

# **Central Lyon Community School Board Packet**

**Monday, July 13, 2020**

**Regular Board Meeting 7:00 P.M.**

**Work Session regarding Return to Learn &  
Return to Play to follow.**



**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](http://www.centrallyon.org)

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

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**Date:** Friday, July 10, 2020

**What:** Regular School Board Meeting

**When:** Monday, July 13, 2020, 7:00 P.M.

**Where:** Central Lyon Community School Board Room

- Available to view & listen online at: [tinyurl.com/CL-Meeting-071320](https://tinyurl.com/CL-Meeting-071320)
- Space is limited and social distancing will be encouraged. Visitors should plan to wear a face covering in the event they cannot maintain a six-foot distance from others.

**Notice:** Community members should submit written comment to be read during Public Participation on Non-Agenda Items. Comments should be delivered to 1010 S. Greene St. by 6:45 P.M., July 13.

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. Consent Agenda Items
  - A. Agenda
  - B. Minutes of Past Meetings
  - C. Financial Report
  - D. Summary List of Bills
- III. Recognition/Congratulations to Staff, Students, and Community
- IV. Communications
  - A. Public Participation on Non-Agenda Items
  - B. Correspondence
- V. Reports
  - A. Principal Reports
  - B. School Business Official
  - C. Board Members
  - D. Superintendent
  - E. Other
- VI. Old Business

VII. New Business

- A. Consider 2020-21 Fees
- B. Consider Property and Casualty Insurance Proposal
- C. Consider Depository Institutions/Authorized Signers
- D. Consider Hot Lunch Free and Reduced School Meal Statement
- E. 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
- F. Consider Policy Review
  1. 505.5 – Graduation Requirements
- G. Personnel
  1. Resignations
    - a. Stacie Haselhoff – media center paraeducator (part-time)
    - b. Pam Attig – substitute, activity bus driver
    - c. LeAnn Kruger – substitute, activity bus driver
    - d. Kevin McCarty – substitute, activity bus driver
    - e. Blake Schipper – substitute, activity bus driver
  2. Hiring
    - a. Crystal Lamfers, Food Service
    - b. Denise McCarty, PS-1<sup>st</sup> Grade Model Teacher
    - c. Sara Groen, 2<sup>nd</sup>-4<sup>th</sup> Grade Model Teacher

VII. Announcements/Dates to Remember

- School Calendar
- Upcoming Events
  - Monday, July 20 thru Friday, August 7 – Online Registration for 2020-21 School Year
  - 7:00 a.m.-1:00 p.m., Tuesday, July 21 – In-Person Registration
  - 12:00 (noon)-6:00 p.m., Wednesday, July 22 – In-Person Registration
  - Monday-Thursday, August 3-6 & August 10-13: Summer School
  - Friday, August 7 & Tuesday, August 11 - Child & Youth Mental Health First Aid Training for Staff
  - Monday, August 10 – 1<sup>st</sup> Day of Fall Sports Practices / 7:00 pm – Regular Board Meeting
  - Wednesday, August 19 – 1<sup>st</sup> Day of School for Students (2:15 Dismissal for Teacher Collaboration)

VIII. Adjournment

- Work Session: Review & Discuss Central Lyon Return to Learn Plan

**CENTRAL LYON BOARD MINUTES**  
**June 23, 2020**

The Central Lyon Board of Directors met in special session in the Auditorium of the Central Lyon Community School at 5:00 P.M. with the following members present: President David Jans, Vice-President Andy Koob, Directors Joel DeWit, Scott Postma and Keri Davis, Superintendent Brent Jorth and School Business Official Jackie Wells. The meeting was made available by virtual session at <https://www.youtube.com/watch?v=VYYF9eEQz6U>.

The meeting was called to order at 5:02 P.M.

Davis moved to approve the agenda with an added summary list of bills and DeWit seconded, carried 5-0.

In New Business, discussion took place on the Return to Learn Plan. The district utilized a leadership team and content teams for construction of the plan and assurances required by the state for a July 1, 2020 due date. These teams will remain active throughout the school in the event the district needs to update the plan under state requirements, or if additional supports are needed in the event of COVID19 related closures. Koob moved to approve the Return to Learn Plan for 2020-2021 and Postma seconded, carried 5-0.

Davis moved to enter into closed session at 5:22 P.M. under Iowa Code 21.5(i) for Superintendent Evaluation and DeWit seconded, and in a roll call vote, 5 AYE 0 NAY.

Director Postma left at 6:49 P.M.

The board returned to open session at 6:54 P.M.

Koob moved to approve a contract amendment for Superintendent Brent Jorth and DeWit seconded, carried 4-0.

The next regular board meeting will be at 7:00 P.M. on Monday, July 13, 2020 in the Central Lyon board room.

DeWit moved to adjourn at 6:58 P.M. and Koob seconded, carried 4-0.

# GENERAL FUND SUMMARY

for the month ending

June, 2020

OPENING BALANCE 2,188,900.75

## INCOME

PROPERTY TAX 43,925.62  
UTILITY REPLACEMENT 0.00  
INSTRUCT SUPP SURTAX 326.52  
COMM & INDUSTRIAL 0.00

## TOTAL PROP/SURTAX

44,252.14

## STATE AID

PRE-SCHOOL 355,103.00  
TEACHER COMP 14,716.00  
TEACHER PD 44,610.00  
EARLY INTERVENTION 5,141.00  
TEACHER LEADERSHIP 4,765.00  
AEA FLOW THROUGH 21,893.27  
0.00

## TOTAL STATE AID

446,228.27

## LOCAL

STATE 72,652.26  
FEDERAL 2,832.00  
(29,748.80)

## TOTAL REVENUE

536,215.87

## EXPENDITURES

SALARIES 506,706.65  
BENEFITS 160,628.71  
PROF & TECH SERVICES 13,361.67  
PROPERTY SERVICES 13,412.68  
PURCHASED SERVICES W/ OE 7,153.28  
SUPPLIES 24,108.69  
PROPERTY/EQUIPMENT 1,213.55  
MISC 0.00  
OTHER USES 0.00

## TOTAL EXPENDITURES

726,585.23

## RECEIVABLES

PAYABLES (128,971.93)

## CASH BALANCE

2,127,503.32

## DEPOSITS

FRONTIER BANK 2,127,489.75  
US BANK  
PREMIER BANK  
ISJIT 13.57

## TOTAL DEPOSITS

2,127,503.32

## CUMULATIVE 3 Year Comparison

	2017-2018	2018-2019	2019-2020	Variance Prior Year	Cumulative REV vs EXP
<b>REVENUE</b>					
July	\$ 4,430	\$ 54,728	\$ 750	\$ (53,978)	(209,317.90)
August	\$ 132,855	\$ 102,016	\$ 869,107	\$ 767,091	407,237.01
September	\$ 992,879	\$ 1,000,273	\$ 970,530	\$ (29,743)	(207,592.29)
October	\$ 2,538,666	\$ 2,562,751	\$ 2,751,303	\$ 188,552	863,283.81
November	\$ 3,169,231	\$ 3,203,623	\$ 3,322,667	\$ 119,043	685,956.01
December	\$ 4,065,773	\$ 4,188,368	\$ 4,299,386	\$ 111,018	772,976.19
January	\$ 4,655,513	\$ 4,732,541	\$ 4,951,754	\$ 219,214	705,076.65
February	\$ 5,365,246	\$ 5,739,718	\$ 5,926,651	\$ 186,933	577,354.33
March	\$ 6,075,368	\$ 6,328,717	\$ 6,574,337	\$ 245,620	484,156.55
April	\$ 7,760,338	\$ 7,932,992	\$ 8,159,036	\$ 226,044	1,299,325.26
May	\$ 8,411,840	\$ 8,676,930	\$ 8,968,120	\$ 291,190	1,326,744.88
June	\$ 9,172,954	\$ 9,332,100	\$ 9,504,336	\$ 172,235	1,136,375.52
<b>EXPENDITURES</b>					
July	\$ 112,504	\$ 251,911	\$ 210,068	\$ (41,843)	(209,317.90)
August	\$ 307,020	\$ 519,063	\$ 461,870	\$ (57,193)	407,237.01
September	\$ 998,087	\$ 1,248,752	\$ 1,178,122	\$ (70,630)	(207,592.29)
October	\$ 1,644,745	\$ 2,001,205	\$ 1,888,019	\$ (113,186)	863,283.81
November	\$ 2,429,963	\$ 2,832,172	\$ 2,636,711	\$ (195,461)	685,956.01
December	\$ 3,077,003	\$ 3,588,504	\$ 3,526,410	\$ (62,094)	772,976.19
January	\$ 3,785,276	\$ 4,278,625	\$ 4,246,678	\$ (31,947)	705,076.65
February	\$ 4,561,468	\$ 5,496,824	\$ 5,349,296	\$ (147,528)	577,354.33
March	\$ 5,549,485	\$ 6,230,424	\$ 6,090,181	\$ (140,243)	484,156.55
April	\$ 6,345,555	\$ 6,948,070	\$ 6,859,711	\$ (88,359)	1,299,325.26
May	\$ 7,082,168	\$ 7,706,264	\$ 7,641,375	\$ (64,889)	1,326,744.88
June	\$ 8,931,875	\$ 9,365,145	\$ 8,367,960	\$ (997,185)	1,136,375.52
<b>CASH</b>					
July	\$ 980,136	\$ 1,388,912	\$ 1,083,716	\$ (305,196)	(209,317.90)
August	\$ 545,786	\$ 769,891	\$ 476,183	\$ (293,709)	407,237.01
September	\$ 746,744	\$ 932,363	\$ 614,377	\$ (317,986)	(207,592.29)
October	\$ 1,505,968	\$ 1,600,278	\$ 1,687,276	\$ 86,998	863,283.81
November	\$ 1,493,994	\$ 1,412,754	\$ 1,517,632	\$ 104,878	685,956.01
December	\$ 1,682,048	\$ 1,643,417	\$ 1,605,849	\$ (37,568)	772,976.19
January	\$ 1,632,651	\$ 1,493,632	\$ 1,542,775	\$ 49,142	705,076.65
February	\$ 1,630,902	\$ 1,287,206	\$ 1,424,479	\$ 137,273	577,354.33
March	\$ 1,281,350	\$ 1,147,237	\$ 1,334,779	\$ 187,542	484,156.55
April	\$ 2,174,428	\$ 2,032,926	\$ 2,154,406	\$ 121,480	1,299,325.26
May	\$ 2,102,802	\$ 2,018,590	\$ 2,188,896	\$ 170,306	1,326,744.88
June	\$ 1,981,577	\$ 2,010,677	\$ 2,127,503	\$ 116,826	1,136,375.52

**Special Revenue Funds\_Cumulative Fiscal YTD  
June, 2020**

Management	Physical Plant & Equipment Levy	Playground & Recreational Equipment Levy	SAVE - Secured Advancement Value for Education	Debt Service
Taxes YTD Misc. Income Interest YTD	\$200,247.64 \$202,187.00 \$6,507.00 \$0.00	\$250,289.40 Taxes YTD Board Approved Voter Approved Interest YTD Miscellaneous Fund Transfer	\$35,315.19 \$41,075.05 \$0.00	\$0.22 Taxes YTD Interest YTD SILO/PPEL Transfers
Early Retirement District Insurance Policy Workman's Comp Unemployment	\$50,316.75 \$151,636.00 \$0.00 \$0.00	\$81,962.80 \$13,077.51 \$182,858.00 \$26,676.29	\$14,711.66 \$1,434.00 \$0.00	\$265,282.42 \$919,385.60 \$1,045.00 \$120,000.00
Payables Receivables	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00
Cash Balance	\$206,988.89	\$264,815.80	\$60,244.58	\$0.22
Checking Frontier Bank USBank Premier Bank ISHT	\$178,999.99 \$24,903.35 \$0.00 \$0.00 \$0.00	\$154,795.21 \$105,413.72 \$0.00 \$0.00 \$0.00	\$13,531.08 \$46,103.49 \$0.00 \$0.00 \$0.00	\$0.00 \$444,254.59 \$53,228.32 \$0.00 \$787,512.12 \$2.93
Deposit Balance	\$203,903.34	\$260,208.93	\$59,634.57	\$0.22

**PPEL/SAVE Combined**

Date	Description/Comments	Receipts	Disbursements	Balance
Opening Balance				\$2,075,320.33
YTD	Interest, Property Taxes	\$1,084,781.05		\$3,160,101.38
YTD	Revenue Bond P&I		\$270,982.50	\$2,889,118.88
YTD	construction service		\$919,385.60	\$1,969,733.28
YTD	equipment		\$265,865.80	\$1,703,867.48
YTD	building/land improvements		\$13,077.51	\$1,690,789.97
Cash Balance				\$1,690,789.97
Deposit Balance		\$1,084,781.05	\$1,469,311.41	\$1,545,206.89

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

for the MONTH ending JUNE, 2020 (non-cumulative)

	Activity Fund	Hot Lunch Fund	Student Construction	FFA Farm Fund	Split Funding
Opening Balance	\$296,804.54	\$207,790.26	\$1,222.36	\$4,587.66	\$409,552.10
Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales & Reimbursements	\$0.00	\$25,147.36	\$0.00	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$0.00	\$14,629.97
Misc	\$92,392.74	\$0.00	\$3,000.00	\$2,129.98	\$0.00
Total Revenues	\$92,392.74	\$25,147.36	\$3,000.00	\$2,129.98	\$14,629.97
Salaries	\$0.00	\$12,163.89	\$0.00	\$0.00	\$0.00
Benefits	\$0.00	\$4,900.49	\$0.00	\$0.00	\$0.00
Health Insurance/Split	\$0.00	\$0.00	\$0.00	\$0.00	\$3,980.53
Misc	\$67,366.62	\$40,023.89	\$3,174.67	\$1,036.46	\$0.00
Payables	\$0.00	-\$3,872.29	\$0.00	\$0.00	\$0.00
Total Expenditures	\$67,366.62	\$53,215.98	\$3,174.67	\$1,036.46	\$3,980.53
Cash Balance	\$321,830.66	\$179,721.64	\$1,047.69	\$5,681.18	\$420,201.54
Checking	\$124,662.15	\$179,721.64	\$1,047.69	\$5,681.18	\$420,201.54
Frontier Bank	\$197,168.51	\$0.00	\$0.00	\$0.00	\$0.00
USBank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Premier Bank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deposit Balance	\$321,830.66	\$179,721.64	\$1,047.69	\$5,681.18	\$420,201.54

 Jackie Wells, SBO

GENERAL FUND BOARD REPORT  
JUNE 30, 2020 INVOICES\_3

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1				
Checking	1	Fund: 10	OPERATING FUND		
H AND S HOMEBUILDING CENTER		101216	REPAIRS	1,198.74	
			Vendor Total:		1,198.74
MARTIN BROS. DISTRIBUTING, INC		20200629	SUPPLIES	887.14	
			Vendor Total:		887.14
NEW CENTURY PRESS INC/LYON CO. REPORTER		6/30/20	STMT ADVERTISING	260.07	
			Vendor Total:		260.07
PRECISION AUTO BODY		20200629	VEHICLE REPAIRS	45.00	
			Vendor Total:		45.00
ROBOTZONE, LLC		SI-1003664	MOTOR MOUNT	88.43	
			Vendor Total:		88.43
ROCK RAPIDS HARDWARE		thru 6/25/2020	SUPPLIES & REPAIRS	773.71	
			Vendor Total:		773.71
ROCK RAPIDS UTILITIES		THRU 6/1/2020	UTILITIES	6,529.79	
			Vendor Total:		6,529.79
WESTERN IOWA TECH. COMM COLLEGE		SPRING 2020	SPRING 2020 PROJECT SUCCESS	5,068.62	
			Vendor Total:		5,068.62
WYLAND, ROBERT		45722806	REPAIRS	106.60	
			Vendor Total:		106.60
			Fund Total:		14,958.10
Checking	1	Fund: 69	ENTERPRISE/FFA PROPERTY		
ROCK RAPIDS HARDWARE		thru 6/25/2020	SUPPLIES & REPAIRS	364.98	
			Vendor Total:		364.98
ROCK RAPIDS UTILITIES		THRU 6/1/2020	UTILITIES	38.29	
			Vendor Total:		38.29
			Fund Total:		403.27
			Checking Account Total:		15,361.37
<u>Checking</u>	2				
Checking	2	Fund: 61	SCHOOL NUTRITION FUND		
ROCK RAPIDS HARDWARE		thru 6/25/2020	SUPPLIES & REPAIRS	119.99	
			Vendor Total:		119.99
			Fund Total:		119.99
			Checking Account Total:		119.99
<u>Checking</u>	3				
Checking	3	Fund: 21	STUDENT ACTIVITY FUND		
CENTER SPORTS		AAD011399	BASEKTBALL NETS	72.00	
			Vendor Total:		72.00



**GENERAL FUND BOARD REPORT**  
JUNE 30, 2020 INVOICES\_3

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
CENTRAL LYON COMMUNITY SCHOOL DISTRICT	20200623	FFA A/F REIMBURSEMENT	2,129.98	
CENTRAL LYON COMMUNITY SCHOOL DISTRICT	20200625	REIMB IND TECH AF ACCTS	5,531.57	
		<b>Vendor Total:</b>		<b>7,661.55</b>
GREAT LAKES SCRIP CENTER	6/29/2020 G.C.	GIFT CARDS	2,322.82	
		<b>Vendor Total:</b>		<b>2,322.82</b>
HEIMENSEN, ZED	6/25/2020	MS BSB OFFICIAL, 6/25/20	75.00	
		<b>Vendor Total:</b>		<b>75.00</b>
HENRY, JUSTIN	6/30/2020	BSB OFFICIAL, 6/30/20	115.00	
		<b>Vendor Total:</b>		<b>115.00</b>
KRUSE, DANIEL	6/25/2020	MS BSB OFFICILA, 6/25/2020	75.00	
		<b>Vendor Total:</b>		<b>75.00</b>
McPIKE, MILT	6/30/2020	BSB OFFICIAL, 6/30/20	115.00	
		<b>Vendor Total:</b>		<b>115.00</b>
SUNSHINE FOODS	FY20 G.C.	GIFT CARDS	95.00	
		<b>Vendor Total:</b>		<b>95.00</b>
TODD'S	FY20 PROM	GIFT CARDS	617.50	
		<b>Vendor Total:</b>		<b>617.50</b>
		<b>Fund Total:</b>		<b>11,148.87</b>
		<b>Checking Account Total:</b>		<b>11,148.87</b>

Checking

4

<b>Checking</b>	<b>4</b>	<b>Fund: 33</b>	<b>LOCAL OPTION SALES &amp; SERVICES TAX (SILO)</b>	
ENGINEERING DESIGN ASSOCIATES, INC 10069			H.S. KITCHEN REMODEL	4,191.22
			<b>Vendor Total:</b>	<b>4,191.22</b>
			<b>Fund Total:</b>	<b>4,191.22</b>
<b>Checking</b>	<b>4</b>	<b>Fund: 36</b>	<b>PHYSICAL PLANT &amp; EQUIPMENT</b>	
GEORGE OFFICE PRODUCTS		1209794	FLOOR MATS	652.80
			<b>Vendor Total:</b>	<b>652.80</b>
RADIO & TV CENTER		14420-22, 16088	AUDITORIUM UPDATES	5,845.20
			<b>Vendor Total:</b>	<b>5,845.20</b>
			<b>Fund Total:</b>	<b>6,498.00</b>
			<b>Checking Account Total:</b>	<b>10,689.22</b>

GENERAL FUND BOARD REPORT  
FY20 EXPENSED PAYABLES\_1

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1			
<b>Checking</b>	<b>1</b>	<b>Fund: 10 OPERATING FUND</b>		
AFLAC	0000014713	ADDTL EMPLOYEE INSURANCE	358.51	
		<b>Vendor Total:</b>		<b>358.51</b>
BEELNER SERVICE, INC	90770	MAINTENANCE	224.84	
		<b>Vendor Total:</b>		<b>224.84</b>
COOPERATIVE ENERGY COMPANY	6/20 FUEL	FUEL	441.76	
		<b>Vendor Total:</b>		<b>441.76</b>
COOPERATIVE FARMERS ELEVATOR	20200707	FFA STORAGE, GROUNDS CHEMICALS	229.47	
		<b>Vendor Total:</b>		<b>229.47</b>
CORNWALL, AVERY, BJORNSTAD & SCOTT	6/2020	LEGAL SERVICES	150.00	
		<b>Vendor Total:</b>		<b>150.00</b>
DOON PRESS	20200707	ADVERTISING	229.69	
		<b>Vendor Total:</b>		<b>229.69</b>
GALVA-HOLSTEIN HIGH SCHOOL	FY20 VOC REHAB/TAP	FY20 TAP/VOC REHAB SERVICES	10,931.75	
		<b>Vendor Total:</b>		<b>10,931.75</b>
LYON COUNTY CHIROPRACTIC	20200707	DRIVER PHYSICAL	89.00	
		<b>Vendor Total:</b>		<b>89.00</b>
MATHESON TRI-GAS, INC.	51655587	6/2020 RENTALS	31.85	
		<b>Vendor Total:</b>		<b>31.85</b>
NEW CENTURY PRESS INC/LYON CO. REPORTER	00139532	ADVERTISING	24.81	
		<b>Vendor Total:</b>		<b>24.81</b>
POPKES CAR CARE	6/2020 FUEL	FUEL	1,074.14	
		<b>Vendor Total:</b>		<b>1,074.14</b>
PREMIER COMMUNICATIONS	11910832	PHONE	399.00	
		<b>Vendor Total:</b>		<b>399.00</b>
ROCK RAPIDS CASHWAY LUMBER, INC	6/2020 STMT	SUPPLIES, REPAIRS	945.14	
		<b>Vendor Total:</b>		<b>945.14</b>
RUNNING SUPPLY, INC	6/24/20 STMT	SUPPLIES	304.48	
		<b>Vendor Total:</b>		<b>304.48</b>
STEWART CONSTRUCTION INC	641076	REPAIRS	80.00	
		<b>Vendor Total:</b>		<b>80.00</b>
TIMBERLINE BILLING SERVICE LLC	19757	MEDICAID CLAIM ASSIST	440.24	
		<b>Vendor Total:</b>		<b>440.24</b>
WAYNE MEYER ELECTRIC INC	14557	MAINTENANCE & REPAIRS	151.18	
		<b>Vendor Total:</b>		<b>151.18</b>
		<b>Fund Total:</b>		<b>16,105.86</b>

GENERAL FUND BOARD REPORT  
FY20 EXPENSED PAYABLES\_1

<u>Vendor Name</u>		<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	1	Fund: 69	ENTERPRISE/FFA PROPERTY	
COOPERATIVE FARMERS ELEVATOR		20200707	FFA STORAGE, GROUNDS_CHEMICALS	7.26

Vendor Total: 7.26

Fund Total: 7.26

Checking Account Total: 16,113.12

GENERAL FUND BOARD REPORT  
JULY 13, 2020 PREPAIDS

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1			
<b>Checking</b>	<b>1</b>	<b>Fund: 10 OPERATING FUND</b>		
ACCELERATION ED SOFTWARE	9869	DT TRAINER BUNDLE	179.10	
		<b>Vendor Total:</b>		<b>179.10</b>
AFLAC INSURANCE	405136	ADDTL EMPLOYEE INSURANCE	1,409.93	
		<b>Vendor Total:</b>		<b>1,409.93</b>
BE PUBLISHING	75838	EDU-TYPING LICENSE, GRADES 2 - 8	7,333.20	
		<b>Vendor Total:</b>		<b>7,333.20</b>
BLICK ART MATERIALS	3982640	ART SUPPLIES	88.59	
		<b>Vendor Total:</b>		<b>88.59</b>
BOOK OUTLET	20200623	EL/MS MEDIA BOOKS	489.62	
		<b>Vendor Total:</b>		<b>489.62</b>
D/B/A PREMIER COMMUNICATIONS, PREMIER NETWORK SOLUTIONS	8373	CONSULTING SERVICES	1,000.00	
		<b>Vendor Total:</b>		<b>1,000.00</b>
HAND 2 MIND	60230320	EL/MS SUPPLIES	50.78	
		<b>Vendor Total:</b>		<b>50.78</b>
IOWA ASSOCIATION OF SCHOOL BOARDS	FY21 DUES, FY21 POL	FY21 DUES, FY21 POLICY REF	3,515.00	
		<b>Vendor Total:</b>		<b>3,515.00</b>
IOWA INFORMATION INC	20/21 HS 12 mos	HS MEDIA CENTER SUBSCRIPTION	44.95	
		<b>Vendor Total:</b>		<b>44.95</b>
IOWA SCHOOL FINANCE INFORMATION SERVICES, INC	FY21 DUES	2020-2021 SUBSCRIPTION RENEWAL	1,164.70	
		<b>Vendor Total:</b>		<b>1,164.70</b>
IOWA SCHOOLS EMPLOYEE BENEFITS	31418	DENTAL INSURANCE	3,233.83	
		<b>Vendor Total:</b>		<b>3,233.83</b>
LEARNING WITHOUT TEARS	76239	PRE-4 HANDWRITTING CURRICULUMN	3,390.02	
		<b>Vendor Total:</b>		<b>3,390.02</b>
NEW CENTURY PRESS INC/LYON CO. REPORTER	20/21 RENEWALS	MEDIA CENTER SUBSCRIPTIONS (X2)	68.00	
		<b>Vendor Total:</b>		<b>68.00</b>
PLANK ROAD PUBLISHING INC.	20-040525	K-8 MUSIC MAGAZINE	139.45	
		<b>Vendor Total:</b>		<b>139.45</b>
POPULAR SUBSCRIPTION SERVICES	SW-04444	HS MEDIA CTR BOOKS/PERIODICALS	543.30	
		<b>Vendor Total:</b>		<b>543.30</b>
RURAL SCHOOL ADVOCATES	1202021	2020-2021 RENEWAL	750.00	
		<b>Vendor Total:</b>		<b>750.00</b>

**GENERAL FUND BOARD REPORT**  
JULY 13, 2020 PREPAIDS

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	201620006065 ,2016200	HEALTH INSURANCE PREMIUMS	67,202.57	
		<b>Vendor Total:</b>	<b>67,202.57</b>	
		<b>Fund Total:</b>	<b>90,603.04</b>	
<b>Checking</b>	<b>1</b>	<b>Fund: 22 MANAGEMENT FUND</b>		
FRONTIER INSURANCE & REAL ESTATE	FY21 PREMIUMS	COMMERICAL PROPERTY & LIABILITY COVERAGE	154,832.50	
		<b>Vendor Total:</b>	<b>154,832.50</b>	
JESTER INSURANCE SERVICES	1-JUL-21	EQUIP BREAKDOWN INS, _1	20,491.25	
		<b>Vendor Total:</b>	<b>20,491.25</b>	
MIDAMERICA ADMIN & RETIREMENT SOLUTIONS, AUL HEALTH BENEFIT TRUST	FY21 CONTRIBUTION S	FY21 RETIREE _HSA	54,000.00	
		<b>Vendor Total:</b>	<b>54,000.00</b>	
STUDENT ASSURANCE SERVICES, INC	FY21 PREMIUMS	EXTRA-CURRICULAR COVERAGE	1,466.80	
		<b>Vendor Total:</b>	<b>1,466.80</b>	
		<b>Fund Total:</b>	<b>230,790.55</b>	
<b>Checking</b>	<b>1</b>	<b>Fund: 71 SPLIT FUNDING</b>		
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	201620006065 ,2016200	HEALTH INSURANCE PREMIUMS	2,552.00	
		<b>Vendor Total:</b>	<b>2,552.00</b>	
		<b>Fund Total:</b>	<b>2,552.00</b>	
		<b>Checking Account Total:</b>	<b>323,945.59</b>	
<u>Checking</u>	<u>2</u>			
<b>Checking</b>	<b>2</b>	<b>Fund: 61 SCHOOL NUTRITION FUND</b>		
AFLAC INSURANCE	405136	ADDTL EMPLOYEE INSURANCE	277.42	
		<b>Vendor Total:</b>	<b>277.42</b>	
IOWA SCHOOLS EMPLOYEE BENEFITS	31418	DENTAL INSURANCE	59.16	
		<b>Vendor Total:</b>	<b>59.16</b>	
WELLMARK BLUE CROSS & BLUE SHIELD OF IOWA	201620006065 ,2016200	HEALTH INSURANCE PREMIUMS	1,281.88	
		<b>Vendor Total:</b>	<b>1,281.88</b>	
		<b>Fund Total:</b>	<b>1,618.46</b>	
		<b>Checking Account Total:</b>	<b>1,618.46</b>	
<u>Checking</u>	<u>3</u>			
<b>Checking</b>	<b>3</b>	<b>Fund: 21 STUDENT ACTIVITY FUND</b>		
CHUTE, THE	GBB 7/2020 CAMP	GBB SUMMER CAMP	950.00	
		<b>Vendor Total:</b>	<b>950.00</b>	
HAND 2 MIND	60230318	LION GRANT _ SUPPLIES	450.48	
		<b>Vendor Total:</b>	<b>450.48</b>	
RIDDELL ALL AMERICAN SPORTS	60405179	FOOTBALL EQUIPMENT	9,764.84	
		<b>Vendor Total:</b>	<b>9,764.84</b>	
UNIVERSAL ATHLETIC	302-0028562- 01	BASEBALL CAGE JACKETS	156.00	

GENERAL FUND BOARD REPORT  
JULY 13, 2020 PREPAIDS

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
<b>Vendor Total:</b>			<b>156.00</b>
<b>Fund Total:</b>			<b>11,321.32</b>
<b>Checking Account Total:</b>			<b>11,321.32</b>
 <u>Checking</u> 4			
<b>Fund: 33 LOCAL OPTION SALES \$ SERVICES TAX (SILO)</b>			
MUSCO SPORTS LIGHTING, LLC	336617	SOFTBALL FIELD LIGHTING	97,981.00
MUSCO SPORTS LIGHTING, LLC	336618	BALL FIELD SECURITY LIGHTING	10,971.00
<b>Vendor Total:</b>			<b>108,952.00</b>
<b>Fund Total:</b>			<b>108,952.00</b>
 <b>Checking 4 Fund: 36 PHYSICAL PLANT &amp; EQUIPMENT</b>			
AVI SYSTEMS	ED-SW-3	SMART SUITE, 3 YEARS	3,562.65
<b>Vendor Total:</b>			<b>3,562.65</b>
INSTRUCTURE, INC	351338	K-12 CANVAS SUBSCRIPTION	3,528.00
<b>Vendor Total:</b>			<b>3,528.00</b>
SOFTWARE UNLIMITED INC	FY21 RENEWAL	SCHOOL ACCOUNTING SYSTEM ANNUAL FEES	7,100.00
<b>Vendor Total:</b>			<b>7,100.00</b>
<b>Fund Total:</b>			<b>14,190.65</b>
 <b>Checking 4 Fund: 40 DEBT SERVICE FUND</b>			
FRONTIER BANK	FY21_BONDINT	2014 BOND P&I	222,500.00
	_PRINC		
<b>Vendor Total:</b>			<b>222,500.00</b>
<b>Fund Total:</b>			<b>222,500.00</b>
<b>Checking Account Total:</b>			<b>345,642.65</b>

GENERAL FUND BOARD REPORT  
JULY 13, 2020 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
<u>Checking</u>	1			
Checking	1	Fund: 10 OPERATING FUND		
AVESIS THIRD PARTY ADMINISTRATORS, INC	2518604	VISION INSURANCE	451.49	
		Vendor Total:	451.49	
BIO CORPORATION	1014436	HS SCIENCE SUPPLIES	137.57	
		Vendor Total:	137.57	
CONSTRUCTIVE PLAYTHINGS	5176135500	PRE-K SUPPLIES	173.62	
		Vendor Total:	173.62	
DECKER, INC	350838A	CLASSROOM FLAGS	463.77	
		Vendor Total:	463.77	
DEMCO, INC.	6813062	HS MEDIA CENTER SUPPLIES	107.76	
		Vendor Total:	107.76	
E-RATE COMPLETE, LLC	2526	ERATE SERVICES	3,000.00	
		Vendor Total:	3,000.00	
FLINN SCIENTIFIC INC.	2482692	HS SCIENCE SUPPLIES	378.13	
		Vendor Total:	378.13	
KONE INC.	959592411	ELEVATOR MAINT & REPAIRS	172.88	
		Vendor Total:	172.88	
LINCOLN NATIONAL LIFE INSURANCE COMPANY, THE	7/2020 PREMIUMS	LIFE/LTD INSURANCE	864.60	
		Vendor Total:	864.60	
NASCO/ENASCO	855963	FCS SUPPLIES-PERKINS	195.50	
		Vendor Total:	195.50	
ONE SOURCE THE BACKGROUNG CHECK COMPANY	1392-202000630	BACKGROUND CHECKS	40.50	
		Vendor Total:	40.50	
PREMIER COMMUNICATIONS	11898347	INTERNET	597.99	
		Vendor Total:	597.99	
RENAISSANCE LEARNING SYSTEMS	5166001-713078	AR RENEWAL	3,661.70	
		Vendor Total:	3,661.70	
SCHOOL SPECIALTY INC	208125328558	STUDENT PLANNERS, RECORD BOOKS	719.92	
SCHOOL SPECIALTY INC	208125329790	ART SUPPLIES	21.43	
SCHOOL SPECIALTY INC	308103547928	SPED SUPPLIES	167.51	
		Vendor Total:	908.86	
STERLING COMPUTERS	0075901, 0075895	1:1 INITIATIVE, OTHER HARDWARE	44,126.40	
		Vendor Total:	44,126.40	
WEST MUSIC CO	SI1900355	EL MUSIC SUPPLIES	98.45	
		Vendor Total:	98.45	

**GENERAL FUND BOARD REPORT**  
JULY 13, 2020 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
				<b>Fund Total:</b>
				<b>55,379.22</b>
				<b>Checking Account Total:</b>
				<b>55,379.22</b>

Checking

2

<b>Checking</b>	<b>2</b>	<b>Fund: 61</b>	<b>SCHOOL NUTRITION FUND</b>	
AVESIS THIRD PARTY ADMINISTRATORS, INC	2518604	VISION INSURANCE	8.76	
				<b>Vendor Total:</b>
				<b>8.76</b>
LINCOLN NATIONAL LIFE INSURANCE COMPANY, THE	7/2020	LIFE/LTD INSURANCE PREMIUMS	52.40	
				<b>Vendor Total:</b>
				<b>52.40</b>
				<b>Fund Total:</b>
				<b>61.16</b>
				<b>Checking Account Total:</b>
				<b>61.16</b>

Checking

3

<b>Checking</b>	<b>3</b>	<b>Fund: 21</b>	<b>STUDENT ACTIVITY FUND</b>	
DEUTSCH, MATTHEW		MS SOFTBALL, MS SOFTBALL OFFICIAL 7/2020	225.00	
				<b>Vendor Total:</b>
				<b>225.00</b>
GERLEMAN, BEN		9TH GR, 9TH GR BSB OFFICIAL 7/2020	200.00	
				<b>Vendor Total:</b>
				<b>200.00</b>
HARMAN, DYLAN		MS SOFTBALL, MS SOFTBALL, 7/2020	225.00	
				<b>Vendor Total:</b>
				<b>225.00</b>
IA ASSOC. OF TRACK COACHES		000429 ANNUAL MEMBERSHIP	50.00	
				<b>Vendor Total:</b>
				<b>50.00</b>
JENSEN, ALEC		9TH GR, 9TH GR BSB OFFICIAL 7/2020	250.00	
				<b>Vendor Total:</b>
				<b>250.00</b>
PEDERSEN, JEN		2020 AFTER GRAD AFTER GRAD PARTY SUPPLIES	2,334.66	
				<b>Vendor Total:</b>
				<b>2,334.66</b>
PITTS, MATT		7/2/20 BSB OFFICIAL, 7/2/20	115.00	
				<b>Vendor Total:</b>
				<b>115.00</b>
PYTLESKI, JEROME		7/1/2020 9TH GR OFFICIAL, 7/1/2020	50.00	
				<b>Vendor Total:</b>
				<b>50.00</b>
SHEEKS, TAYLOR		7/2/20 BSB OFFICIAL, 7/2/20	115.00	
				<b>Vendor Total:</b>
				<b>115.00</b>
SUNSHINE FOODS		7/1/20_FFA BEES SUPPLIES	24.55	
				<b>Vendor Total:</b>
				<b>24.55</b>
UNIVERSAL ATHLETIC		302-0029019- SAFE T GUARD MOUTHPIECES 01	100.00	
				<b>Vendor Total:</b>
				<b>100.00</b>
WRIGHT, BRADY		7/2020 BSB 7/2020 BSB SEASON ANNOUNCE	240.00	
				<b>Vendor Total:</b>
				<b>240.00</b>



GENERAL FUND BOARD REPORT  
JULY 13, 2020 INVOICES

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
			<b>Fund Total:</b> 3,929.21
			<b>Checking Account Total:</b> 3,929.21
 <u>Checking</u> 4			
<b>Checking</b>	<b>4</b>	<b>Fund: 33 LOCAL OPTION SALES \$ SERVICES TAX (SILO)</b>	
SIouxLAND CERTIFIED TESTING SERVICES INC	sc40823	CONCRETE TESTING - 1968 PROJECT	627.50
			<b>Vendor Total:</b> 627.50
WAYNE MEYER ELECTRIC INC	14563	SOFTBALL COMPLEX, 50%	24,452.50
WAYNE MEYER ELECTRIC INC	14598,14599,14600	LED LIGHTING UPGRADES, REPAIRS	4,050.79
			<b>Vendor Total:</b> 28,503.29
WILTGEN BROTHERS INC	PHASE II/III_PYMT3	RESTROOM REMODEL, PHASE II/III_3	287,160.30
			<b>Vendor Total:</b> 287,160.30
			<b>Fund Total:</b> 316,291.09
<b>Checking</b>	<b>4</b>	<b>Fund: 36 PHYSICAL PLANT &amp; EQUIPMENT</b>	
CANON FINANCIAL SERVICES INC	21608866,21613093	COPIER LEASE	1,607.73
			<b>Vendor Total:</b> 1,607.73
STERLING COMPUTERS	0075901,0075895	1:1 INITIATIVE, OTHER HARDWARE	93,943.75
			<b>Vendor Total:</b> 93,943.75
WAYNE MEYER ELECTRIC INC	14598,14599,14600	LED LIGHTING UPGRADES, REPAIRS	46,987.59
			<b>Vendor Total:</b> 46,987.59
			<b>Fund Total:</b> 142,539.07
			<b>Checking Account Total:</b> 458,830.16



# 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](http://www.centrallyon.org)

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

## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** July 9, 2020

**RE:** 2020-21 Fees

The following fees are recommended for the 2020-21 School Year:

<b>Textbook Fees</b>	<u>2019-20</u>	<u>2020-21</u>	<u>Note/Comment</u>
Grades PS-6	\$ 35.00	\$ 40.00	
Grades 7-12	\$ 45.00	\$ 50.00	
<b>Activity Tickets</b>	<u>2019-20</u>	<u>2020-21</u>	<u>Note/Comment</u>
Family	\$ 170.00	\$ 200.00	Two adult tickets and all household students TK-6 included.
Adult	\$ 85.00	\$ 100.00	Activity ticket would provide admittance to fall play/musical.
Senior Citizen	\$ 50.00	\$ 50.00	65 years of age and older
Student	\$ 50.00	\$ 50.00	
	<u>2019-20</u>	<u>2020-21</u>	<u>Note/Comment</u>
<b>Driver's Education</b>	\$ 250.00	\$ 250.00	
<b>Substitute Teacher</b>	\$ 120.00	\$ 120.00	

*\*Additional supplies may be re-sold as needed to students at the cost of purchase, including but not limited to eye protection, band instrument supplies, calculators, etc.*



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## MEMO

**TO:** Central Lyon Board of Education  
**FROM:** Brent Jorth, Superintendent  
**DATE:** July 9, 2020  
**RE:** Property & Casualty Insurance

It is recommended the proposal be approved as submitted.

A detailed list of coverages is included for your review. If you would like to review the binder with descriptions and summaries of all coverages it is available in the business office.

A summary of the past four years of premiums is included below.

### Property & Casualty Insurance Premium Comparisons

Coverage	2017	2018	2019	2020	1-yr Change	3-yr Change
Property	\$ 30,241	\$ 32,005	\$ 34,006	\$ 40,085	17.9%	24.6%
Builders Risk			250.00	250.00	0.0%	NA
Pollution Liability	725.00	725.00	725.00	725.00	0.0%	0.0%
Crime	1,423.00	1,423.00	1,462.00	1,168.00	-20.1%	-21.8%
General Liability	6,980.00	7,490.00	8,201.00	10,162.00	23.9%	31.3%
Public Officials	5,363.00	5,606.00	6,202.00	7,000.00	12.9%	23.4%
Workers Comp	35,800.00	51,321.00	64,506.00	68,783.00	6.6%	48.0%
Auto	13,431.00	14,797.00	14,471.00	19,762.00	36.6%	32.0%
Umbrella	3,023.00	3,144.00	3,185.00	3,730.00	17.1%	19.0%
Group Excess	1,345.00	1,362.00	1,462.00	1,689.00	15.5%	20.4%
Data	1,970.00	1,970.00	1,168.00	1,168.00	0.0%	-68.7%
Cyber		1,950.00	1,970.00	3,939.00	99.9%	NA
Total	\$ 100,301	\$ 121,793	\$ 137,608	\$ 158,461	15.2%	36.7%
Change		\$ 21,492	\$ 15,815	\$ 20,853		
Percent		21.4%	13.0%	15.2%		

Central Lyon School District  
07/01/2020 - 07/01/2021  
EMC Insurance companies  
Insurance Proposal by:  
Lisa Dieren  
Frontier Insurance and Real Estate

**Property Coverage:****EMC 7-1-19****EMC 7-1-20**

The commercial property coverage is provided on a Special Form,  
Blanket Building, Property, Property in Open

Limit	\$38,642,058.00	\$38,807,058.00
Deductible	\$1,000	\$1,000
Coinsurance	90% - Agreed Value	90% - Agreed Value
Valuation	Replacement Cost	Replacement Cost
Total Personal Property	\$5,277,972	\$5,277,972
Property in the Open	\$1,172,818	\$1,172,818
Blanket Business Income & Extra Expense	\$3,000,000	\$3,000,000
Green Upgrades	\$25,000	\$25,000
Related Expenses	\$10,000	\$10,000
Additional Coverages:		
Loss of Income Extra Expense	\$5,000,000	\$5,000,000
Limited Flood Coverage \$5000 ded	\$150,000	\$150,000
Fire Department Service Charge	\$50,000	\$50,000
Arson Reward	\$25,000	\$25,000
Newly Acquired Building & Personal Property	\$2,000,000	\$2,000,000
Valuable Papers	\$500,000	\$500,000
Accounts Receivable	\$250,000	\$250,000
Outdoor Property	\$1,000/\$500,000	\$1,000/\$500,000
Building Ordinance or Law	Blanket Limit	Blanket Limit
Equipment Breakdown	Blanket Limit	Blanket Limit
Replacement Cost Plus	Blanket Limit + 20%	Blanket Limit + 20%
Debris Removal	25% + \$250,000	25% + \$250,000
Money & Securities	\$10,000	\$10,000
Sewer / Water Backup	\$100,000	\$100,000
Food Spoilage	\$50,000	\$50,000
Fine Arts	\$100,000	\$100,000
Utility Services	\$100,000	\$100,000
Pollution Clean-up & Removal	\$100,000	\$100,000
Personal Effects & Property of Others	\$100,000	\$100,000
Property Off Premises & In Transit Limit (\$250 ded.)	\$150,000	\$150,000
Lock & Re-keying Expense	\$10,000	\$10,000
Unreported Buildings & Structures	\$50,000	\$50,000

<b>Property Premium:</b>	<b>\$34,006</b>	<b>\$40,085</b>
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**Commercial Inland Marine Coverage****EMC 7-1-19****EMC 7-1-20**

Builders Risk (Restroom Renovation)

\$282,000

\$282,000

<b>Builders Risk Premium</b>	<b>\$250</b>	<b>\$250</b>
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## Pollution Liability Coverage

The IASB has devised Pollution Liability coverage for Iowa school districts to cover the various exposures that often occur with school operations, with the potential for spilled gasoline, fuel or chemicals (even chemistry experiments create an exposure). Coverage has been expanded to include liability coverage for claims resulting from exposure to fungi and/or bacteria.

	EMC 7-1-19	EMC 7-1-20
Each Pollution Incident Limit	\$500,000	\$500,000
Aggregate Limit	\$1,000,000	\$1,000,000
Retroactive Date	7/1/1996	7/1/1996
Deductible	250	250
Fungi & Bacteria	Included	Included

<b>Pollution Liability Premium</b>	<b>\$725</b>	<b>\$725</b>
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Crime Coverage	EMC 7-1-19	EMC 7-1-20
Employee Theft - Per Loss	\$250,000	\$250,000
Deductible	\$2,500	\$2,500
Forgery or Alteration	\$10,000	\$10,000
Deductible	\$250	\$250
Computer & Funds Transfer Fraud	\$250,000	\$250,000
Deductible	\$1,000	\$1,000
Miscellaneous Clubs/Organization:		
Central Lyon Athletic Boosters	Included	Included
Central Lyon Music Boosters	Included	Included
Central Lyon Music Boosters	Included	Included
Central Lyon School Foundation Inc.	Included	Included
Central Lyon Parent Teacher Council	Included	Included
Lyon's Den	Included	Included
After Prom Committee	Included	Included
After Grad Committee	Included	Included
Automatic and Additional Coverages:	Included	Included
Discovery Form	Included	Included
Faithful Performance of Duty	Included	Included
Treasure, Board, Students, Interns, Employees and Volunteers as Insureds		

<b>Crime Premium</b>	<b>\$1,462</b>	<b>\$1,168</b>
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**General Liability Coverage:****EMC 7-1-19****EMC 7-1-20**

Premiums are calculated on the basis of the number of students, professional staff, bleacher seating capacity, and square footage for the various liability classifications. In addition, a farm liability classification is included to include the FFA project north of Rock Rapids. Athletic and academic day camps held during the summer by staff are now automatically included for a flat charge. Liability coverage is extended to include coverage for activities of the following school support organizations

Each Occurrence Limit	\$2,000,000	\$2,000,000
Damage to Rented Premises Limit	\$300,000	\$300,000
Medical Expense Limit	\$5,000	\$5,000
Personal and Advertising Injury Limit	\$2,000,000	\$2,000,000
General Aggregate Limit	\$4,000,000	\$4,000,000
Products / Completed Operations Aggregate	\$4,000,000	\$4,000,000
Drone Coverage	Full limits	Full limits
Employee Benefit Per Occurrence Limit	\$2,000,000	\$2,000,000
Aggregate Limit	\$4,000,000	\$4,000,000
Deductible	\$1,000	\$1,000
Each Person Limit	\$25,000	\$25,000
Each Event Limit	\$1,000,000	\$1,000,000
Aggregate Policy Limit	\$1,000,000	\$1,000,000
Central Lyon Athletic Boosters	Included	Included
Central Lyon Music Boosters	Included	Included
Central Lyon School Foundation, Inc.	Included	Included
Central Lyon Parent Teacher Council	Included	Included
Lyon's Den	Included	Included
After Prom Committee	Included	Included
After Grad Committee	Included	Included
Faculty Liability	Included	Included
Non-waiver of Governmental Immunity	Included	Included
Abuse and Molestation Liability	Included	Included
Intellectual Property Rights Infringement	Included	Included
Volunteers & Employees as Insureds	Included	Included
Violent Event Response Coverage	Included	Included
- Preschool	45	45
- Kindergarten - 8th grade	510	510
- 9th grade -12th grade	215	215
- Faculty	97	97
- Farms < 160 acres	1	1
<b>General Liability Premium:</b>	<b>\$8,201</b>	<b>\$10,162</b>

**Public Officials & Employment  
Practices Liability Coverage**

**EMC 7-1-19**

**EMC 7-1-20**

Coverage applies to claims made against the school district, its board members or employees for  
“wrongful acts.”

Each Loss Limit	\$1,000,000	\$1,000,000
Policy Term Aggregate	\$1,000,000	\$1,000,000
Deductible Each Loss	\$1,000	\$1,000
Retroactive Date	7/1/1987	7/1/1987
Miscellaneous Clubs/Organization:	Included	Included
Baseball/Softball Field Advisory Committee	Included	Included
Central Lyon Athletic Boosters	Included	Included
Central Lyon Music Boosters	Included	Included
Central Lyon School Foundation, Inc.	Included	Included
Central Lyon Parent Teacher Council	Included	Included
Lyon's Den	Included	Included
After Prom Committee	Included	Included
After Grad Committee	Included	Included
Automatic Coverages	Included	Included
Prior acts	Included	Included
Duty to defend	Included	Included
standard Defense Costs Outside Policy Limit	Included	Included
Non-Monetary Expenses	\$2,000,000	\$2,000,000
District, Board, Employees, Volunteers as Insureds	Included	Included
Outside Directorship coverage for Non-Profits	Included	Included
Additional Insured - Abuse Investigators	Included	Included

<b>Public Officials/EPL Premium</b>	<b>\$6,202</b>	<b>\$7,000</b>
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**Workers Compensation Coverage:**

**EMC 7-1-19**

**EMC 7-1-20**

*See Attached Graphs and information for losses*

Workers Compensation Limits	Statutory	Statutory
Employers Liability Limits	\$500,000	\$500,000
Payroll Bases		
School - Professional	\$4,990,556	\$4,990,556
School All Other	\$460,412	\$460,412
Drivers	\$149,099	\$149,099

Experience Modification Factor	1.32	1.32
Medical Deductible	N/A	N/A

<b>Workers Compensation Premium</b>	<b>\$64,506</b>	<b>\$68,783</b>
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<b>Automobile Coverage</b>	<b>EMC 7-1-19</b>	<b>EMC 7-1-20</b>
Bodily Injury & Property Damage Limit	\$2,000,000	\$2,000,000
Medical Payments Limit	\$5,000	\$5,000
Uninsured Motorist Limit	\$1,000,000	\$1,000,000
Underinsured Motorist Limit	\$1,000,000	\$1,000,000
Number of Scheduled Vehicles	20	20
Physical Damage	Actual Cash Value	Actual Cash Value
Buses 10 years old and newer	Actual Cash Value	Actual Cash Value
Comprehensive Deductible	\$1,000	\$1,000
Collision Deductible	\$1,000	\$1,000
Hired Auto Physical Damage Coverage	Actual Cash Value	Actual Cash Value
Comprehensive Deductible	-	-
Collision Deductible	\$250	\$250
Garage keepers Coverage Limit	\$15,000	\$15,000
Comprehensive & Collision Deductible	\$100	\$100
Additional Coverages		
Fellow Employee Coverage	Included	Included
Rental Vehicle Extensions	Included	Included
Hired/ Non-Owned Auto Liability	Included	Included
<b>Automobile Premium</b>	<b>\$14,471</b>	<b>\$19,762</b>

<b>Umbrella Coverage :</b>	<b>EMC 7-1-19</b>	<b>EMC 7-1-20</b>
This liability coverage is excess over Central Lyon's Commercial General Liability, Business Auto Liability, Employers Liability and Directors and Officers ("Linebacker") Liability		
Each Occurrence Limit	\$3,000,000	\$3,000,000
Aggregate	\$3,000,000	\$3,000,000
Extends Over:		
General Liability	Included	Included
Auto Liability	Included	Included
Employee Benefit Liability	Included	Included
Sexual Abuse & Molestation Liability	Included	Included
Professional Liability	Included	Included
Public Officials Liability	Included	Included
Employment practices Liability	Included	Included
Employers Liability	Included	Included
<b>Umbrella Premium</b>	<b>\$3,185</b>	<b>\$3,730</b>

**Group Excess Liability:****EMC 7-1-19****EMC 7-1-20**

\* Only need to carry \$3 Million to attached to \$15 Million Group Excess Policy

The program requires that each school district maintain a minimum liability limit under its own Commercial Umbrella Liability Policy, which is determined by enrollment

Each Occurrence Limit	\$15,000,000	\$15,000,000
Aggregate Limit	\$30,000,000	\$30,000,000
System Business Interruption	\$1,000,000	\$1,000,000
Cyber Threats and Extortion	\$1,000,000	\$1,000,000
Privacy Liability	\$1,000,000	\$1,000,000
Coverage for Prior Acts	Yes	Yes
Deductible	\$2,500	\$2,500

<b>Group Excess Premium</b>	<b>\$1,462</b>	<b>\$1,689</b>
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**Data Compromise/Data Crime****EMC 7-1-19****EMC 7-1-20**

Theft of Money from any acct by electronic means, Fraudulent manipulation of  
Costs related to fraudulent electronic communications or websites.

<b>Data Compromise/Data Crime premium</b>	<b>\$1,168</b>	<b>\$1,168</b>
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**Cyber Liability****Jester 7-1-2019****Jester 7-1-2020**

insuring causes against telephone hacking, phishing scams, multimedia liability and advertising injury, crisis communication, privacy breach, identity theft.

Aggregate Limit of Liability including costs and expenses \$1,000,000  
Deductible \$2,500

*Your insurance is subject to a group policy aggregate limit of USD \$10,000,000. This means that all claims made by participating Iowa Association of School Board members under this master policy are applied against this limit per policy year.*

<b>Cyber Liability Premium</b>	<b>\$1,970</b>	<b>\$3,939</b>
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<b>Total Policy Premium</b>	<b>\$137,608</b>	<b>\$158,461</b>
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**Equipment Breakdown Coverage****\$81,965.00**

exclusive program for Iowa's public schools allows districts to insure equipment costs that would otherwise be paid out of their general fund.



# 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](http://www.centrallyon.org)

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

---

## MEMO

**TO:** Central Lyon Board of Education  
**FROM:** Brent Jorth, Superintendent  
**DATE:** July 9, 2020  
**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:

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



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## MEMO

**TO:** Central Lyon Board of Education  
**FROM:** Brent Jorth, Superintendent  
**DATE:** July 9, 2020  
**RE:** Free and Reduced Lunch Informational Letter

---

It is recommended the Board approve the free and reduced lunch informational letter as included.

## INFORMATION LETTER FOR WEB-BASED APPLICATIONS

### Frequently Asked Questions About Free And Reduced Price School Meals

Dear Parent/Guardian:

Children need healthy meals to learn. **Central Lyon CSD** offers healthy meals every school day. Breakfast cost **\$1.50**; lunch costs for grades TK-6 **\$2.25** and grades 7-12 **\$2.35**. Your children may qualify for free meals/milk or for reduced price meals. Reduced price is **\$0.30** for breakfast and **\$0.40** for lunch. If you need assistance completing this web-based application contact **Amy Sprock, Central Lyon CSD, 712-472-2664 [asprock@centrallyon.org](mailto:asprock@centrallyon.org)**.

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

**1. WHO CAN GET FREE OR REDUCED PRICE MEALS?**

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

#### FEDERAL INCOME ELIGIBILITY GUIDELINES for School Year 2020-2021

Household Size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	23,606	1,968	984	908	454
2	31,894	2,658	1,329	1,227	614
3	40,182	3,349	1,675	1,546	773
4	48,470	4,040	2,020	1,865	933
5	56,758	4,730	2,365	2,183	1,092
6	65,046	5,421	2,711	2,502	1,251
7	73,334	6,112	3,056	2,821	1,411
8	81,622	6,802	3,401	3,140	1,570
Each additional person:	8,288	691	346	319	160

- 2. SHOULD I COMPLETE 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: **Amy Sprock, Central Lyon CSD, 1010 S. Greene St., Rock Rapids, IA 51246, 712-472-2664 [asprock@centrallyon.org](mailto:asprock@centrallyon.org)** immediately as eligibility for free or reduced price meals is extended to all school age children in a household. If you did not receive a letter from the school, but received a Free Lunch Notice from DHS, submit this letter to your children's school. You may add any students living in your household who are not listed on the letter. Also, if someone in your household receives food assistance and you did not receive either of these letters, you may complete an application listing the case number as this will qualify all school age children in your household for free meals. If you were informed that your children will get reduced price meals automatically, see the income guidelines above and if you feel you would qualify for free meal benefits, complete an application for free and reduced price meals.
- 3. WHAT IF WE HAVE FOSTER CHILDREN?** Households with foster and non-foster children may choose to include the foster child as a household member, as this may help other children in the household qualify for benefits. If the foster family is not eligible for free or reduced price meal benefits, that does not prevent a foster child from receiving free meal benefits.
- 4. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?** Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please contact: **Jessica Harman, 712-472-2664 [jharman@centrallyon.org](mailto:jharman@centrallyon.org) for 7-12 grade students or Kate Gerber, 712-472-2664 [kgerber@centrallyon.org](mailto:kgerber@centrallyon.org)**.
- 5. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. *Complete the Web-based Application for Free and Reduced Price School Meals for all students in your household.* We cannot approve an application unless complete eligibility information is submitted, so be sure to complete all required information.
- 6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes.

Your child's application is only good for that school year and for the first few days of this school year, through **9/30/2020**. You must complete 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 complete the web-based 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 web-based application.
10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free or reduced price meals if the household income drops below the income limit, if your household size goes up, or if you start getting Food Assistance, FIP or other benefits.
11. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by writing to: **School Board President, Central Lyon CSD, 1010 S. Greene St, Rock Rapids, IA 51246**.
12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens please type 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. 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.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for Food Assistance or other assistance benefits, contact your local assistance office or call **1-877-347-5678**. Your children may be eligible for Hawki (children's health insurance) or a waiver of school fees. Read the information included in the web-based application for Hawki information. A school waiver form may be part of the web-based application or available from your child's school.
18. 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.
19. DO I NEED TO REPORT MY RACE AND ETHNICITY? It is optional to complete the racial/ethnic portion of the application however if you do not select race or ethnicity, one will be selected for you based on visual observation.
20. If you decide you do not want to complete an application electronically, you can obtain a paper application by contacting **Amy Sprock, 712-472-2664 [asprock@centrallyon.org](mailto:asprock@centrallyon.org)**
21. Translated applications are available at: <http://www.fns.usda.gov/school-meals/translated-applications>.

If you have other questions or need help, call **712-472-2664** [asprock@centrallyon.org](mailto:asprock@centrallyon.org)

Sincerely,



### **USDA Nondiscrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
  - (2) Fax: (202) 690-7442; or
  - (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).
- This institution is an equal opportunity provider.

### **Iowa Non-Discrimination Statement:**

“It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, Grimes State Office building, 400 E. 14<sup>th</sup> St. Des Moines, IA 50319-1004; phone number 515-281-4121, 800-457-4416; website: <https://icrc.iowa.gov/>.”

### **Information Statement**

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not submit all needed information, we cannot approve your child for free or reduced-price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Food Assistance (FA), Family Investment Program (FIP) or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced-price meals, and for administration and enforcement of the lunch and breakfast programs. We may share your eligibility information with

education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of programs rules





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---

## MEMO

**TO:** Central Lyon Board of Education

**FROM:** Brent Jorth, Superintendent

**DATE:** July 9, 2020

**RE:** Northwest Community College (NCC) Partnerships for 2020-21

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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 2020-2021 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 1, 2020 – Last day to withdraw student without penalty for fall semester classes.

January 24, 2021 – 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 2020-2021 school year.

**CENTRAL LYON COMMUNITY SCHOOL DISTRICT**

BY: \_\_\_\_\_  
(School Superintendent)

BY: \_\_\_\_\_  
(Board President)

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

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

**NORTHWEST IOWA COMMUNITY COLLEGE**

BY: Alethos F. Stutte, Ph.D.  
(College President)

BY: Larry Hochstetler  
(Board President)

Date: 06/15/20

Date: 06/15/20

### 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.



## High School Tuition Payment Schedule (FY'21)

<b>NCC Pays for Instructor:</b>		
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	\$625 per student for the entire course	Includes textbook and background check
EMT Course	\$1,400 (on campus) \$1,500 (hybrid) per student for the entire course	Includes textbook
<b>High School Pays for Instructor</b>		
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 PO Box 471, 1010 South Greene Street, Rock Rapids, IA 51246-0471.
- 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.