials were incorporated into the restaurant's design, including a wood floor made from an old barn, reclaimed furniture, recycled glass, and carpet made from recycled content.



Dixie Quicks

The historic renovation of the Hughes-Irons Motor Company included restaurant space for Dixie Quicks, flexible art space, commercial office space, and residential units on the upper floors. The restaurant design melds the charming characteristics of the historic building with the owners' art collections. Original doors salvaged from the building hang from the ceiling, creating an eclectic and contemporary space.



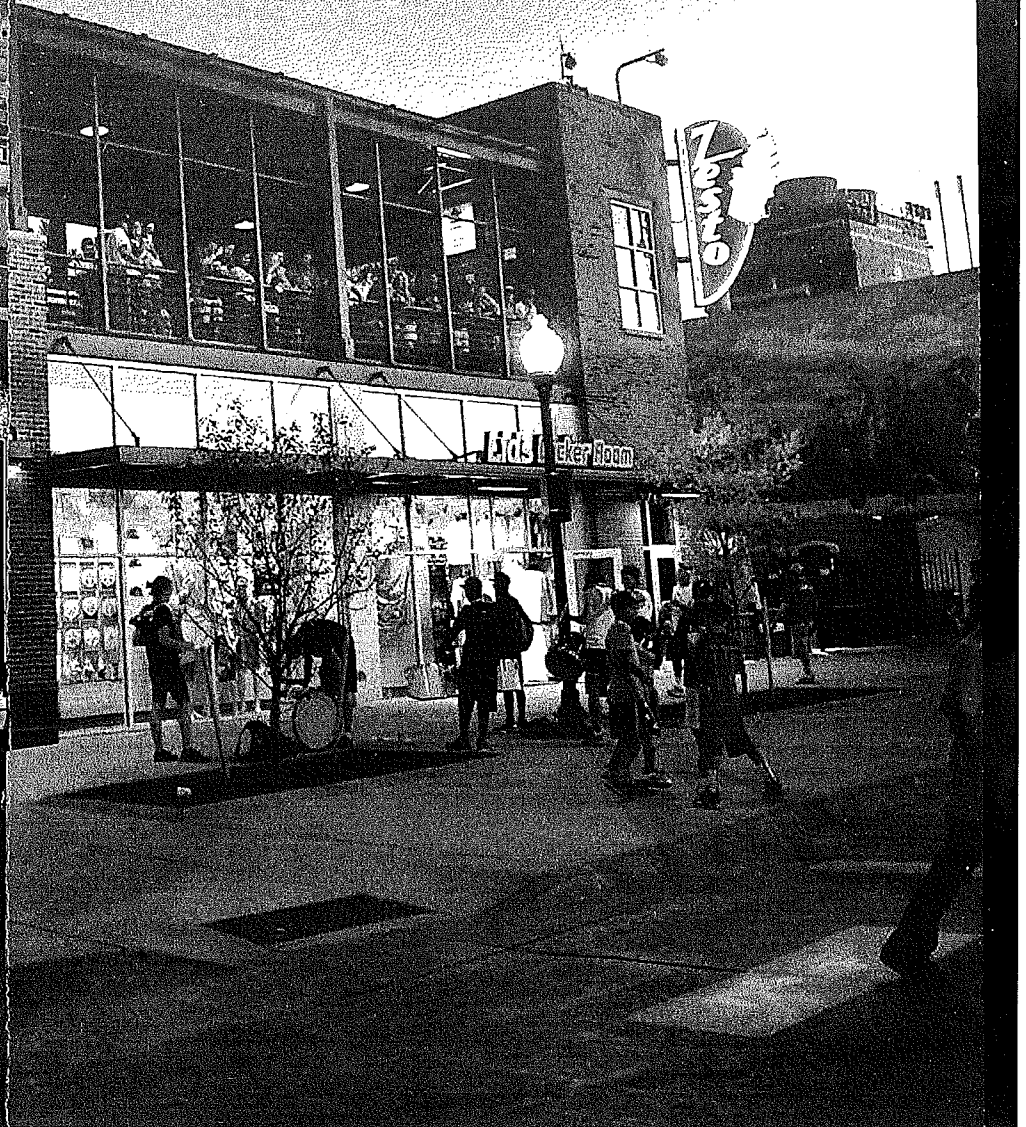
Fitch Pizzeria

The Fitch Pizzeria was designed to provide a casual dining atmosphere. The interior features a brick wall, a large window, and a bar area. The design is simple and functional, with a focus on creating a comfortable and inviting environment for customers.



Blaff Beer and Table

In the rapidly expanding area north of downtown Omaha, we designed a building that pays respect to an Omaha tradition (the former home of the College World Series, Reserbert Stadium) while integrating seamlessly into the neighborhood that is home to TD Ameritrade Stadium, New York Musical Theatre, and Film Streams. Blaff features a ground-level bar and a second-floor open-air beer garden. Bluff is open to all people. The bar and restaurant are designed and constructed by Zeno.



Item 6.2.2 Presentation of the Dropout Prevention Program Modified Allowable Growth Application for FY 14 – District Administrators

Goals Reference: Fiscal Health: FY 13 3.1 Build on and enhance steps to gain greater financial health in the school district. FY 13 2.2 The formal plan for students at risk of dropping out of school is measured and assessed for effectiveness. FY 13 2.3 The number of students who drop out of school will decrease until all students are graduates.

BACKGROUND INFORMATION: Annually the first phase of the budgeting process is completed in December with the **Modified Allowable Growth Application for Dropout Prevention**. Each school administrator contributes to the application process through programs designed at the various attendance centers to address the needs of students who may at some point be considered at risk for dropping out of school. The formula for this funding tool is established by the Department of Education through the authority of the Iowa Legislature.

Iowa Code section 257.39 Definition of Potential and Returning Dropouts

1. "Returning dropouts" are resident pupils who have been enrolled in a public or non-public school in any of grades seven through twelve who withdrew from school for a reason other than transfer to another school or school district and who subsequently enrolled in a public school in the district.
2. "Potential dropouts" are resident pupils who are enrolled in a public or non-public school who demonstrate poor school adjustment as indicated by two or more of the following:
 - a. High rate of absenteeism, truancy, or frequent tardiness.
 - b. Limited or no extracurricular participation or lack of identification with school, including but not limited to, expressed feelings of not belonging.
 - c. Poor grades, including but not limited to, failing in one or more school subjects or grade levels.
 - d. Low achievement scores in reading or mathematics which reflect achievement at least two years or more below grade level.

Shown below is a comparison of the costs from FY 13 (current year) to the proposed costs for FY 14. The small decline will also translate into a smaller requirement for local tax:

District	Allowable Growth	Local Match	Total
Red Oak FY 13	363,901	121,300	485,201
Red Oak FY 14	361,882	120,628	482,510

Enclosed with these study materials is the summary budget page which needs board approval. Each building administrator is present this evening to address any questions about the programs for at-risk students that are currently in place for age appropriate students. The application for Modified Allowable Growth is a compilation of data and program summaries provided by each administrator. The annual drop-out report will be presented at the January 14 board meeting. At publication time both Principals Jedd Sherman and Nate Perrien were completing and validating the numbers.

SUGGESTED BOARD ACTION: It is recommended the Directors approve the FY 14 Modified Allowable Growth Application for Dropout Prevention.



Iowa Department of Education



SELECT Proposed Growth School Year: 2013-2014 <input type="button" value="Go"/> Report Results for 2011-2012 on form Programs, Results and PD	SELECT Form: 04. Budget Proposal and MAG Request <input type="button" value="Go"/> <input type="button" value="Exit"/>
District: 5463 School: 0000 Name: Red Oak Comm School District	
Current Application Open: Dropout Prevention/Mod Allow Growth	

Iowa Department of Education
Bureau of School Improvement
2013-2014 Modified Allowable Growth Application for Dropout Prevention
Budget Proposal and MAG Request
District Application and Initial Certification Due December 15, 2012
State Approval Due January 15, 2013
State Certification Completed after SBRC Approval

[Save/Update]

You must click SAVE/UPDATE to save changes... the GO, HELP, and EXIT buttons do NOT save changes!

Click the following links to see: [Financial/Accounting Help](#), [Uniform Administrative Procedures](#), [School Districts](#)

Click the following link for Help specific to the [Budget Proposal and MAG Request](#) web form.
Upon clicking the above HELP link, a new web page opens up in a new browser window. The current web browser window will remain open.

Budget Proposal for Schools, Programs and Support Services for Returning Dropouts and Dropout Prevention
Dropout Prevention funds cannot be comingled with other general education or used as a match for federal funds. Therefore, districts must use the proper program (420), project (1119) and codes when accounting for dropout prevention budgets.
NOTE: Preschool services are NOT eligible for support under Iowa Code Section 257.38-41
The program form will only allow whole dollars.

Starting with the 2013 application year, the State must be contacted to allow district access to some of the budget line items. Indicators are shown above the budget line item is a requirement. The State has access regardless of district access settings.

BUDGET ITEM	OBJECT CODE	Description	Amount	
1.	121-129	Certified Staff Salaries	\$204,745	
2.	130-139	Other Professional Salaries	\$101,610	
3.	100-109	Paraprofessional Salaries	\$37,800	
4.	111-119	Administrative Salaries (separate school only) By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email MAG Dropout Prevention . NO - the district does not have access to this budget line item.	\$0	Administrative Sa Current character c Maximum number of c allowed, including sp punctuation: 5!
5.	150-159	Office/Clerical Salaries By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email MAG Dropout Prevention . NO - the district does not have access to this budget line item.	\$0	Office/Clerical Sa Current character c Maximum number of c allowed, including sp punctuation: 5!
6.	170-179	Salaries Paid to Operative Employees By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email MAG Dropout Prevention . NO - the district does not have access to this budget line item.	\$0	Salaries Paid to Op Employees Current character c Maximum number of c allowed, including sp punctuation: 5!
7.	210-249, 270- 275	Employee Benefits	\$134,090	
8.	310-329	Purchased Administrative and Educational Services By entering an amount in the box to the right, a written justification is required below.	\$0	Purchased Administr Educational Ser Current character c Maximum number of c allowed, including sp punctuation: 5!

9.	330-339, 59x	Dropout Prevention - Professional Development If an amount greater than 0 is entered please complete the <i>Proposed Staff Development</i> section of form 03, <i>Programs, Results and PD</i> for 2014.	\$0
10.	347, 349	Other Purchased Professional Services By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . NO - the district does not have access to this budget line item.	\$0
			Other Purchased Professional Services Current character c Maximum number of c allowed, including sp punctuation: 5
11.	431, 433	Equipment, Technology Repair Services By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . NO - the district does not have access to this budget line item.	\$0
			Equipment, Technology Repair Services Current character c Maximum number of c allowed, including sp punctuation: 5
12.	511-519, 561-569, 580-599	Tuition, Travel, Shared Contracts By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . NO - the district does not have access to this budget line item.	\$0
			Tuition, Travel, Shared Contracts Current character c Maximum number of c allowed, including sp punctuation: 5
13.	610-619, 626, 627, 641-669	Books, Periodicals, Supplies By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . YES - the district has access to this budget line item.	\$4,265
		The district will purchase books and supplies to support the programs used by teachers, paras, school interventionist etc to carryout the programs.	Books, Periodicals, Supplies Current character c Maximum number of c allowed, including sp punctuation: 5
14.	734, 739	Property (Equipment) By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . NO - the district does not have access to this budget line item.	\$0
			Property (Equipment) Current character c Maximum number of c allowed, including sp punctuation: 5
15.	810-819	Dues, Fees By entering an amount in the box to the right, a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . NO - the district does not have access to this budget line item.	\$0
			Dues, Fees Current character c Maximum number of c allowed, including sp punctuation: 5
16.	891-899	Miscellaneous Expenses By entering an amount in the box to the right, then a written justification is required below. To request district access to this budget line item, please email <u>MAG Dropout Prevention</u> . NO - the district does not have access to this budget line item.	\$0
			Miscellaneous Expenses Current character c Maximum number of c allowed, including sp punctuation: 5
17.		Total	\$482,510

District-Wide/Building-Wide Dropout Prevention Programming (Universal Supports)
 Iowa Code section 257.41(1)(d)
 Up to five percent of the total budgeted amount received pursuant to subsection 1 may be used for purposes of providing district-wide or building-wide returning dropout and dropout prevention programming targeted to students who are not deemed at risk of dropping out.

Will the district use 5% (\$24,125.50) of the total budget amount (\$482,510) for district-wide or building-wide returning dropout and dropout prevention programming targeted to students who are not deemed at risk of dropping out?
 Yes No

If YES, Please list the number (#) and type (position/function) of staff to be utilized. Include a brief program description stating how this program is dropout prevention programming and is in addition to the core educational program and the targeted audience to be served:
 Guidance counselors will conduct sessions with students who are exhibiting signs of drop out behaviour.

The maximum number of characters allowed, including spaces and punctuation, is 1,000.
 The current character count is 103.

Modified Allowable Growth Request Calculation
 NOTE: Each school district accessing modified allowable growth for services for returning dropouts and dropout prevention under Iowa Code Section 257.38-.41 must independently submit a budget request even if programs have been linked and sharing is occurring among districts.
 The program form will only allow whole dollars.

MAG ITEM	Description	Amount	Calculation
1.	Total budget figure from Budget Proposal section, above	\$482,510	
2.	Carry forward from previous project 1119 should be entered here	\$0	
3.	Total budget less than other sources (subtract line 2 from line 1)	\$482,510	
4.	Minimum (25%) that must come from the regular district program cost (25 percent or more of line 3)	\$120,628	
5.	Budget Balance (subtract line 4 from line 3)		\$361,882
6.	District cost per pupil	\$6,001	
7.	Certified Enrollment for October 2012. Certified Enrollment for 2012-2013, for which the data is used in the Oct. 2012 Summary, was found and certified on 10/15/2012 11:03:32 PM.	1,206.8	
8.	Maximum modified allowable growth possible (5% x line 6 x line 7)		\$362,100
9.	Amount on line 5 or 8, whichever is lesser		\$361,882
* 10.	Modified Allowable Growth request Enter an amount greater than zero and equal to or less than: \$361,882	\$361,882	

* Enter the amount on line 10, on your district's Aid and Levy Worksheet after the amount of modified allowable growth is approved by the School Budget Review Committee (SBRC).

State Reader's Dialogue with District and Approval Process for the Budget Proposal and MAG Request Form
 Reader's Dialogue Last Modified by State: Reader Indicators Not Yet Modified

This section is completed by the State after the district certifies MAG/DoP. Following is the State's feedback to the district regarding the Budget Proposal and MAG Request form and what to do if all or part of the form is not approved by the State Reader.

Is the Budget Proposal and MAG Request form approved by the State Reader?	No approval status at this time.
Items for review:	
State Reader's dialogue with district:	No dialogue at this time.

For questions regarding this form, please contact:
 Email: MAG.Dropout.Prevention, Phone: 515-281-5718
 Bureau of School Improvement

Item 6.2.3 Technology Department Update and Personnel Utilization

– Director Bob Deter

Goals Reference: FY 13 1.4 Engagement and learning improvements using computer technology are assessed and reported. FY 13 1.5 Technology Integration in the Learning Programs of all Red Oak Schools is provided, measured, and assessed for improvement in learning.

BACKGROUND INFORMATION: Bob Deter is present this evening to provide a status report of the current technology initiatives underway. His report will not include an analysis of the one-to-one computer integration model in place as the ROMS and ROHS administrators are gathering data and will report first semester findings at the January 14 board meeting.

At the last meeting the board received preliminary information about the use of a part-time technology department worker who has been involved with Red Oak technology staff for at least three years including summers. Several technology department projects remain unfinished as the first semester comes to a close. Work orders submitted by teachers, support staff, and administrators continue to be challenging. Bob Deter's report will cover:

- ✓ Effects of the administrative changes made to allow teachers access to program rights/permissions – results of this action
- ✓ The list of large projects not finished from the beginning of the school year and the current status in terms of percent completion
- ✓ The average number of work orders left uncompleted on a daily basis, the tools used to assign work order completion, the longest period of time any staff member is waiting for resolve, plans for improved efficiency in the future
- ✓ The effects of the i-Pads distributed to IPS teachers, special education instructors, and district administrators plus plans/intent for future consideration at Washington Intermediate
- ✓ The numbers of student computers submitted for repairs, damage, etc.
- ✓ Information exchange concerning the part-time student tech department worker – how is this temporary worker being utilized? what effect does this worker have on the daily backlog of work orders? what are the outcomes if the department has no part-time workers (excluding enrolled students)?

The district could continue the utilization of a temporary technology department worker and it could be funded with existing budget dollars. The district is not in a financial position to offer full employment with employment benefits.

SUGGESTED BOARD ACTION: (to be determined)

CURRENT

Code No. 407.6

LICENSED TEACHER EARLY RETIREMENT

I. Eligibility for Early Retirement Plan

The school district offers an Early Retirement Plan for full-time licensed teachers. Full-time licensed teachers are licensed employees who are eligible for full insurance coverage under the requirements of the insurer and who are currently performing their assigned duties within the school district. A licensed employee is eligible to participate in the Early Retirement Plan under the following terms:

- A. The number of applications for the Early Retirement Plan will be limited to no more than five (5) for a given fiscal year, unless the Board chooses to allow more than five (5).
- B. The Early Retirement Plan will be available to a licensed employee who is fifty-five (55) years of age on or before June 30 of the year in which the licensed employee wishes to retire.
- C. The Early Retirement Plan will be available to those who have completed their most recent ten (10) consecutive years of service in the Red Oak Community School District.
- D. The employee shall submit an application for the plan on or before January 16 of the current school year, at the Board's discretion.
- E. The employee shall submit a written resignation resigning from the existing contract. The resignation may be contingent upon approval by the board of participation in the voluntary early retirement program.
- F. All applications for the Early Retirement Plan will be considered not later than the second regular Board meeting in January, and if more than the designated number allowed in Section A are received, the highest priority will be given to the teachers with the longest continuous teaching service in the District.
- G. An employee who meets the criteria in item "B", but who has not completed a minimum of ten (10) consecutive years of service to the school district may apply for a prorated early retirement amount. Approval of such application by the board will be based on the best interests of the school district, and if a prorated amount is approved, the amount will be based on completed consecutive years of service at the time of the application for the Early Retirement Plan.
- H. The application for the Early Retirement Plan and the resignation must be approved by the board, which will authorize disbursement of the early retirement amount.

Approved Jan. 23, 2012

Reviewed Dec. 13, 2011

Revised Dec. 13, 2011, Jan. 9, 2012

Red Oak Community School District

LICENSED TEACHER EARLY RETIREMENT

I. Eligibility for Early Retirement Plan

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- B. The Early Retirement Plan will be available to a licensed employee who is fifty-five (55) years of age ~~on or before June 30 of the year in which the licensed employee wishes to retire.~~ **by the start of the next school year.**
- C. The Early Retirement Plan will be available to those who have completed their most recent ten (10) consecutive years of service in the Red Oak Community School District.
- D. The employee shall submit an application for the plan on or before January 16 of the current school year, at the Board's discretion.
- E. The employee shall submit a written resignation resigning from the existing contract. The resignation may be contingent upon approval by the board of participation in the voluntary early retirement program.
- F. All applications for the Early Retirement Plan will be considered not later than the second regular Board meeting in January, and if more than the designated number allowed in Section A are received, the highest priority will be given to the teachers with the longest continuous teaching service in the District.
- G. An employee who meets the criteria in item "B", but who has not completed a minimum of ten (10) consecutive years of service to the school district may apply for a prorated early retirement amount. Approval of such application by the board will be based on the best interests of the school district, and if a prorated amount is approved, the amount will be based on completed consecutive years of service at the time of the application for the Early Retirement Plan.
- H. The application for the Early Retirement Plan and the resignation must be approved by the board, which will authorize disbursement of the early retirement amount.

Approved Jan. 23, 2012

Reviewed Dec. 13, 2011

Revised Dec. 13, 2011, Jan. 9, 2012

Red Oak Community School District

CURRENT

Code No. 600

GOALS AND OBJECTIVES OF THE EDUCATION PROGRAM

This series of the board policy manual is devoted to the goals and objectives for the delivery of the education program. The board's objective in the design, contents and the delivery of the education program is to provide an equal opportunity for students to pursue an education free of discrimination on the basis of race, creed, color, sex, national origin, marital status, religion or disability.

In providing the education program of the school district, the board will strive to meet its overall goal of providing the students an opportunity to develop a healthy social, intellectual, emotional, and physical self-concept in a learning environment that provides guidance and encourages critical thinking in students.

In striving to meet this overall goal, the objectives of the education program are to provide students with an opportunity to:

- Acquire basic skills in obtaining information, solving problems, thinking critically and communicating effectively;
- Become effective and responsible contributors to the decision-making processes of the social and political institutions of the community, state and nation;
- Acquire entry-level job skills and knowledge necessary for further education;
- Acquire the capacities for satisfying and responsible roles as family members;
- Acquire knowledge, habits and attitudes that promote personal and public health, both physical and mental;
- Acquire an understanding of ethical principles and values and the ability to apply them to their own lives;
- Develop an understanding of their own worth, abilities, potential and limitations; and,
- Learn and enjoy the process of learning and acquire the skills necessary for a lifetime of continuous learning and adaptation to change.

An advisory committee of representatives of the school district community and the school district is appointed to make recommendations for the goals and objectives of the education program. Short-term and long-term objectives for the education program are established annually by the board. These objectives will reflect the results of the needs assessment, recommendation of the advisory committee, recommendations from the superintendent, and changes in law. Annually, the board will report to the committee regarding progress toward achievement of the goals and objectives of the education program.

Approved October 14, 1996

Reviewed _____

Revised January 23, 2006

GOALS AND OBJECTIVES OF THE EDUCATION PROGRAM

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- Acquire basic skills in obtaining information, solving problems, thinking critically and communicating effectively;
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- Acquire entry-level job skills and knowledge necessary for further education;
- Acquire the capacities for satisfying and responsible roles as family members;
- Acquire knowledge, habits and attitudes that promote personal and public health, both physical and mental;
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An advisory committee of representatives of the school district community and the school district is appointed to make recommendations for the goals and objectives of the education program. Annually, the board will report to the committee regarding progress toward achievement of the goals and objectives of the education program.

Approved _____

Reviewed _____

Revised _____

GOALS AND OBJECTIVES OF THE EDUCATION PROGRAM

The goals and objectives of the school district are designed to achieve the philosophy statement of the school district. An advisory committee of representatives of the school district community and the school district is appointed to make recommendations for the goals and objectives of the education program.

Short-term and long-term objectives for the education program are established annually by the board. These objectives will reflect the results of the needs assessment, recommendation of the advisory committee, recommendations from the superintendent, and changes in law.

Annually, the board will report to the committee regarding progress toward the achievement of the goals and objectives of the education program

Note: For more detailed discussion of this issue, see IASB's Policy Primer, Vol. 19 #10 - June 8, 2007.

Approved _____

Reviewed _____

Revised _____

CURRENT

Code No. 601.1

SCHOOL CALENDAR

The school calendar will accommodate the education program of the school district. The school calendar is for a minimum of 191 days and includes, but is not limited to, the days for student instruction, staff development, in-service days, and parent-teacher conferences.

The academic school year for students is for a minimum of 180 days in the school calendar, including days for parent-teacher conferences. The academic school year for students may not begin prior to September but may begin in the week in which September 1 falls unless a waiver is obtained from the Iowa Department of Education. Should September 1 fall on a Sunday, school may begin any day during the calendar week that immediately precedes September 1. Employees may be required to report to work at the school district prior to this date.

Special education students may attend school on a school calendar different from that of the regular education program consistent with their Individualized Education Program.

The board, in its discretion, may excuse graduating seniors from up to five days of instruction after the school district requirements for graduation have been met. The board may also excuse graduating seniors from making up days missed due to inclement weather if the student has met the school district's graduation requirements.

It is the responsibility of the superintendent to develop the school calendar for recommendation, approval, and adoption by the board annually.

The board may amend the official school calendar when the board considers the change to be in the best interests of the school district's education program.

Legal Reference: Iowa Code §§ 20.9; 279.10, 280.3 (2005).
281 I.A.C. 12.2(1).

Cross Reference: 501.3 Compulsory Attendance
601.2 School Day
603.3 Special Education
606.10 Early Release for Seniors

Approved October 14, 1996

Reviewed _____

Revised January 23, 2006

IASB - SUGGESTED

Code No. 601.1

SCHOOL CALENDAR

The school calendar will accommodate the education program of the school district. The school calendar is for a minimum of _____ days and include, but not be limited to, the days for student instruction, staff development, in-service days and teacher conferences.

The academic school year for students is for a minimum of one-hundred and eighty days in the school calendar. The academic school year for students may not begin prior to September but may begin in the week in which September 1 falls unless a waiver is obtained from the Iowa Department of Education. Should September 1 fall on a Sunday, school may begin any day during the calendar week which immediately precedes September 1. Employees may be required to report to work at the school district prior to this date.

Special education students may attend school on a school calendar different from that of the regular education program consistent with their Individualized Education Program.

The board, in its discretion, may excuse graduating seniors from up to five days of instruction after the school district requirements for graduation have been met. The board may also excuse graduating seniors from making up days missed due to inclement weather if the student has met the school district's graduation requirements.

It is the responsibility of the superintendent to develop the school calendar for recommendation, approval, and adoption by the board annually.

The board may amend the official school calendar when the board considers the change to be in the best interests of the school district's education program.

NOTE: This policy reflects Iowa law.

Legal Reference: Iowa Code §§ 20.9; 279.10, 280.3 (2011).
281 I.A.C. 12.2(1).

Cross Reference: 501.3 Compulsory Attendance
601.2 School Day
603.3 Special Education

Approved _____

Reviewed _____

Revised _____

CURRENT

Code No. 601.2

SCHOOL DAY

The student school day for grades one through twelve will consist of a minimum of five and one-half hours, not including the lunch period. The school day consists of the schedule of class instruction and class activities as established and sponsored by the school district. Time during which students are released from school for parent/teacher conferences may be counted as part of the student's instructional time. The minimum school day will meet the requirements as established for the operation of accredited schools.

The board may define the number of days kindergarten will be held and the length of each school day for the students attending kindergarten. The school day will consist of a schedule as recommended by the superintendent and approved by the board.

The school district may also record a day of school with less than the minimum instructional hours if the total hours of instructional time for grades one through twelve in any five consecutive school days equals a minimum of twenty-seven and one-half hours, even though any one day of school is less than the minimum instructional hours because of a staff development opportunity provided for the instructional staff or parent-teacher conferences have been scheduled beyond the regular school day. If the total hours of instructional time for the first four consecutive days equal at least twenty-seven and one-half hours because parent-teacher conferences have been scheduled beyond the regular school day, the school district may record zero hours of instructional time on the fifth consecutive school day as a school day. Schedule revisions and changes in time allotments will be made by the superintendent.

When the school is forced to close due to weather or other emergencies, that part of the day during which school was in session will constitute a school day.

It is the responsibility of the superintendent to inform the board annually of the length of the school day.

Legal Reference: Iowa Code § 279.8 (2005).
281 I.A.C. 12.2(2), .2(3), .2(6).

Cross Reference: 601.1 School Calendar

Approved October 14, 1996

Reviewed _____

Revised January 23, 2006

Item 7.0 Reports

Each board meeting may have one or more reports from district staff; announcements of future meetings; or general announcements from organizations. Seldom will the information require formal board of director action. If formal action is needed on any item, a recommendation will be provided.

7.1 Administrative Reports

As meeting summaries become available from the schools and other areas of the school districts, each will be shared.

This evening enclosed you will find:

- ⇒ A copy of the meeting summary from the December 5 Teacher Quality Committee.
- ⇒ Minutes from the last Green Hills Board of Control meeting.

7.2 Future Conferences, Workshops, Seminars

2013 IASB Legislative Conference

Feb 4, 2013, 9 a.m. - 3:45 p.m.

Iowa Events Center, Level 3

730 3rd St.

Des Moines, Iowa

Highlights of the conference this year will include learning about IASB priorities and talking points, as well as panel discussions from Education Reform Leadership and Appropriations and Ways and Means committee leadership. You'll have the opportunity to travel with your colleagues to the Capitol and talk with your own legislators. Upon returning from the Capitol we have invited Governor Branstad to address this audience.

Tentative agenda:

8 a.m. Registration

9 a.m. State Revenues, IASB Priorities and District Talking Points

10 a.m. Education Reform Leaders Panel

11 a.m. Appropriations and Ways and Means Leadership Panel

11:45 a.m. Lunch (provided) and address from Ryan Wise, Ia. Department of Education

1:15 p.m. Board buses to the Capitol

2:30 p.m. Buses Leave Capitol back to Iowa Events Center

3 p.m. Governor Branstad invited

3:45 p.m. Adjourn

7.3 Other Announcements – to be determined

Red Oak Community School District

Teacher Quality Committee Notes and Updates

Wednesday, 12.5.2012 Meeting

Teacher Quality Committee Members Present: Gayle Allensworth, SueAnn Crouse, John Gambs, Nate Perrien, and Barb Sims.

Invited but unable to attend: Curt Adams, Deb Blomstedt, Teresa Euken, Jedd Sherman, Jeff Spotts, Bob Deter, and Terry Schmidt.

Non-committee members present were: Ann Petersen and Janelle Erickson.

Summary: Committee Actions and Discussions . . .

- 2013 Green Hills AEA 21st Century Learners' Conference - information about the October 5, 2012 was shared. Committee members talked about the technology committee needing to do a survey district-wide to determine needs. The subject of the tech conference was tabled until teachers have a chance to discuss it with colleagues; however the discussion was going in the direction of letting lead teachers attend but having a professional development day at the beginning of the year to work on building specific tech needs. No one felt the 21st Century Learners' Conference was bad in any way, just maybe not for the whole staff to go and the need to use our district experts to train us in what we have before learning more. The needs survey would also help Janelle and Ann determine what is needed for future learning teams as well. Janelle and Ann will contact Jennifer Williams at the AEA to possibly set up a survey.
- Curriculum Mapper was discussed with a reminder that another day of professional development is planned for Monday, February 18 beginning at 8:30 am and ending by 3:30 pm.
- Exploring science curriculum ideas via a national conference was discussed with the following action: A recommendation to take a lead team to the National Conference to explore current practices and what the future holds regarding science teaching strategies, practices, and resources for teachers. The Science Curriculum Committee will meet on December 19 at 4:00 pm, in the Washington Media Center.
- RTI was reviewed for all attendance centers. All buildings said more time is needed to work. Maybe a couple days of summer work together again? This will be returned for more discussion at the next meeting.
- The TQC feels there needs to be a Technology Committee meeting in the near future to make decisions and recommendations for the future. The TQC would yield the January 2 meeting as a time for the Technology Committee to meet.

Remaining TQC meeting dates for FY 13 are Feb 6, Mar 6, Apr 3, and May 1.

Future Agenda Planning:

The following topics should be reviewed or discussed at the next meeting of the Teacher Quality Committee:

- RTI summer meeting dates: what needs to get accomplished, who should attend, location
- Technology Decisions: 21st Century Conference, training for programs and tools we have, learning team needs

**REGULAR MEETING OF THE
GREEN HILLS AEA BOARD OF DIRECTORS**

MINUTES

Unofficial

**November 27, 2012
6:10 p.m.**

**Red Oak Regional Office
212 E. Coolbaugh Street
Red Oak, Iowa**

President Karen Thomsen called the meeting to order at 6:10 p.m. Roll call revealed the following persons present and/or absent.

Board Members Present

Randy Brown, Ed Gambs, Ken Lee, Jake Powers, Richard Schenck, Raymond Storm, Karen Thomsen, and Julie Wilken

Board Members Absent

Marland Gammon

AEA Staff Present

Lane Plugge, Chief Administrator
Linda Perdue, Board Secretary
Deanna Etherington, Supervisor of Learning Resources
Lori Kinyon, Director of Human Resources
Emily Nelson, Director of Finance and Board Treasurer

Guests

Alex Barr, Audit Manager, Schnurr & Company LLP

Approval of Agenda

Mr. Lee moved approval of the November 27, 2012, Board agenda; seconded by Mr. Schenck. The motion carried on a unanimous voice vote.

Approval of Minutes

Ms. Wilken moved approval of the October 23, 2012, organizational and regular meeting minutes; seconded by Mr. Storm. The motion carried on a unanimous voice vote.

Open Forum

There were no comments from the public in attendance.

Green Hills AEA Audit Report - June 30, 2012

The June 30, 2012, Annual Audit Report from Schnurr & Company, LLP, was provided to the Board by Audit Manager Alex Barr. The report included financial statements and supplemental schedules. The opinion was unqualified and revealed no findings/noncompliance or questioned costs.

Mr. Schenck moved to accept and file the June 30, 2012, Annual Audit Report as presented; seconded by Ms. Wilken. Roll call vote:

Yes: Wilken, Schenck, Gambs, Lee, Brown, Powers, Storm, Thomsen

No: None

Absent: Gammon

The motion carried.

Board Presentation – Services Offered through the Green Hills AEA Media Center

Deanna Etherington, Supervisor of Learning Resources, provided a presentation on Iowa AEA Online and the new eBook offerings.

iPad Orientation

David VanHorn, Associate Administrator, joined the meeting electronically and provided an orientation to the iPad. Board members will be using iPads to access Board materials.

Financial Reports

Mr. Brown reported that he had reviewed the bills and that all questions were addressed satisfactorily. Mr. Brown moved approval/acceptance of the following:

- a. Approval of the Anticipated Cash Flow Chart through December 18, 2012.
- b. Acceptance of the General Fund Financial Report for October 2012, indicating a beginning balance on October 1, 2012, of \$2,547,999.96, receipts of \$3,102,665.69, disbursements of \$3,424,845.89, and an ending balance on October 31, 2012, of \$2,225,819.76*.

*Note: This balance includes \$1,500,000 of Tornado Recovery CDs, leaving an available balance of \$725,819.76
- c. Acceptance of the Fiduciary Fund Financial Report for October 2012, indicating a beginning balance on October 1, 2012, of \$7,832.91, receipts of \$5,270.29, disbursements of \$359.34, and an ending balance on October 31, 2012, of \$12,743.86.
- d. Approval for payment of bills in the amount of \$292,434.13, expense accounts of \$78,500.23, fiduciary fund warrants of \$359.34, and operating fund manual warrants of \$28,055.04.
- e. Acceptance of the October 31, 2012, Investment Report balance of \$1,759,612.39 in the General Fund.

Mr. Storm seconded the motion.

Roll call vote:

Yes: Schenck, Gambs, Lee, Brown, Powers, Storm, Wilken, Thomsen

No: None

Absent: Gammon

The motion carried.

Ms. Powers volunteered to review bills for the December Board meeting.

Personnel Matters

Personnel items were presented for Board consideration and approval. Mr. Gambs moved approval/acceptance of the following items as presented; seconded by Mr. Lee. Motion carried on a unanimous voice vote.

Certified Staff Extended Days

Hilary Brummer, Speech-Language Pathologist, three days October 1, 8 and 15, 2012 for substituting at West Harrison and Woodbine and Teacher Quality Mentor training – Per Diem: \$249.14

Diane Crouch, Speech-Language Pathologist, six days, September 15, 22, 29 and October 5, 12 and 26, 2012 for Speech-Language Pathology Assistance at Bloomer and Assistive Technology – Per Diem: \$327.47

Jennifer Dillon, Speech-Language Pathologist, two pre-employment days July 23 and 24, 2012 for Individualized Education Program (IEP) training – Per Diem: \$207.09

Lori Durand, School Psychologist, one day August 18, 2012 for Autism Parent Class – Per Diem: \$302.08

Diane Emsick, Speech-Language Pathologist, three days October 9, 10 and 11, 2012 for Speech-Language Pathology support in West Region – Per Diem: \$300.52

Allie Farris, School Psychologist, two pre-employment days July 23 and 24, 2012 for Individualized Education Program (IEP) training – Per Diem: \$207.09

Teresa Johnsen, Speech-Language Pathologist, two pre-employment days July 23 and 24, 2012 for Individualized Education Program (IEP) training – Per Diem: \$230.45

Cynthia Juhl, Speech-Language Pathologist, two days October 3 and 10, 2012 to cover case load of employee on leave – Per Diem: \$300.52

Sarah Matulka, Speech-Language Pathologist, two days October 26 and November 2, 2012 to cover case load of employee on leave – Per Diem: \$269.38

Roy Medina, Speech-Language Pathologist, one day October 15, 2012 for Teacher Quality Mentor training – Per Diem: \$327.47

Jana Radke, Speech-Language Pathologist, two pre-employment days July 23 and 24, 2012 for Individualized Education Program (IEP) training – Per Diem: \$207.09

Sarah Rozniecki, School Psychologist, one day November 14, 2012 for Teacher Quality Mentor Training Day 3 – Per Diem: \$227.34

Patricia Schliesman, Speech-Language Pathologist, two pre-employment days July 23 and 24, 2012 for Individualized Education Program (IEP) training – Per Diem: \$319.15

Christina Wahlert, School Improvement Consultant, one day November 11, 2012 for Teacher Quality Webinars/Discussions – Per Diem: \$327.47

The following Certified Staff received two days per diem for attending the Teacher Quality Sheltered Instruction for English Language Learner (ELL) Conference on September 13 and 14, 2012:

Pamela Elwood, Early Childhood Consultant – Per Diem: \$288.06

Jennifer Thormodsgaard, Speech-Language Pathologist – Per Diem: \$244.46

The following Certified Staff received a per diem for attending the Teacher Quality 21st Century Learners' Conference on October 4 or 5, 2012:

Nancy Boswell, Speech-Language Pathologist – Per Diem: \$312.98

Sandra Burk, Literacy Consultant – Per Diem: \$327.47

Cheryl Case, Occupational Therapist – Per Diem: \$256.92

Jennifer Christensen, School Psychologist – Per Diem: \$264.71

Michelle Custer, Special Education Consultant – Per Diem: \$310.81

Andrea Danker, School Improvement Consultant – Per Diem: \$300.52

Brooke Dornack, School Psychologist – Per Diem: \$246.02

Allie Farris, School Psychologist – Per Diem: \$207.09

Valerie Giegerich, Special Education Consultant – Per Diem: \$278.72

Cherry Hansen, Special Education Consultant – Per Diem: \$327.47

Lori Helgevold, Special Education Consultant – Per Diem: \$327.47

Michelle Hicks, Speech-Language Pathologist – Per Diem: \$327.47

Joan Holmes, Alternative Programs Teacher – Per Diem: \$267.82

Jane King, School Psychologist – Per Diem: \$246.02

Jessica Mallory, School Psychologist – Per Diem: \$221.11

Leslie McCaslin, School Psychologist – Per Diem: \$252.25

Kristi Minnick, Special Education Consultant – Per Diem: \$292.74

Erika Schuck, Alternative Programs Teacher – Per Diem: \$207.09
Lynn Thompson, School Psychologist – Per Diem: \$335.81
Kim Wise, Science Consultant – Per Diem: \$306.75
Deborah Zebill, Life Skills Consultant – Per Diem: \$319.15

Substitute Teachers will be paid an hourly salary of \$23.50 for the 2012/2013 school year:

Mike Randall, Substitute Teacher, Council Bluffs Classrooms
Reasa Sturm, Substitute Teacher, Clarinda Correctional Classroom

Contracted Staff

Cindy Burchett received the following stipends:

\$150 for instruction of Human Relations Independent Study course on October 19, 2012
\$150 for instruction of Human Relations Independent Study course on October 26, 2012
\$150 for instruction of Human Relations Independent Study course on November 5, 2012

No Current Vacancies

Approval of Agreements and Contracts

Dr. Plugge presented the agreements and contracts for Board consideration. Mr. Schenck moved approval of the following as presented; seconded by Mr. Brown. The motion carried on a unanimous voice vote.

- a. Agreements with Board of Regents, State of Iowa, Governing Body for Iowa Educational Services for the Blind and Visually Impaired (IESBVI)
 1. Orientation and Mobility Agreement
This renewal agreement is for the provision of Orientation and Mobility Services (O&M) for the 2012-2013 school year. O&M services will be provided for an estimated 170 days, for an estimated total cost of \$60,708.00. The number of days has been determined by the number of students identified as requiring O&M services and the level of service as stated on each student's Individualized Education Program and Individualized Family Service Plan.
 2. Itinerant Teacher Agreement
This is a 2012-2013 renewal agreement for the provision of Itinerant Teacher of the Visually Impaired services. These services will be provided for an estimated 889 days, for an estimated total cost of \$361,731.00. These services are made available to students who have an Individualized Education Program and Individualized Family Service Plan.
- b. Agreement with Drake University School of Education
This renewal agreement, effective January 1, 2013 through December 31, 2013, provides school and AEA personnel graduate credit from Drake for staff development courses offered within the AEA. The AEA oversees all aspects of coordinating and delivering the courses. In partnership with Drake participants have the option of receiving graduate credit. The AEA is billed a fee from Drake for each participant electing to receive graduate credit. This is covered by participant registration fees.
- c. Agreement with Viterbo University
This renewal agreement, effective January 1, 2013 through June 30, 2013, provides school and AEA personnel graduate credit from Viterbo for professional development courses offered within the AEA. The AEA oversees all aspects of coordinating and delivering the courses. In partnership with Viterbo participants have the option of receiving graduate credit. The AEA is billed a fee from Viterbo for each participant electing to receive graduate credit. This is covered by participant registration fees.

- d. **Interagency Contract with Harlan Community School District**
This contract is to provide transportation and interpreter/associate services for an Early ACCESS student coming from Harlan to Iowa School for the Deaf approximately three days per week from September 26, 2012 through April 12, 2013. Transportation costs are estimated to total \$4,800. Interpreter/associate costs are estimated to total \$3,470.00. Green Hills AEA, as Regional Grantee, is responsible for assuring that early intervention services are available to all eligible infants and toddlers and their families.
- e. **Agreement with Alley Poyner Macchietto Architecture, P.C.**
This agreement with Alley Poyner Macchietto Architecture, P.C. is for architect services in relation to the Creston Regional Office to be located in the Creston Community School District Administrative Office located on Swan Street in Creston, Iowa. The fixed fee for all services is \$89,000 except for reimbursable expenses itemized in the agreement.
- f. **Agreement Between The Iowa Department of Human Services Division of Medical Services and Green Hills AEA**
This agreement establishes the relationship with the Iowa Department of Human Services (DHS) in relation to funds received by the Agency for providing Medicaid services. The agreement details expectations of the Agency and identifies the process by which Medicaid funds are returned to DHS.

Local School District Requests for Transportation Approval – Bus Routes Operating Outside the District’s Boundaries – Code of Iowa 285.9(3)

Chapter 285.9(3), Code of Iowa, requires the AEA Board of Directors to approve all bus routes outside the boundary of the school district operating the buses. This has been interpreted to mean regular routes and regular special education routes, not field trips or activity trips. Requests were received from the following school districts:

Atlantic, CAM, Central Decatur, Corning, Council Bluffs, Diagonal, East Mills, Elk Horn-Kimballton, Essex, Glenwood, IKM-Manning, Lamoni, Lenox, Nodaway Valley, Orient-Macksburg, Prescott, Red Oak, Sidney, South Page, Stanton, Treynor and Walnut.

Ms. Wilken moved to approve the local school districts’ requests for transportation approval as presented; seconded by Mr. Storm. The motion carried on a unanimous voice vote.

Resolution to Convey Land to the Creston Community School District

Dr. Plugge presented the resolution to set a public hearing on the conveyance of property to the Creston Community School District.

Mr. Brown moved that the following resolution be adopted. Mr. Lee seconded the motion.

Roll call vote:

Yes: Gambs, Lee, Brown, Powers, Storm, Wilken, Schenck, Thomsen

No: None

Absent: Gammon

President Karen Thomsen declared the resolution duly adopted as follows:

WHEREAS, the Board of Directors of the Green Hills AEA has received a proposal to convey certain of its land to Creston Community School District for \$1.00 and other valuable consideration. The Property is legally described as follows:

Three (3) acres, more or less, located in the Southwest Quarter of Section 36, Township 73 North, Range 31 West of the 5th P.M., in Union County, Iowa, described as follows: Commencing at a point 45 feet east and 619.65 feet north of the Southwest corner of the Southwest Quarter of said Section 36, the place of beginning, running thence south 89°35' E 381 feet, thence north 343 feet, thence north 89°35' West 381 feet, thence south 343 feet, to the place of beginning, subject to all easements of record and servient estates appurtenant thereto, and subject to an easement for use as a public street or road across the north 33 feet of said premises.

WHEREAS, it is appropriate pursuant to Iowa Code Section 297.22 to publish a Notice of the proposed conveyance and of the hearing and to receive and consider objections and petitions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Green Hills AEA:

Section 1. That this Board shall set a public hearing on the conveyance of the above-described Property for December 11, 2012, at 12 P.M. in the Halverson Center for Education located at 24997 Highway 92, Council Bluffs, Iowa, and accessible electronically in the Green Hills AEA Creston Regional Office, located at 230 N Pine, Creston, Iowa,

Section 2. That the Secretary is authorized and directed to prepare, publish, and distribute the Notice of Hearing.

Administrative Reports

a. Administrative Reports

Dr. Plugge, Dr. VanHorn and two board members will attend the AESA Conference, November 28 – December 1.

b. Creston Facility Update

Dr. Plugge presented a map of the layout of the office space for the new Creston office as provided by the architect. The architect plans to have the specs prepared by the end of December. The Board will conduct a public hearing on the bids, possibly in January.

The Iowa Department of Education has granted approval for GHAEA to proceed with the Agreement for Joint Exercise of Governmental Powers Pursuant to Iowa Code Chapter 28E with the Creston Community School District (CCSD) that locates the new regional office in the CCSD's central administrative office building located at 801 N. Elm Street in Creston, Iowa.

c. Recognition of Board Members

The Board recognized Richard Schenck for his service as Board President and Karen Thomsen for receiving the IASB Better Boardmanship award at the November IASB Convention. This is the 25th consecutive year that Ms. Thomsen has received this award.

d. Board Reports

Several Board members attended the IASB Conference in Des Moines, on November 14-15. Mr. Storm reported on the IASB Delegate Assembly.

Time and Place of Next Meeting

A public hearing and special Board meeting will be conducted at 12 noon, on December 11, 2012, at the Halverson Center for Education, 24997 Highway 92, Council Bluffs, regarding the conveyance of Agency property to the Creston Community School District. Due to the geographic area and distance for travel, some members will participate electronically.

The next regular meeting of the Board of Directors of the Green Hills AEA will be conducted on December 18 at the Halverson Center for Education, 24997 Highway 92, Council Bluffs. Due to geographic area and distance to travel, some Board members may participate electronically.

Collective Bargaining Strategy Session

The Board recessed at 9:24 p.m. for a strategy session of a public employer concerning employees covered by a collective bargaining agreement as provided in Section 20.17(3) of the Code of Iowa. The Board reconvened in open session at 9:28 p.m.

Administrator's Evaluation

Mr. Schenck moved to conduct a closed session as authorized by Section 21.5(1)(i) of the Open Meetings Law to evaluate the professional competency of an individual whose performance is being considered to prevent needless and irreparable injury to that individual's reputation, as that individual has requested a closed session; seconded by Mr. Storm.

Roll call vote:

Yes: Brown, Powers, Storm, Wilken, Schenck, Gambs, Lee, Thomsen

No: None

Absent: Gammon

Motion carried.

The Board went into closed session at 9:30 p.m. and reconvened in open session at 9:44 p.m.

Mr. Schenck moved to commend Dr. Plugge on his progress toward the achievement of his performance goals for 2012-13; supported by Mr. Gambs. Motion carried on a unanimous voice vote.

Adjournment

With no further business, Ms. Thomsen declared the meeting adjourned at 9:45 p.m.

Linda Perdue
Board Secretary

Karen Thomsen
Board President