



***Red Oak Community School District***

***2011 North 8<sup>th</sup> 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, September 12, 2016 – 6:00 pm

***6:00 - Public Hearing for the Equity Project***

**-Amended 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

4.2 Visitors and Presentations

4.3 Affirmations and Commendations

4.4 Correspondence

5.0 Consent Agenda

5.1 Review and Approval of Minutes from August 22, 2016 1-4

5.2 Review and Approval of Monthly Business Reports 5-13

5.3 Open Enrollment Requests Consideration – as needed

6.0 General Business for the Board of Directors

6.1 Old Business

6.1.1 Review/Approval of Removal of Board Policy Code 601.2 School Day -14

6.2 New Business

6.2.1 Discussion/Approval of the First Reading of Board Policy Code 403.1 Employee Physical Examinations 15

6.2.2 Discussion/Approval of Superintendent and Board Goals and Priorities

6.2.3 Discussion/Approval of the 16-17 Teacher Leadership Positions – Instructional Coaches, Lead Teachers, Mentors 16

6.2.4 Personnel Considerations

1. Resignation from Maintenance Administrative Assistant Mindy Riibe Effective 9/28/2016 17
2. Recommendation to hire Judy Waggener as bus monitor for the 16-17 school year 18

7.0 Reports

7.1 Administrative

7.2 Future Conferences, Workshops, Seminars

7.3 Other Announcements

8.0 Next Board of Directors Meeting: Monday, September 26, 2016 – 6:00 pm  
Sue Wagaman Board Room  
Red Oak CSD Administrative Center

9.0 Adjournment

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  
August 22, 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: Bryce Johnson, Kathy Walker, Mark Johnson, Paul Griffen, Bret Blackman  
Supt. Tom Messinger, Board Secretary Shirley Maxwell

**Approval of Agenda**

Motion by Director Walker, 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 unanimously.

**Affirmations and Commendations**

A letter was received from IASB thanking Red Oak School District for their membership for the 2016-2017 school year.

**Visitors and Presentations**

Gary Sinclair of 5Cast presented a financial workshop. The district's past, present and future financial condition was discussed.

**Consent Agenda**

Motion by Director Mark Johnson, second by Director Bryce Johnson to approve the consent agenda. Motion carried unanimously.

- \* Minutes from August 8, 2016
- \* Monthly Business Reports
- \* Open enrollment request for Kagan Pappas, (1st grade) student from Red Oak CSD to Essex
- \* Open enrollment request for Hanna Smith (9th grade) from Red Oak CSD to East Mills CSD

**Review / Approval of the Final Reading of Board Policy 906 Unmanned Aircrafts – Drones**

Motion by Director Bryce Johnson, second by Director Blackman to approve the final reading of Board Policy 906 Unmanned Aircrafts – Drones. Motion carried unanimously.

**Review / Approval of the Final Reading of Board Policy Code 502.10, Use of Motor Vehicles**

Motion by Director Walker, second by Director Blackman to approve the final reading of Board Policy Code 502.10, Use of Motor Vehicles. Motion carried unanimously.

**Review / Approval of the Final Reading of Board Policy Code 601.1 School Calendar**

Motion by Director Mark Johnson, second by Director Bryce Johnson to approve the final reading of Board Policy 601.1, School Calendar. Motion carried unanimously.

**Review / Approval of Board Policy Code 601.2 School Day**

This item will be on the next agenda for removal of this policy.

**Review / Approval of the Legislative Priorities for FY 17**

Motion by Director Blackman, second by Director Walker to approve the following Legislative Priorities. Motion carried unanimously.

**28. STATE PENNY:**

Supports preserving the integrity of the statewide penny sales tax for school infrastructure, including the tax equity provisions. Supports repeal of the Dec. 31, 2029 sunset.

**20. SCHOOL FUNDING POLICY:**

Supports a school foundation formula that:

- Provides adequate and timely funding;
- Provides a funding mechanism for transportation costs that reduces the pressure on the general fund and addresses inequities between school districts;
- Includes factors based on changes in demographics including socio-economic status, remedial programming, and enrollment challenges;
- Equalizes per pupil funding;
- Incorporates categorical funding in the formula within three years; and
- Includes a mix of property taxes and state aid

**2. STANDARDS AND ACCOUNTABILITY:**

Supports continued progress in the development of rigorous content standards and benchmarks that reflect the real-world knowledge and skills students need to graduate from high school to be prepared for college or to enter the workforce, including the following state actions:

Provide and fund technical assistance to help school districts fully implement the Iowa Core Content Standards which define what students should know and be able to do in math, science, English language arts, social studies, and 21st Century skills in areas such as financial and technological literacy.

- Adopt high-quality summative and formative assessments, aligned to the skills students should know and be able to do to succeed globally and locally.
- Support research based professional development that provides educators with training, support and time to work together so that they can successfully teach a rigorous curriculum to all students. Ensure that curriculum decisions about how to teach remain in the hands of local schools and teachers.

- Include and fund all the components of successful standards systems: assessments aligned to high expectations, improved and aligned instruction and quality professional development. IASB supports development of model content standards, recommended assessments and professional development supports in additional content areas but opposes expanding accountability, reporting and accreditation requirements in these areas.

**13. TEACHER LEADERSHIP AND DEVELOPMENT:**

Supports research-based programs and funding to develop strong instructional leadership including:

- teacher leadership and development
- beginning teacher mentoring programs
- quality professional development programs.

**9. SPECIAL EDUCATION – STATE:**

- Supports predictable and timely state funding to serve students receiving special education services at a level that reflects the actual cost including educational programming and health care costs.

**Discussion / Approval of the Fresh Fruit and Vegetable Agreement with the IA State Dept. of Education and Inman Primary and Washington Intermediate**

Motion by Bryce Johnson, second by Blackman to approve the Fresh Fruit and Vegetable Agreement with the IA State Dept. of Education and Inman Primary and Washington Intermediate for the 2016-2017 school year. Motion carried unanimously.

**Personnel Considerations for Approval**

Motion by Director Walker, second by Director Blackman to approve the submitted list of substitute bus drivers for the 2016-2017 school year. Motion carried unanimously.

Motion by Director Walker, second by Director Blackman to approve Adam Wenberg as lead Maintenance Technician for the 2016-2017 school year with the salary of \$50,000. Motion carried unanimously.

Motion by Director Mark Johnson, second by Director Blackman to approve Chris Vannausdle as Assistant Maintenance Technician/Grounds for the 2016-2017 school year with the salary of \$20.59 per hour. Ayes: Walker, Griffen, Blackman, M Johnson, Abstain: B Johnson, motion carried.

Motion by Director Walker, second by Director Mark Johnson to approve Kim Euken as Special Education Paraprofessional at IPS for the 2016-2017 school year with the salary of \$9.35 per hour. Motion carried unanimously.

Motion by Director Mark Johnson, second by Director Walker to accept the resignation from high school para-professional Michelle Knudson effective immediately. Motion carried unanimously.

**Facilities Master Plan Discussion**

Daric O'Neal, representing Alley, Poyner, Macchietto Architectural and Mark Pfister from Boyd Jones were also in attendance. Work continues on the project. Daric presented a Master Plan Schedule Wrap Up.

**Next Board of Director's Meeting**

Monday, Sept. 12, 2016 – 6:00 p.m., Sue Wagaman Board Room, Red Oak CSD Administrative Center

**Adjournment**

Motion by Director Walker, second by Director Bryce Johnson to adjourn the meeting at 7:48 p.m. Motion carried unanimously.

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Paul Griffen, President

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Shirley Maxwell, Board Secretary

| Vendor Name   | Invoice Number                 | Amount          |
|---|--------------------------------|-----------------|
| Account Number                                      | Detail Description             | Amount          |
| Checking Account ID 1                               | Fund Number 10                 | OPERATING FUND  |
| 247 SECURITY  | INN15004                       | 40.00           |
| 10 0020 2700 000 0000 618                           | Camera cables                  | 30.00           |
| 10 0020 2700 000 0000 618                           | shipping                       | 10.00           |
| Vendor Name 247 SECURITY                            |                                | <u>40.00</u>    |
| AHLERS & COONEY                                     | 717245                         | 130.00          |
| 10 0010 2310 000 0000 320                           | PROFESSIONAL SERVICES          | 130.00          |
| Vendor Name AHLERS & COONEY                         |                                | <u>130.00</u>   |
| ARTHERHOLT, LISA                                    | 08292016                       | 27.02           |
| 10 3230 1000 100 0000 612                           | REIMBURSEMENT FOR ART SUPPLIES | 27.02           |
| Vendor Name ARTHERHOLT, LISA                        |                                | <u>27.02</u>    |
| BATTEN SANITATION SERVICE                           | 08312016                       | 1,900.00        |
| 10 0010 2600 000 0000 421                           | DISTRICT GARBAGE SERVICES      | 1,900.00        |
| Vendor Name BATTEN SANITATION SERVICE               |                                | <u>1,900.00</u> |
| BI STATE ELECTRONICS                                | 44                             | 109.00          |
| 10 0020 2700 000 0000 430                           | REPAIR                         | 109.00          |
| Vendor Name BI STATE ELECTRONICS                    |                                | <u>109.00</u>   |
| CAPITAL SANITARY SUPPLY CO.                         | 0018113                        | 2,478.47        |
| 10 0010 2600 000 0000 618                           | PAPER TOWELS                   | 1,239.71        |
| 10 0010 2600 000 0000 618                           | HAND SOAP                      | 1,238.76        |
| CAPITAL SANITARY SUPPLY CO.                         | 0018113A                       | 310.00          |
| 10 0010 2600 000 0000 618                           | URINAL SCREENS                 | 310.00          |
| CAPITAL SANITARY SUPPLY CO.                         | 0018113B                       | 825.84          |
| 10 0010 2600 000 0000 618                           | HAND SOAP                      | 825.84          |
| Vendor Name CAPITAL SANITARY SUPPLY CO.             |                                | <u>3,614.31</u> |
| CENTERPOINT ENERGY SERVICES RETAIL, LLC             | 3288442                        | 517.62          |
| 10 1901 2600 000 0000 621                           | UTILITIES IPS                  | 236.14          |
| 10 1902 2600 000 0000 621                           | UTILITIES WIS                  | 70.39           |
| 10 2020 2600 000 0000 621                           | UTILITIES MS                   | 116.04          |
| 10 3230 2600 000 0000 621                           | UTILITIES HS                   | 95.05           |
| Vendor Name CENTERPOINT ENERGY SERVICES RETAIL, LLC |                                | <u>517.62</u>   |
| CENTURY LINK  | 08252016                       | 471.31          |
| 10 0010 2410 000 0000 532                           | DISTRICT FIRE ALARM LINES      | 471.31          |
| Vendor Name CENTURY LINK                            |                                | <u>471.31</u>   |
| CHAT MOBILITY                                       | 08152016                       | 944.78          |
| 10 0010 2410 000 0000 532                           | CELL PHONES                    | 269.78          |
| 10 0010 2321 000 0000 532                           | NURSE PHONE                    | 45.00           |
| 10 0010 2321 000 0000 532                           | ADMIN PHONES                   | 90.00           |
| 10 2020 2410 000 0000 532                           | MS PHONE                       | 45.00           |
| 10 1902 2410 000 0000 532                           | WIS PHONE                      | 45.00           |
| 10 1901 2410 000 0000 532                           | IPS PHONE                      | 45.00           |
| 10 3230 2410 000 0000 532                           | HS PHONES                      | 90.00           |
| 10 0020 2490 000 0000 530                           | BUS OFFICE PHONES              | 180.00          |
| 10 0010 1200 410 1112 530                           | ESL PHONES                     | 90.00           |

| Vendor Name                                 | Invoice Number                              | Amount          |
|---|---|-----------------|
| Account Number                              | Detail Description                          | Amount          |
| 10 0010 2410 420 1119 532                   | AT RISK PHONE                               | 45.00           |
| Vendor Name CHAT MOBILITY                   |   | <u>944.78</u>   |
| CITY OF RED OAK                             | 08112016                                    | 969.65          |
| 10 0010 2600 000 0000 411                   | UTILITIES WATER AUGUST                      | 969.65          |
| Vendor Name CITY OF RED OAK                 |   | <u>969.65</u>   |
| COCA-COLA BTLG OF OMAHA                     | 236566                                      | 685.36          |
| 10 3230 3200 000 8323 618                   | soda for machine                            | 685.36          |
| Vendor Name COCA-COLA BTLG OF OMAHA         |   | <u>685.36</u>   |
| CONTROL MASTERS                             | 3928153                                     | 264.57          |
| 10 0010 2600 000 0000 430                   | SERVICE CALL                                | 264.57          |
| Vendor Name CONTROL MASTERS                 |   | <u>264.57</u>   |
| CORVUS INDUSTRIES, LTD                      | 7250  | 400.00          |
| 10 0010 2600 000 0000 430                   | BLEACHER INSPECTIONS                        | 400.00          |
| Vendor Name CORVUS INDUSTRIES, LTD          |   | <u>400.00</u>   |
| COUNSEL OFFICE & DOCUMENTS                  | 181713                                      | 151.03          |
| 10 2020 1000 100 0000 359                   | TONER CHARGES                               | 151.03          |
| COUNSEL OFFICE & DOCUMENTS                  | 183127                                      | 31.73           |
| 10 1901 1000 100 0000 359                   | WASTE TONER BOTTLE SPC430;<br>EQUIPMENT: 53 | 31.73           |
| Vendor Name COUNSEL OFFICE & DOCUMENTS      |   | <u>182.76</u>   |
| DEGROOT, DANIEL                             | 08302016                                    | 2,040.00        |
| 10 0010 2213 132 3376 320                   | REIMBURSEMENT FOR TUITION                   | 2,040.00        |
| Vendor Name DEGROOT, DANIEL                 |   | <u>2,040.00</u> |
| DEMCO                                       | 5934890                                     | 1,646.74        |
| 10 2020 3200 000 8202 618                   | INSTRUCTIONAL SUPPLIES                      | 707.11          |
| 10 2020 2222 000 0000 618                   | MEDIA CENTER SUPPLIES                       | 523.75          |
| 10 2020 1000 100 0000 612                   | INSTRUCTIONAL SUPPLIES                      | 415.88          |
| Vendor Name DEMCO                           |   | <u>1,646.74</u> |
| DICKEL DUIT OUTDOOR POWER, INC.             | 20041                                       | 19.89           |
| 10 0010 2600 000 0000 618                   | MOWER SUPPLIES                              | 19.89           |
| Vendor Name DICKEL DUIT OUTDOOR POWER, INC. |   | <u>19.89</u>    |
| DOLLAR GENERAL                              | 1000550419                                  | 56.65           |
| 10 3230 1000 100 0000 612                   | INSTRUCTIONAL SUPPLIES                      | 56.65           |
| Vendor Name DOLLAR GENERAL                  |   | <u>56.65</u>    |
| ECHO GROUP INC                              | S6882134.001                                | 38.28           |
| 10 0010 2600 000 0000 618                   | LIGHTING SUPPLY                             | 38.28           |
| ECHO GROUP INC                              | S6893431.001                                | 119.40          |
| 10 0010 2600 000 0000 618                   | LIGHTING/ELECTRICAL SUPPLIES                | 119.40          |
| Vendor Name ECHO GROUP INC                  |   | <u>157.68</u>   |
| EDU-SAFE LLC & ISG                          | 16-2752                                     | 2,200.00        |
| 10 0010 1000 100 3373 320                   | PROFESSIONAL SERVICES                       | 2,200.00        |
| Vendor Name EDU-SAFE LLC & ISG              |   | <u>2,200.00</u> |

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| Vendor Name                              | Invoice Number                   | Amount    |                  |
|--|----------------------------------|-----------|------------------|
| Account Number                           | Detail Description               |           | Amount           |
| FAREWAY FOOD STORES                      | 00081676                         | 18.24     |                  |
| 10 2020 1000 100 0000 612                | INSTRUCTIONAL SUPPLIES           |           | 18.24            |
| FAREWAY FOOD STORES                      | 00082274                         | 5.94      |                  |
| 10 3230 1000 100 0000 612                | INSTRUCTIONAL SUPPLIES           |           | 5.94             |
| FAREWAY FOOD STORES                      | 00273207                         | 30.12     |                  |
| 10 0010 2310 000 0000 611                | STAFF LUNCH SUPPLIES             |           | 30.12            |
| FAREWAY FOOD STORES                      | 00276000                         | 8.83      |                  |
| 10 2020 1000 100 0000 612                | INSTRUCTIONAL SUPPLIES           |           | 8.83             |
| Vendor Name FAREWAY FOOD STORES          |                                  |           | <u>63.13</u>     |
| FARMERS MERCANTILE                       | 07312016                         | 1,030.07  |                  |
| 10 0010 2650 000 0000 626                | GAS MOWERS                       |           | 176.54           |
| 10 0020 2700 000 0000 626                | GAS                              |           | 416.50           |
| 10 0010 2600 000 0000 618                | SUPPLIES                         |           | 14.52            |
| 10 0020 2700 000 0000 628                | PROPANE                          |           | 65.00            |
| 10 0020 2700 000 0000 628                | PROPANE TAX                      |           | 29.89            |
| 10 0010 2700 217 3303 626                | #18 GAS                          |           | 161.82           |
| 10 0010 2700 217 3303 626                | #19 GAS                          |           | 8.55             |
| 10 0010 2700 217 3303 626                | #27 GAS                          |           | 157.25           |
| Vendor Name FARMERS MERCANTILE           |                                  |           | <u>1,030.07</u>  |
| FBG SERVICE CORPORATION                  | 778652                           | 32,455.00 |                  |
| 10 0010 2600 000 0000 340                | MONTHLY CLEANING AUGUST          |           | 32,455.00        |
| Vendor Name FBG SERVICE CORPORATION      |                                  |           | <u>32,455.00</u> |
| FELLERS, PATRICIA                        | 08232016                         | 138.03    |                  |
| 10 1901 1000 100 8001 612                | REIMBURSEMENT FOR SUPPLIES       |           | 138.03           |
| Vendor Name FELLERS, PATRICIA            |                                  |           | <u>138.03</u>    |
| FOLLETT SCHOOL SOLUTIONS INC             | 427886F-2                        | 87.16     |                  |
| 10 2020 2222 000 0000 643                | MEDIA CENTER BOOKS               |           | 87.16            |
| Vendor Name FOLLETT SCHOOL SOLUTIONS INC |                                  |           | <u>87.16</u>     |
| GOTHBERG, HEATHER                        | 09022016                         | 38.91     |                  |
| 10 0010 2321 132 3376 580                | REIMBURSEMENT                    |           | 38.91            |
| Vendor Name GOTHBERG, HEATHER            |                                  |           | <u>38.91</u>     |
| GREEN HILLS AEA                          | 33247                            | 60.00     |                  |
| 10 2020 1000 100 0000 612                | PRINTED ENVELOPES RETURN ADDRESS |           | 60.00            |
| Vendor Name GREEN HILLS AEA              |                                  |           | <u>60.00</u>     |
| HOUCHEN BINDERY LTD                      | 228101                           | 214.00    |                  |
| 10 2020 1000 100 0000 550                | TEXTBOOK REBINDING               |           | 214.00           |
| Vendor Name HOUCHEN BINDERY LTD          |                                  |           | <u>214.00</u>    |
| HY VEE FOOD STORES                       | 4301656714                       | 45.45     |                  |
| 10 1901 1000 100 8001 612                | SNACKS                           |           | 45.45            |
| HY VEE FOOD STORES                       | 4302409528                       | 36.47     |                  |
| 10 1901 1000 100 8001 612                | PTO SUPPLIES                     |           | 36.47            |
| HY VEE FOOD STORES                       | 4302412239                       | 53.72     |                  |
| 10 3230 2410 000 0000 618                | HS SUPPLIES                      |           | 53.72            |
| HY VEE FOOD STORES                       | 4302440864                       | 47.39     |                  |

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| Vendor Name                                    | Invoice Number                         | Amount           |
|--|--|------------------|
| Account Number                                 | Detail Description                     | Amount           |
| 10 0010 2310 000 0000 611                      | STAFF LUNCH SUPPLIES                   | 47.39            |
| HY VEE FOOD STORES                             | 4302468264                             | 46.98            |
| 10 0010 2310 000 0000 611                      | STAFF LUNCH SUPPLIES                   | 46.98            |
| HY VEE FOOD STORES                             | 4302490313                             | 37.50            |
| 10 1901 1000 100 8001 612                      | SUPPLIES PTO                           | 37.50            |
| Vendor Name HY VEE FOOD STORES                 |  | <u>267.51</u>    |
| K MART   | 092430827160<br>0112277                | 7.97             |
| 10 2020 1000 100 0000 612                      | INSTRUCTIONAL SUPPLIES                 | 7.97             |
| Vendor Name K MART                             |  | <u>7.97</u>      |
| LAMINATOR.COM                                  | 106316                                 | 899.95           |
| 10 1902 1000 100 8002 618                      | LAMINATOR/FILM                         | 899.95           |
| Vendor Name LAMINATOR.COM                      |  | <u>899.95</u>    |
| LINCOLN ELECTRIC                               | 905862462                              | 277.42           |
| 10 3230 1300 370 0000 612                      | WELDING SUPPLIES                       | 132.00           |
| 10 3230 1300 370 0000 612                      | WELDING SUPPLIES/SHIPPING              | 145.42           |
| LINCOLN ELECTRIC                               | 905869593                              | 119.58           |
| 10 3230 1300 370 0000 612                      | Fleetweld 37, 1/8 " welding rod (6013) | 119.58           |
| Vendor Name LINCOLN ELECTRIC                   |  | <u>397.00</u>    |
| MEDIACOM                                       | 08212016                               | 2,527.35         |
| 10 0010 2236 000 0000 536                      | PRI LINES                              | 697.35           |
| 10 0010 2236 000 0000 536                      | DISTRICT INTERNET                      | 1,830.00         |
| Vendor Name MEDIACOM                           |  | <u>2,527.35</u>  |
| MERCER HEALTH & BENEFITS ADMIN LLC             | 08302016                               | 2,625.28         |
| 10 0010 1000 100 8018 270                      | OCTOBER INSURANCE                      | 2,625.28         |
| Vendor Name MERCER HEALTH & BENEFITS ADMIN LLC |  | <u>2,625.28</u>  |
| MIDAMERICAN ENERGY                             | 08182016                               | 23,118.02        |
| 10 0020 2600 000 0000 621                      | BUS OFFICE GAS                         | 25.21            |
| 10 3900 2600 000 0000 622                      | HS ELECTRIC                            | 11,299.46        |
| 10 2020 2600 000 0000 622                      | MS ELECTRIC                            | 3,841.23         |
| 10 2020 2600 000 0000 622                      | CAGE ELECTRIC                          | 33.83            |
| 10 1901 2600 000 0000 622                      | IPS ELECTRIC                           | 5,065.26         |
| 10 1902 2600 000 0000 622                      | WIS ELECTRIC                           | 2,566.71         |
| 10 0030 2600 000 0000 621                      | FB FIELD GAS                           | 10.39            |
| 10 0030 2600 000 0000 622                      | BSB FIELD ELECTRIC                     | 7.67             |
| 10 0030 2600 000 0000 622                      | FB FIELD ELECTRIC                      | 9.59             |
| 10 0020 2600 000 0000 622                      | BUS OFFICE ELECTRIC                    | 258.67           |
| Vendor Name MIDAMERICAN ENERGY                 |  | <u>23,118.02</u> |
| NASCO  | 95356                                  | 15.26            |
| 10 2020 1920 100 8202 612                      | INSTRUCTIONAL SUPPLY                   | 15.26            |
| Vendor Name NASCO                              |  | <u>15.26</u>     |
| NEBRASKA AIR FILTER, INC.                      | 0333523-IN                             | 289.82           |
| 10 0010 2600 000 0000 618                      | AIR FILTERS                            | 289.82           |
| Vendor Name NEBRASKA AIR FILTER, INC.          |  | <u>289.82</u>    |

| Vendor Name                            | Invoice Number                        | Amount   |                 |
|--|---------------------------------------|----------|-----------------|
| Account Number                         | Detail Description                    |          | Amount          |
| OREILLY AUTO PARTS                     | 0298-401071                           | 17.26    |                 |
| 10 0020 2700 000 0000 618              | WIPER BLADES                          |          | 17.26           |
| OREILLY AUTO PARTS                     | 0298-401791                           | 49.32    |                 |
| 10 0010 2600 000 0000 618              | SUPPLIES                              |          | 49.32           |
| Vendor Name OREILLY AUTO PARTS         |                                       |          | <u>66.58</u>    |
| ORSCHELN                               | 08252016                              | 14.99    |                 |
| 10 0020 2700 000 0000 618              | HI-VIS VEST                           |          | 14.99           |
| Vendor Name ORSCHELN                   |                                       |          | <u>14.99</u>    |
| PEPPER & SON, INC.                     | 11B96946                              | 359.99   |                 |
| 10 3230 1000 109 0000 612              | VOCAL INSTRUCTIONAL SUPPLIES          |          | 359.99          |
| Vendor Name PEPPER & SON, INC.         |                                       |          | <u>359.99</u>   |
| PIONEER PAINT                          | INV608056                             | 997.98   |                 |
| 10 0010 2600 000 0000 618              | FB FIELD SUPPLIES                     |          | 997.98          |
| Vendor Name PIONEER PAINT              |                                       |          | <u>997.98</u>   |
| PITSCO                                 | 652145-2                              | 286.00   |                 |
| 10 2020 1300 350 0000 612              | MS INSTRUCTIONAL SUPPLIES             |          | 286.00          |
| Vendor Name PITSCO                     |                                       |          | <u>286.00</u>   |
| PRECISION DIESEL INJECTION             | 54917                                 | 156.40   |                 |
| 10 0020 2700 000 0000 434              | REPAIR #5A                            |          | 156.40          |
| Vendor Name PRECISION DIESEL INJECTION |                                       |          | <u>156.40</u>   |
| QUILL CORP.                            | 8436374                               | 33.95    |                 |
| 10 2020 1000 100 0000 612              | INSTRUCTIONAL SUPPLIES                |          | 33.95           |
| QUILL CORP.                            | 8515968                               | 41.56    |                 |
| 10 3230 1200 420 8009 612              | INSTRUCTIONAL SUPPLIES                |          | 41.56           |
| Vendor Name QUILL CORP.                |                                       |          | <u>75.51</u>    |
| RAY MARTIN COMPANY                     | 7133                                  | 7,304.94 |                 |
| 10 0010 2600 000 0000 430              | MAINTENANCE REPAIR IPS                |          | 7,304.94        |
| RAY MARTIN COMPANY                     | 7174                                  | 986.06   |                 |
| 10 0010 2600 000 0000 430              | MAINTENANCE REPAIR TECH CTR           |          | 986.06          |
| RAY MARTIN COMPANY                     | 7183                                  | 447.50   |                 |
| 10 0010 2600 000 0000 430              | MAINTENANCE REPAIR HS                 |          | 447.50          |
| Vendor Name RAY MARTIN COMPANY         |                                       |          | <u>8,738.50</u> |
| RED OAK CHRYSLER PLYMOUTH              | 161673                                | 51.65    |                 |
| 10 0020 2700 000 0000 430              | #19 OIL CHANGE                        |          | 51.65           |
| Vendor Name RED OAK CHRYSLER PLYMOUTH  |                                       |          | <u>51.65</u>    |
| RED OAK DIESEL CLINIC INC.             | 271                                   | 2,490.06 |                 |
| 10 0020 2700 000 0000 430              | REPAIR #1                             |          | 2,490.06        |
| RED OAK DIESEL CLINIC INC.             | 272                                   | 1,953.69 |                 |
| 10 0020 2700 000 0000 430              | MAINTENANCE #1, 3, 5, 6, 8,<br>AND 10 |          | 1,953.69        |
| Vendor Name RED OAK DIESEL CLINIC INC. |                                       |          | <u>4,443.75</u> |
| RED OAK DO IT CENTER                   | 40446                                 | 7,880.00 |                 |
| 10 0010 2600 860 3117 490              | FENCE PK                              |          | 7,880.00        |

| Vendor Name                                  | Invoice Number                               | Amount                     |
|--|--|----------------------------|
| Account Number                               | Detail Description                           | Amount                     |
| Vendor Name                                  | RED OAK DO IT CENTER                         | <u>7,880.00</u>            |
| SCHOOL SPECIALTY LATTA DIV.                  | 208117037340                                 | 185.17                     |
| 10 2020 1000 100 0000 612                    | INSTRUCTIONAL SUPPLIES                       | <u>185.17</u>              |
| Vendor Name                                  | SCHOOL SPECIALTY LATTA DIV.                  | 185.17                     |
| SIMPLEXGRINNELL                              | 82856672                                     | 1,006.56                   |
| 10 0010 2600 000 0000 430                    | SERVICE CALL WIS                             | <u>1,006.56</u>            |
| Vendor Name                                  | SIMPLEXGRINNELL                              | 1,006.56                   |
| SIMS, BARBARA                                | 4302152307                                   | 46.34                      |
| 10 0010 2310 000 0000 611                    | REIMBURSEMENT FOR SUPPLIES                   | <u>46.34</u>               |
| Vendor Name                                  | SIMS, BARBARA                                | 46.34                      |
| TIMMERMAN, SUE                               | 08012016                                     | 58.72                      |
| 10 1902 1000 100 8002 618                    | REIMBURSEMENT                                | <u>58.72</u>               |
| Vendor Name                                  | TIMMERMAN, SUE                               | 58.72                      |
| WOODRIVER ENERGY LLC                         | 127669                                       | 623.12                     |
| 10 1902 2600 000 0000 621                    | NAT GAS WIS                                  | 47.34                      |
| 10 1912 2600 000 0000 621                    | NAT GAS TECH                                 | 167.34                     |
| 10 1901 2600 000 0000 621                    | NAT GAS IPS                                  | 227.09                     |
| 10 2020 2600 000 0000 621                    | NAT GAS MS                                   | 86.53                      |
| 10 0020 2600 000 0000 621                    | NAT GAS WEB                                  | 24.20                      |
| 10 3230 2600 000 0000 621                    | NAT GAS HS                                   | <u>70.62</u>               |
| Vendor Name                                  | WOODRIVER ENERGY LLC                         | 623.12                     |
| Fund Number                                  | 10   | <u>105,603.06</u>          |
| Checking Account ID                          | 1  | Fund Number 33             |
| ALLEY, POYNER, MACCHIETTO, ARCHITECTURE, INC | 16019-5                                      | CAPITAL PROJECTS - LOST    |
| 33 0010 4700 000 0000 450                    | PROFESSIONAL SERVICES                        | <u>1,470.00</u>            |
| Vendor Name                                  | ALLEY, POYNER, MACCHIETTO, ARCHITECTURE, INC | 1,470.00                   |
| Fund Number                                  | 33   | <u>1,470.00</u>            |
| Checking Account ID                          | 1  | Fund Number 36             |
| O'NEAL ELECTRIC CO. CONTRACTOR               | 5200-6065                                    | PHYSICAL PLANT & EQUIPMENT |
| 36 0010 4700 000 0000 450                    | LABOR/MATERIALS                              | <u>1,668.86</u>            |
| Vendor Name                                  | O'NEAL ELECTRIC CO. CONTRACTOR               | 1,668.86                   |
| Fund Number                                  | 36   | <u>1,668.86</u>            |
| Checking Account ID                          | 1  | 108,741.92                 |
| Checking Account ID                          | 2  | Fund Number 61             |
| DOVEL REFRIGERATION                          | 7174   | SCHOOL NUTRITION FUND      |
| 61 1901 2600 000 0000 430                    | REPAIR/SUPPLIES                              | <u>497.71</u>              |
| Vendor Name                                  | DOVEL REFRIGERATION                          | 497.71                     |
| FARMERS MERCANTILE                           | 07312016                                     | 35.60                      |
| 61 0010 2650 000 0000 626                    | #26 GAS                                      | <u>35.60</u>               |
| Vendor Name                                  | FARMERS MERCANTILE                           | 35.60                      |
| Fund Number                                  | 61   | <u>533.31</u>              |

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| Vendor Name                               | Invoice Number                           | Amount                |
|---|--|-----------------------|
| Account Number                            | Detail Description                       | Amount                |
| Checking Account ID 2                     |  | 533.31                |
| Checking Account ID 3                     | Fund Number 21                           | STUDENT ACTIVITY FUND |
| ABRAHAM LINCOLN SCHOOL                    | 08/23/2016                               | 150.00                |
| 21 0010 1400 920 6645 320                 | ENTRY FEES - CROSS COUNTRY INVITATIONAL  | 150.00                |
| Vendor Name ABRAHAM LINCOLN SCHOOL        |  | 150.00                |
| CABBAGE, KEVIN                            | 09012016                                 | 100.00                |
| 21 0010 1400 920 6815 340                 | OFFICIAL                                 | 100.00                |
| Vendor Name CABBAGE, KEVIN                |  | 100.00                |
| CASEY'S                                   | 08312016                                 | 24.49                 |
| 21 3230 1400 950 7406 580                 | FUEL #18                                 | 24.49                 |
| Vendor Name CASEY'S                       |  | 24.49                 |
| CLARINDA CHAMBER OF COMMERCE              | 08312016                                 | 175.00                |
| 21 3230 1400 910 6220 320                 | SWI BAND JAMBOREE REGISTRATON            | 175.00                |
| Vendor Name CLARINDA CHAMBER OF COMMERCE  |  | 175.00                |
| CLARINDA COMMUNITY SCHOOLS                | 08312016                                 | 75.00                 |
| 21 0010 1400 920 6645 320                 | ENTRY FEE FOR XC INVITE                  | 75.00                 |
| Vendor Name CLARINDA COMMUNITY SCHOOLS    |  | 75.00                 |
| GLENWOOD BAND PARENTS ASSOC               | 08312016                                 | 150.00                |
| 21 3230 1400 910 6220 320                 | LOESS HILLS FIELDFEST REGISTRATION       | 150.00                |
| Vendor Name GLENWOOD BAND PARENTS ASSOC   |  | 150.00                |
| GREEN HILLS AEA                           | 33240                                    | 75.00                 |
| 21 0010 1400 920 6600 618                 | PRINTED ENVELOPES FOR ACTIVITIES DEPARTM | 75.00                 |
| Vendor Name GREEN HILLS AEA               |  | 75.00                 |
| HARLAN COMMUNITY SCHOOL DIST.             | 08232016                                 | 220.00                |
| 21 0010 1400 920 6645 320                 | ENTRY FEE - XC INVITE B/G VARSITY/MS     | 120.00                |
| 21 0010 1400 920 6815 340                 | ENTRY FEE - VARSITY VB TOURNAMENT        | 100.00                |
| HARLAN COMMUNITY SCHOOL DIST.             | 09072016                                 | 50.00                 |
| 21 0010 1400 920 6815 340                 | FRESHMAN VB TOURNEY ENTRY FEE            | 50.00                 |
| Vendor Name HARLAN COMMUNITY SCHOOL DIST. |  | 270.00                |
| HOWARD'S SPORTING GOODS                   | 06224-00                                 | 53.95                 |
| 21 0010 1400 920 6815 618                 | SUPPLIES                                 | 53.95                 |
| Vendor Name HOWARD'S SPORTING GOODS       |  | 53.95                 |
| IOWA HIGH SCHOOL MUSIC ASSOC              | 08312016                                 | 250.00                |
| 21 3230 1400 910 6220 618                 | REGISTRATION FEE FOR STATE & ALL-STATE R | 250.00                |
| Vendor Name IOWA HIGH SCHOOL MUSIC ASSOC  |  | 250.00                |
| JOSTENS                                   | 1062311                                  | 10,543.55             |
| 21 3230 1400 950 7426 618                 | YEARBOOKS                                | 10,543.55             |

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| Vendor Name                    | Invoice Number                 | Amount           |
|--------------------------------|--------------------------------|------------------|
| Account Number                 | Detail Description             | Amount           |
| Vendor Name                    | JOSTENS                        | <u>10,543.55</u> |
| KEEFE, NICK                    | 09012016                       | 100.00           |
| 21 0010 1400 920 6815 340      | OFFICIAL                       | <u>100.00</u>    |
| Vendor Name                    | KEEFE, NICK                    | 100.00           |
| KRUSE, DANA                    | 08262016                       | 100.00           |
| 21 0010 1400 920 6720 320      | OFFICIAL                       | <u>100.00</u>    |
| Vendor Name                    | KRUSE, DANA                    | 100.00           |
| LEWIS CENTRAL COMMUNITY SCHOOL | h-10 - 16/17                   | 500.00           |
| 21 0010 1400 920 6600 320      | H-10 CONFERENCE DUES           | <u>500.00</u>    |
| Vendor Name                    | LEWIS CENTRAL COMMUNITY SCHOOL | 500.00           |
| MANZ, KYLE                     | 08262016                       | 100.00           |
| 21 0010 1400 920 6720 320      | OFFICIAL                       | <u>100.00</u>    |
| Vendor Name                    | MANZ, KYLE                     | 100.00           |
| PEPPER & SON, INC.             | 11B96464                       | 277.99           |
| 21 3230 1400 910 6110 618      | INSTRUCTIONAL SUPPLIES VOCAL   | <u>277.99</u>    |
| Vendor Name                    | PEPPER & SON, INC.             | 277.99           |
| PETERSEN, SHAWN                | 08262016                       | 100.00           |
| 21 0010 1400 920 6720 320      | OFFICIAL                       | <u>100.00</u>    |
| Vendor Name                    | PETERSEN, SHAWN                | 100.00           |
| PINTO DECALS                   | 6390                           | 927.50           |
| 21 0010 1400 920 6720 618      | FB HELMET DECALS               | <u>927.50</u>    |
| Vendor Name                    | PINTO DECALS                   | 927.50           |
| PIONEER DRAMA SERVICE INC      | 534865                         | 205.75           |
| 21 2020 1400 910 6110 618      | MS DRAMA SUPPLIES              | <u>205.75</u>    |
| Vendor Name                    | PIONEER DRAMA SERVICE INC      | 205.75           |
| PIZZA RANCH                    | 08312016                       | 55.44            |
| 21 0010 1400 920 6600 618      | SUPPLIES MEAL                  | <u>55.44</u>     |
| Vendor Name                    | PIZZA RANCH                    | 55.44            |
| SCHUMACHER, BRENT              | 08262016                       | 100.00           |
| 21 0010 1400 920 6720 320      | OFFICIAL                       | <u>100.00</u>    |
| Vendor Name                    | SCHUMACHER, BRENT              | 100.00           |
| SHENANDOAH COMMUNITY SCHOOLS   | 08312016                       | 85.00            |
| 21 0010 1400 920 6815 340      | JV TOURNAMENT ENTRY FEE        | <u>85.00</u>     |
| Vendor Name                    | SHENANDOAH COMMUNITY SCHOOLS   | 85.00            |
| TRUE, TOM                      | 08262016                       | 100.00           |
| 21 0010 1400 920 6720 320      | OFFICIAL                       | <u>100.00</u>    |
| Vendor Name                    | TRUE, TOM                      | 100.00           |
| WOLFE, JULIE                   | 08312016                       | 1,799.07         |
| 21 0010 1400 920 6720 320      | SERVICES/SUPPLIES FOR FB       | <u>1,799.07</u>  |

| Vendor Name               | Invoice Number               | Amount           |
|---------------------------|------------------------------|------------------|
| Account Number            | Detail Description           | Amount           |
| Vendor Name               | UNIFORMS                     | <u>1,799.07</u>  |
| WOOD, RAY                 | 08232016                     | 80.00            |
| 21 0010 1400 920 6810 320 | SCHEDULING FEE FOR OFFICIALS | <u>80.00</u>     |
| Vendor Name               | WOOD, RAY                    | 80.00            |
| Fund Number               | 21                           | <u>16,397.74</u> |
| Checking Account ID       | 3                            | <u>16,397.74</u> |

SCHOOL DAY

The student school day for grades one through twelve, **in those districts following a 180 day school calendar**, will consist of a minimum of **six** hours, not including the lunch period. The school day consists of the schedule of class instruction and class activities as established and sponsored by the school district. **For a 180 day calendar**, time during which students are released from school for parent/teacher conferences may be counted as part of students' instructional time. The minimum school day will meet the requirements as established for the operation of accredited schools.

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

**For a 180 day calendar**, the school district may also record a day of school with less than the minimum instructional hours if the total hours of instructional time for grades one through twelve in any five consecutive school days equals a minimum of **thirty** hours, even though any one day of school is less than the minimum instructional hours because of a staff development opportunity provided for the instructional staff or parent-teacher conferences have been scheduled beyond the regular school day. If the total hours of instructional time for the first four consecutive days equal at least **thirty** hours because parent-teacher conferences have been scheduled beyond the regular school day, the school district may record zero hours of instructional time on the fifth consecutive school day as a school day. Schedule revisions and changes in time allotments will be made by the superintendent.

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

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

Legal Reference: Iowa Code § 279.8 (2013).  
281 I.A.C. 12.1(1), .1(7-10).

Cross Reference: 601.1 School Calendar

Approved \_\_\_\_\_

Reviewed August 8, 2016

Revised August 8, 2016



EMPLOYEE PHYSICAL EXAMINATIONS

Good health is important to job performance. Employees will present evidence of good health, in the form of a physical examination report, prior to their employment with the school district.

School bus drivers will present evidence of good health every other year in the form of a physical examination report unless otherwise required by law or medical opinion. Employees whose physical or mental health, in the judgment of the administration, may be in doubt will submit to additional examinations, when requested to do so, at the expense of the school district.

The cost of the initial examination will be paid by the employee. The form, indicating the employee is able to perform the duties for which the employee was hired must be returned prior to payment of salary. The cost of bus driver renewal physicals after the employee has filed for health insurance benefits will be paid by the school district. The school district will provide the standard examination form to be completed by the personal physician of the employee. Employees identified as having reasonably anticipated contact with blood or infectious materials will receive the Hepatitis B vaccine or sign a written waiver stating that they will not take the vaccine.

It is the responsibility of the superintendent to write an exposure control plan to eliminate or minimize district occupational exposure to blood borne pathogens. The plan for designated employees will include, but not be limited to, scope and application, definitions, exposure control, methods of compliance, Hepatitis B vaccination and post-exposure evaluation and follow-up, communication of hazards to employees, and record keeping.

The requirements stated in the Master Contracts between the Red Oak Education Association and the board and the Red Oak Support Staff Association and the board regarding physical examinations of such employees will be followed.

Legal Reference: 29 C.F.R. Pt. 1910.1030 (2004).  
Iowa Code §§ 20.9; 279.8, 321.376 (2007).  
281 I.A.C. 12.4(14); 43.15 -.20.

Cross Reference: 403 Employees' Health and Well-Being

Approved Feb. 13, 2012

Reviewed Jan. 23, 2012

Revised Jan. 23, 2012

**Instructional Coaches (\$2000)**

HS – Janelle Erickson  
MS – Leanne Fluckey  
WIS – SueAnn Crouse  
IPS – Deb Graber

**Lead Teachers (\$4500)**

Jill Weathers  
Beth Rehbein  
Kelly Jones  
Trish Fellers  
Sonia Kunze  
Michelle Cockburn  
Stacey Rolenc  
Mary Carlson  
Curtis Adams  
Tracy Vannausdle  
Sami Jo Moyers  
Alan Spencer  
Dan Black  
Stephanie Berglund

**Mentors (\$2000)**

Lennea Wemhoff  
Meshell Billings  
Becky Dolch  
Connie Dentlinger  
Jewell Moore  
Angie Montgomery  
Hayley Perkins  
Kelsey Mangold  
Michael Moran  
Deb Blomstedt

Mindy Riibe

8/15/16

Tom Messenger

Superintendent

Red Oak Community School District

2011 N 8<sup>th</sup> Street

Red Oak, IA 51566

Dear Tom Messenger:

Please accept this as an official notice of my resignation from Maintenance Administrative Assistant. I have enjoyed my time in my position and I thank you for the opportunity to serve our community school district.

I will terminate my employment on 9/28/16, however my last official working day will be 9/9/16 and I will be paid for 13 days of leave. I would be happy to meet with you at your convenience to discuss the transition of my duties to my successor.

Sincerely,

Mindy Riibe

Maintenance Administrative Assistant

Red Oak Community School District  
Staff Selection Recommendation

Date: 8-23-16

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

Position: Monitor

Name: Judy Wagner

Certified:  
Lane: \_\_\_\_\_

Step: \_\_\_\_\_

Salary: \_\_\_\_\_

Classified:  
Hourly Rate: \$ 9.35

Hours Per Day: 5.0

  
Principal/Director

Please send form to Superintendent for Board Approval