



High School Tuition Payment Schedule (FY'20)

NCC Pays for Instructor:		
Online Course	\$120 per credit per student + any applicable book fees*	*Book fees vary by course, see business office for specific fees, if any
Online Course with eBook	\$120 per credit per student + book fee* per student	*eBook fees vary by course; NCC business office publishes specific fees
ICN Course section meeting away from NCC's campus	\$260 per student for the entire course	Facilitators are required; 4 or more students, NCC pays \$9.00 per hour to facilitator; 3 or fewer students, no payment for facilitator
Career Academy Course	Regular NCC tuition and fees*	*NCC business office publishes regular tuition and fees
Face-to-Face Course offered at a High School	Indexed billing*	*NCC business office publishes indexed billing table
Face-to-Face Course or ICN Course section offered on the campus of NCC	Regular NCC tuition and fees*	*NCC business office publishes regular tuition and fees
CNA Course	\$625 per student for the entire course	Includes textbook and background check
EMT Course	\$1,400 (on campus) \$1,500 (hybrid) per student for the entire course	Includes textbook
High School Pays for Instructor		
Course offered at the high school	\$285 per course + \$20 per student per credit + any applicable book fees*	*Book fees vary by course, see business office for specific fees, if any

Partnership Agreement for the 2019-2020 Academic Year
between
Northwest Iowa Community College
and
Central Lyon Community School District
for
College Credit and Jointly Enrolled Students
for

INDIVIDUAL STUDENT ENROLLMENTS

Whereas, pursuant to the provisions of House File 2679, the Central Lyon Community School District and Northwest Iowa Community College desire to form a partnership for the purpose of increasing accessibility of college courses to Central Lyon students. The undersigned parties, Central Lyon Community School District and Northwest Iowa Community College, do hereby enter into this Agreement.

ARTICLE I
CREATION

This Agreement is entered into between Northwest Iowa Community College and Central Lyon Community School District for the purpose of increasing accessibility of college courses for Central Lyon students. No separate legal entity is created herein by this Agreement, and this Agreement is subject to change.

ARTICLE II
COURSES

Courses included under this Agreement will be limited to Northwest Iowa Community College courses. Course(s) included under this Agreement are those listed in the current NCC Catalog. All course offerings are contingent upon sufficient enrollment and instructor availability.

ARTICLE III
CURRICULUM

The instructor will utilize college-approved syllabi and the textbooks.

ARTICLE IV
INSTRUCTORS

The instructor shall be contracted by Northwest Iowa Community College and Northwest Iowa Community College will have responsibility for evaluation of the instructor(s) involved hereto. As part of said evaluation process, it will be the responsibility of the appropriate College designee to complete any such evaluations.

ARTICLE V **PARTICIPANTS**

Central Lyon Community School District students enrolling in courses included under this contract must have been referred by the Central Lyon School District and must meet eligibility requirements as outlined below.

Students wishing to enroll in Arts & Sciences courses with an A suffix are recommended to have a 2.5 GPA or higher. A 2.0 is recommended for enrollment in a Career and Technical Education course.

ARTICLE VI **ACCEPTANCE**

Any student wishing to take courses under this Agreement who has not previously taken college credit courses through Northwest Iowa Community College must complete an NCC application.

ARTICLE VII **CREDIT**

All students enrolling in courses under this Agreement will be eligible for college credit from Northwest Iowa Community College and high school credit from Central Lyon Community School District. All rules and regulations governing the awarding of college credit, as stated in the Northwest Iowa Community College Student Handbook/College Catalog, will apply to all high school students enrolling under this Agreement.

ARTICLE VIII **MATERIALS AND SUPPLIES**

The Central Lyon Community School District will be responsible for the cost of the required Northwest Iowa Community College textbooks for all students enrolled in courses under this Agreement. All required tools and equipment will be the responsibility of the student.

ARTICLE IX **ASSURANCES**

Central Lyon Community School District assures that:

- a. The course(s) under this agreement supplement, not supplant high school courses.
- b. They do not replace an identical course offered at the high school in the preceding year or the second preceding year prior to this agreement.
- c. They are not required to be offered by the school district in order to meet minimum accreditation standards.

Northwest Iowa Community College assures the following:

- a. The course(s) is identified in the community college catalog, amendment, or addendum to the catalog.
- b. The course(s) is open to all registered community college students, not just high school students.

- c. The course(s) is for college credit and the credit will apply toward the completion of a college diploma/degree program.
- d. The course(s) is taught by a teacher meeting appropriate educational requirements.
- e. The course(s) is taught utilizing the community college course syllabus.

ARTICLE X

FINANCE

The Central Lyon Community School District will reimburse Northwest Iowa Community College the regular NCC approved tuition and fees unless enrollments fall into one of the following categories.

Course(s) included under this Agreement are those listed in the current NCC Catalog. All course offerings are contingent upon sufficient enrollment and instructor availability.

Option I

ICN

LEA's with students enrolled in an ICN class will reimburse Northwest Iowa Community College the NCC approved fee for ICN instruction per student with all textbooks remaining the property of Northwest Iowa Community College.

Option II

CERTIFIED NURSE AIDE

LEA's offering the nurse aide course (HSC172) will pay the NCC approved fee for CNA instruction per student for the course. This fee will include the textbook, as well as testing fees at the end of the course.

Option III

EMT

LEA's with students enrolled in the EMT program will reimburse Northwest Iowa Community College the NCC approved fee for EMT instruction per student for the course, which covers the cost of tuition and textbooks. The student is also responsible for their own testing fee should they choose to take the State EMT Exam.

ARTICLE XI
WITHDRAWAL

Any student wishing to withdraw from a class offered under this Agreement must follow the process and dates outlined in the Northwest Iowa Community College Student Handbook/College Catalog.

ARTICLE XII
BILLING

LEA's will be billed for all students registered through Northwest Iowa Community College. LEA's will not be billed for students who are officially withdrawn from 16-week courses by the dates below. Students must be withdrawn from 8-week courses one week after the start date.

September 8, 2019 – Last day to withdraw student without penalty for fall semester classes.

January 26, 2020 – Last day to withdraw student without penalty for spring classes.

ARTICLE XIII
DURATION

Central Lyon Community School District and Northwest Iowa Community College enter into this contract for the 2019-20 school year.

CENTRAL LYON COMMUNITY SCHOOL DISTRICT

BY: _____
(School Superintendent)

BY: _____
(Board President)

Date: _____

Date: _____

NORTHWEST IOWA COMMUNITY COLLEGE

BY: Alethas F. Stubbe, Ph.D.
(College President)

BY: Larry Hochstetler
(Board President)

Date: 06/17/19

Date: 06/17/19



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ENROLLMENT & FINANCIAL PROCEDURES

NORTHWEST IOWA

ALTERNATIVE HIGH SCHOOL

MEMORANDUM OF UNDERSTANDING

2019-2020 School Year



**Northwest Iowa Community College
603 West Park Street • Sheldon, IA 51201**

**ALTERNATIVE HIGH SCHOOL
COOPERATIVE AGREEMENT
NORTHWEST IOWA COMMUNITY COLLEGE
AND
AREA COMMUNITY HIGH SCHOOLS**

ARTICLE I

CREATION

WHEREAS: High schools have indicated a need for instruction different from the traditional high school or the NCC Learning Center.

WHEREAS: Individual school districts may not have sufficient number of students to justify an alternative high school program.

WHEREAS: The establishment of the high school program on a college campus could provide a positive image to the program.

WHEREAS: Such a program provides an opportunity for linking local school programs and community college vocational programs and Learning Center.

WHEREAS: A central location should serve as a hub for the alternative high school options for multiple districts.

WHEREAS: The growth in the alternative high school program over the years and a concern for driving distance has justified a need for a satellite site.

WHEREAS: The experience of Northwest Iowa Community College in providing instruction within an alternative high school setting, as well as their experience in management of an alternative high school program, is recognized.

NOW, THEREFORE BE IT RESOLVED that a cooperative agreement, which is subject to change, exists between Northwest Iowa Community College and area community high schools for the purpose of providing an alternative high school.

ARTICLE II

PURPOSE

The alternative high school is designed to help students who are potential dropouts or individuals who have dropped out of school and wish to return and graduate and find the traditional high school inappropriate.

ARTICLE III

ENTRANCE REQUIREMENT

Enrollment under this agreement will be limited to students who have been referred by their local district.

Northwest Iowa Community College reserves the right to refuse enrollment of any given student into the alternative high school if it is believed that such enrollment is an inappropriate placement for said student, or may be detrimental to the learning experience of the other students or detrimental to the program itself.

ARTICLE IV

INDIVIDUAL PLAN OF STUDY

An individual plan of study will be established for each student at the time of his or her enrollment in the Northwest Iowa Alternative High School. This plan will address the following:

1. Course requirements remaining for graduation from their local high school diploma.
2. Expected attendance. The local high school administration will specify the expected attendance for each participating student.

ARTICLE V

ADVISORY COMMITTEE

An Advisory Committee will be convened by NCC's Director of the Academic Center on an as-needed basis in order to provide feedback and improvement ideas related to the operation of the program. Superintendents of participating schools are encouraged to provide general feedback at any time to NCC's Director of the Academic Center.

ARTICLE VI

RESPONSIBILITIES OF NORTHWEST IOWA COMMUNITY COLLEGE

The college shall hire staff necessary to carry out the educational program. All materials and supplies incidental to the program shall be provided by the College. The College will provide, or arrange for an adequate facility and necessary equipment.

ARTICLE VII

RESPONSIBILITIES OF AREA COMMUNITY SCHOOL DISTRICT

The Community School District shall assume responsibilities for the following:

- A. Identifying those students from their home district who would be best served by placement in the Northwest Iowa Alternative High School Program.
- B. Maintaining communication with the Northwest Iowa Alternative High School relative to the programming provided enrolled students.
- C. Maintaining immunization records for each student and the permanent record of all high school credits issued.
- D. Reimbursing Northwest Iowa Community College for students enrolled in the alternative high school as outlined in Article VIII.

ARTICLE VIII

FINANCIAL ARRANGEMENTS

Tuition calculations for high school students are outlined below:

Category A: *A Local Education Agency (LEA) who has students enrolled in the alternative program on/before October 1.* The Northwest Iowa Alternative High school will receive the average state cost per pupil set by the Iowa Department of Education for any student who enrolls in the alternative program on or before October 1. After November 1 additional students may transfer from the regular high school to the alternative program at no additional cost. The maximum number of transfers at no cost is equal to the number of students who are enrolled in the alternative program on or before October 1. Free slots are available until May 1 of that same school year. If students above and beyond this number are transferred, a fee will be determined based upon the percent of a year the student is in each program (Calculations are comparable to Category B).

Any school district enrolling six or more students as a Category "A" student by October 1 will not be charged for one student. This free student (student #6) will not generate a free slot.

Category B: *A Local Education Agency (LEA) with no students in the alternative program on October 1, or who has used all free slots earned through Category A.* A LEA which has no students in the alternative program October 1, but later wishes to transfer a student from the regular system to the alternative program will reimburse Northwest Iowa Alternative High School based upon the portion of time spent in each system. This percentage will be applied to the average state cost per pupil. If a student enrolled under Category B is not attending or making a good faith effort to progress in their program of study, the LEA may on a one time basis, withdraw the student from Northwest Iowa Alternative High School and replace him/her with a student at no additional cost. (This replacement is allowed between November 1 and May 1.)

Category C: *Non-enrolled students.* This category is designed for students not enrolled in a high school which is a member of the cooperative arrangement. This category is intended for students who move into a district from outside the area or any LEA after count day. This category may also be used for a private school student who works through their LEA, with the understanding that the LEA will allow them to continue in the Northwest Iowa Alternative High School in following years(s) if progress is being made.

Northwest Iowa Alternative High School will receive no funds for a student who enters the program but was not enrolled in either the alternative program or any area LEA on count day.

Category D: *Alternative High School/Jointly Administered College Credit Students.* This category is intended for the student with a very limited number of required high school courses remaining for graduation and for whom the high school has determined that continued enrollment in the traditional high school setting is not of greatest benefit. This category may be limited to only those students enrolled full-time. The student must have identified postsecondary educational goals; must have shown the maturity and necessary background for probable success in postsecondary course work.

A Category "D" student will neither generate nor take a "free slot".

Students under this category will have both the alternative high school and the college credit hours counted in the determination of eligibility for benefits (ex: child care support/gas reimbursement). The financing will follow the general calculation of Category "A" with a separate supplemental agreement considered in existence for the proportion of the day identified as relating to the college credit.

Local districts will not be charged for students who enrolled but never actually attended.

Districts are responsible for the total cost identified above. There are no reductions in costs for students who drop or graduate early as this has been given consideration in identification of "free slots." The only exception to this is when a student returns to the sending district as a full time student. As that district is now providing for that student's education, the dollars will follow the student.

ARTICLE IX

SATELLITE LOCATIONS

Satellite locations may be established to accommodate student's who live some distance from the NCC campus. This agreement applies to any satellite site. School districts that send students to a different site will have all their enrollment combined for the calculation of "free slots" (Article VIII, Category A).

ARTICLE X

DURATION

This cooperative agreement covers the 2019-2020 school year.

CENTRAL LYON COMMUNITY SCHOOL DISTRICT

BY: _____
(School Superintendent)

BY: _____
(Board President)

Date: _____

Date: _____

NORTHWEST IOWA COMMUNITY COLLEGE

BY: Alethea F. Stubbs, Ph.D.
(College President)

BY: Larry Hochstetler
(Board President)

Date: 06/17/19

Date: 06/17/19

Memorandum

To: Board of Education
From: Brent Jorth, Superintendent
Date: July 18, 2019
Re: Handbooks

I have reviewed the 2019-20 Preschool, Student, Faculty, and Coaches handbooks; as well as the Paraprofessional Manual with the building principals. It is recommended that all documents are approved for the school year.

Memorandum

To: Board of Education
From: Brent Jorth, Superintendent
Date: July 18, 2019
Re: Free and Reduced Price Meals Statement

It is recommended that the free and reduced meals informational letter be approved.

INFORMATION LETTER

Frequently Asked Questions About Free And Reduced Price School Meals

Dear Parent/Guardian:

Children need healthy meals to learn. **Central Lyon CSD** offers healthy meals every school day. Breakfast costs \$1.45; lunch costs for grades TK-4 \$2.15; grades 5-8 \$2.25; and for grades 9-12 \$2.35; and snacks costs (if available) for n/a. Return or mail the completed application to: **Marla Freese, Central Lyon CSD, 1010 S. Greene St., Rock Rapids, IA 51246.**

Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from Food Assistance, the Family Investment Program (FIP) or a few specific Medicaid programs are eligible for free or reduced price meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if your household's income is at or below the limits on the Federal Income Eligibility Guidelines below. (Requires submitting an Application for Free and Reduced Price Meals/Milk.)

FEDERAL INCOME ELIGIBILITY GUIDELINES for School Year 2019-2020

Household Size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	23,107	1,926	963	889	445
2	31,284	2,607	1,304	1,204	602
3	39,461	3,289	1,645	1,518	759
4	47,638	3,970	1,985	1,833	917
5	55,815	4,652	2,326	2,147	1,074
6	63,992	5,333	2,667	2,462	1,231
7	72,169	6,015	3,008	2,776	1,388
8	80,346	6,696	3,348	3,091	1,546
Each additional person:	8,177	682	341	315	158

2. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS? No, but please read the letter carefully and follow the instructions. If any children in your household were missing from your notification, contact: **Marla Freese, Central Lyon CSD, 1010 S. Greene St., Rock Rapids, IA 51246** mafreese@centrallyon.org immediately as eligibility for free or reduced price meals is extended to all school age children in a household. If you did not receive a letter from the school, but received a Free Lunch Notice from DHS, submit this letter to your children's school. You may add any students living in your household who are not listed on the letter. Also, if someone in your household receives food assistance and you did not receive either of these letters, you may complete an application listing the case number as this will qualify all school age children in your household for free meals. If you were informed that your children will get reduced price meals automatically, see the income guidelines above and if you feel you would qualify for free meal benefits, complete an application for free and reduced price meals.
3. WHAT IF WE HAVE FOSTER CHILDREN? Households with foster and non-foster children may choose to include the foster child as a household member, as this may help other children in the household qualify for benefits. If the foster family is not eligible for free or reduced price meal benefits, that does not prevent a foster child from receiving free meal benefits.
4. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please contact: **Jessica Harman, 712-472-2664** jharman@centrallyon.org for 7-12 grade students or **Kari Van Oort 712-472-2664** kvanoortl@centrallyon.org for TK-6 students.
5. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application unless complete eligibility information is submitted, so be sure to complete all required information.
6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year. When the carry-over period ends, unless you are notified that your children will receive free meals or you submit an application that is approved, the children must pay full price for school meals. The school is not required to send a reminder or a notice of expired eligibility.

7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.
8. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
9. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report. You are not required to provide proof with your application.
10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free or reduced price meals if the household income drops below the income limit, if your household size goes up, or if you start getting Food Assistance, FIP or other benefits.
11. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: **School Board President, Central Lyon CSD, 1010 S. Greene St. Rock Rapids, IA 51246.**
12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. There are currently no active Military Housing Projects in Iowa as found on [Active Military Housing Projects](#). Any additional combat pay resulting from deployment is also excluded from income.
15. DO I NEED TO PROVIDE MY SOCIAL SECURITY NUMBER? Only the last four digits of the Social Security Number of the household's primary wage earner or another adult household member (or an indication of "none") is needed.
16. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a Supplemental Worksheet, and attach it to your application. Contact **Marla Freese, Central Lyon CSD, 1010 S. Greene St., Rock Rapids, IA 51246**, mafreese@centrallyon.org to receive a Supplemental Worksheet
17. WHO CAN GET FREE MILK? If your school participates in the Special Milk Program for half day kindergarteners, your kindergarten child may be eligible for free milk. Children who buy extra milk with a meal or if they eat breakfast or lunch and have an afternoon milk break, they are not eligible to receive free milk.
18. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for Food Assistance or other assistance benefits, contact your local assistance office or call **1-877-347-5678**. Your children may be eligible for **hawk-i** (children's health insurance) or a waiver of school fees. Read the information on the back of the Application for **hawk-i** information. A school waiver form is available from your school.
19. CAN CHILDREN WITH DISABILITIES GET FOOD SUBSTITUTIONS? If a child has a disability, as determined by a licensed medical professional, and the disability prevents the child from eating the regular school meal, the school will make substitutions prescribed by the licensed medical professional. If a substitution is needed, there will be no extra charge for the meal. Please note, however, that the school is not required to make a substitution for a food allergy, unless it meets the definition of disability. Please call the school for further information.

If you have other questions or need help, call call **712-472-2664 option 3** or mafreese@centrallyon.org

Sincerely,

Marla Freese

Memorandum

To: Central Lyon Board of Education
From: Darsha Tuenge, Food Service Supervisor
Date: July 18, 2019
Re: 2019-2020 Bakery Bids

Bakery bids requests were sent to two vendors, Sunshine Foods (Bimbo Bakery) and Casey's Bakery.

Casey's Bakery has provided us bakery goods in the past and the students prefer it to the other vendors we have used.

It is recommended that the Casey's Bakery bid be accepted for the 2019-2020 school year.



Central Lyon Community School

Serving Rock Rapids, Doon and Surrounding Area

1010 S. Greene Street

Rock Rapids, IA 51246

Central Lyon Community School Bakery Bids

		Bid
20oz 100% whole		
1 lb. loaf of 51% wheat sandwich bread	22 slice	253
1 1/2 lb. loaf of 51% wheat sandwich bread # 5476	20 slice	253

	Count in pkg.	Bid
4 inch 51% wheat hamburger buns # 3447	12	269
3 inch 51% small wheat hamburger buns (state if size differs from 3 in.) # 6693	16	328
6 in. split top 51% wheat steak buns # 6055	24	558
6 in. 51% wheat hot dog # 4266	16	328
tea rolls - 51% wheat # 6619	12	233

First day of the Lunch Program - August 23

Bids are due June 30

Bid submitted by: Ron Rice (Bimbo Bakery)

Company name: Sunshine Foods

Address: 106 N Boone

City/State/Zip: Rock Rapids Iowa 51246

Phone: 712-472-2573 Fax: 712-472-2574

Please fax or mail bakery bids by June 30, 2019 to: [REDACTED]

Marla Freese, Administrative Assistant
Central Lyon Community School
1010 S Greene St.
Rock Rapids IA 51246
Phone: 712-472-2664 Option 3
Fax: 712-472-2115

Fax ~~712-472-2574~~ 712-472-2574
E-Mail RKRiceSunshine5@yahoo.com

Fax 712-472-2115

The mission of the Central Lyon Community School District is to provide an education and the opportunity for all students to become productive, life-long learners.

Administration: (712) 472-2664 (Option 3) Fax (712) 472-2115 High School (712) 472-2664 (Option 2) Fax (712) 472-2115
Elementary/Middle School (712) 472-2664 (Option 1) Fax (712) 472-2346 www.centrallyon.org



CASEY'S BAKERY

Sioux Center, IA

Casey's Bakery Inc.

251 N. Main #301
Sioux Center, IA 51250
Phone: 712-722-2551
Fax: 712-722-2552

Ron & Kathy DeGroot
Owners

2019-2020 School Year

Central Lyon Community School

Marla Freese, Administrative Assistant

PH#- 712.472.2664 Option 3

Fax#-712.472.2115

Thank you for giving us this opportunity to bid for bread products that will be used for your school's hot lunch program. We've worked hard to bake a whole grain product that will both satisfy your nutritional requirements and be one that students and staff enjoy.

Our bread and bun products are 51% whole grain and milk and egg free. They also meet the government standards to be trans fat free. We will provide all schools who use Casey's Bakery products the nutritional information for all bread and bun product that you purchase from us. We work hard to keep you in compliance with the requirements that you are given. Because of our ability to customize the product formulation, if you have any additional needs or state requirements that change we can reformulate our recipes to fit your needs.

Our office staff is available 7am – 3pm, Monday – Friday.

Gail Hernandez & Carrie DeGroot: Order Entry

Linda Van Otterloo: Liaison with the drivers & schools;

Documentation and bid contact

Carma Louwerse: Account Receivable & all payments and invoicing questions.

We continue to operate with a Food Safety Program in place which includes GMP's, HACCP program (including monitoring allergens) and a Food Defense policy. Product quality and safe food handling are very important to us and we work hard to keep your bread and buns both delicious and safe.

While we have quoted the bakery items you have requested we are a full line bakery and make many more items if you would have a need for them. We have a diverse product line from donuts, cookies and cakes to many varieties of bread and buns. If you ever have special needs for special events we would love to help you with these.

Here is your bid for the 2019 – 2020 school year:

Central Lyon		2019-2020
Item	Unit	Price
51% Whole Grain Sandwich Bread, 1# 8 oz	loaf	\$1.89
51% Whole Grain Sandwich Bread, 1#	loaf	\$1.79
Hamburger Buns - 51% Whole Grain, 4"	dozen	\$2.09
Hamburger Buns, 51% Whole Grain, 3"	dozen	\$1.99
6" Split Top Steak Buns - 51% Whole Grain	dozen	\$2.29
6" Hot Dog Buns - 51% Whole Grain	dozen	\$2.09
Tea Rolls - 51% Whole Grain	dozen	\$1.79

We ask that all accounts operate on a Net 45 payment schedule. Orders can be faxed in at any time and we know you work in advance, but because we bake all of your bakery items fresh any last minute changes are no problem for us.

An extra benefit for your school!! If you order your bakery items for your hot lunch program from Casey's Bakery the rest of your school programs benefit also. Other organizations in your school can take advantage of your hot lunch pricing (or reduced pricing on other items) for concessions, fund raisers, teacher appreciation events, etc. When we received donation requests from different organizations that support the school in some way, they are thrilled when we tell them that they can receive the school discount because you bought from us for your hot lunch. A win, win!

We thank you for giving us this opportunity to bid for your school's hot lunch account and we look forward to serving your school in the new school year.

Thank You,
Ron & Kathy DeGroot

From: Daniel Kruse
Sent: Friday, July 12, 2019 10:22 AM
To:
Subject: Fwd: Cross Country

----- Original message -----

From: Mandi Hare <mhare@centrallyon.org>
Date: 7/12/19 8:46 AM (GMT-06:00)
To: Daniel Kruse <DKruse@centrallyon.org>
Subject: Cross Country



Dan,

I would like to resign from the assistant cross country position at Central Lyon for this upcoming fall season. This is pending the George Little Rock board meeting that is taking place July 22, if they hire me as the cross country head coach.

Thank You

Mandi Hare

Memorandum


To: Central Lyon Board of Education

From: Dan Kruse, Activities Director

Date: July 17th, 2019

Re: Extra-Curricular Positions

I recommend the hiring of Bryan Paulsen for the assistant cross-country position. Bryan will be a new teacher at George-Little Rock this fall. He is being recommended by Tyler Glanzer, who is the athletic director at George-Little Rock. This position is open due to Mandi Hare being named the Head Cross Country Coach for the George-Little Rock/Central Lyon program.

A handwritten signature in black ink, appearing to read "Dan Kruse". The signature is stylized with a large "D" and a long horizontal stroke at the end.