

Red Oak Community School District

2011 North 8th Street

Red Oak, Iowa 51566

www.redoakschooldistrict.com

Regular Board of Directors Meeting

Meeting Location:

The Red Oak High School Auditorium

2011 North 8th Street

Red Oak

Monday, May 12, 2014 – 6 pm

*****It is anticipated the open comment time will begin at or near 8 pm*****

- Amended 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)

4.1 Good News from Red Oak Schools

★ David Terry, Senior – Recognition for School Attendance

4.2 Visitors and Presentations

❖ Green Hills Area Education Agency 21st Century Learning Tools – Presented by
Technology Consultants Judy Griffin, Stephanie Mikkelsen, Maryann Angeroth

4.3 Affirmations and Commendations

4.4 Correspondence

5.0 Consent Agenda 2

5.1 Review and Approval of Minutes from April 28 and May 5, 2014 3-5

5.2 Review and Approval of Monthly Business Reports 6-7

5.3 Educational Services Agreement Approval (as needed)

5.4 Contract Approval: Time Management Systems Support and Service Agreement 8-17

Red Oak Community School District Board of Directors Meeting
5.12.2014

6.0 General Business for the Board of Directors

6.1 Old Business

- 6.1.1 Board Policy Revision and Development: Code 505.6 Early Graduation, Code 505.5 Graduation Requirements, Code 501.6 Student Transfers In; and Proposed Code for Valedictorian and Salutatorian 18-26

6.2 New Business

- 6.2.1 Personnel Considerations: Employee Resignations and Employment Recommendations with a Possible Closed Session Requested by an Employee per Iowa Code 21.5(1)i (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.) 27
- 6.2.2 Operational Sharing Contract Renewal with Stanton Community School District and Consideration of School Counselor Sharing – An Update 28-30
- 6.2.3 Consideration of Application Development: Teacher Compensation and Leadership Program Proposal – Presented by the Teacher Quality Committee 31-34
- 6.2.4 End of the Year District Employee Activity Planning and Director Involvement 35
- 6.2.5 Open Comment Time to Receive Red Oak High School Students and Others 36

7.0 Reports 37-44

7.1 Administrative

7.2 Future Conferences, Workshops, Seminars

7.3 Other Announcements

8.0 Next Regular Board of Directors Meeting: (to be determined)

_____ – 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

★ **David Terry, Senior – Recognition for School Attendance**

This evening please welcome Senior Student David Terry. David was recently recognized by Red Oak High School for never missing a day of school in four years. David Terry is the son of Scott and Cindy Terry. As the Directors recognize David this evening, please allow him to comment about his fantastic record of attendance and the reasons why this became important to him.

4.2 Visitors and Presentations

❖ **Green Hills Area Education Agency 21st Century Learning Tools – Presented by Technology Consultants Judy Griffin, Stephanie Mikkelsen, Maryann Angeroth**

Green Hills AEA, with a regional office in Red Oak, has been using 21st Century Learning tools in all of their operations as they model for schools, administrators, and teachers. Terry extended an invitation to three of their technology leaders to show and explain just two of the exciting new tools. Please welcome the professional staff as they update us on their work throughout Southwest Iowa.

4.3 Affirmations and Commendations

End of the year programming achievements and celebrations . . .

Congratulations to Vocal Music Instructors Linnea Wemhoff and Kevin Kilpatrick for helping kids learn music and then celebrating it through special parent nights, musicals, and concerts.

Congratulations to Instrumental Instructors Dan Black and John Hewett for crowd pleasing concerts, festivals, and the celebration of student progress.

Congratulations to Vocal Instructor Tim Marsden for the much appreciated end of the year concert and the tremendous interest he develops in the high school program AND for his able assistance and role modeling for the middle school programming.

4.2 Visitors and Presentations

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

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 April 28 and May 5, 2014

The minutes from two meetings 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

A limited number of payment vouchers are ready for approval. Without knowing when the second meeting of May could take place, it is possible a short business meeting could be conducted to pay required bills near the end of the month. This will be determined later this evening.

If you have any questions about the vouchers enclosed, please check with Accounting Clerk Jeanice Lester (lesterj@roschools.com) prior to the meeting tonight.

5.3 Educational Services Agreement Approval (as needed)

[At publication time there were no agreements for consideration]

5.4 Contract Approval: Time Management Systems Support and Service Agreement

Enclosed is an annual agreement with Time Management Systems to provide for support and assistance with the computerized time keeping program of the school district. It should be renewed for the next twelve month period.

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

- Minutes from April 28 and May 5, 2014
- Monthly business reports as presented
- Contract approval with Time Management Systems.

Red Oak Community School District
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, April 28, 2014

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, Bill Drey, Kathy Walker, Warren Hayes
Terry Schmidt, Superintendent and Shirley Maxwell, Board Secretary
Absent: Paul Griffen

APPROVAL OF AGENDA

The request was made to remove Agenda Item 5.5, "Receive and Approval Request: Roster of 2014 Red Oak High School Graduates" from the consent agenda. Motion was made by Director Drey with a second by Director Hayes to approve the agenda with deletion of Item 5.5 as presented with the order of agenda items at the discretion of the board president. The motion carried unanimously.

COMMUNICATIONS

- Recognition was given to Christy Bennett and the employees of Direct TV for their generous donation of over \$3300.00 to purchase Automated External Defibrillators for the Red Oak Schools.
- Parker Hannifin Corporation was recognized for their \$500.00 donation to the Technology Department of the Red Oak Schools.
- Award winners from the Southwestern Community College Career and Technical Education contest were affirmed.

CONSENT AGENDA

Motion made by Director Drey, second by Director Walker to approve the consent agenda as presented which included the following:

- Review and approval of April 10 and April 14, 2014 meeting minutes
- Review and approval of the monthly business reports
- Review and approval of the annual renewal of the service contract with Timberline Billing Services for Medicaid Reimbursement
- Review and approval of the annual renewal of the cooperative program Southwestern Community College

The motion carried unanimously

BOARD POLICY CODE 505.6 EARLY GRADUATION

This policy will be reviewed at future board meetings before it is approved.

FRENCH CLASS OFFERING AT THE RED OAK HIGH SCHOOL

Motion was made by Director Drey with a second by Director Walker to approve using Iowa Learning On-Line to offer French courses for the 2014-2015 school year. The motion carried unanimously.

APPROVAL OF 2014 RED OAK HIGH SCHOOL GRADUATES

Motion was made by Director Drey with a second by Director Walker to approve the students as presented for the 2014 Graduation and Recognition Commencement exercise, contingent on all requirements fulfilled by the last day of the current semester. The motion carried unanimously.

5.5.14 Board Minutes Continued

SUMMER SCHOOL LEARNING ENRICHMENT PROGRAM

Motion made by Director Drey, second by Director Hayes to receive and affirm the plans for all summer school learning opportunities. These opportunities will include targeted grades from Inman, Washington and the Middle School in addition to affirmation for the credit recovery summer opportunities at the Red Oak High School. The motion carried unanimously.

EXTRA-CURRICULAR PROGRAMMING UPDATE AND PERSONNEL RECOMMENDATIONS

Motion made by Director Walker, with a second by Director Hayes to approve Nate Perrien and Lisa Vanderhoof as co-head softball coaches for the 2014 softball season. Deb Drey will be a paid assistant softball coach. Salaries paid for these three positions will not exceed the allotted combined coaching stipend for the 2014 summer softball program. The motion carried unanimously.

PERSONNEL CONSIDERATIONS FOR LICENSED TEACHERS

Motion was made by Director Drey and second by Director Hayes to approve terminating the teaching contract of Brittany Knutson effective at the close of the current school term due to budgetary constraints, a history of declining enrollment, and following the staff reduction plan approved by the Directors.

Motion was made by Director Drey and second by Director Hayes to approve terminating the teaching contract of Rachel Lammert effective at the close of the current school term due to budgetary constraints, a history of declining enrollment, and following the staff reduction plan approved by the Directors. The motion carried unanimously.

Motion was made by Director Drey and second by Director Hayes to approve a .5 FTE teaching contract for Rachel Lammert, Social Studies Instructor at the Red Oak Middle School for the 2014-2015 school year.

Motion was made by Director Drey and second by Director Hayes to approve the following transfers:

- Sami Jo Moyers, Language Arts, from High School to Middle School .5 FTE, remains 1 FTE
- Tiegen Podliska, Social Science, from High School to Middle School .33 FTE, remains 1 FTE
- Roxanne Lamb, Physical Education, from Inman Primary to High School .15 FTE, remains 1.0 FTE
- Steve Sullivan, Special Education, from Middle School to High School
- Stacy Kutzli, Special Education, from Middle School to High School
- Sharon Allison, Special Education, from High School to Middle School

The motion carried unanimously.

Motion was made by Director Walker and second by Director Drey to accept the resignation of Kathleen Mayes, Middle School computer skills instructor and High School Business education, at the end of the 2013-2014 school year. The motion carried unanimously.

ADJOURNMENT

Motion was made by Director Drey, second by Director Hayes to adjourn the meeting at 8:20 p.m.

The next regular board meeting will be held on Monday, May 12, 2014 at 6:00 p.m. in the Sue Wagaman Board Room at the District Administrative Center, Technology Building. The motion carried unanimously.

Lee Fellers, Board President

Shirley Maxwell, Board Secretary

**Red Oak Community School District
Special Board of Directors Meeting**

**Meeting Location: Sue Wagaman Board Room,
Red Oak CSD Administrative Center-Red Oak Technology Center-Red Oak High School Campus
Monday, May 5, 2014**

Due to the large number of people in attendance the meeting was moved to the High School Auditorium.

PRESENT: Directors: Lee Fellers, Paul Griffen, Kathy Walker, Warren Hayes, Bill Drey
Terry Schmidt, Superintendent; and Shirley Maxwell, Board Secretary
Attorney Jim Hanks, (Ahlers Law Firm)

CALL TO ORDER

The meeting was called to order by President Lee Fellers at 8:13 p.m. in the High School Auditorium.

APPROVAL OF AGENDA

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

CLOSED SESSION:

Principal Sherman questioned why the board was going into closed session. Attorney Hanks addressed his question. Jerry Dietz, (KCSI Radio) wanted it noted in the minutes that he objected to the board going into closed session.

Motion by Director Drey with a second by Director Griffen to go into closed session under Iowa Code Section 21.5(1) (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation and 21.5(1) (a) to review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds. Following a roll call vote the motion carried unanimously. The board went into closed session at 8:26 p.m. in the superintendent's office in the District Administrative Building. The board came out of closed session at 9:37 p.m. The meeting convened in the High School Auditorium at 9:45 p.m. with all directors, Schmidt, Maxwell and Hanks present.

The Board recognized members of the audience who wished to speak.

MOTION FOR TERMINATION OF NONPROBATIONARY ADMINISTRATOR

Director Drey moved with a second by Director Griffen that the Board consider the termination of the employment contract of Jedd Sherman, Principal, effective June 30, 2014. Following a roll call vote the motion carried unanimously.

ADJOURNMENT:

Director Drey moved with a second by Director Griffen to adjourn the meeting at 10:25 p.m. The next regular board meeting will be held on May 12, 2014. 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
CASEY'S	04302014	202.29
10 0020 2700 000 0000 626	GAS CHARGES	202.29
Vendor Name CASEY'S		<u>202.29</u>
CYBERNETICS	785936	3,550.00
10 0010 2235 000 0000 350	Maintenance upgrade for Priority	1,315.00
10 0010 2235 000 0000 350	Maintenance ext. for Component Le	2,235.00
Vendor Name CYBERNETICS		<u>3,550.00</u>
DHS CASHIER 1ST FLOOR	10091227	15,908.18
10 0010 4634 219 4634	PROVIDER'S SHARE APRIL	15,908.18
Vendor Name DHS CASHIER 1ST FLOOR		<u>15,908.18</u>
FIRST BANKCARD	04282014	9.42
10 1902 1000 100 8002 618	BOOKS	9.42
FIRST BANKCARD	04302014	740.02
10 0010 1000 100 0000 641	TRIPODS/MICROPHONES/MONITOR SPEAKERS	740.02
FIRST BANKCARD	04302014-1	1,764.96
10 0010 1000 100 0000 641	3 DIGITAL CAMERAS	1,764.96
FIRST BANKCARD	04302014-2	317.98
10 0010 1000 100 0000 641	2 CAMCORDERS	317.98
FIRST BANKCARD	05072014	95.40
10 0010 2310 000 0000 611	SANDISKS	95.40
Vendor Name FIRST BANKCARD		<u>2,927.78</u>
LEWIS CENTRAL COMMUNITY SCHOOL	05052014	140.00
10 3230 2410 000 0000 618	H-10 Academic Banquet	140.00
Vendor Name LEWIS CENTRAL COMMUNITY SCHOOL		<u>140.00</u>
SOCS/FES	INV004623	121.22
10 0010 2236 000 0000 536	WEB HOSTING	121.22
Vendor Name SOCS/FES		<u>121.22</u>
TECH LEADERS LLC	140343	455.00
10 0010 2213 100 3376 320	REG FEES	455.00
Vendor Name TECH LEADERS LLC		<u>455.00</u>
UNITED PARCEL SERVICE	0000537022174	205.00
	-1	
10 0010 2321 000 0000 531	UPS CHARGES	74.04
10 1901 2410 000 0000 531	UPS CHARGES	34.93
10 1902 2410 000 0000 531	UPS CHARGES	28.25
10 2020 2410 000 0000 531	UPS CHARGES	39.53
10 3230 2410 000 0000 531	UPS CHARGES	28.25
Vendor Name UNITED PARCEL SERVICE		<u>205.00</u>
Fund Number 10		<u>23,509.47</u>
Checking Account ID 1		23,509.47
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
REINHART FOOD SERVICE LLC	537370	250.00

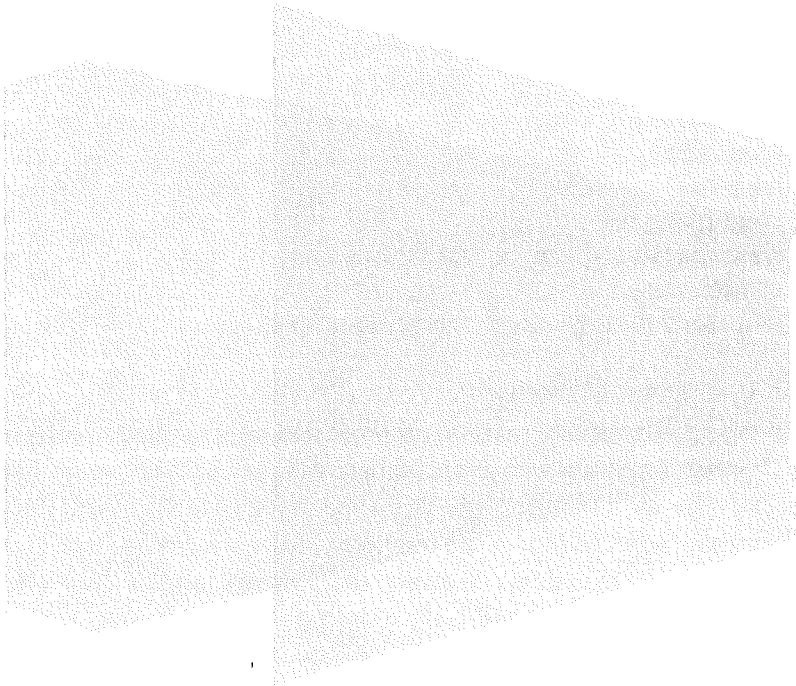
6

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
61 592 000 0000 000	DISHWASHER LEASE	250.00
Vendor Name	REINHART FOOD SERVICE LLC	<u>250.00</u>
Fund Number	61	<u>250.00</u>
Checking Account ID	2	<u>250.00</u>
Checking Account ID	3	
ATLANTIC COMMUNITY SCHOOLS	Fund Number 21	STUDENT ACTIVITY FUND
21 0010 1400 920 6740 320	04292014	85.00
ATLANTIC COMMUNITY SCHOOLS	ATLANTIC VARSITY INVITE	85.00
21 0010 1400 920 6840 340	ENTRY FEE	
ATLANTIC COMMUNITY SCHOOLS	04302014	170.00
21 0010 1400 920 6660 320	BETTY HEFLIN TOURNAMENT	85.00
Vendor Name	TROJAN INVITE	<u>85.00</u>
ATLANTIC COMMUNITY SCHOOLS		255.00
FIRST BANKCARD	05012014	1,922.00
21 0010 1400 950 7447 618	SR. CLASS TRIP	152.00
21 3230 1400 950 7418 618	SR. CLASS TRIP	1,770.00
Vendor Name	FIRST BANKCARD	<u>1,922.00</u>
IOWA HIGH SCHOOL ATHLETIC ASSO	04292014	2.00
21 0010 1400 920 6600 320	IHSAA MEMBERSHIP FEE	2.00
Vendor Name	IOWA HIGH SCHOOL ATHLETIC ASSO	<u>2.00</u>
Fund Number	21	<u>2,179.00</u>
Checking Account ID	3	<u>2,179.00</u>

RECEIVED
MAY 05 2014

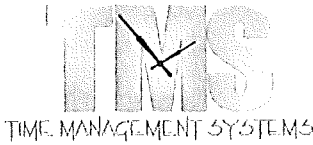
BY: _____

TIME MANAGEMENT SYSTEMS
SUPPORT AND SERVICE
AGREEMENT



2014

Corporate: 3220 Line Drive, Sioux City, IA 51106
800-282-8463 www.tmstine.com



Technical Support Agreement

Provided by Time Management Systems (TMS)

TMS warrants and represents that it is an authorized dealer for Infotronics, Inc. and as such, has the authority and is qualified to extend the Agreement described herein. This Agreement shall remain in effect for a period of twelve (12) months.

The Technical Support Agreement described below does not extend the warranty period for the Software or expand upon or in any way alter the Software warranty provisions set forth in the Manufactures License Agreement.

- a. Technical Support: Maintenance contract service consists of all service calls and repair work as necessary during the contract period performed at no extra charge during normal business hours. (Monday through Friday, 8:00 a.m. to 5:00 p.m. Central time except holidays.) If customer is over a 50 miles radius from a TMS office, \$95 an hour portal to portal for travel time will apply.
- b. Work outside of normal business hours is available for customers with a current maintenance agreement at the rate of time and a half. Our normal hourly rate is \$165.00 per hour.

Observed Holidays when they fall during the work week:

- New Year's Day
- Memorial Day
- Fourth of July
- Labor Day
- Thanksgiving Day
- Christmas Eve beginning at 2PM (Central Time)
- Christmas Day
- New Year's Eve Beginning at 2PM (Central Time)

To be covered under this Maintenance Agreement:

- During the term of this Agreement TMS shall, unless prevented by unavoidable circumstances, diligently and faithfully use their best endeavors with all appropriate skill and ability in carrying out and performing the support and services for the Customer by the terms and conditions contained in this Agreement. TMS will make every reasonable effort to correct and resolve any Software problem that Customer reports to TMS in which TMS is able to reproduce. Customer will promptly provide TMS with all information requested by TMS to reproduce such problem.
- TMS will undertake all reasonable efforts to provide technical assistance under this Agreement and to rectify or provide solutions to Customer's support issue where the Software and Hardware does not function properly. TMS does not guarantee that the problems will be solved if the issue cannot be reproduced, nor that the remedy will be error free. This Agreement is only applicable to the Software and Hardware sold to Customer by TMS, and running under the accepted environments specified for that product.



- Timekeeping Software Maintenance provides unlimited telephone support with the utilization of remote access software.
- A software maintenance agreement also entitles the operator to the latest updates in software of their version

To provide high levels of support in a timely manner, TMS has a centralized support system known as the Service Desk. The Service Desk Support team will be your single point of contact. They will field calls, send a service request to the appropriate technician who will research the issue and then contact you to resolve the problem. By utilizing this method, every call will be logged and a call number assigned.

TMS technical support services may be accessed through one of the following options:

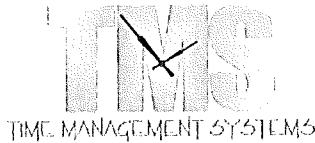
- Telephone support +1 800 282-8463 ext. 5124
- Facsimile support +1 712 271 8463
- Email support servicedesk@tmstime.com

The customer is responsible for supplying and maintaining the network environment recommended by Infotronics. If issues arise that are outside the knowledge of the Time Management Systems expertise, Infotronics will become involved as long as the hardware and software requirements are met.

TMS will strive to provide accurate and timely technical support for all Customers to ensure maximum up time. TMS will assist the authorized contact person(s) in utilizing the Software and Identifying and providing workarounds, if possible, for standard component product problems.

This Maintenance Agreement will not cover:

- Services required due to changes in customer's computers, printers, and new software or hard disk problems
- TMS is available to assist in installing our Time and Attendance software on additional computers, moving to a different server or assisting in any way possible. However, this is not covered under the maintenance contract. With a current maintenance agreement the time will be billed in increments of 15 minutes.
- TMS shall have no support obligations with respect to any hardware of third party software product. If TMS provides Technical Support for a problem caused by a Non-qualified product, or if TMS's service efforts are increased as a result of Customers use of a Non-qualified Product, customer agrees to pay TMS for this additional service on a time and materials basis at its then current published rates for custom software services.
- If, in TMS's opinion, performance of Technical Support is made more difficult or impaired because of Customer's use of Non-qualified Products, TMS shall so notify the customer and the customer shall immediately remove the Non-qualified product at its own risk and expense during any of TMS's efforts to render Technical support under this Agreement.
- Customer shall be solely responsible for the compatibility and functioning of Non-qualified Products with the Software.
- The main operators of the software must be trained by a qualified TMS Technician to receive support



under the maintenance agreement.

- Major reconfiguration of programming parameters is not included.
 - All reconfiguration of parameters or rules must be submitted in writing by an authorized contact person. TMS will not make any major changes to the system without written authorization from an authorized contact person.

TMS's liability shall in all events be limited to restoring the software covered by its agreement to good operating condition. TMS shall in no event be liable for any incidental or consequential damages, nor for recreation of data lost for any reason. It shall be the Customer's responsibility to maintain current, usable backups of all data files relating to the software packages covered by this agreement. Customer is responsible for having and maintaining remote access for TMS Support Technicians.

Remote Diagnostics

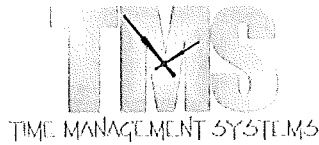
In order for the Software problem to be quickly analyzed, TMS technicians must have reasonable access to the Customer network infrastructure in which the Software resides as outlined in this Agreement.

- Any remote access will be done with the Customer permission and TMS personnel will access only those areas authorized by the Customer. Remote access will be terminated once the issue is resolved or at the end of the remote connection window.
- TMS shall have no liability to Customer if TMS' ability to render support is impaired by Customer inability to provide telecommunications functionality required for remote support.

Outline of Customer Responsibilities:

In connection with TMS's provision of Technical Support as described herein, Customer acknowledges that Customer has the responsibility to do each of the following:

- It is not the responsibility of Time Management Systems, Inc. (TMS) or any of their employees to interpret your Company Rules, Policies, Labor Law or Compliance Information. If you have questions regarding compliance or laws, it will be your responsibility to seek your legal counsel. TMS will configure your payroll rules per your instructions. TMS is not a legal representative responsible for knowing customers labor laws, Federal, State and Local Laws.
- Customer acknowledges that it is the sole responsibility of the Customer, at all times, during all support and service functions performed by TMS, to protect and maintain an up-to-date and restorable backup of any and all databases, files, utilities, Software and other systems which TMS staff may directly access, or in connection with the support and service request.
- Customer must provide remote access to the Software for troubleshooting and problem diagnosis. This includes but is not limited to using reasonable efforts to provide a sufficient amount of information for problem diagnosis prior to on-site dispatch which could include but is not limited to Software logs, hardware logs, or traces. This may also require a Customer to install certain Software to assist with diagnosis.
- If Customer refuses this option, TMS reserves the right to charge for any support rendered on-site which may have reasonably been provided remotely. All charges would be invoiced to Customer at the support agreement hourly rate.



- TMS will have no liability for loss or recovery of data, databases, programs, or loss of system arising out of the services or support, or any act of omission, including negligence by third party service, consultant or IT provider.

Software Error Replication

Responses to the Customer's request (whether by telephone, email or fax) of a Software error and assistance in diagnosis of issue.

- The Customer must provide TMS with adequate information and documentation to enable TMS to replicate the Software error. TMS may notify the Customer that the Software error could not be replicated, located or identified. If such is the case, TMS will notify Customer that the Software error cannot be resolved and the reason for this decision.
- Not all Software errors' can be resolved while the technician is on the phone. Certain requests for support may require testing and/or assistance from our programming or development department to resolve. Should this occur TMS will keep the Customer updated as to the status of the open Software error(s).
- If it is determined that there is no error or problem with the performance of Software, TMS will so inform the Customer and in such case TMS reserves the right to charge Customer the support agreement hourly rate.

Software Build Releases

- During the term of this Agreement, TMS shall make available to Customer, without additional license fees, all viable Build Releases provided by manufacturer. A Build Release may include error correction, product/security fixes, and patches to the Software version purchased by the Customer and identified in this Agreement.
- TMS will notify Customer when a new Build Release is available for distribution. When approved by Customer TMS technical staff will perform the upgrade via remote diagnostics.
- Build Releases are indicated by a change in the Software numeric identifier in the third (3rd) and fourth (4th) set of digits to Customer's Version number. (i.e. 2.2.35.897)

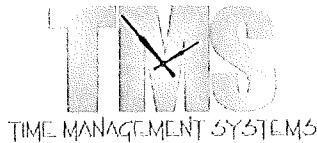
Software Version Release

A Version Release contains major core architectural changes that affect the operation and functionality of the Software, and provides extended compatibility with supported Microsoft Operating System (OS), supported browsers (i.e. Internet Explorer; Chrome), any new third party network technology, or interfaces previously not available in earlier Software version.

Historically, a new Authorized Version Release is developed and made available every 3-4 years, but is not mandatory. Customer may continue using existing Software version without any operational issues providing that the Customer network infrastructure has not been altered from the initial implementation and all factory Built Releases have been installed.

A Version Release is not included in the Agreement, and will be charged as a separate item based on Customer's employee capacity, number of licensed users and suite of products.

A Version Release is indicated by a change in the Software numeric identifier in the 1st or 2nd set of digits: (i.e. 2.2 35.897).



Nevertheless, any changes, upgrades or enhancements to network infrastructure, Microsoft SQL Version or Operating System by Customer may well have an effect on the performance of the existing Software version and data integrity. Should this be the case, TMS may recommend that the Customer upgrade AE Software to the latest Version Release for compatibility.

Hardware Support

Every effort has been made by TMS to implement defective-free Hardware. Special installation procedures and materials have been implemented to ensure the Hardware's ability to perform to the highest standards even in unforeseen circumstances.

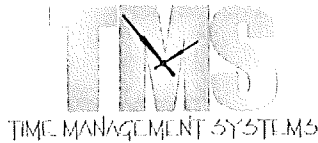
TMS will, during regular business hours, make all adjustments, repairs and parts replacements necessary to insure proper operation of the Hardware during the prescribed Agreement period at no additional cost to the Customer. If telephone or remote diagnostic support cannot resolve the issue, one of the following options will be applied by TMS:

- a. Customer will be requested to remove the malfunctioning/defective Hardware and ship the item to TMS for in-house evaluation/repair by a TMS technician. In the event that a unit should require bench repair, TMS will provide loaner equipment when available to maintenance customers at no additional charge. Hardware will be shipped to the customer at no charge for normal UPS Ground shipping. If Next Day or Two Day Air shipping is requested by customer, the shipping charges will be billed to the customer.
- b. Repair service may include replacement of defective parts with used parts. All replaced parts shall become or remain the property of TMS. Any service or repairs performed outside of normal business hours will be billed at TMS's then prevailing after hour rates.
- c. If it is determined that the defective part is of a "plug-and play" nature, TMS will ship the replacement part and instruct Customer on installation procedure.
- d. A representative from TMS will to be sent to Customer's site of operation to resolve the malfunction and/or replace the defective Hardware. If customer is over a 50 miles radius from a TMS office, the \$95 an hour portal to portal for travel time will apply.

Hardware Support Limitations

Hardware support does not include services to the Hardware resulting from, or associated with, the items listed below. Customer will be billed at the support agreement hourly rate for these services.

- a. Re-locating hardware to a new sight.
- b. Customer failure to continually provide a suitable installation environment including, but not limited to, adequate electrical power.
- c. Downloading new or overriding existing Hardware firmware program without TMS knowledge.
- d. Inoperative Network connections, network communication equipment, telephone modem lines or telecommunication equipment directly, or part of the communication portal to Hardware.
- e. Disrupted or broken communication wiring due to construction, relocation, general maintenance or rewiring.



- f. Third-party Hardware equipment not purchased or installed by TMS.
- g. Customer repair, attempted repair or modification of hardware.
- h. Any neglect, accident, abuse, theft, vandalism or fire:
 - Damage to a blow or fall which results in damage to terminal boards
 - Any fluids, foreign objects or conductive materials
- i. Tampering or adjustment of set control switches.
- j. Improper electrical power or wiring, interruptions in power, electrical static, and damage arising from acts by a third-party or acts of God.
- k. Compatibility of third party equipment or supplies (i.e. employee badges, key fobs, etc.)
- l. Badges and other supplies are not included under this contract, but will be provided by TMS at its then current prices.
- m. Any hardware not previously covered under a maintenance agreement with TMS must be inspected and brought up to working condition by a TMS technician. Any labor or parts necessary to return the equipment to working order will be the customer's responsibility. Once this equipment is approved, it may be covered under an agreement without exceptions.

Time Management Systems is dedicated to minimize any down time and to rectify all problems as quickly as possible. All support covered under this agreement will be performed remotely. If on site repair is requested by the customer, travel time is billed at \$95.00 an hour if outside of the 50 miles radius of a TMS office. Any lodging or travel expenses will be the responsibility of the customer. The annual maintenance agreement prices are based on the software and hardware purchased. Software maintenance is mandatory for the first year. The Maintenance Agreement will automatically be renewed and increased 5% per year.

Termination

Termination by Customer

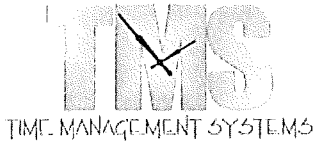
The Customer shall have the right at any time, to terminate this Agreement by giving TMS a thirty (30) day written notice thereof; however, termination of this Agreement by Customer will not entitle Customer to the refund of any annual Agreement fees previously paid by Customer.

Termination by TMS

TMS reserves the right to terminate this Agreement at its sole and absolute discretion upon determination by TMS that the continued support to Customer is not practical. TMS' obligation and liability to Customer upon termination of this Agreement is limited to providing Customer with 30 days written notice and a pro-rated refund of all unearned Agreement fees.

Termination Liability

No termination of the Agreement, whether by TMS or the Customer, shall relieve the Customer from liability for any existing payments or performance fees due to TMS.



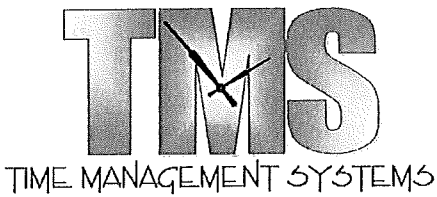
Agreement Hourly Rate

In the event that Customers request for support or services not covered in the enclosed support agreement; or outside the normal TMS working hours, the following hourly rates will apply.

	Monday thru Friday 8:00AM - 5:00PM (Central Time)	Monday thru Friday After Hours
Covered Hardware and Software Support	\$0	\$247.50
Non-Covered Hardware and Software Support	\$165 (Billed in 15 minute increments)	\$247.50
Professional Services †† System Training Server Migration Custom Enhancement Development or Programming To Existing AE Application (Will be quoted prior to work)	\$215	

††-Professional Services are not included in the Agreement

All requested Professional Services are subject to approval and availability. Once approved by Customer, the project will be scheduled for work. The Professional Services per hour cost is for remote services utilizing telephone, conference calls, and email communications, along with remote connectivity tools including, but not limited to: Go-To-Assist, VPN, and WebEx. In the event that Customer's request for Professional Services necessitates on-site presence, addition services and travel expenses will be applied.



CONTRACT INVOICE

Invoice Number: INV71171
 Invoice Date: 05/01/2014

Bill To: Red Oak Community School District
 Accounts Payable
 904 Broad St.
 Red Oak, IA 51566

Customer: Red Oak Community Schools
 2011 N 8th St.
 Red Oak, IA 51566

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
RO02	Net 30	05/31/2014	\$ 1,365.00	\$ 1,365.00	
Contract Number	Contact	P.O. Number	Start Date	Exp. Date	Contract Amount
C11712-01			06/25/2013		\$ 1,365.00
Remarks					

Summary:

Contract base rate charge for the 06/25/2014 to 06/24/2015 billing period

\$1,365.00
 \$1,365.00

Detail:

Equipment included under this contract

Infotronics/Ent Ver2.0 Base System 150 Emp

Number	Serial Number	Base Adj.	Location
E14901	SMJZZSRXLT9SQ9WGP4TZZZ M672F6	\$0.00	Red Oak Community Schools 2011 N 8th St. Red Oak, IA 51566

Infotronics/Enterprise Ver2.0 Leave Mgt 150

Number	Serial Number	Base Adj.	Location
E14902	LT9SQ9WGP4TZZZM672F6	\$0.00	Red Oak Community Schools 2011 N 8th St. Red Oak, IA 51566

Infotronics/Enterprise Version 2 5 Users

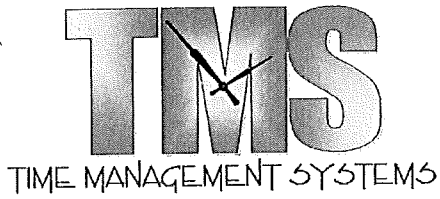
Number	Serial Number	Base Adj.	Location
E14903	72F6	\$0.00	Red Oak Community Schools 2011 N 8th St. Red Oak, IA 51566

Infotronics/Enterprise Version 2.2

Number	Serial Number	Base Adj.	Location
E16990	SMJZZSRXLT9SQ9WGP4TZZZ M672F6	\$0.00	Red Oak Community Schools 2011 N 8th St. Red Oak, IA 51566

Custom/Interface

Number	Serial Number	Base Adj.	Location
E14937	One-Way Interface to SU	\$0.00	Red Oak Community Schools 2011 N 8th St. Red Oak, IA 51566



CONTRACT INVOICE

Invoice Number: INV71171
Invoice Date: 05/01/2014

Bill To: Red Oak Community School District
Accounts Payable
904 Broad St.
Red Oak, IA 51566

Customer: Red Oak Community Schools
2011 N 8th St.
Red Oak, IA 51566

Payment is due within 30 days of sale or service. A 1.5% per month late payment fee will be assessed on any unpaid balance remaining after 30 days.

Remit to:
Time Management Systems, Inc.
3220 Line Drive
Sioux City, IA 51106

Invoice SubTotal	\$1,365.00
Tax:	\$0.00
Invoice Total	\$1,365.00
Balance Due:	\$1,365.00

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Item 6.1.1 Board Policy Revision and Development: Code 505.6 Early Graduation, Code 505.5 Graduation Requirements, Code 501.6 Student Transfers In; and Proposed Code for Valedictorian and Salutatorian

BACKGROUND INFORMATION: Board Policy Subcommittee Members Warren Hayes and Kathy Walker have addressed needed changes in policies affecting Early Graduation, Graduation Requirements, Student Transfers In, and guidelines for the designation of valedictorian and salutatorian.

There is no current policy that addresses valedictorian and salutatorian. Suggested work by the policy subcommittee has been worked into policy format as a draft for your consideration. This has been identified as proposed Code 509 Valedictorian and Salutatorian. Please take a minute to either affirm this first draft or to provide discussion with possible changes.

Other policies examined by the subcommittee included Code 505.6 Early Graduation, Code 505.5 Graduation Requirements and Code 501.6 Student Transfers In. Draft copies are enclosed for your review and debate.

SUGGESTED BOARD ACTION: After discussion and possible revision, it is suggested the Directors provide the required first reading and tentative approval for policies: Code 505.6 Early Graduation, Code 505.5 Graduation Requirements, Code 501.6 Student Transfers In; and Proposed Code 509 for Valedictorian and Salutatorian

EARLY GRADUATION

Generally, students will be required to complete the necessary course work and graduate from high school at the end of grade twelve. Students may graduate prior to this time if they meet the minimum graduation requirements stated in board policy.

A student who graduates early will no longer be considered a student and will become an alumnus of the school district. However, the student who graduates early may participate in commencement exercises.

In considering early graduation, the student and his/her parents need to consider seriously the advantages and disadvantages of this option. There should be compelling reasons for pursuing such a course. It is the viewpoint of the board and the administration that students should take advantage of the opportunity to grow and mature intellectually as well as socially through four years of high school attendance. The benefits of interacting with one's peer group and enrolling in courses/activities that offer opportunity for participation in varied activities need to be given serious consideration. It is recognized, however, that a few students might better satisfy their particular needs by early completion of high school in order to pursue a career, enrollment in a post-secondary school, or to become involved in some other worthwhile endeavor. The process to accomplish early graduation is as follows:

1. Application for early graduation shall be submitted to the principal no later than **the last day of the fourth quarter of junior year**. No late requests will be considered except for transfer students entering after the start of the 4th quarter. In extreme circumstances exceptions to the above deadlines may be made upon the recommendation of the high school principal. It is strongly recommended that all students complete four years of high school.
2. The student must earn the required number of credits for graduation from this school that are in effect at the time of application. This includes specific required courses. The eighth semester of required physical education will be waived.
3. Prior to the time an application is filed, the student and his/her parents or guardian are required to meet with a school counselor to discuss the feasibility of early graduation. Such matters as the student's past record of scholastic achievement, attendance, attitude toward school/teachers, reason(s) for early graduation, and subjects to be pursued in earning credits need to be considered.
4. A request for early graduation is subject to the recommendation of the principal and the approval of the board.
5. A student approved for early graduation forfeits his/her eligibility to participate in all school sponsored or sanctioned activities during the eighth semester and the following summer. This means you cannot participate in prom, class trip, or athletics.
6. Even though the student would earn a diploma ~~at early~~ **before the other students in his or her graduating class**, it would not be granted until graduation ceremonies at the end of the school year. The student could elect to take part or not take part in graduation ceremonies but in either case the principal would have to be notified of the decision by January 15.

Approved October 14, 1996
January 23, 2006

Reviewed April 13, 1998

Revised November 22, 1999

EARLY GRADUATION

7. School records would show the student as having met the requirements for graduation effective the last day of **their final semester**. Grade average and rank-in-class for the student would be determined and listed both at the end of the seventh semester and ~~at the end of the eighth semester~~. **A student graduating early will not be eligible for valedictorian or salutatorian.** If needed, the principal will certify early graduation by letter to any college or post high school institution or prospective employer requiring proof of graduation.
8. Any student who has been approved for early graduation will be expected to achieve passing marks in elected courses and to maintain regular school attendance. Course schedule changes will not be made to suit the convenience of the student. Course changes will not be made that will adversely affect the course/section balance.
9. Prior to his/her eighth semester, a student may reverse the decision of early graduation. The student would then be required to remain in school and enroll as a full-time student during the final eighth semester.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2005).
281 I.A.C. 12.2; .3(7); .5.

Cross Reference: 505 Student Scholastic Achievement

GRADUATION REQUIREMENTS

Graduation Requirements through the Class of 2009 **Please omit Class of 2009**

Students must successfully complete the courses required by the board and Iowa Department of Education in order to graduate.

It is the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students complete 52 credits prior to graduation. The following credits will be required:

- Language Arts **8 credits**
- Science **4 credits**, including Biology and Physical Science
- Mathematics **4 credits**
- Social Studies **6 credits** (1 semester of Economics, 1 semester of Government, 1 year of American (U.S.) History, 1 semester of World Area Studies, and 1 additional semester of electives)

- Fine Arts **1 credit** (Music, Art, etc.)
- Physical Education **4 credits** (required every other semester with 1 credit per year being given in grades 9-12). Students in grade twelve may be excused from physical education by the principal if requested in writing by the parent and if:
 1. The student is enrolled in a cooperative or work study program or other educational program authorized by the school which requires the students to leave the school premises during the school day, or
 2. The academic course is not available to the student.

- Vocational/Career Area **2 credits** (Business, Ag, Computer, Industrial Technology, Family & Consumer Sciences, or MOC)
- Electives Sufficient credits to meet 52-credit requirement

The required courses of study will be reviewed by the board annually.

Graduation requirements for special education students will be in accordance with the prescribed course of study as described in their Individualized Education Program (IEP). Each student's IEP will include a statement of the projected date of graduation starting with the IEP covering the time span in which the student turns 14 years of age and the criteria to be used in determining whether graduation will occur. Prior to the special education student's graduation, the IEP team will determine whether the graduation criteria have been met.

Legal Reference: Iowa Code §§ 256.11, .11A; 279.8; 280.3, .14 (2005).
281 I.A.C. 12.2; .3(7); .5; 41.12(6)(e); 67 (8).

Cross Reference: 505 Student Scholastic Achievement
603.3 Special Education

GRADUATION REQUIREMENTS

Graduation Requirements Effective with the Class of 2010 **Please omit Class of 2010**

Students must successfully complete the courses required by the board and Iowa Department of Education in order to graduate.

It is the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students complete 52 credits prior to graduation. The following credits will be required:

- Language Arts **8 credits**
- Science **6 credits**, including Biology and Physical Science
- Mathematics **6 credits**, including Algebra I (or Algebra A and Algebra B)
- Social Studies **6 credits** (1 semester of Economics, 1 semester of Government, 1 year of American (U.S.) History, 1 semester of World Area Studies, and 1 additional semester of electives)
- Fine Arts **1 credit** (Music, Art, etc.)
- Physical Education **4 credits** (required every other semester with 1 credit per year being given in grades 9-12). Students in grade twelve may be excused from physical education by the principal if requested in writing by the parent and if:
 1. The student is enrolled in a cooperative or work study program or other educational program authorized by the school which requires the students to leave the school premises during the school day, or
 2. The academic course is not available to the student.
- Vocational/Career Area **2 credits** (Business, Ag, Computer, Industrial Technology, Family & Consumer Sciences, or MOC)
- Electives **Sufficient credits to meet 52-credit requirement**

The required courses of study will be reviewed by the board annually.

In addition to traditional science classes that will meet the requirement of the third year of science credit, such as Chemistry and Physics, the passing the following courses will meet the requirement: Principles of Technology, Electricity, Agribusiness III, Horticulture, Environmental Studies, and Science, Technology, and Society.

Graduation requirements for special education students will be in accordance with the prescribed course of study as described in their Individualized Education Program (IEP). Each student's IEP will include a statement of the projected date of graduation starting with the IEP covering the time span in which the student turns 14 years of age and the criteria to be used in determining whether graduation will occur. Prior to the special education student's graduation, the IEP team will determine whether the graduation criteria have been met.

GRADUATION REQUIREMENTS REGULATION

Classification of Students

Students in the Red Oak Community High School shall be classified at the beginning of each year as follows:

- Freshman Those entering their first year of high school.
- Sophomore Those entering their second year of high school.
- Junior Those entering their third year of high school.
- Senior Those entering their fourth or more year(s) of high school.

Course Requirements

The following courses are required and should be taken at the level indicated:

9th

Composition Skills is required. (1)
English Elective (1)
Math Elective (2)
World Area Studies is required. (1)
Physical Science (2)
Physical Education (1)

10th

*US History (2)
Social Studies Elective (1)
English Elective (2)
Biology (2)
Physical Education (1)
Math Elective (2)

11th

Math Elective (2)

*US History (2)
Science Elective (2)
American Literature (2)
Physical Education (1)

12th

English Elective (2 from the following):
World Literature (1)
A.P. English (2)
British Literature (1)
Senior English (1)
College Bound Senior English
Government (1)
Economics (1)
Physical Education (1)

* Required during sophomore or junior year

Making up courses that have been failed

Whenever a student fails to obtain necessary credits in a required course, the course must be made up or retaken as soon as possible. Whenever a student fails an elective course, the particular course failed need not be made up or retaken; however, the student must be sure he/she will have enough credits to graduate. The best procedure to follow whenever a course is failed in each and every situation is for the student to visit with the counselor. No credit is given for courses failed.

Duplicating Courses

In most cases when a course is successfully completed it may not be retaken for credit. There are exceptions, and students should review each course description (e.g., studio art, pottery). Written

permission from the principal and from the teacher is required to duplicate any course.

Approved October 14, 1996

Reviewed April 13, 1998

Revised November 22, 1999
January 23, 2006

STUDENT TRANSFERS IN

Students who transfer into the school district must meet the immunization and age requirements set out for students who initially enroll in the school district.

The school district will request the student's cumulative records from the previous school district. If the student cannot offer proof of grade level, the superintendent will make the grade level determination. The superintendent may require testing or other information to determine the grade level. Students expelled or suspended from their previous school district will only be enrolled after approval of the board.

The superintendent, **or the superintendent's designee**, will determine the amount of credits to be transferred. If the student has not previously attended an accredited school, it is within the superintendent's discretion to accept or reject credits or grades.

The board may deny admission if the student is not willing to provide the board with the necessary information.

Note: School districts do not need parental permission to request student records from previous school districts. The school district sending the records must notify the parents that the student's records have been sent.

Legal Reference: 20 U.S.C. § 1232g (1994).
Iowa Code §§ 139.9; 282.1, .3, .4; 299A (2005).

Cross Reference: 501 Student Attendance
505.4 Student Honors and Awards
507 Student Health and Well-Being
604.1 Competent Private Instruction

Approved May 14, 2012

Reviewed April 23, 2012

Revised April 23, 2012

Valedictorian and Salutatorian

“Valedictorian” is an academic honor bestowed upon the graduating senior with the highest weighted GPA at Red Oak High School. This senior would have completed eight (8) semesters of education at accredited high schools with at least the entire senior year at Red Oak High School. During the student’s time at Red Oak High School, the student must have been a full-time student in accordance with the guidelines in the student handbook. Although a senior might graduate from Red Oak High School with a Red Oak diploma, the student is not eligible for this honor if his or her transcript includes grades from a non-accredited program.

“Salutatorian” is an academic honor bestowed upon the graduating senior with the second highest weighted GPA at Red Oak High School. This senior would have completed eight (8) semesters of education at accredited high schools with at least the entire senior year at Red Oak High School. During the student’s time at Red Oak High School, the student must have been a full-time student in accordance with the guidelines in the student handbook. Although a senior might graduate from Red Oak High School with a Red Oak diploma, the student is not eligible for this honor if his or her transcript includes grades from a non-accredited program.

In the event of a tie for first place, there will be co-valedictorians with no salutatorian that year. In the event that there is not a tie for first place, but there is a tie for second place, then there will be co-salutatorians.

At the graduation ceremony, the salutatorian will speak first. The valedictorian will speak second. In the event of a tie for first, all co-valedictorians will be given an opportunity to deliver a valedictorian speech. In the event of a tie for second, all co-salutatorians will be given an opportunity to deliver a salutatorian speech.

Legal Reference:

Cross Reference:

Proposed May 12, 2014

Reviewed

Item 6.2.1 Personnel Considerations: Employee Resignations and Employment
Recommendations

BACKGROUND INFORMATION: This evening Terry expects to have available two and possibly three position resignations. Advertising and recruitment have been underway the past two weeks for known vacancies. At the board table this evening, a personnel packet will be distributed and reviewed prior to any formal action.

Active searches include special education, school counselor, and mathematics. Additional searches will be underway after tonight's presentation of personnel concerns.

There could be a possible Director question concerning a forthcoming resignation letter. If so, the individual would request a closed session and waive the right to be present. If there are no questions, a closed session is unnecessary.

The possible closed session would need this motion:

"I move to enter a closed session at _____ p.m. per section 21.5(1)i [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 closed session would or could take place in the high school media center.

SUGGESTED BOARD ACTION: (to be provided)

Item 6.2.2 Operational Sharing Contract Renewal with Stanton Community School District and Consideration of School Counselor Sharing – An Update

BACKGROUND INFORMATION: Enclosed is the new agreement for sharing a business manager with the Stanton Community School District. The terms and conditions are the same as found in 2013 – 2014.

There will be no sharing of a transportation director for FY 15. Stanton CSD prefers to manage their own as other sharing agreements have maximized for them the most they can acquire in sharing incentive money. As Red Oak CSD has tentatively combined some of its management jobs for FY 15, the lack of a sharing agreement for transportation is not viewed as a problem.

On Friday, May 9, Terry met with Stanton Superintendent Chris Herrick to discuss the formalization of a shared school counselor position. Plans were put into place complete informal discussion among staff to determine a good match for the position. This will take place during this work week.

SUGGESTED BOARD ACTION: It is recommend the Directors approve a share contract with Stanton CSD for 2014 – 2015.

Shared Personnel Agreement
With the
Red Oak Community School District and the Stanton Community School District

This Agreement made and entered into the 1ST day of July, 2014, by and between the Red Oak Community School District (Red Oak) and the Stanton Community School District (Stanton).

WHEREAS, Red Oak and Stanton seek a cooperative arrangement to share the services of a School Business Manager; and

WHEREAS, Red Oak and Stanton are public school districts organized and existing under laws of the State of Iowa; and

WHEREAS, two or more public school districts may jointly employ and share the services of school personnel pursuant to Iowa Code section 280.15; and

WHEREAS, Red Oak and Stanton believe that an agreement pursuant to Iowa Code section 280.15 should be entered into with regard to the sharing of a School Business Manager position when such agreement will be to their mutual advantage.

NOW, THEREFORE, Red Oak's Board of Directors and Stanton's Board of Directors agree as follows:

1. Shirley Maxwell will provide services as a School Business Manager during the 2014 - 2015 school year for Red Oak. Red Oak shall issue Shirley Maxwell an employment contract, and shall be deemed the employer for purposes of rights and obligations under Iowa law, and for purposes of compliance with federal and state laws relating to employment and employment benefits, subject to contributions by Stanton pursuant to this Agreement. The employment arrangement shall be governed by the policies, rules, regulations, and job descriptions of Red Oak.
2. Shirley Maxwell's services as a School Business Manager will be shared by Red Oak with Stanton. The details of Shirley Maxwell's assignment between Red Oak and Stanton will be determined jointly by Red Oak and Stanton. Shirley Maxwell's duties and responsibilities in each school district will be determined and assigned by the superintendents of Red Oak and Stanton. The responsibility for the evaluation of Shirley Maxwell's performance shall remain with Red Oak, pursuant to its established procedures. Red Oak's personnel policies and practices shall apply to and govern the School Business Manager's conduct and performance.
3. The Stanton Community School District agrees to pay the Red Oak Community School District the sum of \$7,000 annually for the shared School Business Manager position.
4. Red Oak and Stanton each agree to indemnify and hold harmless the other from and against all liability, damages, loss, costs, and reasonable attorney fees which arise out of any claims, suits, actions or other proceedings asserted against the party indemnified based upon any acts or omissions of the indemnifying party.

5. If at any time Shirley Maxwell's employment with Red Oak is terminated, Stanton shall not be obligated to pay any more than the agreed amount of employee costs, listed in Paragraph 3, for those actual days of service performed by Shirley Maxwell. This amount shall be prorated to consider actual hours worked.

6. This Agreement shall automatically terminate on June 30, 2015 or upon mutual agreement by both parties. Each party shall notify the other of its intent to continue this Agreement by April 30, 2014, and if the parties mutually agree to continue this Agreement for another school year, a new agreement will be developed for the 2014-2015 school year consistent with the intent and agreement of the parties.

7. This agreement contains the entire understanding between Red Oak and Stanton and cannot be changed or terminated orally but only by an agreement in writing signed by Red Oak and Stanton.

8. Should any paragraph or provision of this agreement be declared illegal by a court or agency of competent jurisdiction, then that paragraph or provision shall be deleted from this agreement to the extent it violates the law. Such deletion shall not affect any other paragraph or provisions of this agreement. Should the parties deem it advisable, they may mutually agree to enter into negotiations to replace the invalid provision.

IN WITNESS WHEREOF, this instrument is executed by Red Oak's and Stanton's respective officers on the dates as hereinafter stated.

President, Board of Directors
Red Oak Community School District

Date

President, Board of Directors
Stanton Community School District

Date

Item 6.2.3 Consideration of Application Development: Teacher Compensation and Leadership Program Proposal – Presented by the Teacher Quality Committee

BACKGROUND INFORMATION: The Red Oak CSD Teacher Quality Committee (Instructors SueAnn Crouse, Mark Haufle, Curt Adams, Deb Blomstedt, John Gambs and Administrators Gayle Allensworth, Barb Sims, Nate Perrien, Jedd Sherman, Terry Schmidt with non-voting members Bob Deter, Jeff Spotts, Joe Erickson) have examined aspects of the Iowa Teacher Compensation and Leadership Program. A competitive application process has been established by the Department of Education to designate schools to begin the approved program.

The Red Oak CSD Teacher Quality Committee has a planning grant in the amount of \$9477.97 devoted to the grant writing process and program development. At its most recent meeting the TQC decided to designate work days June (3 to 4) to study, with a facilitator, the needs of Red Oak CSD. The Committee will work under the direction of a consultant to design a plan to meet requirements of the Iowa Department of Education. A tentative schedule of work activities is included for your review.

This evening one or more members of the Teacher Quality Committee are present to give the highlights of this effort and to answer any of your questions.

From the Iowa Department of Education website:

The Teacher Leadership and Compensation System rewards effective teachers with leadership opportunities and higher pay, attracts promising new teachers with competitive starting salaries and more support, and fosters greater collaboration for all teachers to learn from each other. The overriding philosophy of the system is multi-pronged, but boils down to this: Improving student learning requires improving the instruction they receive each day. There is no better way to do this than to empower our best teachers to lead the effort.

Through the system, teacher leaders take on extra responsibilities, including helping colleagues analyze data and fine tune instructional strategies as well as coaching and co-teaching.

Bipartisan legislation created a four-year process to fully develop the statewide Teacher Leadership and Compensation System, with the goal of all school districts voluntarily participating by the 2016-17 school year.

Item 6.2.3 – continued

The goals of the Teacher Leadership and Compensation System are:

•Attract able and promising new teachers by offering competitive starting salaries and offering short-term and long-term professional development and leadership opportunities.

•Retain effective teachers by providing enhanced career opportunities.

•Promote collaboration by developing and supporting opportunities for teachers in schools and school districts statewide to learn from each other.

•Reward professional growth and effective teaching by providing pathways for career opportunities that come with increased leadership responsibilities and involve increased compensation.

•Improve student achievement by strengthening instruction.

SUGGESTED BOARD ACTION: It is recommended the Directors approve the grant application process for the summer of 2014 with the goal to submit by early fall an application for consideration to join the Teacher Compensation and Leadership Program.



Red Oak TLC Team Tentative Timeline & Agendas

Outcomes: To operationalize the Red Oak CSD vision for school improvement through the creation of a teacher leadership system

Meeting	Date & Time	Proposed Agenda	Alignment to Scoring Rubric
#1	6.3.14 8:00 A.M.- 4:00 P.M.	<ul style="list-style-type: none"> • Introductions, purpose, outcome • Establishment of norms • Review of Scoring Rubric (starting with the end in mind) • Cultivation of background knowledge • Visioning work-Theory of Action <ul style="list-style-type: none"> ○ Current context ○ Personal vision for teacher leadership ○ Toward a shared vision for teacher leadership • Goal Setting 	<p>Part 1 – extent to which the planning process:</p> <ul style="list-style-type: none"> a) utilized time & resource to develop high quality plan b) engaged stakeholders c) built commitment and support <p>Part 2 – extent to which plan clearly articulates a vision and specific goals tailored to local context and aligned to vision of statewide TLC</p> <p>Part 3 – Extent to which teacher leader roles connect to district’s broader picture of school improvement</p> <p>Part 5 – Extent to which plan:</p> <ul style="list-style-type: none"> a) creates multiple, meaningful, and differentiated roles b) explains how roles complement each other for cohesive improvement plan <p>Part 7 – Extent to which plan utilizes teacher leaders in development & delivery of PD & aligns to IPDM</p>

#2	6.5.14 8:00 A.M.- 4:00 P.M.	<ul style="list-style-type: none"> • Creating the teacher leader pathway <ul style="list-style-type: none"> ○ Determining the differentiated roles ○ Defining the responsibilities • Selecting teacher leaders <ul style="list-style-type: none"> ○ Aligning responsibilities to the selection process 	<p>Part 5 – Extent to which plan:</p> <ul style="list-style-type: none"> a) creates multiple, meaningful, and differentiated roles b) explains how roles complement each other for cohesive improvement plan <p>Part 7 – Extent to which plan utilizes teacher leaders in development & delivery of PD & aligns to IPDM</p> <p>Part 6 – Extent to which plan describes rigorous selection process and how district will determine and evaluate following:</p> <ul style="list-style-type: none"> a) measures of effectiveness; and professional growth
#3	6.17.14 8:00 A.M.- 4:00 P.M.	<ul style="list-style-type: none"> • Mentoring and Induction Program Review • Teacher leaders and new teachers • Looking at measures of efficacy • Identifying additional roles and responsibilities 	<p>Part 4 – extent to which plan improves entry into profession</p> <p>Part 8 – Extent to which plan has clear vision as to how it will:</p> <ul style="list-style-type: none"> a) measure the impact and effectiveness in achieving goals of plan b) monitor and adjust plan over time <p>Part 9—Extent to which district has capacity to implement</p>
#4	TBD	<ul style="list-style-type: none"> • Review of completed draft plan 	<p>** Part 10 – Budget Ongoing</p>

Other considerations:

- Writing Team who will work in between the first two meetings and the last
- Collection and preparation of data to inform planning process
 - Achievement Data
 - Teacher Retention Data
 - Mentoring Program Data
 - Professional Learning Plan
 - District mission, vision, goals, values

Item 6.2.4 End of the Year District Employee Activity Planning and Director Involvement

BACKGROUND INFORMATION: The District Administrative Center staff is planning the annual end of the year employee recognition activity. This year it will be conducted as a breakfast activity on Tuesday, May 27 beginning at 7:30 am. It is planned for activity to conclude by 8:45 am in order for the final day of student exams to take place at ROHS and for all other attendance centers to begin the checkout process for the conclusion of the school term.

Jeanne Redel, after 28 service years and Diane Kurtz, after 15 service years will be honored for their distinguished contributions to the school district and to the Red Oak community. Years of service awards will also be awarded to 16 district employees.

Board of Director involvement is requested.

SUGGESTED BOARD ACTION: (no official action anticipated)

Item 6.2.5 Open Comment Time to Receive Red Oak High School Students and Others

BACKGROUND INFORMATION: Board President Lee Fellers will facilitate the open comment time. All who wish to speak should sign in with the administrative assistant located at the entry doors to the auditorium. The sign up lists will remain open until President Fellers convenes this agenda topic.

Presentation time for students from Red Oak High School is a priority. President Fellers will determine the time limit for all presenters. Due to the unavoidable absence of the Directors' two attorneys (Rick Engel and James Hanks), the Directors welcome Mr. Ron Peeler (attorney colleague) to this meeting. He is available as a resource and can assist in answering questions as needed.

SUGGESTED BOARD ACTION: (no formal action anticipated)

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

Enclosed is a letter from the City of Red Oak outlining plans to amend their current urban renewal plan. Please review the letter's contents and planned use of tax increment financing. Also note the opportunity to express concern or suggestions at a meeting scheduled for Friday of this week.

7.2 Future Conferences, Workshops, Seminars

(to be provided as needed)

7.3 Other Announcements

(to be provided as needed)

The City of
Red Oak
601 N. Sixth Street
Red Oak, IA
51566
712-623-6510
redoakcity@mchsi.com

REDOAK

A SHARP LETTER

RECEIVED
MAY 08 2014

BY: _____

Brad Wright
City Administrator
601 N. Sixth Street
Red Oak, IA
51566
712-623-6520
redoakadmin@mchsi.com

DATE: May 8, 2014

TO: Board of Supervisors, Montgomery County
Superintendent, Red Oak Community School District

FROM: City Council
City of Red Oak, Iowa

RE: Red Oak Urban Renewal Plan Amendment

The City of Red Oak is in the process of amending the urban renewal plan for the Red Oak Urban Renewal Area, and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for May 16, 2014, at 10:00 o'clock a.m. at City Hall in Red Oak. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan amendment at 5:30 o'clock p.m. on June 2, 2014, and a copy of the notice of hearing is enclosed for your information.

Please call our City Administrator at (712) 623-6510, if you have questions.

Enclosure

CITY OF RED OAK, IOWA

URBAN RENEWAL PLAN AMENDMENT
RED OAK URBAN RENEWAL AREA

June, 2014

The Urban Renewal Plan (the “Plan”) for the Red Oak Urban Renewal Area (the “Urban Renewal Area”) is being amended for the purpose of identifying a new urban renewal project to be undertaken within the Urban Renewal Area.

1) **Identification of Project.** By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following described project description:

Name of Project: 2014-2015 United Farmers Mercantile Cooperative Expansion Project (the “Project”)

Name of Urban Renewal Area: Red Oak Urban Renewal Area

Date of Council Approval of Project: June 2, 2014

Description of Project: United Farmers Mercantile Cooperative (the “Cooperative”) has proposed to undertake the expansion of its facilities on the property situated at 203 West Oak Street (the “Development Property”) in the Urban Renewal Area. The Project will include the construction of a 12,885 ton Dry Fertilizer Building, a 200 ton per hour Blend Tower and an 800 ton per hour Rail Unload at an estimated private investment cost of \$4,600,000.

Description of Public Infrastructure: It is not anticipated that the City will install public infrastructure in connection with the Project.

Description of Properties to be Acquired in Connection with Project: It is not anticipated that the City will acquire real property in connection with the Project.

Description of Use of TIF: The City intends to enter into a Development Agreement with the Cooperative with respect to the construction and use of the completed Project and to provide annual appropriation economic development payments (the “Payments”) thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Development Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Project will not exceed \$360,000.

2) Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$10,966,954</u>
Outstanding general obligation debt of the City:	<u>\$</u>
Proposed maximum indebtedness to be incurred in connection with this June, 2014 Amendment:	<u>\$360,000*</u>

*The indebtedness incurred hereunder will be subject to annual appropriation by the City Council.

NOTICE OF PUBLIC HEARING ON PROPOSED URBAN RENEWAL PLAN
AMENDMENT

Notice Is Hereby Given: That at 5:30 o'clock p.m., at the Red Oak Fire Station, Red Oak, Iowa, on the 2nd day of June, 2014, the City Council of the City of Red Oak, Iowa, will hold a public hearing on the question of amending the urban renewal plan for the Red Oak Urban Renewal Area to facilitate the undertaking of a new urban renewal project consisting of providing tax increment financing support to United Farmers Mercantile Cooperative in connection with the expansion of its facilities situated at 203 West Oak Street in the Red Oak Urban Renewal Area, including the construction of a 12,885 ton Dry Fertilizer Building, a 200 ton per hour Blend Tower and an 800 ton per hour Rail Unload. A copy of the amendment is on file for public inspection in the office of the City Clerk.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Mary Bolton
City Clerk

May 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				<p>1 MS B TR Home 4:00 p.m. Golf Atlantic/Shenandoah 4:30 p.m. G(H)/B(Shen) TN Atlantic 4:30 p.m. G(H)/B(T) G TR @ Clarke 5:00 p.m. JV B TR @ Atlantic 5:00 p.m.</p>	<p>2 5th Grade Oregon Trail Day Drake Relays MS Spring Play 7:00 p.m. MS Auditorium</p>	<p>3 MS Band Festival Home HS Auditorium Drake Relays B TN @ Atlantic 9:00 a.m. MS Spring Play 2:00 & 7:00 p.m. MS Auditorium</p>
<p>4 HS Band Concert HS Auditorium</p>	<p>5 Baseball Practice Begins TN Creston 4:30 p.m. G(T)/B(H) B TR @ Atlantic 5:00 p.m. Band Boosters Mtg 7:00 p.m.</p>	<p>6 Golf @ Atlantic G-1:00p.m./B-1:30 p.m. HS Vocal Concert 7:00 p.m. HS Auditorium FTM 6:00-8:00 p.m.</p>	<p>7 2 Hour Early Release Prof Dev TQ Meeting 4:00 p.m.</p>	<p>8 TR H10 Coed @ Creston 4:30 p.m. TN Harlan 4:30 p.m. G(H)/B(T) MS Vocal Concert 7:00 p.m. HS Auditorium</p>	<p>9 MS B TR @ Lewis Central 4:00 p.m. MS G TR @ Creston 4:00 p.m. PTO Carnival IPS</p>	<p>10 B Golf @ Kuemper 8:30 a.m. IHSMA Large Group Festival</p>
<p>11</p>	<p>12 Softball Practice Begins Golf H10 B @ Denison 9:00 a.m./G @ St. Albert 4:30 p.m. B TN H10 @ Kuemper 9:00 a.m. School Board Meeting 6:00 p.m.</p>	<p>13 Golf Harlan/Shenandoah 4:30 p.m. G(Har)/B(Shen) MS TR H10 4:00 p.m. G(Den)/B(Cla) Senior Awards Night 5:30/7:00 p.m. @ Wilson Performing Arts Center</p>	<p>14 WIS Track & Field Day 2 Hour Early Release Prof Dev Tag-a-Long Meeting 5:30 p.m. HSMC ROCC Meeting 4:00 p.m.</p>	<p>15 TN Boys District TR Coed State Qualifying Meet Senior Baccalaureate 7:00 p.m. HS Aud CES 3 6:30-8:30 p.m.</p>	<p>16 Golf Boys Sectional</p>	<p>17 TN Girls Regional Team; Boys Prelim Substate</p>
<p>18 Commencement 2:00 p.m. HS Gym</p>	<p>19 Golf Girls District G TN H10 @ Lewis Central 9:00 a.m. MS Coed TR @ Shenandoah 4:00 p.m.</p>	<p>20 WIS Reading on the Square</p>	<p>21 2 Hour Early Release Prof Dev Employee End of Year Picnic</p>	<p>22 TN Girls Regional Individual TR State Coed Meet Golf B District</p>	<p>23 End 4 Qtr/2 Sem Last Day School- 2 Hour Early Release (Pending Snow Days) TR State Coed Meet Golf Boys District</p>	<p>24 TR State Coed Meet TN Girls Regional Team; Boys Substate Team</p>
<p>25</p>	<p>26 HS Band Concert Memorial Day Program 10:00 a.m. SB/BB Fremont Mills Home 5:30 p.m.</p>	<p>27 Last Teacher Contract Day (Pending Snow Days) Golf Girls Regional TN Girls Regional/State Team BB Underwood Home 5:30 p.m. FTM 6:00-8:00 p.m.</p>	<p>28</p>	<p>29 SB/BB Atlantic Home 5:30 p.m.</p>	<p>30 Golf/TN Boys State BB @ Kuemper 5:30 p.m. SB Lenox Home 5:30 p.m.</p>	<p>31 Golf/TN Boys State BB Essex Home 12:00 p.m. SB Tournament Home 9:00 a.m.</p>

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June 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Golf Girls State SB/BB @ Shenandoah 5:30 p.m.	3 Golf Girls State TN Boys State Team SB/BB Glenwood Home 5:30 p.m.	4 SB Elkhorn Kimball- ton Home 3:30 p.m.	5 TN Girls Individual State SB/BB Lewis Central Home 5:30 p.m. CES 4 6:30-8:30 p.m.	6 TN Girls Individual State	7 TN Girls State Team SB @ Atlantic 10:00 a.m. BB @ Treynor/Corning 12:00 p.m.
8	9 School Board Meeting 6:00 p.m.	10 TN/Golf Coed State SB/BB @ Clarinda 5:30 p.m. FTM 6:00-8:00 p.m.	11 SB @ Corning 5:30 p.m.	12 SB/BB @ St. Albert 5:30 p.m.	13 BB Harlan Home 5:30 p.m. SB @ Creston Tour- nament 4:00 p.m.	14 SB @ Creston Tour- nament 8:09 a.m.
15	16 SB/BB @ Creston 5:30 p.m.	17 SB/BB Shenandoah Home 5:30 p.m.	18 SB Abe Lincoln Home 5:30 p.m.	19 SB @ Kuemper 5:30 p.m. CES 5 6:30-8:30 p.m.	20 BB @ Atlantic 5:30 p.m.	21 BB @ Clarinda Acad- emy 12:00 p.m.
22	23 SB/BB @ Glenwood 5:30 p.m. School Board Meeting 6:00 p.m.	24 FTM 6:00-8:00 p.m.	25	26 Band Junction Days Pa- rade Rehearsal 9:00-11:00 a.m. SB/BB Denison Home 5:30 p.m.	27 Band Junction Days Parade Rehearsal 9:00-11:00 a.m. BB @ Lewis Central 5:30 p.m. SB @ AL Tournament 9:00 a.m.	28 Band Junction Days Parade SB @ AL Tournament 9:00 a.m.
29	30 SB/BB Clarinda Home 5:30 p.m.					

July 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <i>SB/BB Creston Home</i> 5:30 p.m. <i>CES 6 6:30-8:30 p.m.</i>	2	3 <i>SB/BB @ Harlan 5:30</i> <i>p.m.</i>	4	5
6	7 <i>BB St. Albert Home</i> 5:30 p.m.	8 <i>SB Regional</i> <i>FTM 6:00-8:00 p.m.</i>	9	10	11 <i>SB Regional</i>	12 <i>BB District</i>
13	14 <i>SB Regional</i> <i>School Board Meeting 6:00</i> <i>p.m.</i>	15 <i>BB District</i> <i>FTM 6:00-8:00 p.m.</i>	16	17	18 <i>BB District</i>	19
20	21 <i>SB State Tournament</i>	22 <i>SB State Tournament</i>	23 <i>SB State Tournament</i> <i>BB Substate</i>	24 <i>SB State Tournament</i>	25 <i>SB State Tournament</i> <i>BB State Tournament</i>	26 <i>BB State Tournament</i>
27	28 <i>BB State Tournament</i> <i>School Board Meeting</i> 6:00 p.m.	29 <i>BB State Tournament</i>	30 <i>BB State Tournament</i>	31 <i>BB State Tournament</i>		

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