

**ADOPTION OF BUDGET AND TAXES**  
**JULY 1, 2021-JUNE 30, 2022**

Department of Management - Form S-TX

District Number 1095

**Central Lyon**

**Total Special Program Funding**

Instructional Support (A&L line 10.27)	434,461
Educational Improvement (A&L line 11.3)	0
Voted Physical Plant & Equipment (A&L line 19.3)	222,780

**Special Program Income Surtax Rates**

Instructional Support (A&L line 10.15)	8
Educational Improvement (A&L line 11.4)	0
Voted Physical Plant & Equipment (A&L line 19.4)	0

**Utility Replacement and Property Taxes Adopted**

		Utility Replacement AND Property Tax Dollars	Levy Rate	Property Taxes Levied	Estimated Utility Replacement Dollars
Levy to Fund Combined District Cost (A&L line 15.3)	1	2,745,270			
+Educational Improvement Levy (A&L line 15.5)	2	0			
+Cash Reserve Levy - SBRC (A&L line 15.9)	3	293,558			
+Cash Reserve Levy - Other (A&L line 15.10)	4	356,442			
-Use of Fund Balance to Reduce Levy (A&L line 15.11)	5	0			
=Subtotal General Fund Levy (A&L line 15.14)	6	3,395,270	10.76547	3,383,238	12,032
+Instructional Support Levy (A&L line 15.13)	7	28,793	.08659	28,695	98
=Total General Fund Levy (A&L line 15.12)	8	3,424,063	10.85206	3,411,933	12,130
	9				
Management	10	300,000	.95122	298,938	1,062
Amana Library	11	0	.00000	0	0
Voted Physical Plant & Equipment (Loan Agreement)	12	0			
+Voted Physical Plant & Equipment (Capital Project)	13	222,780			
=Subtotal Voted Physical Plant & Equipment	14	222,780	.67000	222,032	748
+Regular Physical Plant & Equipment	15	109,728	.33000	109,359	369
=Total Physical Plant & Equipment	16	332,508			
	17				
Reorganization Equalization Levy	18	0	.00000	0	0
Emergency Levy (for Disaster Recovery)	19	0	.00000	0	0
Public Education/Recreation (Playground)	20	42,577	.13500	42,426	151
Debt Service	21	0	.00000	0	0
	22	4,099,148	12.93828	4,084,688	14,460
<b>GRAND TOTAL</b>					

1-1-20 Taxable Valuation WITH Gas & Electric Utilities  
1-1-20 Tax Increment Valuation WITH Gas & Electric Utilities  
1-1-20 Debt Service, PPEL, ISL Valuation WITH Gas & Electric Utilities

315,385,069	WITHOUT Gas&Elec	314,267,598
17,122,994	WITHOUT Gas&Elec	17,122,994
332,508,063	WITHOUT Gas&Elec	331,390,592

**I certify this budget is in compliance with the following statements:**

- \_\_\_\_ The prescribed Notice of Public Hearing and Proposed Budget Summary (Form S-PB) was lawfully published, with said publication being evidenced by verified and filed proof of publication.
- \_\_\_\_ The budget hearing notice was published not less than 10 days, nor more than 20 days, prior to the budget hearing.
- \_\_\_\_ Adopted property taxes do not exceed published amounts.
- \_\_\_\_ Adopted expenditures do not exceed published amounts for any of the four individual expenditure categories, or in total.
- \_\_\_\_ Adopted property taxes meet the debt service and loan agreement needs identified on Form 703. Debt service levy for GO bond payments only.
- \_\_\_\_ This budget was certified on or before April 15, 2021.

Date Budget Adopted: \_\_\_\_\_

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
County Auditor

Date: \_\_\_\_\_

The Board of Directors of the Central Lyon Community School District in the County of Lyon, State of Iowa, met in REGULAR session in the Central Lyon Community School Commons, 1010 S Greene Street, Rock Rapids, IA, at 7:00 o'clock p.m., the above date. There was President Andy Koob in the chair and the following Board Members:

David Jans  
Scott Postma  
Andy Koob  
Joel DeWit  
Keri Davis

RESOLVED, that the Board of Directors of Central Lyon Community School District, will levy property taxes for fiscal year 2021-2022 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa.

Director \_\_\_\_\_ introduced the following Resolution and moved its adoption. Director \_\_\_\_\_ seconded the motion to adopt. The roll was called:

AYES:

NAYS:

The President declared the Resolution adopted.

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary





# Central Lyon Community School

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## REPORT

**From:** Brent Jorth, Superintendent

**Date:** April 9, 2021

**RE:** COVID Health & Safety Protocols: Mask Requirement & Social Distancing Strategies

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I would like to thank Central Lyon teachers for their feedback regarding the current mask requirement and social distancing strategies. The majority of the teaching staff has indicated their preference to end the mask requirement as soon as possible. However, School Nurse Brenda Van Hofwegen, Melissa Stillson from Health Services of Lyon County, and our partners at Avera and Sanford continue to recommend that students and staff of all grade levels continue to wear a mask when unable to socially distance. Health Services of Lyon County continue to follow the Iowa Department of Public Health's contact tracing guidelines. While wearing a mask is not preferred and social distancing is not convenient, students and staff have been able to be in school for in-person teaching and learning since the beginning of the school year. In the next six weeks, in addition to regular classes students will participate in a wide variety of learning experiences that include field trips for elementary students, group projects and end of year assessments in the middle school, and May Term classes for high school students. In addition, there are multiple co-curricular and extra-curricular events such as fine arts concerts, athletic competitions, National Honor Society induction, prom, and graduation festivities. With the end of the school year in-sight, we do not want to risk jeopardizing student participation in any of these activities.

In conversations with Board President Koob and Vice President Jans, our joint recommendation is for Central Lyon to continue our current mask requirement and social distancing strategies for all students and staff for the remainder of the school year. I will continue to work with staff, our healthcare partners, and the Board to evaluate the district's COVID health and safety protocols.



# Central Lyon Community School

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## MEMO

**TO:** Central Lyon Board of Education  
**FROM:** Brent Jorth, Superintendent  
**DATE:** April 9, 2021  
**RE:** CLEA Negotiations Settlement

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The Personnel Committee of Dave Jans and Scott Postma met with CLEA negotiators on Thursday, March 18 and Thursday, April 1.

A tentative agreement was reached on April 1 and the CLEA membership ratified the agreement on Wednesday, April 7. Final details are as listed below:

1. Salaries: 2.25% increase for a total cost of \$96,430, which equates to \$1,280 raise per teacher,
2. Base wages will increase to \$34,250,
3. Middle School Robotics will be added to the Extra Duty Schedule at 3%,
4. Language changes were only to Article V, Sections C and D
  - a. Section C: Duration
    - i. This agreement shall be effective as of July 1, 2021 and shall continue in effect through June 30, 2022 for all financial items (teaching salaries, benefits, and extra duty salaries). The agreement shall be effective as of July 1, 2021 and shall continue in effect through June 30, 2024 for all language items.
  - b. Section D: Re-Opener
    - i. In the event the Iowa Legislature during the 2022, 2023 or 2024 regular sessions enact laws providing additional funding for wages and salaries, including increasing the Allowable Growth and Teacher Quality dollars from SF 277 (or Teacher Comp money), for the Central Lyon Community School District, the parties to this contract agree to return to the bargaining table and negotiate the distribution of the funds.

It is recommended that the agreement be approved as submitted.

MASTER CONTRACT  
BETWEEN  
CENTRAL LYON SCHOOLS  
AND  
CENTRAL LYON EDUCATION  
ASSOCIATION

July 1, 2021 – June 30, 2024

**Included:** All regular full and part-time professional employees including: classroom teachers (preschool, TK, K-12), librarian(s), special teachers, reading teachers and guidance counselors.

**Excluded:** Superintendent, principals, non-professional employees and all other public employees excluded by Section 20.4 of the Act.

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## ARTICLE I

### LEAVES OF ABSENCE

All benefits granted by this contract (i.e. leaves, insurance, etc.) will be granted based upon the percentage of full time employment.

#### A. SICK LEAVE

Employees shall be granted sick leave as follows:

First full year of employment	10 days
2nd full year of employment	11 days
3rd full year of employment	12 days
4th full year of employment	13 days
5th full year of employment	14 days
6th full year of employment	
and all subsequent years	15 days

The above amounts of sick leave shall apply only to consecutive years of employment in the Central Lyon School District, and unused portions shall be cumulative to a total of ninety (90) days plus the sick leave for the current year of employment. This policy shall be retroactive to the first day of employment.

When using sick leave for a prescheduled doctor's appointment within 50 miles of Rock Rapids, the employee may use ½ day per appointment. If the appointment is 51 or more miles away from Rock Rapids, the employee may use a full sick day. If a ½ day is not possible because of scheduling, a full day may be granted at the discretion of the Superintendent. The preceding statement also applies to family emergency leave and the Federal Medical Leave Act.

An employee who qualifies for the Federal Medical Leave Act and has exhausted all of his/her accumulated sick leave may draw up to twenty (20) days of emergency sick leave per year from the voluntary Emergency Sick Leave Bank if he/she has donated two (2) of his/her sick days by July 1st of that current fiscal school year. Days from the bank may only be used for situations which qualify for the Federal Medical Leave Act. The bank is contingent upon voluntary donations, thus, when the bank is empty, it will be impossible to draw any additional days. This sick leave bank will carry over any unused days until the next school year to a maximum of 200 days.

## B. PERSONAL LEAVE

Certified personnel leave shall be granted two (2) days personal leave per contract year with no questions asked.

This leave shall be granted subject to the following restrictions:

- A. Such leave may not be used during the first (1<sup>st</sup>) day of in-service for a new school year, the first or last student contact day, a full in-service day or during parent-teacher conferences according to the master calendar. Extenuating circumstances are at the discretion of the Superintendent.
- B. A limitation of two (2) persons per day shall apply in the high school, and a limitation of three (3) persons per day shall apply in the elementary/middle school. Additional persons will be allowed to use their personal leave if suitable substitute teachers are available according to the discretion of the administration.
- C. Leave may accumulate up to a total of four (4) days.
- D. When personal leave is not used, the employee will not be compensated for unused days at the end of the contract year.
- E. Personal days must be requested at least 24 hours in advance if possible, to give adequate time for administration to secure a suitable substitute. It is a professional expectation that a good faith effort is made to notify the building principal at least 24 hours in advance.



### C. FAMILY EMERGENCY LEAVE

1. An employee covered by this contract is eligible to use up to 4 days of his/her allotted sick leave for family emergency in which imminent danger exists as determined by the Superintendent or illness of a parent, child or stepchild, or spouse.
2. An employee will be allowed to use his/her family emergency days if a grandparent, grandchild, sibling, mother-in-law, or father-in-law is hospitalized, under the direct supervision of a health care professional, or actively dying.
3. All other related family emergency leave requests are at the discretion of the Superintendent. The intent of this leave is not for babysitting children or grandchildren who are not hospitalized or otherwise covered under Article I, Part C, and Family Emergency Leave #2.
4. If an employee voluntarily donates one of his family emergency days to the family emergency sick leave bank, that employee will be eligible to draw up to five (5) additional family emergency days per school year if they have donated one (1) of their sick days by July 1<sup>st</sup> of that current fiscal school year. The bank is contingent upon voluntary donations, thus, when the bank is empty, it will be impossible to draw any additional days. Unused days in the bank are not cumulative from one (1) contract year to another.

### D. FEDERAL MEDICAL LEAVE ACT

1. If an employee has a situation which qualifies for the Federal Medical Leave Act, the employee will be allowed to use all of his/her accumulated sick leave.
2. An employee who qualifies for the Federal Medical Leave Act and has exhausted all of his/her accumulated sick leave may draw up to twenty (20) days of emergency sick leave per year from the voluntary Emergency Sick Leave Bank if he/she has donated two (2) of his/her sick days by July 1<sup>st</sup> of that current fiscal school year. Days from the bank may only be used for situations which qualify for the Federal Medical Leave Act. The bank is contingent upon voluntary donations, thus, when the bank is empty, it will be impossible to draw any additional days. This bank will carry over any unused days until the next school year to a maximum of 200 days.

#### E. BEREAVEMENT LEAVE

Eighty percent of an employee's allowable bereavement days may be used within 21 calendar days of the actual death. Twenty percent of allowable days may be used within one calendar year from the actual death. Extenuating circumstances are at the discretion of the Superintendent. The number of days of leave designated for each category shall be provided to an employee on a per occurrence basis.

<u>DAYS</u>	<u>CATEGORIES</u>
10 days	Spouse, son, daughter, step-child, and/or legal dependents
5 days	Mother, father, sister, or brother
5 days	Grandchild, sister-in-law, brother-in-law, mother-in-law, father-in-law, son-in-law, and daughter-in-law, provided travel distance is over 250 miles
4 days	Grandchild, sister-in-law, brother-in-law, mother-in-law, father-in-law, son-in-law, and daughter-in-law, provided travel distance is 250 miles or less
3 days	Grandmother, grandfather
1 day	Any other funeral 25 or more miles from Rock Rapids
1/2 day	Any other funeral less than 25 miles from Rock Rapids

If an employee is asked to be a pallbearer or the funeral is for any relative, the 25 mile limit will be waived. When attending funerals, the building principal must be notified at least one day prior to the employee's absence. If the funeral is on a Monday, the building principal could be called as late as Sunday at home.

#### F. PROFESSIONAL LEAVE

Attendance at educational meetings or visiting other schools is permitted at full pay, if such absence is recommended by the building principal and is approved by the Superintendent. Expenses for such leave shall be approved by the Superintendent prior to attendance.

#### G. GRIEVANCE LEAVE

If the Association determines that the investigation or processing of any grievance requires that a bargaining unit member or an Association representative be released from his/her regular assignment, he/she shall be released without loss of pay or benefits.

#### H. JURY DUTY LEAVE

Any employee who is summoned for jury duty during school hours or who is subpoenaed to testify as a witness in a judicial or administrative proceeding to which he/she is not a party shall be provided leave with pay for such duty or testimony and shall return to work upon completion of his/her jury duty or testimony. The employee is to remit to the District all payment provided or void payment to the District of leave with pay.

#### I. UNPAID LEAVES OF ABSENCE

Unpaid leave of absence may be granted at the discretion of the Superintendent and is not subject to grievance procedures. Request for the leave must be in writing from the requester stating the purpose, dates, and length of time for unpaid leave. The request must be submitted at least five (5) working days prior to the first (1<sup>st</sup>) day of the requested leave. The timelines may be waived at the discretion of the Superintendent. All days granted under this leave shall be without pay with the deduction at the employee's daily per diem rate of pay.

**ARTICLE II**  
**SALARY SCHEDULE**  
**PLACEMENT ON SALARY SCHEDULE**  
**EXTENDED CONTRACTS**  
**IOWA COMMUNICATIONS NETWORK TEACHING**

**A. PLACEMENT ON SALARY SCHEDULE**

The initial placement of staff on the salary schedule shall be the responsibility of the Superintendent of Schools.

1. New employees who have not had previous teaching experience shall be placed at the base salary upon initial employment. The district shall have discretion to pay a one-time signing bonus for the new employees in an amount determined reasonable by the administration.
2. Horizontal movement credit ( Ex: BA +15 or MA +15 ) shall be approved for staff development, undergraduate or graduate credit, earned and verified in writing if the credits are in the educational field and relevant to the employee's teaching assignment for the employee who has had previous teaching experience or is a current employee.
3. An employee who has a master's degree in the teaching discipline he/she will teach shall be placed on the salary schedule in accordance to the salary schedule at the master's degree level.
4. The Superintendent may place an individual who has a master's degree outside of the individual's teaching discipline at the master's degree level on the salary schedule if, in the Superintendent's judgment, the placement is in the best interest of the District.
5. In the event of disagreement as to initial placement on the salary schedule, the Superintendent's decision is final and shall not be subject to grievance procedures.

**B. PART-TIME EMPLOYEES - WAGES/BENEFITS**

An employee who is employed less than a full day shall have his/her wages/benefits prorated against his/her daily per diem arrived at by the teacher's contract work year. All salary and benefits shall be prorated proportionally to the part-time service provided.

### C. SALARY SCHEDULE

1. Base Salary \$34,250
2. Annual salary advancement shall be given to each employee who has worked in the district for 90 or more school days, whether on a part-time or full-time basis.
3. Horizontal Classifications - Schedule

As of the 2019-2020 school year, the BA + 45 lane will no longer exist. The lanes will be as follows:

BA + 15	\$650	Approved Movement
BA + 30	\$650	Approved Movement
M.A.	\$1,100	Approved Movement
M.A. + 15	\$950	Approved Movement
M.A. + 30	\$950	Approved Movement

The horizontal stipend shall be added to the individual's base salary within the time applicable as indicated on the Master Agreement.

Example: Teacher at \$30,900 (previous year's salary) completes Master's program timely.  $\$30,900 + \$1,100 = \$32,000$  + salary advancement for salary computation for the following school year

### D. HORIZONTAL LANE ADVANCEMENT

1. In order to change lanes on the salary schedule, employees must file their intent to do so with the Superintendent on or before March 1 of the preceding school year. The letter of intent shall indicate the educational lane in which the employee anticipates to be placed.
2. The employee shall file a detailed description of the courses intended to be used for such advancement by August 1. All requests will be subject to review by the Superintendent before presentation to the Board for its acceptance. The Superintendent shall determine which courses qualify as credit hours for advancement from one (1) lane to another. Credit hours may be staff development credits, undergraduate or graduate credits.
3. Each employee filing such a request shall be notified, in writing, of the result of Board action on his/her request. If such request is granted, the employee shall file an official transcript/document of completed credits no later than September 1 of the year for which he/she seeks a lane change. The number of approved credits shall determine horizontal lane placement on the salary schedule.
4. Employees who fail to meet either the March 1st or the September 1st deadlines set above shall not be entitled to a lane change until the succeeding school year. At the discretion of the Superintendent, compliance with the March 1st and/or the September 1st deadlines may be waived if there are extenuating circumstances provided to the Superintendent in written form. Extenuating circumstances ruled on by the Superintendent shall not be subject to the grievance procedure of this contract.

#### E. EXTENDED CONTRACTS

An employee who provides professional services beyond the regular contract year, not including summer school, or driver's education, shall be compensated at the per diem rate of his/her salary (191.5 days) for each day in addition to those in the regular school year. This shall be calculated by dividing the employee's regular salary by the number of contract days as specified in Article V and then multiplying by the number of days worked beyond the number of contract days specified in the negotiation agreement.

1. Summer School: Salaries for summer school will be calculated by dividing the number of hours of actual classroom time by seven (7) and then multiplying by the teacher's per diem salary.

#### F. Tech/AP/Dual Credit TEACHING

Any teacher required to or voluntarily teaching a class through a web cam or other technologically shared classes shall be compensated at a rate of \$750 per class per year, plus \$50/per remote student over 20 per class. Any teacher required or voluntarily teaching an AP/Dual Credit course shall receive an annual stipend of \$150 for a 1 credit course and \$250 for a 2-3 credit course, with an annual maximum stipend of \$500.

## ARTICLE III

### CONTRACT DAYS

#### A. WORK YEAR

Employees shall be contracted for a school year based on 191.5 days per school year, of which six (6) days shall be holidays: Labor Day, Thanksgiving, Christmas Day, New Year's Day, Presidents' Day, and Memorial Day. If any of these holidays listed fall on a Saturday, the preceding Friday will be treated as the holiday, and if any of these holidays listed fall on a Sunday, the following Monday will be treated as a holiday. The balance shall be teaching, in-service, preparation days, and workshops as designated by the Central Lyon Official School Calendar.

#### B. CALENDAR

The contract days are listed in this Master Contract but are not a part of the contract and may be changed from one year to another at the discretion of the Board of Education or its designated representative.

#### B. BREAK TIME

Each teacher teaching .50 FTE or more will have at least a 43 minute break time per regular school day. Middle school and high school teachers will have one class period. Elementary teachers will have at least one 15 minute break (which could be a recess time) and a thirty minute time slot available per day. Each break will be scheduled within student contact hours.

## ARTICLE IV GRIEVANCE PROCEDURE

### A. DEFINITION

Grievance - A timely filed alleged violation, misinterpretation, or misapplication of a specific article of this agreement.

Grievant - A person or persons or the Association filing the grievance.

### B. PROCEDURE

STEP #1 - Within ten (10) contract days of the occurrence of the alleged violation, misinterpretation, or misapplication, or within ten (10) contract days of the date he/she should have been aware of the alleged violation, misinterpretation, or misapplication, the grievant must orally present the complaint to the building supervisor.

If after the informal meeting the complaint is not resolved, each party must sign a memorandum specifying the date and the subject of the meeting.

STEP # 2 - If the grievance is not resolved after the informal meeting, the grievant may file a written grievant within five (5) contract days after the informal meeting. The grievant shall submit the grievance to the building supervisor (principal). The principal shall advise the grievant of his position in writing within five (5) contract days.

STEP #3 - If the grievant is not satisfied with the disposition in Step #2, he/she may submit the written grievance to the Superintendent within five (5) contract days after the answer in Step #2. The Superintendent shall answer in writing within ten (10) contract days of such grievance.

### C. GENERAL PROVISIONS

1. The grievant shall, at his or her option, be represented by an Association representative.
2. Any meeting relative to this procedure will be held outside the normal teaching day, except that such matters may be discussed before students arrive or after they depart.
3. The number of days at each step shall be considered as a maximum. These shall not be extended unless it is mutually agreed by both parties.
4. Should the employer not answer the grievance within the time limits, the grievance will move to the next step.
5. In the event a grievance is filed at such time that it cannot be processed through all Steps of the procedure during the current school year, efforts will be made to resolve said grievance during the summer. Unresolved grievances under this clause shall be considered at the beginning of the next year.



## ARTICLE V

### COMPLIANCE PROVISIONS AND DURATION

#### A. PRINTING AGREEMENT

1. After mutual agreement has been reached by the Board and the Association, a copy of the contract will be placed as a file on the district server for the use of all employees covered by this agreement. Minimal paper copies will be printed as needed.
2. The Association is allowed to use the district's email as a form of communication between members.

#### B. NOTICES

Whenever any notice is required to be given by either party regarding this agreement to the other, either party shall do so by letter at the school address. Notice shall be to the CLEA President or the Superintendent of Schools.

#### C. DURATION:

This agreement shall be effective as of July 1, 2021 and shall continue in effect through June 30, 2022 for all financial items (teaching salaries, benefits, and extra duty salaries). The agreement shall be effective as of July 1, 2021 and shall continue to be in effect through June 30, 2024 for all language items.

#### D. RE-OPENER

In the event the Iowa Legislature during the 2022, 2023 or 2024 regular sessions enacts laws providing additional funding for wages and salaries, including increasing the Allowable Growth and Teacher Quality dollars from SF 277 (or Teacher Comp money), for the Central Lyon Community School District, the parties to this contract agree to return to the bargaining table and negotiate the distribution of the funds. If the legislation enacted specifically provides for the method of distribution of the funds, this paragraph shall be null and void. If the parties are unable to agree upon the distribution, binding arbitration shall be available to either side upon ten (10) days notice in writing to the other side, with utilization of the Public Employment Relations Board rules for arbitration.

Central Lyon Education. Assoc.  
(President) (Date)

Kelli Docker

Central Lyon Education. Assoc.  
(Chief Negotiator) (Date)

Stephanie Baker 4/7/21

Central Lyon Board of Education  
(President) (Date)

\_\_\_\_\_

Central Lyon Board of Education  
(Chief Negotiator) (Date)

\_\_\_\_\_



# Central Lyon Community School

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## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** April 9, 2021

**RE:** Support Staff Wages

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The Personnel Committee of Dave Jans and Scott Postma met on Thursday, April 1 and is recommending a 2.25% increase in hourly wages for support staff members for a total package of approximately \$25,163.



# Central Lyon Community School

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## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** April 9, 2021

**RE:** Athletic Sharing Agreement with George-Little Rock for August 1, 2021-July 31, 2023

The athletic sharing committees from Central Lyon and George-Little Rock met on Wednesday, April 7. Both school's representatives agreed to continue the sharing of football, cross country and wrestling for the next two years (2021-23).

Agreement could not be reached regarding softball. The following proposals were made by both schools:

- Central Lyon
  - 2022: George-Little Rock will be the host school
    - 50% of practices and games will be held in George, 50% of practices and games will be held in Rock Rapids.
      - If there is an odd number of games, George-Little Rock will host the additional contest.
      - Central Lyon will host one in-season tournament.
      - Postseason events will be held at George.
    - The practice and game schedule will be arranged by the Coaches and Athletic Directors.
  - 2023: Central Lyon will be the host school
    - 80% of practices and games will be held in Rock Rapids, 20% of practices will be held in George.
      - Central Lyon will host one in-season tournament.
      - Postseason events will be held at Central Lyon.
    - The practice and game schedule will be arranged by the Coaches and Athletic Directors.
- George-Little Rock
  - 2022: George-Little Rock will be the host school
    - 50% of practices and games will be held in George, 50% of practices and games will be held in Rock Rapids.
      - If there is an odd number of games, George-Little Rock will host the additional contest.
      - Central Lyon will host one in-season tournament.
      - Postseason events will be held at George.
    - The practice and game schedule will be arranged by the Coaches and Athletic Directors.
  - 2023: George-Little Rock and Central Lyon will compete as independent softball programs

The George-Little Rock committee expressed that they were not interested in continuing to share softball if they were not recognized as the host school. It is their position that the 2022 season provides both schools one more year to prepare for the transition to play independently in the 2023 season.

Central Lyon committee's is of the opinion that both schools benefit from continuing to share softball in 2023 and beyond, but desire to be the host school in 2023 and beyond. Presently, 75% of the participants in the softball program reside from the Central Lyon school district and the new field in Rock Rapids will be ready for play for the 2021 season. It is Central Lyon's position that if the sharing agreement is not going to be extended beyond the 2022 season, there is no reason to delay the end of the sharing agreement for softball at the conclusion of the 2021 season.

If the sharing agreement were to end, George-Little Rock would retain the Siouxland Conference Softball Schedule for 2022. Central Lyon would need to arrange both a conference and non-conference schedule. In addition to purchasing all supplies and materials to equip the team for practice and competition.

It is recommended that the athletic sharing agreement with George-Little Rock for football, cross county, and wrestling be approved.

George-Little Rock's amendment to continue the sharing agreement for softball in 2022 is included for the Board's consideration.

**A SHARING AGREEMENT BETWEEN CENTRAL LYON SCHOOL DISTRICT  
AND GEORGE-LITTLE ROCK SCHOOL DISTRICT  
AUGUST 1, 2021 THROUGH JULY 31, 2023**

**High School Athletics**

This is an Athletic Sharing Agreement between the George-Little Rock School District and the Central Lyon School District. This agreement sets forth regulations designed to operationalize the sharing of the athletic programs.

The athletic programs listed below with the host district designated are covered by this agreement.

**I. Football:**

- A. Name: Central Lyon-George-Little Rock
- B. Host School: Central Lyon

**II. Cross Country:**

- A. Name: George-Little Rock-Central Lyon
- B. Host School: George-Little Rock

**III. Wrestling:**

- A. Name: Central Lyon-George-Little Rock
- B. Host School: Central Lyon

**HS Shared Sports**

1. All home games or meets will be played on the host team's facilities unless other arrangements are agreed to by the district superintendents or set forth herein.
2. All participating students covered by this agreement shall meet the academic standards established by their respective districts and shall be governed by the Good Conduct Policy of said districts.
3. All participating students covered by this agreement shall provide a written statement indicating they are covered by a health and accident insurance policy. Activities Director's will ensure all participants have up to date physicals and concussion tests and notification.
4. The mascot and colors of the sports covered by this agreement shall be those of the host district unless otherwise specified.
5. Transportation to games or meets will be the responsibility of the host district unless otherwise planned by the transportation director. All other transportation will be the responsibility of each respective school district.
6. Problems arising in administering this contract shall be solved by mutual agreement of the district superintendents.
7. Each year the superintendents, board representation, principals, and activities directors of each district shall meet twice to discuss the past year's efforts.
8. All student and parent passes will be honored at all home games or meets. Activities directors will create a key for accepted passes for ticket takers.
9. When new uniforms are purchased by the host school, the uniforms will carry the name of the shared teams and/or the mascot.
10. The host district shall purchase all equipment and uniforms for the athletic programs covered under this agreement. Unless otherwise stated herein.
11. Salary schedules will be based according to the host district salary schedule.

### **HS Football**

1. The head football coach will meet with all students in grades 9 through 11 who attend both schools in the spring of each year. There will be one meeting at George-Little Rock High School and one meeting at Central Lyon High School. The exact date and time to be agreed upon by the high school principals.
2. All effort will be made to have at least one George-Little Rock employee on the HS football staff.
3. All practices will be at the host school's facilities.
4. All efforts will be made for GLR to host an inter-squad scrimmage before the season at least every other year.
5. Each year the gate receipts from the football games shall be the property of the Central Lyon School District.
6. Each high school will be responsible for their own homecoming activities. The host school is responsible for any parent recognition, send-offs, etc. The non-host school may choose at their own discretion.
7. Cheerleading arrangements shall be reviewed annually by the activities directors and high school principals.
8. George-Little Rock shall provide one high school member or administrator to be on supervisory duty at all home varsity games. Details to be worked out by the high school principals.
9. One head coach, five high school assistants will serve the HS program. Coach contracts can be added or subtracted depending on numbers of participants and at administrative discretion.

### **HS Cross Country**

1. The head cross country coach will meet with all students in grades 9 through 11 who attend both schools in the spring of each year. There will be one meeting at George-Little Rock High School and one meeting at Central Lyon High School. The exact date and time to be agreed upon by the high school principals.
2. All effort will be made to have at least one Central Lyon employee on the HS cross country staff.
3. All practices will be at the host school's facilities.
4. One head coach, one high school assistant will serve the HS program. Coach contracts can be added or subtracted depending on numbers of participants and at administrative discretion.

### **HS Wrestling**

1. The head wrestling coach will meet with all students in grades 9 through 11 who attend both schools in the spring of each year. There will be one meeting at George-Little Rock High School and one meeting at Central Lyon High School. The exact date and time to be agreed upon by the high school principals.
2. All effort will be made to have at least one George-Little Rock employee on the HS wrestling staff.
3. All practices will be at the host school's facilities.
4. Each school will host at least one home meet each year. If there is more than two (2) home meets in a season it will be on a rotational basis. Host schools will receive revenues for that event.
  - a. Postseason events --sectional, districts and/or regional duals -- will be held at the host school's facilities.
5. Student athletes will be required to ride the bus to and from practice.
6. Schedules will be put together by the activities directors from both schools with input from the coaches.
7. All expenses for the wrestling program including but not limited to transportation, coaching salaries, officials, supplies, etc. are shared equally.
8. Up to Six cheerleaders will be selected for the wrestling squad. An open tryout will be judged by non-school personnel and non-residents from either district. All state expenses will be shared equally. There will be one advisor in which the salary will be shared by both schools.
9. One head coach, two high school assistants will serve the HS program. Coach contracts can be added or subtracted depending on numbers of participants and at administrative discretion.

### Middle School Activities

- I. **Football:** Shared equally by the districts
  - A. Name: Central Lyon-George-Little Rock
  - B. Host School: Central Lyon
- II. **Cross Country:** Shared equally by the districts
  - A. Name: George-Little Rock-Central Lyon
  - B. Host School: George-Little Rock
- III. **Wrestling:** Shared equally by the districts
  - A. Name: Central Lyon-George-Little Rock
  - B. Host School: Central Lyon

### MS Shared Sports

1. All participating students covered by this agreement shall provide a written statement indicating they are covered by health and accident insurance policy.
2. All participating students covered by this agreement shall provide a written athletic physical completed by a physician and complete a concussion waiver.
3. Problems arising in administering this contract shall be solved by a mutual agreement of the district superintendents.
4. The mascot and colors of the sports covered by this agreement shall be those of the host district unless otherwise specified.
5. When new uniforms are purchased by the host school, the uniforms will carry the name of the shared teams and/or the mascot.
6. Transportation to games, meets or practices will be the responsibility of the host district unless otherwise planned by the transportation director. All other transportation will be the responsibility of each respective school district.
7. Each year the superintendents, board representation, principals, and activities directors of each district shall meet twice to discuss the past year's efforts.
8. The host district shall purchase all equipment and uniforms for the athletic programs covered under this agreement. Unless otherwise stated herein.
9. Salary schedules will be based according to the host district salary schedule.
10. All participating students covered by this agreement shall meet the academic standards established by their respective districts and shall be governed by the Good Conduct Policy of said districts.
11. All athletes may choose to participate in more than one sport at a time but the students must discuss this with all coaches involved and declare which sport is designated as the primary sport.

### **MS Football**

1. Practice sessions will be held one week in Little Rock and one week in Rock Rapids. This rotation of practices will occur throughout the season.
2. Two home contests will be played in Little Rock each year. An attempt will be made to have the early homes in Little Rock. Both Activities Directors will evaluate the playing conditions in Little Rock. Based on evaluation changes of site may be done.
3. The teams will wear host school uniforms.
4. There will be four coaching assignments with each team having two coaches.
5. All effort will be made to have at least one Central Lyon employee and one George-Little Rock employee for each team on the MS football staff.
6. Both Activities Directors will establish the football schedule during the period of this agreement.
7. Cost of needed equipment will be shared. Superintendents will meet to ensure equity in cost sharing.
8. The home contest district will provide supervisory duty at games.

### **MS Cross Country**

1. Middle school cross country shall be a part of the HS cross country program.
2. There will be one coaching assignment for middle school cross country for which the cost of the salary will be split equally.
3. Participants will practice, travel and compete in MS events at the varsity meets.

### **MS Wrestling**

1. Practice sessions will be in George. Meets will be held in Little Rock with the conference tournament at the end of the season held at Central Lyon.
2. The teams will wear host school uniforms.
3. There will be two coaching assignments for the program.
4. All effort will be made to have one Central Lyon employee and one George-Little Rock employee for the MS wrestling staff.
5. Both Activities Directors will establish the wrestling schedule during the period of this agreement.
6. Cost of needed equipment will be shared. Superintendents will meet to ensure equity in cost sharing.
7. The home contest district will provide supervisory duty at games.
8. Two coaches will serve the MS program. Coach contracts can be added or subtracted depending on numbers of participants and at administrative discretion.

This contract shall be in effect from August 1, 2021 through July 31, 2023. Signatures below indicate acceptance of this contract.

**FOR THE CENTRAL LYON COMMUNITY SCHOOL**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

**FOR THE GEORGE-LITTLE ROCK COMMUNITY SCHOOL**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent



## **Proposed Amendment to Athletic Sharing Agreement**

### **HS Softball**

1. Host School Arrangement
  - a. 2022: George-Little Rock will be the host school
    - i. 50% of practices and games will be held in George, 50% of practices and games will be held in Rock Rapids.
      1. If there is an odd number of games, George-Little Rock will host the additional contest.
      2. Central Lyon will host one in-season tournament.
      3. Postseason events will be held at George.
    - ii. The practice and game schedule will be arranged by the Coaches and Athletic Directors.
2. One head coach, two high school assistants will serve the HS program. Coach contracts can be added or subtracted depending on numbers of participants and at administrative discretion.
  - a. All effort will be made to have at least one coach from each school on the softball staff.
3. The head softball coach will meet with all students in grades 9 through 12 who attend both schools in the spring of each year. There will be one meeting at George-Little Rock High School and one meeting at Central Lyon High School. The exact date and time to be agreed upon by the high school principals.
4. All efforts will be made for each school to host a softball game on the same night they are hosting baseball.
5. All expenses for the softball program including but not limited to transportation, coaching salaries, officials, supplies, etc. are shared equally.

**\*\*2023: George-Little Rock and Central Lyon will compete as independent softball programs\*\***



# Central Lyon Community School

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## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** April 9, 2021

**RE:** Siouxland Conference Expansion

---

The Siouxland Conference has a rich tradition of collegial spirit amongst its 10-member schools. In March, Athletic Directors and Superintendents met and discussed the possibility of expansion. The consensus of school leaders is that a 10-team conference is ideal for scheduling.

It is recommended that the Board vote NO to conference expansion.



# Central Lyon Community School

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## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** April 9, 2021

**RE:** Meyer Electric Quote for Lighting Upgrades to 1998 Building

---

A quote from Meyer Electric for upgrading lighting fixtures in the 1998 section of the building from fluorescent to LED is included for review. If approved, work will begin once school has concluded for the year.

It is recommended that the quote be approved as submitted.



**Larchwood-Rock Rapids**

Phone (712) 777-5105 Fax (712) 777-5107

Job: CL 98 + LED lighting upgrades

4/6/2021

Attn: Brent

Description: Replace existing Fluorescent lights with LED tubes or fixtures  
Admin area/offices, hallways/corridors, commons, Gymnasium, mezzanine,  
Ag/Industrial Arts shop and classroom area

	QTY	Subtotal	Total
<b>LABOR</b>			
Installation labor is Included in Item pricing			
<b>JOB EXPENSE</b>			
Equipment Rental-Lift(scissors lift for Gym)	4	\$125.00	\$500.00
Bucket Truck			\$0.00
Trip fees			\$0.00
Material Storage			\$0.00
Lamp recycling (4' T8 lamps)	1521	\$0.75	\$1,140.75
Lamp recycling (8' T12 lamps)			\$0.00
Inspection Fees for new circuits			\$0.00
Excavation/Compaction			\$0.00
<b>MATERIAL</b>			
	Qty	Price	Total
LED14BDT8/G/4/840 LED lamp-ballast bypass (4' lamps)	1,233	\$14.09	\$17,372.97
ABC1024571DQVSTKQW1PK (High bay fixture for Gym)	42	\$247.00	\$10,374.00
CER Exit	58	\$87.18	\$5,056.44
KT-EMRG-LED-12-1200-K1 1200 Lumen Em Kit	45	\$217.34	\$9,780.30
ELM4L Exit Emergency (commons exit )	2	\$149.48	\$298.96
Battery backup for gym EM lights (1- EMIU-400, 1-EMIU-250) Lump Sum	1	\$3,568.00	\$3,568.00
Material Totals			\$46,450.67
		Subtotal	\$48,091.42
		Total	<b>\$48,091.42</b>

Wayne Meyer 4/6/2021  
Proposed by Date  
Wayne Meyer

Accepted by Date



# Central Lyon Community School

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## **MEMO**

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** April 9, 2021

**RE:** AEA Purchasing Agreement

---

The AEA Purchasing program provides cooperative pricing for food, wash ware, small wares and other food service items. The details of the cooperative agreement are included for review.

It is recommended the agreement be approved.



March 26, 2021

Greeting from AEA Purchasing!

You will find attached the agreement for participating in the AEA Purchasing Food, Ware Wash and Small Wares cooperative purchasing programs for school food service. New this year, AEA Purchasing has the ability to share this document electronically allowing for completion and e-signature by the authorized person/persons. If your school district is interested in completing this agreement electronically, please email administrative assistant Barb Adams at [barb@aeapurchasing.org](mailto:barb@aeapurchasing.org). Of course we are still able to accept signed and emailed copies as well. You may want to forward or print this off for your Superintendent or Business Manager.

In the school year 2020-2021 there were 319 schools and districts that participated with the AEA Purchasing program and we anticipate over \$34 million dollars in purchases.

Electronic copies of the agreement for the 2021-2022 school year may be acquired at the AEA Purchasing website ([www.aeapurchasing.org](http://www.aeapurchasing.org)). PLEASE NOTE THE FOLLOWING.

1. THE AGREEMENT MUST BE COMPLETED ELECTRONICALLY OR RETURNED NO LATER THAN JUNE 30, 2021. THIS IS NOT NEGOTIABLE. The agreement is for school year 2021-2022. Please submit your agreement by email to [barb@aeapurchasing.org](mailto:barb@aeapurchasing.org) or:

Mail to: AEA Purchasing  
Attention: Barb Adams  
1521 Technology Parkway  
Cedar Falls, IA 50613

2. The agreement provides space to indicate the school's interest in participating in food, ware wash (dish wash) and/or small wares (pots, pans, silverware, etc.). Schools may choose any or all of these bids.
3. You will notice "TBD" or "to be decided" for the food and ware wash options on this agreement. AEA Purchasing is currently out for bid for food and ware wash, with an award date on or about May 3, 2021.
4. AEA Purchasing has taken every step towards ensuring that these bids are compliant with the Iowa Department of Education, Bureau of Nutrition and Health and Service and the USDA Food & Nutrition Service Department. The participating schools must do their part in ensuring compliance.

Schools or school boards wishing further information may contact Meg Brink at 800-632-5918 x-1321 or [megan@aeapurchasing.org](mailto:megan@aeapurchasing.org).

Sincerely,  
Meg Brink  
AEA Purchasing  
Food Program Consultant

## AEA PURCHASING AGREEMENT 2021- 2022

This purchasing agreement ("Agreement") is entered into by AEA Purchasing, an entity formed by a 28E Agreement filed on or about February 7, 2011 and the CENTRAL LYON School District/Customer (hereafter the "Eligible Member") located in Area Education Agency (hereafter the "AEA") NORTHWEST AEA for the 2021-2022 school year.

### SELECTION OF PROGRAMS

Eligible Member elects to participate in the program(s) checked below. Products available under these bids are for use in the Eligible Member's Child Nutrition Programs:

- A. AEA PURCHASING Food Bid \_\_\_\_\_XXX\_\_\_\_\_ (TBD)
- B. AEA PURCHASING Small Wares Bid \_\_\_\_\_XXX\_\_\_\_\_ (Rapids Wholesale)
- C. AEA PURCHASING Ware Wash Bid \_\_\_\_\_XXX\_\_\_\_\_ (TBD)

### COMMITMENT TO BUY AND PARTICIPATE

The Eligible Member agrees to purchase an aggregate monthly total of 60% of its food and supplies (excluding USDA Foods, milk, bread, small wares and ware wash) from the vendor selected by AEA Purchasing ("Prime Vendor").

Eligible Member agrees to respond to requests for information from AEA Purchasing, reporting any service, product, invoicing, or other problems which may arise between the Eligible Member and any Prime Vendor. Also, to be willing to serve on, or provide input to, committees as established by AEA Purchasing from time to time.

### EFFECTIVE DATE

To be effective beginning July 1, 2021, this Agreement must be signed no later than June 30, 2021.

### PRIME VENDOR RESPONSIBILITIES TO ELIGIBLE MEMBERS:

- Provide product data information (i.e. nutrition specifications, child nutrition documentation)
- Establish bi-weekly (or otherwise agreed upon schedule) salesperson visits and truck deliveries
- Establish, in conjunction with AEA Purchasing, food shows and seminars
- Provide monthly and weekly price reports
- Invoice and directly deliver products
- Provide computer ordering and inventory system support

### AEA PURCHASING ADMINISTRATIVE FEE

AEA Purchasing administers a \$.50 per case and a \$.10 per broken case amount to help to cover the expenses of running the program. At the conclusion of this Agreement, after expenses are paid, the balance is refunded to our Eligible Members on a pro rata basis. In school year 2019-2020 the amount sent back as a year-end food rebate was \$270,535.00. Eligible Member will return any such refund to the appropriate school meals account as required by the United States Department of Agriculture (USDA). Iowa's AEA, through the appointed representatives on the IAAEA Governing Board, will provide oversight and management for this program but no funding.

### PAYMENT

Normal terms are net amount due in 30 days. (Net 30 days.)

Eligible Member will remit payment directly to Prime Vendor. Eligible Member will pay applicable administrative fees included on its invoices. These administrative fees will be paid to AEA Purchasing by Prime Vendor pursuant to the agreement between AEA Purchasing and Prime Vendor.

### PRICE LISTS AND PRICE CHANGES

AEA Purchasing will transmit monthly and weekly price lists to Eligible Members. Firm prices will prevail for one calendar month with the exception of weekly price changes for fresh meat, dairy products and produce.

### MINIMUM ORDER AND DELIVERY

Orders may be placed with Prime Vendor at any time during the term of this Agreement. The minimum order requirements for one Eligible Member for delivery to one building will be \$500.00 for food. The Prime Vendor will deliver and unload goods directly to Eligible Members during normal operating hours or at other mutually agreed upon times. Schools that order

under \$500 will incur a \$15 service fee. There will be no fuel surcharge. There will be no minimum delivery requirement for the month of May or the three weeks prior to Winter break.

#### **ELIGIBLE MEMBER RESPONSIBILITY**

Eligible Member acknowledges their responsibility to comply with any and all applicable regulations of the USDA Food and Nutrition Service Department and the Iowa Department of Education Bureau of Nutrition and Health Services, including but not limited to, the retention of records and nonprogram revenue requirements. Eligible Member agrees to adhere to all provisions of the Standards of Conduct adopted by AEA Purchasing.

#### **COMPLIANCE BY AEA PURCHASING**

AEA Purchasing will comply with any and all applicable federal and state regulations related to the procurement of goods and services for Iowa school districts and area education agencies.

#### **TERMINATION**

Both Eligible Member and the AEA Purchasing have the option to terminate this Agreement prior to June 30, 2022 upon thirty (30) days advance written notice.

#### **SIGNATURES**

Eligible Member/School District

#### **AEA Purchasing Signature**

AEA Purchasing Foodservice Division

PHONE: 800-632-5918 x-1321

EMAIL: [megan@aeapurchasing.org](mailto:megan@aeapurchasing.org)

\_\_\_\_\_  
CENTRAL LYON CSD  
Name of School District/Customer

\_\_\_\_\_  
AEA Purchasing

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ANDY KOOB  
Board President or Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
712-472-2664  
School District Phone Number

*\*\* AEA Purchasing has the ability to share this document electronically allowing for completion and e-signature by the authorized person/persons. If your school district is interested in completing this agreement electronically, please email administrative assistant Barb Adams at [barb@aeapurchasing.org](mailto:barb@aeapurchasing.org) .*

Superintendent email address: [bjorth@centrallyon.org](mailto:bjorth@centrallyon.org)

Business Manager email address: [jwells@centrallyon.org](mailto:jwells@centrallyon.org)

Foodservice Director email address: [dtuenge@centrallyon.org](mailto:dtuenge@centrallyon.org)





# Central Lyon Community School

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## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** March 8, 2021

**RE:** Executive Summary – Policy Review, Rescind & Adoption

---

It is recommended the Board approve the following policies as submitted.

### **606.2 — School Ceremonies and Observances**

The school district will continue school ceremonies and observances which have become a tradition and a custom of the education program. Students who do not wish to participate may receive permission from the principal to be excused from the ceremony.

### **606.3 — Animals in the Classroom**

Permission must be granted by the principal for anyone wishing to bring an animal into school district facilities. IASB amended this policy to clarify that the use of assistance animals does not conflict with this policy.

### **606.4 — Student Production of Materials and Services**

Materials and services produced by students at the expense of the school district are the property of the school district.

### **606.5 — Student Field Trips and Excursions**

Field trips and excursions are to be arranged with the principal well in advance. The superintendent's approval will be required for trips over 100 miles in length (one way), and Board approval will be required for trips which involve unusual length or expense.

### **606.6 — Insufficient Classroom Space**

This is a policy mandated by Iowa's open enrollment law and reflects the requirements of the law. Insufficient classroom space is determined on a case-by-case basis.

### **607.1 — Student Guidance and Counseling Program**

This mandatory policy outlines that a guidance and counseling program must exist for students kindergarten through 12<sup>th</sup> grade. The program must be implemented by a professional school counselor who is appropriately licensed by the Iowa Board of Educational Examiners.

### **607.2 — Student Health Services**

#### **607.2R1 — Student Health Services Regulation**

Health services assist all students to increase learning, achievement, and performance by helping each student achieve an optimal state of physical, mental and social well being. The superintendent, in conjunction with the school nurse, have developed the administrative regulation that accompany this policy.

---

It is recommended the Board rescind the following policies.

### **606.7 – Homework/Outside Assignments**

IASB has eliminated this policy. Language regarding homework currently exists in the student handbook.

### **606.15 – Computers Program Development**

#### **606.16 – Computer Records**

#### **606.43 – Computer Access**

These three policies are listed in the 400 series and can be removed from the 600 series to eliminate redundancy.

---

It is recommended the Board adopt the following policy.

**606.1 — Class Size – Class Grouping**

It is within the sole discretion of the board to determine the size of classes and to determine whether class grouping will take place. The superintendent will make a recommendation to the board on class size based upon the financial condition of the school district.

03/29/2021

Brent Jorth  
Superintendent  
1010 S. Greene St.  
Rock Rapids, IA 51246

Dear Mr. Jorth,

Please accept my resignation from my position as the Transitional Kindergarten teacher at Central Lyon Elementary.

I have enjoyed my time here at Central Lyon and have learned so much from all of the staff and students that I will carry with me in future teaching positions. I am currently living in Sioux Falls and am seeking full-time opportunities in South Dakota.

Thank you for the opportunity to teach at Central Lyon.

Sincerely,

A handwritten signature in blue ink that reads "Courtney Jackson". The signature is written in a cursive, flowing style.

Courtney Jackson

# Memorandum

To: Board of Education

From: Steve Harman, PK-6 Principal

Date 3-29-21

Re: Kindergarten Teaching Position

---

With the approval of an internal transfer to fourth grade, an opening in Kindergarten remained. After an internal posting and a job listing on the Teach Iowa Website, an interview team consisting of a Kindergarten Teacher, Special Education, TLC, HR, and a Title Teacher was formed. This team interviewed several candidates. From those teams, a candidate was identified who has teaching experience along with several focus areas including Special Education and the Kindergarten Endorsement. It is the recommendation to approve McKayla Kramer as the Kindergarten Teacher for the 2021-22 school year.

# Memorandum

**To:** Central Lyon Board of Education  
**From:** Jason Engleman, 7-12 Principal  
**Date:** April 7, 2021  
**Re:** 7<sup>th</sup> & 8<sup>th</sup> Grade Social Studies Instructor

---

Central Lyon has completed the interview process for the available 7<sup>th</sup> & 8<sup>th</sup> Social Studies position and has selected Travis Schipper to fill the vacancy. Mr. Schipper is currently teaching High School Social Studies for the Cherokee CSD.

It is my recommendation to the board to approve Travis Schipper for the 7<sup>th</sup> & 8<sup>th</sup> Social Studies teaching position at Central Lyon, effective for the 2021-2022 school year.



# Central Lyon Community School

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## **MEMO**

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** April 9, 2021

**RE:** teaching and extra duty contracts

---

Please see the attached list of teaching and extra duty contracts for approval.

It is recommended the contracts be approved as submitted.

Teacher
Allen, Bill
Allen, Sandra
Baker, Stephanie
Bixenman, Allison
Boekhout, Julie
Christensen, Jill
Debey, Emily
DeBey, Jarod
Deutsch, Emily
Deutsch, Matt
Ditsworth, Linnie
Docker, Ben
Docker, Kelli
Ebel, Rochelle
Engel, Grant
Flatebo, Janelle
Gerber, Kate
Gerleman, Ben
Grafin, Heather
Groen, Mike
Groen, Sara
Hakeman, Rebekah
Halma, Brookstin
Harman, Jessica
Herman, Jessica
Huisman, Kyler
Jansma, Dale
Jones, Nola
Kahl, Kristi
Kramer, McKayla
Kroon, Jill
Kruse, Samuel
Kuyvenhoven, Karlee
Langholdt, Ann
Langholdt, Sherwin
Larson, Natalie
Lockey, Melissa
Lorenzen, Toby
Maxwell, Sheila
McCarty, Denise
Metzger, Paige
Meyer, Tana
Pytleski, Jerome
Pytleski, Jill
Raveling, Bradley
Rockhill, Joshua
Rypkema, Ashley
Schar, Jamie
Schipper, Travis
Schrack, Jodi
Sieperda, Amy
Snyder, Dan
Snyders, Deb
Snyders, Denise
Sprock, Krista
Towne, Greg
Towne, Melia
Van Aartsen, Allison
Van Wyhe, Michelle
VanVeldhuizen, Jaci
Ver Beek, Mandi
Wassenaar, April
Weiler, Kelly
Whitsell, Megan
Wright, Chris
Wright, Kristi

Coach/Advisor	Assignment
Allen, Bill	Robotics
Christensen, Jill	Prom
DeBey, Jarod	Asst. Girls Basketball
	Middle School Band/Summer Band/Lessons
Deutsch, Emily	MS Football
Deutsch, Matt	7th Gr Girls Basketball
Ditsworth, Linnie	Quiz Bowl
Docker, Ben	8th Gr Boys Basketball
Docker, Ben	8th Gr Girls Basketball
Docker, Ben	Head Baseball
Docker, Kelli	Yearbook
Ebel, Rochelle	All School Musical Asst
Eben, Curtis	Head Wrestling
Eben, Curtis	Head Football
Engel, Grant	Asst. Football (.5FTE)
Engel, Grant	Weight Room Supervisor
Geerdes, Reid	Asst. Football
Gerleman, Ben	Head Boys Basketball
Gerleman, Ben	Head Girls Golf
Grafiing, Heather	Head Girls Basketball
Groen, Mike	7th Gr Boys Basketball
Groen, Mike	Assistant Golf
Harman, Jessica	Work-Study
Harman, Jessica	Student Council
Huisman, Kyler	Asst. Boys Basketball
Huisman, Kyler	MS Baseball
Huisman, Kyler	MS Football
Jager, Jeff	Asst Wrestling
Jansma, Dale	MS Football
Jansma, Dale	MS Baseball
Kopp, Desiree	Asst. Volleyball
Kruse, Geoff	Asst. Football
Kruse, Jessica	HS Cheer Competition
Kruse, Jessica	HS Wrestling Cheer
Kruse, Jessica	HS Football Cheer
Kruse, Sam	HS Mock Trial
Kruse, Sam	MS Mock Trial
Kruse, Sam	MS Football
Langholdt, Ann	All School Musical
Langholdt, Ann	All School Play
Langholdt, Ann	Vocal Music
Langholdt, Ann	Individual Speech
	Instrumental Music/Summer Band/Lessons
Langholdt, Sherwin	Flag Corp
Langholdt, Sherwin	Auditorium Tech
Lorenzen, Toby	Head Girls Track
Lupkes, Mitch	Asst Wrestling
Lupkes, Mitch	Asst Football
Lutmer, Mark	Asst. Baseball
Lutmer, Mark	Asst Boys Basketball
Maxwell, Sheila	MS Softball
McCarty, Denise	HS Basketball Cheer
OPEN	National Honor Society
OPEN	Large Group Speech
OPEN	MS Track
OPEN	Asst. Baseball
Pulscher, Ethanie	MS Softball
Pytieski, Jerry	MS Robotics
Raveling, Brad	MS Track
Schar, Jamie	Head Volleyball
Snyder, Dan	Head Boys Track
Sprock, Amy	Prom
Towne, Greg	Asst. Girls Basketball
Towne, Greg	Asst. Track
Van Beek, Keith	Asst Wrestling
Van Beek, Keith	Asst. Football
Ver Beek, Mandi	Asst. Track
Vigdal, Thomas	Asst. Football (.5FTE)
Vigdal, Thomas	Asst Wrestling
Weiler, Kelly	MS Track
Weiler, Kelly	Asst. Volleyball
Whitsell, Megan	7th Grade Volleyball
Wright, Chris	8th Grade Volleyball
Wright, Chris	Head Boys Golf