

## ***Red Oak Community School District***

***2011 North 8<sup>th</sup> Street***

***Red Oak, Iowa 51566***

***712.623.6600***

***[www.redoakschooldistrict.com](http://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 10, 2017 – 6:00 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 Public Presenters/Guest and Visitors Addressing the Board

5.0 Communications

5.1 Good News from Red Oak Schools

5.1A Mrs. Laura Horn, Ms. Kelsey Mangold and High School Students on the success of this year in speech such as Fall Play; 23 students involved, Large Group; 38 involved Individual Speech; 21 involved 15 state qualifiers and 2 All State qualifiers

5.2 Visitors and Presentations

5.2A Presentation from Inman Leadership Team on School Improvement. Members of the Inman Team include; Stephanie Berglund, Jill Weathers, Beth Rehbein, Kelly Jones, Debbie Graber, Trish Fellers and Gayle Allensworth

5.3 Affirmations and Commendations

5.4 Correspondence

5.5 Public Comments

6.0 Consent Agenda

6.1 Review and Approval of Minutes from March 27, 2017 and April 5, 2017

pg  
1-5

6.2 Review and Approval of Monthly Business Reports

pg 10-13

6.3 Open Enrollment Requests Consideration

6.3A Peyton Gothberg- Kindergarten- from Glenwood CSD for 2017-2018

7.0 General Business for the Board of Directors

7.1 Old Business

7.1.1 Discussion/Approval of the following petition language for the renovation of school facilities.

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

B. Addition of the following language

It being the intention of the School District to apply receipts of the school infrastructure, sales, services and use tax to abate and reduce the levy of taxes to pay principal and interest on the Bonds?

## 7.2 New Business

7.2.1 Discussion/Approval of changing board policy Code No. 705.1 and adding Regulations number 705.1R1 *Pg 14-16*

7.2.2 Review and Approval of the 2017-2018 Renewal Proposal with Specialty Underwriters (HVAC System) *Pg. 17-19*

7.2.3 Discussion/Approval of Technology Managed Services-Robert Deter

### 7.2.4 Personnel Considerations

7.2.4A-Resignation of High School Instrumental Music Teacher, High School Instrumental Music Sponsor, High School Jazz Band Instructor and TLC Grant Program Lead Teacher Dan Black effective at the end of the 2016-2017 school year. *Pg 20*

7.2.4B-Resignation of 3<sup>rd</sup> Grade Teacher and High School Assistant Softball Coach Molly Cox effective at the end of the 2016-2017 school year. *Pg 21*

## 8.0 Reports

8.1 Administrative

8.2 Future Conferences, Workshops, Seminars

8.3 Other Announcements

9.0 Next Board of Directors Meeting: Monday, April 24, 2017 – 6:00 pm  
Sue Wagaman Board Room  
Red Oak CSD Administrative Center

## 10.0 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).

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 27, 2017

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: Bryce Johnson, Kathy Walker, Paul Griffen, Mark Johnson  
Bret Blackman joined the meeting at 6:10 p.m.  
Supt. Tom Messinger and Business Manager Shirley Maxwell

**Approval of Agenda**

Motion by Director Mark Johnson, second by Director Bryce Johnson to approve the agenda as presented with the order of agenda items at the discretion of the board president. Motion carried.  
Ayes: Bryce Johnson, Kathy Walker, Paul Griffen, Mark Johnson, Absent: Bret Blackman

**PUBLIC HEARING FOR THE 2017-2018 SCHOOL CALENDAR**

**PUBLIC HEARING FOR THE 2017-2018 SCHOOL BUDGET**

**Good News**

Principal Jeff Spotts presented High School Senior Sean Griffen with the 2017 Prudential Spirit of Community Medallion. The Prudential Spirit of Community Awards represents the United States' largest youth recognition program based solely on volunteer service. Sean led an effort to replace and upgrade the trail signs at Viking Lake State Park, helping visitors navigate 5.83 miles of trail with 56 new, user-friendly signs.

**Visitors and Presentations-Presentations: MOC Program and Internship and High School Leadership Team on School Improvement**

- MOC Instructor Brett Eubank reported on the MOC Program and Internship at Red Oak High School.
- The High School Leadership Team gave a presentation on School Improvement at the High School Building. Presenting this information was Janelle Erickson, Dan Black, Alan Spencer, Brett Eubank and Principal Jeff Spotts.

### **Consent Agenda**

Motion by Director Mark Johnson, second by Director Walker to approve the consent agenda as presented. Motion carried. Ayes: Bryce Johnson, Kathy Walker, Paul Griffen, Mark Johnson, Absent: Bret Blackman

- Minutes from March 13, 2017 regular meeting
- Minutes from March 14, 2017 special meeting
- Monthly Business Reports
- Contract for the Purchase of Special Education Services with Alpha School in Omaha, NE.

### **Presentation and Exchange of Interest Items with the Red Oak Support Staff Association – ROSSA President Sara White, Board President Paul Griffen**

ROSSA President Sara White and representative presented the Board of Directors with their Exchange of Interest Items letter.

### **Board Resolutions to Draft Petition Language –Representatives from Boyd Jones, Alley Poyner Machetto**

Motion by Bryce Johnson, second by Blackman to approve the motion to direct the Supt and Business Manager to work with legal counsel to draft a petition that reflects a total expenditure of \$29,160,000. Motion by Bryce Johnson, second by Blackman to amend the motion to approve the motion to direct the Supt and Business Manager to work with legal counsel to draft a petition that reflects a total expenditure of \$29,160,000 for work to be done at the Red Oak School District facilities. Motion carried unanimously.

### **Discussion/Approval of 2017-2018 Red Oak School Calendar**

Motion by Director Walker, second by Director Bryce Johnson to approve the 2017-2018 Red Oak School Calendar. Motion carried unanimously.

### **Discussion/Approval of 2017-2018 Red Oak School Budget**

Motion by Director Bryce Johnson, second by Director Mark Johnson to approve the 2017-2018 Red Oak School Budget as presented. Motion carried unanimously. The adopted budget includes the following: Instruction-\$10,332,517, Total Support Services-\$4,847,578, Noninstructional Program-\$700,608, Total Other Expenditures, \$2,077,264, Final Total Expenditures-\$17,957,967. Motion carried unanimously.

### **Discussion/Approval of Middle School Mechanical Repairs**

Motion by Director Mark Johnson, second by Director Blackman to approve a contract with Ray Martin Company to repair the leaking steam line in the tunnel under the boy's restroom at the Middle School at the cost of \$6,700.00. Motion carried unanimously.

**Discussion/Approval of the 2017/2018 Pricing Proposal from FBG Service Corporation**

Motion by Director Blackman, second by Director Walker to enter an agreement with FBG Cleaning Services at the rate of \$373,182.24 per year. Motion carried unanimously. The current monthly rate for custodial services is \$32,455 per month. (\$389,460 per year). Due to the closing of the Webster Elementary Building and restructuring the duties of the Day Porter the current rate is \$30,184 per month. (\$362,208). The contract approved stated there would be an annual 3% per contract increase making the 2017-2018 monthly contract amount \$31,098.52 per month. (\$373,182.24 per year).

**Personnel Considerations:**

Motion by Director Walker, second by Director Bryce Johnson to accept the resignation of Bob Deter from his Middle School Wrestling Coach contract at the end of the 2016-2017 school year. Motion carried. Ayes: Bryce Johnson, Kathy Walker, Paul Griffen, Mark Johnson, Absent: Bret Blackman

Motion by Director Walker, second by Director Bryce Johnson to accept the resignation of Inman Primary Teacher Jennifer Bruce effective at the end of the 2016-2017 school year following a one year leave of absence. Motion carried. Ayes: Bryce Johnson, Kathy Walker, Paul Griffen, Mark Johnson, Absent: Bret Blackman

A special board meeting will be held on April 5, 2017 at 6:00 p.m.

Sue Wagaman Board Room  
Red Oak CSD Administrative Center

Next Regular Board of Director's Meeting:

Regular Board Meeting  
Monday, April 10, 2017 – 6:00 p.m.  
Sue Wagaman Board Room  
Red Oak CSD Administrative Center

**Board Adjourns**

Motion by Director Blackman, second by Director Walker to adjourn the meeting at 9:08 p.m. p.m. Motion carried unanimously.

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Paul Griffen, President

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Shirley Maxwell, Board Secretary

Red Oak Community School District  
Special 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  
April 5, 2017

This special meeting of the Board of Directors of the Red Oak Community School District was called to order by President Paul Griffin at 6:05 p.m.

**Present:**

Directors: Bryce Johnson, Kathy Walker, Mark Johnson, Paul Griffin  
Bret Blackman, joined the meeting electronically  
Bret Blackman joined the meeting in person at 6:50 p.m.  
Board Secretary Shirley Maxwell

**Approval of Agenda**

Motion by Director Bryce Johnson, second by Director Mark Johnson to approve the agenda as presented with the order of agenda items at the discretion of the board president. Motion carried unanimously.

**Presentation and Exchange of Interest Items with the Red Oak Support Staff Association**

President Griffin presented ROSSA representative Sara White with a Letter of Intent to Negotiate for the 2017-2018 school year.

**Presentation and Exchange of Interest Items with the Red Oak Education Association**

President Griffin presented ROEA representative John Gambs with a Letter of Intent to Negotiate for the 2017-2018 school year.

**Approval of International Student to attend Red Oak Community School District for the 2017-2018 school year**

Dr. Eduard Grass addressed the board concerning his niece, who is now in Columbia, attending classes in the Red Oak district for the 2017-2018 school year. She will be a senior. Since the student is not attending school as a foreign exchange student the school will need obtain a SEVIS (Student Exchange Visitor Information System) number which is given to any accredited school in the Country. Obtaining this number will allow the school new opportunities to enroll international students. Motion by Director Mark Johnson, second by Director Walker to pursue getting the required SEVIS number and complete the necessary paperwork required to obtain the necessary accreditation for the Red Oak School District to accept international students with the stipulation that the family will pay all expenses incurred in obtaining the SEVIS number and accreditation. Motion carried unanimously.

**Discussion of Petition Language/Plans for the Renovation of School Facilities**

Discussion was held concerning the petition language and the amount of the general obligation bond that would be prepared for the June 27<sup>th</sup> election for the renovation of school facilities. Business Manager Maxwell will work with legal counsel and these items will be on the next agenda.

**Personnel Considerations**

Motion by Director Blackman, second by Director Bryce Johnson to accept the resignation of 3<sup>rd</sup> grade teacher and high school assistant softball Coach Molly Cox effective at the end of the 2016-2017 school year. This motion was withdrawn and put on the April 10<sup>th</sup> agenda since it was unclear whether Ms. Cox would be completing the softball coach contract for the 2016-2017 school year.

Motion by Director Walker, second by Director Blackman to accept the resignation of 2<sup>nd</sup> Grade Teacher Bready Pease effective at the end of the 2016-2017 school year. Motion carried unanimously.

Motion by Director Blackman, second by Director Bryce Johnson to approve the one year leave of absence of Middle School Social Studies Teacher Hayley Perkins for the 2017-2018 school year. Motion carried unanimously.

**Board Adjourns**

Motion by Director Mark Johnson, second by Director Bryce Johnson to adjourn the meeting at 7:37 p.m. Motion carried unanimously.

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Paul Griffen, President

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Shirley Maxwell, Board Secretary



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Unposted; Batch Description APRIL 10 BOARD MEETING, 2017-0001

User ID: BLAYM

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Checking Account ID 1	Fund Number 10	OPERATING FUND
BATTEN SANITATION SERVICE	033117	3,117.50
10 0010 2600 000 0000 421	DISTRICT WIDE GARBAGE	3,117.50
Vendor Name BATTEN SANITATION SERVICE		<u>3,117.50</u>
BI STATE ELECTRONICS	168	109.00
10 0020 2700 000 0000 430	SERVICE CALL-BUS BARN-AUDIO	109.00
BI STATE ELECTRONICS	169	400.00
10 0020 2700 000 0000 430	RECORDING UNIT-NEW CAMS-BUS	400.00
Vendor Name BI STATE ELECTRONICS		<u>509.00</u>
CENTURY LINK	032517	462.70
10 0010 2410 000 0000 532	DISTRICT WIDE FIRE ALARMS	462.70
Vendor Name CENTURY LINK		<u>462.70</u>
CITY OF RED OAK	030817	1,524.20
10 0010 2600 000 0000 411	MONTHLY UTILITIES-2/7-3/8	1,524.20
Vendor Name CITY OF RED OAK		<u>1,524.20</u>
CLARINDA REGIONAL HEALTH CENTER	145523	125.00
10 0020 2700 000 0000 271	DOT PHYSICAL-DW	125.00
CLARINDA REGIONAL HEALTH CENTER	145923	125.00
10 0020 2700 000 0000 271	DOT PHYSICAL-RW	125.00
Vendor Name CLARINDA REGIONAL HEALTH CENTER		<u>250.00</u>
COHRON READY MIX	80054919	508.22
10 0010 2600 000 0000 430	CONCRETE MIX	508.22
Vendor Name COHRON READY MIX		<u>508.22</u>
COUNCIL BLUFFS COMM SCHOOLS	HFS02-5463	7,122.52
10 0010 1200 217 3303 561	TUITION-SPED 3-FEB	7,122.52
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		<u>7,122.52</u>
DETER, BOB	033117	86.46
10 0010 2235 000 0000 580	MILEAGE REIMBURSEMENT-JAN-MAR	86.46
Vendor Name DETER, BOB		<u>86.46</u>
DHS CASHIER 1ST FLOOR	033117	8,851.82
10 0010 4634 219 4634	PROVIDER'S SHARE-MARCH	8,851.82
Vendor Name DHS CASHIER 1ST FLOOR		<u>8,851.82</u>
DOLLAR GENERAL	033017	3.00
10 0010 2310 000 0000 611	BULLETIN SUPPLIES	3.00
Vendor Name DOLLAR GENERAL		<u>3.00</u>
DRIVE TEK	RDK1740	6,155.00
10 3230 1000 121 0000 320	17 STUDENTS=DRIVERS ED	6,120.00
10 3230 1000 121 0000 320	1 HR DRIVING TIME-NT	35.00
Vendor Name DRIVE TEK		<u>6,155.00</u>
EGAN SUPPLY COMPANY	262050	136.47
10 0010 2600 000 0000 618	FLOOR SCRUBBER PARTS	136.47

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User ID: BLAYM

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
Vendor Name EGAN SUPPLY COMPANY		<u>136.47</u>
ENGEL LAW OFFICE	033117	1,260.00
10 0010 2310 000 0000 320	PROFESSIONAL SERVICES-MARCH	1,260.00
Vendor Name ENGEL LAW OFFICE		<u>1,260.00</u>
FAREWAY FOOD STORES	00047414	66.92
10 0010 2310 000 0000 611	BOARD SUPPLIES	66.92
FAREWAY FOOD STORES	00103656	26.34
10 0010 1000 860 3117 612	CLASSROOM SNACKS	26.34
FAREWAY FOOD STORES	0017402	23.82
10 2020 1300 340 0000 612	VARIOUS GROCERY ITEMS FOR MIDDLE SCHOOL	23.82
FAREWAY FOOD STORES	00230224	33.86
10 2020 1300 340 0000 612	GROCERIES FOR MIDDLE SCHOOL FACS CLASSES	33.86
FAREWAY FOOD STORES	00332833	24.51
10 2020 1300 340 0000 612	VARIOUS GROCERY ITEMS FOR MIDDLE SCHOOL	24.51
Vendor Name FAREWAY FOOD STORES		<u>175.45</u>
FASTENAL COMPANY	IARED62368	233.99
10 0010 2600 000 0000 618	HAMMERDRILL KIT	233.99
Vendor Name FASTENAL COMPANY		<u>233.99</u>
FBG SERVICE CORPORATION	794753	32,455.00
10 0010 2600 000 0000 340	MARCH MONTHLY CLEANING	32,455.00
Vendor Name FBG SERVICE CORPORATION		<u>32,455.00</u>
GAYLORD R. TRYON - G. TRYON AND ASSOCIATES	030117	3,570.00
10 0010 2310 000 0000 320	60% FEE-ACT DIR/ASST PRIN SEARCH	3,570.00
Vendor Name GAYLORD R. TRYON - G. TRYON AND ASSOCIATES		<u>3,570.00</u>
HALL, HEATHER	040417	20.87
10 0010 2134 000 0000 580	MILEAGE REIMBURSEMENT	20.87
Vendor Name HALL, HEATHER		<u>20.87</u>
HERRICK, KEVIN	040517	154.08
10 0010 2235 000 0000 580	MILEAGE REIMBURSEMENT-JAN-MAR	154.08
Vendor Name HERRICK, KEVIN		<u>154.08</u>
HY VEE FOOD STORES	030217	22.29
10 3230 1300 340 0000 612	groceries	22.29
HY VEE FOOD STORES	061251	27.73
10 3230 1300 340 0000 612	groceries	27.73
HY VEE FOOD STORES	061448	4.89
10 3230 1300 340 0000 612	groceries	4.89
HY VEE FOOD STORES	063079	22.71
10 3230 1300 340 0000 612	groceries	22.71
HY VEE FOOD STORES	063248	19.31
10 3230 1300 340 0000 612	groceries	19.31
HY VEE FOOD STORES	063994	32.88

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 3230 1300 340 0000 612	groceries	32.88
HY VEE FOOD STORES	064146	29.25
10 3230 1300 340 0000 612	groceries	29.25
HY VEE FOOD STORES	65703	17.31
10 3230 1300 340 0000 612	groceries	37.92
10 3230 1300 340 0000 612	groceries credit	(20.61)
Vendor Name HY VEE FOOD STORES		<u>176.37</u>
IA SCHOOL FOR THE DEAF	032217	1,431.85
10 0010 1200 211 3311 569	INTERPRETER-FOODS-35 DAYS-NOV 28-JAN 27	1,431.85
Vendor Name IA SCHOOL FOR THE DEAF		<u>1,431.85</u>
IOWA COMMUNICATIONS NETWORK	499868	6.00
10 0010 2236 000 0000 536	MARCH NETWORK SERVICES-ICN	6.00
Vendor Name IOWA COMMUNICATIONS NETWORK		<u>6.00</u>
IOWA INFINITE CAMPUS USER GROUP	35	120.00
10 0010 2213 000 0000 330	Infinite Campus User Group Conference	120.00
Vendor Name IOWA INFINITE CAMPUS USER GROUP		<u>120.00</u>
IOWA WASTE SYSTEMS	34537	22.50
10 0010 2600 000 0000 421	LANDFILL WASTE	22.50
Vendor Name IOWA WASTE SYSTEMS		<u>22.50</u>
JOHNSON AUTO PARTS	262439	29.39
10 0020 2700 000 0000 618	BACK UP ALARM	29.39
Vendor Name JOHNSON AUTO PARTS		<u>29.39</u>
LAMINATOR.COM	124365	131.95
10 1902 1000 100 8002 618	6 rolls of laminating film (3 mil x 27"	131.95
Vendor Name LAMINATOR.COM		<u>131.95</u>
MEDIACOM	032117	1,830.00
10 0010 2236 000 0000 536	INTERNET	1,830.00
MEDIACOM	032117-1	759.51
10 0010 2236 000 0000 536	PRI LINES	759.51
Vendor Name MEDIACOM		<u>2,589.51</u>
MERCER HEALTH & BENEFITS ADMIN LLC	033017	3,737.18
10 0010 1000 100 8018 270	MAY INSURANCE	3,737.18
Vendor Name MERCER HEALTH & BENEFITS ADMIN LLC		<u>3,737.18</u>
MIDAMERICAN ENERGY	032117	13,372.28
10 0020 2600 000 0000 621	BUS BARN GAS	267.22
10 1902 2600 000 0000 622	WASH ELECT	1,355.38
10 1901 2600 000 0000 622	IPS ELECTRIC	3,208.01
10 0030 2600 000 0000 621	FBALL GAS	69.59
10 0030 2600 000 0000 622	FBALL ELECT	14.27
10 2020 2600 000 0000 622	BBALL COURT ELECT	28.75
10 2020 2600 000 0000 622	MS ELECT	1,739.24
10 3230 2600 000 0000 622	TECH BLDG ELECT	6,235.71

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
10 0020 2600 000 0000 622	BUS BARN ELECT	454.11
Vendor Name MIDAMERICAN ENERGY		<u>13,372.28</u>
O'KEEFE ELEVATOR COMPANY	00455065	342.00
10 0010 2600 000 0000 430	ELEVATOR MAINTENANCE AGREEMENT	342.00
Vendor Name O'KEEFE ELEVATOR COMPANY		<u>342.00</u>
O'NEAL ELECTRIC CO. CONTRACTOR	5200-6274	961.43
10 0010 2600 000 0000 430	HS LOCKER ROOM-PULL WIRE	961.43
O'NEAL ELECTRIC CO. CONTRACTOR	5200-6312	110.00
10 0010 2600 000 0000 430	BREAKER TRIPPED-SHOP	110.00
Vendor Name O'NEAL ELECTRIC CO. CONTRACTOR		<u>1,071.43</u>
OGDEN, VIVIAN	682921308-01	137.36
10 0010 1000 100 8203 612	REIMBURSEMENT PTO SUPPLIES-O. TRADING	137.36
Vendor Name OGDEN, VIVIAN		<u>137.36</u>
OPTIMUM DATA INC.	SIP175789	799.79
10 0010 2235 000 0000 739	WS-C3560G-24PS-S	400.00
10 0010 2235 000 0000 739	WS-C3560G-48PS-S	375.00
10 0010 2235 000 0000 739	SHIPPING	24.79
Vendor Name OPTIMUM DATA INC.		<u>799.79</u>
PEAPOD FACE PAINTING & BALLOONS	031017	550.00
10 0010 1000 100 8203 612	FACEPAINT&BALLOONS-PTO CARNIVAL-MAY 12	550.00
Vendor Name PEAPOD FACE PAINTING & BALLOONS		<u>550.00</u>
R & R PLUMBING	10054	92.53
10 0010 2600 000 0000 430	WATER LEAK REPAIR-MS	92.53
Vendor Name R & R PLUMBING		<u>92.53</u>
RED OAK CHRYSLER PLYMOUTH	165174	36.95
10 0010 2700 217 3303 434	#19 SPED OIL CHANGE	36.95
Vendor Name RED OAK CHRYSLER PLYMOUTH		<u>36.95</u>
RED OAK COMM SCH ACTIVITY FUND	030917	20.00
10 1901 1000 100 8001 612	PTO CARNIVAL TATTOOS	20.00
Vendor Name RED OAK COMM SCH ACTIVITY FUND		<u>20.00</u>
RED OAK GLASS	13200	145.50
10 0020 2700 000 0000 430	BUS #10 TEMPERED GLASS INSTALLED	145.50
Vendor Name RED OAK GLASS		<u>145.50</u>
RED OAK HARDWARE HANK	2501	31.50
10 2020 1920 100 8202 612	CASE OF ADDING MACHINE PAPER ROLLS FOR M	31.50
Vendor Name RED OAK HARDWARE HANK		<u>31.50</u>
SCHOOL ADMINISTRATORS OF IOWA	033017	110.00
10 0010 1000 100 3342 612	CLASS_DG-WORK TO MOVE	110.00

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
	TEACHING	
SCHOOL ADMINISTRATORS OF IOWA	033017-1	110.00
10 1901 2410 000 0000 320	GA-COACHING AND ENGAGING STAFF	110.00
Vendor Name	SCHOOL ADMINISTRATORS OF IOWA	<u>220.00</u>
SOCs/FES	008069	405.00
10 0010 2236 000 0000 536	APRIL WEB HOSTING	405.00
Vendor Name	SOCs/FES	<u>405.00</u>
TAHER INC	0048908-IN	75.29
10 0010 1000 860 3117 612	KALIEDSCOPE SUPPLIES	22.56
10 1900 1000 420 3238 612	HEADSTART SUPPLIES	52.73
Vendor Name	TAHER INC	<u>75.29</u>
TIMBERLINE BILLING SERVICE LLC	11362	928.81
10 0010 2510 217 3303 350	MARCH MEDICAID BILLING	928.81
Vendor Name	TIMBERLINE BILLING SERVICE LLC	<u>928.81</u>
TOTAL FUNDS BY HASLER	032717	1,000.00
10 0010 2410 000 0000 531	POSTAGE FILL	1,000.00
Vendor Name	TOTAL FUNDS BY HASLER	<u>1,000.00</u>
UNITED PARCEL SERVICE	032517	103.20
10 1901 2410 000 0000 531	IPS UPS CHARGES	25.80
10 1902 2410 000 0000 531	WASH UPS CHARGES	25.80
10 3230 2410 000 0000 531	HS UPS CHARGES	25.80
10 2020 2410 000 0000 531	MS UPS CHARGES	25.80
Vendor Name	UNITED PARCEL SERVICE	<u>103.20</u>
WEST CENTRAL COMMUNITY ACTION	17-053	25,045.80
10 0010 1000 860 3117 592	HEADSTART AGREEMENT-16-17 YR-3,295.50/ch	25,045.80
Vendor Name	WEST CENTRAL COMMUNITY ACTION	<u>25,045.80</u>
WESTLAKE ACE HARDWARE	10510554	1.79
10 0010 2600 000 0000 618	WASH DISTILLED WATER	1.79
WESTLAKE ACE HARDWARE	10510608	5.49
10 0010 2600 000 0000 618	PLUMBERS PUTTY	5.49
WESTLAKE ACE HARDWARE	10510631	3.49
10 0010 2600 000 0000 618	RECEPTACLE	3.49
WESTLAKE ACE HARDWARE	10510644	23.97
10 0010 2600 000 0000 618	HS WATER COOLER/IPS CONCRETE REPAIR	23.97
WESTLAKE ACE HARDWARE	10510646	8.48
10 0010 2600 000 0000 618	HS WATER COOLER SUPPLIES	8.48
WESTLAKE ACE HARDWARE	10510651	7.66
10 0010 2600 000 0000 618	HS WATER COOLER SUPP	7.66
WESTLAKE ACE HARDWARE	10510678	9.49
10 0010 2600 000 0000 618	SUPPLIES FOR BBALL WINDSCREENS	9.49
WESTLAKE ACE HARDWARE	10510709	13.99
10 0010 2600 000 0000 618	BATTERY	13.99
WESTLAKE ACE HARDWARE	10510722	17.99
10 0010 2600 000 0000 618	LAWN CARE TOOL	17.99

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Unposted; Batch Description APRIL 10 BOARD MEETING, 2017-0001

User ID: BLAYM

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
WESTLAKE ACE HARDWARE	10510723	2.98
10 0010 2600 000 0000 618	PESTBLOCK	2.98
WESTLAKE ACE HARDWARE	10510768	4.99
10 0010 2600 000 0000 618	PLUNGER	4.99
WESTLAKE ACE HARDWARE	10510852	9.59
10 0010 2600 000 0000 618	LIGHTED PLUG	9.59
WESTLAKE ACE HARDWARE	10510883	67.95
10 0010 2600 000 0000 618	HS FAUCET	67.95
WESTLAKE ACE HARDWARE	10510895	19.18
10 0010 2600 000 0000 618	HS TENNIS COURT NET SUPPLIES	19.18
WESTLAKE ACE HARDWARE	10510909	25.97
10 0010 2600 000 0000 618	HS HOSE SUPPLIES	25.97
WESTLAKE ACE HARDWARE	10510973	2.97
10 0010 2600 000 0000 618	HS HANGER CLASSROOM	2.97
WESTLAKE ACE HARDWARE	12130	406.97
10 0010 2600 000 0000 440	BOBCAT RENTAL	406.97
Vendor Name WESTLAKE ACE HARDWARE		<u>632.95</u>

WOODRIVER ENERGY LLC	032417	8,271.15
10 0020 2600 000 0000 621	WEB GAS	22.67
10 2020 2600 000 0000 621	MS GAS	2,013.05
10 3230 2600 000 0000 621	HS GAS	3,160.68
10 1912 2600 000 0000 621	TECH GAS	817.48
10 1901 2600 000 0000 621	IPS GAS	1,515.82
10 1902 2600 000 0000 621	WASH GAS	741.45
Vendor Name WOODRIVER ENERGY LLC		<u>8,271.15</u>

Fund Number 10		<u>128,122.57</u>
Checking Account ID 1	Fund Number 36	PHYSICAL PLANT & EQUIPMENT
COUNCIL BLUFFS COMM SCHOOLS	HFS02-5463	969.57
36 0010 2600 000 0000 441	RENT-FEB	969.57
Vendor Name COUNCIL BLUFFS COMM SCHOOLS		<u>969.57</u>

Fund Number 36		<u>969.57</u>
Checking Account ID 1		<u>129,092.14</u>
Checking Account ID 2	Fund Number 61	SCHOOL NUTRITION FUND
TAHER INC	0048908-IN	51,747.82
61 0010 3110 000 0000 340	FEB EXPENSES	49,708.56
61 0010 3110 000 4557 631	F&V PROGRAM	2,039.26
Vendor Name TAHER INC		<u>51,747.82</u>

Fund Number 61		<u>51,747.82</u>
Checking Account ID 2		<u>51,747.82</u>
Checking Account ID 3	Fund Number 21	STUDENT ACTIVITY FUND
CASEY'S	033117	21.84
21 3230 1400 910 6110 618	HS SPEECH FUEL	21.84
Vendor Name CASEY'S		<u>21.84</u>

CLARINDA COMMUNITY SCHOOLS	040417	110.00
21 0010 1400 920 6740 618	CARDINAL RELAYS ENTRY FEE	110.00
Vendor Name CLARINDA COMMUNITY SCHOOLS		<u>110.00</u>

DOLLAR GENERAL	033117	102.25
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RED OAK BOARD REPORT

Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
21 3230 1400 950 7421 618	STUDENT COUNCIL CAFE SUPPLIES	102.25
Vendor Name DOLLAR GENERAL		<u>102.25</u>
ECONO LODGE	33337074	291.18
21 3230 1400 910 6210 580	ROOMS FOR ALL -STATE CHOIR - 3 ROOMS @ 2	291.18
ECONO LODGE	33337093	291.18
21 3230 1400 910 6210 580	ROOMS FOR ALL -STATE CHOIR - 3 ROOMS @ 2	291.18
ECONO LODGE	33337108	291.18
21 3230 1400 910 6210 580	ROOMS FOR ALL -STATE CHOIR - 3 ROOMS @ 2	291.18
Vendor Name ECONO LODGE		<u>873.54</u>
FAREWAY FOOD STORES	00340360	55.31
21 3230 1400 950 7421 618	SUPPLIES FOR STUDENT LOUNGE	55.31
Vendor Name FAREWAY FOOD STORES		<u>55.31</u>
GLENWOOD HIGH SCHOOL	040417	90.00
21 0010 1400 920 6740 320	BOYS RAM RELAYS ENTRY FEE	90.00
Vendor Name GLENWOOD HIGH SCHOOL		<u>90.00</u>
GRAPHIC EDGE, THE	1088095	574.09
21 0010 1400 920 6730 618	PRACTICE SHORTS AND SHIRTS	574.09
Vendor Name GRAPHIC EDGE, THE		<u>574.09</u>
GRISWOLD COMMUNITY SCHOOLS	040417	80.00
21 0010 1400 920 6840 340	GRISWOLD TIGER RELAYS ENTRY FEE	80.00
Vendor Name GRISWOLD COMMUNITY SCHOOLS		<u>80.00</u>
HOLIDAY INN DES MOINES AIRPORT	73507	221.76
21 3230 1400 950 7408 580	ROOMS FOR LEADERSHIP CONFERENCE	221.76
HOLIDAY INN DES MOINES AIRPORT	73508	221.76
21 3230 1400 950 7408 580	ROOMS FOR LEADERSHIP CONFERENCE	221.76
Vendor Name HOLIDAY INN DES MOINES AIRPORT		<u>443.52</u>
HOWARD'S SPORTING GOODS	06464-00	419.00
21 0010 1400 920 6740 320	B & G PRACTICE & GAME DISCUSES	399.00
21 0010 1400 920 6740 320	SHIPPING	20.00
HOWARD'S SPORTING GOODS	06519-00	236.30
21 0010 1400 920 6840 618	TROPHIES, MEDALS, RIBBONS FOR HS & MS TR	236.30
HOWARD'S SPORTING GOODS	06520-00	1,198.00
21 0010 1400 920 6840 618	TROPHIES, MEDALS, RIBBONS FOR HS & MS TR	1,198.00
HOWARD'S SPORTING GOODS	06521-00	1,198.00
21 0010 1400 920 6740 618	TROPHIES, MEDALS, RIBBONS FOR HS & MS TR	1,198.00
Vendor Name HOWARD'S SPORTING GOODS		<u>3,051.30</u>
IOWA FCCLA	SLC35	375.00

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Vendor Name	Invoice Number	Amount
Account Number	Detail Description	Amount
21 3230 1400 950 7408 320	REGISTRATION FOR STATE LEADERSHIP CONFER	375.00
Vendor Name IOWA FCCLA		<u>375.00</u>
IOWA FCCLA	SLC35-1	315.00
21 3230 1400 950 7408 618	REQUIRED SHIRTS FOR CONFERENCE ATTENDEES	225.00
21 3230 1400 950 7408 618	CONFERENCE TEE SHIRTS	90.00
Vendor Name IOWA FCCLA		<u>315.00</u>
MANGOLD, KELSEY	040417	218.08
21 2020 1400 910 6110 618	REIMBURSEMENT FOR FALL PLAY PROP MATERIA	218.08
Vendor Name MANGOLD, KELSEY		<u>218.08</u>
PEPPER & SON, INC.	11C62962	156.49
21 3230 1400 910 6210 618	KEEP YOUR LAMPS	86.00
21 3230 1400 910 6210 618	PENGYON TING	16.50
21 3230 1400 910 6210 618	REMEMBER MY SONG	9.75
21 3230 1400 910 6210 618	I WILL LIFT MY EYES	10.50
21 3230 1400 910 6210 618	SAIL ON	9.00
21 3230 1400 910 6210 618	STARS I SHALL FIND	9.75
21 3230 1400 910 6210 618	SHIPPING	13.99
21 3230 1400 910 6210 618	handling	1.00
PEPPER & SON, INC.	11C63309	20.94
21 3230 1400 910 6220 618	SOLO & ENSEMBLE JUDGE'S COPIES	20.94
PEPPER & SON, INC.	11C63417	31.92
21 3230 1400 910 6220 618	SOLO & ENSEMBLE JUDGE'S COPIES	31.92
PEPPER & SON, INC.	11C65535	98.00
21 3230 1400 910 6210 618	THE MUSIC OF LIVING	98.00
Vendor Name PEPPER & SON, INC.		<u>307.35</u>
PROMOTIONAL CONCEPTS	34532	631.50
21 3230 1400 910 6110 618	SPEECH TEES	576.61
21 3230 1400 910 6110 618	SHIPPING	54.89
Vendor Name PROMOTIONAL CONCEPTS		<u>631.50</u>
TREYNOR COMMUNITY SCHOOL	040417	80.00
21 0010 1400 920 6840 618	CARDETTE RELAYS ENTRY FEE	80.00
Vendor Name TREYNOR COMMUNITY SCHOOL		<u>80.00</u>
UNITED PARCEL SERVICE	032517	33.75
21 3230 1400 910 6210 618	HS VOCAL=NY=2 PKGS	33.75
Vendor Name UNITED PARCEL SERVICE		<u>33.75</u>
Fund Number 21		<u>7,362.53</u>
Checking Account ID 3		<u>7,362.53</u>



PURCHASING – BIDDING

The board supports economic development in Iowa. Purchases by the school district will be made in Iowa for Iowa goods and services from a locally-owned business located within the school district or from an Iowa-based company that offers these goods or services if the cost and other considerations are relatively equal and they meet the required specifications. This policy does not relate to acquisition of professional services. See policy\_ 7051R1\_.

Prior to August 15 of each year and after analyzing the school district's anticipated procurement level for the current fiscal year, the school board will set a goal of ten percent of the anticipated procurement level to be purchased from certified targeted small businesses. In determining the procurement level, the cost of utilities (heat, electricity, telephone and natural gas) and employees' costs will not be included. After the goal has been established, the superintendent will file the required Targeted Small Business Procurement form with the Department of Education by August 15.

By July 31 of each year, the superintendent will file a report with the Department of Education outlining purchases of goods and services from targeted small businesses for the previous fiscal year.

The school board and superintendent will encourage targeted small businesses that are not certified with the Department of Inspections and Appeals to become certified targeted small businesses.

It is the responsibility of the superintendent to approve purchases, except those authorized by or requiring direct board action. The superintendent may coordinate and combine purchases with other governmental bodies to take advantage of volume price breaks. Joint purchases with other political subdivisions will be considered in the purchase of equipment, accessories or attachments with an estimated cost of \$50,000 or more.

The superintendent will have the authority to authorize purchases without competitive bids for goods and services costing under \$5,000 without prior board approval. For goods and services costing more than \$5,000 and less than \$25,000, the superintendent will receive quotes of the goods and services to be purchased prior to approval of the board. Competitive sealed bids are required for purchases, other than emergency purchases, for goods and services that cost \$25,000 or more, including construction contracts and school buses.

When using federal Child Nutrition funds to purchase goods and services, dollars spent annually must be estimated. It is acceptable to categorize (e.g. groceries, milk, produce, small equipment, large equipment, supplies, and chemicals). A formal sealed bid procurement process is required when annual spending in the category exceeds \$25,000 annually. An informal process is used for all other purchases under the threshold annually. Documentation of informal procurement activity is kept on file.

The purchase will be made from the lowest responsible bidder based upon total cost considerations including, but not limited to, the cost of the goods and services being purchased, availability of service and/or repair, delivery date, the targeted small business procurement goal and other factors deemed relevant by the board.

## PURCHASING - BIDDING

The board and the superintendent will have the right to reject any or all bids, or any part thereof, and to re-advertise. If it is determined that a targeted small business which bid on the project may be unable to perform the contract, the superintendent will notify the Department of Economic Development. The board will enter into such contract or contracts as the board deems in the best interests of the school district.

### Policy 705.1R1 Acquisition of Professional Services

“Professional services” are defined as services from persons or firms providing services requiring preparation involving advanced education or expertise. “Professional services” will include but not necessarily be limited to services from attorneys, architects or engineers, accountants or auditors. The Board will further define “professional services” on a case by case basis in applying this policy.

When the Board decides that it needs to acquire “professional services”, the Board will decide whether to establish a process for selection such as whether to establish a RFP process (request for proposals), conduct interviews, etc. The Board may simply proceed to acquire professional services based on administrative recommendation. In making its decisions, the Board will consider criteria it deems relevant including but not necessarily limited to: demonstrated expertise, experience, availability and cost of services. The Board will also consider any applicable preference laws and certified targeted small businesses.

**TELESERVE™ SERVICES & COVERAGE**

<b>SERVICES:</b>	
WORK ORDER PROCESS	INCLUDED
VENDOR PAY PROCESS FOR COVERED ITEMS ONLY	INCLUDED
MANAGEMENT REPORTING	INCLUDED
<b>COVERAGE:</b>	
<b>CORRECTIVE MAINTENANCE</b>	
ELECTRICAL BREAKDOWN	INCLUDED
MECHANICAL BREAKDOWN	INCLUDED
PARTS	INCLUDED
LABOR	INCLUDED
TRAVEL	INCLUDED
PREVENTIVE MAINTENANCE	EXCLUDED
<b>COVERAGE IN EXCESS OR SECONDARY TO ANY OTHER INSURANCE FOR REPAIRS CAUSED BY:</b>	
POWER SURGE	INCLUDED
HUMAN ERROR	INCLUDED
AIR CONDITIONING FAILURE	INCLUDED
RENTAL OF SUBSTITUTE EQUIPMENT	INCLUDED
COPIER DRUMS & PM KITS	INCLUDED
OVERTIME, WEEKEND TIME, HOLIDAY TIME	INCLUDED
IN-HOUSE REIMBURSEMENTS FOR LOW VOLTAGE EQUIPMENT ONLY @ \$35/HOUR	INCLUDED
PHYSICAL PLANT EQUIPMENT, CONSUMABLES, SUPPLIES, PROJECTOR TUBES/LAMPS, COSMETIC RESTORATION, UPGRADES, REFURBISHMENTS, OBSOLESCENCE, WIRING/CABLING, VEHICLES / TRACTORS / HEAVY EQUIPMENT, FURNITURE AND FIXTURES, SOFTWARE	EXCLUDED
NON-ELECTRICAL / NON-ELECTRONIC EQUIPMENT	EXCLUDED
FIRE, ALL RISK, EC, FLOOD & BARTHQUAKE	EXCLUDED
DEDUCTIBLE	\$ 0.00
STUDENT ENROLLMENT	1,128

**NOTE:**

TERRORISM RISK INSURANCE (As Mandated By The Terrorism Act of 2002) Can Be Purchased As An Optional Coverage.

Any and all information shared between the organization listed herein and Specialty Underwriters LLC shall be treated as CONFIDENTIAL and shall not be directly or indirectly disclosed to any third party.

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Quoted costs are exclusive of applicable taxes

		EFFECTIVE DATE	_____
SIGNED	<u>Michael H. Polaski</u>	ACCEPTED BY	_____
	Specialty Underwriters LLC		
		PO #	_____
DATE	<u>March 13, 2017</u>	DATE	_____

OFFER VALID FOR 60 DAYS  
 NOT BINDING UNTIL SIGNED ABOVE  
 AND MAILED TO AND ACCEPTED BY THE COMPANY

## Environmental Control Components

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ECC may include but is not limited to:

Actuators	Flow Switches
Bearings	Fresh Air Damper
Belts & Pulleys	Gauges
Circuit Boards	Impeller
Compressor	Lubrication Pump
Compressor (Gas)	Motor
Compressor (Liquid)	Positioners
Condenser Fan	Pressure Sensors
Condenser Fan Motor	Purge Unit
Contractors	Relays
Control & Safety	Return & Supply Fan Motors
Control Center	Return Air Damper
Control Panel	Sheaves/Pulleys
Control Valve	Supply Fan
Controllers	Supply Fan Motor
Coupling	Thermal Expansion Valve
Dampers	Thermostats & Sensors
Electrical Disconnect	Transmission
Eliminator	Values (control)
Factory Installed Variable Speed Drives (VFDs)	Vanes
Fan	Zone Control Actuators

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### Information needed to receive a quote:

1. 3 years of HVAC expenses/repairs. Reports from school or vendors.
2. Square footage by building
3. Send us any HVAC maintenance contracts you may have with your vendor(s)





**Specialty Underwriters LLC**  
A Subsidiary of SU Group LLC



**TELESERVE™**  
**Property Damage Insurance**

QUOTE/INITIATIVE NO: TW29024-5

13-Mar-2017

RED OAK C S D  
2011 NORTH 8TH STREET  
RED OAK, IA 51566

Item	Mfg	Description	SU Base Cost	+	* Additional Services (Consumables)	=	SU Annual Total Cost
010	VARIOUS	ENVIRONMENTAL CONTROL COMPONENTS CONSISTING OF MOVABLE AND MAINTAINABLE PARTS	\$69,967	+	\$0	=	\$69,967
<u>Additional Terms / Comments</u> <small>DUCTWORK, PIPING, PLUMBING, PLUMBING FIXTURES, MECHANICAL VALVES, HEAT EXCHANGERS, COILS, REFRIGERANT, REFRIGERANT LEAKS, WATER TREATMENT, CHEMICALS, CHILLER AND WATER VESSELS, BOILERS, VESSEL-TYPE EQUIPMENT, NON FACTORY-INSTALLED COMPONENTS, CRANE AND LIFT RENTALS EXCLUDED. PREVENTATIVE MAINTENANCE EXCLUDED.</small>							
<b>SUBTOTAL :</b>			<b>\$69,967</b>	<b>+</b>	<b>\$0</b>	<b>=</b>	<b>\$69,967</b>
<b>(0) TOTAL DOCUMENTS</b>			<b>\$69,967</b>	<b>+</b>	<b>\$0</b>	<b>=</b>	<b>\$69,967</b>

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\* Consumable Coverage Selected-Not Discounted. Amount Shown is Maximum Reimbursement Limit Provided

Dan Black - Instrumental Music  
Red Oak High School



2011 N 8<sup>th</sup> Street  
Red Oak, IA 51566

Phone: 712-623-6610 x5501  
Fax: 712-623-6613

E-mail: [blackd@roschools.org](mailto:blackd@roschools.org)  
Web: <http://sites.google.com/site/redoakhsband>

April 7, 2017

Dear Jeff Spotts,

With this letter, please accept my resignation as high school instrumental music teacher, high school instrumental music sponsor, high school jazz band instructor, and TLC grant program lead teacher in the Red Oak Community School District at the end of the 2016-2017 school year.

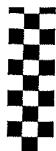
I have enjoyed developing the high school instrumental music program over the last five years, nearly doubling the enrollment and leading the program to earn superior ratings in every state festival within a single school year for the first time in our district's history. Additionally, I have been grateful for the opportunity to expand my influence outside my classroom and work as an instructional technology coach at the elementary level and serve on the high school leadership team through the TLC program.

I wish the students, staff, administration, and school board my best, and I would be happy to complete an exit interview at request. Thank you for the opportunity to serve kids and the Red Oak community.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Black", written in a cursive style. The signature is positioned above the printed name "Dan Black".

Dan Black



Molly Cox  
2400 N 8<sup>th</sup> Street  
Red Oak, IA 51566  
March 27, 2016

Red Oak Community School District  
Inman Primary  
Mrs. Allensworth  
900 Inman Drive  
Red Oak, IA 51566

Dear Red Oak Community School District,

I am writing this to inform you of my resignation from both my position as a 3<sup>rd</sup> Grade Teacher and as the High School Assistant Softball Coach effective at the end of the 2016-2017 contracted school year. Although it was a tough decision, I have accepted a position within a district much closer to family. Thank you for all your generosity and support and to helping me grow as an educator these past two years.

Sincerely,

Molly Cox

Inman Primary Third Grade Teacher