

EAST BUCHANAN COMMUNITY SCHOOL DISTRICT
AGENDA - Regular School Board Meeting
November 11, 2020 at 5:00 p.m. in Library - Middle School Entrance

1. **CALL TO ORDER**
2. **MISSION STATEMENT** - To challenge students to think critically, communicate effectively, develop values and contribute to society.
3. **PUBLIC FORUM** - During this time we welcome interested persons who may wish to present comments, suggestions, or concerns in regard to any programs operated by the school district. However, an item must be included on the Agenda before the Board can officially act upon it.
4. **APPROVE AGENDA**
5. **APPROVE CONSENT AGENDA**
 - a. Minutes from Regular Meeting on October 14, 2020
 - b. List of Bills
 - c. Financial Reports
 - d. Personnel Changes
 - e. Inter-Agency Agreements
6. **COMMUNITY/PROGRAM PRESENTATIONS**
7. **ADMINISTRATIVE UPDATES & REPORTS**
 - a. Eric Dockstader - Secondary Update
 - b. Dan Fox - District/Elementary Update
 - c. Facilities Update
8. **ACTION ITEMS**
 - a. Reorganizational Meeting
 - i. Election of President
 - ii. Election of Vice-President
 - iii. Appoint Board Secretary
 - iv. Appoint Board Treasurer
 - v. Appoint Legal Counsel
 - vi. Approve official depositories
 - vii. Name Official Publication
 - viii. Establish dates and times of meetings
 - b. Regular Meeting
 - i. Covid-19 Guidelines
 - ii. River Hills Consortium SBRC Administrative Cost Request
 - iii. Lied Center (Bremwood) Consortium SBRC Administrative Cost Request
 - iv. SBRC Application for Increasing Enrollment, Open Enrollment Out not in Fall 2019, and ELL Beyond 5 years
 - v. Resolution for Fund 31-Capital Projects remaining balance
 - vi. Snow Removal Bids
 - vii. Appoint member to the Buchanan County Conference Board
 - viii. Annual Board Policy Review
 1. 407.6 Certified Personnel Retirement
 2. 413.2 Classified Employee Retirement
9. **BUCCANEER BRAG-ABOUT**
10. **STUDENT QUESTIONS**
11. **ADJOURN**

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**East Buchanan Community School District
Regular Board Meeting Minutes – October 14, 2020**

Call to Order: President Greg Schmitt called the meeting to order at 5:00 pm. The board recited the East Buchanan Mission Statement.

Roll Call: Board members present were Greg Schmitt, Shawn Stone, Scott Cooksley, Andy Sperflage, and Heather Steffens. Administration attending were Dan Fox, Superintendent/Elementary Principal; Eric Dockstader, MS/HS Principal; Teresa Knipper, Business Manager/Board Secretary. Several visitors attended.

Public Forum: Brian Kelchen asked the board if youth teams will be able to use the facilities this winter due to concerns with the pandemic. The board will discuss it during the administrative updates and reports section of the board meeting.

Approve Agenda: Motion to approve the agenda was made by Sperflage, second by Cooksley. Motion carried with all ayes.

Approve Consent Agenda: Motion to approve the Consent Agenda was made by Stone, second by Steffens. Motion carried with all ayes. Items included on the Consent Agenda: minutes from the regular meeting on September 9, 2020; minutes from the special meeting on September 30, 2020; financial reports; expenditures listed; and personnel changes which included Lee White as MS football coach and David Sattgast as Robotics coach.

Community/Program Presentations: Mike Becker from East Buchanan Telephone Cooperative provided information regarding the grant they received for broadband and how they are working with the district to identify families that need assistance with getting connected. To maintain confidentiality, there would be no direct contact with the families except to install service.

Administrative Updates and Reports: Use of facilities by outside groups during the pandemic was discussed. These groups will be allowed to use the facilities using protocol based on state and athletic association guidelines. 5-12 conferences were held with more than expected using the online option. There are six days built in to the calendar for snow days. At this time, there will be no online classes if school is cancelled due to weather. Breakfast and lunch for all children enrolled in the district will continue to be free through the end of the school year.

Annual Meeting - FY2020 Financial Reports: Motion to approve the FY2020 financial reports provided by the treasurer and business manager was made by Stone, second by Cooksley. Motion carried with all ayes.

Request for Allowable Growth and Supplemental Aid: Motion by Sperflage, second by Steffens to approve the request for allowable growth and supplemental aid for negative special education balance in the amount of \$58,212.47. Motion carried with all ayes.

Trailer Bids: One bid was received for the trailer. Motion by Sperflage, second by Stone to approve the bid from Adam Halford for \$4,300. The district plans to purchase a shorter trailer that can be pulled by one of the district's vans.

Board Policy Review: Motion to approve the 2nd reading of the 605 Policy series was made by Cooksley, second by Steffens. Motion carried with all ayes.

Buccaneer Brag About: Student count on October 1st showed an increase of one student from the previous year for a total of 553 students. The football team is staying competitive even with the injuries.

Adjourn – Motion by Stone, second by Cooksley to adjourn the meeting at 6:11 pm. Motion carried with all ayes.

Next regular meeting is scheduled for November 11, 2020 at 5:00 pm.

The above are not official minutes until approved at the next regular board meeting. A copy of the official minutes may be viewed in the office of the Board Secretary any Monday through Friday between 8:00 a.m. and 4:00 p.m.

Invoice Listing - Summary - by Fund

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
ACCELASER	ACCENT LASER SERVICE, INC.	77951	Toner and Maintenance Kit for Printers	11/06/2020				1,149.65
ALLIUTIL	ALLIANT ENERGY	20201106	GAS/ELECTRIC	11/06/2020				7,752.85
AEDSUPER	Allied 100 LLC	20201111	AED pedi padz	11/11/2020				99.75
AMPLIFIEDI	Amplified IT	26311	Gsuite Enterprise Licenses	11/06/2020				1,776.00
AUTOMUFF	AUTO-JET MUFFLER CORP	461801	BUS REPAIR PARTS	10/29/2020				306.48
BLACKHAWK	BLACK HAWK WAST DISP, INC.	723298	GARBAGE	11/02/2020				693.00
CDWG	CDW GOVERNMENT, INC	ZR00150290	AMS SERVICES	11/15/2020				140.96
CEDAFALL	CEDAR FALLS CSD	FY21-RH-1ST	CONSORTIUM BILLING	11/15/2020				8,512.38
CRAEA	CENTRAL RIVERS AEA	202101066	TLC Prof Development	11/11/2020				400.00
CRAEA	CENTRAL RIVERS AEA	202101110	EARLY LIT SUPPLIES	11/11/2020				81.84
CHASCARD	CHASE CARD SERVICES	20201106	ZORO-B&G SUPPLIES	11/06/2020				120.69
CHASCARD	CHASE CARD SERVICES	20201106-0001	FMCSA-CLEARINGHOUSE FEES	11/06/2020				62.50
CHASCARD	CHASE CARD SERVICES	20201106-0002	AMAZONLAMINATING FILM	11/06/2020				411.50
CHASCARD	CHASE CARD SERVICES	20201106-0003	AMAZON-Sit-Stand desk-Perkins Funds	11/06/2020				879.45
CHASCARD	CHASE CARD SERVICES	20201106-0004	AMAZON-PD MEAL	11/06/2020				28.48
CHASCARD	CHASE CARD SERVICES	20201106-0005	AMAZON-Books for Instructional Coaches	11/06/2020				124.71
CITYLAUN	CITY LAUNDERING CO.	1598384	TRANSPORTATION PURCHASED SERVICE	11/06/2020				53.65
CITYWINT	CITY OF WINTHROP	20201106	WATER/SEWER	11/06/2020				727.35
COPYSYST	COPY SYSTEMS INC	392971	COPIER MAINTENANCE	11/11/2020				432.60
COPYSYST	COPY SYSTEMS INC	392972	COPIER MAINTENANCE	11/11/2020				351.62
DEPTRAN	DEPARTMENT OF EDUCATION	19630000201105	BUS INSPECTIONS	11/11/2020				850.00
DONSTRUC	DON'S TRUCK SALES, INC	91611	VEHICLE REPAIRS	11/06/2020				333.89
EBTELEPH	EAST BUCHANAN COOP TELEPHONE	20201106	TELEPHONE	11/06/2020				1,714.96
EPSSCHO	EPS/SCHOOL SPECIALTY LITERACY & INTERVEN	202501745838	Language Toolkit	11/06/2020				120.40
NAPA	ESCHEN TARPY NAPA	20201106	TRANSPORTATION PARTS	11/06/2020				362.97
GORDFLES	GORDON FLESH CO	13108154	COPIER MAINTENANCE	11/11/2020				194.00
HIGGBRIA	Higgins, Brianna	20201106	MILEAGE	11/06/2020				297.36
HOGLBUSMN	Hoglund Bus Company	20201106	BUS PARTS	11/06/2020				1,032.27
HOTLUNCH	HOT LUNCH PROGRAM	20201106	PS SNACKS	11/06/2020				429.63
IOWADIVI	IOWA DIVISION OF LABOR SERVICES	175338	BOILER INSPECTION	11/06/2020				1,080.00
JWPEPPER	J.W. PEPPER & SON, INC.	363022494	Winter Concert Music	11/06/2020				209.94
JWPEPPER	J.W. PEPPER & SON, INC.	363036975	Winter Wonderland Band Acc. with Choir	11/06/2020				43.99
KAYCHAP	KAY L. CHAPMAN CPA PC	16399	AUDIT SERVICES	10/13/2020				3,924.67
KNOWLMATT	KNOWLEDGE MATTERS, INC.	22046	Simulation from Perkins funds	11/11/2020				1,295.00
LAMKCHAD	Lamker, Chad	20201106	CELL PHONE	11/06/2020				205.68

Unposted; Batch Description General/Etc-Nov 2020; Fund Description GENERAL FUND

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
LINNCOOP	LINN CO-OPERATIVE OIL CO	20201106	GAS/DIESEL	11/06/2020				2,186.75
MCELROYS	MCELROY'S FOOD MARKET	20201106	PD MEAL	11/06/2020				113.77
MCELROYS	MCELROY'S FOOD MARKET	20201106-0001	FCS SUPPLIES	11/06/2020				325.78
MIDAMER	MIDAMERICA BOOKS	519357	LIBRARY BOOKS	11/06/2020				119.70
THENEWS	NEWS, THE	26060	PUBLIC NOTICES/ADVERTISING	11/06/2020				291.94
PARALLAX	Parallax Inc	1509097	IND ARTS SUPPLIES	11/06/2020				42.91
PRESTOX	PRESTO-X	8554430	KITCHEN-PEST SERVICE	10/22/2020				61.00
*USCELL	US CELLULAR	0403353193	Cell Phones	11/11/2020				282.18
WALMART	WALMART COMMUNITY BRC	20201106	FCS SUPPLIES	11/06/2020				367.56
WAVESHEL	WAVERLY-SHELL ROCK CSD	20201106	SPED TUI	11/06/2020				13,290.44
WEBEPAPE	WEBER PAPER COMPANY	20201106	CUSTODIAL/MAINTENANCE SUPPLIES	11/06/2020				121.02
*WEBEPAPE	WEBER PAPER COMPANY	w046119	CUSTODIAL/MAINTENANCE SUPPLIES	11/11/2020				71.11
WESTMUSI	WEST MUSIC COMPANY	00002823	SAX REPAIR, Broken spring and re-align	11/06/2020				104.50
WESTMUSI	WEST MUSIC COMPANY	00004168	Repair instrument	11/06/2020				143.50
WESTMUSI	WEST MUSIC COMPANY	1932118	Bell Mallot	11/06/2020				10.00
WESTMUSI	WEST MUSIC COMPANY	1932119	Resale items for band	11/06/2020				131.80
WESTMUSI	WEST MUSIC COMPANY	20201106	BAND RESALE	11/06/2020				83.34
WESTMUSI	WEST MUSIC COMPANY	CR MEMO	REBATE	11/06/2020				(88.04)
*WIELSONS	WIELAND & SONS LUMBER CO	0098601	IND TECH SUPPLIES	11/06/2020				145.00
WIELSONS	WIELAND & SONS LUMBER CO	0098654-in	IND ARTS SUPPLIES	11/11/2020				217.50
*WINTBUIL	WINTHROP BUILDING SUPPLY	20201111	SUPPLIES	11/11/2020				208.34
*WINTBUIL	WINTHROP BUILDING SUPPLY	20201111-0001	IND ARTS SUPPLIES	11/11/2020				22.57
*WINTBUIL	WINTHROP BUILDING SUPPLY	20201111-0002	IND ARTS SUPPLIES	11/11/2020				20.50

Batch Total: 54,473.39

Report Total: 54,473.39

East Buchanan Community School
11/11/2020 11:37 AM

Vendor ID Vendor Name
Batch Description: General/Etc-Nov 2020
IAWORKFORC Iowa Workforce Development

Invoice Listing - Summary - by Fund
Unposted; Batch Description General/Etc-Nov 2020; Fund Description MANAGEMENT FUND

Page: 1
User ID: TMK

<u>Invoice Number</u>	<u>Description</u>	<u>Processing Month:</u>	<u>Invoice Date</u>	<u>Check Date</u>	<u>Checking Account ID</u>	<u>Check Number</u>	<u>Invoice Amount</u>
20201106	Unemployment Insurance	11/2020	11/06/2020	11/02/2020		20201102	5,018.67
Batch Total:							5,018.67
Report Total:							5,018.67

East Buchanan Community School
11/11/2020 11:37 AM

Vendor ID Vendor Name
Batch Description: General/Etc-Nov 2020

CEDAFALL CEDAR FALLS CSD
WINTBUIL WINTHROP BUILDING SUPPLY

Invoice Listing - Summary - by Fund
Unposted; Batch Description General/Etc-Nov 2020; Fund Description PPEL FUND

<u>Invoice Number</u>	<u>Description</u>	<u>Processing Month</u>	<u>Invoice Date</u>	<u>Check Date</u>	<u>Checking Account ID</u>	<u>Check Number</u>	<u>Invoice Amount</u>
FY21-RH-1ST	CONSORTIUM BILLING	11/2020	11/15/2020				1,329.62
20201111	SUPPLIES		11/11/2020				500.00
Batch Total:							1,829.62
Report Total:							1,829.62

Batch Description: Nutrition Invoices - November 2020

Processing Month: 11/2020 Credit Card Vendor ID:

End of Fiscal Year Expense Invoices:

Vendor ID: EARTHGRAIN EARTHGRAINS BAKING COMPANY

Amount: 674.16

Description: Bread
Sequence: 1 Check Type:
Chart of Account Number

Invoice Date: 10/31/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag

61 0000 3140 000 0000 631 Bread

Cost Center ID 674.16 0.00 N
In Full

Vendor ID: JANSLISA JANSSEN, LISA

Amount: 40.25

Description: Refund Lunch Account
Sequence: 1 Check Type:
Chart of Account Number

Invoice Date: 10/16/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag

61 0000 3110 000 0000 632 Refund Lunch Account

Cost Center ID 40.25 N
In Full

Vendor ID: MARTBROT MARTIN BROTHERS

Amount: 15,913.52

Description: Food/Supplies/Fees
Sequence: 1 Check Type:
Chart of Account Number

Invoice Date: 10/31/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag

61 0000 3140 000 0000 631 Food
61 0000 3140 000 0000 618 Supplies
61 0000 3140 000 0000 632 Fees

Cost Center ID 15,144.42 N
566.10 N
203.00 N
In Full

Vendor ID: PRAIFARM PRAIRIE FARMS DAIRY, INC.

Amount: 2,547.07

Description: Milk/Juice
Sequence: 1 Check Type:
Chart of Account Number

Invoice Date: 10/31/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag

61 0000 3140 000 0000 631 SFSP Food Purchased

Cost Center ID 2,547.07 N
In Full

Batch 1099 Total: 0.00

Batch Total: 19,175.00

Report 1099 Total: 0.00

Report Total: 19,175.00

Checking Account: 2 Activity Fund

Check Number: 12615	Check Type: Check	PO Number
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>
I16835277	10/21/2020	21-0163
I16835277	10/21/2020	21-0163

Check Date: 10/21/2020	Vendor: SHOPS CRIP	SHOP WITH SCRIP
<u>Detail Description</u>	<u>Chart of Account Number</u>	
Scrip Cards	21 0000 1400 950 7010 618	
Shipping	21 0000 1400 950 7010 899	

Check Total:	2,453.46
<u>Detail Amount</u>	
2,444.96	
8.50	

*Denotes Expensed Invoice Item

Checking Account ID: 2

Total without Voids: 2,453.46

Invoice Listing - Detail
Activity Checks - November 2020

Batch Description: Activity Invoices - November 2020 Processing Month: 11/2020 Credit Card Vendor ID: End of Fiscal Year Expense Invoices:

Vendor ID: CHASCARD CHASE CARD SERVICES Invoice Number: 01473G Amount: 47.57

Description: IA Cheer Coach Assn membership fee 2020 Invoice Date: 10/19/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 920 6693 899 iowa Cheer Coaches Assn Annual Membershi 45.00 0.00 N Final

21 0000 1400 920 6693 899 Credit Card Fee 2.57 0.00 N Final

Vendor ID: CHASCARD CHASE CARD SERVICES Invoice Number: 06545G Amount: 298.50

Description: DQ Blizzards for Dance Marathon Invoice Date: 10/06/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 950 7011 618 DQ Blizzards Fundraiser for Dance Marath 298.50 N Final

Vendor ID: CITIZENS CSB-CASH Invoice Number: 11320 Amount: 240.00

Description: Gate Change - Basketball/Wrestling Invoice Date: 11/03/2020 Due Date: 11/03/2020 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 920 6600 618 Gate Change - Basketball/Wrestling 240.00 N Final

Vendor ID: EWELUDUC EWELL EDUCATIONAL SERVICES Invoice Number: 886061 Amount: 325.00

Description: Record Keeping System for FFA Invoice Date: 10/15/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 950 7026 899 Record Keeping System for Supervised Agr 325.00 N Final

Vendor ID: GENFUND GENERAL FUND Invoice Number: 11920 Amount: 80.00

Description: MS G-BB Official-K. Hesner-11/9/20 Invoice Date: 11/09/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 920 6600 391 MS-G BB Official-K. Hesner-11/9/20 80.00 N Final

Vendor ID: HOTLUNCH HOT LUNCH PROGRAM Invoice Number: 11220 Amount: 101.62

Description: Holiday Cookies/Juice Cups Invoice Date: 11/02/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 950 7049 618 Halloween Cookies/Juice 101.62 N Final

Vendor ID: IOWAFFA IOWA FFA ASSOCIATION Invoice Number: 24168 Amount: 1,076.00

Description: FFA Member/Chapter Dues/Fees Invoice Date: 10/21/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number Detail Description In Full

21 0000 1400 950 7026 899 National FFA Organization Member Dues 336.00 0.00 N Final

21 0000 1400 950 7026 899 Iowa FFA Association Member Dues 360.00 0.00 N Final

21 0000 1400 950 7026 899 Northeast District FFA Chapter Fee 250.00 N Final



21 0000 1400 950 7026 899	Iowa FFA Association Chapter Fee	130.00	0.00	N	Final
Vendor ID: IAHSAA	IOWA HIGH SCHOOL ATHLETIC ASSOCIATION				
Description: IASC Fall Rally Day Registration					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 950 7011 739	IASC Fall Rally Day Registration	125.00		N	In Full
					Final
Vendor ID: LOUGPATR	LOUGHREN, PATRICK				
Description: MS Wrestling Official - 11/5/20					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 920 6600 345	MS Wrestling Official	75.00	75.00	N	In Full
					Final
Vendor ID: MAQVALL	MAQUOKETA VALLEY HIGH SCHOOL				
Description: District Football Medals					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 920 6720 618	District Football Medals	29.00		N	In Full
					Final
Vendor ID: MCELROY	MCELROY'S FOOD MARKET				
Description: MS Halloween Party Supplies					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 950 7015 618	MS Halloween Party Supplies	11.46		N	In Full
					Final
Vendor ID: MCELROY	MCELROY'S FOOD MARKET				
Description: MS Halloween Party Supplies					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 950 7015 618	MS Halloween Party Supplies	60.05		N	In Full
					Final
Vendor ID: MONTSPOR	MONTICELLO SPORTS				
Description: Footballs					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 920 6720 618	Footballs	195.00		N	In Full
					Final
Vendor ID: MONTSPOR	MONTICELLO SPORTS				
Description: Winter Sports Supplies					
Sequence: 1	Check Type:				
<u>Chart of Account Number</u>	<u>Detail Description</u>				
21 0000 1400 920 6600 739	B. Bballs	390.00		N	In Full
21 0000 1400 920 6600 739	G. Bballs	390.00		N	In Full
21 0000 1400 920 6600 618	Mat Tape	216.00		N	In Full
					Final

21 0000 1400 920 6600 618 Wr. Scorebook 42.00 N Final

* Vendor ID: MONTSPOR MONTICELLO SPORTS

Description: Womens Wrestling Singlets Invoice Number: 110920-2 Amount: 390.00
Sequence: 1 Check Type: 11/09/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Chart of Account Number Check Number: Check Date:
21 0000 1400 920 6600 618 Detail Description Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
Womens Wrestling Singlets 390.00 0.00 N Final

Vendor ID: NABEBILL NABER, BILL Invoice Number: 11520 Amount: 75.00
Description: MS Wrestling Official - 11/5/20 Invoice Date: 11/05/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 75.00
Sequence: 1 Check Type: Check Number: Check Date:
Chart of Account Number Detail Description
21 0000 1400 920 6600 345 MS Wrestling Official 75.00 75.00 N Final

Vendor ID: NASSP NASSP Invoice Number: 00865626 Amount: 194.40
Description: NHS Certificates/Membership Pins Invoice Date: 11/02/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Sequence: 1 Check Type: Check Number: Check Date:
Chart of Account Number Detail Description
21 0000 1400 950 7013 618 NHS Certificates 15.00 N Final
21 0000 1400 950 7013 618 NHS Membership Pins 179.40 N Final

Vendor ID: POSIPROM POSITIVE PROMOTIONS Invoice Number: 0628958 Amount: 143.70
Description: Supplies for Red Ribbon Week Invoice Date: 10/27/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Sequence: 1 Check Type: Check Number: Check Date:
Chart of Account Number Detail Description
21 0000 1400 950 7011 899 Heat Changing Pencils 107.85 N Incomplete
21 0000 1400 950 7011 899 Drug Free Erasers 19.90 N Incomplete
21 0000 1400 950 7011 899 Shipping Fee 15.95 N Incomplete

Vendor ID: REVROBO REV ROBOTICS LLC Invoice Number: 72026 Amount: 314.62
Description: Control Hub Invoice Date: 10/27/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Sequence: 1 Check Type: Check Number: Check Date:
Chart of Account Number Detail Description
21 0000 1400 950 7021 810 Control Hub 300.00 N Final
21 0000 1400 950 7021 810 Shipping 14.62 N Final

Vendor ID: SPEESHOP SPEEDE SHOP, INC. Invoice Number: 1018752 Amount: 117.00
Description: Middle School Halloween Pizza Invoice Date: 10/30/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00
Sequence: 1 Check Type: Check Number: Check Date:
Chart of Account Number Detail Description
21 0000 1400 950 7040 899 Pizza 117.00 N Final

* Vendor ID: STEFPHIL Steffen, Philip Invoice Number: 11920 Amount: 75.00
Description: MS G-Basketball Official - 11/9/20 Invoice Date: 11/09/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 75.00
Sequence: 1 Check Type: Check Number: Check Date:

Chart of Account Number
21 0000 1400 920 6600 345

Detail Description
MS G-Basketball Official

Cost Center ID
75.00

Detail Amount 75.00
1099 Detail Amount 75.00 N
Asset/Asset Tag

* **Vendor ID: TROTTROP TROTT TROPHIES**

Description: Wrestling Awards
Sequence: 1 Check Type:

PO Number: Invoice Number: 29008 Amount: 51.50
Invoice Date: 08/10/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Checking Account ID:

Chart of Account Number
21 0000 1400 920 6790 618

Detail Description
Wrestling Awards

Cost Center ID
51.50

Detail Amount 51.50
1099 Detail Amount N
Asset/Asset Tag

* **Vendor ID: UOFIENGI UNIVERSITY OF IOWA COLLEGE OF ENGINEERING, THE**

Description: FTC Iowa Registration Fee-Team #4389
Sequence: 1 Check Type:

PO Number: Invoice Number: 2020-134 Amount: 235.00
Invoice Date: 10/27/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Checking Account ID:

Chart of Account Number
21 0000 1400 950 7021 810

Detail Description
Registration

Cost Center ID
235.00

Detail Amount 235.00
1099 Detail Amount N
Asset/Asset Tag

* **Vendor ID: WORLFINE World's Finest Chocolate, Inc.**

Description: Junior class fundraiser candy bars
Sequence: 1 Check Type:

PO Number: Invoice Number: 91278925 Amount: 1,835.00
Invoice Date: 11/05/2020 Due Date: 11/11/2020 Status: A 1099 Amount: 0.00

Checking Account ID:

Chart of Account Number
21 0000 1400 950 7077 340

Detail Description
\$1 Caramel Bar 60 ct

Cost Center ID
1,740.00

Detail Amount 1,740.00
1099 Detail Amount N
Asset/Asset Tag

21 0000 1400 950 7077 340

Detail Description
Shipping Cost

Cost Center ID
95.00

Detail Amount 95.00
1099 Detail Amount N
Asset/Asset Tag

Batch 1099 Total: 225.00

Batch Total: 7,133.42

Report 1099 Total: 225.00

Report Total: 7,133.42

Fund: 21 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
21 0000 729 000	Fund Balance	0.00	0.00	0.00	0.00	0.00
21 6111 729 910	DRAMA	9,134.06	0.00	0.00	0.00	9,134.06
21 6120 729 910	SPEECH	467.42	0.00	0.00	0.00	467.42
21 6210 729 910	MUSIC CLUB	779.52	0.00	0.00	0.00	779.52
21 6220 729 910	PEP BAND	1,044.86	314.99	0.00	0.00	729.87
21 6221 729 910	MUSIC TRIP	1,363.35	0.00	0.00	0.00	1,363.35
21 6222 729 910	COLOR GUARD	775.15	0.00	0.00	0.00	775.15
21 6600 729 920	ATHLETICS	4,883.36	5,395.58	5,597.50	0.00	5,085.28
21 6645 729 920	CROSS COUNTRY	14.50	0.00	0.00	0.00	14.50
21 6693 729 920	CHEERLEADING	730.46	0.00	0.00	0.00	730.46
21 6694 729 920	DANCE TEAM	2,380.28	165.22	0.00	0.00	2,215.06
21 6710 729 920	BOYS' BASKETBALL	1,378.72	0.00	0.00	0.00	1,378.72
21 6720 729 920	FOOTBALL	5,970.41	395.08	0.00	0.00	5,575.33
21 6730 729 920	BASEBALL	1,403.09	0.00	0.00	0.00	1,403.09
21 6740 729 920	BOYS' TRACK	1,006.59	0.00	0.00	0.00	1,006.59
21 6760 729 920	BOYS' GOLF	1,092.67	0.00	0.00	0.00	1,092.67
21 6790 729 920	WRESTLING	396.32	0.00	0.00	0.00	396.32
21 6810 729 920	GIRLS BASKETBALL	422.15	0.00	0.00	0.00	422.15
21 6815 729 920	VOLLEYBALL	4,483.93	3,703.50	0.00	0.00	780.43
21 6835 729 920	SOFTBALL	377.20	0.00	0.00	0.00	377.20
21 6840 729 920	GIRLS TRACK	393.27	0.00	0.00	0.00	393.27
21 6860 729 920	GIRLS' GOLF	216.93	0.00	0.00	0.00	216.93
21 7010 729 950	FBLA	3,535.18	2,453.46	2,160.00	0.00	3,241.72
21 7011 729 950	HS STUDENT COUNCIL	2,975.11	135.00	739.00	0.00	3,579.11
21 7012 729 950	SPANISH CLUB	1,664.45	0.00	0.00	0.00	1,664.45
21 7013 729 950	NHS	663.80	385.00	0.00	0.00	278.80
21 7015 729 950	FEED STORE	577.86	0.00	0.00	0.00	577.86
21 7016 729 950	FITNESS CLUB	37.55	0.00	0.00	0.00	37.55
21 7018 729 950	LIBRARY CLUB	484.33	0.00	37.00	0.00	521.33
21 7020 729 950	NEWSPAPER	1,586.84	0.00	0.00	0.00	1,586.84
21 7021 729 950	ROBOTICS CLUB	389.45	0.00	0.00	0.00	389.45
21 7025 729 950	TECHNOLOGY	906.97	0.00	0.00	0.00	906.97
21 7026 729 950	FFA	19,458.12	459.00	8,993.00	0.00	27,992.12
21 7027 729 950	ART CLUB	1,060.81	0.00	0.00	0.00	1,060.81
21 7040 729 950	MS STUDENT COUNCIL	498.28	0.00	7.90	0.00	506.18
21 7041 729 950	SOUND SYSTEM	1,026.50	0.00	0.00	0.00	1,026.50
21 7042 729 950	TRAPSHOOTING	2,663.94	0.00	0.00	0.00	2,663.94
21 7043 729 950	LIL BUC B-BASKETBALL	763.91	0.00	0.00	0.00	763.91

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Activity Fund Balance Report - Summary - Exclude Encumbrances
10/2020 - 10/2020

Fund: 21 ACTIVITY FUND

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
21 7049 729 950	PBIS	3,984.94	0.00	75.20	0.00	4,060.14
21 7050 729 950	ELEM. ST. COUNCIL	5,285.83	1,068.82	0.00	0.00	4,217.01
21 7051 729 950	CAMP WAPSIE	7,293.05	0.00	0.00	0.00	7,293.05
21 7052 729 950	EB HOOPSTERS CLUB	2,580.66	0.00	0.00	0.00	2,580.66
21 7053 729 950	BREAKFAST CLUB	1,249.86	0.00	0.00	0.00	1,249.86
21 7076 729 950	CLASS OF 2021	2,770.93	0.00	0.00	0.00	2,770.93
21 7077 729 950	CLASS OF 2022	1,234.72	0.00	0.00	0.00	1,234.72
21 7078 729 950	CLASS OF 2023	1,178.64	0.00	0.00	0.00	1,178.64
21 7079 729 950	CLASS OF 2024	1,043.64	0.00	0.00	0.00	1,043.64
21 7080 729 950	CLASS OF 2025	410.00	0.00	0.00	0.00	410.00
21 7081 729 950	CLASS OF 2026	270.00	0.00	0.00	0.00	270.00
21 8000 729 910	ANNUAL	8,030.67	1,607.25	210.00	0.00	6,633.42
21 8001 729 910	BUCCANEER CLUB	3,041.63	0.00	0.00	0.00	3,041.63
21 8002 729 910	THE BUCCANEER NETWORK	1,809.81	0.00	0.00	0.00	1,809.81
21 8004 729 910	INTEREST	323.64	0.00	107.60	0.00	431.24
Fund Total: 21		117,515.36	16,082.90	17,927.20	0.00	119,359.66

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EAST BUCHANAN SCHOOL
MILEAGE REPORT
2020-2021

MONTH	BUS ROUTE MILES	BUS ADMIN. MILES	BUS SPECIAL ED. MILES	BUS ACTIVITY MILES	BUS CUSTODIAL MILES	BUS TRANSP. MILES	BUS DRIVERS ED MILES	BUS OTHER MILES	BUS MISC. MILES	BUS TOTAL MILES
JULY	0	0	0	644	0	0	0	0	0	644
AUGUST	2,230	0	0	332	0	0	0	0	60	2,622
SEPTEMBER	7,083	0	0	1,262	0	0	0	0	58	8,403
OCTOBER	7,083	0	0	1,262	0	0	0	0	58	8,403
NOVEMBER	0	0	0	0	0	0	0	0	0	0
DECEMBER	0	0	0	0	0	0	0	0	0	0
JANUARY	0	0	0	0	0	0	0	0	0	0
FEBRUARY	0	0	0	0	0	0	0	0	0	0
MARCH	0	0	0	0	0	0	0	0	0	0
APRIL	0	0	0	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	0	0	0	0
JUNE	0	0	0	0	0	0	0	0	0	0
TOTAL	16,396	-	-	3,500	-	-	-	-	176	20,072

**EAST BUCHANAN SCHOOL
MILEAGE REPORT
2020-2021**

MONTH	VAN/CAR ROUTE		VAN/CAR ADMIN.		VAN/CAR SPECIAL ED.		VAN/CAR ACTIVITY		VAN/CAR CUSTODIAL		VAN/CAR TRANSP.		VAN/CAR DRIVERS ED		VAN/CAR OTHER		VAN/CAR MISC.		VAN/CAR TOTAL		
	MILES		MILES		MILES		MILES		MILES		MILES		MILES		MILES		MILES		MILES		
JULY	0		0		1,589		25		139		36		0		0		139		0		1,928
AUGUST	0		294		1,998		0		178		0		0		0		471		0		2,941
SEPTEMBER	0		0		9,260		761		183		58		0		0		53		0		10,315
OCTOBER	0		0		9,283		1,289		166		15		0		0		78		0		10,831
NOVEMBER	0		0		0		0		0		0		0		0		0		0		0
DECEMBER	0		0		0		0		0		0		0		0		0		0		0
JANUARY	0		0		0		0		0		0		0		0		0		0		0
FEBRUARY	0		0		0		0		0		0		0		0		0		0		0
MARCH	0		0		0		0		0		0		0		0		0		0		0
APRIL	0		0		0		0		0		0		0		0		0		0		0
MAY	0		0		0		0		0		0		0		0		0		0		0
JUNE	0		0		0		0		0		0		0		0		0		0		0
TOTAL	-		294		22,130		2,075		666		109		-		-		741		-		26,015
BUS/VAN TOTAL	16,396		294		22,130		5,575		666		109		-		-		917		-		46,087

**EAST BUCHANAN COMMUNITY SCHOOL
GASOLINE/DIESEL EXPENSE REPORT**

2020-2021

MONTH	GALS. GAS PURCH.		COST PER GAL.		COST GAS PURCH.		GALS. DIESEL PURCH.		COST PER GAL.		COST DIESEL PURCH.		TOTAL COST GAS/DIESEL PURCHASED		GALS. GAS CONS.		COST GAS CONS.		GALS. DIESEL CONS.		COST DIESEL CONS.		TOTAL COST GAS/DIESEL CONSUMED	
JULY	-		\$ -		\$ -		-		\$ -		\$ -		95.000		\$ 118.18		100.000		\$ 106.40				\$ 224.58	
AUG.	-		\$ -		\$ -		-		\$ -		\$ -		174.000		\$ 216.46		310.000		\$ 329.84				\$ 546.30	
SEPT.	507.000		\$ 1.739		\$ 881.42		686.000		\$ 1.462		\$ 1,002.94		691.000		\$ 1,201.30		1,041.000		\$ 1,521.94				\$ 2,723.24	
OCT.	506.000		\$ 1.685		\$ 852.36		889.000		\$ 1.501		\$ 1,334.39		757.000		\$ 1,275.17		1,197.000		\$ 1,796.70				\$ 3,071.87	
NOV.	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
DEC.	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
JAN.	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
FEB.	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
MARCH	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
APR.	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
MAY	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
JUNE	-		\$ -		\$ -		-		\$ -		\$ -		-		\$ -		-		\$ -				\$ -	
TOTALS	1,013.000				\$ 1,733.78		1,575.000				\$ 2,337.33		1,717.000		\$ 2,811.11		2,648.000		\$ 3,754.88				\$ 6,565.99	

RECEIPTS

	MONTH	PRIOR RECEIPT	YEAR TO DATE
Student Breakfast	\$0.00	\$656.90	\$656.90
Student Lunch	-\$644.55	\$11,104.43	\$10,459.88
Adult Breakfast	\$70.00	\$68.60	\$138.60
Adult Lunch	\$296.45	\$231.00	\$527.45
Carte	\$4,954.40	\$5,046.05	\$10,000.45
Snacks	\$1,905.42	\$1,978.95	\$3,884.37
Federal Breakfast	\$1,119.36	\$0.00	\$1,119.36
Federal Lunch	\$7,544.16	\$0.00	\$7,544.16
State Breakfast	\$0.00	\$0.00	\$0.00
State Lunch	\$0.00	\$0.00	\$0.00
SFSP	\$23,732.29	\$0.00	\$23,732.29
Other Revenues	\$0.00	\$0.00	\$0.00
Other Purchased Services	-\$118.76	-\$316.66	-\$435.42
Rebate	\$0.00	\$302.50	\$302.50
Interest	\$33.56	\$103.94	\$137.50
TOTAL INCOME	\$38,892.33	\$19,175.71	\$58,068.04

2020-2021
East Buchanan
Hot Lunch
Report

EXPENDITURES

	MONTH	PRIOR EXPENSE	YEAR TO DATE
Food	\$17,078.92	\$5,230.34	\$22,309.26
Commodities	\$0.00	\$0.00	\$0.00
Supplies	\$501.29	\$422.57	\$923.86
Shared Contract	\$0.00	\$3,719.44	\$3,719.44
Purchased Services	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Other Expenses	\$229.50	\$153.60	\$383.10
Cooks Salaries	\$12,335.02	\$3,558.75	\$15,893.77
Benefits	\$3,935.27	\$5,432.50	\$9,367.77
TOTAL EXPENDITURES	\$34,080.00	\$18,517.20	\$52,597.20

BALANCE

	0	PRIOR BALANCE	YEAR TO DATE
Beginning Balance	\$0.00	\$38,067.87	\$38,067.87
Income	\$38,892.33	\$19,175.31	\$58,067.64
Expenditures	\$34,080.00	\$18,517.20	\$52,597.20
FUND BALANCE	\$4,812.33	\$38,725.98	\$43,538.31

DAYS MEALS SERVED	
July	0
August	6
September	20
October	21
November	0
December	0
January	0
February	0
March	0
April	0
May	0
June	0
TOTALS	47

MEALS SERVED

	MONTH	PRIOR BALANCE	YEAR TO DATE
Paid Student Breakfasts	0	448	448
Reduced Student Breakfasts	0	99	99
Free Student Breakfasts	0	346	346
Second Breakfasts	36	15	51
Adult Breakfasts	51	49	100
Student Guest Breakfasts	0	0	0
Complimentary Breakfasts	0	0	0
TOTAL BREAKFASTS SERVED	87	957	1,044

Paid Student Lunches	0	3,082	3,082
Reduced Student Lunches	0	439	439
Free Student Lunches	0	1,373	1,373
Second Lunches	3	2	5
Adult Lunches	74	61	135
Student Guest Lunches	0	0	0
Complimentary Lunches	0	0	0
TOTAL LUNCHES SERVED	77	4,957	5,034

SFSP Breakfasts Served	2,755	1,455	4,210
SFSP Lunches Served	8,531	4,883	13,414

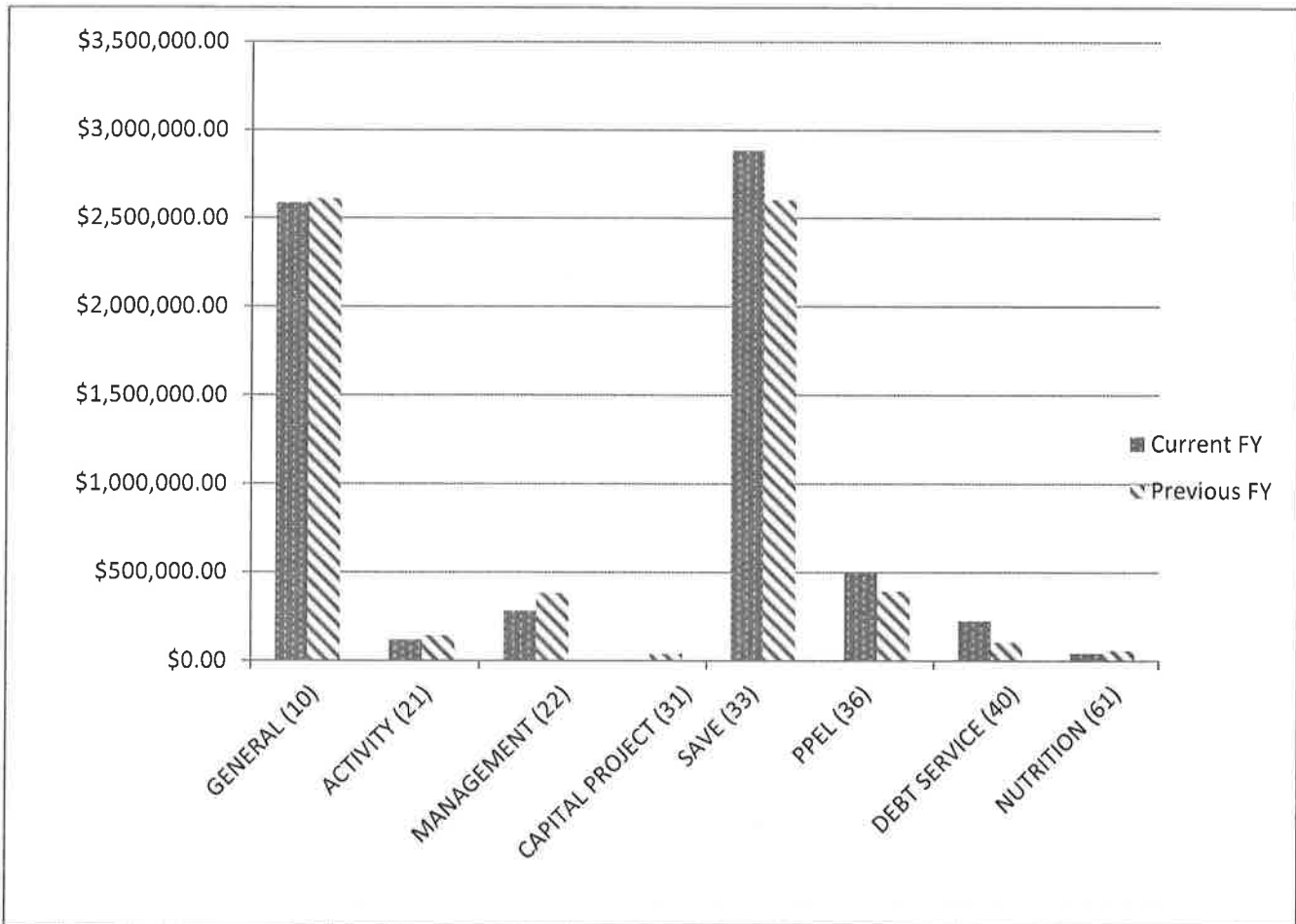
October 31, 2020

East Buchanan Community School District
Cash Summary Report

	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>
10-GENERAL FUND				
Beginning Balance	2,909,706.83	2,551,103.28	2,006,067.66	2,036,652.10
Revenue	75,623.87	184,549.91	572,539.58	1,129,664.42
Expenditures	434,227.42	729,585.53	541,955.14	579,728.49
Ending Balance	<u>2,551,103.28</u>	<u>2,006,067.66</u>	<u>2,036,652.10</u>	<u>2,586,588.03</u>
21-ACTIVITY FUND				
Beginning Balance	120,841.93	121,421.98	116,447.40	117,515.36
Revenue	1,030.05	4,759.54	11,240.56	17,927.20
Expenditures	450.00	9,734.12	10,172.60	16,082.90
Ending Balance	<u>121,421.98</u>	<u>116,447.40</u>	<u>117,515.36</u>	<u>119,359.66</u>
22-MANAGEMENT FUND				
Beginning Balance	412,941.11	313,445.76	309,036.44	316,610.51
Revenue	1,267.69	1,757.68	8,574.07	34,261.41
Expenditures	100,763.04	6,167.00	1,000.00	69,177.60
Ending Balance	<u>313,445.76</u>	<u>309,036.44</u>	<u>316,610.51</u>	<u>281,694.32</u>
31-GO BONDS				
Beginning Balance	10,651.12	10,653.34	6,343.52	6,345.68
Revenue	2.22	2.23	2.16	2.23
Expenditures	0.00	4,312.05	0.00	0.00
Ending Balance	<u>10,653.34</u>	<u>6,343.52</u>	<u>6,345.68</u>	<u>6,347.91</u>
33-SAVE				
Beginning Balance	2,887,242.09	2,739,739.35	2,788,337.37	2,836,881.10
Revenue	52,447.26	48,598.02	48,543.73	48,673.49
Expenditures	199,950.00	0.00	0.00	0.00
Ending Balance	<u>2,739,739.35</u>	<u>2,788,337.37</u>	<u>2,836,881.10</u>	<u>2,885,554.59</u>
36-PPEL				
Beginning Balance	421,599.20	393,850.90	393,169.78	392,659.51
Revenue	4,031.78	6,736.90	55,412.78	121,828.92
Expenditures	31,780.08	7,418.02	55,923.05	16,523.12
Ending Balance	<u>393,850.90</u>	<u>393,169.78</u>	<u>392,659.51</u>	<u>497,965.31</u>
40-DEBT SERVICE				
Beginning Balance	96,455.14	101,085.44	109,011.59	150,081.82
Revenue	4,643.06	8,426.15	41,070.23	164,023.93
Expenditures	12.76	500.00	0.00	88,893.75
Ending Balance	<u>101,085.44</u>	<u>109,011.59</u>	<u>150,081.82</u>	<u>225,212.00</u>
less: Escrow Acct	<u>90,000.00</u>	<u>90,000.00</u>	<u>90,000.00</u>	<u>90,000.00</u>
	11,085.44	19,011.59	60,081.82	135,212.00
61-NUTRITION FUND				
Beginning Balance	38,067.87	33,271.67	42,639.12	38,725.98
Revenue	342.46	10,862.37	8,287.54	39,655.64
Expenditures	5,138.66	1,494.92	12,200.68	34,843.31
Ending Balance	<u>33,271.67</u>	<u>42,639.12</u>	<u>38,725.98</u>	<u>43,538.31</u>
less: Received on Acct	<u>7,940.24</u>	<u>15,420.02</u>	<u>11,890.97</u>	<u>11,175.27</u>
	25,331.43	27,219.10	26,835.01	32,363.04
EMPLOYER'S PAYROLL EXPENSE:				
Gross Wages-hourly	17,204.78	14,702.99	36,413.50	78,940.63
Gross Wages-contract	285,337.96	285,673.25	305,073.86	308,027.08
	<u>302,542.74</u>	<u>300,376.24</u>	<u>341,487.36</u>	<u>386,967.71</u>
Employer paid deductions	42,787.71	42,244.15	50,887.20	49,758.30
Employer paid IPERS	27,911.18	27,848.72	31,367.52	35,475.29
Employer paid FICA	22,043.98	22,099.27	25,060.76	28,584.29
	<u>92,742.87</u>	<u>92,192.14</u>	<u>107,315.48</u>	<u>113,817.88</u>
TOTAL	<u>395,285.61</u>	<u>392,568.38</u>	<u>448,802.84</u>	<u>500,785.59</u>

CASH SUMMARY REPORT EAST BUCHANAN COMMUNITY SCHOOL October 2020

Fund Description	Beginning	Revenues	Expenditures	FY21	FY20	Difference
				Ending	End Balance	
GENERAL (10)	\$2,036,652.10	\$1,129,664.42	\$579,728.49	\$2,586,588.03	\$2,609,615.88	(\$23,027.85)
ACTIVITY (21)	\$117,515.36	\$17,927.20	\$16,082.90	\$119,359.66	\$141,448.03	(\$22,088.37)
MANAGEMENT (22)	\$316,610.51	\$34,261.41	\$69,177.60	\$281,694.32	\$380,824.32	(\$99,130.00)
CAPITAL PROJECT (31)	\$6,345.68	\$2.23	\$0.00	\$6,347.91	\$38,369.20	(\$32,021.29)
SAVE (33)	\$2,836,881.10	\$48,673.49	\$0.00	\$2,885,554.59	\$2,602,100.22	\$283,454.37
PPEL (36)	\$392,659.51	\$121,828.92	\$16,523.12	\$497,965.31	\$392,653.34	\$105,311.97
DEBT SERVICE (40)	\$150,081.82	\$164,023.93	\$88,893.75	\$225,212.00	\$104,937.77	\$120,274.23
NUTRITION (61)	\$38,725.98	\$39,655.64	\$34,843.31	\$43,538.31	\$58,482.66	(\$14,944.35)
TOTAL				\$6,646,260.13	\$6,328,431.42	\$317,828.71



Certified Budget compared to Actual Revenues/Expenditures - All Funds

		FY21 Certified Budget	thru 10/31/2020	over / (under) budget	
Taxes Levied on Property	1	\$ 2,888,696.00	\$ 1,268,035.24		
Utility Replacement Excise Tax	2	\$ 51,316.00	\$ 25,813.67		
Income Surtaxes	3	\$ 142,295.00	\$ -		
Tuition\Transportation Received	4	\$ 633,000.00	\$ 1,932.24		
Earnings on Investments	5	\$ 81,900.00	\$ 23,076.94		
Nutrition Program Sales	6	\$ 180,000.00	\$ 25,660.30		
Student Activities and Sales	7	\$ 196,000.00	\$ 30,946.41		
Other Revenues from Local Sources	8	\$ 117,000.00	\$ 63,729.89		
Revenue from Intermediary Sources	9	\$ -	\$ -		
State Foundation Aid	10	\$ 3,952,334.00	\$ 786,503.60		
Instructional Support State Aid	11	\$ 15,007.00	\$ -		
Other State Sources	12	\$ 587,620.00	\$ 168,756.60		
Commercial & Industrial State Replacement	13	\$ 21,091.00	\$ 8,635.43		
Title I Grants	14	\$ 70,000.00	\$ -		
IDEA and Other Federal Sources	15	\$ 300,000.00	\$ 87,740.65		
Total Revenues	16	\$ 9,236,259.00	\$ 2,490,830.97		
General Long-Term Debt Proceeds	17	\$ -	\$ -		
Transfers In	18	\$ 311,010.00	\$ 199,950.00		
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ -		
Special Items/Upward Adjustments	20	\$ -	\$ (114.21)		
Total Revenues & Other Sources	21	\$ 9,547,269.00	\$ 2,690,666.76		
Beginning Fund Balance	22	\$ 6,100,102.84	\$ 6,100,102.84		
Total Resources	23	\$ 15,647,371.84	\$ 8,790,769.60		
*Instruction	24	\$ 5,345,000.00	\$ 824,931.58	\$ (4,520,068.42)	15%
Student Support Services	25	\$ 222,500.00	\$ 52,800.40		
Instructional Staff Support Services	26	\$ 480,000.00	\$ 142,929.82		
General Administration	27	\$ 265,000.00	\$ 88,311.20		
School/Building Administration	28	\$ 410,000.00	\$ 96,166.67		
Business & Central Administration	29	\$ 125,000.00	\$ 35,352.33		
Plant Operation and Maintenance	30	\$ 643,000.00	\$ 246,039.87		
Student Transportation	31	\$ 540,000.00	\$ 112,133.12		
This row is intentionally left blank	32	\$ -	\$ -		
*Total Support Services (lines 25-32)	32A	\$ 2,685,500.00	\$ 773,733.41	\$ (1,911,766.59)	29%
*Noninstructional Programs	33	\$ 375,000.00	\$ 48,165.48	\$ (326,834.52)	13%
Facilities Acquisition and Construction	34	\$ 300,000.00	\$ 13,242.13		
Debt Service	35	\$ 662,398.00	\$ 288,843.75		
AEA Support - Direct to AEA	36	\$ 287,251.00	\$ 53,619.60		
*Total Other Expenditures (lines 34-36)	36A	\$ 1,249,649.00	\$ 355,705.48	\$ (893,943.52)	28%
Total Expenditures	37	\$ 9,655,149.00	\$ 2,002,535.95		
Transfers Out	38	\$ 311,010.00	\$ 199,950.00		
Total Expenditures & Other Uses	39	\$ 9,966,159.00	\$ 2,202,485.95		
Ending Fund Balance	40	\$ 5,681,212.84	\$ 6,588,283.65		
Total Requirements	41	\$ 15,647,371.84	\$ 8,790,769.60		

This report shows the district's progress towards staying on budget according to the certified budget published and approved. The expenditures with * must stay below the budgeted amount to avoid having to revise the budget by May 31st of each fiscal year. Revenues and expenses will continue for the fiscal year until the Certified Annual Report (CAR) is completed in September.

East Buchanan CSD

Personnel Changes

SB Mtg date	Employee	Type	Position	Notice Date	Effective Date	Salary Schedule
11/11/2020	Suzanne Goeller	Hire	MS Girls Basketball Coach			
11/11/2020	Raynae Zingg	Hire	associate			

Reorganizational Meeting (even-numbered years)

8a

1. Election of President

- Superintendent or board secretary will take nominations for president
- Election of president
- President oath of office (by superintendent or board secretary)

Board Secretary: Do you solemnly swear that you will support the constitution of the United States and the constitution of the State of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the office of President in the East Buchanan Community School District as now or hereafter required by law?

President: I do.

2. Election of Vice-President

- President will take nominations for vice-president
- Election of vice-president
- Vice-president oath of office (by president)

President: Do you solemnly swear that you will support the constitution of the United States and the constitution of the State of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the office of Vice-President in the East Buchanan Community School District as now or hereafter required by law?

President: I do.

3. Motion to approve the appointment of Teresa Knipper as Board Secretary

- Oath of office (by president)

President: Do you solemnly swear that you will support the constitution of the United States and the constitution of the State of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the office of Board Secretary in the East Buchanan Community School District as now or hereafter required by law?

Board Secretary: I do.

4. Motion to approve the appointment of Marilyn Steinkamp as Board Treasurer

- Oath of office (by president)

President: Do you solemnly swear that you will support the constitution of the United States and the constitution of the State of Iowa and that you will faithfully and impartially to the best of your ability discharge the duties of the office of Board Treasurer in the East Buchanan Community School District as now or hereafter required by law?

Board Treasurer: I do.

5. Motion to appoint Steve Weidner of Swisher and Cohrt as Legal Counsel

6. Motion to approve official depositories

- \$10 million maximum deposit at Citizens State Bank
- \$2 million maximum deposit at UMB
- \$2 million maximum deposit at Iowa Schools Joint Investment Trust

7. Motion to approve The Winthrop News as the official publication of the district

8. Motion to approve the second Wednesday of each month at 5:00 pm as the school board meeting date and time

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RIVER HILLS CONSORTIUM SBRC ADMINISTRATIVE COST REQUEST

Per Denelle Gonnerman (Cedar Falls CSD CFO/Board Secretary): Districts have the opportunity to request special education administrative expenses for the 2021/22 school year. The amount is determined by taking the total administrative salary with FICA/IPERS divided by the total number of students enrolled in the River Hills program as of October 31, 2020 times the number of students from your school district attending the River Hills program. Special education administrative cost requests are required to be made a year in advance. Because we need to apply in advance, we use the actual administrative salary with FICA/IPERS for the current (2020/21) school year to determine your 2021/22 request amount. Requests to the SBRC for administrative special education costs must be done annually.

I move that the Board of Directors of the East Buchanan Community School District approve the application to the School Budget Review Committee in the amount of \$ 1,918.00 for special education administrative costs associated with the River Hills Consortium program for the 2021-22 school year.

8bi

**LIED CENTER (BREMWOOD) CONSORTIUM SBRC ADMINISTRATIVE COST
REQUEST**

I move that the Board of Directors of the East Buchanan Community School District approve the application to the School Budget Review Committee in the amount of \$ 1,736.39 for special education administrative costs associated with Lied Center Consortium program for the 2021-22 school year.

SBRC APPLICATION FOR MODIFIED SUPPLEMENT AMOUNT

The district can submit an application to the SBRC for a modified supplement amount for:

- Increasing Enrollment = the increase in enrollment multiplied by the current year district cost per pupil (DCPP)
- Open Enrollment Out not in Fall 2019 = the current certified enrollment for open enrolled out students less the increase in enrollment multiplied by last year's state's cost per pupil for open enrollment
- ELL Beyond 5 years = ELL resident students served beyond 5 years multiplied by .22 weighting multiplied by current year DCPP

If approved by the SBRC, there will be an increase in the district's spending authority for the current year.

⊖ "I move that we approve the SBRC application for modified supplement amount for increased enrollment of \$ 7,752.80, and open enrollment out of \$ 102,512.00, and ~~ELL beyond 5 years of \$ _____~~ for a total of \$ 110,264.80."



East Buchanan Comm School District (1963)

SBRC Application

Iowa Code section 257.31(5)a, Iowa Code section 282.18(9)(e), Iowa Code section 257.31(5)(j)

SBRC Application SBRC Application for Increasing Enrollment, Open Enrollment Out, and LEP Instruction Beyond 5 Years

Due 12/2/2020

Send a copy of the board minutes to Carla Schimelfenig or provide the web address to the minutes.

Date of Board Meeting:

Link to Board Minutes:

[Save Minutes Info](#)

[Save Values](#) [Certify](#)

You have entered text on the page. You must Save Values before you can Certify.

(Generated nightly, changes to Certified Enrollment are reflected the following day)

Increasing Enrollment

Actual Enrollment Fall 2019	552.3
Actual Enrollment Fall 2020	553.4
Increase	1.1
Current Year DCPP	7048
Maximum On-Time Funding Modified Supplemental Amount for Increasing Enrollment	7752.8
Request	<input type="text" value="\$ 7752.8"/> Request Max

(Changes to student data are reflected immediately)

Open Enrollment Out not in Fall 2019

Open Enrollment Out Students on Fall 2020 Certified Enrollment but not on the Fall 2019 Certified Enrollment	16
Open Enrollment Out Students Minus Increase (previous section)	14.9
Last Year's State Cost Per Pupil for Open Enrollment Out	8880
Maximum Modified Supplemental Amount for Open Enrollment Out	102512
Request	<input type="text" value="\$ 102512"/> Request Max

(Changes to student data are reflected immediately)

ELL Beyond 5 Years

Students Served Beyond 5 Years	0
Weighting	0.22
Total Weighting	0
Current Year DCPP	7048
Maximum Modified Supplemental Amount for LEP Instruction Beyond 5 Years	0
Request	<input type="text" value="\$ 0"/> Request Max

[Save Contact Information](#)

Name:

Title:

Phone:

Email:

SBRC App Contact

Carla Schimelfenig 515-242-5612

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RESOLUTION TO TRANSFER REMAINING FUND 31 BANK ACCOUNT BALANCE

Fund 31 bank accounts were used for deposit of the GO bond to make payments for the recent building project. The savings account has been closed with the balance transferred to the checking account. The remaining check account balance is shown below. The checking account will remain open with a \$0.00 balance so it can be used for any future building projects, if needed.

Revenue:	TOTALS	FY17	FY18	FY19	FY20	FY21
Interest on investments	\$ 83,520.81	\$ 12,478	\$ 57,825	\$ 12,765	\$ 444	\$ 9
GO Bond	\$ 6,500,000.00	\$ 6,500,000	\$ -	\$ -	\$ -	\$ -
Premium on the issuance of bonds	\$ 196,415.65	\$ 196,416	\$ -	\$ -	\$ -	\$ -
Other revenue	\$ 25,473.00	\$ -	\$ -	\$ 25,473	\$ -	\$ -
	\$ 6,805,409.46	\$ 6,708,894	\$ 57,825	\$ 38,238	\$ 444	\$ 9
Expenditures:						
Architect and engineer	\$ 322,001.21	\$ 220,676	\$ 57,812	\$ 41,665	\$ 1,848	\$ -
Construction services	\$ 6,150,665.68	\$ -	\$ 3,997,455	\$ 2,017,926	\$ 130,973	\$ 4,312
Other professional services	\$ 57,420.29	\$ 40,959	\$ 15,461	\$ 1,000	\$ -	\$ -
Discount on issuance of debt	\$ 58,568.75	\$ 58,569	\$ -	\$ -	\$ -	\$ -
Downward adjustment (auditor)	\$ 210,405.62	\$ -	\$ -	\$ 210,406	\$ -	\$ -
	\$ 6,799,061.55	\$ 320,204	\$ 4,070,728	\$ 2,270,996	\$ 132,821	\$ 4,312
Capital Project Balance	\$ 6,347.91					

The options for the remaining balance are based on the following statute: "Any balance remaining in a capital project fund after the capital project is completed may be:

- a. retained for future capital projects in accordance with the original purpose of the bond issue or voter-approved levy; or may be
- b. transferred, by board resolution, to the debt service fund, the physical plant and equipment levy fund or other capital project fund, or other fund from which the surplus originated; or
- c. transferred to the general fund

in accordance with subsection 278.1(1), paragraph "e" (298A.9)."

The board needs to decide on one of the following:

- 1. The balance remains in the Capital Project Fund (no resolution is needed).
- 2. Transfer to Debt Service Fund to pay the principal and interest due on the next payment per the bond schedule.
- 3. Transfer to the PPEL Fund for future improvements.
- 4. Transfer to the General Fund for _____.

Option 2:

RESOLUTION APPROVING TRANSFER OF FUNDS TO THE DEBT SERVICE FUND

WHEREAS, the East Buchanan Community School District has completed the projects approved by the voters and has \$ 6,347.91 remaining; and

WHEREAS, pursuant to Iowa Code Section 298A.9 the District has principal and interest due on which the funds may be used; and

WHEREAS, the Board of Directors finds it in the best interests of the District to transfer the funds to the Debt Service fund for payment of principal and interest.

NOW, THEREFORE, BE IT RESOLVED BY THE EAST BUCHANAN COMMUNITY SCHOOL DISTRICT, BUCHANAN COUNTY, STATE OF IOWA:

Section 1. Pursuant to Iowa Code section 298A.9, the Treasurer be authorized to transfer moneys from the General Obligation Bond Capital Project fund to the Debt Service fund, such transfer to be in the amount of \$ 6,347.91, to be used for payment of principal and interest.

PASSED AND APPROVED, this _____ day of _____, 20____.

PRESIDENT, Board of Directors

ATTEST:

SECRETARY, Board of Directors

Option 3 & 4:

RESOLUTION APPROVING TRANSFER OF FUNDS TO THE _____ FUND

WHEREAS, the East Buchanan Community School District has completed the projects approved by the voters and has \$ 6,347.91 remaining; and

WHEREAS, pursuant to Iowa Code Section 298A.9 the District has _____
_____ on which the funds may be used; and

WHEREAS, the Board of Directors finds it in the best interests of the District to transfer the funds to the _____ fund for use on _____
_____.

NOW, THEREFORE, BE IT RESOLVED BY THE EAST BUCHANAN COMMUNITY SCHOOL DISTRICT, BUCHANAN COUNTY, STATE OF IOWA:

Section 1. Pursuant to Iowa Code section 298A.9, the Treasurer be authorized to transfer moneys from the General Obligation Bond Capital Project fund to the _____ fund, such transfer to be in the amount of \$ 6,347.91, to be used for _____.

PASSED AND APPROVED, this _____ day of _____, 20____.

PRESIDENT, Board of Directors

ATTEST:

SECRETARY, Board of Directors

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Snow Removal Bids

East Buchanan CSD is taking bids for snow removal during the 2020-2021 school year. Please send bid to:

Superintendent

414 5th St N, Winthrop IA 50682

By noon on Tuesday, November 10, 2020

The district reserves the right to accept or refuse all bids.

8bto

Brad Harms, Assessor
Steve Maynard, Deputy Assessor
Kim Fox, Office Manager

**Buchanan County
Assessor's Office**
PO Box 388
Independence, IA 50644-0388

Phone: 319.334.2706
Fax: 319.334.7451

November 3, 2020

Board of Education,
Please provide the contact information for your school district representative selected to serve on the Buchanan County Conference Board. You can provide their contact information to bharms@co.buchanan.ia.us, or return this form to **PO Box 388, Independence, IA, 50644**. The Buchanan County Conference Board is the governing body for the county assessor's office. This person must reside in Buchanan County and the appointment is for 2021.

Chapter 441.2 of the code of Iowa will serve as a reference to you if you have any questions. I will also be happy to clarify any questions you may have about the conference board position as well.

As you are aware, accurate assessed values are essential not only for each property owner's proportionate share of property tax, but equally important in the school aid funding formula.

Returning this information to me as soon as possible will enable me to send information about the conference board to your representative in a timely manner.

Sincerely,



Brad Harms
Buchanan County Assessor

REPRESENTATIVE NAME: _____

EMAIL ADDRESS: _____

MAILING ADDRESS: _____

POLICY REVIEW

Current EB policy is marked with changes based on the current IASB policy reference manual

Wording to be removed is ~~crossed-out~~

Additions are in **bold and underlined**

Decisions to be made are **highlighted**

Optional wording is in *[italics and brackets]*

Policy Code Signs & Symbols:

- R This symbol following a policy code number indicates the statement is an administrative regulation rather than a board policy
- E This symbol following a policy code number indicates the statement is an exhibit rather than a board policy.
- Legal Reference This sign indicates the legal references. They tell the user where they may find the statutes, case law, attorney general opinions, or administrative rules that give authority to a policy.
- Cross Reference Many policies in the manual relate to other policies in the manual. Cross references are provided to assist the user in finding all of the related policies.

RETIREMENT - CERTIFIED PERSONNEL

The East Buchanan Community School District Retirement Program as described in this document has been approved by the District Board of Education to be effective starting with the ~~2019-2020~~ 2020-2021 fiscal year. As approved, it applies only to Certified District Employees. This Retirement Program does not vest rights in any District employee whether or not the employee is currently eligible for the Program.

Purpose

The Board of Education of the East Buchanan Community School District has deemed it appropriate to provide a retirement incentive to certified employees of extended tenure who opt to retire from the District pursuant to the terms of this Retirement Program.

The purpose of this program is to provide the District's employees with the option and opportunity for retirement from their employment with the District. This Retirement Program is designed to show the District's appreciation for the services an employee has rendered to the District, to aid the employee in their transition from public service to retirement, and to save District funds through a reduction in staff and/or replacement savings.

EMPLOYEE REQUIREMENTS

A. Determining Eligibility:

Employees must meet the following criteria to be eligible to participate in the retirement program:

- 1) in applying this provision, an employee will be at least the age of fifty-five (55) on or before June 30, ~~2020~~2021;
- 2) wish to retire voluntarily from service in the East Buchanan Community School District;
- 3) has been actively employed during the school year in which one requests retirement benefits;
- 4) has completed a minimum of fifteen (15) years continuous service to the East Buchanan Community School District and are currently employed at the time the voluntary retirement request is made. A leave of absence may interrupt continuous service without affecting the continuous years of service rule. Professional and military leave will qualify toward continuous service;
- 5) has become eligible for the Iowa Public Employers Retirement System (IPERS) "Rule of 88";
 - a) Rule of 88 – Minimum age is 55 and age plus years of IPERS service must equal 88.
- 6) is not receiving payments from the district's long-term disability insurance program; and
- 7) has not been discharged for cause or notified that their contract is under consideration of termination or reduction.

B. Qualifying for Program:

An eligible employee qualifies for this program upon completion of the following requirements:

- 1) submission of a written application by the employee to participate in this program by February 28th of the contract year, addressed to the Board Secretary.

RETIREMENT - CERTIFIED PERSONNEL

- 2) submission of a written resignation to the Board of Education on the same day as the submission of the written application to participate in the program; and
- 3) the Board's acceptance of the written resignation. The resignation will not be binding unless the employee is eligible and appropriately qualifies under the program and the Board accepts the employee's written resignation. The Board's acceptance of the written resignation will be considered final action and shall mean that the employee's application is accepted and the employee's contract and employment duties will end on the last day of the current fiscal year.

In all cases, completion of the above requirements is realized by receipt or certification by the Board Secretary.

PROGRAM CALCULATION

Each participating employee shall receive 2 incentives as an early separation of a one-time cash-payment **into a Health Reimbursement Arrangement and/or Special Pay Plan as determined by the board. It will be deposited as a non-elective employer contribution directly into the early retiree's account established by the district in October 2021. Any benefit paid will be subject to deductions required by federal or state law. The amount is** based on:

- 1) IPERS Rule and percentage of base salary at 1.0 FTE of the specific employee for the ~~2019-2020~~ **2020-2021** school year
- 2) a payout based upon the five-year average of employee FTE (Max 1.0 FTE) and the five-year average of remaining sick days at the end of the school year.

Rule Payouts

Rule of 88 – 40% of the 1.0 FTE base salary + \$100 per remaining sick days based on calculations
Rule of 90 – 30% of the 1.0 FTE base salary + \$100 per remaining sick days based on calculations
Rule of 92 – 20% of the 1.0 FTE base salary + \$100 per remaining sick days based on calculations
Rule of 94 – 10% of the 1.0 FTE base salary + \$100 per remaining sick days based on calculations
Rule of 96+ - 0% of the 1.0 FTE base salary + \$100 per remaining sick days based on calculations

The benefit amount for all employees will be determined in the same manner based upon the five-year average of employee FTE and the five-year average of remaining sick days at the end of each fiscal year:

- 1) The retirement applicant will be paid one hundred dollars (\$100.00) for each eligible sick day times their average FTE (maximum 1.0 FTE).
- 2) Each retirement applicant will have their FTE determined by averaging the FTE for the previous four (4) contract years and their FTE during the school year in which they request retirement.
- 3) Each retirement applicant will have their number of eligible sick days determined by averaging the remaining sick days on May 30th for the previous four (4) contract years and their remaining sick days on May 30th during the school year in which they request retirement.

RETIREMENT - CERTIFIED PERSONNEL

HEALTH INSURANCE

The employee may elect to continue to participate in the District's health insurance plan until he or she reaches the age at which they become eligible to receive Medicare as long as they pay the monthly premiums and are permitted to continue coverage by the insurer. To continue health insurance coverage, the employee shall pay the monthly premium amount to the District's Business Office on a date mutually agreed upon prior to the date the District's premium payment is made to the insurance carrier.

Nothing herein shall limit the District's ability to change the terms of its existing health insurance plan. This plan in no way guarantees that an employee will be provided any certain level of benefits or premiums during the time of the employee's participation in the plan.

EMPLOYEE RIGHTS

In the event this Retirement Program is altered or discontinued, persons who retired from employment with the District under its provisions will continue to receive the benefits in effect and authorized by the Board of Education at the time the employee's letter of resignation was accepted.

The adoption of this Retirement Program shall not vest any rights in any employee whether or not the employee is currently eligible for retirement. The Board of Education shall have the complete discretion to review, amend or repeal this policy at any time, when, in the judgment of the Board of Education, the district no longer realizes economic benefits from this policy or otherwise determines that the policy is not in the best interests of the district. Furthermore, the district shall not be obligated to provide any of the benefits to any employee after the date of such amendment or repeal, except to those employees whose retirement pursuant to this policy has commenced prior to the amendment or repeal.

STATUS OF PARTICIPANTS

An employee who elects to participate in the District's Retirement Program will become a retired employee and will be entitled to all rights and privileges of retired employees under applicable law and the policies of the East Buchanan Community School District Board of Education.

However, Early Separation Plan participants shall not be eligible to be rehired in any capacity with the East Buchanan Community School District; nor shall the East Buchanan Community School District be required to consider an application for employment from an Early Separation Plan participant; provided however, that, at the sole discretion of the Board of Directors, the District may employ Early Separation Plan participants as temporary substitute employees or as coaches and/or sponsors of extracurricular activities.

Each employee who elects to participate in the District's Early Separation Plan must specifically agree to hold the District harmless and indemnify it if the participant attempts to submit an application for employment or otherwise attempts to be reemployed with the District. The participant is not precluded in any way from accepting employment with an employer other than the District after fulfilling the terms of the employee's ~~2019-2020~~ 2020-2021 contract with the District.

In the event the employee who elects to participate in the District's Retirement Program has previously signed a contract for the next school year, said contract will be null and void.

RETIREMENT - CERTIFIED PERSONNEL

TAXABILITY OF RETIREMENT BENEFITS

Retirement benefits that are solely payment for health care benefits are generally considered to be not taxable income to the employee. Cash payments are generally considered taxable income to the employee. But when an employee has the option to choose between cash or a lump sum payment in addition to or in lieu of health care benefits, all of the benefits are likely to be treated as taxable income. So, retirees receiving health care benefits may have to pay income tax on the value of those benefits. However, the District is not providing tax advice, and the employee must consult the employee's own tax advisor for the actual taxability of retirement benefits.

POLICY CONTINUATION

The Board of Education shall review the Retirement Policy on an annual basis to assess the needs of the district regarding personnel considerations and budget issues prior to the December board meeting of each school year. A decision on whether to offer the Retirement – Certified Personnel Policy for the current school year shall be made at that time.

Legal Reference:

Cross Reference:

Date Approved: December 13, 2000

Date Reviewed: June 12, 2001; November 12, 2007; November 12, 2008; November 11, 2009; May 18, 2011; November 14, 2012; November 11, 2013; November 10, 2014; November 11, 2015; November 9, 2016; November 15, 2017; December 12, 2018

Date Revised: January 21, 2002; December 11, 2002; November 10, 2004; February 8, 2006; January 10, 2007; December 11, 2019

RETIREMENT – CERTIFIED PERSONNEL

Retirement Meeting Procedures

1. The employee must receive a copy of the current (valid) Retirement Program and a list of eligible and ineligible employees by classification and age at least 45 days prior to the application deadline.
2. Check to be certain that the written Retirement Program Agreement and the language of the Agreement is easily understood by the employee.
3. The employee should be told orally and in writing of the right to consult an attorney regarding the Agreement. (Give employee a copy of the signed meeting form.)
4. The Agreement reviewed with the employee in a conference with the employee and an administrator. The employee should be told the following:
 - a. He/she is under no obligation to retire early and may work until the employee wishes to retire.
 - b. He/she has the right to consult an attorney prior to making any commitment to the program.
 - c. After signing the Retirement Program Agreement, he/she has 7 days to revoke the Agreement without providing any reason.
6. Employee should sign a Retirement Program Meeting Form.
7. The employee may wish to name a person to be the beneficiary of his/her Retirement Program Benefits. If so, the employee should complete the Designation of Retirement Program Beneficiary (attached).
8. The signatures on all of the relevant documents should be notarized.

LICENSED EMPLOYEE EARLY RETIREMENT ACKNOWLEDGEMENT OF RECEIPT

The undersigned licensed employee acknowledges receipt of the early retirement plan documents stated below, for the licensed employee's consideration:

- **early retirement plan – Policy 407.6**
- **early retirement beneficiary designation – 407.6E3**
- **early retirement application for retirement – 407.6E4**
- **Retirement Program Participation Agreement Waiver & Release – 407.6E5**

The undersigned licensed employee acknowledges that the application and participation in the early retirement plan is entirely voluntary.

The undersigned licensed employee acknowledges that the school district recommends the licensed employee contact legal counsel and the employee's personal accountant regarding participation in the early retirement plan.

Licensed Employee

Date

~~RETIREMENT—CERTIFIED PERSONNEL~~

Retirement Program Meeting Form

I, _____, state that I received a copy of the current district Certified Personnel Retirement Board Policy, Retirement Program Participation Agreement Waiver and Release, Retirement Program Beneficiary Designation, Application for Retirement and Scheduled Retirement Benefits Form from a representative of the East Buchanan Community School District on the ____ day of _____ 20__.

Employee

Date

STATE OF IOWA _____)

_____) ss:

BUCHANAN COUNTY _____)

On this _____ day of _____ 20__, before me, the undersigned, a Notary Public for the State of Iowa, personally appeared _____, to me personally known to be the identical person named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC, STATE OF IOWA

RETIREMENT - CERTIFIED PERSONNEL

Retirement Program Beneficiary Designation

I, _____, hereby designate _____ as my beneficiary to receive, upon my death, the benefits to which I am entitled to pursuant to the East Buchanan Community School District's Retirement Program.

Signature

Date

STATE OF IOWA)
)
BUCHANAN COUNTY)

ss:

On this _____ day of _____ 20____, before me, the undersigned, a Notary Public for the State of Iowa, personally appeared _____, to me personally known to be the identical person named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC, STATE OF IOWA

*must match
date in 407.6*

RETIREMENT - CERTIFIED PERSONNEL

Application for Retirement

I hereby submit my formal application for participation in the East Buchanan Community School District's Retirement Program.

As part of my application I will, by February 28, 2021, submit a resignation from my contract with the Board which will be effective at the end of my current contract. It is my understanding that this application and my Resignation will be acted upon simultaneously by the Board of Education.

Employee Signature

Date

Application received by the Board of Education on _____, 20__.

Board Secretary

Date

=====
Resignation received by the Board of Education on _____, 20__.

Board Secretary

Date

Resignation accepted and Retirement Program Participant approved by the Board of Education on _____, 20__.

Board Secretary

Date

RETIREMENT - CERTIFIED PERSONNEL

Retirement Program Participation Agreement Waiver and Release

Whereas the East Buchanan Community School District Board of Education has approved and offered a Retirement Program to a class of its employees, of which the undersigned Retirement Participant (hereinafter Participant) is a member; and

Whereas the Participant has been determined to be an employee, eligible for the Retirement Program as described and attached hereto and incorporated herein as if set out verbatim; and

Whereas the Participant has completed and/or hereby agrees to complete all actions and certifications required to become qualified for the program during the current District fiscal year;

Now therefore, the Participant and the District agree as follows:

1. The District will provide to the Participant all Retirement Program Benefits described in the District's current Retirement Program. The District makes no representations regarding the legality or regulatory compliance of the Program and further makes no representations regarding the tax implications for the Participant arising out of the Participant's receipt of benefits under the Program.
2. The Participant will become a retired employee of the East Buchanan Community School District as of June 30, 2021.
3. In further consideration for the benefits provided as part of the East Buchanan Community School District's Retirement Program, the Participant waives and releases the District from all claims and liability, whether known or unknown, in any way arising out of or in the course of the employment relationship between the Participant and the East Buchanan Community School District or the termination thereof or retirement therefrom; and the Participant specifically waives and releases the District from any and all claims, whether known or unknown, with regard to: Breach of contract; Iowa Code Chapter 216; Title VII of the Civil Rights Act of 1964 as amended; the Age Discrimination in Employment Act (ADEA); the Older Workers Benefit Protection Act (OWBPA); the Americans with Disabilities Act (ADA); or any other claim of discrimination whether based on age or otherwise that the employee could claim against the District at the time of signing this document.

This Release and Waiver will apply to the East Buchanan Community School District and its agents, officers, directors, representative, administrators, staff, and employees.

The Participant agrees that this Release and Waiver in no way can be used against the East Buchanan Community School District as an admission of liability of any kind and that it is binding upon the Participant and the Participant's heirs, beneficiaries, representatives and assigns. Furthermore, the Participant agrees to indemnify and hold the District harmless from any liability or damages it incurs because of any breach by the Participant, or by the Participant's heirs, beneficiaries, representatives, and assigns, of this Agreement to release and waive claims, whether known or unknown, against the East Buchanan Community School District.

4. The parties agree that if any clause of this agreement is found to be invalid, it shall not affect the validity of other provisions.
5. This document contains the entire agreement between the parties and can only be modified by a subsequent written agreement signed by both parties.

RETIREMENT - CERTIFIED PERSONNEL

- 6. The Participant acknowledges that his/her signature is given voluntarily and without threat or promise of additional benefit other than the consideration listed in this agreement.
- 7. The Participant acknowledges that he/she was advised of the right to consult an attorney regarding the terms and conditions and the benefits that will be provided through the Retirement Program and regarding the terms and conditions and obligations of this Retirement Program Participation Agreement Waiver and Release. Furthermore, the parties acknowledge that the Participant has been given at least forty-five (45) days to consider this Retirement Program and this Retirement Program Participation Agreement Waiver and Release and that the Participant has a right to revoke this Retirement Program Participation Agreement Waiver and Release without recourse for a period of seven (7) days following the date shown below. Any payment or benefits provided for in this Agreement will not commence prior to the expiration of the seven (7) day waiting period. The Participant acknowledges and agrees that the East Buchanan Community School District assumes no responsibility for the tax consequences of this Retirement Program.
- 8. The Participant agrees that in the event he/she should come to believe that a portion of this Agreement was obtained through a misrepresentation or fraud, the Participant will accept as his/her sole responsibility the duty to question that portion within sixty (60) days of signing. The Participant further understands and accepts that in order to challenge any portion of this Agreement he/she must return to the District all monetary and other benefits received hereunder until the matter is resolved and final between the parties.

IN WITNESS WHEREOF, the parties have set their respective hand this ____ day of _____, 20__.

Retirement Participant

Date

Superintendent of Schools

Date

STATE OF IOWA)
)
BUCHANAN COUNTY) ss:

On this ____ day of _____ 20__, before me, the undersigned, a Notary Public for the State of Iowa, personally appeared _____ and _____, to me personally known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC, STATE OF IOWA

RETIREMENT - CERTIFIED PERSONNEL

SCHEDULED RETIREMENT BENEFITS

Name _____ Date of Birth _____ Age _____

- I. FTE for the current fiscal year (FY20) _____
- _____ FTE for previous fiscal year 1 (FY19) _____
- _____ FTE for previous fiscal year 2 (FY18) _____
- _____ FTE for previous fiscal year 3 (FY17) _____
- _____ FTE for previous fiscal year 4 (FY16) _____

_____ Total FTE for five (5) years = _____ divided by five (5) = _____ FTE
(Used to calculate early retirement eligible payment amount)

- II. May 30th remaining sick days the current fiscal year (FY20) _____
- _____ May 30th remaining sick days previous fiscal year 1 (FY19) _____
- _____ May 30th remaining sick days previous fiscal year 2 (FY18) _____
- _____ May 30th remaining sick days previous fiscal year 3 (FY17) _____
- _____ May 30th remaining sick days previous fiscal year 4 (FY16) _____

_____ Total May 30th remaining sick days for five (5) years = _____ divided by five (5) = _____ Sick Days
(Used for retirement eligible payment amount)

III. Sick Days Benefit Calculation:

_____ FTE calculated above

_____ x _____ Sick Days calculated above

_____ x \$ 100.00 / sick day

_____ = _____ Sick Days Retirement Benefit

IV. Semi-annual sum retirement benefit payable as follows:

July 20, 20 _____

January 20, 20 _____

V. Monthly sum retirement benefit payable as follows:

July 20, 20 _____ through June 20, 20 _____

July 20, 20 _____ through June 20, 20 _____

July 20, 20 _____ through June 20, 20 _____

IV. Amount to be deposited in a Health Reimbursement Account (HRA) x 100 %

BOARD OF EDUCATION ACTION

Approved _____ Not Approved _____

Board Secretary _____ Date _____

CLASSIFIED EMPLOYEE RETIREMENT

Classified employees who will complete their current contract with the board may apply for retirement. No classified employee will be required to retire at a specific age.

Application for retirement will be considered made when the classified employee states in writing to the superintendent, no later than the date set by the board for the return of the employee's contract to the board, if applicable, the employee's intent to retire. The letter must state the employee's desire to retire and be witnessed by another party other than the principal or the superintendent.

Board action to approve a classified employee's application for retirement shall be final and such action constitutes termination of the employee's contract for the next school year.

Classified employees and their spouse and dependents who have group insurance coverage through the school district may be allowed to continue coverage in the school district's group health insurance program, at their own expense, by meeting requirements of the insurer.

Classified employees who retire under this policy may qualify for retirement benefits through the Iowa Public Employees Retirement System (IPERS) and as stated in district Policy #413.2R1.

Legal Reference: 29 U.S.C. Sect. 621 *et seq.* (2012)
Iowa Code §§ 91A.2, .3, .5; 97B; 216; 279.19A, .46 (2013).
1978 Op. Att'y Gen. 247
1974 Op. Att'y Gen. 11, 322.

Cross Reference: 412 Classified Employee Compensation and Benefits
413 Classified Employee Termination of Employment

Approved: July 16, 2001
Reviewed: November 9, 2016; November 14, 2018; December 11, 2019
Revised: November 9, 2016

RETIREMENT - CLASSIFIED PERSONNEL

When a classified employee* retires after fifteen (15) or more years of continuous employment with the East Buchanan Community School District and has accumulated a minimum of 60 days sick leave up to a maximum of 120 days sick leave, a retirement stipend shall be paid based upon the following schedule.

<u>Years of Employment</u>	<u>Basis of Retirement</u>
15	One-fourth (1/4) of \$10.00 (\$2.50) times the number of contracted hours per day for all unused sick leave days.
20	One-half (1/2) of \$10.00 (\$5.00) times the number of contracted hours per day for all unused sick leave days.
25	Three-fourths (3/4) \$10.00 (\$7.50) times the number of contracted hours per day for all unused sick leave days.

The early retirement program is not available to any employee who has received notification of possible contract termination or who has been discharged, with the Board of Education the final determiner of that status.

Classified employees must submit a written application to the Superintendent of Schools at least sixty (60) days prior to their retirement date.

BENEFIT OPTIONS

Classified employees submitting written application to participate in the retirement policy by January 15th of the final year of employment will receive a \$300.00 additional stipend or submitting said intention by February 15th of the final year of employment would receive a \$150.00 additional stipend. Said stipend will be included with the retiring employee's retirement benefit check on July 20th of the retiring year.

* An employee in a classified position must have been employed at least 180 days between July 1st and June 30th to be credited with one year of employment.

Legal Reference: Iowa Code §§ 97B; 216; 279.46 (1995).
581 I.A.c. 21.
1978 Op. Att'y Gen. 247
1974 Op. Att'y Gen. 11, 322.

Cross Reference: 401.8 Recognition for Service of Employees
413.2 Classified Employee Retirement

Approved: July 16, 2001

Reviewed: November 9, 2016; November 14, 2018

Revised: December 11, 2002; January 11, 2006; December 11, 2019

BUCCANEER BRAG-ABOUT

