

Red Oak Community School District

2011 North 8th Street

Red Oak, Iowa 51566

712.623.6600

www.redoakschooldistrict.com

Regular Board of Directors Meeting

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

Monday, April 11, 2016 – 6:00 pm

***Public Hearing for the High School Baseball Field Lighting Project and Boiler Project -
6:05 pm***

- Agenda -

1.0 Call to Order – Board of Directors President Paul Griffen

2.0 Roll Call – Board of Directors Secretary Shirley Maxwell

3.0 Approval of the Agenda – President Paul Griffen

4.0 Communications

4.1 Good News from Red Oak Schools

❖ ROMS – Teaching Archery in MS Physical Education Classes *Page 1*

4.2 Visitors and Presentations

4.3 Affirmations and Commendations

4.4 Correspondence

5.0 Consent Agenda *Page 1*

5.1 Review and Approval of Minutes from March 28, 2016

5.2 Review and Approval of Monthly Business Reports

5.3 Open Enrollment Requests Consideration - none

5.4 Review and Approval of the Cooperative Agreement for Pre-Service Clinical Placement with the University of Northern Iowa for FY 17

5.5 Review and Approval of the Education Service Agreements / Contracts with Southwestern Community College for FY 17

6.0 General Business for the Board of Directors

6.1 Old Business

6.1.1 Discussion of Contracted Services for Custodial Outsourcing – Members of The Custodial/Maintenance Department *Page 1*

6.2 New Business

6.2.1 Approval of the Memorandum of Understanding Between Red Oak CSD And Montgomery County Public Health Department *Page 1-2*

6.2.2 Discussion / Approval of a Sharing Agreement Between Red Oak CSD and Stanton CSD for High School Business Classes for FY17 *Page 2*

6.2.3 Approval of the 2016-2017 Teacher Leadership Program Position Recommendations *Page 2*

6.2.4 Personnel Considerations: *Page 2*

1. Retirement from Washington Intermediate Secretary Stephanie Ehmke
2. Recommendation to hire Michael Long II as Secondary Math teacher at ROHS for 2016-2017
3. Recommendation to hire Michael Long II as Head Boys Basketball coach for 2016-2017

7.0 Reports

7.1 Administrative

7.2 Future Conferences, Workshops, Seminars

- Policy Leadership & Legal Issues Conference, Wednesday, April 13, 2016, 9 a.m. – 3 p.m., The Meadows Events & Conference Center in Altoona, IA.
- Strategic Governance Workshop, Wednesday, April 20, 2016, 5:30-8:30 p.m., Green Hills AEA Regional Office in Red Oak

- Community Meeting for Facilities, Wednesday, April 20, 2016, 6:00-7:00 p.m.,
Gold Fair Building, Montgomery County Fairgrounds

7.3 Other Announcements

8.0 Next Board of Directors Meeting: Monday, April 25, 2016 – 6:00 pm
Sue Wagaman Board Room
Red Oak CSD Administrative Center

9.0 Adjournment

Special Note: Following the adjournment of the regular board of directors meeting, the board will meet in an exempt session to discuss negotiations strategy for upcoming contract discussions with our support and teacher units per Iowa Code section 20.17(3).

Board Agenda Notes 4.11.16
Red Oak Community School District

Item 4.0 Communications

4.1 Good news from Red Oak Schools: Mr. Moran will be here to talk about teaching archery in the ROMS Physical Education Classes /

4.2 Visitors and Presentations

4.3 Affirmations and Commendations

4.4 Correspondence – None at this time

Item 5.0 Consent Agenda

Background: Enclosed are the following items for the consent agenda:

- Minutes from 3.28.16 2-4
- Business Reports 5-6
- Cooperative Agreement for Pre-Service Clinical Placement with UNI for FY17 7-8
- Education Service Agreements / Contracts with SWCC for FY17 9-28

Item 6.0 General Business for the Board of Directors

6.1 Old Business

6.1.1 Discussion of Contracted Services for Custodial Outsourcing – Members of the Custodial / Maintenance Department

Background: There has been a request from Carlos Guerra to address the Board concerning the outsourcing of custodial services in the Red Oak Community School District. This is not an action item at this board meeting.

I have been in communication with districts which currently outsource and will be putting that information together for the meeting on 4.25.16. I realize this is an item which has many emotions which come into play. In the end, I will be looking at the overall budget picture, ability to get the entire job done, and reports from other places when I make my recommendation to the Board at the next meeting.

Recommendation: This is not an action item. No action should be taken.

6.2 New Business

6.2.1 Approval of the Memorandum of Understanding between Red Oak CSD and the Montgomery County Public Health Department.

Background: This agreement was initially put into place on January 1, 2012. I have met with Sue Drake (Director of Montgomery County Public Health) and discussed the agreement. This is a document which would rarely ever see its terms put into practice because it is truly for emergency situations. It is a great and necessary partnership

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between the School District and the County to best serve the residents of Red Oak and of Montgomery County.

Recommendation: Approve the Memorandum of Understanding with Montgomery County

6.2.2 Discussion / Approval of a Sharing Agreement Between Red Oak CSD and Stanton CSD for High School Business Classes for FY17

Background: There are so many different things to look at as we plan ahead for programs. There are no schools that I have found who are able to send us a business teacher for part of the day. This means we have the option of looking for one of our own or to seek other ways to get business education for our students. As I stated at the last meeting there are many things with bell schedules and course offerings which must be carefully planned out. I am needing a short term fix in order to find a long term solution. We can either expand to online offerings or sharing with a district for those offerings. If there is more information you would like to have please let me know. I do not believe we will have many students who are willing to go to Stanton for class. It has road time and will impact other courses they will take. But having this opportunity available for our students this year in addition to online offerings will help us avoid going without business classes.

We will be putting together a long term plan next fall when we return to school.

Recommendation: Approve a sharing agreement between Red Oak CSD and Stanton CSD for HS Business classes for the 2016-2017 school year. We will be offering online courses in Business as well. This gives students multiple options as we develop a long term plan.

6.2.3 Approval of the 2016-2017 Teacher Leadership Program Position Recommendations

Background: The following people have been selected through the interview process to be Instructional Coaches for our buildings: Deb Graber (IPS), Sue Ann Crouse (WIS), Leanne Fluckey (ROMS), and Janelle Erickson (ROHS). These people will be released from their teacher duties full time to be an instructional leader in the buildings.

Recommendation: Approve the appointment of these people for Instructional Coaches pending the approval of the plan amendment.

6.2.4 Personnel Recommendations

1. Recommend to accept the resignation / retirement of Secretary Stephanie Ehmke from WIS effective June 30, 2016. 33
2. Recommend the hire of Michael Long II as Secondary Math teacher at ROHS for the 2016-2017 school year at BA 12 and a salary to be set through contract negotiations 34
3. Recommend the hire of Michael Long II as Head Boys' Basketball coach for the 2016-2017 school year at a salary to be determined through contract negotiations 35

Mr. Moran's Target on teaching Archery in MS Physical Education-

Recently, Mr. Moran obtained his Basic Archery Instructor (BAI) certificate through the National Archery in the Schools Program (NASP) with help from the Iowa DNR. Obtaining this certificate allowed him an opportunity to borrow equipment and teach a two week archery unit. His students loved it. Mr. Moran mentioned it was particularly rewarding to see his non-typical athletes have so much success. These students were delighted when they found their niche in a competitive PE class. Not only were students having fun but many parents raved in support of an archery in the schools program.

Seeing how much fun the students had during this archery unit inspired him to seek funding to purchase a personal set for the school. Having a personal archery set would allow him to teach archery for a longer period of time and possibly create and sponsor an archery club at Red Oak Middle School. If an archery in the schools program is created, students would be allowed the opportunity to practice their archery skills before or after school. Students may also have the opportunity to travel to other schools where they would compete against other youth archers in Iowa.

A complete National Archery in the Schools (NASP) set cost approximately \$3,500. This set includes: 12 Mathews Genesis compound bows, 5 Rinehart targets, 5 dozen of Easton arrows, 1 arrow curtain, archery maintenance kit, and a Bowtree Bowrack. Through the efforts of Mr. Moran and some generous donors he has currently raised nearly \$3000! Mr. Moran has been in contact with several local, state and national organizations and is confident the remainder of the funds will be raised in the near future.

Current donors we would like to acknowledge are:

\$990 – ESPN

\$500 – National Wild Turkey Federation – Southwest Iowa Scattered Toms Chapter

\$500 – Whitetails Unlimited – National Chapter

\$330 – Ashton Kutcher via DonorsChoose.org

\$330 – DonorsChoos.org

Local Donors:

Christy Bennet

Scott Lotz

Jane Murren

Jason Sallach

Joni Sallach

Joy Steyer

Red Oak Community School District
Meeting of the Board of Directors
Meeting Location: Sue Wagaman Board Room, Red Oak CSD Administrative Center
Red Oak Technology Center, Red Oak High School Campus
March 28, 2016

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

Present:

Directors: Mark Johnson, Bryce Johnson, Paul Griffen, Bret Blackman, Kathy Walker
Tom Messinger, Superintendent, Shirley Maxwell, Board Secretary

Approval of Agenda

Motion by Director Walker, second by Director Bryce Johnson to approve the agenda as presented with the deletion of the public hearing for the High School Baseball Field Lighting Project and the order of agenda items at the discretion of the board president. Motion carried unanimously.

Visitors

Daric O'Neal reminded the directors of the Wednesday, March 30th, community meeting at the White Fair Building. The team will be presenting facts related to: the existing buildings, financial facts on repairing these buildings, and the eight focus groups. There will be a visual preference survey for those in attendance at the meeting. He also stated that the public hearing for the High School Baseball Field Lighting Project will be on the April 11th agenda. On April 6th a prebid meeting will be held beginning at the baseball field. All bids will be due by April 13th with this item being on the April 25th agenda for action by the board.

Voc Ag Instructor Alan Spencer, Industrial Technology Instructor Bob Peterson and Sophomore Lucas Mellott were present to update the directors on recent Red Oak High School Agriculture/Industrial Technology Career Exploration Tours. In 2014, Southwestern Community College started Southwestern's Workplace Learning Network through an appropriation by the Iowa Legislature. In 2015, the Red Oak Ag and Industrial Tech Classes toured Kinze Manufacturing and Vermeer Manufacturing. In 2016 the classes toured the John Deere Engine Works and Tractor Cab Assembly facilities in Waterloo.

Consent Agenda

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

- Minutes from March 10 and 14
- Monthly business reports
- Open enrollment request
Drake Booth – Kindergartener from Villisca CSD

Public Hearing for the Proposed 2016-2017 Red Oak Community School Budget

Motion by Director Mark Johnson, second by Director Blackman to open the public hearing for the proposed 2016-2017 school budget at 6:15 p.m. in the Sue Wagaman Board Room, 2011 N. 8th Street, Red Oak, Iowa. Motion carried unanimously. Business Manager Shirley Maxwell presented the proposed 2016-2017 Red Oak Community School District budget. Members of the

board and community members who were present and wished to speak regarding the proposed budget were given time to share their opinions, concerns and questions.

Motion by Director Blackman, second by Director Bryce Johnson to close the public hearing for the 2016-2017 school budget at 6:34 p.m. Motion carried unanimously. The board was back in regular session immediately following the public hearing at 6:34 p.m.

Discussion/Approval of the Natural Gas Sales Agreement with Wood River Energy

Don Krattenmaker representing Wood River Energy was present to answer any questions the directors had about the natural gas sales agreement. Motion by Director Mark Johnson, second by Director Blackman to approve the Natural Gas Sales Agreement with Wood River Energy LLC with a managed purchase price. Motion carried unanimously.

Consideration and Probable Action to Approve the 2016-2017 School Budget

Motion by Director Walker, second by Director Mark Johnson to approve the Red Oak Community School District 2016-2017 school budget as presented. Motion carried unanimously.

Consideration and Probable Action to Approve the 2016-2017 School Calendar

Motion by Director Walker, second by Director Bryce Johnson to approve the 2016-2017 school calendar as presented. Motion carried unanimously. The first day of classes for students will be August 24th.

Discussion Approval for K-3 Elementary Curriculum Purchase in the amount of \$20,000 Through the Successful Progressions Early Literacy Grant

Principal Allensworth explained the curriculum to the directors and stated funds to pay for a major portion of the curriculum will come from the Successful Progressions Early Literacy Grant. Motion by Director Blackman, second by Director Bryce Johnson to approve the purchase of K-3 Elementary Curriculum from Center for the Collaborative Classroom at a cost of \$20,000. Motion carried unanimously.

Discussion of a Sharing Agreement Between Red Oak CSD and Stanton Schools for High School Business Classes for FY 2017

Superintendent Messinger shared information with the directors concerning the sharing of a business manager and guidance counselor with Stanton Schools and the sharing agreement with Stanton for Ag and Industrial Technology classes in which Stanton students come to Red Oak to attend. Sharing currently provides shared dollars for the districts and additional opportunities that may not be possible if schools were left on their own. Since there has been a decline in enrollment in the business classes, there is a possibility that Red Oak could share a Stanton business teacher for the 2016-2017 school year. The Business classes would be taught in Stanton. Supt Messinger has had conversations with the Superintendent of Stanton Schools and they are willing to allow Red Oak students to take business classes at Stanton. This would allow Red Oak students access to a business curriculum for the 2016-2017 school year. At the end of next school year, administrators would evaluate the situation and determine the course of action for the following years. Supt. Messinger stated the goal would be to build interest back up in the area of business education. He stated work will continue on authentic opportunities outside the

classroom as well as to build Red Oak offerings which could lead to a full time business program back at Red Oak Community High School. This will be on a future agenda.

Personnel Considerations

Motion by Director Walker, second by Director Blackman to approve the contract for Sue Geer as Washington Media Center Paraprofessional for the 2016-2017 school year. The pay will be \$10.40 per hour plus increase according to 2016-2017 Master Contract at 7.5 hours per day. Motion carried unanimously.

Administrative Reports

Supt. Messinger has met with the teacher leadership group in January and again in March in order to make changes to the Teacher Leadership system so it can operate more efficiently and effectively taking into account where the district is with the learning process. The entire framework will be established to support instruction which includes: content, teaching practices and strategies, and assessments. This will be the entire focus of all of our learning in professional development. There will be a system of supports and accountability in place that will be communicated out to everyone and professional development will be assessed continually. Adaptations will be made to the learning supports as the needs arise.

Future Conferences

A Community meeting to discuss the facility planning process will be held on Wednesday, March 30, 6:00-7:00 pm. at the White Fair Building.

A Policy Leadership & Legal Issues Conference will be held on April 13, 2016, 9 a.m. – 3 p.m. at The Meadows Events & Conference Center in Altoona, IA.

A Strategic Governance Workshop will be held at the Green Hills AEA Regional Office in Red Oak, Wednesday, April 20, 2016, 5:30-8:30 p.m.

Adjournment

Motion by Director Walker, second by Director Blackman to adjourn the meeting at 8:33 p.m. Motion carried unanimously. The next regular meeting will be held on Monday, April 11, 2016, 6:00 p.m., in the Sue Wagaman Board Room, Administrative Center in the Technology Building.

Paul Griffen, President

Shirley Maxwell, Board Secretary

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
CASEY'S	03312016	14.62
10 0020 2700 000 0000 626	GAS	14.62
Vendor Name CASEY'S		<u>14.62</u>
CENTURY LINK	03252016	445.62
10 0010 2410 000 0000 532	DISTRICT WIDE FIRE ALARM LINES	445.62
Vendor Name CENTURY LINK		<u>445.62</u>
FIRST BANKCARD	03212016	93.54
10 3230 2410 000 0000 618	fabric to repair chairs in M/C	93.54
FIRST BANKCARD	03312016	855.85
10 0010 1000 300 4531 612	CARL PERKINS SW VALLEY	855.85
FIRST BANKCARD	04042016	156.89
10 0010 2235 000 0000 618	Aibocn Apple MFi Certified 2 Pack 30 Pin	64.95
10 0010 2235 000 0000 618	Apple 12W USB Power Adapter (2-Pack)	74.95
10 0010 2235 000 0000 618	Allfix Touch Screen Display Digitizer Co	16.99
FIRST BANKCARD	04042016-1	84.49
10 1901 1920 100 1920 618	GOLD MEDAL PROD 2045 FLAVACOL	7.18
10 1901 1920 100 1920 618	GREAT NORTHERN POPCORN PREMIUM WHITE GOU	17.99
10 1901 1920 100 1920 618	SNAPPY POPCORN BUTTER BURST OIL, 1 GALLO	21.48
10 1901 1920 100 1920 618	GREAT NORTHERN POPCORN 8OZ PORTION COUNT	37.84
FIRST BANKCARD	04042016-2	277.71
10 0010 2510 000 0000 580	LODGING/MEALS FOR CONFERENCE	277.71
FIRST BANKCARD	04052016	389.99
10 1901 1920 100 1920 618	12OZ GREAT NORTHERN TOPSTAR BLACK COMMER	389.99
Vendor Name FIRST BANKCARD		<u>1,858.47</u>
IOWA STATE UNIVERSITY	04012016	250.00
10 0010 2510 000 0000 340	REG FEES	250.00
Vendor Name IOWA STATE UNIVERSITY		<u>250.00</u>
SOCS/FES	INV006956	405.00
10 0010 2236 000 0000 536	WEB HOSTING	405.00
Vendor Name SOCS/FES		<u>405.00</u>
UNITED PARCEL SERVICE	000053702213	178.07
10 1901 2410 000 0000 531	UPS CHARGES	25.00
10 1902 2410 000 0000 531	UPS CHARGES	25.00
10 2020 2410 000 0000 531	UPS CHARGES	25.00
10 3230 2410 000 0000 531	UPS CHARGES	103.07
Vendor Name UNITED PARCEL SERVICE		<u>178.07</u>
Fund Number 10		<u>3,151.78</u>
Checking Account ID 1	Fund Number 22	MANAGEMENT FUND

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
EMC INSURANCE	03302016	1,500.00
22 0010 2600 000 0000 260	DEDUCTION FEES DUE TO EMC	1,500.00
Vendor Name EMC INSURANCE		<u>1,500.00</u>
Fund Number 22		<u>1,500.00</u>
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
CYBERNETICS	792574	3,550.00
36 0010 2235 000 0000 350	MAINTENANCE/PRIORITY EXCHANGE SERVICE	3,550.00
Vendor Name CYBERNETICS		<u>3,550.00</u>
Fund Number 36		<u>3,550.00</u>
Checking Account ID 1		<u>8,201.78</u>
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
FIRST BANKCARD	03212016-1	257.92
21 2020 1400 950 7421 618	GLOW IN THE DARK SUPPLIES FOR DANCE	257.92
FIRST BANKCARD	04062016	332.64
21 3230 1400 910 6110 618	ROOMS FOR ALL-STATE SPEECH	332.64
Vendor Name FIRST BANKCARD		<u>590.56</u>
HARLAN COMMUNITY SCHOOL DIST.	04052016	318.75
21 0010 1400 920 6600 618	REIMBURSED FOR REPAIRS DONE BY ROHS STUD	318.75
Vendor Name HARLAN COMMUNITY SCHOOL DIST.		<u>318.75</u>
IOWA HIGH SCHOOL MUSIC ASSOC	2045	85.00
21 3230 1400 910 6210 320	REG FEE	85.00
Vendor Name IOWA HIGH SCHOOL MUSIC ASSOC		<u>85.00</u>
NATIONAL CHEERLEADERS ASSOCIATION	reg-0010189172	4,645.00
21 3230 1400 950 7459 618	CHEER CAMP REGISTRATION FEE - CHEERLEADE	2,352.00
21 3230 1400 950 7459 618	CHEER CAMP REGISTRATION FEE - SPONSOR	557.00
21 3230 1400 950 7476 618	CHEER CAMP REGISTRATION FEE - CHEERLEADE	1,179.00
21 3230 1400 950 7476 618	CHEER CAMP REGISTRATION FEE - SPONSOR	557.00
Vendor Name NATIONAL CHEERLEADERS ASSOCIATION		<u>4,645.00</u>
SOUTHWEST VALLEY SCHOOLS	04052016	100.00
21 0010 1400 920 6790 320	JJ HARRIS TOURNEY FEES	100.00
Vendor Name SOUTHWEST VALLEY SCHOOLS		<u>100.00</u>
Fund Number 21		<u>5,739.31</u>
Checking Account ID 3		<u>5,739.31</u>

COOPERATIVE AGREEMENT
by and between
UNIVERSITY OF NORTHERN IOWA AND EDUCATIONAL AGENCIES
for the 2016-2017 Academic Year

This agreement entered into by and between the Board of Regents, State of Iowa, the governing body of the University of Northern Iowa, and Red Oak Community School District (hereinafter referred to as the "cooperating educational agency"), in accordance with the Code of Iowa:

Section 262.30 ... CONTRACTS FOR TRAINING TEACHERS provides:

The board of directors of any school district in the state of Iowa may enter into contract with the state board of regents for furnishing instruction to pupils of such school district, and for training teachers for the schools of the state in such particular lines of demonstration and instruction as are deemed necessary for the efficiency of the University of Northern Iowa ... as training schools for teachers.

AND, Section 272.27 ... STUDENT TEACHING AND OTHER EDUCATIONAL EXPERIENCES provides:

If the rules adopted by the board of educational examiners for issuance of any type or class of license require an applicant to complete work in student teaching, prestudent teaching experiences, field experiences, practicums, clinicals, or internships, an institution with a practitioner preparation program approved by the state board of education under section 256.7, subsection 3, shall enter into a written contract with any school district, accredited nonpublic school, preschool registered or licensed by the department of human services, or area education agency in Iowa under terms and conditions as agreed upon by the contracting parties. Please see 272.27 for full details.

1. Scope of Agreement

- 1.1 This Agreement sets forth the role, responsibilities, and rights of personnel associated with the cooperating educational agency, personnel associated with the University of Northern Iowa and of any student enrolled at the university, while assigned as a student teacher or for any other educational experience in the cooperating educational agency.

2. Options of Student Teachers and other Educational Experience Students

- 2.1 Students must be registered for the appropriate university course. Student teaching is a full semester experience. (Students seeking additional endorsement may register for four (4) hours of credit.) The student teaching period will be a minimum of 14 weeks in duration.

3. Placement of Students

- 3.1 Placement of students shall be accomplished on a cooperative basis between the University of Northern Iowa and the cooperating educational agency.
- 3.2 Placement shall be initiated by the university coordinator (hereinafter referred to as coordinator) upon completion of an application from each student setting out his/her qualifications/background and the assignment(s) needed to meet course requirements, certification, endorsement, and approval area standards.
- 3.3 Requests for assignment of students may be accompanied by suggested names of individuals who are recommended to serve as a cooperating teacher/educational agency supervisor by the coordinator.
- 3.4 The University of Northern Iowa reserves the right to decline the assignment of a student to classroom teachers/educational agency supervisors who may request a student. However, said decision shall not be based on race, color, sex, national origin, disability, age, religion, sexual orientation, veteran status or on any other basis protected by state and/or federal law.
- 3.5 The cooperating educational agency reserves the right to refuse assignment to any given student. However, said decision shall not be based on race, color, sex, national origin, disability, age, religion, sexual orientation, veteran status or on any other basis protected by state and/or federal law.

4. Termination or Change of Assignment

- 4.1 The coordinator or cooperating educational agency may, for good cause, terminate or change the assignment of any student. Prior to reaching a decision the coordinator and the cooperating educational agency designee shall consult with the cooperating teacher/educational agency supervisor and all other concerned parties regarding the reason(s) for termination or change in assignment.

5. Supervision of Students

- 5.1 A member of the university faculty, or designee, will serve as the coordinator or supervisor of the student teaching program or educational experiences for the purpose of administering the program and supervising/evaluating the students in cooperation with the cooperating teachers/educational agency supervisors who guide and direct the students.
- 5.2 The identification, selection and continued use of qualified cooperating teachers/educational agency supervisors shall be the joint responsibility of the coordinator and the administrators of the cooperating educational agencies.

- 5.3 The students shall be subject to the policies, rules and regulations of the cooperating educational agency, UNI Office of Student Field Experiences, University of Northern Iowa and the Professional Code of Ethics.
- 5.4 All interaction between the cooperating teacher/educational agency supervisor or nonpublic cooperating educational agency and the student shall occur without regard to religious education, religious indoctrination, religious beliefs, or involvement with religious activities. Students shall not be present or participate in the instruction or discussion of religious subjects or any other religious activity of the cooperating educational agency.

6. Evaluation

- 6.1 Evaluation of the students shall be a shared responsibility. The coordinator or supervisor, the cooperating teacher/educational agency supervisor, the student, and others knowledgeable about the performance of the student shall be involved. Evaluation is comprehensive, continuous, specific, and individualized. The evaluation in the nonpublic educational agency shall be based on non-religious criteria.
- 6.2 Mid-term and final evaluation conferences are required of student teachers. The student teacher, cooperating teacher, coordinator or supervisor shall participate. The cooperating teacher(s) and coordinator or supervisor shall collaborate in the preparation of the final evaluation for each student. However, the coordinator, as the designated UNI official, is responsible for the final evaluation.

7. Status, Authority, and Tort Liability Protection of Students

- 7.1 Students shall have status and authority in accordance with section 272.27 Code of Iowa.
- 7.2 Students actually engaged under the terms of this contract in a public school shall be entitled to the same tort liability protection under the provisions of section 670.8 Code of Iowa, as is afforded by said section to officers and employees of the school district/agency during the time they are so assigned.
- 7.3 Students actually engaged under the terms of this contract in a non-public school shall be named as additional insured under the liability insurance coverage of the cooperating nonpublic school during the time they are so assigned. The cooperating nonpublic school shall provide a certificate of insurance to the University of Northern Iowa as evidence of such coverage prior to the beginning of the student teacher's activities pursuant to this agreement.

8. Substitute Teaching

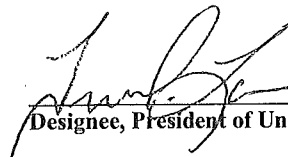
- 8.1 Students shall not be used as substitute teachers.

9. Compensation to Cooperating Teachers for Work with Student Teachers

- 9.1 The University of Northern Iowa agrees to pay compensation to cooperating teacher (262.75 Code of Iowa) in the amount of four-hundred dollars (\$400) per student teacher assigned who completes the full semester student teaching period. Assignment of less than a full semester will be compensated on a prorated basis for a cooperating teacher's work with a student teacher.
- 9.2 For student teacher placements, cooperating educational agencies agree to provide a listing of the cooperating teachers assigned in their district and to forward social security numbers when direct payment is made to cooperating teachers OR allow the University of Northern Iowa to request from the individual cooperating teachers their social security number and home address for direct payment to cooperating teachers.

APPROVED

Designee, Cooperating Educational Agency



Designee, President of University of Northern Iowa

Date: _____

Date: 3/10/16

Distribution of copies: () Cooperating Educational Agency
 () Office of the President's Designee

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing Arts and Sciences courses for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I TITLE OF CONTRACT

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college courses to high school students. Contract includes the following Arts and Sciences courses:

Face to Face Courses

ENG 105	Composition I	3 Credits
ENG 106	Composition II	3 Credits
MAT 120	College Algebra	3 Credits
MAT 210	Calculus I	4 Credits
MAT 216	Calculus II	4 Credits
SPC 101	Fundamentals of Oral Communication	3 Credits
GRA 176	Layout Design I	3 Credits

Other face-to-face courses as approved by both parties

Online Courses (all 3 credits)

ART 101	Art Appreciation
BIO 151	Nutrition
BIO 162	Essentials of Anatomy and Physiology
BUS 102	Introduction to Business
BUS 121	Business Communications
BUS 161	Human Relations
CSC 110	Introduction to Computers
ENG 105	Composition I
ENG 106	Composition II
GEO 121	World Regional Geography
HIS 110	Western Civilization: Ancient to Early Modern
HIS 111	Western Civilization: Early Modern to Present
HIS 268	American Experience in Vietnam
HSC 114	Medical Terminology
LIT 178	Mythological and Biblical Literature
MGT 101	Principles of Management
MGT 110	Small Business Management
MUS 100	Music Appreciation
MUS 204	History of Rock and Roll
PEC 108	Sports and Society
PSY 111	Introduction to Psychology
PSY 121	Developmental Psychology
SOC 110	Introduction to Sociology

Other online courses as approved by both parties

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)
Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 24, 2016
Ending Date: May 5, 2017

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide transportation to and from the project instructional center or site; to cooperate in developing bus schedules, calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district will provide their own transportation. Any liability arising there from shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available Arts and Sciences courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Arts and Sciences courses will be selected on need, interest and demand as determined by the Provider. Course offerings will be started gradually and expanded slowly. Advisory committees will be appointed and articulation agreements put into place where appropriate. Adjustments in registration will be allowed after each

semester course. Enrollment will be allowed and encouraged in non project courses if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for college courses. The amount charged will be 90% of 2016-2017 tuition and fees rate per student enrolled.
- B. Billings will be sent in September (for students enrolled fall semester) and February (for students enrolled spring semester).
- C. Southwestern Community College will supply the required textbooks. Red Oak Community School District is responsible for collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a course may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 20, 2016.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

SPECIAL ACCOMMODATIONS

Southwestern is committed to the regulations of the American with Disabilities Act in making reasonable accommodations for students, staff, or patrons of the College in accessing its facilities. Any student with a disability wanting to request accommodations should notify the College administration of his/her needs, and the College will do what is reasonable to effect changes and assist the individual in being successful in the College environment. Steps for obtaining such accommodations are listed in the Student handbook (Disability/Special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

NONDISCRIMINATION

Southwestern Community College prohibits discrimination on the basis of race, color, national origin, sex, disability, age in employment, sexual orientation, gender identity, genetic information, creed, religion, veteran status, associational preference and actual or potential parental, family or marital status in its programs, activities or employment and personnel policies and practices. Southwestern also affirms its commitment to providing equal opportunities and equal access to its facilities. Inquiries regarding compliance with the nondiscrimination policy and the appropriate grievance procedure may be directed to: Educational Equity Coordinator, Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, 641.782.1456 or 800.247.4023, ext. 456.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONTGOMERY
IN THE STATE OF IOWA

PROVIDER, SOUTHWESTERN COMMUNITY
COLLEGE (MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

EDUCATIONAL SERVICES CONTRACT between
SOUTHWESTERN COMMUNITY COLLEGE and
RED OAK COMMUNITY SCHOOL DISTRICT for
COLLEGE CREDIT JOINTLY ADMINISTERED COURSES
2016-2017 ACADEMIC YEAR

Whereas, the Red Oak Community School District which is presently located at Red Oak, Iowa, and Southwestern Community College (Merged Area XIV) with its principal office located at Creston, Iowa, desire to form a partnership for the purpose of increasing accessibility of college courses to the students of Red Oak Community School District, the undersigned parties, Red Oak Community School District and Southwestern Community College, do hereby enter into this contract.

ARTICLE I
CREATION

This Contract is entered into between Southwestern Community College and Red Oak Community School District for the purpose of increasing accessibility of college courses for Red Oak Community School District. No separate legal entity is created herein by this Contract.

ARTICLE II
COURSES

Course(s) included under this Contract will be limited to approved Southwestern Community College courses.

- | | | |
|-----------|--|-----------|
| • BIO 105 | Introductory Biology | 4 Credits |
| • HIS 110 | West Civilization: Ancient to Early Modern | 3 Credits |

ARTICLE III
CURRICULUM

The instructor will utilize College-approved syllabi, outcomes, and content used for the same course(s) held on the main campus of Southwestern Community College. The textbook must also be identical to the text used in main campus classes or a College-approved equivalent to that text.

ARTICLE IV
INSTRUCTORS

Instructor through local high school:

Instructors who are employees of the Red Oak Community School District and the individual instructor(s)' teaching contracts for any of the courses offered pursuant to this Contract shall be governed by the contract currently in effect between the instructor and the Red Oak Community School District, and all instructors shall be entitled to receive all of the benefits and emoluments arising out of their contract in effect with the Red Oak Community School District. Additionally, for purposes of Chapter 279, Code of

Iowa, Red Oak Community School District shall retain all responsibilities with regard to any said instructors.

Notwithstanding the foregoing, Red Oak Community School District shall assign to Southwestern Community College the responsibility for teaching the courses embraced under this Contract, and Southwestern Community College will consider the instructors who will teach these courses as members of its adjunct faculty. Red Oak Community School District further assigns to Southwestern Community College the responsibility for evaluation of the instructors involved hereto and they will provide upon request information regarding said evaluations to Red Oak Community School District. As part of said evaluation process, it will be the responsibility of the Vice President of Instruction or designee to visit all course sites.

The Southwestern Community College Student Perception Survey will be completed for all course(s).

ARTICLE V **ACCEPTANCE AND PARTICIPANTS**

Any student wishing to take course(s) under this Contract who has not previously taken college credit courses through Southwestern Community College must complete a Southwestern Community College application form.

Red Oak Community School District students enrolling in course(s) included under this contract must have been referred by Red Oak Community School District administration, meet Senior Year Plus guidelines and meet eligibility requirements as outlined below.

Students must have an ACT composite score of 19 or above or COMPASS Test scores on file in the Admissions Office. Documentation of the ACT composite must accompany the registration form. The COMPASS Test may be taken at Southwestern Community College. Enrollment will be limited to juniors and seniors. Either of these requirements may be waived at the request of the student with the approval of the Red Oak Community School District administration and the Vice President of Instruction, the Associate Vice President of Instruction or the Admissions Coordinator at Southwestern Community College.

Students wishing to enroll in course(s) offered under this Contract who are not high school students of Red Oak Community School District and who are not part of a contract through another LEA may do so only if the course is not full. These students will enroll directly with the College.

ARTICLE VI **CREDIT**

All students enrolling in course(s) under this Contract will be enrolled for concurrent credit, receiving high school credit from Red Oak Community School District and college credit from Southwestern Community College.

ARTICLE VII
TEXTBOOKS, MATERIALS, AND SUPPLIES

The Red Oak Community School District will provide the required Southwestern Community College textbooks for all students enrolled in course(s) under this Contract. Classroom materials, supplies and equipment will be provided by Red Oak Community School District unless a separate contract is established prior to the beginning of a course.

ARTICLE VIII
ASSURANCES

Community School District assures that:

- a. That course(s) under this contract supplement, not supplant high school courses.
 - The course(s) do not replace an identical course offered at the high school in the preceding year or the second preceding year.
 - The course(s) is not required by the school district in order to meet minimum accreditation standards.

Southwestern Community College assures the following:

- a. The course(s) is identified in the community college catalog, amendment, or addendum to the catalog.
- b. The course(s) is open to all registered community college students, not just high school students.
- c. The course(s) is for college credit and the credit will apply toward the completion of a college diploma/degree program.
- d. The course(s) is taught by a teacher meeting appropriate credentialing requirements for community college instructors.
- e. The course(s) is taught utilizing the community college course syllabus.
- f. The course(s) is of the same quality as a course offered on a community college campus.

ARTICLE IX
FINANCE

Southwestern Community College enters into this contract with Red Oak Community School District under Chapter 257.11 – Supplementary Weighting Plan. Red Oak Community School District will submit, for supplemental weighting, the names of students enrolled for the portion of the day that they are enrolled in the jointly administered course(s).

The following pricing structure will apply for any college credit class offered under this Contract, with multiple sections of each course being considered a class under this contract.

Southwestern Community College will bill Red Oak Community School District a \$100.00 fee per 3 credit hour course per student per semester or for prorated amount if course is other than a 3 credit-hour course. As set out in Article IV above, for any

course offered under this Contract, the course instructor shall continue to be an employee of the Red Oak Community School District, but shall be considered a member of the adjunct faculty of Southwestern Community College for the purpose of instructing the specified course. The minimum number of students is established by the high school with one exception: for course(s) of fewer than five students, the approval of the Vice President of Instruction is required.

ARTICLE X
COURSES OFFERED TO MULTIPLE DISTRICTS

If two LEAs, both with contracts with Southwestern Community College, combine students in a single class, the fee structure will follow that outlined in Article IX.

ARTICLE XI
WITHDRAWAL

Any student wishing to withdraw from a class offered under this contract must follow the process and dates outlined for all college students in the Southwestern Community College Student Handbook. A student who stops attending class is not considered withdrawn until the official withdrawal procedure is completed.

ARTICLE XII
REFUND

The Red Oak Community School District is eligible for a fee refund according to the following schedule:

Prior to the end of the	Refund
1 st week.....	100%
2 nd week.....	50%
After the end of the 2 nd week.....	0%

ARTICLE XIII
DURATION

Red Oak Community School District and Southwestern Community College enter into this contract for the 2016-2017 school year.

This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 20, 2016.

ARTICLE XIV
SPECIAL ACCOMMODATIONS

Southwestern is committed to the regulations of the American with Disabilities Act in making reasonable accommodations for students, staff, or patrons of the College in accessing its facilities. Any student with a disability wanting to request accommodations should notify the College administration of his/her needs, and the College will do what is reasonable to effect changes and assist the individual in being successful in the College environment. Steps for obtaining such accommodations are listed in the Student handbook (Disability/Special needs at Southwestern). For further assistance regarding

accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

ARTICLE XV
NONDISCRIMINATION

Southwestern Community College prohibits discrimination on the basis of race, color, national origin, sex, disability, age in employment, sexual orientation, gender identity, genetic information, creed, religion, veteran status, associational preference and actual or potential parental, family or marital status in its programs, activities or employment and personnel policies and practices. Southwestern also affirms its commitment to providing equal opportunities and equal access to its facilities. Inquiries regarding compliance with the nondiscrimination policy and the appropriate grievance procedure may be directed to: Educational Equity Coordinator, Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, 641.782.1456 or 800.247.4023, ext. 456.

RED OAK COMMUNITY SCHOOL DISTRICT

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE

BY: _____
Signature

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College (Merged Area XIV), hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing career and technical education programs for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I PURPOSE

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in the Health Career Academy. Contract includes the following classes:

- HSC 110 Introduction to Health Occupations 3 credits
- HSC 114 Medical Terminology 3 credits
- HSC 172 Nurse Aide 3 credits
- PNN 208 Pharmacology Basics 3 credits

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College (Merged Area XIV)
Participant: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 24, 2016
Ending Date: May 5, 2017

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider hereby agrees to provide facilities for the project through lease or some other contractual arrangement. When the Provider through such arrangement uses the facilities of a local education agency, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees: students provide student transportation to and from the project instructional center or site; to cooperate in developing bus schedules, calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district will provide their own transportation. Any liability arising therefrom shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities the provider is not responsible. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative

purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The Provider will enter into maintenance and repair contracts as required and will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Advisory committees will be appointed for each instructional program and articulation agreements put into place where appropriate. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Red Oak Community School District is contracting for students in the Health Career Academy. The amount charged will be 90% of 2016-2017 tuition and fees rate per student enrolled. From the tuition dollars paid, the amount of \$8,500 will be applied to the costs of adjunct instructors' salary and benefits. (This number may need to be updated based on the ratio of Red Oak/Stanton students enrolled in the Health Science program.)

- B. Billings will be sent in September and February.
- C. Southwestern Community College is responsible for purchasing and distributing the required textbooks. Red Oak Community School District is responsible for collecting the textbooks at the completion of the course. Any textbooks not returned or damaged beyond use will be billed to the Red Oak Community School District.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 20, 2016.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

SPECIAL ACCOMMODATIONS

Southwestern is committed to the regulations of the American with Disabilities Act in making reasonable accommodations for students, staff, or patrons of the College in accessing its facilities. Any student with a disability wanting to request accommodations should notify the College administration of his/her needs, and the College will do what is reasonable to effect changes and assist the individual in being successful in the College environment. Steps for obtaining such accommodations are listed in the Student handbook (Disability/Special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

NONDISCRIMINATION

Southwestern Community College prohibits discrimination on the basis of race, color, national origin, sex, disability, age in employment, sexual orientation, gender identity, genetic information, creed, religion, veteran status, associational preference and actual or potential parental, family or marital status in its programs, activities or employment and personnel policies and practices. Southwestern also affirms its commitment to

providing equal opportunities and equal access to its facilities. Inquiries regarding compliance with the nondiscrimination policy and the appropriate grievance procedure may be directed to: Educational Equity Coordinator, Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, 641.782.1456 or 800.247.4023, ext. 456.

AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONTGOMERY
IN THE STATE OF IOWA

PROVIDER, SOUTHWESTERN
COMMUNITY COLLEGE
(MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

SOUTHWESTERN COMMUNITY COLLEGE EDUCATIONAL SERVICES CONTRACT

This contract establishes the terms and extent of a relationship between Southwestern Community College, hereinafter referred to as "Provider" and the Red Oak Community School District, hereinafter referred to as "Participant" for providing career and technical education programs for high school students by Provider to the Participant and citing the scope of this contractual relationship.

SECTION I PURPOSE

SWCC and Red Oak Community School District enter into the contract for the purpose of providing college classes to high school students in the Welding Career Academy. Contract includes the following classes:

Fall Semester/1st year

- WEL 111 Welding Blueprint Reading 3 credits
- WEL 114 Introduction to Fabrication 3 credits

Spring Semester/1st year

- WEL 139 Introduction to Oxyacetylene
Welding, Cutting and Brazing 3 credits
- WEL 162 Introduction to Shielded Metal Arc
Welding (SMAW) 3 credits

SECTION II CONTRACT AGENCIES

Provider: Southwestern Community College
Participant: Red Oak Community School District
Host Local Education Agency: Red Oak Community School District

SECTION III TERM OF COMMITMENT

Beginning Date: August 24, 2016
Ending Date: May 5, 2017

SECTION IV UNDERSTANDING OF PROJECT AND MUTUAL AGREEMENT

It is hereby understood and mutually agreed: that the Provider and the Participant shall cooperate, along with other education agencies, in providing concurrent credit career and technical education courses, activities and programs to students enrolled in the high school of the Participant District; that the Provider shall serve as administrator and fiscal agent for the project; that the Provider shall serve as the employing agent; that counseling, admissions and registration shall be the joint responsibility of Provider and Participant; that instructional services under this project shall be the responsibility of the Provider; that the governing body of the project shall be provided by the Provider; that each school district participating in a project shall designate their administrative representative for the project, to meet as provided in Section VIII of this contract.

SECTION V

FACILITIES, STUDENTS, PERSONNEL AND SERVICES TO BE PROVIDED

A. Facilities

1. By the Provider: The Provider will use the local education agency facilities. When the Provider uses these facilities, it hereby agrees to abide by the rules and policies of that local education agency and will require compliance by all personnel who are part of this project.
2. By the Participant: The Participant School District hereby agrees to cooperate in developing calendars, class schedules, procedures and provide other advice and counsel for the efficient and effective management of the project. The school district or student will provide their own transportation. Any liability arising therefrom shall be the responsibility of the school district.

B. Students and Personnel

1. By the Provider: The Provider shall provide administrative, instructional, and other necessary staff to carry out the purposes of this instructional project. The Provider shall make available to the Participant, staff members for consultative purposes from time to time as needed for activities related to this project. Students will be treated as young adults and appropriate and proper behavior will be expected when participating in lab activities the provider is not responsible. Students are responsible for any liability arising as a result of injuries associated with lab. Jointly agreed upon rules common to the participant schools and community college will be administered.
2. By the Participant School District: The Participant will provide, under the terms of this contract, properly screened and counseled students who are appropriately enrolled in courses offered under this project. All rules, regulations, and personnel policies of the Provider shall apply to project personnel, including students, while they are in the Provider's facilities. The Participant School District staff may serve the Provider's instructional staff for consultative purposes from time to time and otherwise encourage a cooperative relationship with the Provider's personnel.

SECTION VI INSTRUCTIONAL EQUIPMENT AND MAINTENANCE

The host local education agency will be responsible for keeping the instructional equipment in proper working condition. Equipment on loan to the project from other local education agencies will be labeled and inventoried.

SECTION VII INSTRUCTIONAL RELATED SERVICES

The Provider shall make available career and technical education courses, activities and programs to the students from Participant high schools. Said instructional offerings shall have been approved by the local school district boards, by the community college board and by the State of Iowa Department of Education. The Provider will provide counseling services as well as admissions, registration and record-keeping services to supplement those same services provided by the participant District.

Instructional programs will be selected on need, interest and demand as determined by the Provider. Programs will be started gradually and expanded slowly. Flexibility will be built in to accommodate the students in new as well as existing career programs. Adjustments in registration will be allowed after each semester course. Enrollment will be allowed and encouraged in nonproject programs if space is available.

SECTION VIII ADMINISTRATION AND COMMUNICATION

Provider staff will meet periodically with Participant staff to coordinate the program. Said meetings will be scheduled by individual school districts.

SECTION IX TUITION, FEES, BOOKS AND BILLING

- A. Tuition for \$33 per credit hour will be billed in September and February for students enrolled in program. Balance of program costs will be billed in June. Amount charged to individual districts will be calculated by dividing the total actual costs of the program by the total number of students to establish a per pupil cost. The per pupil cost will then be multiplied by the number of students from the individual district.
- B. It is hereby understood and mutually agreed that the amount charged per student shall be sufficient to cover the actual expenditures of the program incurred by Southwestern Community College. The provider shall reserve the right to control the maximum enrollment in each class.

- C. Red Oak Community School District will provide and distribute the required textbooks.
- D. The provider shall reserve the right to control the maximum enrollment in each class.
- E. In any event, a program may be canceled if the total enrollment by all participating districts is insufficient or if a qualified instructor is not available.
- F. This contract must be signed and filed with Southwestern Community College, 1501 West Townline Street, Creston, IA 50801 by May 20, 2016.

SECTION X ESCAPE CLAUSES

- A. For the Participant: The Participant District may be automatically withdrawn from the provisions of that part of the contract for those classes that do not organize.
- B. For the Provider: The Provider, Southwestern Community College (Merged Area XIV) may reduce the number of students accepted for courses, activities and programs if circumstances require it. Further, the Provider shall have the right to withdraw from all parts of the Project if sufficient funds and/or students are not committed to the Project by Participants by May 1 prior to the beginning of any school year.

SPECIAL ACCOMMODATIONS

Southwestern is committed to the regulations of the American with Disabilities Act in making reasonable accommodations for students, staff, or patrons of the College in accessing its facilities. Any student with a disability wanting to request accommodations should notify the College administration of his/her needs, and the College will do what is reasonable to effect changes and assist the individual in being successful in the College environment. Steps for obtaining such accommodations are listed in the Student handbook (Disability/Special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

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AUTHORIZATION

We, the undersigned, hereby certify that we are the properly authorized officers of the organizations sought to be bound by this contract, and that we do hereby accept the terms and conditions provided herein, or attached hereto as supplementing any section hereof, and attest that we sign this document on behalf of the contracting entity to the contract:

PARTICIPANT SCHOOL DISTRICT
IN THE COUNTY OF MONTGOMERY IN
THE STATE OF IOWA

PROVIDER, SOUTHWESTERN
COMMUNITY COLLEGE
(MERGED AREA XIV)

By: _____
Signature

By: _____
Signature

Date: _____

Date: _____

**MEMORANDUM OF UNDERSTANDING BETWEEN
MONTGOMERY COUNTY PUBLIC HEALTH
AND
RED OAK PUBLIC SCHOOL DISTRICT**

This Memorandum of Understanding (hereafter "MOU") is entered into as of the 1st day of January, 2012, by and between Montgomery County Public Health (MCPH) and the Red Oak Community School District, Red Oak, Iowa.

I. Introduction

Advanced planning for a coordinated emergency response to any significant event, which poses a threat to lives and property is essential. Local, County, State, and Federal agencies must work in a coordinated and organized manner in order to respond to any emergency. This MOU establishes a relationship of cooperation between MCPH and the Red Oak Community School District for the use of its facility during any emergency facing Montgomery County and/or the City of Red Oak, Iowa.

II. Requirements

In consideration of the relationship of cooperation between the two parties, they each agree to the following:

A. Red Oak Community School District

1. Provide access to the facility upon notification from MCPH
2. Provide point of contact names and phone numbers
3. MCPH requests take priority over all other events
4. Provide the facility and its amenities with no financial reimbursement from MCPH

B. MCPH

1. Provide security for the facility
2. Return the facility to its original purpose, function, and condition
3. In the event of a prolonged emergency, MCPH will assist in efforts for financial reimbursement from outside sources

III. Training

Parties agree, when possible and add the convenience of scheduling, to provide the facility for training purposes. Training requirements, at a minimum, will include an annually scheduled facility activation exercise.

IV. Indemnification

Each party agrees to defend, indemnify and hold harmless the other party (including its officers, agents, and employees) from and against any and all

claims, demands, liabilities and costs incurred by the indemnified party, including reasonable attorney's fees, directly or indirectly arising out of or in connection with the indemnifying party's performance of any service or any other act or omission by or under the direction of the indemnifying party or its officers, agents or employees.

- V. The facility agrees to provide access to facility/utility resources and will be responsible for the cost of such utilities. The facility is equipped with the following:

Tables	Fax machines
Chairs	Copy machines
Garbage containers	Refrigeration
Portable fans (possible)	Restrooms
Secure room for storage	Handicap accessible
Telephones	Adequate parking facilities
Computer, printer hook ups	Drinking fountains
Internet access	Location on property to land helicopter

- VI. Other parties agree to the following:

- A. No modifications or changes will be made to the facility/property without the express written approval of the owner/operator.
- B. Prior to occupancy, representatives of both parties will inspect the facility/property and will note any discrepancies on the inspection form, and /or this agreement.
- C. Prior to vacating the facility, representatives of both parties will again inspect the facility/property to note any discrepancies on the release form. Normal wear and tear is considered to be the responsibility of the organization/owner/operator.

**ADDENDUM TO MEMORANDUM OF UNDERSTANDING BETWEEN
MONTGOMERY COUNTY PUBLIC HEALTH
AND
RED OAK PUBLIC SCHOOL DISTRICT**

Part V addendum:

In addition to items listed in Memorandum of Understanding Montgomery County Public Health needs to add to the access of the facility:

Chair movers (for both types of chairs available at Red Oak High School – plastic and metal)

The person that opens the building must have access to all lighting controls for entire building.

Gym floor cover and person(s) to lay the cover.

_____ Date _____
Montgomery County Public Health

_____ Date _____
Red Oak Community School District

All notices and correspondence, which may be necessary or proper for either party, shall be addressed a follows:

TO HEALTH:

Montgomery County Board of Health

Attention: Dr. Brian Couse, MD

TO THE FACILITY:

Red Oak Public School District

Attention: Tom Messinger

V. Amendments

This agreement shall not be supplemental, amended or modified except on the express written agreement of the parties.

_____ Date _____
Montgomery County Public Health

_____ Date _____
Red Oak Community School District

RECEIVED
MAR 14 2016
BY: _____

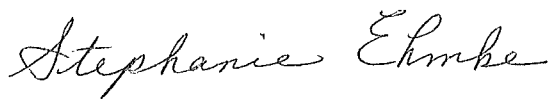
April 4, 2016

Dear Members of the Red Oak Board of Education,

After a great deal of contemplation, I have decided to retire from my position of secretary and co-sponsor of the Safety Patrol at Washington School effective June 30, 2016. I have had the privilege of working with a great many wonderful people over the years, but it's the students who have made the job so rewarding. I will miss them all, students and staff, a great deal. Roger and I are looking forward to spending more time with our family and doing some traveling.

Thank you for all that you do for our schools and our students. Working together, we do make a difference.

Sincerely,



Stephanie Ehmke

Red Oak Community School District
Staff Selection Recommendation

Date: 4-6-16

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

Position: H.S. MATH TEACHER

Name: Michael Long II

Certified:

Lane: BA

Step: 12

Salary: \$47,863

Classified:

Hourly Rate: _____

Hours Per Day: _____



Principal/Director

Please send form to Superintendent for Board Approval

Red Oak Community School District
Staff Selection Recommendation

Date: 4-5-2016

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

Position: Head Boys Basketball Coach.

Name: Michael Long II

Certified:

Lane:

Step:

Salary:

BASE = \$ 30,275
15%

Supplemental Pay = \$ 4,541.²⁵

Classified:

Hourly Rate:

Hours Per Day:


Principal/Director

Please send form to Superintendent for Board Approval