

Central Lyon Community School Board Packet

**Monday, July 12, 2021
Regular Board Meeting ~ 7:00PM**



**The Public is invited to attend.
Meetings are held in the board room.**



Central Lyon Community School

1010 S. Greene St.
Rock Rapids, IA 51246

712.472.2664
712.472.2115

Brent Jorth, Superintendent
Jason Engleman, 7-12 Principal
Steve Harman, PS-6 Principal

www.centrallyon.org

Mission: To provide an education and the opportunity for ALL students to become productive, life-long learners.

Date: Friday, July 9, 2021

What: Regular School Board Meeting

When: Monday, July 12, 2021, 7:00 P.M.

Where: Central Lyon Community School Board Room

- Available to view & listen online at: <https://youtu.be/4PV-xQSc3Y>

Notice: Community members who wish to address the Board during the Public Participation portion of the meeting will be granted five (5) minutes to make their statement. The Board will not be answering questions, nor will the Board be asking questions of the public during the Public Participation portion of the meeting.

Agenda:

- I. Call to Order
 - A. Roll Call
 - B. Pledge of Allegiance
- II. Adopt Agenda
- III. Consent Agenda Items
 - A. Minutes of Past Meetings
 - B. Financial Report
 - C. Summary List of Bills
- IV. Recognition/Congratulations to Staff, Students, and Community
- V. Communications
 - A. Public Participation on Non-Agenda Items
 - B. Correspondence
- VI. Reports
 - A. School Business Official
 - B. Board Members
 - C. Superintendent
 1. Siouxland Conference Update
 - D. Other
- VII. Old Business
- VIII. New Business
 - A. Consider Student & Staff Handbooks for 2021-22
 - B. Consider Depository Institutions/Authorized Signers
 - C. Consider Hot Lunch Free and Reduced School Meal Statement
 - D. Consider Partnerships with Northwest Community College
 1. Concurrent Course Offerings & Billing Schedule
 2. Contract for 4+ Transitional Services for students with disabilities
 3. Memorandum of Understanding for Alternative High School

VIII. New Business – continued

E. Personnel

1. Hiring

- a. Travis Schipper, Assistant High School Football Coach
- b. Jeff Kruger, Assistant Middle School Wrestling Coach

VII. Announcements/Dates to Remember

- School Calendar
- Upcoming Events
 - Saturday, July 10: Varsity Baseball @ Hinton v. West Sioux (1st Round of Postseason)
 - Sunday, July 25-Saturday, July 31: Dead Week / No Activities & No Practices
 - Monday & Tuesday, August 2 & 3: School Registration
 - Monday August 9
 - 1st Day of Fall Sports Practice
 - New Staff Orientation
 - 7:00 pm – School Board Meeting (discuss alternative date)

VIII. Adjournment

- Work Session
 - Review & Discuss Central Lyon Community School District Mission, Vision & Goals
 - Discuss the further development of the Family and Community Partnership district goal

CENTRAL LYON BOARD MINUTES

June 14, 2021

The Central Lyon Board of Directors met in regular session in the Board Room of the Central Lyon Community School at 7:00 P.M. with the following members present: President Andy Koob, Vice-President David Jans and Directors Keri Davis, Scott Postma, and Joel DeWit. Superintendent Brent Jorth and School Business Official Jackie Wells. Other individuals present were Elementary Principal Steve Harman, Tana Meyer, Kristi Wright, and Jessica Jensen.

The meeting was called to order at 7:00 PM.

Jans moved to approve the agenda and Davis seconded, carried 5-0.

Postma moved to approve the consent agenda including minutes of past meetings, financial report, and summary list of bills. Jans seconded, carried 5-0.

In recognition, Superintendent Jorth presented a list for student, staff and community recognitions and congratulations.

In Reports, President Koob stated the Central Lyon Foundation was making final preparations for the All-School Reunion on June 19, 2021. Superintendent Jorth updated the board on current employment openings. Mr. Jorth summarized a recent meeting with the city of Rock Rapids and provided an update on the LED lighting project.

In Old Business, DeWit moved to approve the 2nd reading of new policies 704.6 and 706.3 and R1. Jans seconded, carried 5-0.

In New Business, DeWit moved to approve 2021-2022 property/casualty & workman's comp insurance through EMC/Frontier Insurance & Realty in the amount of \$141,567. Davis seconded, carried 5-0.

Jans moved to approve 2021-2022 equipment maintenance insurance with Specialty Underwriters in the amount of \$56,556. Postma seconded, carried 5-0.

DeWit moved to approve food service bids for milk, dairy and juice to Land O'Lakes and bakery and breads to Casey's Bakery. Postma seconded, carried 5-0.

Postma move to approve hot lunch prices for 2021-2022 with an increase of \$.10 to adult breakfast and adult lunch. Jans seconded, carried 5-0.

DeWit moved to approve fuel bids to Popkes Car Care. DeWit seconded, carried 5-0.

Postma moved to approve 2021-2022 substitute teacher pay and the 2021-2022 fees with no increases to textbook fees, activity tickets or driver's education. Adult, senior and family activity ticket purchases for 2021-2022 will be discounted by a set percentage for those that purchased tickets in the 2020-2021 school year. DeWit seconded, carried 5-0.

Jans moved to approve annual appointments of Randy Waagmesster, district legal counsel; Jackie Wells, Board Secretary/Treasurer; district investigators including Jessica Harman, Steve Harman, Jason Engleman, Kate Gerber and the Lyon County Sheriff

JUNE 2021 Payroll Totals

General Fund

Gross Salaries	\$527,197.75
District Benefits	\$77,226.69
District SS/Medicare	\$38,057.01
District IPERS	\$47,251.25
Employee Share Insurance	\$78,458.62
Total District Cost	<hr/> \$611,274.08

Hot Lunch Fund

Gross Salaries	\$11,044.48
District Benefits	\$1,975.60
District SS/Medicare	\$747.20
District IPERS	\$1,039.77
Employee Share Insurance	\$3,115.61
Total District Cost	<hr/> \$11,691.44

Department; Amanda Jorth, Title IX Coordinator; and Brent Jorth, Affirmative Action/Equity Coordinator. Davis seconded, carried 5-0.

In Personnel, DeWit moved to approve the resignation of Jeremy Sprock, Transportation Director; the hiring of Mike Groen, Jill Kroon, Natalie Larson, Melissa Lockey, TLC Mentors; Dwayne Postma, volunteer football coach and volunteer FFA supervisor; Paul Konechne, volunteer wrestling coach; Kristin Rockhill, volunteer FFA supervisor; Dr. Ross Reynolds, Dr. Cody Hoefert, Dr. Nick Weber, volunteer medical assistants. Jans seconded, carried 5-0.

Davis moved to approve entering closed session to discuss superintendent's annual evaluation and district goals as provided under Code of Iowa 21.5 1 (I). Jans seconded. In a roll call vote, 5 AYE, 0 NAY. The board entered into closed session at 7:56 PM.

Postma moved to approve entering open session at 9:52 PM. DeWit seconded. In a roll call vote, 5 AYE, 0 NAY.

The next regular scheduled board meeting will be at 7:00 P.M. in the Central Lyon Board Room, 1010 S. Greene Street on Monday, July 12, 2021.

DeWit moved to adjourn at 9:54 P.M.; Jans seconded, carried 5-0.

GENERAL FUND SUMMARY
for the month ending

JUNE, 2021

OPENING BALANCE 2,912,454.63

INCOME

PROPERTY TAX 8,202.71
UTILITY REPLACEMENT 0.00
INSTRUCT SUPP SURTAX 113.76
COMM & INDUSTRIAL 0.00

TOTAL PROP/SURTAX 8,316.47

STATE AID 358,742.00
PRE-SCHOOL 15,433.00
TEACHER COMP 44,622.00
TEACHER PD 5,137.00
EARLY INTERVENTION 4,782.00
TEACHER LEADERSHIP 25,805.00
AEA FLOW THROUGH 0.00

TOTAL STATE AID 454,521.00

LOCAL 139,976.11
STATE 1,230.00
FEDERAL 24,406.63

TOTAL REVENUE 628,450.21

EXPENDITURES

SALARIES 531,982.72
BENEFITS 164,418.08
PROF & TECH SERVICES 13,574.06
PROPERTY SERVICES 14,260.94
PURCHASED SERVICES W/ OE 8,141.48
SUPPLIES 44,038.02
PROPERTY/EQUIPMENT 764.90
MISC 0.00
OTHER USES 0.00
TOTAL EXPENDITURES 777,180.20

RECEIVABLES 0.00
PAYABLES (77,120.09)

CASH BALANCE 2,840,844.73

DEPOSITS

FRONTIER BANK 2,840,831.16
US BANK
PREMIER BANK
ISJIT 13.57

TOTAL DEPOSITS 2,840,844.73

CUMULATIVE 3 Year Comparison

	2018-2019	2019-2020	2020-2021	Variance Prior Year	Cumulative REV vs EXP
REVENUE					
July	\$ 54,728	\$ 750	\$ 30,036	\$ 29,286	(174,821.40)
August	\$ 102,016	\$ 869,107	\$ 154,930	\$ (714,177)	(258,875.17)
September	\$ 1,000,273	\$ 970,530	\$ 973,844	\$ 3,314	(168,502.33)
October	\$ 2,562,751	\$ 2,751,303	\$ 2,768,116	\$ 16,813	906,693.36
November	\$ 3,203,623	\$ 3,322,667	\$ 3,352,992	\$ 30,325	761,583.54
December	\$ 4,188,368	\$ 4,299,386	\$ 4,369,834	\$ 70,448	955,285.60
January	\$ 4,732,541	\$ 4,951,754	\$ 5,035,312	\$ 83,558	773,340.98
February	\$ 5,739,718	\$ 5,926,651	\$ 5,691,857	\$ (234,794)	681,935.33
March	\$ 6,328,717	\$ 6,574,337	\$ 6,383,614	\$ (190,723)	679,755.10
April	\$ 7,932,992	\$ 8,159,036	\$ 8,526,519	\$ 367,483	1,694,219.04
May	\$ 8,676,930	\$ 8,968,120	\$ 9,386,749	\$ 418,629	1,705,038.83
June	\$ 9,332,100	\$ 9,698,755	\$ 10,015,199	\$ 316,444	1,556,308.84
EXPENDITURES					
July	\$ 251,911	\$ 210,068	\$ 204,857	\$ (5,211)	(174,821.40)
August	\$ 519,063	\$ 461,870	\$ 413,805	\$ (48,065)	(258,875.17)
September	\$ 1,248,752	\$ 1,178,122	\$ 1,142,346	\$ (35,776)	(168,502.33)
October	\$ 2,001,205	\$ 1,888,019	\$ 1,861,423	\$ (26,596)	906,693.36
November	\$ 2,832,172	\$ 2,636,711	\$ 2,591,408	\$ (45,302)	761,583.54
December	\$ 3,588,504	\$ 3,526,410	\$ 3,414,549	\$ (111,861)	955,285.60
January	\$ 4,278,625	\$ 4,246,678	\$ 4,261,971	\$ 15,294	773,340.98
February	\$ 5,496,824	\$ 5,349,296	\$ 5,009,921	\$ (339,375)	681,935.33
March	\$ 6,230,424	\$ 6,090,181	\$ 5,703,859	\$ (386,322)	679,755.10
April	\$ 6,948,070	\$ 6,859,711	\$ 6,832,300	\$ (27,411)	1,694,219.04
May	\$ 7,706,264	\$ 7,641,375	\$ 7,681,710	\$ 40,336	1,705,038.83
June	\$ 9,365,145	\$ 9,586,770	\$ 8,458,891	\$ (1,127,879)	1,556,308.84
CASH					
July	\$ 1,388,912	\$ 1,083,716	\$ 1,401,448	\$ 317,732	
August	\$ 769,891	\$ 476,183	\$ 930,145	\$ 453,962	
September	\$ 932,363	\$ 614,377	\$ 1,015,068	\$ 400,691	
October	\$ 1,600,278	\$ 1,687,276	\$ 2,091,235	\$ 403,959	
November	\$ 1,412,754	\$ 1,517,632	\$ 1,962,302	\$ 444,670	
December	\$ 1,643,417	\$ 1,605,849	\$ 2,231,515	\$ 625,666	
January	\$ 1,493,632	\$ 1,542,775	\$ 1,975,203	\$ 432,428	
February	\$ 1,287,206	\$ 1,424,479	\$ 1,883,563	\$ 459,084	
March	\$ 1,147,237	\$ 1,334,779	\$ 1,881,273	\$ 546,494	
April	\$ 2,032,926	\$ 2,154,406	\$ 2,899,233	\$ 744,827	
May	\$ 2,018,590	\$ 2,188,896	\$ 2,912,455	\$ 723,559	
June	\$ 2,010,677	\$ 2,125,421	\$ 2,840,845	\$ 715,424	

**Special Revenue Funds Cumulative Fiscal YTD
APRIL, 2021**

Management	Physical Plant & Equipment Levy	Playground & Recreational Equipment Levy	SAVE - Secured Advancement Value for Education	Debt Service
Taxes YTD Misc. Income Interest YTD	\$206,988.89 \$282,321.33 \$600.00 \$0.00	\$264,815.80 Taxes YTD Board Approved Voter Approved Interest YTD Miscellaneous Fund Transfer	\$60,244.58 \$41,168.77 \$0.00	\$0.22 Taxes YTD Interest YTD SILO/PPEL Transfers
Early Retirement District Insurance Policy Workman's Comp Unemployment	\$54,000.00 \$240,922.15 \$0.00 \$0.00	\$132,908.98 \$114,361.67 \$0.00 \$39,158.93	\$243,000.00 \$1,204,527.05 \$1,045.00 \$0.00	\$43,000.00 \$200,000.00 Fees Transfers Out
Payables Receivables	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00	Payables Receivables
Cash Balance	\$194,988.07	\$305,876.64	\$85,284.77	\$0.22
Checking Frontier Bank USBank Premier Bank ISIT	\$124,084.72 \$70,903.35 \$0.00 \$0.00 \$0.00	\$120,326.91 \$185,549.73 \$0.00 \$0.00 \$0.00	\$14,181.28 \$71,103.49 \$0.00 \$0.00 \$0.00	\$0.22 \$0.00 \$0.00 \$0.00 \$0.00
Deposit Balance	\$194,988.07	\$305,876.64	\$85,284.77	\$0.22

PPEL/SAVE Combined

Date	Description/Comments	Receipts	Disbursements	Balance
Opening Balance				\$1,617,408.79
YTD	Interest, Property Taxes	\$1,029,656.62		\$2,647,065.41
YTD	Revenue Bond P&I		\$270,982.50	\$2,376,082.91
YTD	construction service		\$1,204,527.05	\$1,171,555.86
YTD	equipment		\$133,953.98	\$1,037,601.88
YTD	building/land improvements		\$114,361.67	\$923,240.21
Cash Balance				\$923,240.21
Deposit Balance		\$1,029,656.62	\$1,723,825.20	\$912,063.78

**Central Lyon Community School
Activity & Proprietary Funds**

for the MONTH ending APRIL, 2021 (non-cumulative)

Activity Fund	Hot Lunch Fund	Student Construction	FFA Farm Fund	Split Funding
Opening Balance	\$290,243.15	-\$32,984.78	\$6,672.87	\$587,805.16
Activities				
Sales & Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$62,500.00	\$0.00	\$0.00
Misc	\$101,955.37	\$0.00	\$0.00	\$16,422.34
Total Revenues	\$101,955.37	\$62,500.00	\$1,507.06	\$47,510.00
Salaries	\$0.00			\$63,932.34
Benefits	\$0.00	\$0.00	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$0.00
Misc	\$116,712.76	\$3,879.14	\$4,083.99	\$1,432.17
Payables/Receivables	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$116,712.76	\$3,879.14	\$4,083.99	\$1,432.17
Cash Balance	\$275,485.76	\$25,636.08	\$4,095.94	\$650,305.33
Checking	\$76,064.09			
Frontier Bank	\$199,421.67	\$25,636.08	\$4,095.94	\$650,305.33
USBank	\$0.00	\$0.00	\$0.00	\$0.00
Premier Bank	\$0.00	\$0.00	\$0.00	\$0.00
Deposit Balance	\$275,485.76	\$25,636.08	\$4,095.94	\$650,305.33



Jackie Wells, SBO

GENERAL FUND BOARD REPORT
JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
Checking	1			
Checking	1	Fund: 10 OPERATING FUND		
ACT TESTING SERVICES	15107	ACT SUMMATIVE ONLINE	1,500.00	
		Vendor Total:		1,500.00
AFLAC INSURANCE	307967	ADDTL EMPLOYEE INSURANCE	1,418.77	
		Vendor Total:		1,418.77
AFLAC	0000040480	ADDTL EMPLOYEE INSURANCE	293.41	
		Vendor Total:		293.41
AVESIS THIRD PARTY ADMINISTRATORS, INC	7/2021 VISION	7/2021 VISION	452.47	
		Vendor Total:		452.47
AVI SYSTEMS	88735077	SMARTBOARDS	71,044.00	
		Vendor Total:		71,044.00
BLICK ART MATERIALS	6531191	ART SUPPLIES	379.71	
		Vendor Total:		379.71
CARROT-TOP INDUSTRIES INC	50606400	DISTRICT FLAGS	388.18	
		Vendor Total:		388.18
CHILDREN'S CARE HOSPITAL & SCHOOL	5/2021 SpED	5/2021 SpED PLACEMENT	7,572.25	
		Vendor Total:		7,572.25
CONSTRUCTIVE PLAYTHINGS	5182976500	PRE-K CLASSROOM SUPPLIES	781.97	
		Vendor Total:		781.97
CORNWALL, AVERY, BJORNSTAD & SCOTT	6/2021 LEGAL	LEGAL SERVICES	850.00	
		Vendor Total:		850.00
D/B/A PREMIER COMMUNICATIONS, PREMIER NETWORK SOLUTIONS	7/2021 CONSULT	7/2021 CONSULT	1,000.00	
		Vendor Total:		1,000.00
DADANT & SONS	914238	STEM BEE-KEEPING SUPPLIES	248.45	
		Vendor Total:		248.45
DEBORAH R GLASER, Ed.D. LLC	1774	SpED BOOKS	346.50	
		Vendor Total:		346.50
DEMCO, INC.	6962154	LIBRARY SUPPLIES	434.17	
DEMCO, INC.	6971556	SUPPLIES	724.48	
		Vendor Total:		1,158.65
DIDAX	159648	SpED SUPPLIES	123.09	
		Vendor Total:		123.09
DOON PRESS	6/2021 LEGAL	ADVERTISING	194.06	
		Vendor Total:		194.06
EAST SIDE JERSEY DAIRY, INC	213235, 213274	WEIGHT ROOM SUPPLIES	273.56	
		Vendor Total:		273.56

GENERAL FUND BOARD REPORT

JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
ELECTRONIC ENGINEERING	880000242	RADIO REPAIRS	749.00	
		Vendor Total:		749.00
FES	21/22 RENEWAL	21/22 WEB HOST RENEWAL	2,665.00	
		Vendor Total:		2,665.00
G&R CONTROLS, INC	123576	HVAC REPAIRS	1,135.65	
		Vendor Total:		1,135.65
GALVA-HOLSTEIN HIGH SCHOOL	20/21 TAP SERVICES	20/21 TAP SERVICES	11,256.04	
		Vendor Total:		11,256.04
GEORGE OFFICE PRODUCTS	1251412	SUPPLIES	49.60	
		Vendor Total:		49.60
GREAT LAKE SPORTS	295952-00	PE SUPPLIES	710.98	
		Vendor Total:		710.98
HOUGHTON MIFFLIN CO	955211680	K-6 MATH CURRICULUM	13,838.47	
		Vendor Total:		13,838.47
HUISMAN, KYLER	20210629	DRIVER MEAL	13.03	
HUISMAN, KYLER	20210707	REIMBURSEMENT	10.53	
		Vendor Total:		23.56
INNOVATIVE OFFICE SOLUTIONS LLC	208127560445	SUPPLIES-BATTERIES	427.09	
		Vendor Total:		427.09
IOWA ASSOCIATION OF SCHOOL BOARDS	01MBRDUES	21/22 ANNUAL SERVICES	3,014.00	
IOWA ASSOCIATION OF SCHOOL BOARDS	01POL_FY2022	POLICY PRIMER RENEWAL	775.00	
		Vendor Total:		3,789.00
IOWA COLLEGE ACCESS NETWORK	21/22 COLLEGE PREP CURR	21/22 COLLEGE READINESS	450.00	
		Vendor Total:		450.00
IOWA SCHOOL FINANCE INFORMATION SERVICES, INC	FY2021-22	ANNUAL SERVICES	1,197.95	
		Vendor Total:		1,197.95
IOWA SCHOOLS EMPLOYEE BENEFITS	7/2021 DENTAL	DENTAL PREMIUMS	3,384.54	
		Vendor Total:		3,384.54
IOWA TESTING PROGRAMS	210057	20/21 ASSESSMENTS	1,597.50	
		Vendor Total:		1,597.50
JOHN DEERE FINANCIAL	3359777	PARTS	89.74	
		Vendor Total:		89.74
KONE INC.	959910984	ELEVATOR MAINT & REPAIRS	178.55	
		Vendor Total:		178.55
LAKESHORE LEARNING MATERIALS	2716040721	PRESCHOOL SUPPLIES	654.20	
		Vendor Total:		654.20

GENERAL FUND BOARD REPORT

JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
LEGALSHIELD	20210621	ADDT'L INSURANCE	15.95	
		Vendor Total:		15.95
LINCOLN NATIONAL LIFE INSURANCE COMPANY, THE	7/2021 LIFE	7/2021 LIFE.ADD	1,005.57	
		Vendor Total:		1,005.57
LYON COUNTY CHIROPRACTIC	9949DOT 2021_1	DRIVER PHYSICAL	89.00	
		Vendor Total:		89.00
MARTIN BROS. DISTRIBUTING, INC	8988941, 8998066-067	CLEANING SUPPLIES	6,708.59	
		Vendor Total:		6,708.59
MATHESON TRI-GAS, INC.	51817962	SUPPLIES/EQUIPMENT	31.85	
		Vendor Total:		31.85
MEYER, TANA	20210707	SUMMER READING SUPPLIES	124.96	
		Vendor Total:		124.96
MOBILITYWORKS OF TEA	RO#TEA- 500988	REPAIRS	189.00	
		Vendor Total:		189.00
NEW CENTURY PRESS INC/LYON CO. REPORTER	6/2021 STMT	ADVERTISING	1,982.85	
		Vendor Total:		1,982.85
O'CONNOR COMPANY	534317	HVAC FILTERS	3,592.88	
		Vendor Total:		3,592.88
PERFECTION LEARNING CORP	208104	AWARD BOOKS	176.34	
		Vendor Total:		176.34
PLANK ROAD PUBLISHING INC.	21-019213	MUSIC MAGAZINE	147.45	
		Vendor Total:		147.45
POPULAR SUBSCRIPTION SERVICES	SW-05516	MAGAZINE SUBSCRIPTIONS	316.92	
		Vendor Total:		316.92
PREMIER COMMUNICATIONS	12182479	INTERNET	520.85	
PREMIER COMMUNICATIONS	6/2021 PHONE PHONE		596.24	
		Vendor Total:		1,117.09
RAPIDRIBBONS	0E40786-IN	TRACK AND FIELD DAY RIBBONS	140.41	
		Vendor Total:		140.41
RAZ-KIDS.COM	3864804	RAZ-KIDS READING LICENSURE	354.00	
		Vendor Total:		354.00
REALLY GOOD STUFF LLC.	7586253	KDG WRITING JOURNALS	326.03	
REALLY GOOD STUFF LLC.	7588231	STUDENT AR FOLDERS	59.98	
REALLY GOOD STUFF LLC.	7588236	STUDENT AR FOLDERS	299.90	
		Vendor Total:		685.91
REALLY GREAT READING	28387	READING MATERIALS	5,760.20	
		Vendor Total:		5,760.20

GENERAL FUND BOARD REPORT

JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
RENAISSANCE LEARNING SYSTEMS	5204050	AR READING PROGRAM	3,417.30	
		Vendor Total:		3,417.30
ROCK RAPIDS HARDWARE	6/2021 STMT	SUPPLIES	1,389.76	
		Vendor Total:		1,389.76
ROCK RAPIDS UTILITIES	THRU 6/1/21	UTILITIES	12,822.66	
		Vendor Total:		12,822.66
ROCK VALLEY COMMUNITY SCHOOL	20/21 CONCURRENT	20/21 CONCURRENT BILLING	539.16	
ROCK VALLEY COMMUNITY SCHOOL	20/21 HR SHARE_2	20/21 HR SHARE_2	5,602.72	
		Vendor Total:		6,141.88
RURAL SCHOOL ADVOCATES	RSAI2021-22	21/22 ANNUAL SERVICES	750.00	
		Vendor Total:		750.00
SAVVAS LEARNING COMPANY LLC	7027500815	PREK - 8 SCIENCE CURRICULUM	4,888.29	
SAVVAS LEARNING COMPANY LLC	7027503184	PREK - 8 SCIENCE CURRICULUM	42,004.38	
SAVVAS LEARNING COMPANY LLC	7027517581	PREK - 8 SCIENCE CURRICULUM	13,934.34	
		Vendor Total:		60,827.01
SCHOOL ADMINISTRATORS OF IOWA	21/22 HARMAN DUES	21/22 ANNUAL DUES	803.00	
SCHOOL ADMINISTRATORS OF IOWA	300009893, 200012135	21/22 MEMBERSHIP, 2021 ANNUAL CONF	1,283.00	
		Vendor Total:		2,086.00
SIEPERDA, AMY	20210616	SUPPLIES_REIMBURSEMENT	191.05	
		Vendor Total:		191.05
SOFTWARE UNLIMITED INC	20210223-287	SOFTWARE ANNUAL FEES	7,195.00	
		Vendor Total:		7,195.00
TIMBERLINE BILLING SERVICE LLC	22034	MEDICAID ASSIST	1,199.24	
		Vendor Total:		1,199.24
TOOLS 4 READING	5788	T4K READING BOX & folders	180.00	
		Vendor Total:		180.00
TRIGGER MEMORY CO	2602	TIME TABLES	78.90	
		Vendor Total:		78.90
US BANK	20210621	6/2021 TRAVEL, MISC, SUPPLIES	559.99	
US BANK	20210621- 0003	7/2021 MISC, TRAVEL, SUPPLIES	2,123.84	
US BANK	20210621- 0004	SpED BOOKS	82.92	
US BANK	20210621- 0005	PRESCHOOL GRADUATION SUPPLIES	199.75	
US BANK	20210621- 0008	BOOKS	81.76	
US BANK	20210621- 0009	BOOKS	642.00	
US BANK	20210621- 0010	LIBRARY BOOKS	225.12	

GENERAL FUND BOARD REPORT
JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
US BANK	20210621-0011	BOOKS	154.16	
US BANK	20210621-0012	MEDIA CTR EQUIPMENT	209.70	
US BANK	20210621-0013	BOOKS	284.36	
US BANK	20210621-0014	BOOKS	91.12	
US BANK	20210621-0015	SOCIAL STUDIES WORKBOOKS	339.49	
		Vendor Total:	4,994.21	
VAN'T HUL REPAIR INC	5899	BUS 4 REPAIRS	235.39	
		Vendor Total:	235.39	
VANDEWEERD, BRENDA	20210623	REIMB	130.00	
		Vendor Total:	130.00	
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	7/2021 PREMIUMS	HEALTH INSURANCE PREMIUMS	74,110.18	
		Vendor Total:	74,110.18	
		Fund Total:	328,409.49	
Checking	1	Fund: 22 MANAGEMENT FUND		
FRONTIER INSURANCE & REAL ESTATE	FY22 PREMIUMS	21/22 PROPERTY & CASUALTY INSURANCE	141,884.00	
		Vendor Total:	141,884.00	
MIDAMERICA ADMIN & RETIREMENT SOLUTIONS, AUL HEALTH BENEFIT TRUST	FY22 RETIREMENT	21/22 RETIREMENT PYMTS	48,000.00	
		Vendor Total:	48,000.00	
SU INSURANCE COMPANY	21/22 EQUIP INS	21/22 EQUIPMENT MAINTENANCE INSURANCE	56,556.00	
		Vendor Total:	56,556.00	
		Fund Total:	246,440.00	
Checking	1	Fund: 64 STUDENT CONSTRUCTION		
MENARDS	51281,51541	HOUSE PROJECT	853.27	
		Vendor Total:	853.27	
ROCK RAPIDS HARDWARE	6/2021 STMT	SUPPLIES	90.11	
		Vendor Total:	90.11	
WAYNE MEYER ELECTRIC INC	15928	HOUSE PROJECT	2,104.54	
		Vendor Total:	2,104.54	
		Fund Total:	3,047.92	
Checking	1	Fund: 69 ENTERPRISE/FFA PROPERTY		
CENTRAL LYON COMMUNITY SCHOOL DISTRICT	51821	FFA MOWER	3,950.00	
		Vendor Total:	3,950.00	
COOPERATIVE FARMERS ELEVATOR	20210707	FARM SUPPLIES	10.44	
		Vendor Total:	10.44	
ROCK RAPIDS UTILITIES	THRU 6/1/21	UTILITIES	47.25	
		Vendor Total:	47.25	

GENERAL FUND BOARD REPORT

JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
US BANK	20210621	6/2021 TRAVEL, MISC, SUPPLIES	475.06	
		Vendor Total:	475.06	
		Fund Total:	4,482.75	
Checking	1	Fund: 71 SPLIT FUNDING		
BLOCK, LOIS	MLR2015	SANFORD PLAN REBATE_2015/2	26.75	
		Vendor Total:	26.75	
CLASEN, VICKI	MLR2015	SANFORD REBATE PLAN-2015	53.50	
		Vendor Total:	53.50	
DEJONGH, NANCY	MLR2015	SANFORD PLAN REBATE_2015	53.50	
		Vendor Total:	53.50	
FLEXIBLE BENEFIT SERVICE CORPORATION	613394042816	FLEX/HRA FEES	268.83	
		Vendor Total:	268.83	
INTERNAL REVENUE SERVICE, DEPARTMENT OF THE TREASURY	HRA_PCORI FEE_2020	HRA PCORI FEES_2020	160.02	
		Vendor Total:	160.02	
MC DONALD, POLLY	MLR2015	SANFORD REBATE_2015	53.50	
		Vendor Total:	53.50	
MEESTER, JANELL	MLR2015	SANFORD PLAN REBATE-2015	53.50	
		Vendor Total:	53.50	
SECURE BENEFITS SYSTEMS	0000067363	7/2021 HRA PARTICIPATION	16,886.99	
		Vendor Total:	16,886.99	
		Fund Total:	17,556.59	
		Checking Account Total:	599,936.75	
Checking	2			
Checking	2	Fund: 61 SCHOOL NUTRITION FUND		
AFLAC INSURANCE	307967	ADDTL EMPLOYEE INSURANCE	260.39	
		Vendor Total:	260.39	
AVESIS THIRD PARTY ADMINISTRATORS, INC	7/2021 VISION	7/2021 VISION	8.76	
		Vendor Total:	8.76	
CASEY'S BAKERY	5/2021 STMT	LUNCH SUPPLIES	1,226.56	
		Vendor Total:	1,226.56	
EAST SIDE JERSEY DAIRY, INC	213235	SUPPLIES	78.56	
		Vendor Total:	78.56	
IOWA SCHOOLS EMPLOYEE BENEFITS	7/2021 DENTAL	DENTAL PREMIUMS	59.16	
		Vendor Total:	59.16	
LINCOLN NATIONAL LIFE INSURANCE COMPANY, THE	7/2021 LIFE	7/2021 LIFE.ADD	48.45	
		Vendor Total:	48.45	

GENERAL FUND BOARD REPORT
JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
US BANK	20210621	6/2021 TRAVEL, MISC, SUPPLIES	80.97	
		Vendor Total:	80.97	
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	7/2021 PREMIUMS	HEALTH INSURANCE PREMIUMS	2,016.16	
		Vendor Total:	2,016.16	
		Fund Total:	3,779.01	
		Checking Account Total:	3,779.01	
<u>Checking</u>	3			
Checking	3	Fund: 21 STUDENT ACTIVITY FUND		
ANDERSON, JACK	6/19/21 BASEBALL	OFFICIAL	115.00	
		Vendor Total:	115.00	
BEACON ATHLETICS	0532328-IN	SUPPLIES	39.00	
		Vendor Total:	39.00	
CENTER SPORTS	AAD011924	BASEBALL SUPPLIES/EQUIP	636.18	
CENTER SPORTS	AAD012057	SUPPLIES	58.00	
		Vendor Total:	694.18	
CLASSIC SPORTSWEAR & AWARDS	8079-8080	CHENILLE AWARDS LETTERS, METAL BARS	1,192.96	
		Vendor Total:	1,192.96	
DEUTSCH, MATTHEW	7/1/21 SOFTBALL	OFFICIAL	80.00	
DEUTSCH, MATTHEW	7/2/21 SOFTBALL	OFFICIAL	80.00	
DEUTSCH, MATTHEW	7/8/21 SOFTBALL	OFFICIAL	80.00	
		Vendor Total:	240.00	
DISCOUNT SCHOOL SUPPLY	P40496360001	ART_ LION GRANT_A SIEPERDA	354.29	
		Vendor Total:	354.29	
ENGEL, GRANT	2021 VB PROJECT	VB PROJECT	500.00	
		Vendor Total:	500.00	
GRAPHIC EDGE LLC, THE	1494747	TRACK UNIFORMS	461.57	
GRAPHIC EDGE LLC, THE	1502942	VB CAMP T-SHIRTS	871.86	
GRAPHIC EDGE LLC, THE	1506409	BBALL CAMP SUPPLIES	569.85	
GRAPHIC EDGE LLC, THE	15093132	VB CAMP SHIRTS	846.52	
GRAPHIC EDGE LLC, THE	1510037	FB CAMP T-SHIRTS	679.12	
GRAPHIC EDGE LLC, THE	1512960	UNIFORMS	92.95	
GRAPHIC EDGE LLC, THE	1513056	FB CAMP T-SHIRTS	63.96	
		Vendor Total:	3,585.83	
HALMA, BROOKSTIN	20210616	KDG SUPPLIES_ LION GRANT_B HALMA	92.00	
		Vendor Total:	92.00	
HUDL & HUDL PRO	INV01150992	CL-GLR FOOTBALL ASSIST	1,000.00	
		Vendor Total:	1,000.00	

GENERAL FUND BOARD REPORT
JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
IOWA GIRLS' HIGH SCHOOL ATHLETIC UNION	19554	STATE GIRLS GOLF	19.00	
		Vendor Total:		19.00
JOHNSON, JOEL	7/5/21 BASEBALL	OFFICIAL	170.00	
		Vendor Total:		170.00
KIWANIS CLUB OF ROCK RAPIDS	SUMMER 2021	SUMMER 2021 UMP CONCESSIONS SUPPLIES	133.00	
		Vendor Total:		133.00
KLEINWOLTERINK, CADEN	7/1/21 BASEBALL	OFFICIAL	75.00	
KLEINWOLTERINK, CADEN	7/2/21 BASEBALL	OFFICIAL	75.00	
KLEINWOLTERINK, CADEN	7/8/21 BASEBALL	OFFICIAL	75.00	
KLEINWOLTERINK, CADEN	V*7/2/21 BASEBALL	OFFICIAL	(75.00)	
		Vendor Total:		150.00
KRUSE, DANIEL	7/1/21 BASEBALL	OFFICIAL	75.00	
KRUSE, DANIEL	7/2/21 BASEBALL	OFFICIAL	75.00	
KRUSE, DANIEL	7/8/21 BASEBALL	OFFICIAL	75.00	
		Vendor Total:		225.00
LORING, ZACH	7/5/21 BASEBALL	OFFICIAL	115.00	
LORING, ZACH	V*7/5/21 BASEBALL	OFFICIAL	(115.00)	
		Vendor Total:		0.00
NATIONAL HONOR SOCIETY	9001457805	21/22 DUES	385.00	
		Vendor Total:		385.00
NORTH IOWA AREA COMMUNITY COLLEGE	2021 CAMP	2021 SUMMER CAMP	2,860.00	
		Vendor Total:		2,860.00
NORTHWESTERN COLLEGE	2021 SUMMER VB CAMP	2021 SUMMER VB CAMP	700.00	
		Vendor Total:		700.00
PIZZA RANCH	6/21-19	SUPPLIES	138.96	
		Vendor Total:		138.96
PYTLESKI, JEROME	6/28/21 BASEBALL	OFFICIAL	60.00	
PYTLESKI, JEROME	7/5/21 BASEBALL	OFFICIAL	55.00	
PYTLESKI, JEROME	7/8/21 BASEBALL	OFFICIAL JAKE P	75.00	
		Vendor Total:		190.00
RAPID GRAPHICS	1987	CL SIGN UPDATES	100.00	
		Vendor Total:		100.00

GENERAL FUND BOARD REPORT
JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
REALLY GREAT READING	28386	COUNT KITS _ LION GRANT_M WHITSELL	495.00	
REALLY GREAT READING	28388	WORD KITS _ LION GRANT_2ND GRADE (3)	2,106.00	
		Vendor Total:		2,601.00
SCHILLING, CASEY	6/2021	BBALL 2021 SUMMER CAMP CAMP	600.00	
		Vendor Total:		600.00
SPORT SCOPE INC.	14147	21/22 EDGE RENEWAL	499.00	
		Vendor Total:		499.00
SUNSHINE FOODS	005085321521	SUPPLIES	73.81	
		Vendor Total:		73.81
US BANK	20210621	6/2021 TRAVEL, MISC, SUPPLIES	4,164.16	
US BANK	20210621- 0001	SOFTBALL SUPPLIES	374.45	
US BANK	20210621- 0002	MS FIELD TRIP	153.14	
US BANK	20210621- 0003	7/2021 MISC, TRAVEL, SUPPLIES	1,445.15	
US BANK	20210621- 0006	CARE COMMITTEE SUPPLIES	75.00	
US BANK	20210621- 0007	NOVELS _ LION GRANT_ J SCHRICK	734.84	
		Vendor Total:		6,946.74
VANWYHE, REGAN	7/1/21	OFFICIAL	75.00	
	SOFTBALL			
VANWYHE, REGAN	7/2/21	OFFICIAL	75.00	
	SOFTBALL			
VANWYHE, REGAN	7/8/21	OFFICIAL	75.00	
	SOFTBALL			
		Vendor Total:		225.00
WARNTJES, ANNA	MEMORIAL	CHEER MEMORIAL GIFT	50.00	
		Vendor Total:		50.00
WEST MUSIC CO	SI2016649	BASS XYLOPHONE_LION GRANT_ J FLATEBO	735.00	
		Vendor Total:		735.00
WRIGHT, CHRIS	6/28/21	OFFICIAL	60.00	
	BASEBALL			
WRIGHT, CHRIS	7/5/21	OFFICIAL	115.00	
	BASEBALL			
		Vendor Total:		175.00
		Fund Total:		24,789.77
		Checking Account Total:		24,789.77

Checking

4

Checking	4	Fund: 24	PUBLIC EDUCATION & RECREATION LEVY	
BRYAN ROCK PRODUCTS, INC.	47848		RED BALL DIAMOND PRODUCT	1,299.40
			Vendor Total:	1,299.40

FLR SANDERS	5328	ANNUAL GYM FLOOR MAINTENANCE	3,616.00	
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GENERAL FUND BOARD REPORT
JULY 12, 2021 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
		Vendor Total:	3,616.00
		Fund Total:	4,915.40
Checking	4	Fund: 33 LOCAL OPTION SALES \$ SERVICES TAX (SILO)	
ARCHITECTURAL ROOFING & SHEETMETAL, INC	SI87005371- 5372	ROOF REPAIRS	10,545.00
		Vendor Total:	10,545.00
DGR ENGINEERING	00247664	5/2021 DESIGN SERVICES	584.50
		Vendor Total:	584.50
US BANK	20210621	6/2021 TRAVEL, MISC, SUPPLIES	1,448.80
		Vendor Total:	1,448.80
		Fund Total:	12,578.30
Checking	4	Fund: 36 PHYSICAL PLANT & EQUIPMENT	
CANON FINANCIAL SERVICES INC	26990078	COPIER LEASE	1,607.74
		Vendor Total:	1,607.74
CENTRAL LYON COMMUNITY SCHOOL DISTRICT	0002901	MOWER	8,935.00
		Vendor Total:	8,935.00
LAKESHORE LEARNING MATERIALS	2807280621	CLASSROOM RUGS	1,635.70
		Vendor Total:	1,635.70
STERLING COMPUTERS	0099255	CHROMEBOOKS	54,150.00
		Vendor Total:	54,150.00
		Fund Total:	66,328.44
Checking	4	Fund: 40 DEBT SERVICE FUND	
FRONTIER BANK	2014 BOND SERIES R-6	BOND PAYMENT	207,050.00
FRONTIER BANK	7/21 BOND PYMT_	7/21 BOND PYMT	18,450.00
		Vendor Total:	225,500.00
		Fund Total:	225,500.00
		Checking Account Total:	309,322.14

JUNE 2021 Payroll Totals

General Fund

Gross Salaries	\$527,197.75
District Benefits	\$77,226.69
District SS/Medicare	\$38,057.01
District IPERS	\$47,251.25
Employee Share Insurance	\$78,458.62
Total District Cost	<u>\$611,274.08</u>

Hot Lunch Fund

Gross Salaries	\$11,044.48
District Benefits	\$1,975.60
District SS/Medicare	\$747.20
District IPERS	\$1,039.77
Employee Share Insurance	\$3,115.61
Total District Cost	<u>\$11,691.44</u>



Central Lyon Community School

Excellence. Integrity. Empowered.

From: Brent Jorth, Superintendent

Date: July 9, 2021

RE: 2021-22 Student and Staff Handbooks

Thank you to Amanda Jorth, Jason Engleman and Steve Harman for their work in compiling and updating the student and staff handbooks for the 2021-22 school year. The substance of the handbooks have been aligned to updated Board Policies and recommendations from IASB. Students, staff, and families can access these documents electronically and easily search their contents.

Due to the size of the documents – the handbooks may be reviewed by going to the following links from the school's website:

- Pathway: Home Page (www.centrallyon.org) -> Parent Info -> Handbooks
- 2021-22 Student Handbook: <https://tinyurl.com/clhandbookstudent>
- 2021-22 Staff Handbook: <https://tinyurl.com/clhandbookemployee>

It is recommended the handbooks are approved as submitted.



Central Lyon Community School

Excellence. Integrity. Empowered.

From: Brent Jorth, Superintendent

Date: July 9, 2021

RE: *Depository Institutions & Authorized Signers*

The Board must designate by resolution the name and location of the financial depository institutions that will serve as official school depositories. The maximum deposit amount must also be stated in the resolution, and shall include all of the school district's funds.

It is recommended the following institutions be designated as official school depositories:

- Frontier Bank: \$4,000,000
- Premier Bank: \$4,000,000
- US Bank: \$4,000,000

It is recommended the following institution be designated as an official investment depository:

- Iowa Schools Join Investment Trust (ISJIT)

It is recommended the following individuals be authorized as signers on depository accounts:

- Andy Koob, Board President
- Brent Jorth, Superintendent (Board President's Designee)
- Jackie Wells, School Business Official & Board Secretary



Central Lyon Community School

Excellence. Integrity. Empowered.

From: Brent Jorth, Superintendent

Date: July 9, 2021

RE: *Hot Lunch Free and Reduced School Meal Statement*

It is recommended that the annual free and reduced meal statement as provided by the school nutrition program be approved as submitted.

In the 2021-22 school year, all students regardless of income will receive free meals due to the USDA extending funding related to the pandemic. This means the first time a student makes their way through the line for breakfast or lunch, their meal will be free. If students decide to have a second milk, second entrée, or second meal – they will need to have money in their lunch account in order to receive “seconds.”

It is important that families continue to complete the paperwork necessary to receive free and reduced meals, because these forms are what the school utilizes to provide families reduced or free school fees; such as registration, textbooks, drivers education, etc. In addition, the school district receives federal funding for a variety of programs based upon the number of students who qualify for free and reduced meals. If there are questions regarding qualification or the paperwork related to this process families can call the school or email secondary secretary Leah Lupkes: 712-472-2664 or llupkes@centrallyon.org

INFORMATION LETTER-Seamless Summer Option

Frequently Asked Questions About Free And Reduced Price School Meals

Dear Parent/Guardian:

Children need healthy meals to learn. **Central Lyon CSD** offer healthy meals every school day. Your school is offering no cost meals in school year 2021-2022 through the Seamless Summer Option. The free and reduced price application may be needed by your school for other programs, such as P-EBT. Return or mail the completed application to: **Leah Lupkes, 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 the Supplemental Nutrition Assistance Program (SNAP-formerly Food Assistance in Iowa), 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 2021-2022

Household Size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	23,828	1,986	993	917	459
2	32,227	2,686	1,343	1,240	620
3	40,626	3,386	1,693	1,563	782
4	49,025	4,086	2,043	1,886	943
5	57,424	4,786	2,393	2,209	1,105
6	65,823	5,486	2,743	2,532	1,266
7	74,222	6,186	3,093	2,855	1,428
8	82,621	6,886	3,443	3,178	1,589
Each additional person:	8,399	700	350	324	162

- 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: **Leah Lupkes, Central Lyon CSD, 1010 S Greene St, Rock Rapids, IA 51246, llupkes@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.
- 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.
- 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: **[Kate Gerber, 712-472-2664, kgerber@centrallyon.org for K-6th grade or Jessica Harman, 712-472-2664, jharman@centrallyon.org for 7th-12th grade.**
- 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.
- 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, through **October 5, 2021**. 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 SNAP, 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: **Brent Jorth, Superintendent, Central Lyon CSD, 1010 S Greene St, Rock Rapids, IA, 51246, bjorth@centrallyon.org.**
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 **Leah Lupkes, Central Lyon CSD, 1010 S Greene St, Rock Rapids, IA 51246, llupkes@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 SNAP or other assistance benefits, contact your local assistance office or call **1-877-347-5678**. Your children may be eligible for Hawki (children's health insurance) or a waiver of school fees. Read the information on the back of the Application for Hawki 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 **712-472-2664** or email **llupkes@centrallyon.org**

Sincerely,





Central Lyon Community School

Excellence. Integrity. Empowered.

From: Brent Jorth, Superintendent

Date: July 9, 2021

RE: *Northwest Community College Partnerships*

It is recommended the Board approve the following partnerships with NCC:

1. Concurrent Enrollment Courses & Billing Schedule
2. 4+ Transitional Services for students with disabilities
3. MOU for Alternative High School

The agreements are included for review – there are no changes from the 2019-20 to the 2020-21 school years.

Partnership Agreement for the 2021 – 2022 Academic Year
between
Northwest Iowa Community College
and
Central Lyon Community School District
for
College Credit Jointly Enrolled Courses
for

CLASS SIZE 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

Course(s) included under this Agreement will be limited to approved 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 assessment methods used for the same course(s) through Northwest Iowa Community College. The instructor will utilize the same textbook(s) used at NCC unless approval is received from the Vice President of Student and Academic Services.

ARTICLE IV
INSTRUCTORS

All instructors teaching course(s) under this Agreement will fall into one of the following categories.

CATEGORY 1

Instructor is contracted directly by Northwest Iowa Community College.

CATEGORY 2

Instructor is contracted by Northwest Iowa Community College through the local high school.

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

Notwithstanding the foregoing, Central Lyon Community School District shall assign to Northwest Iowa Community College the responsibility for teaching the courses embraced under this Agreement, and Northwest Iowa Community College will consider the instructors who will teach these courses as members of its adjunct faculty. Central Lyon Community School District further assigns to Northwest Iowa Community College the responsibility for evaluation of the instructors involved hereto and they will provide upon request information regarding said evaluations to Central Lyon Community School District. As part of said evaluation process, it will be the responsibility of the appropriate College designee to visit all course sites.

High school instructors teaching concurrent enrollment courses are required to comply with all NACEP standards.

The Northwest Iowa Community College Course Improvement Survey will be completed for all course(s).

ARTICLE V **PARTICIPANTS**

Central Lyon Community School District students enrolling in course(s) included under this Agreement must have been referred by Central Lyon Community School District and must meet eligibility requirements as outlined below.

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

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

ARTICLE VI **ACCEPTANCE**

Any student wishing to take course(s) 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 schools students enrolling under this Agreement.

ARTICLE VIII **MATERIALS AND SUPPLIES**

The Central Lyon Community School District will provide the required Northwest Iowa Community College textbooks for all students enrolled in course(s) under this Agreement. Classroom materials, supplies and equipment will be provided by Central Lyon unless a separate agreement is established prior to the beginning of a course.

ARTICLE IX **ASSURANCES**

Central Lyon Community School District assures that:

- a. That 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 of the school district in order to meet minimum accreditation standards.
- d. That the district will not transfer to the student or parents any costs under this Agreement for not successfully completing the coursework.
- e. The district providing courses under this agreement will comply with all NACEP 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 NCC approved pricing structure will apply for any college credit class offered under this Agreement, with multiple sections of each course being considered a class under this Agreement. Tuition and Fees will be based upon the High School Tuition Payment Schedule (Appendix A).

OPTION 1
INSTRUCTOR CONTRACTED DIRECTLY
BY NORTHWEST IOWA COMMUNITY COLLEGE

Northwest Iowa Community College will bill Central Lyon Community School District based on the number of students enrolled in accordance with the NCC approved pricing structure. A copy of the pricing schedule is available from the NCC Business Office upon request.

If the number of students in a given class is low and the class is to be canceled, the administration of the Central Lyon Community School District and Northwest Iowa Community College have the option to renegotiate the fee structure.

OPTION 2
INSTRUCTOR UNDER AGREEMENT WITH CENTRAL LYON
COMMUNITY SCHOOL DISTRICT

Northwest Iowa Community College will bill Central Lyon Community School District the NCC approved administrative fee per class and also the NCC approved student fee that is assessed per credit per student per semester. As set out in Article IV above, for any course offered under this Agreement, the course instructor shall continue to be an employee of the Central Lyon Community School District, but shall be considered a member of the adjunct faculty of Northwest Iowa Community College for the purpose of instructing the specified course.

OPTION 3

INSTRUCTOR CONTRACTED BY NCC FOR THE TEACHING OF CERTIFIED NURSE AID COURSE

LEA's offering the nurse aid course (HSC172) will pay the NCC approved fee per student for the course. This fee will include the textbook, as well as testing fees at the end of the course. The maximum enrollment for this course will be 10 students and the minimum will be 8 students.

OPTION 4
SPECIAL COURSES

Any other course not already covered under the specifications of this contract will be considered a "Special Course" and will be provided for college credit only with the approval of the Vice President of Academic Services and the Central Lyon Community School District.

ARTICLE XI
WITHDRAWAL

Any student wishing to withdraw from a class offered under this Agreement must follow the process and dates outlined for all college students 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 5, 2021 – Last day to withdraw student without penalty for fall semester classes.

January 19, 2022 – 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 Agreement for the 2021-2022 school year.

CENTRAL LYON COMMUNITY SCHOOL DISTRICT

BY: _____
(School Superintendent)

BY: _____
(Board President)

Date: _____

Date: _____

NORTHWEST IOWA COMMUNITY COLLEGE

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

BY: _____
(Board President)

Date: 06/21/21

Date: 06/21/21

Thank you for partnering with NCC in the education of our students. NCC and its partners must abide by the nondiscrimination statement as promulgated by the Office of Civil Rights which appears below.

Nondiscrimination in Education Statement

It is the policy of Northwest Iowa Community College not to discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential parental, family or marital status in its programs, activities, or employment practices as required by federal and state civil rights statutes and all other applicable federal and state laws, regulations and orders. The Board of Trustees shall monitor progress on this policy through the President's appointed Affirmative Action/Equity Coordinator(s).

If you have any questions or complaints related to compliance with this policy, please contact one of the Equity Coordinators at Northwest Iowa Community College, 603 West Park Street, Sheldon, Iowa, room D403b or room A101D, email equity@nwiicc.edu, phone number 712-324-5061, extension 113 or extension 137, fax 712-324-4136; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661, email OCR.Chicago@ed.gov, phone number 312-730-1560, fax 312-730-1576.

Pricing Schedule for Class Size Concurrent Enrollments

Number of Students	Tuition		
	1 Credit *	3 Credits	4 Credits
1	\$800.00	\$2,400.00	\$3,200.00
2	\$800.00	\$2,400.00	\$3,200.00
3	\$800.00	\$2,400.00	\$3,200.00
4	\$800.00	\$2,400.00	\$3,200.00
5	\$800.00	\$2,400.00	\$3,200.00
6	\$800.00	\$2,400.00	\$3,200.00
7	\$800.00	\$2,400.00	\$3,200.00
8	\$900.00	\$2,700.00	\$3,600.00
9	\$1,000.00	\$3,000.00	\$4,000.00
10	\$1,100.00	\$3,300.00	\$4,400.00
11	\$1,200.00	\$3,600.00	\$4,800.00
12	\$1,300.00	\$3,900.00	\$5,200.00
13	\$1,400.00	\$4,200.00	\$5,600.00
14	\$1,500.00	\$4,500.00	\$6,000.00
15	\$1,600.00	\$4,800.00	\$6,400.00
16	\$1,700.00	\$5,100.00	\$6,800.00
17	\$1,800.00	\$5,400.00	\$7,200.00
18	\$1,900.00	\$5,700.00	\$7,600.00
19	\$2,000.00	\$6,000.00	\$8,000.00
20	\$2,100.00	\$6,300.00	\$8,400.00
21	\$2,200.00	\$6,600.00	\$8,800.00
22	\$2,300.00	\$6,900.00	\$9,200.00
23	\$2,400.00	\$7,200.00	\$9,600.00
24	\$2,500.00	\$7,500.00	\$10,000.00
25	\$2,600.00	\$7,800.00	\$10,400.00
26	\$2,700.00	\$8,100.00	\$10,800.00
27	\$2,800.00	\$8,400.00	\$11,200.00
28	\$2,900.00	\$8,700.00	\$11,600.00
29	\$3,000.00	\$9,000.00	\$12,000.00
30	\$3,100.00	\$9,300.00	\$12,400.00

*This column shows a one-credit lab course which would meet two hours per week.

Appendix A



High School Tuition Payment Schedule (FY'22)

NCC Pays for Instructor:		
Online Course	\$123 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	\$123 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	\$650 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	\$288 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 2021-22 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.

Jointly Enrolled Students must demonstrate proficiency in reading and math prior to enrollment as required by Iowa Code §261E.3. College entrance requirements will henceforth be prescribed to meet the criteria for students to access concurrent enrollment programs. These measures allow students to demonstrate mastery of appropriate content knowledge and maintain access to programs for jointly enrolled students.

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 5, 2021 – Last day to withdraw student without penalty for fall semester classes.

January 19, 2022 – 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 2021-22 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: *[Signature]*
(Board President)

Date: 06/21/21

Date: 06/21/21

Thank you for partnering with NCC in the education of our students. NCC and its partners must abide by the nondiscrimination statement as promulgated by the Office of Civil Rights which appears below.

Nondiscrimination in Education Statement

It is the policy of Northwest Iowa Community College not to discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential parental, family or marital status in its programs, activities, or employment practices as required by federal and state civil rights statutes and all other applicable federal and state laws, regulations and orders. The Board of Trustees shall monitor progress on this policy through the President's appointed Affirmative Action/Equity Coordinator(s).

If you have any questions or complaints related to compliance with this policy, please contact one of the Equity Coordinators at Northwest Iowa Community College, 603 West Park Street, Sheldon, Iowa, room D403b or room A101D, email equity@nwiicc.edu, phone number 712-324-5061, extension 113 or extension 137, fax 712-324-4136; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661, email OCR.Chicago@ed.gov, phone number 312-730-1560, fax 312-730-1576.



High School Tuition Payment Schedule (FY'22)

NCC Pays for Instructor:		
Online Course	\$123 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	\$123 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
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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	\$288 per course + \$20 per student per credit + any applicable book fees*	*Book fees vary by course, see business office for specific fees, if any

CONTRACT FOR 4+ TRANSITIONAL SERVICES
at
Northwest Iowa Community College
Sheldon, Iowa

This contract between Central Lyon Community School and Northwest Iowa Community College, is to contract for the provision of secondary special education 4+ transition services.

Northwest AEA is required by Iowa Code to provide special education support services, media and instructional services to enrolled students within its boundaries without charge.

Central Lyon Community School and Northwest Iowa Community College agree to the following terms and conditions:

PARTIES

The Participating Parties to this contract are as follows:

- A. The Central Lyon Community School is located in the County of Lyon, State of Iowa, with its principal office at 1105 South Story, Rock Rapids, IA 51246.
- B. Northwest Iowa Community College is located in the County of Sioux, State of Iowa, with its principal office at 603 West Park Street, Sheldon, IA 51201.

PURPOSE

This document describes the contractual arrangement between the Central Lyon Community School and Northwest Iowa Community College for the provision of secondary level special education 4+ transition services for a resident student who needs services beyond what can be offered at the local district level for the student to receive a Free Appropriate Public Education (FAPE).

The intent of 4+ transition services is to provide secondary IEP services on an individualized basis, as needed, for as long as the services are needed, as long as the student remains eligible for services and if such a placement is appropriate according to a student's IEP team. The Individuals with Disabilities Education Act (IDEA) mandates that the resident district still holds responsibility and accountability for appropriateness of services and educational

progress for each student. IDEA also mandates that IEPs must remain individualized. All weighting decisions will be made based on the student's needs as listed in the IEP and will be made by the Area Education Agency (AEA). Central Lyon Community School remains accountable and responsible for appropriateness of services for, and educational progress of, the student.

JURISDICTION

The Central Lyon Community School student placed in the Northwest Iowa Community College 4+ services shall be allowed to participate in the student activities in and will be subject to the eligibility rules of Central Lyon Community School. Central Lyon Community School students placed in the Northwest Iowa Community College 4+ services continue to be enrolled in Central Lyon Community School and are subject to the testing requirements, graduation requirements, and disciplinary procedures of the district, as appropriate or determined necessary. Central Lyon Community School remains responsible for the achievement of its resident students. Permanent school records shall be maintained at the Central Lyon Community School.

Central Lyon Community School shall be actively involved in evaluation of its students and monitoring adherence to all pertinent state and federal laws, including, but not limited to: testing requirements, IDEA provisions, FERPA provisions, teacher licensure, curriculum development, and core curriculum implementation.

Students shall be under the jurisdiction and general supervision of, and be the responsibility of, Central Lyon Community School while placed in the Northwest Iowa Community College 4+ services, except as set out in this contract, and shall be subject to the same academic, disciplinary, and other additional requirements that apply to students of Northwest Iowa Community College, and Central Lyon Community School resident students with IEPs. All disciplinary or other hearings, if any, will be conducted by the Central Lyon Community School administration or board of education, or the Northwest Iowa Community College administration or board, as appropriate.

GENERAL PROVISIONS

Northwest Iowa Community College is contracted to provide transition services and other related services for *Greg Molitor* of Central Lyon High School as listed on *Greg's* IEP and necessary to provide FAPE. A separate contract for each student will be prepared for this purpose. A course, if any, must be incidental to the transition services being provided—not the service itself. Any course required for a special education service to be funded with special education funding must be specially designed instruction or a transition service as

described in the student's IEP. Transition may be achieved/completed without regard to any postsecondary education or 4+ services schedule.

Secondary students with IEPs may participate in classes provided by postsecondary institutions that are not required under their IEPs under the same provisions in Iowa Code as secondary students without IEPs. These would be Postsecondary Enrollment Options (PSEO), concurrent enrollment, Project Lead the Way (PLTW), and secondary education courses provided under contract with the local school district. Whether or not the community college will grant postsecondary credit for secondary education courses will be determined by board policy at the community college.

4+ services shall not be a scholarship. Students with IEPs are first general education students and might not need special education services for the entire day. Students with IEPs are entitled to services in the least restrictive environment.

As allowed by Northwest Iowa Community College policy, the student is not prevented by this contract from privately enrolling in postsecondary courses if it does not interfere with FAPE special education 4+ transition services. Any modifications or accommodations during those courses would be under the Americans with Disabilities Act (ADA) and section 504 rather than IDEA. From the Dear Parent Letter 2007 issued by the Office for Civil Rights (OCR), "Institutions of postsecondary education must provide appropriate academic adjustments based on students' disabilities and individual needs when necessary to avoid discrimination. In providing an academic adjustment, the postsecondary institution does not have to eliminate or lower essential requirements or make modifications that would result in a fundamental alternation of the program or activities being offered or impose an undue burden on the institution... Institutions of postsecondary education may not require students with disabilities to pay part or all of the costs of academic adjustments. Postsecondary institutions may not condition their provision of academic adjustments on the availability of funds, refuse to spend more than a certain amount to provide academic adjustments, or refuse to provide academic adjustments because they believe other providers of such services exist."

Residential living costs on campus are a student choice at parental cost except under two situations: 1) living skills are necessary according to the IEP and residential costs are necessary to provide FAPE or 2) if the resident district placed the student too far away from home, as determined by the school district, for special education services to return home daily. If the Central Lyon Community School is requiring the student to live on campus, the costs covered will be the dorm housing and the dorm food plan. Personal living items (toilet paper, soap, toothbrush, etc.) are personal costs to the student/parents. These items are provided by, consumed by, and retained by the student or parents.

4+ services for this student will be provided by Northwest Iowa Community College in accordance with this contract. Northwest Iowa Community College shall directly provide the special education services and shall not subcontract with another entity (wrap around contracts).

The Northwest Iowa Community College 4+ services are purchased services and not a program of Central Lyon Community School. As a purchased service provider, Northwest Iowa Community College shall not be paid prior to services being rendered or materials received. Reimbursement for 4+ services expenses will be made on a cost basis upon request for payment after services are delivered.

Communication Processes and Procedures

Ongoing communication between the Northwest Iowa Community College 4+ services coordinator and the Central Lyon Community School designee is necessary. Procedures for serving students with the Northwest Iowa Community College 4+ services are described and agreed upon in this contract. Changes to these procedures by either party must be approved in writing by Central Lyon Community School prior to implementation.

Central Lyon Community School is responsible for the content of the IEP, monitoring the student's goal progress, and ensuring appropriate implementation of specially designed instruction (SDI), supports and services.

Northwest Iowa Community College 4+ services will be responsible for collecting and reporting progress monitoring data as described in the student's IEP. Regular communication regarding student goal(s) and general academic progress will take place between Northwest Iowa Community College 4+ services and Central Lyon Community School quarterly, at a minimum; more often, if necessary.

Determining Appropriateness of Placement for Northwest Iowa Community College 4+ services

- The Central Lyon Community School IEP team will use the knowledge of the student's present levels of academic achievement, current level of performance and intake criteria for the Northwest Iowa Community College 4+ services to determine the appropriateness of placement into the 4+ services, based upon whether participation in these services, or parts of these services, are necessary for the student to receive FAPE.

- Membership of the IEP team will include the Northwest Iowa Community College 4+ services coordinator or representative.

Procedures for Review of Progress and Continuing Services

- The Northwest Iowa Community College 4+ services coordinator will be responsible for collecting and reporting progress monitoring data and other relevant information, and providing regular (at least quarterly) reports to Central Lyon Community School.
- Progress monitoring and decision-making is carried out on an ongoing basis. At the end of each progress reporting period, the student's progress on the IEP goals and the status of special education services, activities, and supports should be reviewed and reported to parents and students who have reached the age of majority.
- The student will continue to work on unmet goals remaining on his/her IEP.

PURCHASED SERVICES

Within fifteen (15) days after the end of each semester, Northwest Iowa Community College will provide to Central Lyon Community School appropriate transition services costs associated with placement of the student in the Northwest Iowa Community College 4+ services. There shall be no per pupil or per diem billing amounts.

The Central Lyon Community School must meet its legally-required fiscal responsibilities, including but not limited to:

- Determine performance of the IEP requirements for each of its students.
- Report expenditures from the correct funding source in accordance with the permissive uses of public education funds.
- Ensure costs are itemized for the purpose of submitting Medicaid claims or special education claims or determining that such claims have been filed and billed costs reduced by that amount.
- Ensure the costs are limited to actual costs of special education as defined by Iowa Code.
- Ensure each item is an item on the student's IEP.
- Ensure items such as services of a nurse are identified and are linked only to students with services of a nurse included on the individual student's IEP.
- Ensure each item is paid from the correct fund.
- Ensure each item is paid from the correct funding stream (special education weighted funding, IDEA Part B, LEP, Title 1, general purpose funding).

- Ensure any administrative costs are allowable and itemized for the purpose of requesting permission from the School Budget Review Committee (SBRC) to pay those costs from special education weighted funding rather than general purpose funding.
- Ensure no costs were paid from grants or other funding resources Northwest Iowa Community College received or was entitled to receive to address the potential for any cost to be paid by Central Lyon Community School which was properly paid from a different source. The IDEA provides that education agencies are payors of last resort.
- Ensure costs are reasonable. The district has a stewardship responsibility to evaluate the cost effectiveness of purchasing services versus providing the services directly, as well as to have procedures in place to meet the requirements of the Office of Management and Budget (OMB) Omni-Circular related to procurement.
- Ensure no costs are "per pupil or per diem rates."
- Ensure no costs are related to purchasing spaces or other phantom student models.

In addition to the actual costs of special education as defined in this contract, the following costs, where appropriate, may be billed and paid from the appropriate funding source if itemized and clearly identified:

- The cost of supplies and equipment that are not included in actual costs of special education but are directly utilized by the Central Lyon Community School students placed for the Northwest Iowa Community College 4+ services and are exclusively used for the Northwest Iowa Community College 4+ services.
- The cost of supervision of teachers by an appropriately licensed special education administrator, if time records are maintained and the time records support a specific portion of the time of the special education director was exclusively devoted to special education, and the portion which was not, and exclusively devoted to the Northwest Iowa Community College 4+ services. These costs are paid from the appropriate sources when administrative costs are not approved by the School Budget Review Committee (SBRC) to be paid from special education funding.
- The cost of purchased treatment services (whether from the AEA or from a private provider licensed to provide that treatment) where that treatment is incidental to the 4+ transition services and will enhance the special education student's ability to benefit from the 4+ transition services.

Support services for special education, media, and instructional services are responsibilities of the AEA, and shall be provided at no cost to the districts.

4+ TRANSITION SERVICES OPERATION

- A. Northwest Iowa Community College will provide a facility for the 4+ services that meets the state and federal requirements for a school site.
- B. Costs to provide FAPE will be paid by Central Lyon Community School. The 4+ program at Northwest Iowa Community College is an IEP-driven, secondary school-funded program. For the purpose of 4+ services offered at Northwest Iowa Community College, FAPE includes 4+ program fee, tuition, fees, books, supplies, and transportation. FAPE will also include housing when the school district determines it is necessary. The cost of items that will remain the personal property of the student such as tools and clothing required for the program will be the student's responsibility.
- C. Supplies paid for by Central Lyon Community School are the property of Central Lyon Community School. Central Lyon Community School may sell them at cost to the student if the student wants to purchase them or if the district policy is to sell such items to all students. If general supplies are the responsibility of every student, they remain the general responsibility for these students the same as non-disabled students. Education Department General Administrative Regulations (EDGAR) and Iowa Code section 297.22 must be followed on disposition of equipment. If the student/parents decide to purchase the items instead of the district so that they can retain ownership of the items, it should be documented in the IEP that the district offered to pay, and the parents made the choice to privately purchase instead.
- D. Northwest Iowa Community College shall provide transition, academic support and related services to students placed for 4+ services, pursuant to the terms of the student's IEP.
- E. Northwest Iowa Community College shall submit all requested reports to Central Lyon Community School to utilize or to submit to the Iowa Department of Education (Department) or SBRC for services, costs, or other data associated placement of a Central Lyon Community School student for 4+ services.
- F. If Northwest Iowa Community College is unable to provide or continue to provide a service listed on the IEP of the student, Northwest Iowa Community College shall notify Central Lyon Community School at least one month prior to discontinuing that service. It shall be the responsibility of Central Lyon Community School to determine through its IEP team if the service is still necessary, and if so, to obtain an alternative provider for that service.
- G. The school calendar shall be that of Northwest Iowa Community College.
- H. Central Lyon Community School is responsible for transporting the student to the Northwest Iowa Community College 4+ services where the Central Lyon Community School placed the student if the student qualifies for transportation (either based on distance or special transportation on an IEP). The method of transportation shall be determined by Central Lyon Community School.

PROPERTY

Existing equipment or assistive technology of Central Lyon Community School for this student may be used in the Northwest Iowa Community College 4+ program. Such use will be determined by the district in consultation with Northwest Iowa Community College based upon the appropriate need for the item. An inventory of exchanged items will be maintained.

Upon termination of this contract, identifiable exchanged items shall be returned to Central Lyon Community School. All items purchased by Northwest Iowa Community College for the 4+ services billed to Central Lyon Community School during the term of this contract shall be the property of Central Lyon Community School. However, items purchased by Northwest Iowa Community College for 4+ services and not billed to Central Lyon Community School during the term of this contract shall remain property of Northwest Iowa Community College.

AMENDMENTS

The provisions of this Contract may be added to, amended or modified by Central Lyon Community School and Northwest Iowa Community College as approved by their respective boards. Votes must be cast at a duly called meeting by all board members physically present.

DISPUTE RESOLUTION AND ARBITRATION

In the event that Central Lyon Community School and Northwest Iowa Community College are unable to agree to the interpretation or operation of this Agreement, the dispute shall be referred to a "Conflict Resolution Committee" made up of the president and vice-president of the board of directors of the Central Lyon Community School and of Northwest Iowa Community College. The Committee shall meet to discuss the dispute and make recommendations to the administrators as to resolution of the dispute.

In the event that the dispute remains unresolved, the Central Lyon Community School and Northwest Iowa Community College shall request that a mediator knowledgeable in Iowa school district matters be appointed by the chief administrator of Northwest AEA to assist in a negotiated resolution to the dispute.

In the event that mediation does not resolve the dispute, it will be submitted to arbitration by a single neutral arbitrator who is knowledgeable in Iowa school district matters appointed by the chief administrator of Northwest AEA.