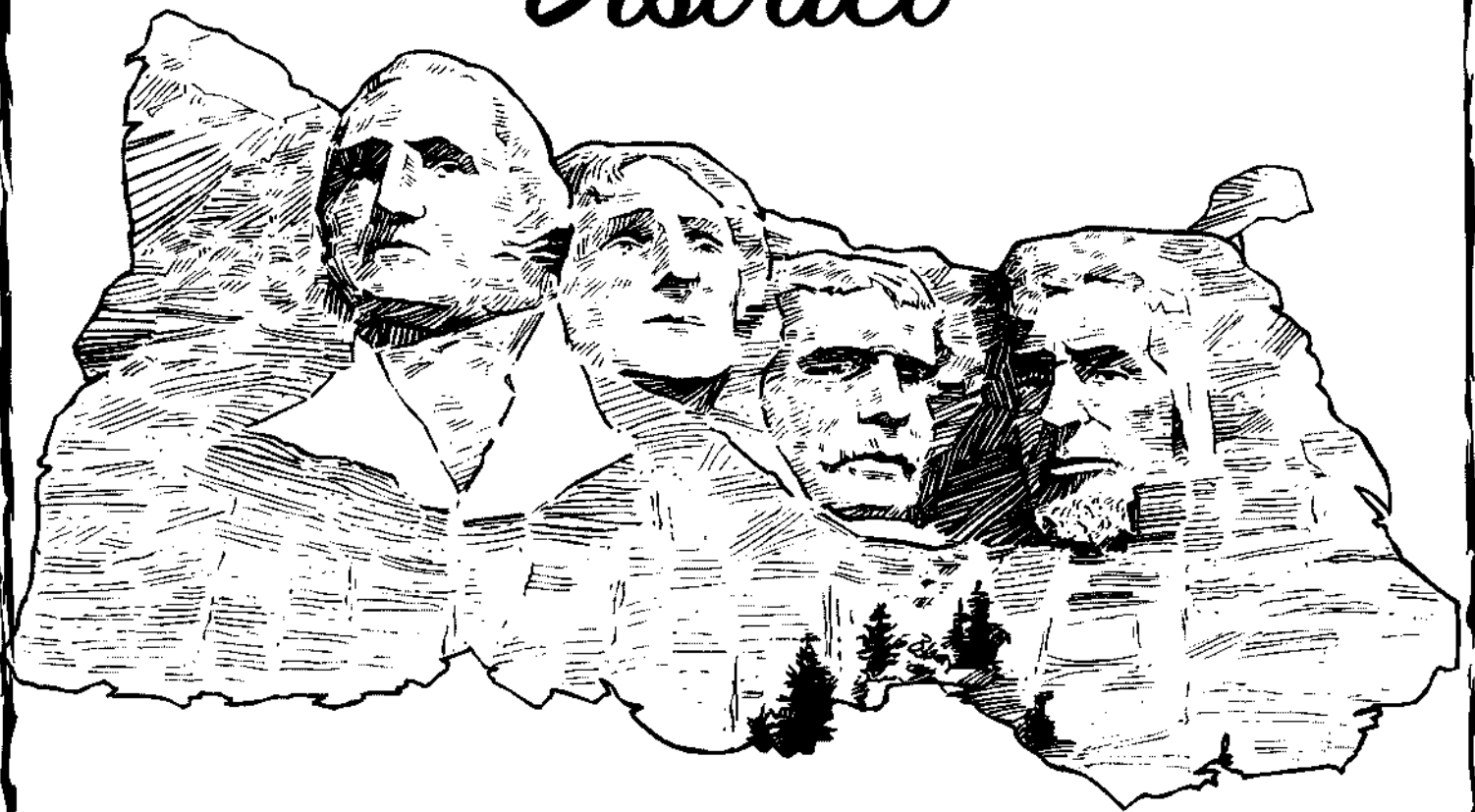


# Cherokee Community School District



## Board Members:

Mrs. Jodi Thomas- President  
Mrs. Angie Anderson-Vice President  
Mrs. Patty Brown  
Mr. Brian Freed  
Mr. Ray Mullins

Regular Board Meeting  
February 28, 2022  
5:30 p.m.  
WHS Library

Mrs. Joyce Lundsgaard, Business Manager/Board Secretary  
Dr. Kimberly Lingenfelter, Superintendent

CHEROKEE COMMUNITY SCHOOL DISTRICT No Break  
2022-2023 CALENDAR

August, 2022	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
1 2 3 4 5	0	0	0
8 9 10 11 12	0	0	0
15 16 17 18 19	0	0	0
22 23 24 25 26	4	4	4
29 30 31	3	7	7

August 2nd - Registration  
August 16th, 17th (New Teacher) 18, 19, 22 Professional Development  
August 23, School Begins-Grades 2-12 & K-1 In-takes  
August 24, School Begins-Grades TK-1  
August 24 - 2:00 Early Dismissal - Professional Development  
August 31 - 2:00 Early Dismissal - Professional Development

No School  
Prof Develop  
2:00 Dismissal  
2:00 Conference  
End of Quarter

September, 2022	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
5 6 7 8 9	2	9	9
12 13 14 15 16	4	13	13
19 20 21 22 23	5	18	18
26 27 28 29 30	5	23	23
	4	27	27

September 1, EOLC Begins  
September 5 - No School Labor Day  
September 7 - 2:00 Early Dismissal - Professional Development  
September 14 - 2:00 Early Dismissal - Professional Development  
September 21 - 2:00 Early Dismissal - Professional Development  
September 26 - No School - Professional Development  
September 28 - 2:00 Early Dismissal - Professional Development

October, 2022	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
3 4 5 6 7	5	32	32
10 11 12 13 14	5	37	37
17 18 19 20 21	4	41	41
24 25 26 27 28	5	46	46
31	1	2	47

October 5 - 2:00 Early Dismissal - Professional Development  
October 12 - 2:00 Dismissal - Professional Development  
October 19 - 2:00 Dismissal - Professional Development  
October 20 - No Students - Parent Teacher Conferences 11:00-7:00  
October 21 - No School Day  
October 26 - 2:00 Early Dismissal  
October 27 - End of Quarter of 45 days

November, 2022	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
7 8 9 10 11	4	6	51
14 15 16 17 18	5	11	56
21 22 23 24 25	5	16	61
28 29 30	2	18	63
	3	21	66
	0	21	66

November 2 - 2:00 Dismissal - Professional Development  
November 9 - 2:00 Dismissal - Professional Development  
November 16 - 2:00 Early Dismissal - Professional Development  
November 23, 24, 25 - Thanksgiving Holiday Vacation  
November 30 - 2:00 Early Dismissal - Professional Development

1st Quarter Days = 45  
2nd Quarter Days = 45  
3rd Quarter Days = 45  
4th Quarter Days = 44  
Total 179

December, 2022	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
5 6 7 8 9	2	23	68
12 13 14 15 16	5	28	73
19 20 21 22 23	5	33	78
26 27 28 29 30	3	36	81
	0	36	81
	0		

December 7 - 2:00 Dismissal - Professional Development  
December 14 - 2:00 Dismissal - Professional Development  
December 21 - 1:00 Dismissal  
December 22 - January 2 (Winter) Break

January, 2023	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
3 4 5 6	3	39	84
9 10 11 12 13	5	44	89
16 17 18 19 20	5	49	94
23 24 25 26 27	5	9	99
30 31	2	11	101

January 3 - No School Professional Development  
January 4 - 2:00 Dismissal - Professional Development  
January 11 - 2:00 Early Dismissal - Professional Development  
January 18 - End of 2nd Quarter/1st Semester 45/90 days  
January 18 - 2:00 Early Dismissal - Professional Development  
January 25 - 2:00 Early Dismissal - Professional Development

Holidays 3  
Classroom Days 177  
Prof Develop/Wkdays 9  
Parent Teacher Conf. 2  
191

February, 2023	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
6 7 8 9 10	3	14	104
13 14 15 16 17	4	18	108
20 21 22 23 24	5	23	113
27 28	5	28	118
	2	30	120

February 1 - 2:00 Early Dismissal - Professional Development  
February 8 - 2:00 Early Dismissal - Professional Development  
February 10 - No School - Collaborative Professional Development  
February 15 - 2:00 Early Dismissal - Professional Development  
February 22 - 2:00 Early Dismissal - Professional Development

March, 2023	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
6 7 8 9 10	3	33	123
13 14 15 16 17	4	37	127
20 21 22 23 24	4	41	131
27 28 29 30 31	5	1	136
	5	6	141

March 1 - 2:00 Early Dismissal - Professional Development  
March 8 - 2:00 Early Dismissal - Professional Development  
March 9 - No Students - Parent Teacher Conferences 11:00-7:00  
March 10 - No School  
March 13 - No School - Professional Development  
March 15 - 2:00 Early Dismissal - Professional Development  
March 22 - 2:00 Early Dismissal - Professional Development  
March 23 - End 3rd Quarter of 45 days  
March 29 - 2:00 Early Dismissal - Professional Development

April, 2023	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
3 4 5 6 7	0	6	141
10 11 12 13 14	4	10	145
17 18 19 20 21	4	14	149
24 25 26 27 28	5	19	154
	5	24	159

April 5 - 2:00 Early Dismissal - Professional Development  
April 7 - No School  
April 10 - No School  
April 12 - 2:00 Early Dismissal - Professional Development  
April 19 - 2:00 Early Dismissal - Professional Development  
April 26 - 2:00 Early Dismissal - Professional Development

Possible Snow  
Make Up Days  
January 3  
February 10  
March 13  
April 10  
May

May, 2023	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
1 2 3 4 5	5	29	164
8 9 10 11 12	5	34	169
15 16 17 18 19	5	39	174
22 23 24 25 26	5	44	179
29 30 31	0	44	179

May 3 - 2:00 Early Dismissal - Professional Development  
May 10 - 2:00 Early Dismissal - Professional Development  
May 17 - 2:00 Early Dismissal - Professional Development  
May 21 - Graduation  
May 24 - 2:00 Early Dismissal - Professional Development  
May 26 - 1:00 Dismissal - End of 4th Quarter/2nd Semester 44/89 days  
May 29 - Memorial Day  
May 30 & 31 - Professional Development

Board Approved:  
Approved Calendar

June, 2023	Days	Days	By
M T W T F	Days	Qtr.	Sch. Hours
5 6 7 8 9	0		
12 13 14 15 16	0		
19 20 21 22 23			
26 27 28 29 30			

1180.5

Cherokee Community School District offers career and technical programs in the following service areas: Agriculture, Food, and Natural Resources; Applied Sciences, Technology, Engineering, and Manufacturing; Business, Finance, Marketing, and Management; and Human Services. It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator, Dr. Kimberly Lingenfelter, Superintendent, 600 W. Bluff Street, Cherokee, IA, 51012, (712) 225-6767, klingenfelter@ccsd.k12.ia.us or Director of the Office for Civil Rights Department of Education, Diligence Center, 500 W. Madison Street, Suite 1475, Chicago, IL, 60661-7204

CHEROKEE COMMUNITY SCHOOL DISTRICT Spring Break  
2022-2023 CALENDAR

August, 2022	Days	Days Qtr.	Days Sch.	By Hours
M T W T F				
1 2 3 4 5	0	0	0	
8 9 10 11 12	0	0	0	
15 16 17 18 19	0	0	0	
22 23 24 25 26	4	4	4	25.9
29 30 31	3	7	7	19.2
				45.1

August 2nd - Registration  
August 15th, 16th (New Teacher) 17, 18, 19, 22 Professional Development  
August 23, School Begins-Grades 2-12 & K-1 In-takes  
August 24, School Begins-Grades TK-1  
August 24 - 2:00 Early Dismissal - Professional Development  
August 31 - 2:00 Early Dismissal - Professional Development

No School  
Pro Develop  
1:00 Dismissal  
2:00 Dismissal  
PT Conference  
End of Quarter

September, 2022	Days	Days Qtr.	Days Sch.	By Hours
1 2 3 4 5	2	9	9	12.5
6 7 8 9 10	4	13	13	26.3
12 13 14 15 16	5	18	18	33.2
19 20 21 22 23	5	23	23	33.2
26 27 28 29 30	4	27	27	26.3
				131.5

September 1, ECLC Begins  
September 5 - No School Labor Day  
September 7 - 2:00 Early Dismissal - Professional Development  
September 14 - 2:00 Early Dismissal- Professional Development  
September 21 - 2:00 Early Dismissal-Professional Development  
September 26 - No School-Professional Development  
September 28 - 2:00 Early Dismissal-Professional Development

October, 2022	Days	Days Qtr.	Days Sch.	By Hours
3 4 5 6 7	5	32	32	33.2
10 11 12 13 14	5	37	37	33.2
17 18 19 20 21	4	41	41	26.3
24 25 26 27 28	5	46	46	33.2
31	1	2	47	6.9
				132.8

October 5 - 2:00 Early Dismissal-Professional Development  
October 12 - 2:00 Dismissal - Professional Development  
October 19 - 2:00 Dismissal - Professional Development  
October 20 - No Students-Parent Teacher Conferences 11:00-7:00  
October 21 - No School Day  
October 26 - 2:00 Early Dismissal

November, 2022	Days	Days Qtr.	Days Sch.	By Hours
1 2 3 4 5	4	6	51	26.3
7 8 9 10 11	5	11	56	33.2
14 15 16 17 18	5	16	61	33.2
21 22 23 24 25	2	18	63	13.8
28 29 30	3	21	66	19.4
	0	21	66	0
				125.9

October 27 - End of Quarter of 45 days  
November 2 - 2:00 Dismissal - Professional Development  
November 9 - 2:00 Dismissal - Professional Development  
November 16 - 2:00 Dismissal - Professional Development  
November 23, 24, 25 - Thanksgiving Holiday Vacation  
November 30 - 2:00 Early Dismissal- Professional Development

1st Quarter Days = 45  
2nd Quarter Days = 45  
3rd Quarter Days = 45  
4th Quarter Days = 44  
Total 179

December, 2022	Days	Days Qtr.	Days Sch.	By Hours
1 2 3 4 5	2	23	68	13.8
6 7 8 9 10	5	28	73	33.2
12 13 14 15 16	5	33	78	33.2
19 20 21 22 23	5	38	83	30.9
26 27 28 29 30	0	38	83	0
	0			111.1

December 7 - 2:00 Dismissal-Professional Development  
December 14 - 2:00 Dismissal-Professional Development  
December 23 - 1:00 Dismissal  
December 26 - January 2 (Winter) Break

January, 2023	Days	Days Qtr.	Days Sch.	By Hours
3 4 5 6 7	4	42	87	26.3
9 10 11 12 13	5	2	92	33.2
16 17 18 19 20	5	7	97	33.2
23 24 25 26 27	5	12	102	33.2
30 31	2	14	104	13.8
				139.7

January 2 - No School  
January 4 - 2:00 Dismissal - Professional Development  
January 11 - End of 2nd Quarter/1st Semester 45/90 days  
January 11 - 2:00 Early Dismissal-Professional Development  
January 18 - 2:00 Early Dismissal-Professional Development  
January 25 - 2:00 Early Dismissal-Professional Development

Holidays 3  
Classroom Days 177  
Prof Develop/Wkdays 9  
Parent Teacher Conf. 2  
191

February, 2023	Days	Days Qtr.	Days Sch.	By Hours
6 7 8 9 10	2	16	106	13.8
13 14 15 16 17	4	20	110	26.3
20 21 22 23 24	5	25	115	33.2
27 28	2	32	122	33.2
				120.1

February 1 - 2:00 Early Dismissal - Professional Development  
February 2 - No Students - Parent Teacher Conferences 11:00-7:00pm  
February 3 - No School  
February 8 - 2:00 Early Dismissal- Professional Development  
February 10 - No School Collaborative Professional Development  
February 15 - 2:00 Early Dismissal - Professional Development  
February 22 - 2:00 Early Dismissal - Professional Development

March, 2023	Days	Days Qtr.	Days Sch.	By Hours
1 2 3 4 5	3	35	125	19.4
6 7 8 9 10	0	35	125	0
13 14 15 16 17	5	40	130	33.2
20 21 22 23 24	5	0	135	33.2
27 28 29 30 31	5	5	140	33.2
				119.0

March 1 - 2:00 Early Dismissal - Professional Development  
March 6-10 - No School - Spring Break  
March 15 - 2:00 Early Dismissal - Professional Development  
March 22 - 2:00 Early Dismissal- Professional Development  
March 24 - End 3rd Quarter of 45 days  
March 29 - 2:00 Early Dismissal - Professional Development

Possible Snow  
Make Up Days  
January  
February 10  
March  
April  
May

April, 2023	Days	Days Qtr.	Days Sch.	By Hours
3 4 5 6 7	0	5	140	0
10 11 12 13 14	4	9	144	26.3
17 18 19 20 21	5	14	149	33.2
24 25 26 27 28	5	19	154	33.2
		24	159	33.2
				125.9

April 5 - 2:00 Early Dismissal-Professional Development  
April 7 - No School  
April 12 - 2:00 Early Dismissal-Professional Development  
April 19 - 2:00 Early Dismissal-Professional Development  
April 26 - 2:00 Early Dismissal-Professional Development

May, 2023	Days	Days Qtr.	Days Sch.	By Hours
1 2 3 4 5	5	29	164	33.2
8 9 10 11 12	5	34	169	33.2
15 16 17 18 19	5	39	174	33.2
22 23 24 25 26	5	44	179	30.9
29 30 31	0	44	179	0
				130.5

May 3 - 2:00 Early Dismissal-Professional Development  
May 10 - 2:00 Early Dismissal-Professional Development  
May 17 - 2:00 Early Dismissal-Professional Development  
May 21 - Graduation  
May 24 - 2:00 Early Dismissal-Professional Development  
May 26 - 1:00 Dismissal-End of 4th Quarter/2nd Semester 44/89 days  
May 29 - Memorial Day  
May 30, 31 - Professional Development  
June 1 - Professional Development

Board Approved:  
Approved Calendar

June, 2023	Days	Days Qtr.	Days Sch.	By Hours
0 0 0 1 2	0	44	179	0
5 6 7 8 9	0			0
12 13 14 15 16				
19 20 21 22 23				
26 27 28 29 30				
				1181.6

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**Public Hearing – School Calendar 2022-2023**  
**Cherokee Community School District, 600 West Bluff Street**  
**Monday, February 28, 2022 @ 5:30 PM**

Cherokee Community School District 2022-2023 School Calendar is available on the front page of the district website: [www.ccsd.k12.ia.us](http://www.ccsd.k12.ia.us) and is also available in hardcopy at the central office. If you have comments that you wish to be considered before the 2022-2023 school calendar is board approved and are not able to attend the public hearing, please submit those comments to: Kimberly Lingenfelter, Superintendent by February 28, 2022 by 2:00 PM.

1. Call the hearing to order
2. Approve the agenda
3. Public hearing on the 2022-2023 School Calendar
4. Any person interested may appear and file objections to the proposed 2022-2023 School Calendar
5. Close the public hearing
6. Adjournment

**Regular Board of Education Meeting**  
**Cherokee Community School District, 600 West Bluff Street**  
**Agenda for Monday, February 28, 2022 following the public hearing**

The tentative agenda contains a list of subjects known at the time of distribution. A copy of the agenda kept continuously current is available for inspection at the office of the superintendent during regular business hours. This agenda may be changed up to 24 hours before the scheduled commencement of the meeting. The agenda sequence is provided as a courtesy only. The board reserves the right to consider each item in any sequence it deems appropriate. Therefore, we encourage visitors to attend the meeting from the beginning.

**NOTICE:** If you have comments that you wish to be considered please submit those comments to: Kimberly Lingenfelter, Superintendent, at [klingenfelter@ccsd.k12.ia.us](mailto:klingenfelter@ccsd.k12.ia.us) by February 28, 2022 by 2:00 PM along with your phone number and you will be called prior to the agenda item you wish to address.

1. Call the meeting to order
2. Pledge of Allegiance and Mission Statement
3. Approve the agenda
4. Roll call of members in attendance
5. Action to excuse board members not in attendance
6. Welcome Visitors  
Recognition of persons who wish to speak to the board regarding a school issue not on the agenda
7. Consent agenda
  - A. Approve the minutes of the regular meeting [1-17-22] and the board work session [1-17-22]
  - B. Approve financial statements
  - C. Approve monthly bills
  - D. Approve resignations  
Amy Fowler - WHS Quiz Bowl Coach  
Trish Engelke - WHS Quiz Bowl Coach  
Tori Kohn - CMS Paraprofessional
  - E. Approve retirements
  - F. Approve internal transfers  
Kelly Mullins - from CES Librarian to CES Secretary  
Ashley Mizner-Bruce from CMS Paraprofessional to CES Librarian
  - G. Approve contract extensions  
Kelly Mullins - Freshman Softball Coach  
Mason Timmerman - Assistant Individual Speech Coach

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

<p>Katie Leonard - CMS Hawkeyes Coach  Ashley Mizner-Bruce - CMS Play Coach  Jake Kromminga - WHS Art Teacher  Taylor Weidauer - WHS Agriculture Teacher &amp; FFA Advisor  Ashley Brady - WHS Guidance Counselor  MacKenzie Jenkins - WHS Paraprofessional</p>
<p>8. Communication and Reports  A. Principals' Building Reports/ Instructional Coaches' Reports  B. Directors'/ Superintendent's Report</p>
<p>9. Policy  Clerical Change(s): Clerical changes and edits as recommended by IASB Policy Manual Review by Siobhan Schneider, IASB Policy/Legal Services Director, received on 12/22/21  Affirm: 400 Role of and Guiding Principles for Employees; 401.1 Equal Employment Opportunity; 401.2 Employee Conflict of Interest; 401.3 Nepotism; 401.4 Employee Complaints; 401.5 Employee Records; 401.5R1 Employee Records Regulation; 401.7 Employee Travel Compensation; 401.8 Recognition for Service of Employees; 401.9 Employee Political Activity; 401.10 Credit Cards</p>
<p>10. New Business  A. Discussion of/ information concerning PBIS - Positive Behavioral Intervention and Supports  B. Discussion of/ action concerning the proposed plans, specification and the proposed form of contract and cost estimate for the Washington High School Facility Improvement project  C. Discussion of/ action concerning directing the architect, Matt Basye of FEH Design, to distribute plans for the Washington High School Facility Improvement project for competitive bids  D. Discussion of/ action concerning setting of the public hearing date for the 2022 WHS Science Suite Renovation, WHS Greenhouse, and WHS Window/Door Replacement Projects as Monday, March 21, 2022 at 5:30 PM  E. Discussion of/ action concerning the 2022-2023 School Calendar  F. Discussion of/ action concerning Simbli - Board Management Software  G. Discussion of/ action concerning the FY21 Audit  H. Discussion of/ action concerning Board Policy 210.8 Board Meeting Agenda [Third Reading]  I. Discussion of/ action concerning Board Policy 213 Public Participation in Board Meetings [Third Reading]  J. Discussion of/ action to rescind Board Policy 307 Communication Channels [IASB Recommendation - content contained in 213.1 Public Complaints, 401.4 Employee Complaints, and 502.4 Student Complaints and Grievances]  K. Discussion of/ information concerning Board Policy 106 Discrimination Based on Sex Prohibited [First Reading - Mandatory Policy]  L. Discussion of/ information concerning Board Policy 401.6 Limitations to Employment Records [First Reading - Mandatory Policy]  M. Discussion of/ information concerning Board Policy 501.16 Homeless Children and Youth [First Reading - Mandatory Policy]  N. Discussion of/ information concerning WHS Bidding &amp; Construction Schedule  O. Discussion of/ information concerning a date for a Budget Hearing - Monday, April 4, 2022  P. Discussion of/ information concerning a date for a board work session to tour facilities and review challenges - Monday, April 18, 2022 (prior to regular board meeting)</p>
<p>11. Exempt Session - the board will enter into exempt session for the purpose of discussing collective bargaining strategies and issues</p>
<p>12. Board Committee Reports  A. Curriculum and Instruction – Anderson and Thomas  B. Policy – Brown and Freed  C. Finance* – Freed and Mullins  D. Building, Grounds, Capital Projects – Brown and Mullins  E. Transportation, Nutrition – Anderson and Thomas</p>
<p>13. Closed Session - Superintendent Evaluation  The evaluation will be held in closed session as provided in section 21.5(1)(i) of the open meetings law to evaluate the professional competency of an individual whose appointment, hiring, performance, or</p>

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

discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

**14. Items of Interest for the Next Meeting [March 21, 2022 @ 5:30 PM]**

A. Discussion of/ action concerning a board resolution to levy property tax for fiscal year 2022-2023 for the regular program budget adjustment as allowed under section 257.14 Code of Iowa

B. Discussion of/ information concerning WHS Presentation - Future Ready Team

**15. Adjournment**

**Projected Dates/Times for Regular Board of Education Meetings 2021-2022**

December 20th, 2021 @ 5:30 pm	January 17th, 2022 @ 5:30 pm	February 28th, 2022 @ 5:30 pm	March 21st, 2022 @ 5:30 pm
April 18th, 2022 @ 5:30 pm	May 16th, 2022 @ 5:30 pm	June 13th, 2022 @ 5:30 pm	July 18th, 2022 @ 5:30 pm
August 15th, 2022 @ 5:30 pm	September 19th, 2022 @ 5:30 pm	October 17th, 2022 @ 5:30 pm	November 21st, 2022 @ 5:30 pm

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

**Cherokee Community School District  
Regular Meeting  
January 17, 2022**

The Cherokee Community School District Board of Education held a Regular Meeting on Monday, January 17, 2022 at 5:30 P.M. The meeting was held in the WHS Library at 600 W. Bluff St., Cherokee, Iowa.

**1. Call the meeting to order**

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

**2. Pledge of Allegiance and Mission Statement**

The Pledge of Allegiance and Mission Statement were recited.

**3. Approve the agenda**

Moved by Anderson, seconded by Freed to approve the agenda. All Ayes

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

Roll call was taken. Board members present: Patty Brown, Ray E. Mullins II, Brian Freed, Angie Anderson, Jodi Thomas

**6. Welcome Visitors**

Visitors were welcomed. Thomas referenced board policy 213, Public Participation in Board Meetings. There were no public comments.

**7. Consent Agenda**

Moved by Anderson, seconded by Brown to approve the consent agenda. All Ayes

- Minutes of the meetings – Regular Meeting – 12/20/21
- Financial Statements
- Monthly Bills
- Resignations:
  - Collin Johnson – CMS Boys Basketball Coach
  - Missi Rogge – CES Secretary
  - Laura Brecht – Ag Instructor and FFA Advisor
- Contract Extensions:
  - Matt Malausky – Year I Mentor for Seth Swedorski

**8. Communication & Reports**

Administrator and Director reports were given and are included in the board packet.

**9. Policy**

Moved by Brown, seconded by Freed, to affirm board policies 302.1 Superintendent Qualifications, Recruitment, Appointment; 302.2 Superintendent Contract and Contract Nonrenewal; 302.3 Superintendent Salary and Other Compensation; 302.4 Superintendent Duties; 302.5 Superintendent Evaluation; 302.6 Superintendent Professional Development; 302.7 Superintendent Civic Activities; 302.8 Superintendent Consulting Outside Employment; 303.1 Administrative Positions; 303.2 Administrator Qualifications, Recruitment, Appointment; 303.3 Administrator Contract and Contract Nonrenewal; 303.4 Administrator Salary and Other Compensation; 303.5 Administrator Duties; 303.6 Administrator Evaluation; 303.7 Administrator Professional Development; 303.8 Administrator Civic

Activities; 303.9 Administrator Consulting Outside Employment; 304.1 Development and Enforcement of Administrative Regulations; 304.2 Monitoring of Administrative Regulations; 305 Administrator Code of Ethics; 306 Succession of Authority to the Superintendent. All Ayes

No action on board policy 307 Communication Channels.

#### **10. New Business**

##### **A. Discussion of/information concerning moving the regular February board meeting to Monday, February 28, 2022 at 5:30 PM**

Moved by Anderson, seconded by Freed, to move the regular February board meeting to Monday, February 28, 2022 at 5:30 PM.

##### **B. Discussion of/information concerning the 2022-2023 School Calendar**

Discussion, no action, regarding the 2022-2023 School Calendar. There will be a public hearing on February 28, 2022 at 5:30 PM to discuss the school calendar, prior to the regular board meeting.

#### **11. Exempt session**

The board entered into exempt session at 5:48 P.M. for the purpose of discussing collective bargaining strategies and issues.


The board resumed in open session at 6:35 P.M.


#### **12. Adjournment**

Moved by Mullins, seconded by Brown to adjourn the meeting at 6:36 P.M. All Ayes

Public Hearing for 2022-2023 School Calendar – February 28<sup>th</sup>, 2022 – 5:30 P.M.

Regular Meeting – February 28<sup>th</sup>, 2022 – following public hearing

  
\_\_\_\_\_  
President, Board of Education  
Cherokee Community School District

  
\_\_\_\_\_  
Secretary Pro-Tem, Board of Education  
Cherokee Community School District



## **The Cherokee Community School District held a BOARD PLANNING WORK SESSION on Monday, January 17, 2022 at the WITCC Campus - 200 Victory Drive, Cherokee, IA.**

Public notice was given and on a motion by Anderson, seconded by Brown, the Board Planning Work Session was called to order at 8:35 AM after a tour of the WITCC Campus, facilitated by Dr. Darla Struck. Board attendees present were: Jodi Thomas, Angie Anderson, Patty Brown, Brian Freed, and Ray E Mullins II. Also present was Superintendent Kimberly Lingenfelter. As advertised, there was no action taken during this work session that was open to the public.

Board members were welcomed. Matt Basye, Architect for FEH Design, presented information on the summer 2022 projects: the WHS Science Suite Renovation, WHS Greenhouse, and WHS Window/Door Replacement.

The members of the Transportation and Nutrition Board standing committee are Angie Anderson and Jodi Thomas. Rachel Mallory, Transportation Director, presented information on the last fleet inspection and the purchase of a new school bus.

Rachel Doeden, Director of Nursing, presented information on the essential functions of her department and guidelines and protocols for illnesses, including Covid.

The Board reviewed their self-assessment results and the tools to evaluate the administrative team with the new Iowa Standards for School Leaders.

The members of the Finance Board standing committee are Brian Freed and Ray E Mullins II. Joyce Lundsgaard, Business Manager/Board Secretary, joined the meeting via phone and reviewed the five-year projection tool. She also answered questions regarding negotiations comparability, the 2022-2023 budget, and the district's financial health.

Board members had lunch with students from WHS and enjoyed Noggin Water wraps and sandwiches while visiting with students about various school topics.

The members of the Building, Grounds and Capital Projects Board standing committee are Patty Brown and Ray E Mullins II. Mike Fiedler, Maintenance Director, and Jamie Hodgdon, Assistant Maintenance Director in Charge of Grounds, presented the summer 2022 projects and priorities and a five-year plan worksheet.

Josh Landhuis, Activities Director, presented a department summary and provided a Lakes Conference update.

Dan Bringle and Carson Elston, Technology Assistants, reviewed department duties and the partnership with ANP, Advanced Network Professionals.

The members of the Curriculum and Instruction Board standing committee are Angie Anderson and Jodi Thomas. Staff also in attendance for this portion of the work session: Natalie Barkley, Jen Burch, Kacee Christiansen, Tom Ryherd, and Brian Christiansen. Natalie Barkley reviewed the professional development rotation and virtual professional development for staff. Kacee Christiansen reviewed the curriculum cycle and plans for future access to curriculum resources. Brian Christiansen reviewed district growth on the Iowa School Performance Profiles.

The Cherokee Education Association, represented by Tim Stoneking and James De Vos, presented their initial proposal for negotiations to board members.

Tom Ryherd, Brian Christiansen, and Kimberly Lingenfelter, members of the Administrative Team in attendance, reviewed implementation of board goals and future positions to support students that are in alignment with board goals. Tom Ryherd facilitated a demonstration of JMC from the perspective of a parent.

Management team meeting topics were reviewed for future work sessions.

On a motion by Anderson, seconded by Brown, the work session was adjourned at 4:58 PM.

Respectfully submitted,

Dr. Kimberly Lingenfelter  
Superintendent Cherokee Community School District

Financial Report - 1/31/22

Fund	Beginning Balance	Receipts	Expenditures	Ending Balance
Operating	\$ 3,121,363.09	1,084,967.57	1,000,237.91	\$ 3,206,092.75
Management	783,077.88	4,147.90	-	787,225.78
Self-Insurance Fund	997,810.74	10,795.52	15,460.63	993,145.63
<b>Subtotal General Fund</b>	<b>4,902,251.71</b>	<b>1,099,910.99</b>	<b>1,015,698.54</b>	<b>4,986,464.16</b>
Activity	132,606.90	25,625.59	28,738.66	129,493.83
PPEL	1,093,279.72	98,213.68	54,335.15	1,137,158.25
Capital Projects (Sales Tax)	1,375,284.74	101,725.75	705.00	1,476,305.49
Bond Proceeds	-	705.00	705.00	-
Debt Service	55,298.01	3,228.89	-	58,526.90
Hot Lunch	413,516.37	68,437.25	124,078.28	357,875.34
Trust and Agency	37,588.70	420.17	300.00	37,708.87
Braves Bank	4,523.66	796.75	-	5,320.41
<b>Total - All Funds</b>	<b>\$ 8,014,349.81</b>	<b>\$ 1,399,064.07</b>	<b>\$ 1,224,560.63</b>	<b>\$ 8,188,853.25</b>

\* \$705.00 transferred from SAVE/Hospital Proceeds to Capital Projects for Elementary Addition

Published Budget Report  
All Funds  
1/31/2022

Category	Function #'s	Sub Total Exp.	Expenditures	Amt Published	% of Published
<b>INSTRUCTION</b>	(1000-1999)	4,207,282.58	4,207,282.58	9,500,000.00	44%
Perkins	(5210)	-			
<b>SUPPORT SERVICES</b>	(2000-2999)				
Student Support Svcs	(2000-2199)	175,778.84			
Inst. Staff Support Svcs	(2200-2299)	395,189.37			
General Administration	(2300-2399)	192,727.78			
Building Administration	(2400-2499)	341,337.40			
Business Administration	(2500-2599)	380,477.04			
Plant Operation & Maint	(2600-2699)	775,487.82			
Student Transportation	(2700-2799)	203,523.51			
<b>TOTAL SUPPORT SERVICES</b>			2,464,521.76	4,500,000.00	55%
<b>NON INSTRUCTIONAL PGMS</b>	(3000-3999)	345,116.33	345,116.33	650,000.00	53%
<b>OTHER EXPENDITURES</b>	(4000-5999)				
Facilities	(4000-4999)	2,028,166.77			
Debt Service	(5000-5999)	221,465.63			
AEA Support Direct	(5200)	494,552.00			
Transfer to Debt Service	(6240)/(6900)	-			
<b>TOTAL OTHER EXPENDITURES</b>			2,744,184.40	4,808,325.00	57%
<b>TOTAL EXPENDITURES</b>			9,761,105.07	19,458,325.00	50%

## Elementary School Addition/HS Locker Room Renovations

1/31/2022

Revenue:	Subtotals	Total	Received to Date
2018 GO Bond	9,400,000		9,400,000
Premium	598,041		598,041
Discount - UW Fee (Janney)	(83,642)		(83,642)
2019 GO Bond	2,600,000		2,600,000
Premium	34,421		34,421
Discount - UW Fee (Baird)	(17,775)		(17,775)
Net GO Bond Proceeds		12,531,045	12,531,045
Est Investment Income:		347,000	346,283
PTA - Playground Equipment		10,000	10,000
Rebate		41,318	41,318
	12,531,045	12,929,363	12,928,646

Cost:		Expended to Date	Remaining Balance
Base Bid (Add'l Classroom, Temp Control, Fire Alarm System)	13,825,125	13,824,978	147
Contingency/Change Orders	52,228	52,228	(0)
CTS - Special Inspections	65,150	65,150	-
Life Cycle Cost Analysis	6,600	6,600	-
Plan Review Fee	6,732	6,732	-
FEH Design	785,329	785,329	-
FEH Design (Misc./Restroom/H.S. Office)	37,782	37,782	-
Beck Engineering/Baseball Relocation	208,548	208,548	-
EDA - Commissioning	10,200	10,200	-
Concrete - CES Bus Lane/Dumpster	37,943	37,943	(0)
CES - Add'l Fencing	3,431	3,431	-
LED Sign	2,588	2,588	-
JP Boiler Services	1,652	1,652	-
Waldners -Hydro Seeding	1,800	1,800	-
Certified Testing - Soil Testing	2,815	2,815	-
Furniture	275,000	278,954	(3,954)
Technology	100,000	96,299	3,701
Playground Equipment	150,000	138,924	11,076
Piper Jaffray	52,700	52,700	-
Ahlert Law	33,435	33,435	-
Moody's	26,250	26,250	-
UMB/S&P	1,900	1,900	-
Service Lines - Relocation	15,057	15,057	-
C-M-L Telephone - Fiber Optic Splices	1,056	1,056	-
Midwest Technology	1,761	1,761	-
Woodall Electric - Locate Wires	855	855	-
WHS Restroom Renovation	278,214	278,215	(1)
Sound Panels	10,710	10,710	-
Relocate Baseball Field/Electrical	196,971	192,718	4,253
	16,191,832	16,176,611	15,221
1/31/2022		(3,247,965)	

Net "Bond Proceeds": (3,262,469)

Sale - Hospital 3,993,601  
 SAVE \$\$ 750,000

Remaining for Other Priorities 1,480,415

\*Funds not spent may remain in Capital Project Funds, subject to legal guidance

02/24/2022 12:10 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
22 Plain T-shirts		
13763	360 Custom Designs	64.23
LENOVO 100E G2 AST MOTHERBOARD		
4GB		
14716	AGParts Worldwide, Inc.	949.75
oil changes and repairs to		
riding mowers		
14533	AgriVision Equipment Group	1,898.77
WHS Ind Arts Instructional		
Supplies		
13610	Airgas USA, LLC	22.39
OE TLC 1st semester		
10958	Alta-Aurelia Community	29,603.08
	School District	
Shipping counselor items		
ANTIEE A1708 A1713 Battery		
Replacement f		
Vinyl		
Shipping & Handling Order		
Cutting Mat		
QSC GX3 300-Watt Power		
Amplifier		
Acrylic Paint pens for painting		
rocks -		
CS Compatible Toner Cartridge		
NIMES Hanging Closet Underwear		
Sock Jewe		
Singer 9960 Sewing machine with		
Accessor		
Parchment Specialty Paper		
Shipping & Handling Books		
Mini Hot Glue Gun Sticks 4 In.		
0.27 In.		
FLEXISPOT 32 inch Standing Desk		
Converte		
4H Green heat transfer vinyl		
Replacement Spacebar Key Cap		
and Hinge		
13771	Amazon Capital Services	2,541.51
Apple MacBook Pro		
11505	Apple, Inc.	1,358.00
Mop Service		
Mop Service		
10183	Aramark Uniform Services	55.18
	AUCA Chicago Lockbox	
wood glue		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
COVID Sprayers		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
chaulk/ pipe		
Pipe nipple - Regular		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
BD paint and poly and bolts		
10021	Bomgaars	955.90
Hilo - Then Everything Went		
Wrong (#6) b		
13052	Book Vine, The	230.93
Bagel/wrap sandwiches for noon		
on 1/17/2		
CNA Test Refund		
Samsung 50" Class TU7000		
Crystal UHD 4K		
Postage for Amazon return for		
Doeden		
Flocabulary - Husman		
IFCA Membershhip		
1 year subscription		
Smart Side (17) - Storage Shed		
12882	Cardmember Service	1,500.78
replaced burned up light		
switches in arm		
10034	Champion Electric	127.05
Water - 600 W Bluff Lawn		
10084	City of Cherokee	2,219.87
OE TLC 1st Semester		
Special ED Tuition Fees - 1st		
semester		
13397	Clayton Ridge Community	24,044.47
	School District	
fixed bearing slopping around		
again in t		
20223	Control System Specialist	242.00
All State Meals - Coaches		
10967	De Vos, James	45.00
Shipping and Handling		
14718	Deborah R Glaser, EdD, LLC	126.25
change in charge quarterly		
monitoring		
security monitoring		
14222	Feld Fire	288.00

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User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

Counselor Supplies

10921 Heater, Jolleen

19.95

floor finish

neutral disinfectant

dust mop heads for wrestling  
roomsdust mop heads for wrestling  
rooms

13294 Home Depot Pro, The

1,751.34

A History of Iowa High School  
Playoff Fo

14723 Home Sweet Dome

35.00

16.3 gallons of gasoline

16.92 gallons of gasoline

8.41 gallons of gasoline

10.27 gallons of gasoline

19.85 gallons of gasoline

19.94 gallons of gasoline

15.48 gallons of gasoline

18.7 gallons of gasoline

16.08 gallons of gasoline

12.03 gallons of gasoline

22.57 gallons of gasoline

22.11 gallons of gasoline

10.89 gallons of gasoline

13.713 gallons of gasoline

28.160 gallons of gasoline

13.242 gallons of gasoline

23.196 gallons of gasoline

16.848 gallons of gasoline

17.704 gallons of gasoline

gasoline

13.7 gallons of gasoline

14.04 gallons of gasoline

Culinary 1 - Sanitation Lab

20.136 gallons of gasoline

Culinary 1 - Sanitation Lab

16.239 gallons of gasoline

18.16 gallons of gasoline

Human Development - Alcohol

Simulation L

20.875 gallons of gasoline

31.81 gallons of gasoline

27.79 gallons of gasoline

16.33 gallons of gasoline

26.912 gallons of gasoline

12.244 gallons of gasoline

19.262 gallons of gasoline

17.615 gallons of gasoline

16.893 gallons of gasoline

25.318 gallons of gasoline

Culinary 1 - Ingredient

Functions Lab

27.115 gallons of gasoline

27.305 gallons of gasoline



02/24/2022 12:10 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
11.847	gallons of gasoline	
10274	Hy-Vee Food Stores, Inc	2,269.77
IASBO Spring Conference		
12821	IASBO	195.00
Medicaid		
12846	Iowa Department of Human Services	3,085.50
SAVE Program		
10358	Iowa Lakes Community College	15,031.72
Shipping/Handling Music		
12200	J.W. Pepper and Son, Inc.	79.24
Cake Boards		
14027	Karels, Katie	36.66
Student Eyeglasses		
14725	Le Mars Eye Care	67.58
1x4 8		
11735	Marcus Lumber	90.31
Paraeducator Online Training		
11272	Master Teacher, Inc., The	1,617.00
206 E Indian CMS		
12363	MidAmerican Energy Company	5,085.32
broken shower head that was tampered wit		
14498	Midwestern Mechanical Iowa Inc.	80.00
help with water leak at CES when pipe br		
drinking fountain repair		
11495	Modern Heating and Cooling, Inc.	1,000.20
Replacement Ink Pads		
10852	One Office Solution	35.10
Garbage Collection		
10217	Sanitary Services, Inc.	2,612.40
Trans - Vehicle Repair Parts		
12768	School Bus Sales	142.02
Sax True Flow Gloss Glazes 4 Ounces Each		
11884	School Specialty, LLC	93.57
DOT Physical		
13440	Sizeland, Harry	90.00
GBC Part Number 910400015360		
BTM HEAT SH		
14698	Skyline Book Binding Co.	458.33
OE Tuition 1st semester		
Special ED Tuition Fees - 1st semester		
13182	Storm Lake Community	34,251.25

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
School District		
Gas - Heating		
14354	Symmetry Energy Solutions, LLC	20,712.13
Gasoline for School Van		
13564	Vannatta, Joe	74.20
College Now (League) 1st semester		
10248	Western Iowa Tech Comm College	28,342.40
Special ED Tuition Fees - 1st semester		
14726	Woodward-Granger Comm School District	7,775.24
30 gallons diesel		
18 gallons diesel		
20 gallons diesel		
46 gallons diesel		
31 gallons diesel		
4 gallons diesel		
37 gallons diesel		
28 gallons diesel		
13 gallons diesel		
24 gallons diesel		
30 gallons diesel		
23 gallons diesel		
48 gallons diesel		
25 gallons diesel		
20 gallons diesel		
26 gallons diesel		
50 gallons diesel		
31 gallons diesel		
15 gallons diesel		
72 gallons diesel		
4 gallons diesel		
19 gallons diesel		
33 gallons diesel		
43 gallons diesel		
35 gallons diesel		
28 gallons diesel		
15 gallons diesel		
Diesel Rebate		
10361	Your FleetCard Program	4,692.80
Fund Number 10		
Checking Account ID 1	Fund Number 71	SELF-INSURANCE FUND
Hepatitis B shots & administration		
11157	Cherokee Regional Medical Center	837.00
Administration Fees		
13725	Mid-American Benefits, Inc.	1,759.50
Fund Number 71		
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
paint/ duplex - Crow's Nest		
wall plates - Crow's Nest		

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
returns		
10021	Bomgaars	42.88
Architect - HS Science Renovations		
HS Window/Door Replacement		
Architect - HS Science Greenhouse		
20224	FEH Design	20,701.26
flow switch that was leaking		
gltcol from		
14498	Midwestern Mechanical Iowa Inc.	1,133.82
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
XXL ms volleyball jerseys		
13763	360 Custom Designs	2,481.20
Junior Cheer Snacks		
14675	Bellefy, Kristen	50.28
Stickers to put on robot of our sponsors		
14683	Brave Designs	20.00
purchase of state parking pass for wrest		
IWOCA membership		
Breakfast Pizza - Hoops		
Casey's Rebate		
entrance fee for super qualifier tournam		
12882	Cardmember Service	427.59
WHS Concession Supplies		
14310	Cherokee Athletic Boosters	1,575.00
WHS Concession Supplies		
CMS Concession Supplies		
11224	Chesterman Co.	901.50
Registration Fee		
12888	Coe College	165.00
IHSSA ALL STATE BANNER		
10967	De Vos, James	55.00
Band Awards & Engraving		
13459	Five-Star Awards and More	76.00
Cherokee MS scramble meet #2		
14432	FloSports (Trackwrestling)	85.00
January Meeting Supplies		
FFA Supper Supplies		
FFA Supper Supplies		
Carnations for Student Council		
Fundraise		
10274	Hy-Vee Food Stores, Inc	738.20

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User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

2/12/22 Regional Girls BB

Ticket Sales

30902	Iowa Girls High School Athletic Union	72.00
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Fund Number 21

Checking Account ID 3

Checking Account ID 4 Fund Number 61 SCHOOL NUTRITION FUND

fans, straps, misc

10021	Bomgaars	163.28
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Serv Safe - Laura Horton &amp; Gena

Leonard

12882	Cardmember Service	320.00
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Ala Carte Purchases

11224	Chesterman Co.	445.50
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COVID Purchased Food

40032	Earthgrains	305.70
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COVID General Supplies

Ala Carte Purchases

COVID Purchased Food

COVID Purchased Food

18253	MARTIN BROS. DISTRIBUTING CO., INC.	6,559.62
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repair to dish washer blower

motor for C

11495	Modern Heating and Cooling, Inc.	166.76
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Fund Number 61

Checking Account ID 4

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User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

Checking Account ID 3

Fund Number 21

STUDENT ACTIVITY FUND

All State Speech Meal Money

13234 Cash and Joyce Lundsgaard

390.00

Fund Number 21

Checking Account ID 3

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Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
Clinic Mar 4-5		
31210	Ace Fundraising	300.00
Monthly Server Maintenance		
Antivirus, Antimaware, Data		
14649	Advanced Network Professionals	421.85
Shipping GM Soybean Seed		
14711	Ag Classroom Store	163.11
LENOVO N23 YOGA (CHROMEBOOK)		
CAMERA		
LENOVO 100E G2 MTK LCD TOP		
COVER		
LENOVO 300E G2 MTK (TOUCH)		
11.6" LCD WIT		
LENOVO 100E G2 / 100E G2 AST		
LCD TOP COV		
14716	AGParts Worldwide, Inc.	2,315.50
Shipping Balsa Wood		
Ink Cartridges		
gloves		
Mounting Dream UL Listed TV		
Mount for Mo		
replace pad		
CORSAIR K57 RGB Wireless Gaming		
Keyboard		
32 Pieces Plastic Key Cap		
Covers in 8 As		
4K HDMI Cable 10ft, iVANKY		
18Gbps High S		
13771	Amazon Capital Services	1,260.73
Personalized 10.2-inch iPad Wi-		
Fi 32GB -		
11505	Apple, Inc.	1,196.00
Mop Service		
Mop Service		
10183	Aramark Uniform Services	55.18
AUCA Chicago Lockbox		
Clinician		
14713	Birdie and Carol Harris	100.00
School of Performing Arts		
spray		
spray		
putty		
brad		
10021	Bomgaars	166.05
Gas		
Mileage - Ida Grove to Dordt		
University		
14482	Brecht, Laura	102.55
Internet - Data		
14427	C-M-L Telephone	1,073.38
Cooperative Assoc		
added electrical to conference		
room for		

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
parts and labor to fix broken parking lo		
10034	Champion Electric	887.76
12/20 & 1/17 Board Mtg Minutes		
18221	Chronicle Times & Area Advertiser	484.92
PSAT-NMSQT		
11576	College Board	124.00
Red Feather Hike 30 Snowshoes (up to 220		
14676	CrawDaddy Outdoors	2,799.10
stools for lunch tables		
13296	Decker Equipment/School Fix	454.80
field paint		
10239	Diamond Vogel Paints	596.00
fix wash machine in fullers room		
10245	Ebert's	416.85
Groceries - Culinary 2 Final		
Helping Hands Supplies		
10067	Fareway Stores, Inc.	42.79
bus 14 rear dual		
14523	Graham Tire Storm Lake	318.73
Canisters		
Batteries		
18309	Haack, Brenda	39.98
Groceries		
Kitchen Cleaning Supplies		
10274	Hy-Vee Food Stores, Inc	19.74
IASB - New Board Member		
Workshop		
10002	Iowa Association of School Boards	190.00
one call account		
12325	Iowa One Call	5.40
4 background checks		
11789	Iowa School Finance Information Service	168.00
I Should Be Glad SATB divisi		
S/H		
12200	J.W. Pepper and Son, Inc.	82.74
Sharpie Paint Markers		
14027	Karels, Katie	11.97
Teacher Aide Pay		
14715	Kremer, Bryce	70.00
1x4@10- 133		
2x4@10 - 134		
1x4 8 - Cornhole 134		

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Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
11735	Marcus Lumber	310.45
Renewal Benefit Compliance Program		
12767	Mark J. Becker & Associates, LLC	1,500.00
Bulk Flour, Sugar, & Sanitizer		
18253	MARTIN BROS. DISTRIBUTING CO., INC.	47.65
Lbow		
12816	Menards	175.51
TRumpet 14A4 Mouthpied		
12C Trombone Mouthpiece		
Bass Flute		
10894	MidBell Music, Inc.	2,270.56
DEF		
12876	Midwest Lubricants, Inc.	902.00
1st semester TLC		
11366	MMC-RU Community Schools	7,019.45
cooler repair for kitchen		
furnace repair to armory		
11495	Modern Heating and Cooling, Inc.	260.11
Trans Supplies		
Trans Supplies		
repair parts		
Trans Supplies		
Repair Parts		
10180	Motor Parts Sales	260.29
Outside Labor Repair		
25 New rear tires		
10425	Northside Tire Inc	284.38
Shared Social Worker		
10125	Northwest AEA	11,014.74
Partner ID 9490 - MAP Science Test		
12781	NWEA	847.50
bus 3 starter and Alternator		
belt for bus 5		
Bus #4 repairs		
11226	O'Halloran International	2,705.94
Postage machine lease		
18326	Pitney Bowes Global Financial Services LLC	464.31
Shipping Replacement Cups		
14150	Put-In-Cups	57.00
VIVITEK NOVODS4K DIGITAL SIGNAGE SYSTEM		
10175	Rick's Computers	1,500.00
Chevy Mini Bus - heater repair		
11459	Ron's Repair, Inc.	111.25



02/11/2022 12:33 PM

User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

snow removal and sanding

snow removal and sanding

13615 SCE, LLC 1,667.50

Conference

10087 School Administrators of Iowa 110.00

Trans Repair Parts

12768 School Bus Sales 109.58

Preschool Transportation

11955 Siouxland Regional Transit System 142.40

Repair Parts

12233 Thomas Bus Sales of Iowa, Inc. 41.07

Medicaid Billing Fee

12838 Timberline Billing Service LLC 532.83

Time &amp; Attendance Service

11578 Time Management Systems 299.06

Shipping Quench Guard

14703 Van Sant Enterprises, Inc 180.27

Cell phone - Main 2

18319 Verizon Wireless 454.87

Glasses

14721 W.F. Stoelting, O.D., P.C. 155.00

New Driver Training -

Christiansen

10248 Western Iowa Tech Comm College 100.00

Customer #12731 - Natural Gas

14717 WoodRiver Energy LLC 2,239.08

Mileage - pick up materials @

Menards

14012 Wynn, Alec 88.00

Fund Number 10

Checking Account ID 1 Fund Number 71 SELF-INSURANCE FUND

Administration Fees

13725 Mid-American Benefits, Inc. 1,745.50

Fund Number 71

Checking Account ID 1

Checking Account ID 2 Fund Number 36 PHYSICAL PLANT &amp; EQUIPMENT

Engineer - Greenhouse Survey

13841 Beck Engineering, Inc. 328.75

Alex Caulk

10021 Bomgaars 21.94

replacment of actuator in gym  
was brokenfix bearings on air handler  
unitreplace3d air handler motor in  
middle sc

02/11/2022 12:33 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail	Description	
20223	Control System Specialist	1,420.64
LED light		
12816	Menards	59.96
Fund Number	36	
Checking Account ID	2	
Checking Account ID	3	
2/10 JV/V boys basketball		
14448	Atherton, Greg	115.00
Fundraiser due		
14714	Believe Productions	1,540.80
Clinician		
14713	Birdie and Carol Harris School of Performing Arts	100.00
2/3/22 Girls V BB Official		
14289	Borchers, Bryan	115.00
1/27 CMS wrestling official please mail		
30212	CAPUTO, MARK	140.00
200 ribeyes		
31168	Cherokee Locker, Inc.	833.75
WHS Concession Supplies		
WHS Concession Supplies		
CMS Concession Supplies		
WHS Concession Supplies		
CMS Student Council Concession Supplies		
11224	Chesterman Co.	2,332.50
WHS Concession Supplies		
Laffy Taffy - Banana		
30880	Core-Mark Midcontinent, Inc, dba Farner Bocken Company	1,325.26
JAZZ Band Registration		
Jazz Choir entry fee		
31018	COYOTE JAZZ FESTIVAL	280.00
Junior cheer shirts		
12371	Creative Services	882.98
02-15-22 CMS Basketball		
14537	Crow, Richard	75.00
WHS Concession Supplies		
WHS Concession Supplies		
WHS Concession Supplies		
WHS Concession Supplies		
WHS Concession Supplies		
10067	Fareway Stores, Inc.	74.75
Track Wrestling Fee		
14432	FloSports (Trackwrestling)	90.00
1/28/22 JV Boys Official - mail		

02/11/2022 12:33 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
2/3 JV bball girls		
02-22-22 Jr High Basketball		
13602	Goettsch, Eric	225.00
1/28/22 JV Boys BB - mail		
31235	HENDERSON, ALAN	75.00
roses for senior night		
11242	Hy-Vee Pharmacy	48.00
Entry fee for 7th Honor Choir (Mr. Puett)		
14688	ICDA	80.00
State Cross Country Plaques - Boosters		
10115	Iowa High School Athletic Association	50.00
All State Entry Fees		
Freshmen IE District Fees		
30733	Iowa High School Speech Association	395.00
shipping & handling J-bands		
13421	Jaeger Sports Inc.	323.74
2/10/22 V Boys BB Official		
13627	Kastner, Cory	115.00
2/7/22 middle school wrestling meet		
14072	Koedam, Brent	140.00
2/3/22 Girls V BB Official		
13333	Malloy, John	115.00
WHS Concession Supplies		
18253	MARTIN BROS. DISTRIBUTING CO., INC.	78.10
Shipping Batting Cage - Boosters		
30021	Memphis Net and Twine Co., Inc.	1,259.01
JV January wrestling meet at MOC-FV		
December JV wrestling meet at MOC-FV. P1		
30321	MOC/FV High School	90.00
2/3/22 JV basketball mail		
13855	Nelson, Kody	75.00
Solo Festival Judge		
13424	Nelson, Lavila	100.00
02-21-22 Jr High Basketball		
02-22-22 Jr High Basketball		
31293	Oswald, Kyle	150.00
Handling		
11177	Playscripts, Inc	413.53
High School Helmets Reconditioning		

02/11/2022 12:33 PM

Vendor Number Vendor Name

Amount

Invoice Detail Description

Middle School Helmets  
Reconditioning

30698 Riddell/All American Sports Corp. 5,240.85

02-15-22 Jr High Basketball

31418 Rolfes, Mark 75.00

1/27 cms wrestling official  
please mail

14680 Seaman, Ty 180.00

02-21-22 Jr High Basketball

14327 Shea, Mark 75.00

2/3/22 JV basketball please  
mail

14251 Spooner, Jason 75.00

2/10 JV/V boys basketball

13629 Ten Napel, Jeff 115.00

All-State Large Group Speech  
Pictures

31086 TIM VORLAND PHOTOGRAPHY 118.00

2/7/22 MS wrestling

12666 Von Hagel, Curt 140.00

2/3 JV basketball

14066 Weaver, Andrew 75.00

2/3/22 V BB Official

12988 Wielenga, Jodie 115.00

Shirts

13641 WorkPlacePro 621.30

Fund Number 21

Checking Account ID 3

Checking Account ID 4

Fund Number 61

SCHOOL NUTRITION FUND

Ala Carte Purchases

Ala Carte Purchases

11224 Chesterman Co. 638.50

CES milk

CMS Milk

WHS milk

CES milk

CMS milk

WHS milk

WHS milk

CMS milk

CES milk

40114 DFA Dairy Brands Corporate 1,651.97

COVID general supplies

COVID General Supplies

Ala Carte Food Purchases

COVID general supplies

Ala Carte Food Purchases

COVID purchased food

02/11/2022 12:33 PM

User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

COVID general supplies

COVID food purchased

18253	MARTIN BROS. DISTRIBUTING	15,537.86
	CO., INC.	

Fund Number 61

Checking Account ID 4

01/27/2022 03:11 PM

User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

Checking Account ID 1 Fund Number 10 GENERAL FUND

Main Supplies

Main Supplies

10021 Bomgaars 39.06

Blue (EPrint)

I Dreamed of Rain SATB

When Storms Arise SATB

12200 J.W. Pepper and Son, Inc. 107.85

Fund Number 10

Checking Account ID 1

Checking Account ID 3 Fund Number 21 STUDENT ACTIVITY FUND

10

13234 Cash and Joyce Lundsgaard 300.00

Fund Number 21

Checking Account ID 3

01/25/2022 03:34 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 1	Fund Number 10	GENERAL FUND
WHS Ind Art Instructional Supplies		
13610	Airgas USA, LLC	19.31
DisplayPort to DVI Adapter, Dp Display P		
Tackling the Motivation Crisis Book - Mi		
Creativity Street Natural Toothpicks, Fl		
HP EX900 M.2 250GB PCIe 3.0 x4 NVMe 3D T		
AC Adapter Power Supply		
Black Vinyl		
Sony ZX Series Wired On-Ear Headphones,		
bits		
LCL Compatible Toner Cartridge Replaceme		
QIANF 1 Inch Black Heavy Cotton Webbing,		
13771	Amazon Capital Services	871.80
Mop Service		
Mop Service		
10183	Aramark Uniform Services AUCA Chicago Lockbox	55.18
LENOVO 100E G2 / 100E G2 AST		
LCD TOP COV		
LENOVO 100E G1 / 500E G1 (TOUCH) BATTERY		
LENOVO 100E G2 MTK MOTHERBOARD 4GB		
12957	Asset Genie, Inc.	567.55
Salt - Water Treatment		
Water Treatment		
Nurse Supplies - WHS		
Nurse Supplies - CMS		
10079	Blaine's Culligan and Sundance Spas	142.65
Maintenance Supplies		
Maintenance Supplies		
Maintenance Supplies		
staple		
Main Supplies		
Trans Supplies		
Maintenance Supplies		
10021	Bomgaars	273.03
lawn tractor tires for jamie tractor		
13394	Brad's Tire Service	799.00
Book Refund		
14708	Brady, Barb	4.00
roof repair at bus barn		
14263	Brentwood Construction LLC	95.00
parts return		

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
10396	Builder's Sharpening and Service	26.92
CNA state test		
The Sun Shines Warm SATB rebate		
25.53 gallons of gasoline		
Midwest Conference Hotel Dec 15-18		
Hotel & Parking for Midwest Conference		
Robotics parts Shipping		
12882	Cardmember Service	1,722.55
Shipping cleaner		
11243	Central Iowa Distributing	574.00
bulbs and switch cover for middle school		
ballasts for shop lights		
10034	Champion Electric	120.54
Chamber Dues		
11818	Cherokee Chamber of Commerce	500.00
Water- 600 Bluff W Lawn		
10084	City of Cherokee	1,793.54
1 queen room		
14553	Courtyard by Marriott Des Moines Ankeny	257.60
Bus Inspections		
11300	Department of Education	950.00
Shredding		
11580	Document Depot and Destruction, Inc.	80.00
Main Supplies - Brackets Bus Barn		
14222	Feld Fire	40.00
Extermination Service		
10979	Guardian Pest Solutions	173.25
quat		
13294	Home Depot Pro Institutional, The	1,229.17
Groceries - Culinary 2 Final		
Groceries - Culinary 2 Final & Culinary		
19.8 gallons of gasoline		
20.445 gallons of gasoline		
25.742 gallons of gasoline		
17.246 gallons of gasoline		
23.62 gallons of gasoline		
17.275 gallons of gasoline		
13.31 gallons of gasoline		
gasoline		
26.53 gallons of gasoline		
17 gallons of gasoline		
22.67 gallons of gasoline		
10.77 gallons of gasoline		



01/25/2022 03:34 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
	19.12 gallons of gasoline	
	21.8 gallons of gasoline	
	19.04 gallons of gasoline	
	16.76 gallons of gasoline	
	25.47 gallons of gasoline	
	21.04 gallons of gasoline	
	24.03 gallons of gasoline	
10274	Hy-Vee Food Stores, Inc	1,282.07
The Horse		
12200	J.W. Pepper and Son, Inc.	55.00
Diploma		
11073	Jostens, Inc.	19.67
Book Refund		
14710	Keck, Leeha	5.00
Welch Allyn® Rechargeable Battery - Oran		
10060	MacGill and Company	187.80
1x4 x16 3/8 1x6 1x8 2x4 @ 8		
11735	Marcus Lumber	637.38
4x4 8 strainer		
12791	Menards	47.92
Electricity 206 E Indian CMS Electricity - 600 W Bluff WHS Electricity - 600 W Bluff Concessions Electricity - Doupe Ballfields Electricity -334 Gillette Bus Barn Electricity 336 Gillette		
12363	MidAmerican Energy Company	8,507.30
50 Brake Wall Mount Stand		
10162	Midwest Technology Products	4,780.20
hot surface ignitor filter		
11495	Modern Heating and Cooling, Inc.	103.30
ISP Curriculum-Ag Institute- Brecht		
14272	NAAE (National Association of Agricultural Eduators)	800.00
fixed 2 outlets and replaced 20 amp fuse		
12338	Nelson Electric	136.98
12, fix door, coolant leak, and transmis		
11226	O'Halloran International	1,002.72

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User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Trans Supplies		
11377	O'Reilly Automotive, Inc.	48.33

February - Annual Operation  
Contract

July - Annual Operation  
Contract

13215	Plains Boiler Service	1,166.66
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WHS Postage

10830	Purchase Power	776.00
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Shipping Fees

13492	Really Great Reading	1,353.80
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10 0000 2620 000 0000 421

10217	Sanitary Services, Inc.	2,546.20
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Shipping Dry Erase Board

lamination film

11884	School Specialty, LLC	892.44
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Gas - Heating

14354	Symmetry Energy Solutions, LLC	11,146.31
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Auditorium Curtains

14582	Syracuse Scenery & Stage Lighting Co., Inc.	13,786.97
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Book Found - Refund Fee

14704	Taggart, Brandy	4.00
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Bus 17 Crossing gate

12233	Thomas Bus Sales of Iowa, Inc.	513.34
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New sprayer nozzle for bus  
disinfectant

14344	TNT Sales	18.00
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Book Refund

14709	Waterman, Jamie	5.00
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Fuel Rebate

58.31 gallons of diesel

15.02 gallons of diesel

67.69 gallons of diesel

25.1 gallons of diesel

16.25 gallons of diesel

51.38 gallons of diesel

25.04 gallons of diesel

22.28 gallons of diesel

61.31 gallons of diesel

49.05 gallons of diesel

10.49 gallons of diesel

5.68 gallons of diesel

20.46 gallons of diesel

40.83 gallons of diesel

40.34 gallons of diesel

10361	Your FleetCard Program	2,380.67
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Fund Number 10

Checking Account ID 1

01/25/2022 03:34 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Checking Account ID 2	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
8' x 3"8' Doors(2)		
12882	Cardmember Service	1,739.26
ahu 1 and ahu 2 units not working		
air handler in commons		
bolier not working in middle school		
worked on a reverse valve		
fixed and hot wired fan switch		
its broke		
two heat pumps middle school not workin		
20223	Control System Specialist	2,205.58
HS Window/Door Replacement		
Architect Fees - HS Science Greenhouse		
20224	FEH Design	7,962.00
Rake and Corner 122 corners		
11735	Marcus Lumber	533.44
panel		
12791	Menards	635.66
Shipping		
13212	SHI International Corp	5,310.00
Fund Number 36		
Checking Account ID 2		
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
AmerCare Five Piece Meal Kit with Salt a		
Books for Speech		
13771	Amazon Capital Services	108.49
01-13-22 Varsity Basketball		
14448	Atherton, Greg	115.00
1/21 varsity basketball		
14702	Baker, Brady	115.00
01-28-22 Varsity Basketball		
13828	Baker, Keith	115.00
01-28-22 Varsity Basketball		
30955	Basalyga, Russ	115.00
1/13 MS bball please mail		
1/22 youth basketball games - HOOPS		
14695	Brostad, Mike	175.00
1000 pt BB - Boosters pays \$24.31		
12882	Cardmember Service	73.31
Cash- Life Skills Practice		
13234	Cash and Joyce Lundsgaard	30.00

01/25/2022 03:34 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
Ribeye sandwich ad		
10084	City of Cherokee	20.00
01-28-22 JV Girls Basketball		
14537	Crow, Richard	75.00
1/13/22 MS basketball		
1/18/22 MS basketball		
31443	Dreckman, Matt	150.00
01-28-22 JV Boys Basektball		
13602	Goettsch, Eric	75.00
basketball nets 21-22		
31069	Hauuff Mid-America Sports, Inc.	21.00
1/13 JV boys please mail		
31235	HENDERSON, ALAN	75.00
DJ for Winter Formal		
14669	Henningsen, Jalen	400.00
Donuts, orange juice, pop, water, buns,		
10274	Hy-Vee Food Stores, Inc	80.05
coupon		
14450	Image Market	464.95
AIT Conference Registration		
13843	Iowa FFA Association	160.00
Freshmen Large Group		
30733	Iowa High School Speech Association	335.00
01-13-22 Varsity Basketball		
13627	Kastner, Cory	115.00
01-13-22 JV Girls Basketball		
13855	Nelson, Kody	75.00
1/15 bball games - HOOPS		
1/20/22 9th BB official		
31293	Oswald, Kyle	125.00
1/20/22 9th BB official		
30706	PEDERSEN, LES	75.00
1/27/22 MS wrestling official		
14679	Ryan, Zach	140.00
1/15 bball games - HOOPS		
1/22 youth basketball games - HOOPS		
01-28-22 JV Girls Basketball		
02-10-22 CMS BB Official		
14327	Shea, Mark	375.00
01-13-22 JV Boys Basketball		
14251	Spooner, Jason	75.00
01-28-22 Varsity Basketball		

01/25/2022 03:34 PM

User ID: ALG

Vendor Number	Vendor Name	Amount
Invoice Detail Description		
30853	Stowers, Ronald	115.00
01-13-22 Varsity Basketball		
13629	Ten Napel, Jeff	115.00
Hoops Festival medals		
30903	Trophies Plus, Inc.	59.12
01-13-22 JV Girls Basketball		
14066	Weaver, Andrew	75.00
2/10/2022 CMS BB Official		
30337	Wiener, Arnie	75.00
Fund Number 21		
Checking Account ID 3		
Checking Account ID 4	Fund Number 61	SCHOOL NUTRITION FUND
Lunch Account Refund - graduated		
14707	Carlson, Dana & Deb	6.15
FS Health Ins		
19014	Cherokee Comm School District	80,958.13
Ala Carte Purchases		
Ala Carte Purchases		
11224	Chesterman Co.	615.00
COVID Purchased Food		
COVID Purchased Food		
Milk-CES		
Milk-CMS		
Milk-WHS		
Milk - CMS		
Milk - CES		
Milk - CMS		
Milk - CES		
Milk - WHS		
Milk - CES		
Milk - CMS		
Milk - WHS		
40114	DFA Dairy Brands Corporate	2,184.40
COVID Food Purchases		
COVID Food Purchasases		
COVID Food Purchasases		
40032	Earthgrains	621.50
Purchased Food		
40288	Halder, Kathi	16.15
Lunch Account Refund - graduated		
31102	HIRSCHMAN, RICHARD & CATHY	5.85
COVID General Supplies		
Ala Carte Purchases		
COVID General Supplies		
COVID Food Purchases		
Ala Carte Purchases		

01/25/2022 03:34 PM

User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

COVID General Supplies

Ala Carte Purchases

18253	MARTIN BROS. DISTRIBUTING CO., INC.	12,356.91
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Lunch Account Refund -  
graduated

14706	Schwanz, Amanda	18.65
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Lunch Account Refund - moved

14705	Winterton, Seth & Stephanie	73.00
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Fund Number 61

Checking Account ID 4

01/21/2022 01:00 PM

User ID: ALG

Vendor Number Vendor Name

Amount

Invoice Detail Description

Checking Account ID 3

Fund Number 21

STUDENT ACTIVITY FUND

Entrance fee to Quiz Bowl

Tournament on

13411 Boyden Hull CCSD

60.00

Fund Number 21

Checking Account ID 3

# Cherokee Elementary School

February 2022

Brian Christiansen, Principal  
Jen Burch, Instructional Coach



## DISTRICT GOAL 1

### COLLEGE & CAREER READINESS

The February Health Hero award recipient is Avery Frey. "Avery is a great leader in small groups, she always knows what is going on and is willing to help her peers or myself. Avery is also able to spot younger students who look lost and is willing to help them get where they need to go, without being asked."

CES had very successful Spring Parent Teacher Conferences. 95% of our families were able to attend conferences either on PTC night or at another scheduled time. We enjoyed seeing families in the building and being able to share student progress with them.

## DISTRICT GOAL 2

### 21ST CENTURY SKILLS

PROBLEM SOLVING,  
TEAM BUILDING &  
INTERPERSONAL SKILLS

The ECERS (Early Childhood Environmental Rating Scale) is an optional evaluation tool that is in addition to what is required by the Department of Education. During this process in January, evaluators came to our preschool setting to observe various components of our program. They noted strengths in the areas language, program structure, and interaction. Areas we look forward to improving is our space and furnishings and fine-tuning our schedule to meet various time components within their ECERS guidelines. This is a one-day snapshot into our preschool program that can help us continue to offer quality programming for our preschool students.

3rd and 4th grade students took their winter reading and math MAP tests earlier this month. Goals were set based on their current scores in each area along with the expected growth from fall to winter for each area. Thermometers were drawn and displayed in each of the respective hallways as a motivator for students to keep working hard to show growth. Both 3rd and 4th grade students accomplished their goal and celebrated with movie theater popcorn and a movie. We are proud of the hard work students displayed!

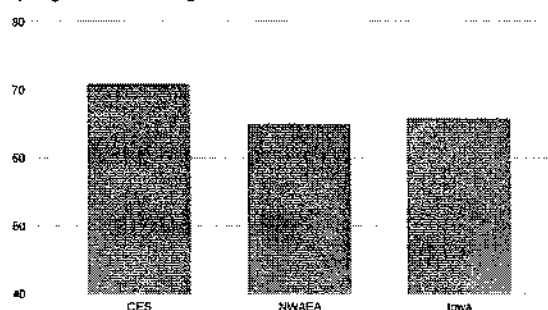
## DISTRICT GOAL 3

### COMMUNICATION & POSITIVE RELATIONSHIPS

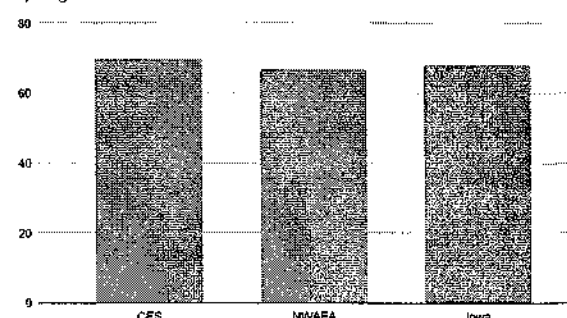
4th grade student council members helped celebrate TWO's Day with a community service project. Each CES student who wanted to participate was asked to bring 2 non-perishable food items to donate to our local food banks. Students helped gather and load items into vehicles for delivery! Students were eager to help those in our community and representatives from the local food banks were thankful!

Graphs below represent CES FAST Reading and Math scores compared to the NWAEA and State averages.

Spring FAST Reading



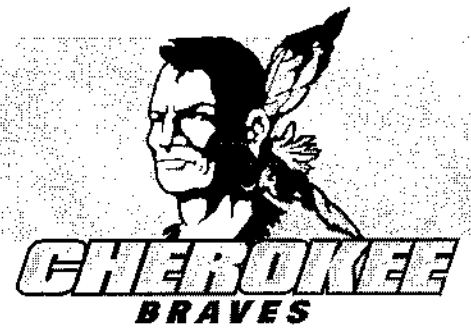
Spring FAST Math





# CHEROKEE MIDDLE SCHOOL

February 2022



## STUDENT RECOGNITION

Congratulations to Nora Hare for being selected as the February Cherokee Chamber of Commerce Student of the Month. Nora is the daughter of Lisa Hare of Cherokee. She is involved in band, choir, track, basketball, volleyball, softball, dance, and swim team. Nora works hard in her classes and shows integrity in all she does. Her teachers appreciate her kindness and her willingness to help others. After high school, Nora would like to study writing and journalism.

## PARENT-TEACHER CONFERENCES

Parent Teacher conferences were held next week on Thursday Feb 18th from 11-7. We scheduled appointments again like we did in the Fall. Parents will receive an email confirming their appointment and a reminder notification. We had 47 % attendance for grades 5-8, 5th = 64%, 6th = 56%, 7th = 34%, and 8th = 39% attendance.

## INSTRUCTION & TESTING

We are pleased to announce that our MAP scores went up significantly from the Fall to Winter testing! Teachers prepared reports and celebration notes to parents and students regarding their individual growth this week. They shared individual growth news with parents at Parent Teacher Conferences last week. Those who could not attend will receive their note and report in the mail. The winter results are on the next two pages. We will be ISASP testing March 28-31. We will do one test each morning.

## STEM & CAREER AWARENESS

We had a team of teachers who attended an evening workshop for writing STEM grants with Mary Trent, NW Iowa STEM director, and AEA staff. We are currently looking at five different grants to further our STEM, Computer Science and career and future ready offerings.

## CMS SEBH TEAM

We continue work as a CMS SEBH, formerly called ISF, team for our implementation this year. The team is starting to analyze behavior referrals through the referral data. We are looking at time, place, and types of behaviors. We are trying to see if the data shows any trends that we can address. Our ISF team plans to do a mid year check in with staff and students regarding the components soon. We believe that this process will greatly enhance our positive relationships in the building and build skills to thrive in our school and community.

The building Teacher Leaders and IC continue to meet to collaborate and work toward our goals. Mrs. Stowater continues to help with the data and preparing for the upcoming ISASP testing. Mrs. Stoneking continues to help with PD intros for Instructional Framework and APL strategies. Mrs. Leonard continues to help share our positive message to our stakeholders via social media and also on the commons TVs. They are doing a great job!

**Positvity**  
**Respect**  
**Integrity**  
**Determination**  
**Empathy**

Scot Aden, Principal  
Linda Ducommun, Instructional Coach





## February 2022 WHS Building Report

**District Mission:** *'With community involvement, we will empower learners to become contributing members to our changing world'*



<b>Board Goals</b>  Work Based Learning Problem Solving and Team Building Skills Technology Iowa Core Communication	<ul style="list-style-type: none"><li>• We are going to have a College Fair for our students on March 9 in the WHS Gym.</li><li>• We were awarded the STEM HD grant. This is a \$40,000 grant that will be used to assist us with some of our Future Ready planning for next year and beyond.</li><li>• We are close to having a Registered Apprenticeship program in place for next year. This will be a partnership between WHS, CRMC, WIT &amp; Iowa Workforce Development to provide extensive CNA training for students beyond the CNA program through WIT. It will not replace the WIT CNA program, instead it will be in addition to the current CNA program. Allows students to receive more training free of charge.</li><li>• Course registration for the 2022-2023 school year will begin next week.</li><li>• Conferences were held on February 17. Slight increase in attendance, but still only about 20% of our families attended.</li></ul>
<b>Staff Positives</b>	<ul style="list-style-type: none"><li>• We went bowling as a staff after our shared PD in LeMars.</li><li>• We're working on our Book Study - weaving problem solving in with our current required content standards.</li><li>• Teachers enjoyed and dug in quite a bit with the Virtual PD on 2/22/22.</li></ul>
<b>Student Positives</b>	<ul style="list-style-type: none"><li>• All State Large Group Speech selections - Three groups were selected to perform, three groups received special recognition</li><li>• Jazz Band competitions</li><li>• Jazz Choir competitions</li><li>• Winter sports wrapping up after successful seasons. Spring sports right around the corner!</li></ul>
<b>Looking Ahead...</b>	<ul style="list-style-type: none"><li>• ISASP dates are set for March 30 &amp; April 6.</li></ul>

Mr. Tom Ryherd- WHS Principal & Mrs. Natalie Barkley- Instructional Coach

# Notes for the Board from the Superintendent – February 2022

## Cherokee Community School District: *Empowering Learners*

### Standards for Effective School Boards

February Standard: Provide effective leadership for quality instruction and high, equitable student learning by setting and communicating high expectations for student learning with clear goals and a focus on strengthening instruction, by supporting conditions for success through board actions and decisions, by holding the system accountable to reach student goals, by building the collective commitment of community and staff to achieve the student learning goals, and by learning together as a whole team to inform decision-making around the student learning goals.

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

**February Rotary Student of the Month is Mason Carver!** Mason is the son of Calvin and Susan Carver and he was nominated for this recognition by staff members. Mason is involved in football, basketball, track, group speech, and was a member of the Homecoming Court. A quote from one of Mason's teachers "Mason Carver is taking all the tough classes and is a leader for the boys." Congratulations to Mason!

### Technology Update

- **News from the Technology Team, Dan Bringle and Carson Elston**
  - This month we have been working with staff directly helping them with their technology issues. In January we had 23 tickets opened, and we closed 23. We currently have 6 tickets open as of 2/23/22, with 3 tickets slated for summer. On average, tickets have been solved in less than a half-day after they opened. The tickets only show what was requested through the form, but they do not include all the student walk-ins that happen during the day, or other staff walk-ins that may happen.
  - We are starting to get RFP's for Chromebooks - more information for the March Board Meeting.

### Career Opportunities Update – Board/District Goal #1

- Building Reports - Principals/Instructional Coaches - on the agenda
- Future Ready Team Presentation - March
- Future Staffing Considerations to Support Students and Board Goals

### Curriculum and Instruction Update – Board/District Goal #2

- Building Reports - Principals/Instructional Coaches - on the agenda
- Purchasing Year: Language Arts - May Board Meeting
- Professional Development Focus: Leadership [Joe Sanfelippo], STEM, and Science of Reading
- Iowa Department of Education Public Reporting Site: [reports.educateiowa.gov](https://reports.educateiowa.gov)

This website provides access to a variety of reports covering multiple areas including district profiles, financial reports and school plans.

### Communication Update – Board/District Goal #3

- Building Reports - Principals/Instructional Coaches - on the agenda
- 2022-2023 School Calendar - Public Hearing
  - Community Survey 356 of 1313 - 52.4% in favor of spring break
  - Staff Survey 113 of 177 - 49.6% in favor of spring break
- The **Cherokee Education Foundation** fundraising event is set for Saturday, March 5, at the Little Sioux Event Center
- **Joe Beckman**, the author of *Just Look Up*, will be presenting to students TK-12 and staff on Wednesday, March 16

### Nursing, Nutrition, and Transportation Update

- **News from Director of Nursing, Rachel Doeden**
  - There are currently no students or staff out with covid. Numbers have been very minimal since the start of February. There have been a few reported influenza cases and a touch of a quick moving stomach bug but absentee numbers aren't bad.

### Board/District Goals

1. Expand Career Opportunities
2. Develop Problem Solving, Interpersonal, and Team Building Skills
3. Improve Communication Between All Stakeholders

# Notes for the Board from the Superintendent – February 2022

## Cherokee Community School District: *Empowering Learners*

- I-Smile dental screens put on by Mid-Sioux will be done for grades 1-8 the 2nd week of March.
- **News from Food Services Director, Cara Jacobson**
  - Everything is going well with the Food service Team! We had the dishwasher at the elementary cleaned and a leak was fixed, so hopefully we won't need to go through all that again.
  - We are having Alec Wynn and his metals class look at how they can make our lift on our truck come down closer to the cement, so my staff doesn't need to push so hard to ramp onto the lift. This is a new lift that was purchased and put on in November. I called the company and they said that there isn't anything they can do to the lift. I suggest a fold down extension that will drop closer and adjust to all different unload areas.
  - We currently are still doing 800-850 for lunches and 200 or more for breakfast!
  - We have National School Breakfast Week the second week in March, so we will be marketing school breakfast again, and hopefully get some more children participating! Since I started 9 years ago we have doubled school breakfast! Thank you!
- **News from Transportation Director, Rachel Mallory**
  - All repairs from inspection are complete.
  - Still busy with activities and daily trips.
  - New bus still slated for May delivery, I'll call at the end of April again.

### Strategic Planning – Finance Update

- Financials included in board packet
- Secretary/Treasurer's Report - on the agenda
- FY21 Audit - on the agenda
- Simbli - Board Management Software - on the agenda
- Date for Budget Hearing - Monday, April 4, 2022 - 5:30 PM

### Building, Grounds, and Capital Projects Update

- Board Work Session - Monday, April 18 at 12:30 PM
- **News from Mike Fiedler, Maintenance Director, and Jamie Hodgdon, Assistant Director**
  - Many of you know we had a major event happen at the new CES building when one of the pipes burst in the 3rd grade wing. The water event was expertly handled by the maintenance team, teachers, and staff - everyone pitched in to help with the clean up. It was back to business the next day. All the insurance paperwork has been submitted and repairs are expected to be done soon.
  - Jamie has been in the Armory cleaning and purging depreciated items that are over 30+ years old. It is well organized now and looks great!
  - Tennis courts are on the agenda next month - all contacts have been made.
  - We need some warm, steady weather. Everything has been running pretty well so not much to report. Thanks to Miss Kim for supporting myself & Jamie and my staff so we can achieve our goals.

### IASB Update & Other

- Recorded Webinars Available for Board Members – School Board U – contact Lou Ann Gvist at [lgvist@ia-sb.org](mailto:lgvist@ia-sb.org) or (515) 247-7064

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

- Board Policy - 400-401.10 - on the agenda
- Legislative News/Updates/Priorities from our Partners in Education:

<u>School Administrators of Iowa</u>	<u>Legislative Information - IDOE</u>	<u>Legislative Advocacy</u>
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### Board/District Goals

1. Expand Career Opportunities
2. Develop Problem Solving, Interpersonal, and Team Building Skills
3. Improve Communication Between All Stakeholders

## ROLE OF AND GUIDING PRINCIPLES FOR EMPLOYEES

This series of the board policy manual is devoted to the board's goals and objectives for employees in the performance of their jobs. Employees provide a variety of important services for the children of the school district community. They may be teaching or assisting in the classroom, working in the office, maintaining the facilities, driving or repairing the school buses, or cooking lunches. Each employee plays a vital role in providing an equal opportunity for a quality education for students commensurate with the students' individual needs. While the teachers have the most direct impact on the formal instruction of students, all employees have an impact on the school environment by their dedication to their work and their actions. As role models for the students, employees shall promote a cooperative, enthusiastic, and supportive learning environment for the students.

In striving to achieve a quality education program, the board's goal is to obtain and retain qualified and effective employees. The board shall have complete discretion to determine the number, the qualifications, and the duties of the positions and the school district's standards of acceptable performance. It shall be the responsibility of the superintendent to make recommendations to the board in these areas prior to board action. The board recognizes its duty to bargain collectively with duly certified collective bargaining units.

Board policies in this series relating to general employees shall apply to employees regardless of their position as a licensed employee, classified employee, substitute or administrator. Board policies relating to licensed employees shall apply to positions that require a teaching license or administrator's certificate or other professional license, certificate or endorsement, unless administrative positions are specifically excluded from the policy or a more specific policy is in the 300 series, Administration. Classified employees' policies included in this series shall apply to positions that do not fall within the definition of licensed employee.

## EQUAL EMPLOYMENT OPPORTUNITY

The Cherokee Community School District will provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and affirmative action laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. The school district will take affirmative action in major job categories where women, men, minorities and persons with disabilities are underrepresented. Employees will support and comply with the district's established equal employment opportunity and affirmative action policies. Employees will be given notice of this policy annually.

The board will appoint an affirmative action coordinator. The affirmative action coordinator will have the responsibility for drafting the affirmative action plan. The affirmative action plan will be reviewed by the board at least every two years.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Iowa Department of Education for the position for which they apply. In employing individuals, the board will consider the qualifications, credentials, and records of the applicants without regard to race, color, creed, sex, national origin, religion, age, sexual orientation, gender identity or disability. In keeping with the law, the board will consider the veteran status of applicants.

Prior to a final offer of employment for any teaching position the school district will perform the background checks required by law. The district may determine on a case-by-case basis that, based on the duties, other positions within the district will also require background checks. Based upon the results of the background checks, the school district will determine whether an offer will be extended. If the candidate is a teacher who has an initial license from the BOEE, then the requirement for a background check is waived.

Advertisements and notices for vacancies within the district shall indicate that the district is an EEO/AA employer. The statement will also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, will be directed to the Affirmative Action Coordinator by writing to the Affirmative Action Coordinator, Cherokee Community School District, Cherokee, Iowa; or by telephoning 712-225-6767.

## EQUAL EMPLOYMENT OPPORTUNITY

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Equal Employment Opportunity Commissions, Milwaukee Area Office, Reuss Federal Plaza, 310 West Wisconsin Ave., Suite 800, Milwaukee, WI., 53203-2292, (800) 669-4000 or TTY (800) 669-6820. <http://www.eeoc.gov/field/milwaukee/index.cfm> or the Iowa Civil Rights Commission, 400 E. 14<sup>th</sup> Street, Des Moines, Iowa, 50319-1004, (515) 281-4121 or 1-800-457-4416, <http://www.state.ia.us/government/crc/index.html>. This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal Reference: 29 U.S.C. §§ 621-634.  
42 U.S.C. §§ 12101e et seq.  
42 U.S.C. §§ 12101 et seq.  
Iowa Code §§ 19B; 20; 35C; 73; 216; 279.8;  
281 I.A.C. 12.4; 95.

Cross Reference: 102 Equal Educational Opportunity  
104 Bullying/Harassment  
405.2 Licensed Employee Qualifications, Recruitment, Selection  
411.2 Classified Employee Qualifications, Recruitment, Selection

## EMPLOYEE CONFLICT OF INTEREST

Employees' use of their position with the school district for financial gain is considered a conflict of interest with their position as employees and may subject employees to disciplinary action.

Employees have access to information and a captive audience that could award the employee personal or financial gain. No employee may solicit other employees or students for personal or financial gain to the employee without the approval of the superintendent. If the approval of the superintendent is given, the employee must conduct the solicitations within the conditions set by the superintendent. Further, the superintendent may, upon five days notice, require the employee to cease such solicitations as a condition of continued employment.

Employees will not act as an agent or dealer for the sale of textbooks or other school supply companies doing business with the school district. Employees will not participate for personal financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to students or to parents. Employees will not engage in outside work or activities where the source of information concerning the customer, client or employer originates from information obtained because of the employee's position in the school district.

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

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



## EMPLOYEE CONFLICT OF INTEREST

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

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

When procurement is supported by Federal Child Nutrition funds, employees will not participate in the selection, award, or administration of a contract if there is a real or apparent conflict of interest in the contract. Contract, for purposes of this paragraph, includes a contract where the employee, employee's immediate family, partner, or a non-school district employer of these individuals is a party to the contract.

It is the responsibility of each employee to be aware of and take the necessary action to eliminate a potential conflict of interest should it arise.

Legal Reference: 7 C.F.R. 3016.36(3)

Iowa Code §§ 20.7; 68B; 279.8; 301.28.

Cross Reference:	203	Board of Directors' Conflict of Interest
	402.4	Gifts to Employees
	402.6	Employee Outside Employment
	404	Employee Conduct and Appearance

Approved 6/15/98 Reviewed 5/20/2013, 7/18/16, 2/18/19, 2/28/22 Revised \_\_\_\_\_

## NEPOTISM

More than one family member may be an employee of the school district. It is within the discretion of the superintendent to allow one family member employed by the school district to supervise another family member employed by the school district subject to the approval of the board.

The employment of more than one individual in a family is on the basis of their qualifications, credentials and records.

Legal Reference: Iowa Code §§ 20; 71; 277.27; 279.8.

Cross Reference: 405.2 Licensed Employee Qualifications, Recruitment Selection  
411.2 Classified Employee Qualifications, Recruitment Selection

Approved 6/15/98 Reviewed 5/20/2013, 7/18/16, 2/18/19, 2/28/22 Revised \_\_\_\_\_

## EMPLOYEE COMPLAINTS

Complaints of employees against fellow employees should be discussed directly between employees as appropriate for the nature of the complaint. Complaints should be made in a constructive and professional manner. Complaints should generally not be made in the presence of other employees, students or outside persons.

If the complaint cannot be resolved, the employee may discuss the matter with their principal. If the matter cannot be resolved by the principal, the employee may discuss it with the superintendent within 10 days after speaking with the principal.

If the matter is not satisfactorily resolved by the superintendent, the employee may ask to have the matter placed on the board agenda of a regularly scheduled board meeting in compliance with board policy. The board retains discretion as to whether to consider or take action on any complaint.

This policy is designed to create an appropriate process for pursuing general employee complaints. However, employees wishing to address a complaint on a topic with a more specialized procedure such as handbook grievances, or bullying or harassment claims should follow the appropriate process set forth in the employee handbook or other board policies specific to that topic.

Legal Reference: Iowa Code §§ 20; 279.8

Cross Reference: 210.8 Board Meeting Agenda

Approved \_\_\_\_\_

Reviewed 2/28/22

Revised \_\_\_\_\_

## EMPLOYEE RECORDS

The school district will maintain personnel records on employees. The records are important for the daily administration of the educational program, for implementing board policy, for budget and financial planning, and for meeting state and federal requirements.

The records will include, but not be limited to, records necessary for the daily administration of the school district, salary records, evaluations, application for employment, references, and other items needed to carry out board policy. Employee personnel files are school district records and are considered confidential records and therefore are not generally open to public inspection or accessibility. Only in certain limited instances, when the employee has given a signed consent, will employee personnel records be accessible to individuals other than the employee or authorized school officials.

Employees may have access to their personnel files, with the exception of letters of reference, and copy items from their personnel files at a time mutually agreed upon between the superintendent and the employee. The school district may charge a reasonable fee for each copy made. Employees, however, will not be allowed access to the employment references written on behalf of the employee. Board members will generally only have access to an employee's file when it is necessary because of an employee related matter before the board.

It is the responsibility of the superintendent to keep employees' personnel files current. The board secretary is the custodian of employee records.

It is the responsibility of the superintendent to develop administrative regulations for the implementation of this policy.

Legal Reference: Iowa Code chs. 20; 21; 22; 91B (2013).

Cross Reference: 402.1 Release of Credit Information  
403 Employees' Health and Well-Being  
708 Care, Maintenance and Disposal of School District Records

Approved 6/15/98 Reviewed 5/20/2013, 7/18/16, 2/18/19, 2/28/22 Revised 6/21/2004

## EMPLOYEE RECORDS REGULATION

### Employee Personnel Records Content

1. Employee personnel records may contain the following information:
  - Personal information including, but not limited to, name, address, telephone number, emergency numbers, birth date and spouse.
  - Individual employment contract.
  - Evaluations.
  - Application, resume and references.
  - Salary information.
  - Copy of the employee's license or certificate, if needed for the position.
  - Educational transcripts.
  - Assignment.
  - Records of disciplinary matters.
2. Employee health and medical records are kept in a file separate from the employee's personnel records. Health and medical records may contain, but are not limited to:
  - Medical professional signed physical form.
  - Sick or long-term disability leave days.
  - Worker's compensation claims.
  - Reasonable accommodation made by the school district to accommodate the employee's disability.
  - Employee's medical history.
  - Employee emergency names and numbers.
  - Family and medical leave request forms.
3. The following are considered public personnel records available for inspection:
  - The name and compensation of the individual, including any written agreement establishing compensation or any other terms of employment, except for that information that is otherwise protected. "Compensation" includes the value of benefits conferred including, but not limited to: casualty, disability, life or health insurance, other health or wellness benefits, vacation, holiday and sick leave, severance payments, retirement benefits and deferred compensation;
  - The dates the individual was employed by the government body;
  - The positions the individual holds or has held with the government body;
  - The educational institutions attended by the individual, including any diplomas and degrees earned, and the names of the individual's previous employers, positions previously held and dates of previous employment;
  - The fact that the individual was discharged as the result of a final disciplinary action upon the exhaustion of all applicable contractual, legal and statutory remedies; and,
  - Personal information in confidential personnel records of government bodies relating to student employees shall only be released pursuant to the Family Educational Privacy Rights Act (FERPA.)

## EMPLOYEE RECORDS REGULATION

### Applicant File Records Content

Records on applicants for positions with the school district are maintained in the central administration office. The records will include, but not be limited to:

- Application for employment.
- Resume.
- References.
- Evidence of appropriate license or certificate, if necessary for the position for which the individual applied.
- Affirmative action form, if submitted.

### Record Access

Only authorized school officials will have access to an employee's records without the written consent of the employee. Authorized school officials may include, but not be limited to, the superintendent, building principal, or board secretary. In the case of a medical emergency, the school nurse or other first aid or safety personnel may have access to the employee's health or medical file without the consent of the employee. Board members will generally only have access to an employee's personnel file without the consent of the employee when necessary for the conducting of board business.

### Employee Record Retention

All employee records, except payroll and salary records, are maintained for a minimum of one year after termination of employment with the district. Applicant records are maintained for a minimum of one year after the position was filled. Payroll and salary records are maintained for a minimum of three years after payment.

## EMPLOYEE TRAVEL COMPENSATION

Employees traveling on behalf of the school district and performing approved school district business will be reimbursed for their actual and necessary expenses. Actual and necessary travel expenses will include, but not be limited to, transportation and/or mileage costs, lodging expenses, meal expenses and registration costs.

### Travel Outside the School District

Travel outside of the school district must be pre-approved. Pre-approval will include an evaluation of the necessity of the travel, the reason for the travel and an estimate of the cost of the travel to qualify as approved school district business. Travel outside the school district by employees, other than the superintendent, is approved by the superintendent.

Reimbursement for actual and necessary expenses may be allowed for travel outside the school district if the employee received pre-approval for the travel. Prior to reimbursement of actual and necessary expenses, the employee must provide the school district with a detailed receipt, indicating the date, purpose and nature of the expense for each claim item. In exceptional circumstances, the superintendent may allow a claim without proper receipt. Written documentation explaining the exceptional circumstances is maintained as part of the school district's record of the claim.

Failure to have a detailed receipt will make the expense a personal expense. Personal expenses, including mileage, in excess of that required for the trip are reimbursed by the employee to the school district no later than 10 working days following the date of the expense.

Reimbursement for actual and necessary expenses for travel outside the school district will be limited to the pre-approved expenses. Pre-approved expenses for registration are limited to the actual cost of the registration.

Pre-approved expenses for transportation within three-hundred miles of the school district administrative office will be by automobile. If a school district vehicle is not available, the employee will be reimbursed 40 cents per mile. Pre-approved expenses for transportation outside of three-hundred miles of the school district administrative office may be by public carrier.

Reimbursement for air travel will be at the tourist class fares. Should an employee choose to travel by automobile, reimbursement will be limited to the public carrier amount. Pre-approved expenses for transportation in a rental car is limited to the cost of a Class "C" rental car at a medium priced agency unless the number of people traveling on behalf of the school district warrants a larger vehicle.

Approved 6/15/1998 Reviewed 5/20/2013, 7/18/16, 2/18/19, 9/16/19, 2/28/22  
Revised 6/18/2007, 9/16/19

## EMPLOYEE TRAVEL COMPENSATION

### Travel Within the School District

It is the responsibility of the superintendent to approve travel within the school district by employees. It is the responsibility of the board president to review the travel within the school district by the superintendent through the board's audit and approval process.

Employees who are allowed an in-school district travel allowance will have the amount of the allowance actually received during each calendar year included on the employee's W-2 form as taxable income according to the Internal Revenue Code.

The superintendent is responsible for developing administrative regulations regarding actual and necessary expenses, in-school district travel allowances and assignment of school district vehicles. The administrative regulations will include the appropriate forms to be filed for reimbursement to the employee from the school district and the procedures for obtaining approval for travel outside of and within the school district.

Legal Reference: Iowa Constitution, Art. III, § 31.  
Iowa Code §§ 70A.9-.11 (2013).  
1980 Op. Att'y Gen. 512.

Cross Reference: 216.3 Board of Directors' Member Compensation and Expenses  
401.6 Transporting of Students by Employees  
401.10 Credit Cards  
904.1 Transporting Students in Private Vehicles



## RECOGNITION FOR SERVICE OF EMPLOYEES

The board recognizes and appreciates the service of its employees. Employees who retire or resign may be honored by the board, administration and staff in an appropriate manner.

If the form of honor thought appropriate by the administration and employees involves unusual expense to the school district, the superintendent will seek prior approval from the board.

Legal Reference: Iowa Const. Art. III, § 31.  
Iowa Code § 279.8.

Cross Reference: 407 Licensed Employee Termination of Employment  
413 Classified Employee Termination of Employment

Approved 6/15/98 Reviewed 5/20/2013, 7/18/16, 2/18/19, 2/28/22 Revised 6/21/2004

## EMPLOYEE POLITICAL ACTIVITY

Employees will not engage in political activity upon property under the jurisdiction of the board including the use of school district e-mail accounts. Activities including, but not limited to, posting of political circulars or petitions, the distribution of political circulars or petitions, the collection of or solicitation for campaign funds, solicitation for campaign workers, general information regarding elections or ballot issues and the use of students for writing or addressing political materials, or the distribution of such materials to or by students are specifically prohibited.

Violation of this policy may be grounds for disciplinary action.

Legal Reference: Iowa Code §§ 55; 279.8.

Cross Reference: 409.5 Licensed Employee Political Leave  
414.5 Classified Employee Political Leave

Approved \_\_\_\_\_ Reviewed 5/20/2013, 7/18/16, 2/18/19, 2/28/22 Revised \_\_\_\_\_

## CREDIT CARDS

Employees may use school district credit cards for the actual and necessary expenses incurred in the performance of work-related duties. Actual and necessary expenses incurred in the performance of work-related duties include, but are not limited to, fuel for school district transportation vehicles used for transporting students to and from school and for school-sponsored events, payment of claims related to professional development of the board and employees, and other expenses required by employees and the board in the performance of their duties.

Employees and officers using a school district credit card must submit a detailed receipt in addition to a credit card receipt indicating the date, purpose and nature of the expense for each claim item. Failure to provide a proper receipt will make the employee responsible for expenses incurred. Those expenses are reimbursed to the school district no later than ten working days following use of the school district's credit card. In exceptional circumstances, the superintendent or board may allow a claim without proper receipt. Written documentation explaining the exceptional circumstances is maintained as part of the school district's record of the claim.

The school district may maintain a school district credit card for actual and necessary expenses incurred by employees and officers in the performance of their duties. The superintendent may maintain a school district credit card for actual and necessary expenses incurred in the performance of the superintendent's duties. The transportation director may maintain a school district credit card for fueling school district transportation vehicles in accordance with board policy.

It is the responsibility of the superintendent to determine whether the school district credit card use is for appropriate school business. It is the responsibility of the board to determine through the audit and approval process of the board whether the school district credit card used by the superintendent and the board is for appropriate school business.

The superintendent is responsible for developing administrative regulations regarding actual and necessary expenses and use of a school district credit card. The administrative regulations will include the appropriate forms to be filed for obtaining a credit card.

Legal Reference: Iowa Constitution, Art. III, § 31.  
Iowa Code §§ 279.8, .29, .30 (2013).  
281 I.A.C. 12.3(1).

Cross Reference: 216.3 Board of Directors' Member Compensation and Expenses  
401.7 Employee Travel Compensation

Approved 6/15/98 Reviewed 5/20/2013, 7/18/16, 2/18/19, 2/28/22

Revised \_\_\_\_\_

## OPINION OF PROBABLE COST

PM Matt Basye

ESTIMATOR Bayse

SF

## PERIMETER

[illegible]

TOTAL PROJECT COST (COMBINED PROJECTS) \_\_\_\_\_



CHEROKEE COMMUNITY SCHOOL DISTRICT No Break  
2022-2023 CALENDAR

	Days	Days	Days	By	
	Days	Qtr.	Sch.	Hours	
<b>August, 2022</b>					
1 2 3 4 5	0	0	0		August 2nd - Registration
6 7 8 9 10 11 12	0	0	0		August 16th, 17th (New Teacher) 18, 19, 22 Professional Development
13 14 15 16 17 18 19	0	0	0		August 23, School Begins-Grades 2-12 & K-1 In-takes
20 21 22 23 24 25 26	4	4	4	25.9	August 24, School Begins-Grades TK-1
27 28 29 30 31	3	7	7	19.2	August 24 - 2:00 Early Dismissal - Professional Development
				45.1	August 31 - 2:00 Early Dismissal - Professional Development
<b>September, 2022</b>					
1 2 3 4 5 6 7 8 9	2	9	9	12.5	September 1, ECLC Begins
10 11 12 13 14 15 16	4	13	13	26.3	September 5 - No School Labor Day
17 18 19 20 21 22 23	5	18	18	33.2	September 7 - 2:00 Early Dismissal - Professional Development
24 25 26 27 28 29 30	5	23	23	33.2	September 14 - 2:00 Early Dismissal - Professional Development
	4	27	27	26.3	September 21 - 2:00 Early Dismissal-Professional Development
				131.5	September 26 - No School-Professional Development
					September 28 - 2:00 Early Dismissal-Professional Development
<b>October, 2022</b>					
1 2 3 4 5 6 7 8 9	5	32	32	33.2	October 5 - 2:00 Early Dismissal-Professional Development
10 11 12 13 14 15 16	5	37	37	33.2	October 12 - 2:00 Dismissal - Professional Development
17 18 19 20 21 22 23	4	41	41	26.3	October 19 - 2:00 Dismissal - Professional Development
24 25 26 27 28 29 30 31	5	46	46	33.2	October 20 - No Students-Parent Teacher Conferences 11:00-7:00
	1	2	47	6.9	October 21 - No School Day
				132.8	October 26 - 2:00 Early Dismissal
					October 27 - End of Quarter of 45 days
<b>November, 2022</b>					
1 2 3 4 5 6 7 8 9	4	6	51	26.3	November 2 - 2:00 Dismissal - Professional Development
10 11 12 13 14 15 16	5	11	56	33.2	November 9 - 2:00 Dismissal - Professional Development
17 18 19 20 21 22 23 24 25	5	16	61	33.2	November 16 - 2:00 Early Dismissal - Professional Development
26 27 28 29 30	2	18	63	13.8	November 23, 24, 25 - Thanksgiving Holiday Vacation
	3	21	66	19.4	November 30 - 2:00 Early Dismissal - Professional Development
	0	21	66	0	
				125.9	
<b>December, 2022</b>					
1 2 3 4 5 6 7 8 9	2	23	68	12.5	December 7 - 2:00 Dismissal-Professional Development
10 11 12 13 14 15 16	5	28	73	33.2	December 14 - 2:00 Dismissal-Professional Development
17 18 19 20 21 22 23 24 25	3	36	81	18.4	December 21 - 1:00 Dismissal
26 27 28 29 30 31	0	36	81	0	December 22 - January 2 (Winter) Break
				97.3	
<b>January, 2023</b>					
1 2 3 4 5 6 7 8 9	3	39	84	19.4	January 8 - No School Professional Development
10 11 12 13 14 15 16	5	44	89	33.2	January 4 - 2:00 Dismissal - Professional Development
17 18 19 20 21 22 23 24 25	5	4	94	33.2	January 11 - 2:00 Early Dismissal-Professional Development
26 27 28 29 30 31	5	9	99	33.2	January 16 - End of 2nd Quarter/1st Semester 45/90 days
	2	11	101	13.8	January 18 - 2:00 Early Dismissal-Professional Development
				132.8	January 25 - 2:00 Early Dismissal-Professional Development
<b>February, 2023</b>					
1 2 3 4 5 6 7 8 9	3	14	104	19.4	February 1 - 2:00 Early Dismissal - Professional Development
10 11 12 13 14 15 16	4	18	108	26.3	February 8 - 2:00 Early Dismissal - Professional Development
17 18 19 20 21 22 23 24 25	5	23	113	34.45	February 10 - No School - Collaborative Professional Development
26 27 28 29 30	5	28	118	33.2	February 15 - 2:00 Early Dismissal - Professional Development
	2	30	120	13.8	February 22 - 2:00 Early Dismissal - Professional Development
				127.2	
<b>March, 2023</b>					
1 2 3 4 5 6 7 8 9	3	33	123		March 1 - 2:00 Early Dismissal - Professional Development
10 11 12 13 14 15 16	4	37	127	19.4	March 8 - 2:00 Early Dismissal - Professional Development
17 18 19 20 21 22 23 24 25	4	41	131	26.3	March 9 - No Students - Parent Teacher Conferences 11:00-7:00
26 27 28 29 30 31	5	1	136	26.3	March 10 - No School
	5	6	141	33.2	March 13 - No School-Professional Development
				33.2	March 15 - 2:00 Early Dismissal - Professional Development
				138.4	March 22 - 2:00 Early Dismissal - Professional Development
					March 23 - End 3rd Quarter of 45 days
					March 29 - 2:00 Early Dismissal - Professional Development
<b>April, 2023</b>					
1 2 3 4 5 6 7 8 9	0	6	141	0	April 5 - 2:00 Early Dismissal-Professional Development
10 11 12 13 14 15 16	4	10	145	26.3	April 7 - No School
17 18 19 20 21 22 23 24 25	5	14	149	26.3	April 10 - No School
26 27 28 29 30	5	19	154	33.2	April 12 - 2:00 Early Dismissal-Professional Development
	5	24	159	33.2	April 19 - 2:00 Early Dismissal-Professional Development
				119	April 26 - 2:00 Early Dismissal-Professional Development
<b>May, 2023</b>					
1 2 3 4 5 6 7 8 9	5	29	164		May 3 - 2:00 Early Dismissal-Professional Development
10 11 12 13 14 15 16	5	34	169	33.2	May 10 - 2:00 Early Dismissal-Professional Development
17 18 19 20 21 22 23 24 25	5	39	174	33.2	May 17 - 2:00 Early Dismissal-Professional Development
26 27 28 29 30 31	5	44	179	30.9	May 21 - Graduation
	0	44	179	0	May 24 - 2:00 Early Dismissal-Professional Development
				130.5	May 26 - 1:00 Dismissal-End of 4th Quarter/2nd Semester 44/89 days
					May 29 - Memorial Day
				0	May 30 & 31 - Professional Development
<b>June, 2023</b>					
1 2 3 4 5 6 7 8 9	0				
10 11 12 13 14 15 16	0				
17 18 19 20 21 22 23				1180.5	
24 25 26 27 28 29 30					

No School  
Pro Develop  
2:00 Dismissal  
PT Conference  
End of Quarter

1st Quarter Days = 45  
2nd Quarter Days = 45  
3rd Quarter Days = 45  
4th Quarter Days = 44  
Total 179

Holidays 3  
Classroom Days 177  
Prof Develop/Wkdays 9  
Parent Teacher Conf. 2  
191

Possible Snow  
Make Up Days  
January 3  
February 10  
March 13  
April 10  
May

Board Approved:  
Approved Calendar

Cherokee Community School District offers career and technical programs in the following service areas: Agriculture, Food, and Natural Resources; Applied Sciences, Technology, Engineering, and Manufacturing; Business, Finance, Marketing, and Management; and Human Services. It is the policy of the Cherokee Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator, Dr. Kimberly Lingenfelter, Superintendent, 600 W. Bluff Street, Cherokee, IA, 51012, (712) 225-6767, klingenfelter@ccsd.k12.ia.us or Director of the Office for Civil Rights Department of Education, Drlgroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL, 60661-7204

CHEROKEE COMMUNITY SCHOOL DISTRICT Spring Break  
2022-2023 CALENDAR

August, 2022					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
1	2	3	4	5	0	0	0	
8	9	10	11	12	0	0	0	
15	16	17	18	19	0	0	0	
22	23	24	25	26	4	4	4	25.9
29	30	31			3	7	7	19.2
								45.1

August 2nd - Registration  
August 15th, 16th (New Teacher) 17, 18, 19, 22 Professional Development  
August 23, School Begins-Grades 2-12 & K-1 In-takes  
August 24, School Begins-Grades TK-1  
August 24 - 2:00 Early Dismissal - Professional Development  
August 31 - 2:00 Early Dismissal - Professional Development

No School  
Pro Develop  
1:00 Dismissal  
2:00 Dismissal  
PA Conference  
End of Quarter

September, 2022								
			1	2	2	9	9	12.5
	6	7	8	9	4	13	13	26.3
12	13	14	15	16	5	18	18	33.2
19	20	21	22	23	5	23	23	33.2
26	27	28	29	30	4	27	27	26.3

September 1, ECLC Begins  
September 5 No School Labor Day  
September 7 - 2:00 Early Dismissal - Professional Development  
September 14 - 2:00 Early Dismissal- Professional Development  
September 21 - 2:00 Early Dismissal-Professional Development  
September 26 - No School-Professional Development  
September 28 - 2:00 Early Dismissal-Professional Development

October, 2022					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
3	4	5	6	7	5	32	32	33.2
10	11	12	13	14	5	37	37	33.2
17	18	19	20	21	4	41	41	26.3
24	25	26	27	28	5	46	46	33.2
31					1	2	47	6.9
								132.8

October 5 - 2:00 Early Dismissal-Professional Development  
October 12 - 2:00 Dismissal - Professional Development  
October 19 - 2:00 Dismissal - Professional Development  
October 20 - No Students-Parent Teacher Conferences 11:00-7:00  
October 21 - No School Day  
October 26 - 2:00 Early Dismissal  
October 27 - End of Quarter of 45 days

November, 2022					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
7	8	9	10	11	4	6	51	26.3
14	15	16	17	18	5	11	56	33.2
21	22	23	24	25	5	16	61	33.2
28	29	30			2	18	63	13.8
					3	21	66	19.4
					0	21	66	0
								125.9

1st Quarter Days = 45  
2nd Quarter Days = 45  
3rd Quarter Days = 45  
4th Quarter Days = 44  
Total 179

November 2 - 2:00 Dismissal - Professional Development  
November 9 - 2:00 Dismissal - Professional Development  
November 16 - 2:00 Dismissal - Professional Development  
November 23, 24, 25 - Thanksgiving Holiday Vacation  
November 30 - 2:00 Early Dismissal- Professional Development

December, 2022					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
5	6	7	8	9	2	23	68	13.8
12	13	14	15	16	5	28	73	33.2
19	20	21	22	23	5	33	78	33.2
26	27	28	29	30	5	38	83	30.9
					0	38	83	0
								111.1

December 7 - 2:00 Dismissal-Professional Development  
December 14 - 2:00 Dismissal-Professional Development  
December 23 - 1:00 Dismissal  
December 26 -January 2 (Winter) Break

January, 2023					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
2	3	4	5	6	4	42	87	26.3
9	10	11	12	13	5	2	92	33.2
16	17	18	19	20	5	7	97	33.2
23	24	25	26	27	5	12	102	33.2
30	31				2	14	104	13.8
								139.7

January 2 - No School  
January 4 - 2:00 Dismissal - Professional Development  
January 11 - End of 2nd Quarter/1st Semester 45/90 days  
January 11 - 2:00 Early Dismissal-Professional Development  
January 18 - 2:00 Early Dismissal-Professional Development  
January 25 - 2:00 Early Dismissal-Professional Development

Holidays 3  
Classroom Days 177  
Prof Develop/Wkdays 9  
Parent Teacher Conf. 2  
191

February, 2023					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
6	7	8	9	10	2	16	106	13.6
13	14	15	16	17	4	20	110	26.3
20	21	22	23	24	5	25	115	33.2
27	28				5	30	120	33.2
					2	32	122	13.8
								120.1

February 1 - 2:00 Early Dismissal - Professional Development  
February 2 - No Students - Parent Teacher Conferences 11:00-7:00pm  
February 3 - No School  
February 8 - 2:00 Early Dismissal- Professional Development  
February 10 - No School- Collaborative Professional Development  
February 15 - 2:00 Early Dismissal - Professional Development  
February 22 - 2:00 Early Dismissal - Professional Development

March, 2023					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
6	7	8	9	10	3	35	125	19.4
13	14	15	16	17	0	35	125	0
20	21	22	23	24	5	40	130	33.2
27	28	29	30	31	5	0	135	33.2
					5	5	140	33.2
								119.0

March 1 - 2:00 Early Dismissal - Professional Development  
March 6-10 - No School - Spring Break  
March 15 - 2:00 Early Dismissal - Professional Development  
March 22 - 2:00 Early Dismissal- Professional Development  
March 24 - End 3rd Quarter of 45 days  
March 29 - 2:00 Early Dismissal - Professional Development

April, 2023					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
3	4	5	6	7	0	5	140	0
10	11	12	13	14	4	9	144	26.3
17	18	19	20	21	5	14	149	33.2
24	25	26	27	28	5	19	154	33.2
					5	24	159	33.2
								125.9

April 5 - 2:00 Early Dismissal-Professional Development  
April 7 - No School  
April 12 - 2:00 Early Dismissal-Professional Development  
April 19 - 2:00 Early Dismissal-Professional Development  
April 26 - 2:00 Early Dismissal-Professional Development

May, 2023					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
1	2	3	4	5	5	29	164	33.2
8	9	10	11	12	5	34	169	33.2
15	16	17	18	19	5	39	174	33.2
22	23	24	25	26	5	44	179	30.9
29	30	31			0	44	179	0
								130.5

May 3 - 2:00 Early Dismissal-Professional Development  
May 10 - 2:00 Early Dismissal-Professional Development  
May 17 - 2:00 Early Dismissal-Professional Development  
May 21 - Graduation  
May 24 - 2:00 Early Dismissal-Professional Development  
May 26 - 1:00 Dismissal-End of 4th Quarter/2nd Semester 44/89 days  
May 29 - Memorial Day  
May 30, 31 - Professional Development  
June 1 - Professional Development

June, 2023					Days	Days	Days	By
M	T	W	T	F	Days	Qtr.	Sch.	Hours
0	0	0	1	2	0	44	179	0
5	6	7	8	9	0			0
12	13	14	15	16				
19	20	21	22	23				
26	27	28	29	30				
								1181.6

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## BOARD MEETING AGENDA

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

Persons requesting to place an item on the agenda must make a request to the superintendent, board secretary, or a board member, prior to the drafting of the tentative agenda. The person making the request must state the person's name, purpose of the presentation, and pertinent background information. Requests from the public may be added to the tentative agenda at the discretion of the superintendent after consultation with the board president. Requests received after the deadline will be considered for a future agenda.

The tentative agenda and supporting documents will be sent to the board members 4 days prior to the scheduled board meeting. Persons wishing to view the tentative agenda and supporting documents may do so at the central administration office.

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

It is the responsibility of the board members, board president, and the superintendent to develop the agenda for each board meeting.

Legal Reference: Iowa Code §§ 21; 279.8 (2013).  
1980 Op. Att'y Gen. 269.

Cross Reference: 210 Board of Directors' Meetings  
211 Open Meetings  
213 Public Participation in Board Meetings  
215 Board of Directors' Records  
402.5 Public Complaints About Employees  
502.4 Student Complaints and Grievances

Approved 2/28/22

Reviewed 12/20/21

Revised \_\_\_\_\_

First Reading 11/15/2021  
Second Reading 12/20/21  
Third Reading 2/28/22

## PUBLIC PARTICIPATION IN BOARD MEETINGS

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board will set aside a specific time for public comment.

### **Public Comment During Board Meetings**

Citizens wishing to address the board during public comment sign in with the board secretary at the beginning of the board meeting. The board president will recognize these individuals to make their comments at the appropriate time during public comment. Citizens wishing to present petitions to the board may also do so at this time. The board however, will only receive the petitions and not act upon them or their contents.

The board has the discretion to limit the amount of time set aside for public participation. Normally, speakers will be limited to 5 minutes with a total allotted time for public participation of 25 minutes. However, the board president may modify this time limit, if deemed appropriate or necessary. Public comment is a time set aside for community input, but the board will not discuss or take any action on any matter during public comment.

Public comment shall be limited to regular board meetings and will not be routinely held during special board meetings.

### **Petitions to Place a Topic on the Agenda**

Individuals who wish for an item to be placed on the board agenda may submit a valid petition to the board. For a petition to be valid, it must be signed by at least 500 eligible electors of the district, or ten percent of the individuals who voted in the last school election, whichever number is lower.

Upon receiving a valid petition to the board to place a proposal on the next board agenda for public hearing, the board will place the proposal identified in the petition on the agenda of the next regular meeting, or a special meeting held within 30 days of receipt of the petition. The board will provide a sign-up sheet for all individuals who wish to speak on the proposal, and individuals will be called to speak in order of sign-up. The sign-up sheet will require each individual to list their legal name and mailing address. Each speaker will be limited to an amount of time established by the board president that is reasonable and necessary based on the number of speakers signed up. The same time limit will apply to all speakers on the proposal. Each individual will be limited to one opportunity to speak. The board maintains absolute discretion on whether or not to discuss or act on the public comments made on the proposal. If a petition is related to curriculum, the district maintains discretion to determine whether to stop teaching that curriculum until the board holds the public hearing to discuss the curriculum.

The board has a significant interest in maintaining the decorum of its meetings, and it is expected that members of the public and the board will address each other with civility. The orderly process of the board meeting will not be interfered with or disrupted by public comment. Only individuals recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual causing disruption may be asked to leave the board meeting. Defamatory comments may be subject to legal action.



Legal Reference: Iowa Code §§ 21; 22; 279.8, 279.8B

Cross Reference: 205 Board Member Liability  
210.8 Board Meeting Agenda  
214 Public Hearings  
307 Communication Channels  
401.4 Employee Complaints  
402.5 Public Complaints About Employees  
502.4 Student Complaints and Grievances

Approved 2/28/22

Reviewed 12/20/21

Revised \_\_\_\_\_

First Reading 11/15/21

Second Reading 12/20/21

Third Reading 2/28/22

## DISCRIMINATION AND HARASSMENT BASED ON SEX PROHIBITED

In accordance with Title IX of the Education Amendments Act of 1972, the Cherokee Community School District prohibits sex discrimination, including sexual harassment as defined by the regulations implementing Title IX (34 C.F.R. § 106.30), against any individual participating in any education program or activity of the District. This prohibition on discrimination applies to students, employees, and applicants for employment.

The Board authorizes the Superintendent to adopt procedures for any individual to report sexual harassment to the District's Title IX Coordinator, for the provision of supportive measures to anyone who has been subjected to sexual harassment whether or not they proceed with a formal complaint under those procedures, and for the investigation and resolution of such complaints, as required by Title IX. This Title IX grievance process shall be used to respond to all complaints of sexual harassment that fall within the scope of Title IX. For complaints of sexual harassment that do not fall within the scope of Title IX, the District may still offer supportive measures to the subject of such conduct and shall apply any other policy or procedure applicable to the alleged conduct.

Any individual with questions about the District's Title IX policy and procedures, or who would like to make a report or file a formal complaint of sex discrimination or sexual harassment may contact the District's designated Title Coordinator, Superintendent of Schools, 600 West Bluff Street, 712-225-6767.

Retaliation against a person who made a report or complaint of sexual harassment, assisted, or participated in any manner in an investigation or resolution of a sexual harassment report or complaint is strictly prohibited. Retaliation includes threats, coercion, discrimination, intimidation, reprisals, and/or adverse actions related to employment or education. Any individual who believed they have been retaliated against in violation of this Policy should immediately contact the District's Title IX Coordinator.

Legal References:      20 U.S.C. § 1681 *et seq.*

34 C.F.R. § 106 *et seq.*

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

First Reading 2/28/22

## LIMITATIONS TO EMPLOYMENT REFERENCES

The district believes in taking appropriate measures to promote the health and welfare of all students. Any school employee, contractor, or agent shall not assist another school employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative personnel files, if the individual or agency knows, or has probable cause to believe, that such school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law.

This limitation does not apply if the matter has been properly reported to law enforcement and any other regulatory authorities required by law, and either:

- the matter has been officially closed by the law enforcement agency;
- the individual is acquitted or otherwise exonerated of the alleged misconduct; or
- more than four years has passed since the case was opened, and no charges or indictment have been filed.

Legal References: 20 U.S.C. §7926  
281 I.A.C. 12.3(14)

Cross References: 401.5 Employee Records  
402.2 Child Abuse Reporting  
402.3 Abuse of Students by School District Employees  
405.2 Licensed Employee Qualifications, Recruitment, Selection  
411.2 Classified Employee Qualifications, Recruitment, Selection

Approved \_\_\_\_\_

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

First Reading 2/28/22

## HOMELESS CHILDREN AND YOUTH

The Cherokee Community School District believes all students should have access to a free, appropriate public education. The district will ensure that homeless children and youth have equal access to the same free, appropriate public education as other children and youth.

The term “homeless children and youth” means individuals who lack a fixed, regular, and adequate nighttime residence. The term includes:

- Children and youth who are:
  - Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as “doubled up”);
  - Living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
  - Living in emergency or transitional shelters; or
  - Abandoned in hospitals.
- Children and youth who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because they are living in circumstances described above.

To help ensure that homeless children and youth have a full opportunity to enroll, attend, and succeed at school, the board shall:

- Designate the High School Principal as the local homeless children and youth liaison;
- Provide training opportunities for staff so staff may help identify and meet the needs of homeless children and youth;
- Remove barriers, including those associated with fees, fines, and absences, to the identification, enrollment, retention, attendance and/or success in school for homeless children and youth;
- Ensure collaboration and coordination with other service providers;
- Ensure transportation is provided in accordance with legal requirements;
- Provide school stability in school assignment according to the child’s best interests;
- Ensure the privacy of student records, as provided by applicable law, including information about a homeless child or youth’s living situation;
- Engage in the dispute resolution process for decisions relating to the educational placement of homeless children and youth as provided by applicable law; and
- Prohibit the segregation of a homeless child or youth from other students enrolled in the district.

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

Legal Reference: 20 U.S.C. § 6301.  
42 U.S.C. § 11302.  
42 U.S.C. §§ 11431 *et seq.*  
281 I.A.C. 33.

Cross Reference: 501 Student Attendance  
503.3 Fines - Fees - Charges  
506 Student Records  
507.1 Student Health and Immunization Certificates  
603.3 Special Education  
711.1 Student School Transportation Eligibility

Approved \_\_\_\_\_  
First Reading 2/28/22

Reviewed \_\_\_\_\_

Revised \_\_\_\_\_

**BIDDING & CONSTRUCTION SCHEDULE – REVISED FINAL 2/24/22  
WASHINGTON HIGH SCHOOL SCIENCE SUITE RENOVATION / GREENHOUSE /  
WINDOW & DOOR REPLACEMENT PROJECTS  
CHEROKEE COMMUNITY SCHOOL DISTRICT**

<u>FUNCTION/ACTION</u>	<u>DATES</u>
•Board Work Session Project Review	Monday, January 17, 2022
•Board approves Construction Documents (plans & specifications), form of contract and cost estimate. Architect directed to distribute for competitive bids.	Monday, February 28, 2022 <b>(Regular Board Meeting)</b>
Distribution of plans and specs to contractors	Tuesday, March 8, 2022
•Publish for hearing (between 3/1/22 thru 3/17/22)	by Owner
•Publish for Bids (between 2/13/22 thru 3/17/22)	by Owner
•Hold Pre-Bid meeting for contractors (3:30 pm in the Library @ High School)	Wednesday, March 15, 2022 <b>FEH attending</b>
•Hold Public Hearing at Board meeting If objections at hearing, schedule gets extended for Board ruling and possible appeal of ruling (5:30 pm @ High School Board Room)	Monday, March 21, 2022 <b>(Regular Board Meeting)</b>
•Receipt of Bids (3:30 pm, High School Library)	Wednesday, March 30, 2022 <b>FEH attending</b>
•Accept lowest responsive responsible bid (or reject all bids) (or reject all bids)	Monday, April 4, 2022 <b>(Special Board Meeting)</b> <b>FEH attending if needed</b>
•Begin construction (Science Suite / Greenhouse)	May 16, 2022
•Begin construction (Window/Door Replacements)	June 6, 2022
•Substantial completion (Window & Door Replacements) (3 + months construction) – measure up in April	August 12, 2022
•Substantial completion (Science Suite / Greenhouse) (6 + months construction) – measure-up in April	November 11, 2022
•Final completion	by November 28, 2022

Please note that we will NOT be specifying liquidated damages on these projects.

\* Newspaper (Chronical Times) is published Monday/Wednesday/Friday.

\*\* Information for Board agenda: notices to Joyce Lundsgaard (Board secretary). Regular Board meetings are the third Monday of month.