

EAST BUCHANAN COMMUNITY SCHOOL DISTRICT
AGENDA - Regular School Board Meeting
September 8, 2021 at 5:00 p.m. in Library - Middle School Entrance

1. **CALL TO ORDER/MISSION STATEMENT** - To challenge students to think critically, communicate effectively, develop values and contribute to society.
2. **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.
3. **APPROVE AGENDA**
4. **APPROVE CONSENT AGENDA**
 - a. Minutes from Regular Meeting on August 11, 2021
 - b. Personnel Changes
 - c. List of Bills
 - d. Financial Reports
5. **COMMUNITY/PROGRAM PRESENTATIONS**
6. **ADMINISTRATIVE UPDATES & REPORTS**
 - a. Eric Dockstader - Secondary Update
 - b. Dan Fox - District/Elementary Update
 - c. Return to Learn Plan Update
 - d. Facilities Update
7. **AGENDA**
 - a. Baseball Net Quote
 - b. HVAC Controller Replacement
 - c. Board Policy Review - Second Reading - 900 Series and 804.6
8. **BUCCANEER BRAG-ABOUT**
9. **STUDENT QUESTIONS**
10. **ADJOURN**

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**East Buchanan Community School District
Regular Board Meeting Minutes – August 11, 2021**

Call to Order: President Greg Schmitt called the meeting to order at 5:00 pm. The board recited the East Buchanan Mission Statement. Board members present were Greg Schmitt, Scott Cooksley, Andy Sperflage, Heather Steffens, and Shawn Stone. Administration attending were Dan Fox, Superintendent/Elementary Principal; Eric Dockstader, HS/MS Principal; and Teresa Knipper, Business Manager/Board Secretary. Several visitors attended the meeting.

Public Hearing: President Schmitt called for a motion to open the public hearing regarding the use of SAVE fund for athletic complex improvements. Motion by Sperflage, second by Stone to open the public hearing was made at 5:03 pm. Motion carried with all ayes. Schmitt explained plans for the athletic complex. One member of the public asked about the netting. No other comments from the public. Motion to close the public hearing was made at 5:11 pm by Stone, second by Cooksley. Motion carried with all ayes.

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

Approve Consent Agenda: Motion to approve the Consent Agenda was made by Stone, second by Cooksley. Motion carried with all ayes. Items included on the Consent Agenda: minutes from the regular meeting on July 14, 2021; expenditures listed; financial reports; resignation of Diane Ward as associate; hiring of Abbey Thurn, Shana Wall, Mandi Smith, Michelle Cooksley, Nathan Reck, Tiffany Bowers, Lee White, and Erin Kelchen as District Leadership Team (DLT) members; and hiring of Kelsi Giese, Lee White, Teresa Snyder, Chad Lamker, Paula McGraw, Christy Meyer, Jena McElroy, Aly Franck, and Nathan Reck as Teacher Mentors.

FFA Parliamentary Procedures Team: Jon Doese, FFA Advisor, explained to the board what is involved in being on the parliamentary procedures team. The team won at the state level and advanced onto the next level. Four members of the FFA Parliamentary Procedures Team then presented the process of a motion from initial motion through to adoption of the motion and end of the meeting.

Administrative Updates and Reports: Dockstader presented guidance regarding House File 802: Parameters for Racism and Sexism Training from the Iowa Department of Education. He explained to the board that the district is not teaching critical race theory; however, the history of racism is. Fox presented plans for professional development days prior to the start of the year, that the custodial staff is finishing up, there are several support staff vacancies yet to be filled, and that most elementary teachers have been in the building preparing for the school year. He also showed the board an example of improvements being made to the district's website and that the new phone system has been installed with training scheduled. The lunch program was discussed as needing improvement. Student attendance issues were also discussed with the board requesting that it be addressed with a plan in place by the end of the first trimester.

21-22 Sharing Agreements with Independence for Buildings & Grounds Director – Fox updated the board on the meeting with Independence and recommended that the agreement continue. Motion by Sperflage, second by Steffens to approve the 21-22 Sharing Agreement with Independence for Buildings & Grounds Director. Ayes: Schmitt, Sperflage, Steffens, Cooksley. Nay: Stone. Motion carried.

21-22 Sharing Agreement with Independence for Human Resources Director – Fox updated the board on the meeting with Independence and recommended that the agreement continue. Motion by Steffens, second by Sperflage to approve the 21-22 Sharing Agreement with Independence for Human Resources Director. Motion carried with all ayes.

21-22 Sharing Agreement with Alburnett for Transportation Director – Motion by Cooksley, second by Stone to approve the 21-22 Sharing Agreement with Alburnett for Transportation Director. Motion carried with all ayes.

21-22 Sharing Agreement with North Linn for LMC Teacher – Motion by Steffens, second by Stone to approve the 21-22 Sharing Agreement with North Linn for LMC Teacher. Motion carried with all ayes.

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**East Buchanan Community School District
Regular Board Meeting Minutes – August 11, 2021**

Legislative Priorities: The list of IASB Legislative Resolutions was reviewed by the board. The board selected Standards & Accountability, Mental Health, Supplemental State Aid, and Local Accountability & Decision-Making as the district's priorities.

Back to School Protocol: Fox presented guidance from IDPH and information to be contained in a letter to the school community regarding procedures, masks, and transportation. Masks will be available on busses/vans and students in the same family will sit together.

Board Policy Review – 1st Reading: Motion by Steffens, second by Sperflage to approve the first reading of board policies 900 series and 804.6 as discussed. Motion carried with all ayes.

Buccaneer Brag-About: FFA group did a great job showing parliamentary procedure, summer school went well, and fall sports are getting started.

Adjourn – Motion by Cooksley, second by Sperflage to adjourn the meeting at 7:00 pm. Motion carried with all ayes.

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.

East Buchanan CSD

Personnel Changes

SB Mtg date	Employee	Type	Position	Notice Date	Effective Date	Salary Schedule
9/8/2021	Daniel Sherrets	Hire	Custodian		start of 21-22 school year	
9/8/2021	Hunter Podnar	Hire	Custodian (part-time)		start of 21-22 school year	
9/8/2021	Jessi Optiz	Hire	Food Service		start of 21-22 school year	
9/8/2021	Brianna Krum	Hire	Associate		start of 21-22 school year	
9/8/2021	Lisa Elledge	Hire	Associate		start of 21-22 school year	
9/8/2021	Zachary Zingg	Hire	Associate		start of 21-22 school year	
9/8/2021	Callen Reed	Hire	Associate		start of 21-22 school year	
9/8/2021	Stephany DeLaCruz	Hire	Associate		start of 21-22 school year	
9/8/2021	Shelbi Murphy	Hire	Associate		start of 21-22 school year	
9/8/2021	Stacy Marcus	Hire	District Leadership Team		start of 21-22 school year	

East Buchanan Community School
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Invoice Listing - Summary - by Fund
FY21 Expensed-Indee CSD//SP; General-Extra-Aug 2021

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User ID: TMK

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
INDECS	INDEPENDENCE CSD	BCSC-21-0001	TUITION	06/01/2021	08/18/2021	1	29494	18,834.86
INDECS	INDEPENDENCE CSD	BG243	TRANSPORTATION SERVICES	08/16/2021	08/18/2021	1	29494	1,088.00
IOWATEST	IOWA TESTING PROGRAMS	210096-C	TESTING	08/05/2021	08/16/2021	1	88479	110.00
OPENUPRESO	Open-Up Resources	INV-13877	OpenUp Math Resources for Jen Hellenthal	08/30/2021	08/30/2021	1	117980	2,507.00
Report Total:								22,539.86

Invoice Listing - Summary - by Fund

Unposted; Batch Description General Invoices-Sept 2021; Fund Description GENERAL FUND

Vendor ID	Vendor Name	Batch Description: General Invoices-Sept 2021	Invoice Number	Description	Processing Month: 09/2021	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
ALLIUTIL	ALLIANT ENERGY		20210902	GASELECTRIC		08/19/2021				10,626.31
ANDEELEC	ANDERSON ELECTRIC		10220	FIRE ALARM REPAIR		08/06/2021				381.43 *
ARTCRAF	ART CRAFT STUDIO, INC.		3630	PARTS		08/16/2021				32.00
BARDMATL	Bard Materials		478786	BUS LOT GRAVEL		08/21/2021				423.77 *
BLACKHAWK	BLACK HAWK WAST DISP, INC.		762747	GARBAGE		09/01/2021				693.00
CDWG	CDW GOVERNMENT, INC		20210908	2021 Budget		09/08/2021				94.75 *
CDWG	CDW GOVERNMENT, INC		H857592	TECH SUPPLIES		08/04/2021				28.68 *
CDWG	CDW GOVERNMENT, INC		J433221	TECH SUPPLIES		08/17/2021				1,014.90 *
CDWG	CDW GOVERNMENT, INC		ZR00193660	TECH PURCHASED SERVICE		08/16/2021				87.11
CENGAGE	CENGAGE LEARNING INC		75276297	INSTRUCTIONAL MATERIALS		08/30/2021				120.00 *
CRAEA	CENTRAL RIVERS AEA		212200349	SUPPLIES		08/23/2021				3.70 *
CRAEA	CENTRAL RIVERS AEA		212200456	Workshop Model Training		08/31/2021				40.00 *
CRAEA	CENTRAL RIVERS AEA		212200457	Workshop Model Training		08/31/2021				40.00 *
CHASCARD	CHASE CARD SERVICES		20210908	NORTON-SALES TAX REFUND		08/26/2021				(1.80)
CHASCARD	CHASE CARD SERVICES		20210908-0001	SING-BACKGROUND CHECK		08/05/2021				200.00
CHASCARD	CHASE CARD SERVICES		20210908-0002	USPS-SHIPPING		08/13/2021				12.00
CHASCARD	CHASE CARD SERVICES		20210908-0003	MCELROYS-MEAL		08/16/2021				76.93
CHASCARD	CHASE CARD SERVICES		20210908-0004	NORTON ANTI-VIRUS		08/25/2021				31.79
CHASCARD	CHASE CARD SERVICES		20210908-0005	AMAZON-Special Education materials		08/25/2021				11.99
CHASCARD	CHASE CARD SERVICES		20210908-0006	SING-BACKGROUND CHECK		08/27/2021				200.00
CHASCARD	CHASE CARD SERVICES		20210908-0007	AMAZON-HS SUPPLIES		08/28/2021				40.88
CHASCARD	CHASE CARD SERVICES		20210908-0008	PROLINE-SPARE TIRE WALL MOUNT		08/30/2021				114.00
CHASCARD	CHASE CARD SERVICES		20210908-0009	AMAZON-FLAG POLE BRACKET		08/31/2021				34.95
CHASCARD	CHASE CARD SERVICES		20210908-0010	AMAZON-LAMINATING FILM		08/30/2021				543.30
CHASCARD	CHASE CARD SERVICES		20210908-0011	AMAZON-Special Education materials		08/30/2021				196.38
CHASCARD	CHASE CARD SERVICES		20210908-0012	AMAZON-Preschool Classroom Supplies		08/31/2021				186.29
CHASCARD	CHASE CARD SERVICES		20210908-0013	AMAZON-Special Education materials		09/01/2021				183.48
CHASCARD	CHASE CARD SERVICES		20210908-0014	AMAZON-SCIENCE SUPPLIES		09/02/2021				259.90
CHASCARD	CHASE CARD SERVICES		20210908-0015	Special Ed. Behavior Classroom supplies		09/08/2021				213.50
CHASCARD	CHASE CARD SERVICES		20210908-0016	AMAZON-Special Ed. Behavior SUPPLIES		09/08/2021				6.95
CHASCARD	CHASE CARD SERVICES		20210908-0017	BARNES & NOBLE-ADMIN SUPPLIES		08/06/2021				17.12
CHASCARD	CHASE CARD SERVICES		20210908-0018	HILTON HOTELS-CONF LODGING		08/05/2021				1,605.43
CHASCARD	CHASE CARD SERVICES		2640	FURNITURE		08/13/2021				103.25
CHASCARD	CHASE CARD SERVICES		72872	WALMART-FCS SUPPLIES		08/24/2021				423.32
CHASCARD	CHASE CARD SERVICES		AMAZON-5453	AMAZON-PK SUPPLIES		08/24/2021				389.96
CHASCARD	CHASE CARD SERVICES		AMAZON-7806B	AMAZON-MS/HS Office Supplies		08/25/2021				94.16

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Invoice Listing - Summary - by Fund
Unposted; Batch Description General Invoices-Sept 2021; Fund Description GENERAL FUND

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User ID: TMK

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
CHRDOOR	CHRISTIE DOOR	56818	B&G PURCHASED SERVICE	08/23/2021				165.00 *
CITYLAUN	CITY LAUNDERING CO.	1683462	TRANSPORTATION PURCHASED SERVICE	08/10/2021				36.94
CITYWINT	CITY OF VINTHROP	20210902	WATER/SEWER	08/31/2021				727.35
COPYSYST	COPY SYSTEMS INC	IN420754	COPIER MAINTENANCE	08/20/2021				24.96
COPYSYST	COPY SYSTEMS INC	IN420755	COPIER MAINTENANCE	08/20/2021				254.80
COPYSYST	COPY SYSTEMS INC	IN422195	COPIER MAINTENANCE	09/03/2021				175.36 *
COPYSYST	COPY SYSTEMS INC	IN422196	COPIER MAINTENANCE	09/03/2021				275.16 *
DASSERV	DEPT OF ADMIN SERVICES	DAS2022011520	ANNUAL TSA ADMIN FEE	08/06/2021				550.00
EBTELEPH	EAST BUCHANAN COOP TELEPHONE	20210902	TELEPHONE	09/01/2021				1,718.32
EDGENUITY	EDGENUITY INC.	828076	Edgenuity Subscription	08/11/2021				4,000.00
3EELECTRIC	ELECTRICAL ENGINEERING & EQUIPMENT CO	7197778-00	ELECTRICAL SUPPLIES	08/09/2021				975.00
NAPA	ESCHEN TARPY NAPA	922019	TRANSPORTATION SUPPLIES	08/09/2021				16.09
NAPA	ESCHEN TARPY NAPA	922231	TRANSPORTATION PARTS	08/11/2021				57.29
NAPA	ESCHEN TARPY NAPA	922890	TRANSPORTATION PARTS	08/19/2021				16.99
NAPA	ESCHEN TARPY NAPA	923033	TRANSPORTATION PARTS	08/23/2021				11.42
EVENQUAL	Even Quality Works	3921	PARKING LOT PAINTING	08/24/2021				2,025.00 *
HAWKCOMM	HAWKEYE COMMUNITY COLLEGE	922168	TEXTBOOKS	09/01/2021				121.49
HEGGERTY	Heggerty	145491	CURRICULUM SUPPLIES	08/13/2021				323.87
HOTLUNCH	HOT LUNCH PROGRAM	20210908	PS SNACKS	09/06/2021				46.90 *
HOTLUNCH	HOT LUNCH PROGRAM	20210908-0001	PS SNACKS	08/18/2021				163.70 *
ICN	IOWA COMMUNICATIONS NETWORK	630708	ICN SERVICES	09/03/2021				574.49 *
JWPEPPER	J.W. PEPPER & SON, INC.	363533796	VOCAL MUSIC	08/25/2021				136.50
JWPEPPER	J.W. PEPPER & SON, INC.	363544458	BAND MUSIC	08/30/2021				301.99
MCGRBEV	McGrane, Bev	20210908	MILEAGE	08/31/2021				32.14 *
MCGRCARPET	McGraw's Carpets	20210908	B&G SUPPLIES	08/06/2021				23.38 *
MCINPATR	McIntosh, Patricia	20210902	DOT physical	08/18/2021				95.00
MIRACLE	MIRACLE RECREATION EQUIPMENT CO.	835269	PLAYGROUND REPAIR	08/23/2021				508.52 *
THENEWS	NEWS, THE	26947	PUBLIC NOTICES/ADVERTISING	08/27/2021				293.19
NICCBUS	NICC BUSINESS AND COMMUNITY SOLUTIONS	29779	Bus Driver Annual Training	08/16/2021				30.00
OELWPUBL	OELWEIN PUBLISHING COMPANY	20210902	ADVERTISING	08/31/2021				117.80
PIONVALL	PIONEER VALLEY BOOKS	I212407	Literacy Footprints K-6 Kits	08/05/2021				26,640.00
PITBOWINC	PITNEY BOWES, INC.	3314122404	POSTAGE METER LEASE/SUPPLIES	08/26/2021				364.47
PURCPOWE	PURCHASE POWER	20210902	POSTAGE METER REFILL	09/02/2021				1,190.53
QUILCORP	QUILL CORPORATION	18669940	SUPPLIES	08/10/2021				224.70
SCHMJANI	SCHMITZ JANITORIAL SUPPLY	7301	JANITORIAL SUPPLIES	08/12/2021				87.95
SCHOBUS	SCHOOL BUS SALES CO	01P14097	VAN/BUS REPAIR	08/30/2021				84.79

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Invoice Listing - Summary - by Fund
Unposted; Batch Description General Invoices-Sept 2021; Fund Description GENERAL FUND

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User ID: TMK

Vendor ID	Vendor Name	Invoice Number	Description	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
SCHOSPEC	SCHOOL SPECIALTY LLC	20210902	ART SUPPLIES	09/02/2021				1,723.46
SCHOSPEC	SCHOOL SPECIALTY LLC	20210902-0001		09/02/2021				143.76
SCHOSPEC	SCHOOL SPECIALTY LLC	20210902-0002	Special Education	09/02/2021				56.71
SCHOSPEC	SCHOOL SPECIALTY LLC	208127929351	SUPPLIES	08/23/2021				25.99
SCHOOLMART	SchoolMart	437530	INSTRUCTIONAL SUPPLIES	08/18/2021				280.00
SUPEWELD	SUPERIOR WELDING SUPPLY	999502	MIG WELDER	08/25/2021				3,057.55 *
TEACDISC	TEACHER'S DISCOVERY	172023	ONLINE TEXTBOOKS	08/05/2021				499.00
TNTREPA	TNT REPAIR	31181	TIRE REPAIR	08/27/2021				165.00
TNTREPA	TNT REPAIR	31231	TIRE REPAIR	08/31/2021				275.75
TROTTROP	TROTT TROPHIES	29504	NAME PLATES	08/17/2021				29.65
USCELL	US CELLULAR	0459396963	Cell Phones	08/28/2021				260.93 *
WEBEPAPE	WEBER PAPER COMPANY	W051811	CUSTODIAL/MAINTENANCE SUPPLIES	08/19/2021				34.80
WEBEPAPE	WEBER PAPER COMPANY	w052061	CUSTODIAL/MAINTENANCE SUPPLIES	09/02/2021				319.60 *
WEEDSON	WEEDS ON FIRE	17137	UPKEEP OF BLDGS & GROUNDS	08/23/2021				1,108.60
WINTBUIL	WINTHROP BUILDING SUPPLY	20210903-0001	BLDGS & GROUNDS SUPPLIES	09/01/2021				1,593.19
WOODCOMM	Woodward Community Media	239581	HELP WANTED ADS	08/11/2021				147.93
ZURCTIRE	ZURCHER TIRE INC	5600044005	CREDIT ON ACCOUNT	07/29/2021				(23.68)
ZURCTIRE	ZURCHER TIRE INC	5600046469	TRANSPORTATION PARTS	08/26/2021				780.46

Batch Total:

71,399.22

Report Total:

71,399.22

East Buchanan Community School
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Vendor ID Vendor Name
Batch Description: General Invoices-Sept 2021

Invoice Listing - Summary - by Fund
Unposted; Batch Description General Invoices-Sept 2021; Fund Description PPEL FUND

Page: 1
User ID: TMK

Invoice ID	Invoice Date	Check Date	Checking Account ID	Check Number	Invoice Amount
EBTELEPH	09/01/2021				16,795.64 *
ISG	08/31/2021				200.00 *
MCGRWCON	08/26/2021				2,152.50 *
S					
WINTBUIL	09/01/2021				3,841.37
Batch Total:					22,989.51
Report Total:					22,989.51

Vendor ID: CASCADE **CASCADE HIGH SCHOOL**
Description: VB Tournament Entry Fee - 8/28/21
Sequence: 1 Check Type: Check
Chart of Account Number Detail Description
21 0000 1400 920 6300 810 VB Tournament Entry Fee - 8/28/21

PO Number: **Invoice Number: 82821** **Amount:**
Invoice Date: 08/28/2021 Due Date: 08/30/2021 Status: PP 1099 Amount: 0.00
Checking Account ID: 2 Check Number: 12928 Check Date: 08/30/2021 CC:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
80.00 N

Vendor ID: CHAMRANJ **CHAMBERLIN, RANDY**
Description: VB Official - 8/26/21
Sequence: 1 Check Type: Check
Chart of Account Number Detail Description
21 0000 1400 920 6300 345 VB Official - 8/26/21

PO Number: **Invoice Number: 82621** **Amount:**
Invoice Date: 08/26/2021 Due Date: 08/30/2021 Status: PP 1099 Amount: 100.00
Checking Account ID: 2 Check Number: 12926 Check Date: 08/30/2021 CC:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
100.00 100.00 N

Vendor ID: CITIZENS **CSB-CASH**
Description: Gate Change - Football/Volleyball
Sequence: 1 Check Type: Check
Chart of Account Number Detail Description
21 0000 1400 920 6500 618 Gate Change - FB/VB

PO Number: **Invoice Number: 82521** **Amount:**
Invoice Date: 08/25/2021 Due Date: 08/26/2021 Status: PP 1099 Amount: 0.00
Checking Account ID: 2 Check Number: 12924 Check Date: 08/25/2021 CC:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
740.00 N

Vendor ID: DAACBELJ **DAACK, BELINDA**
Description: VB Official - 8/26/21
Sequence: 1 Check Type: Check
Chart of Account Number Detail Description
21 0000 1400 920 6500 345 VB Official - 8/26/21

PO Number: **Invoice Number: 82621** **Amount:**
Invoice Date: 08/26/2021 Due Date: 08/30/2021 Status: PP 1099 Amount: 100.00
Checking Account ID: 2 Check Number: 12927 Check Date: 08/30/2021 CC:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
100.00 100.00 N

Vendor ID: LISBON **LISBON COMMUNITY SCHOOL**
Description: VB Entry Fee - 8/24/21
Sequence: 1 Check Type: Check
Chart of Account Number Detail Description
21 0000 1400 920 6500 810 VB Entry Fee - 8/24/21

PO Number: **Invoice Number: 82421** **Amount:**
Invoice Date: 08/24/2021 Due Date: 08/25/2021 Status: PP 1099 Amount: 0.00
Checking Account ID: 2 Check Number: 12925 Check Date: 08/25/2021 CC:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
90.00 N

Vendor ID: SHOPScrip **SHOP WITH SCRIP**
Description: Scrip Cards
Sequence: 1 Check Type: Check
Chart of Account Number Detail Description
21 0000 1400 950 7010 618 Scrip Cards
21 0000 1400 950 7010 899 Shipping

PO Number: **Invoice Number: 118718298** **Amount:**
Invoice Date: 08/27/2021 Due Date: 08/30/2021 Status: PP 1099 Amount: 0.00
Checking Account ID: 2 Check Number: 12929 Check Date: 08/30/2021 CC:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
1,575.49 N Incomplete
8.75 N Incomplete

Report 1099 Total: 200.00 Report Total: 2,694.24

Batch Description: Activity Invoices - September 2021

Processing Month: 09/2021 Credit Card Vendor ID:

End of Fiscal Year Expense Invoices:

Vendor ID: BLOOFARM BLOOMSBURY FARM

Invoice Number: 566 Amount: 288.00

Description: 1st Grade Field Trip
Sequence: 1 Check Type: Check
Chart of Account Number
21 0000 1400 950 7050 899 1st Grade Field Trip

Invoice Date: 08/19/2021 Due Date: 09/07/2021 Status: PP 1099 Amount: 0.00
Check Number: 12930 Check Date: 09/07/2021
Detail Amount 1099 Detail Amount Asset/Asset Tag
288.00 0.00 N In Full

Vendor ID: BRITCHAR CHARLES BRITAIN

Invoice Number: 2021-22 Amount: 400.00

Description: Assigning FB/BB Officials - 2021-22
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 340 Assigning FB/BB Officials - 2021-22

Invoice Date: 08/16/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00
Check Number:
Detail Amount 1099 Detail Amount Asset/Asset Tag
400.00 N In Full

Vendor ID: CHASCARD CHASE CARD SERVICES

Invoice Number: 113-2229800-5483466 Amount: 236.22

Description: Portable Speaker for Dance Team
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6694 739 Ion Wireless Bluetooth Portable Speaker

Invoice Date: 08/10/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00
Check Number:
Detail Amount 1099 Detail Amount Asset/Asset Tag
236.22 0.00 N In Full

Vendor ID: CHRJJOSH CHRISTENSEN, JOSHUA

Invoice Number: 9321 Amount: 185.00

Description: FB Official - 9/3/21
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 345 FB Official - 9/3/21

Invoice Date: 09/03/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 185.00
Check Number:
Detail Amount 1099 Detail Amount Asset/Asset Tag
185.00 In Full

Vendor ID: DIAMVOGEL DIAMOND VOGEL

Invoice Number: 210198977 Amount: 533.50

Description: FB Field White Marking Paint
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 618 FB Field White Marking Paint

Invoice Date: 08/13/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00
Check Number:
Detail Amount 1099 Detail Amount Asset/Asset Tag
533.50 0.00 N In Full

Vendor ID: DIAMVOGEL DIAMOND VOGEL

Invoice Number: 210199059 Amount: 164.00

Description: FB Field Red Marking Paint
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 618 FB Field Red Marking Paint

Invoice Date: 08/18/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00
Check Number:
Detail Amount 1099 Detail Amount Asset/Asset Tag
164.00 0.00 N In Full

Vendor ID: EDUCPROE EDUCATIONAL PRODUCTS, INC.

Invoice Number: EAS485-2020-21 Amount: 1,422.47

Description: Elementary School Supplies
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 950 7C49 618 Elementary School Supplies

Invoice Date: 08/26/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00
Check Number:
Detail Amount 1099 Detail Amount Asset/Asset Tag
1,422.47 0.00 N In Full

Vendor ID: GALLBLAK GALLERY, BLAKE

Invoice Number: 932021 Amount: 100.00

Description: Football Security - 9/3/21

Invoice Date: 09/03/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 100.00

Invoice Listing - Detail

Activity Invoices - September 2021

Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	In Full
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	
21 0000 1400 920 6600 340	Football Security - 9/3/21		100.00	100.00 N	
*					
Vendor ID: HEWIASHT	HEWITT, ASHTIN		Invoice Number: 9221	Amount:	110.00
Description: VB Official - 9/2/21			Invoice Date: 09/02/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 110.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 920 6600 345	VB Official - 9/2/21		110.00	110.00 N	
*					
Vendor ID: IHSSA	IOWA HIGH SCHOOL SPEECH ASSOCIATION		Invoice Number: 2021-22	Amount:	50.00
Description: Membership Enrollment			Invoice Date: 08/31/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 910 6120 899	2021-22 Membership Enrollment		50.00	N	Final
*					
Vendor ID: KOOHMARY	KOOHY, MARY		Invoice Number: 9321	Amount:	25.00
Description: FB Medical Crew - 9/3/21			Invoice Date: 09/03/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 25.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 920 6600 340	FB Medical Crew - 9/3/21		25.00	25.00 N	
*					
Vendor ID: KOOHMATT	KOOHY, MATT		Invoice Number: 9321	Amount:	25.00
Description: FB Security - 9/3/21			Invoice Date: 09/03/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 920 6600 340	FB Security - 9/3/21		25.00	N	Incomplete
*					
Vendor ID: LAMMLORI	LAMMERS, LORI		Invoice Number: 9221	Amount:	110.00
Description: VB Official - 9/2/21			Invoice Date: 09/02/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 110.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 920 6600 345	VB Official - 9/2/21		110.00	110.00 N	
*					
Vendor ID: MFL	MFL MARMAC SCHOOLS		Invoice Number: 9221	Amount:	80.00
Description: Cross Country Entry Fee - 9/2/21			Invoice Date: 09/02/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 920 6600 810	Cross Country Entry Fee-9/2/21		80.00	0.00 N	
*					
Vendor ID: MONTSPOR	MONTICELLO SPORTS		Invoice Number: 081821-14	Amount:	320.00
Description: Equipment Bags			Invoice Date: 08/18/2021	Due Date: 09/08/2021	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>		<u>Detail Amount</u>	<u>1099 Detail Amount Asset/Asset Tag</u>	In Full
21 0000 1400 920 6600 739	Equipment Bags		320.00	N	Final

Vendor ID: MONTSPOR **MONTICELLO SPORTS**

Description: FB Pants/Belts
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6720 618 Detail Description
Game Pants
21 0000 1400 920 6720 618 Belts

Checking Account ID:

PO Number: 22-0085 **Invoice Number: 082321-2** **Amount: 1,318.00**

Invoice Date: 08/21/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
1,794.00 N In Full
24.00 0.00 N Final
Final

Vendor ID: MONTSPOR **MONTICELLO SPORTS**

Description: FB Stats Books
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 618 Detail Description
FB Stats Books

Checking Account ID:

PO Number: 082521-6 **Invoice Number: 082521-6** **Amount: 64.00**

Invoice Date: 08/26/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
64.00 0.00 N In Full
Final

Vendor ID: NASSPNASC **NASSPNASC**

Description: Annual Membership-National St. Council
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 950 7011 618 Detail Description
Annual Membership

Checking Account ID:

PO Number: 22-0088 **Invoice Number: 9001445173** **Amount: 95.00**

Invoice Date: 03/24/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
95.00 N In Full
Final

Vendor ID: PEPSI **PEPSI-COLA**

Description: Gatorade/Water/Juice
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 950 7011 618 Detail Description
Gatorade/Water/Juice

Checking Account ID:

PO Number: 0819/2021 **Invoice Number: 47973363** **Amount: 148.18**

Invoice Date: 08/19/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
148.18 N In Full
Final

Vendor ID: PLATATHL **PLATFORM ATHLETICS, LLC**

Description: Upgrade to Tier 3 through 3/31/2022
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 899 Detail Description
Upgrade to Tier 3

Checking Account ID:

PO Number: 0818/2021 **Invoice Number: 2620** **Amount: 175.00**

Invoice Date: 08/18/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
175.00 N In Full
Final

Vendor ID: RSCHOOL **RSCHOOL TODAY (DWC)**

Description: Activity Scheduler - Renewal
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 340 Detail Description
Activity Scheduler - Renewal

Checking Account ID:

PO Number: 0820/2021 **Invoice Number: 62036** **Amount: 300.00**

Invoice Date: 08/20/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
300.00 N In Full
Final

Vendor ID: SCHITOM **SCHIFFER, TOM**

Description: FB Official - 9/3/21
Sequence: 1 Check Type:
Chart of Account Number
21 0000 1400 920 6600 345 Detail Description
FB Official - 9/3/21

Checking Account ID:

PO Number: 0903/2021 **Invoice Number: 9321** **Amount: 175.00**

Invoice Date: 09/03/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 175.00

Cost Center ID Check Number: Check Date:
Detail Amount 1099 Detail Amount Asset/Asset Tag
175.00 175.00 N In Full
Final

Vendor ID: SPACWALK **SPACE WALK INFLATABLES**

Description: Inflatables and Dunk Tank for 1st day

PO Number: 22-0086 **Invoice Number: 661424** **Amount: 912.00**

Invoice Date: 08/18/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	In Full
Chart of Account Number		Detail Description	Detail Amount	1099 Detail Amount Asset/Asset Tag	Final
21 0000 1400 910 8001 899	Inflatables and Dunk Tank		912.00	N	
* Vendor ID: SPRINGVI SPRINGVILLE COMM. SCHOOL					
Description: Cross Country Entry Fee - 9/7/21		PO Number:	Invoice Number: 9721	Amount:	110.00
Sequence: 1	Check Type:	Invoice Date:	Due Date: 09/08/2021	Status: A	1099 Amount: 0.00
Chart of Account Number		Checking Account ID:	Check Number:	Check Date:	
21 0000 1400 920 6600 810	Cross Country Entry Fee-9/7/21		Detail Amount	1099 Detail Amount Asset/Asset Tag	In Full
			110.00	N	
* Vendor ID: WRIGCAM WRIGHT, CAM					
Description: FB Official - 9/3/21		PO Number:	Invoice Number: 9321	Amount:	175.00
Sequence: 1	Check Type:	Invoice Date:	Due Date: 09/08/2021	Status: A	1099 Amount: 175.00
Chart of Account Number		Checking Account ID:	Check Number:	Check Date:	
21 0000 1400 920 6600 345	FB Official-9/3/21		Detail Amount	1099 Detail Amount Asset/Asset Tag	In Full
			175.00	N	
* Vendor ID: WHITQUEN WRIGHT, QUENTIN					
Description: FB Official - 9/3/21		PO Number:	Invoice Number: 9321	Amount:	175.00
Sequence: 1	Check Type:	Invoice Date:	Due Date: 09/08/2021	Status: A	1099 Amount: 175.00
Chart of Account Number		Checking Account ID:	Check Number:	Check Date:	
21 0000 1400 920 6600 345	FB Official - 9/3/21		Detail Amount	1099 Detail Amount Asset/Asset Tag	In Full
			175.00	N	
* Vendor ID: WRIGSTEVE WRIGHT, STEVE					
Description: FB Official - 9/3/21		PO Number:	Invoice Number: 9321	Amount:	175.00
Sequence: 1	Check Type:	Invoice Date:	Due Date: 09/08/2021	Status: A	1099 Amount: 175.00
Chart of Account Number		Checking Account ID:	Check Number:	Check Date:	
21 0000 1400 920 6600 345	FB Official - 9/3/21		Detail Amount	1099 Detail Amount Asset/Asset Tag	In Full
			175.00	N	
Batch 1099 Total:			1,230.00	Batch Total:	8,371.37
Report 1099 Total:			1,230.00	Report Total:	8,371.37

Invoice Listing - Detail

Nutrition Invoices - September 2021

Batch Description: Nutrition Invoices - September 2021
Vendor ID: HARBANNE Harbaugh, Annette

Description: Kitchen Supplies
Sequence: 1 Check Type:
Chart of Account Number
61 0000 3110 000 0000 618 General Supplies

Processing Month: 09/2021 Credit Card Vendor ID:

Invoice Number: 123200004474 Amount: 146.71

Invoice Date: 08/20/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Checking Account ID:
Cost Center ID
Detail Amount 1099 Detail Amount Asset/Asset Tag
146.71 N In Full

* Vendor ID: JOHNSUPP JOHNSTONE SUPPLY

Description: Motor - Kitchen Cooler
Sequence: 1 Check Type:
Chart of Account Number
61 0000 2640 000 0000 682 Motor-Kitchen Cooler

Invoice Number: 1090841 Amount: 95.31

Invoice Date: 08/16/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Checking Account ID:
Cost Center ID
Detail Amount 1099 Detail Amount Asset/Asset Tag
95.31 N In Full

Vendor ID: MARTBROT MARTIN BROTHERS

Description: Food/Supplies/Fees
Sequence: 1 Check Type:
Chart of Account Number
61 0000 3110 000 0000 631 Food Purchased
61 0000 3110 000 0000 618 General Supplies
61 0000 3110 000 0000 632 Other Expenses

Invoice Number: 082021 Amount: 11,832.15

Invoice Date: 08/31/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Checking Account ID:
Cost Center ID
Detail Amount 1099 Detail Amount Asset/Asset Tag
10,625.89 N In Full
1,029.66 N
176.60 N

* Vendor ID: PRAIFARM PRAIRIE FARMS DAIRY, INC.

Description: Milk/Yogurt/Cottage Cheese
Sequence: 1 Check Type:
Chart of Account Number
61 0000 3110 000 0000 631 Dairy Products

Invoice Number: 82021 Amount: 1,013.80

Invoice Date: 08/31/2021 Due Date: 09/08/2021 Status: A 1099 Amount: 0.00

Checking Account ID:
Cost Center ID
Detail Amount 1099 Detail Amount Asset/Asset Tag
1,013.80 N In Full

Batch 1099 Total: 0.00

Batch Total: 13,087.97

Report 1099 Total: 0.00

Report Total: 13,087.97

EAST BUCHANAN SCHOOL
MILEAGE REPORT
2021-2022

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	920	0	0	372	0	0	0	0	0	1,292
AUGUST	2,869	0	0	243	0	0	0	0	0	3,112
SEPTEMBER	0	0	0	0	0	0	0	0	0	0
OCTOBER	0	0	0	0	0	0	0	0	0	0
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	3,789	-	-	615	-	-	-	-	-	4,404

EAST BUCHANAN SCHOOL
MILEAGE REPORT
2021-2022

MONTH	VAN/CAR ROUTE MILES	VAN/CAR ADMIN. MILES	VAN/CAR SPECIAL ED. MILES	VAN/CAR ACTIVITY MILES	VAN/CAR CUSTODIAL MILES	VAN/CAR TRANSP. MILES	VAN/CAR DRIVERS ED MILES	VAN/CAR OTHER MILES	VAN/CAR MISC. MILES	VAN/CAR TOTAL MILES
JULY	8	0	188	202	229	18	0	0	32	677
AUGUST	0	70	1,013	1,895	315	0	0	0	28	3,321
SEPTEMBER	0	0	0	0	0	0	0	0	0	0
OCTOBER	0	0	0	0	0	0	0	0	0	0
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	8	70	1,201	2,097	544	18	-	-	60	3,998
BUS/VAN TOTAL	3,797	70	1,201	2,712	544	18	-	-	60	8,402

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	484.000	\$ 2.650	\$ 1,282.35	-	\$ 2.412	\$ -	\$ 1,282.35	51.000	\$ 135.12	203.000	\$ 489.64	\$ 624.76
AUG.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	268.000	\$ 710.07	303.000	\$ 730.84	\$ 1,440.91
SEPT.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
OCT.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
NOV.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
DEC.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
JAN.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
FEB.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
MARCH	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
APR.	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
MAY	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
JUNE	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
TOTALS	484.000		\$1,282.35	-		\$0.00	\$1,282.35	319.000	\$845.19	506.000	\$1,220.48	\$2,065.67

<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 0000 729 000	Fund Balance	0.00	0.00	0.00	0.00	0.00
21 6111 729 910	DRAMA	10,779.79	(330.00)	484.52	0.00	11,594.31
21 6120 729 910	SPEECH	647.78	0.00	0.00	0.00	647.78
21 6210 729 910	MUSIC CLUB	911.33	0.00	0.00	0.00	911.33
21 6220 729 910	PEP BAND	1,000.87	0.00	0.00	0.00	1,000.87
21 6221 729 910	MUSIC TRIP	11,374.45	0.00	0.00	0.00	11,374.45
21 6222 729 910	COLOR GUARD	775.15	0.00	0.00	0.00	775.15
21 6600 729 920	ATHLETICS	5,203.53	1,266.00	6,321.74	0.00	10,259.27
21 6645 729 920	CROSS COUNTRY	14.50	0.00	0.00	0.00	14.50
21 6693 729 920	CHEERLEADING	900.89	0.00	0.00	0.00	900.89
21 6694 729 920	DANCE TEAM	2,055.24	0.00	0.00	0.00	2,055.24
21 6710 729 920	BOYS' BASKETBALL	1,378.72	0.00	0.00	0.00	1,378.72
21 6720 729 920	FOOTBALL	4,672.36	1,409.54	5,116.90	0.00	8,379.72
21 6730 729 920	BASEBALL	1,403.09	0.00	0.00	0.00	1,403.09
21 6740 729 920	BOYS' TRACK	376.59	0.00	0.00	0.00	376.59
21 6760 729 920	BOYS' GOLF	1,470.67	0.00	0.00	0.00	1,470.67
21 6790 729 920	WRESTLING	300.82	0.00	0.00	0.00	300.82
21 6810 729 920	GIRLS BASKETBALL	448.15	0.00	0.00	0.00	448.15
21 6815 729 920	VOLLEYBALL	2,936.41	0.00	0.00	0.00	2,936.41
21 6835 729 920	SOFTBALL	332.65	0.00	0.00	0.00	332.65
21 6840 729 920	GIRLS TRACK	412.27	0.00	0.00	0.00	412.27
21 6860 729 920	GIRLS' GOLF	216.93	0.00	0.00	0.00	216.93
21 7010 729 950	FBLA	4,393.25	1,584.24	672.28	0.00	3,481.29
21 7011 729 950	HS STUDENT COUNCIL	2,839.06	0.00	488.00	0.00	3,327.06
21 7012 729 950	SPANISH CLUB	1,687.45	0.00	136.00	0.00	1,823.45
21 7013 729 950	NHS	194.90	0.00	50.00	0.00	244.90
21 7015 729 950	FEED STORE	181.59	0.00	0.00	0.00	181.59
21 7016 729 950	FITNESS CLUB	37.55	0.00	0.00	0.00	37.55
21 7018 729 950	LIBRARY CLUB	1,350.24	868.88	150.00	0.00	631.36
21 7020 729 950	NEWSPAPER	1,736.84	0.00	0.00	0.00	1,736.84
21 7021 729 950	ROBOTICS CLUB	532.21	0.00	0.00	0.00	532.21
21 7025 729 950	TECHNOLOGY	906.97	0.00	0.00	0.00	906.97
21 7026 729 950	FFA	17,445.40	0.00	0.00	0.00	17,445.40
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	339.18	0.00	0.00	0.00	339.18
21 7041 729 950	SOUND SYSTEM	1,026.50	0.00	0.00	0.00	1,026.50
21 7042 729 950	TRAPSHOOTING	2,327.94	0.00	0.00	0.00	2,327.94
21 7043 729 950	LIL BUC B-BASKETBALL	763.91	0.00	0.00	0.00	763.91

Activity Fund Balance Report - Summary - Exclude Encumbrances
08/2021 - 08/2021

<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	5,458.49	0.00	0.00	0.00	5,458.49
21 7050 729 950	ELEM. ST. COUNCIL	2,903.12	0.00	0.00	0.00	2,903.12
21 7051 729 950	CAMP WAPSIE	7,603.05	0.00	0.00	0.00	7,603.05
21 7052 729 950	EB HOOPSTERS CLUB	2,330.66	0.00	0.00	0.00	2,330.66
21 7053 729 950	BREAKFAST CLUB	1,145.86	0.00	0.00	0.00	1,145.86
21 7077 729 950	CLASS OF 2022	1,613.48	0.00	0.00	0.00	1,613.48
21 7078 729 950	CLASS OF 2023	1,359.41	0.00	0.00	0.00	1,359.41
21 7079 729 950	CLASS OF 2024	1,339.41	0.00	40.00	0.00	1,379.41
21 7080 729 950	CLASS OF 2025	755.76	0.00	0.00	0.00	755.76
21 7081 729 950	CLASS OF 2026	465.00	0.00	15.00	0.00	480.00
21 8000 729 910	ANNUAL	7,403.42	0.00	175.00	0.00	7,578.42
21 8001 729 910	BUCCANEER CLUB	2,898.93	0.00	0.00	0.00	2,898.93
21 8002 729 910	THE BUCCANEER NETWORK	2,109.81	0.00	0.00	0.00	2,109.81
21 8004 729 910	INTEREST	87.23	0.00	80.59	0.00	167.82
Fund Total: 21		121,909.62	4,798.66	13,730.03	0.00	130,840.99

RECEIPTS

	MONTH	PRIOR RECEIPT	YEAR TO DATE
Student Breakfast	\$0.00	\$0.00	\$0.00
Student Lunch	\$5,588.40	\$0.00	\$5,588.40
Adult Breakfast	\$18.00	\$0.00	\$18.00
Adult Lunch	\$86.90	\$0.00	\$86.90
Cafeteria	\$1,030.95	\$0.00	\$1,030.95
Snacks	\$1,021.00	\$0.00	\$1,021.00
Federal Breakfast	\$0.00	\$0.00	\$0.00
Federal Lunch	\$0.00	\$0.00	\$0.00
State Breakfast	\$0.00	\$148.07	\$148.07
State Lunch	\$0.00	\$455.85	\$455.85
SFSP	\$0.00	\$0.00	\$0.00
Other Revenues	\$0.00	\$1,780.38	\$1,780.38
Other Purchased Services	\$0.00	-\$0.40	-\$0.40
Rebate	\$0.00	\$0.00	\$0.00
Interest	\$85.88	\$82.81	\$168.69
TOTAL INCOME	\$7,831.13	\$2,466.71	\$10,297.84

EXPENDITURES

	MONTH	PRIOR EXPENSE	YEAR TO DATE
Food	\$0.00	\$0.00	\$0.00
Commodities	\$0.00	\$0.00	\$0.00
Supplies	\$376.70	\$0.00	\$376.70
Shared Contract	\$0.00	\$0.00	\$0.00
Purchased Services	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Other Expenses	\$30.00	\$0.00	\$30.00
Cooks Salaries	\$0.00	\$455.07	\$455.07
Benefits	\$45.68	\$785.76	\$831.44
TOTAL EXPENDITURES	\$452.38	\$1,240.83	\$1,693.21

BALANCE

		0 PRIOR BALANCE	YEAR TO DATE
Beginning Balance	\$0.00	\$129,985.33	\$129,985.33
Income	\$7,831.13	\$2,466.71	\$10,297.84
Expenditures	\$452.38	\$1,240.83	\$1,693.21
FUND BALANCE	\$7,378.75	\$131,211.21	\$138,589.96

MEALS SERVED

	MONTH	PRIOR BALANCE	YEAR TO DATE
Paid Student Breakfasts	0	0	0
Reduced Student Breakfasts	0	0	0
Free Student Breakfasts	0	0	0
Second Breakfasts	0	0	0
Adult Breakfasts	0	0	0
Student Guest Breakfasts	0	0	0
Complimentary Breakfasts	0	0	0
TOTAL BREAKFASTS SERVED	0	0	0

Paid Student Lunches	0	0	0
Reduced Student Lunches	0	0	0
Free Student Lunches	0	0	0
Second Lunches	0	0	0
Adult Lunches	0	0	0
Student Guest Lunches	0	0	0
Complimentary Lunches	0	0	0
TOTAL LUNCHES SERVED	0	0	0

SSO Breakfasts Served	897	0	897
SSO Lunches Served	2,796	0	2,796

2021-2022

East Buchanan

Hot Lunch

Report

DAYS MEALS SERVED

July	0
August	7
September	0
October	0
November	0
December	0
January	0
February	0
March	0
April	0
May	0
June	0
TOTALS	7

August 31, 2021

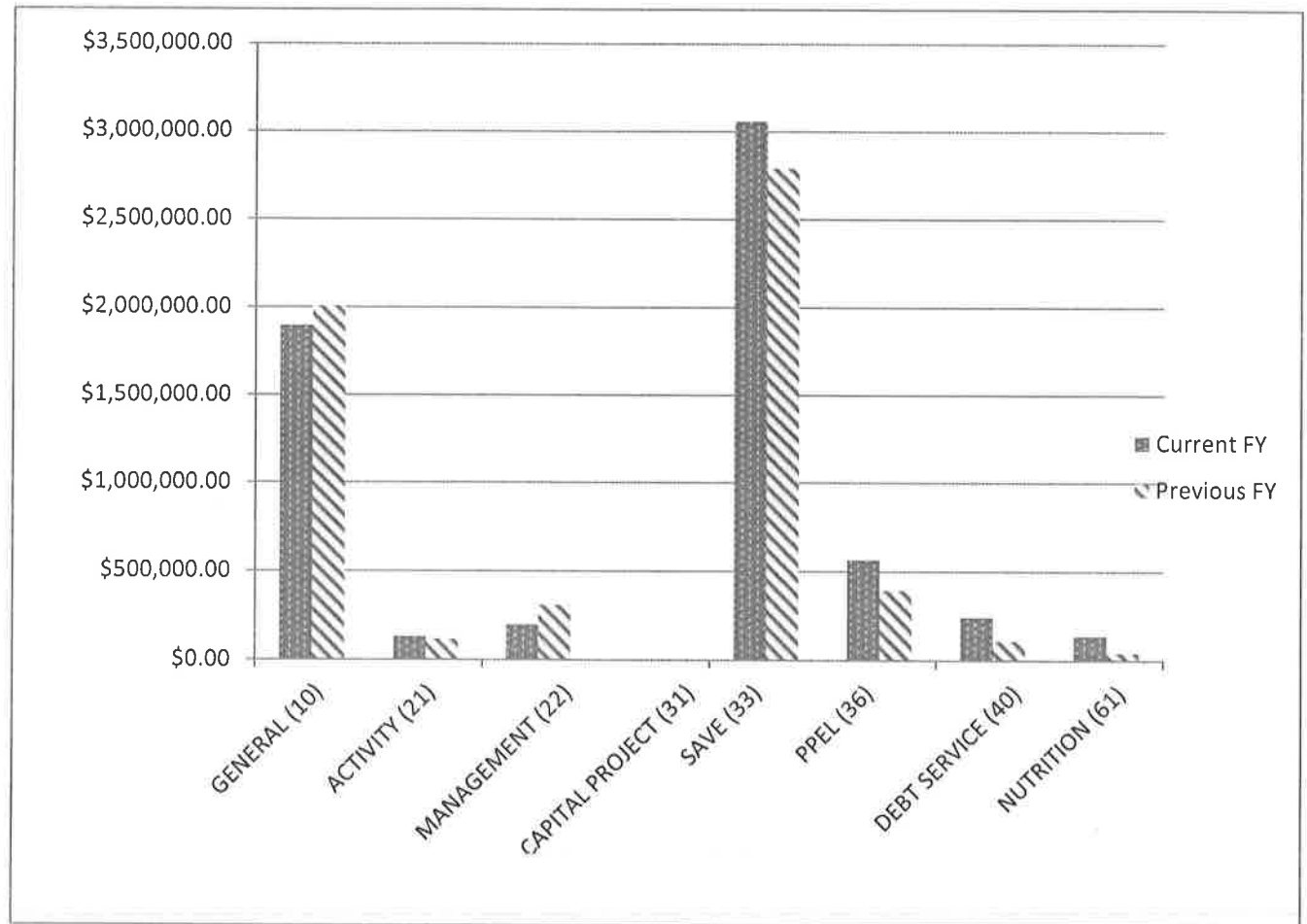
East Buchanan Community School District
Cash Summary Report

	<u>Jul-21</u>	<u>Aug-21</u>
10-GENERAL FUND		
Beginning Balance	2,950,610.76	2,448,296.94
Revenue	81,773.40	170,952.28
Expenditures	584,087.22	724,094.53
Ending Balance	2,448,296.94	1,895,154.69
21-ACTIVITY FUND		
Beginning Balance	136,915.26	122,184.38
Revenue	1,536.73	14,424.03
Expenditures	16,267.61	5,767.42
Ending Balance	122,184.38	130,840.99
22-MANAGEMENT FUND		
Beginning Balance	319,600.48	199,324.82
Revenue	1,218.24	0.00
Expenditures	121,493.90	1,371.90
Ending Balance	199,324.82	197,952.92
33-SAVE		
Beginning Balance	3,161,229.02	3,006,217.31
Revenue	233,048.29	52,257.48
Expenditures	388,060.00	0.00
Ending Balance	3,006,217.31	3,058,474.79
36-PPEL		
Beginning Balance	617,863.38	609,637.24
Revenue	5,026.96	368.48
Expenditures	13,253.10	45,705.91
Ending Balance	609,637.24	564,299.81
40-DEBT SERVICE		
Beginning Balance	236,982.41	241,765.42
Revenue	596,117.25	17.16
Expenditures	591,334.24	500.00
Ending Balance	241,765.42	241,282.58
less: Escrow Acct	215,000.00	215,000.00
	26,765.42	26,282.58
61-NUTRITION FUND		
Beginning Balance	129,985.33	131,211.21
Revenue	3,707.94	7,876.81
Expenditures	2,482.06	498.06
Ending Balance	131,211.21	138,589.96
less: Received on Acct	6,735.72	12,604.12
	124,475.49	125,985.84
EMPLOYER'S PAYROLL EXPENSE:		
Gross Wages-hourly	45,842.88	35,196.48
Gross Wages-contract	289,623.24	290,390.02
	335,466.12	325,586.50
Employer paid deductions	47,964.48	46,670.85
Employer paid IPERS	30,809.03	29,295.13
Employer paid FICA	25,939.04	22,765.01
	104,712.55	98,730.99
TOTAL	440,178.67	424,317.49

CASH SUMMARY REPORT EAST BUCHANAN COMMUNITY SCHOOL

August 2021

Fund Description	Beginning	Revenues	Expenditures	FY22 Ending	FY21 End Balance	Difference
GENERAL (10)	\$2,448,296.94	\$170,952.28	\$724,094.53	\$1,895,154.69	\$2,006,067.66	(\$110,912.97)
ACTIVITY (21)	\$122,184.38	\$14,424.03	\$5,767.42	\$130,840.99	\$116,447.40	\$14,393.59
MANAGEMENT (22)	\$199,324.82	\$0.00	\$1,371.90	\$197,952.92	\$309,036.44	(\$111,083.52)
CAPITAL PROJECT (31)	\$0.00	\$0.00	\$0.00	\$0.00	\$6,343.52	(\$6,343.52)
SAVE (33)	\$3,006,217.31	\$52,257.48	\$0.00	\$3,058,474.79	\$2,788,337.37	\$270,137.42
PPEL (36)	\$609,637.24	\$368.48	\$45,705.91	\$564,299.81	\$393,169.78	\$171,130.03
DEBT SERVICE (40)	\$241,765.42	\$17.16	\$500.00	\$241,282.58	\$109,011.59	\$132,270.99
NUTRITION (61)	\$131,211.21	\$7,876.81	\$498.06	\$138,589.96	\$42,639.12	\$95,950.84
			TOTAL	\$6,226,595.74	\$5,771,052.88	\$455,542.86



Certified Budget compared to Actual Revenues/Expenditures - All Funds

		FY21 Certified Budget	thru 8/31/21	over / (under) budget	
Taxes Levied on Property	1	\$ 2,888,696.00	\$ 2,910,452.63		
Utility Replacement Excise Tax	2	\$ 51,316.00	\$ 51,503.45		
Income Surtaxes	3	\$ 142,295.00	\$ 152,971.00		
Tuition\Transportation Received	4	\$ 633,000.00	\$ 568,997.40		
Earnings on Investments	5	\$ 81,900.00	\$ 61,904.05		
Nutrition Program Sales	6	\$ 180,000.00	\$ 58,574.34		
Student Activities and Sales	7	\$ 196,000.00	\$ 138,089.30		
Other Revenues from Local Sources	8	\$ 117,000.00	\$ 167,517.62		
Revenue from Intermediary Sources	9	\$ -	\$ -		
State Foundation Aid	10	\$ 3,952,334.00	\$ 3,918,991.00		
Instructional Support State Aid	11	\$ 15,007.00	\$ -		
Other State Sources	12	\$ 587,620.00	\$ 659,160.98		
Commercial & Industrial State Replacement	13	\$ 21,091.00	\$ 17,270.87		
Title I Grants	14	\$ 70,000.00	\$ 72,872.00		
IDEA and Other Federal Sources	15	\$ 300,000.00	\$ 750,145.71		
Total Revenues	16	\$ 9,236,259.00	\$ 9,528,450.35		
General Long-Term Debt Proceeds	17	\$ -	\$ -		
Transfers In	18	\$ 311,010.00	\$ 326,190.57		
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ -		
Special Items/Upward Adjustments	20	\$ -	\$ 15,601.50		
Total Revenues & Other Sources	21	\$ 9,547,269.00	\$ 9,870,242.42		
Beginning Fund Balance	22	\$ 6,100,102.84	\$ 6,100,102.84		
Total Resources	23	\$ 15,647,371.84	\$ 15,970,345.26		
*Instruction	24	\$ 5,445,000.00	\$ 4,976,310.44	\$ (468,689.56)	91%
Student Support Services	25	\$ 322,500.00	\$ 243,572.90		
Instructional Staff Support Services	26	\$ 480,000.00	\$ 525,235.61		
General Administration	27	\$ 265,000.00	\$ 243,352.85		
School/Building Administration	28	\$ 410,000.00	\$ 358,892.13		
Business & Central Administration	29	\$ 125,000.00	\$ 151,658.35		
Plant Operation and Maintenance	30	\$ 643,000.00	\$ 650,105.08		
Student Transportation	31	\$ 540,000.00	\$ 479,920.99		
This row is intentionally left blank	32	\$ -	\$ -		
*Total Support Services (lines 25-32)	32A	\$ 2,785,500.00	\$ 2,652,737.91	\$ (132,762.09)	95%
*Noninstructional Programs	33	\$ 375,000.00	\$ 332,929.08	\$ (42,070.92)	89%
Facilities Acquisition and Construction	34	\$ 300,000.00	\$ 48,128.13		
Debt Service	35	\$ 662,398.00	\$ 661,897.50		
AEA Support - Direct to AEA	36	\$ 287,251.00	\$ 268,098.00		
*Total Other Expenditures (lines 34-36)	36A	\$ 1,249,649.00	\$ 978,123.63	\$ (271,525.37)	78%
Total Expenditures	37	\$ 9,855,149.00	\$ 8,940,101.06		
Transfers Out	38	\$ 311,010.00	\$ 326,190.57		
Other Uses	39	\$ -	\$ 779.34		
Total Expenditures & Other Uses	40	\$ 10,166,159.00	\$ 9,267,070.97		
Ending Fund Balance	41	\$ 5,481,212.84	\$ 6,703,274.29		
Total Requirements	42	\$ 15,647,371.84	\$ 15,970,345.26		

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.

Quote

Beacon Athletics
8233 Forsythia Street, #120
Middleton, WI 53562



visit our website at beaconathletics.com

Order Number: 0333859
Order Date: 8/17/2021
Salesperson: KD
Customer Number: B50682
Project Mgr:

Sold To:
EAST BUCHANAN SCHOOLS
PO BOX 40
414 5TH ST N
WINTHROP, IA 50682

Ship To:
EAST BUCHANAN SCHOOLS
414 5TH ST N
PO BOX 40
WINTHROP, IA 50682

Project name: FOUL LINE NETTING

Customer P.O.	Ship VIA	F.O.B.	Terms
VERBAL	FEDEX GROUND		NET 30

Special Instructions:

Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount (USD)
140-100-710	EACH	1.0	0.0	0.0	13,750.0000	13,750.00

BARRIER NET, CUSTOM BASEBALL - BEACON MODEL #BNB
PER QUOTE #N 7968

FOOTPRINT: 100'-0" LONG X 30'-0" OVERALL HEIGHT
20'-0" TALL NET HUNG ABOVE 10'-0" TALL EXISTING DUGOUT
PROJECTED 6' CHAIN LINK FENCE FURTHER DOWN BASELINE

NETTING MATERIAL: BLACK #36 TWISTED KNOTTED NYLON
MESH: 1-3/4" SQUARE
HANGING: PER SPECIFICATIONS
ADD'L INFO: SEPERATE NET PANELS BETWEEN EACH POST

SYSTEM INCLUDES:

- NETTING AS NOTED ABOVE
- THREE(3) BLACK PAINTED DIRECT-BURY STEEL SUPPORT POLES WITH WELDED TOP CAPS AND ANCHORS
- ALL HARDWARE TO FACILITATE A NET ATTACHMENT THAT RAISES AND LOWERS FROM THE GROUND
- FILL IN PANEL TO CONNECT ONTO NEW POLE AND EXISTING CHAIN LINK FENCE POST (DIMENSIONS TO BE DEFINED)
- SHOP DRAWINGS UPON RECEIPT OF ORDER

*** ADD \$2,200.00 TO ORDER TOTAL IF ENGINEERING REPORT WITH STATE OF IOWA LICENSED ENGINEER SEAL IS REQUIRED ***

**ADD \$4,950 TO ORDER TOTAL TO ADD ADDITIONAL SECTION WITH ONE (1) POLE, NET, AND HARDWARE WITH UP TO 50' ADDITIONAL LENGTH

*** INSTALLATION NOT INCLUDED ***

*** CONCRETE AND FOOTING MATERIALS SUCH AS REBAR CAGES NOT INCLUDED ***

*** CUSTOMER IS RESPONSIBLE FOR UNLOADING ALL MATERIAL DELIVERIES ***

Note: For orders without tax exemption certificates on file, sales tax will be charged, where applicable, at the time of invoicing.

Net Order: 13,750.00

Discount: 0.00

Freight: 1,700.00

Sales Tax: 662.50

Order Total (USD): 16,412.50

\$ 15,450.00

Our promise to our customers...

- Prompt response to your inquiries from knowledgeable and courteous staff
- Quality products that meet your demanding requirements
- Commitment to continuous improvement to achieve an exceptional customer experience

Let me know if we have failed to achieve this promise - or if we have exceeded your expectations.

Tim Freischmidt, Vice President



BEACON ATHLETICS SALES ORDER TERMS AND CONDITIONS

These Terms and Conditions apply to all sales by Beacon Athletics, LLC, a Wisconsin limited liability company ("Seller") to the entity identified on the sales order ("Sales Order") issued by Seller to the entity ("Buyer") to whom Seller shall sell certain goods ("Goods"). These Terms and Conditions together with the applicable Sales Order(s) (collectively, the "Agreement") constitute the entire agreement relating to the subject matter hereof and supersedes all prior or contemporaneous understandings or statements. Any terms submitted by either party which are in addition to or inconsistent with the Agreement (including, without limitation, any terms in a purchase order, order acknowledgment, quotation, invoice, bill of lading or other instrument) are not binding and are expressly rejected, unless agreed to in writing and signed by both parties.

1. PRICES; PAYMENT. The purchase price of the Goods will be as stated in the applicable Sales Order(s) ("Price"), which shall include any applicable sales tax unless Buyer first provides to Seller a valid tax exemption certificate. All Sales Orders are subject to credit approval by Seller. Unless specified otherwise in the relevant Sales Order(s), Buyer shall pay all amounts due for the Goods within thirty (30) days from the date of the applicable invoice, provided that Seller may require pre-payment of all or part of the Price as determined by Seller in Seller's sole and absolute discretion. All past due amounts shall bear interest at the lower of 1.50% monthly (18% annually) or the maximum amount allowed by applicable law. If Buyer fails to make payments or otherwise breaches a material obligation of the Agreement, Seller, may, at its option, by written notice to Buyer, terminate the Agreement or defer shipments or performance.

2. CUSTOM ORDERS. Custom specifications for Goods, if any, shall be detailed in the applicable Sales Order. Buyer shall be solely responsible for confirming that such specifications are designed to meet Buyer's requirements. Upon execution of the applicable Sales Order, Buyer assumes sole responsibility for the full cost of the custom Goods, including product cost, any related service (including but not limited to installation), and shipping costs.

3. CHANGES AND CANCELLATIONS. Buyer may not cancel or change a Sales Order without the written consent of Seller. In no event shall Buyer be entitled to cancel or change a Sales Order where Seller has scheduled shipment of the Goods within thirty (30) days of Buyer's request therefor. If Buyer desires to cancel or change an open Sales Order, Buyer must deliver a written request to Seller, which Seller may approve or reject in its sole and absolute discretion. Where Seller approves Buyer's request for cancellation or change to a Sales Order, Seller shall be entitled to charge Buyer, and Buyer shall be required to pay, a cancellation charge equal to the cost of work completed and/or charges for materials purchased for the Sales Order.

4. DELIVERY. Unless otherwise specified in the Sales Order, all Goods shall be shipped at Buyer's expense and all shipments are F.O.B. Seller's or its suppliers' distribution centers. Seller has the right to select the mode and carrier of shipment.

INSPECTION FOR DAMAGES AND ACCEPTANCE. Upon Buyer's receipt of the Goods, Buyer shall immediately inspect the Goods, confirm the receipt quantity and take photographs of the Goods and packaging condition. Unless Buyer provides Seller with written notice of claim for damaged Goods or shortages within five (5) business days after receipt of shipment, such Goods shall be deemed finally Inspected, checked and accepted by Buyer. Claims for damaged Goods due to shipping damages shall not be approved without photographic evidence of the Goods while on the shipping trailer.

6. WARRANTIES. Seller warrants that Goods supplied shall conform to the description stated in the Sales Order and shall be free from defects in material or workmanship. This warranty shall be effective for a period of one (1) year from the date of delivery of the Goods to Buyer. Seller disclaims all other warranties, express or implied, oral or written, including, without limitation, the implied warranties of merchantability and fitness for a particular purpose. Purely as an accommodation to Buyer, Seller may refer or suggest third parties for Buyer to independently hire and install the Goods (each such third party being an "Installer"). Seller makes no warranties, express or implied, and specifically disclaims all liability and disclaims and excludes any and all warranties of merchantability, fitness for a particular purpose or workmanship as to any construction means and methods or any other services performed by any Installer.

7. REMEDIES. In the event that Buyer is in default or otherwise breaches this Agreement, Seller shall be entitled to pursue any and all remedies, legal or equitable including an action to recover the total Price, as well as its costs of enforcing the Sales Order, including, without limitation, its attorneys' fees. If Buyer alleges Seller to be in default under Section 6 hereof, Buyer shall give written notice to Seller stating the same and Seller shall repair or replace the defective or non-conforming Goods within a reasonable time period, which shall be Buyer's sole and exclusive remedy for such breach.

8. LIMITATION OF LIABILITY. Neither party will be liable to the other party for any consequential, special, incidental, indirect, exemplary or punitive damages or losses, or any loss of profits, revenues, opportunities, goodwill or capital. Seller's total liability under the Agreement will be limited to the Price giving rise to the claim.



9. **INDEMNITY.** Buyer shall defend, indemnify and hold harmless Seller and its affiliates and their respective officers, directors and employees, from and against any claims, liabilities, losses, damages or injuries of any kind (including, without limitation, reasonable attorneys' fees) caused by Buyer or the use or abuse of the materials by Buyer or any third party after Buyer's receipt thereof; provided, however, Buyer shall have no obligation to indemnify hereunder if and to the extent that the relevant claim or liability is caused by an indemnified party. This provision shall not relieve Buyer of any pro rata, proportional, contributory or other allocation of liability under applicable laws.

10. **COPYRIGHTS AND LICENSES.** Seller shall be deemed the author of the tangible and intangible creative work used to manufacture the Goods, including but not limited to drawings, specifications, models and other similar items ("Instruments of Service"). Upon Buyer's written request, Seller shall provide copies of the Instruments of Service to Buyer conditioned on Buyer's full payment of the Price and the terms hereof. Buyer (or its assigns as authorized by Seller in writing) shall have a perpetual, nonexclusive license to use the Instruments of Service for installation or maintenance of the Goods provided that Buyer agrees to indemnify and hold harmless Seller from all costs and expenses, including cost of defense, related to claims and causes of action asserted by any person or entity to the extent such costs and expenses arise from Buyer's (or its authorized assignee's) use of the Instruments of Service hereunder. Buyer shall not reproduce or make available to third parties the Instruments of Service without Seller's prior written consent (other than for installation or maintenance of the Goods). Buyer shall indemnify Seller for all costs and expenses incurred by Seller to enforce any copyright violations resulting from Buyer's breach of these obligations.

11. **FORCE MAJEURE.** Neither party will be responsible for failure or delay in performing hereunder (except for the payment of money) due to a cause or circumstance which is beyond that party's reasonable control, including, without limitation, wars or civil disorders, fires, earthquakes, floods, severe weather, acts of God, changes in law or governmental directives, delays in transportation, material shortages, strikes, lockouts, slowdowns or other similar labor disruption.

12. **GOVERNING LAW.** The Agreement is governed by the laws of, and each party submits to the exclusive venue and jurisdiction of the state or federal courts in, the State of Wisconsin.

13. **ACCEPTANCE.** This Agreement may be executed in several counterparts, all of which taken together shall constitute one single agreement between the parties hereto. Signatures may be evidenced by facsimile or electronic transmission, the same of which shall be treated as originals.

14. **MISCELLANEOUS.** The terms of the Agreement do not and are not intended to confer any rights or remedies upon any person or entity other than Buyer. Neither party may assign or transfer the Agreement, without the other party's prior written consent. No modification or amendment of the Agreement shall be binding unless it is in writing and signed by both parties. A party's waiver of any breach of, or failure to strictly enforce, the Agreement will not waive, limit or affect that party's right to do so thereafter. If any provision of the Agreement is invalid, illegal, void or unenforceable, then that provision will be deemed severed from this Agreement and will not affect the validity or enforceability of the remaining provisions of the Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the order date specified in the Sales Order.

Sales Order Reference #: _____

Seller:

BEACON ATHLETICS, LLC

By: _____

Name: _____

Title: _____

Date: _____

Buyer:

By: _____

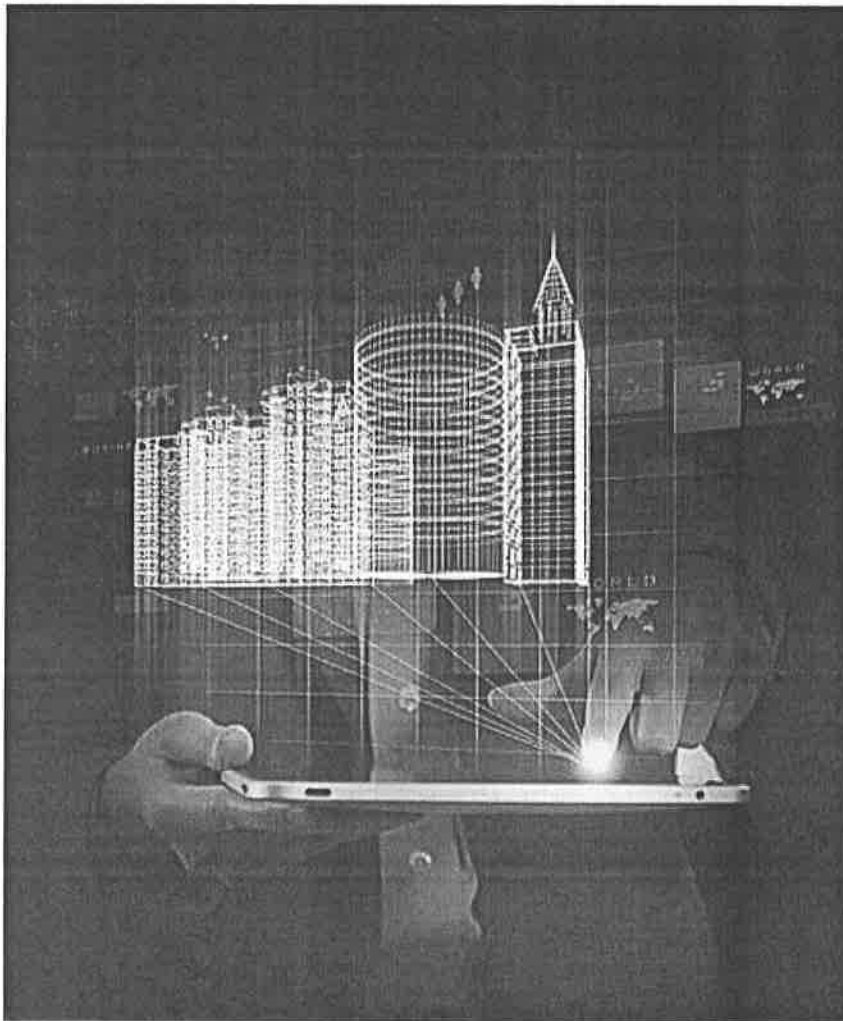
Name: _____

Title: _____

Date: _____



BAS R'newal



SERVICE PROPOSAL FOR:
East Buchanan CSD

SITE ADDRESS:
East Buchanan High School
414 5th Street N
Winthrop, IA 50682

LOCAL TRANE OFFICE:
Trane US, Inc.
2220 NW 108th Street
Clive, IA 50325-3702

LOCAL TRANE REPRESENTATIVE:
Doug Stephens
Cell: (319) 533-4052
Office: (515) 270-0004

PROPOSAL ID / AGREEMENT NUMBER:
3108047

DATE:
September 2, 2021

CONTACT TELEPHONE NUMBER FOR SERVICE:
(515) 270-0004



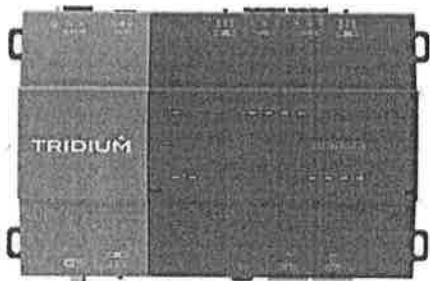


TRANE BAS R'NEWAL PROGRAM

Existing System

The existing Niagara 4 building automation system serving the East Buchanan High School was a replacement to the original Niagara AX controller that was only 3 years old. Updating the controls from Niagara to Tracer SC will improve system performance, reliability, and serviceability. This upgrade also provides a graceful migration path to maintain consistency between buildings to the most current Tracer equipment controls.

Jenesys PC8 JACE (Head End Controller)....the panel below. It is the 'head end' to your control system and communicates and coordinates with all of the other controllers.



Some key features and benefits you should expect from this project are highlighted below.

- **Web and Mobile Application Interface to Building Automation System (no proprietary workstation software)**
- **Improved graphics and usability, no need for Java or Java updates.**
- **Provide migration path from old/legacy controllers to new controllers.**
- **Reduced risk**
- **Improved energy efficiency and performance**



Scope of Services – Standard Inclusions

The BAS R'newal is a program that provides a proactive approach to addressing your aging Building Automation System (BAS) and driving building and energy performance.

BAS R'newal Program Includes:

- 1-year extended warranty on Tracer SC controller
- Tracer SC end user training
- 1st year Tracer remote support

Trane delivers the value by partnering with you to improve the performance of your Building Automation System. From the day we install the new system, we will be there to make sure your new product works as promised and stays up to date with the most current version and capabilities. We will be on-site to make sure you and your staff knows how to use the new product successfully, including the new mobile Tracer SC App.

We will provide a flexible migration plan for you so that if a unit controller fails unexpectedly, you will have a plan, or if you would like to be proactive with a planned replacement program, we can help make sure that the phases meet your budget and business needs.

We will actively help you utilize your new investment to make sure your BAS is performing its best. We will address the core building automation system basic control strategies and identify additional opportunities where you can improve and also save energy.

Controls Installation

During installation, Trane will install the following Trane BAS:

- Tracer SC to replace the existing JENEsys controller





Scope of Work

"Scope of Work" and notations within are based on the following negotiated scope of work

Controls systems and equipment

- Trane Tracer SC+ Controller, Lon communication module, device licensing

Controls systems services included

- Project Management
- Engineered Control Submittals and As-Built Drawings
- Control Panel(s) and Low Voltage Wiring installation
- Control System Programming & Graphics
- Control System Commissioning
- Owner Control System Operational Training
- 1st year warranty on newly provided system components
- 1st year Tracer remote support

Electrical Installation

- Low Voltage Control wiring installation required as part of Controls Scope of Work is included as follows:
 - Demo of existing JACE controller
 - Installation of new Tracer SC controller

Controls systems services not included

- Demolition/removal or replacement of existing devices/sensors quoted as "assumed" to be in working condition that will remain. This includes all existing sensors, valves, dampers, relays, Heat Pump controllers, transformers, pressure transducers, etc.
- Floor plan graphics work assumes we have AutoCAD floor plan drawings to use as a template. If AutoCAD drawings are not available, a separate quote will be provided to generate custom floor plans from scanned or paper mechanical prints.
- Any temporary controls
- Repair or replacement of any equipment being controlled

Proposal Notes/ Clarifications

- All work to be performed during normal business hours (8am to 5pm, M-F, non-holidays). Systems will be manually enabled while controllers are replaced to avoid downtime.
- Proposal does not include "Premium Time" or Price Contingency therefor
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval
- Controls for any systems not listed above are excluded
- Trane will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors
- In an effort to ensure the customer will be provided with proactive service and facility issue resolutions, Trane is requesting VPN access to the facility infrastructure systems specifically associated with the systems being monitored and or controlled by Trane's automation and monitoring system. The intent is to provide the customer with infrastructure support from our local Trane Intelligent Services Staff.

Pricing and Acceptance





Total Net Price

Total Net Price (Excluding Sales Tax).....	\$ 20,510.00
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Respectfully submitted,
Doug Stephens
ddstephens@trane.com
319-533-4052

COVID-19 NATIONAL EMERGENCY CLAUSE

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
2. Each party will abide by any federal, state (US), provincial (Canada) or local orders, directives, or advisories regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and each shall have the sole discretion in determining the appropriate and responsible actions such party shall undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.

THIS AGREEMENT IS SUBJECT TO CUSTOMER'S ACCEPTANCE OF THE ATTACHED TRANE TERMS AND CONDITIONS (SERVICE).

Submitted By: Doug Stephens

Cell: (319) 533-4052
Office: (515) 270-0004
Proposal Date: September 2, 2021

CUSTOMER ACCEPTANCE

TRANE ACCEPTANCE
Trane US, Inc.

Authorized Representative

Authorized Representative

Printed Name

Title

Title

Purchase Order

Signature Date

Acceptance Date





TERMS AND CONDITIONS – COMMERCIAL INSTALLATION

"Company" shall mean Trane U.S. Inc..

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). **COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.** The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
3. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
4. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
5. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the Installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original Installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
6. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
7. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
8. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.
9. **Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.
10. **Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.
11. **Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.





12. Pre-Existing Conditions. Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

13. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

14. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead).

16. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT**





THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.

20. Insurance. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions in effect as of the date of this subcontract: 52.203-19; 52.204-21; 52.204-23; 52.219-8; 52.222-21; 52.222-26; 52.222-35; 52.222-36; 52.222-50; 52.225-26; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

25. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(1019)
Supersedes 1-26.251-10(0315)



POLICY REVIEW

2nd Reading

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.

PRINCIPLES AND OBJECTIVES FOR COMMUNITY RELATIONS

Successful education programs require the support of the school district community. The board addresses the importance of the role of the school district community in the school district in this series of the policy manual. The board recognizes this support is dependent on the school district community's understanding of participation in the efforts, goals, problems and programs of the school district.

In this section, the board sets out its policies defining its relationship with the school district community. In striving to obtain the support of the school district community, the board will:

- Provide access to school district records;
- Inform the school district community of the school district's goals, objectives, achievements, and needs;
- Invite the input of the school district community; and,
- Encourage cooperation between the school district and the school district community.

PUBLIC EXAMINATION OF SCHOOL DISTRICT RECORDS

Public records of the school district may be viewed by the public during the regular business hours of the administration offices of the school district. These hours are 8:00 a.m. to 4:00 p.m. Monday through Friday, except for holidays and recesses.

Persons wishing to view the school district's public records will contact the board secretary and make arrangements for the viewing. The board secretary will make arrangements for viewing the records as soon as practicable, depending on the nature of the request.

Persons may request copies of public records by telephone or in writing, including electronically. The school district may require pre-payment of the costs prior to copy and mailing.

Persons wanting copies may be assessed a fee for the copy. Persons wanting compilation of information may be assessed a fee for the time of the employee to compile the requested information. Printing of materials for the public at the expense of the school district will only occur when the event is sponsored by the school district.

Pursuant to Iowa law, the board has determined certain records need to be confidential as their disclosure could jeopardize the safety of persons or property and include, but are not limited to, the following:

- Security procedures
- Emergency preparedness procedures
- Evacuation procedures
- Security codes and passwords

It is the responsibility of the board secretary to maintain accurate and current records of the school district. It is the responsibility of the board secretary to respond in a timely manner to requests for viewing and receiving public information of the school district.

NOTE: This is a mandatory policy and is consistent with the Iowa public records law regarding access to, copying of and charging for copies of public records. By law, individuals have a right to access public records during the hours of 9:00 a.m. - 12:00 p.m. and 1:00 p.m.- 4:00 p.m. unless the board sets other hours. IASB recommends that the board establish specific hours in board policy, and blanks are provided in the first paragraph for that purpose. For more detailed discussion of this issue, see IASB's Policy Primer, Vol. 19 #6- June 23, 2006.

Iowa law requires boards to specify what emergency preparedness items need to be confidential in order to protect the safety of individuals or property. A short list is provided but should be added to by the board, if needed.

Legal Reference: Iowa Code §§ 21.4; 22; 291.6

Cross Reference: 215 Board of Directors' Records
 401.5 Employee Records
 506 Student Records
 708 Care, Maintenance, and Disposal of School District Records
 902.1 News Media Relations

Approved February 11, 2009

Reviewed: September 8, 2021

Revised _____

NEWS MEDIA RELATIONS

The board recognizes the value of and supports open, fair and honest communication with the news media. The board will maintain a cooperative relationship with the news media. As part of this cooperative relationship, the board and the media will develop a means for sharing information while respecting each party's limitations.

Members of the news media are encouraged and welcome to attend open board meetings. The board president is the spokesperson for the board, and the superintendent is the spokesperson for the school district. It is the responsibility of the board president and superintendent to respond to inquiries from the news media about the school district.

Members of the news media seeking information about the school district will direct their inquiries to the superintendent. The superintendent will accurately and objectively provide the facts and board positions in response to inquiries from the news media about the school district.

Legal Reference: Iowa Code §§ 21.4; 22; 279.8

Cross Reference: 902 Press, Radio and Television News Media

Approved February 11, 2009

Reviewed: September 8, 2021

Revised _____

NEWS CONFERENCES AND INTERVIEWS

The superintendent, on behalf of the board and the school district, may hold a news conference or respond to a request for an interview with the news media.

The superintendent will respond accurately, openly, honestly, and objectively to inquiries from the news media about the school district.

News conferences and interviews planned or pre-arranged for school district activities will include the board and the superintendent. News conferences for issues requiring an immediate response may be held by the superintendent. It is within the discretion of the superintendent to determine whether a news conference or interview is held to provide an immediate response to an issue.

It is the responsibility of the superintendent to keep the board apprised of news conferences and interviews.

Legal Reference: Iowa Code §§ 21.4; 22; 279.8

Cross Reference: 902 Press, Radio and Television News Media

Approved February 11, 2009

Reviewed: September 8, 2021

Revised _____

NEWS RELEASES

The superintendent will determine when a news release about internal school district and board matters will be issued. In making this determination, the superintendent will strive to keep the media and the school district community accurately and objectively informed. Further, the superintendent will strive to create and maintain a positive image for the school district. It is the responsibility of the superintendent to approve news releases originating within the school district prior to their release.

News releases will be prepared and disseminated to news media in the school district community. Questions about news releases will be directed to the superintendent.

Legal Reference: Widmer v. Reitzler, 182 N.W.2d 177 (Iowa 1970).
Dobrovlny v. Reinhardt, 173 N.W.2d 837 (Iowa 1970).
Iowa Code §§ 21.4; 22.2

Cross Reference: 902 Press, Radio and Television News Media

Approved February 11, 2009

Reviewed: September 8, 2021

Revised _____

LIVE BROADCAST OR VIDEOTAPING

Individuals may broadcast or videotape public school district events, including open board meetings, as long as it does not interfere with, or disrupt, the school district event and it does not create an undue burden in adapting the buildings and sites to accommodate the request.

It is within the discretion of the superintendent to determine whether the request is unduly burdensome and whether the broadcast or videotaping will interfere with or disrupt the school district event.

~~Videotaping~~ Recording of classroom activities will be allowed at the discretion of the superintendent. Parents will be notified prior to ~~videotaping~~ recording of classroom activities.

It is the responsibility of the superintendent to develop administrative regulations outlining the procedures for making the request and the rules for operation if the request is granted.

NOTE: This policy states that prior to recording of classroom activities, parents will be notified but does not require parental permission. Notification is not a legal requirement, but it is recommended. The policy gives the school district the flexibility to have one notice to cover the entire year and can be placed in the student directory info policy, a parent newsletter or handbook.

Legal Reference: Iowa Code §§ 21.4, .7; 22; 279.8

Cross Reference: 506.2 Student Directory Information
902.1 News Media Relations
903.3 Visitors to School District Buildings and Sites

Approved: February 11, 2009

Revised: September 8, 2021

SCHOOL - COMMUNITY GROUPS

The board values the participation and the support of school district-community groups, including, but not limited to, the booster club and parent-teacher organizations, which strive for the betterment of the school district and the education program. The board will work closely with these groups.

Prior to any purchase of, or fund raising for the purchase of goods or services for the school district, the group will confer with the superintendent to assist the group in purchasing goods or services to meet the school district's needs.

~~Funds raised by these groups for the school district may be kept as part of the accounts of the school district.~~

Funds raised by these groups for the school district are separate from the accounts of the school district.

Or

~~*[Funds raised by these groups for the school district will be held by the district within a custodial fund account.]*~~

It is the responsibility of the building principal to be the liaison with the school district-community groups affiliated with the building principal's attendance center.

NOTE: Boards may want to personalize this policy to reflect the actual groups, organizations and associations within the school district. Districts should clarify whether school-community group funds are going to be kept separate from the school district, or whether these funds will be held in custodial funds accounts, then eliminate the bracketed language that does not apply.

Legal Reference: Iowa Code §§ 279.8; 291.13

Cross Reference: 903 Public Participation in the School District

Approved: April 14, 2009

Revised: September 8, 2021

COMMUNITY RESOURCE PERSONS AND VOLUNTEERS

The board recognizes the valuable resource it has in the members of the school district community. When possible and in concert with the education program, members of the school district community may be asked to make presentations to the students or to assist employees in duties other than teaching. The school district may officially recognize the contributions made by volunteers.

Recruitment, training, utilization, and the maintenance of records for the purposes of insurance coverage and/or recognition of school district volunteers is the responsibility of the superintendent.

Volunteers within the district are held to the same high standards of behavior as school employees and will be subject to background checks prior to interacting with the students in a volunteer capacity. It is the responsibility of the superintendent or the superintendent's designee to create regulations necessary to carry out this policy.

Legal Reference: Iowa Code §§ 279.8; 670

Cross Reference: 603.1 Basic Instruction Program
903.3 Visitors to School District Buildings and Sites

Approved April 14, 2009
Revised September 8, 2021

VOLUNTEER APPLICATION FORM
EAST BUCHANAN COMMUNITY SCHOOL

NAME _____ PHONE _____

ADDRESS _____

VOLUNTEER POSITION APPLIED FOR _____

COACH/TEACHER/SUPERVISOR _____

REFERENCES: NAME _____ PHONE _____

ADDRESS _____

NAME _____ PHONE _____

ADDRESS _____

NAME _____ PHONE _____

ADDRESS _____

COMMENTS: _____

Please complete Background Check form attached. Thank you.

Approved: Teacher _____ Coach _____

Activities Director _____

Administrator _____

DATE _____

NONDISCRIMINATION POLICY

It is the policy of the East Buchanan Community School District not to illegally discriminate on the basis of race, color, national origin, gender, disability, religion, creed, age (for employment) marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices.

There is a grievance procedure for processing complaints of discrimination. Individuals shall use the policy complaint form for policy number 102.E1. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator, Daniel Fox, Superintendent, East Buchanan Community School, 414 5th St. N., Winthrop, IA 50682, 319-935-3767, dfox@east-buc.k12.ia.us.

VISITORS TO SCHOOL DISTRICT BUILDINGS & SITES

The board welcomes the interest of parents and other members of the school district community and invites them to visit the school buildings and sites. Visitors, which include persons other than employees or students, must notify the principal of their presence in the facility upon arrival.

Persons who wish to visit a classroom while school is in session are asked to notify the principal and obtain approval from the principal prior to the visit so appropriate arrangements can be made and so class disruption can be minimized. Teachers and other employees will not take time from their duties to discuss matters with visitors.

Visitors will conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending school events. Visitors failing to conduct themselves accordingly may be asked to leave the premises. Children who wish to visit school must be accompanied by a parent or responsible adult.

It is the responsibility of employees to report inappropriate conduct. It is the responsibility of the superintendent and principals to take the action necessary to cease the inappropriate conduct. If the superintendent or principals are not available, a school district employee will act to cease the inappropriate conduct.

Legal Reference: Iowa Code §§ 279.8; 716.7

Cross Reference: 902 Press, Radio and Television News Media
903.2 Community Resource Persons and Volunteers

Approved April 14, 2009

Reviewed September 8, 2021

Revised _____

PUBLIC CONDUCT ON SCHOOL PREMISES

The board expects that students, employees and visitors will treat each other with respect, engage in responsible behavior, exercise self-discipline and model fairness, equity and respect. Individuals violating this policy will be subject to discipline. Students will be disciplined consistent with the student conduct policies. Employees will be disciplined consistent with employee discipline policies and laws. Others will be subject to discipline according to this policy.

Individuals are permitted to attend school sponsored or approved activities or visit school premises only as guests of the school district, and, as a condition, they must comply with the school district's rules and policies. Individuals will not be allowed to interfere with or disrupt the education program or activity. Visitors, like the participants, are expected to display mature, responsible behavior. The failure of individuals to do so is not only disruptive but embarrassing to the students, the school district and the entire community.

To protect the rights of students to participate in the education program or activities without fear of interference or disruption and to permit the school officials, employees and activity sponsors and officials to perform their duties without interference or disruption, the following provisions are in effect:

- Abusive, verbal or physical conduct of individuals directed at students, school officials, employees, officials and activity sponsors of sponsored or approved activities or at other individuals will not be tolerated.
- Verbal or physical conduct of individuals that interferes with the performance of students, school officials, employees, officials and activity sponsors of sponsored or approved activities will not be tolerated.
- The use of vulgar, obscene or demeaning expression directed at students, school officials, employees, officials and activity sponsors of sponsored or approved activities participating in a sponsored or approved activity or at other individuals will not be tolerated.

If an individual becomes physically or verbally abusive, uses vulgar, obscene or demeaning expression, or in any way interrupts an activity, the individual may be removed from the event by the individual in charge of the event. Law enforcement may be contacted for assistance.

Individuals removed from school premises have the ability to follow the board's chain of command and complaint policies should they choose to do so. The exclusion is in effect should the individual choose to appeal the decision of the superintendent. The term "individual" as used in the policy also includes students and employees.

If an individual has been notified of exclusion and thereafter tries to enter a school building or attends a sponsored or approved activity, the individual will be advised that his/her attendance will result in prosecution. The school district may obtain a court order for permanent exclusion from the school building or from future school sponsored or approved activities.

NOTE: This policy reflects the Iowa civility and trespass law, and outlines a school district's authority to enforce the law. The first paragraph of the policy addressing civility is mandatory, but the remaining portions are optional. Boards can amend the language as needed to fit their individual needs. For more detailed discussion of this issue, see IASB's Policy Primer, Vol. 20 #2- September 13, 2007.

Legal Reference:	Iowa Code §§ 279.8, .66; 716.7
Cross Reference:	205 Board Member Liability
	504 Student Activities
	802.6 Vandalism
	903 Public Participation in the School District

Approved April 14, 2009Reviewed September 8, 2021
East Buchanan CSD Board Policy

Revised _____

DISTRIBUTION OF MATERIALS

The board recognizes that students, employees, parents or citizens may want to distribute materials within the school district that are noncurricular. Noncurricular materials to be distributed must be approved by the building principal and meet certain standards prior to their distribution.

It is the responsibility of the superintendent, in conjunction with the building principals to draft administrative regulations regarding this policy.

NOTE: The regulation accompanying this policy has been approved by the 8th Circuit Court of Appeals in *Bystrom v. Fridley High School*, 822 F.2d 747 (8th Cir. 1987). Amendments to or deviation from this regulation should be addressed to local counsel prior to adoption.

Legal Reference: U.S. Const. amend. I.
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988).
Bethel School District v. Fraser, 478 U.S. 675 (1986).
New Jersey v. T.L.O., 469 U.S. 325 (1985).
Tinker v. Des Moines Ind. Comm. Sch. Dist., 393 U.S. 503 (1969).
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987).
 Iowa Code §§ 279.8; 280.22

Cross References: 502.3 Freedom of Expression
 503.1 Student Conduct
 504 Student Activities
 603.9 Academic Freedom

Approved April 14, 2009

Reviewed September 8, 2021

Revised _____

DISTRIBUTION OF MATERIALS REGULATION

I. Guidelines.

Individuals, including students, may have the right to distribute on school premises, at reasonable times and places, unofficial written material, petitions, buttons, badges or other insignia, except expression which:

1. is obscene to minors;
2. is libelous;
3. contains indecent, vulgar, profane or lewd language;
4. advertises any product or service not permitted to minors by law;
5. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religion, gender, disability, age or ethnic origin);
6. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

Distribution on school premises of material in categories (1) through (4) to any student is prohibited. Distribution on school premises of material in categories (5) and (6) to a substantial number of students is prohibited.

II. Procedures.

Anyone wishing to distribute unofficial written material must first submit for approval a copy of the material to the building principal at least twenty-four hours in advance of desired distribution time, together with the following information:

1. Name and phone number of the person submitting request and, if a student, the homeroom number;
2. Date(s) and time(s) of day of intended display or distribution;
3. Location where material will be displayed or distributed;
4. The grade(s) of students to whom the display or distribution is intended.

Within twenty-four hours of submission, the principal will render a decision whether the material violates the guidelines in subsection I or the time, place and manner restrictions in subsection III of this policy. In the event that permission to distribute the material is denied, the person submitting the request should be informed in writing of the reasons for the denial. Permission to distribute material does not imply approval of its contents by either, the school, the administration, the board or the individual reviewing the material submitted.

If the person submitting the request does not receive a response within twenty-four hours of submission, the person will contact the building principal's office to verify that the lack of response was not due to an inability to locate the person. If the person has made this verification and there is no response to the request, the material may be distributed in accordance with the time, place and manner provisions in subsection III.

DISTRIBUTION OF MATERIALS REGULATION

If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three school days of submitting the appeal, the person will contact the superintendent to verify that the lack of response is not due to an inability to locate the person. If the person has made this verification and there is no response to the appeal, the material may be distributed in accordance with the time, place and manner provisions in subsection III.

At every level of the process the person submitting the request will have the right to appear and present the reasons, supported by relevant witnesses and material, as to why distribution of the written material is appropriate.

Permission to distribute material does not imply approval of its contents by either, the school district, the board, the administration or the individual reviewing the material submitted.

III. Time, place and manner of distribution.

The distribution of written material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school or otherwise disrupts school activities. The distribution of unofficial material is limited to a reasonable time, place and manner as follows:

1. The material will be distributed from a table set up for the purpose in a location designated by the principal, which location will not block the safe flow of traffic or block the corridors or entrance ways, but which will give reasonable access to students.
2. The material will be distributed either before and/or after the regular instructional day.
3. No written material may be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.

IV. Definitions.

The following definitions apply to the following terms used in this policy:

1. "Obscene to minors" is defined as:
 - (a) The average person, applying contemporary community standards, would find that the written material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 - (b) The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and
 - (c) The material, taken as a whole, lacks serious literary, artistic, political or scientific value for minors.
2. "Minor" means any person under the age of eighteen.

DISTRIBUTION OF MATERIALS REGULATION

3. "Material and substantial disruption" of a normal school activity is defined as follows:
- (a) Where the normal school activity is an educational program of the district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
 - (b) Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods), "material and substantial disruption" is defined as student rioting, unlawful seizures of property, widespread shouting or boisterous demonstration, sit-in, stand-in, walk-out, or other related forms of activity.
 - (c) In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecasted including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.
4. "School activities" means any activity of students sponsored by the school and includes, by way of example but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and in-school lunch periods.
5. "Unofficial" written material includes all written material except school newspapers, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples include leaflets, brochures, flyers, petitions, placards and underground newspapers, whether written by students or others.
6. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower him/her in the esteem of the community.
7. "Distribution" means circulation or dissemination of written material by means of handing out free copies, selling or offering copies for sale and accepting donations for copies. It includes displaying written material in areas of the school which are generally frequented by students.

V. Disciplinary action.

Distribution by any student of unofficial written material prohibited in subsection I or in violation of subsection III may be halted, and students may be subject to discipline including suspension and expulsion. Any other party violating this policy may be requested to leave the school property immediately and, if necessary, local law enforcement officials will be called.

VI. Notice of policy to students.

A copy of this policy will be published in student handbooks and posted conspicuously in school buildings.

TRANSPORTING STUDENTS IN PRIVATE VEHICLES

Generally, transporting students for school purposes is done in a vehicle owned by the school district and driven by a school bus driver. Students may be transported in private vehicles for school purposes. It is within the discretion of the superintendent to determine when this is appropriate.

Individuals transporting students for school purposes in private vehicles must have the permission of the superintendent and meet all applicable requirements set by the district. ~~Private vehicles will be used only when:~~ **Prior to transporting students in private vehicles, the district may require the following:**

- The vehicle **used to transport the student(s)** is in good condition and meets all applicable safety requirements;
- The driver **transporting the student(s)** possesses a valid drivers' license;
- Proof of insurance has been supplied to the superintendent and the insurance satisfies the minimum coverage requirements for driving personal vehicles in the State of Iowa; and
- When the parents of the students to be transported have given written permission to the Superintendent.

The school district assumes no responsibility for those students who have not received the approval of the superintendent and who ride in private vehicles for school purposes. If transportation is not provided by the school district, or if transportation provided by the school district is declined by the student or parent/guardian, then the responsibility and corresponding liability for transportation for school purposes shall rest solely with the student and parent/guardian.

This policy statement applies to transportation of students for school purposes in addition to transporting students to and from their designated attendance center. The superintendent may develop administrative an administrative process to implement this policy.

NOTE: It is important for districts to remember that if language is included in the policy, it needs to be followed in practice. For example, if the district requires written permission as stated above, the district needs to make sure that this is in fact being required for every student, every time. If the district finds a requirement to be impractical, then it should not be included in the policy.

Legal Reference: Iowa Code §§ 279.8; 285; 321
281 I.A.C. 43.

Cross Reference: 401.6 Transporting of Students by Employees
401.7 Employee Travel Compensation
711 Transportation

Approved April 14, 2009
Reviewed March 9, 2016
Revised September 8, 2021

ADVERTISING AND PROMOTION

The use of students, the school district name, or its buildings and sites for advertising and promoting products and/or services of entities and organizations operating for a profit is not allowed except with prior board approval. Nonprofit entities and organizations may be allowed to use students, the school district name, or its buildings and sites if the purpose is educationally related and prior approval has been obtained from the board.

Legal Reference: Iowa Code § 279.8

Cross Reference: 504.5 Student Fund Raising
904 Community Activities Involving Students

Approved April 14, 2009

Reviewed September 8, 2021

Revised _____

COMMUNITY USE OF SCHOOL DISTRICT FACILITIES & EQUIPMENT

School district facilities and equipment will be made available to local nonprofit entities which promote cultural, educational, civic, community, or recreational activities. "Entity(ies)" will include organizations, groups and individuals and their agents. Any district employee using district-owned property or facilities for use outside their duties as an employee is doing so as a community member, and not as a district employee. Prior to using district resources for activities outside the scope of their job duties, employees must meet the requirements to be considered a qualifying entity. Such use will be permitted only when the use does not interfere with or disrupt the education program or a school-related activity, the use is consistent with state law, and will end no later than midnight. It is within the discretion of the board to allow for-profit entities to use school district facilities and equipment. The board reserves the right to deny use of the facilities and equipment to an entity. It is within the discretion of the superintendent to allow use of school district facilities and equipment on Sundays.

Entities that wish to use school district facilities or equipment must apply at the central office. It is the responsibility of the board secretary or superintendent to determine whether the school district facility or equipment requested is available and whether the application for use meets board policy and administrative regulations. It is the responsibility of the superintendent and board secretary to provide application forms, obtain proof of insurance, and draw up the contract for use of school district facilities and equipment.

Use of school district facilities and equipment by entities will be supervised by a school district employee unless special prior arrangements are made with the superintendent. The school district employee will not accept a fee from the entity using school district facilities and equipment. If appropriate, the school district employee may be paid by the school district.

Entities that use school district buildings, or equipment, or sites must leave the building or site in the same condition it was in prior to its use. Inappropriate use of school district facilities and equipment may result in additional fees charged to, or the inability of, the entity to use school district facilities or equipment in the future.

~~(The school district will sponsor education-related organizations' use of the ICN upon approval of the superintendent.) Sponsored ICN user's mission must be consistent with the mission of the school district. Costs associated with the use of the ICN will be passed on by the school district to the sponsored user.~~

~~Authorized users of the ICN will ensure their use of the ICN is consistent with their written mission. The ICN will not be used for profit-making ventures. Authorized users may not resell time on the ICN. Entities that wish to use the school district's ICN classroom to originate, receive or broadcast programming must follow the state scheduling requirements. It is recommended that entities that wish to use the school district's ICN classroom to originate, receive, or broadcast programming, contact the school district's ICN scheduler's office to inform them of their needs.~~

~~It is the responsibility of the entities that wish to use the school district's ICN classroom to originate, receive or broadcast programming in compliance with the law regarding authorized use of and content of the programming on the ICN. The school district assumes no responsibility or liability for entities using the ICN classroom in violation of the law, the authorized user's mission or school district policy and its supporting administrative regulations. The school district reserves the right to charge all costs, including attorney fees, that may arise to the entity for the entity's failure to comply with the law or school district policy and its supporting administrative regulations.~~

The board may allow entities, such as the Boy and Girl Scouts and 4-H, to use the school district facilities and equipment without charge. While such entities may use the facilities and equipment without charge, they may be required to pay a custodial fee.

COMMUNITY USE OF SCHOOL DISTRICT FACILITIES & EQUIPMENT

It is the responsibility of the superintendent to develop a fee schedule for the board's approval and to develop administrative regulations regarding this policy.

NOTE: This policy requires that all users of school district facilities provide proof of insurance. This is not a legal requirement. It is there for the protection of the school district. Prior to waiving insurance requirements for groups, a school district should check with its insurance carrier to clarify coverage.

This policy also addresses use of the school district's ICN classroom. Language in brackets and italics should be used only if the district maintains an ICN classroom. Otherwise, remove this language and DO NOT USE 905.1R1, 905.1R2, 905.1E1 and 905.1E2. The language the fifth paragraph addresses the school district's sponsorship of outside groups use of the ICN. Boards can limit their sponsorship if they choose. The policy is also written to pass on the ICN costs to the sponsored group.

The language in the sixth paragraph represents mandatory policy language. The seventh paragraph is language that is recommended but is not mandatory. The supporting administrative regulations address matters specific to ICN classroom use for the board's consideration. The new ICN regulation is at 905.1R2.

Legal Reference: Iowa Code §§ 8D; 123.46; 276; 278.1(4); 279.8; 297.9-.11
1982 Op. Att'y Gen. 561.
1940 Op. Att'y Gen. 232.
1936 Op. Att'y Gen. 196.

Cross Reference: 704 Revenue

Approved: April 14, 2009

Reviewed:

Revised: May 14, 2019; September 8, 2021

COMMUNITY USE OF SCHOOL DISTRICT FACILITIES & EQUIPMENT REGULATION

1. Alcoholic beverages will not be brought to or consumed on school grounds.
2. Smoking is prohibited in school district facilities and on school district grounds, including in private vehicles.
3. A school district employee must be present while the school district facility or equipment is being used by an entity.
4. After a school district facility, site, or equipment has been used by an entity, cleaning, including restoring the facility, site or equipment to the condition it was in prior to its use, will be done by employees assisted by a committee from the entity. The fee charged to the entity for the use of the facility, site, or equipment will include these costs. However, if excessive costs are involved in cleaning or otherwise restoring the facility, site, or equipment to the condition it was in prior to its use, the board reserves the right to charge the entity for these excessive costs.
5. Entities are required to stay within the area of the school district facility or site and use only the school district equipment authorized by the school district for use by the entity. Other school district facilities, sites, or areas in the school district building or equipment are off limits to the entity.
6. A cancellation after the facility or equipment is made ready for the entity will be charged at the full rate. Cancellations made prior to that time will be charged a minimum cancellation fee or the costs incurred to the school district in anticipation of the entity's use, whichever is greater.

COMMUNITY USE OF SCHOOL DISTRICT BUILDINGS & SITES & EQUIPMENT FEES SCHEDULE

Rates for Use of Buildings and Sites

Elementary school gym (first two hours)	_____
Elementary school gym with kitchen (first two hours)	_____
Middle school gym (first two hours)	_____
Middle school kitchen and lunch room (two hours)	_____
High school gym (two hours)	_____
High school auditorium	_____
High school lunch room	_____
<i>[Add other items]</i>	_____

Add to above:

For each additional hour or fraction thereof	_____
For providing chairs and/or tables for meetings	_____
Custodial charges	_____
<i>[Add other items]</i>	_____

ICN classroom per hour
(maximum \$12.50 per hour)

In addition to paying the above fees, other than entities using the ICN classroom, each entity must make arrangements with the school district to have adequate custodial and supervisory services. Buildings will not be available unless a contract is signed by the entity and the school district well in advance of scheduled usage.

Rates for Use of Equipment

VCR (one-half day)	_____
Overhead projector (one-half day)	_____
<i>[Add other items]</i>	_____

Add to above:

For each additional hour or fraction thereof	_____
<i>[Add other items]</i>	_____

ICN ROOM USE REGULATION

The ICN is a statewide telecommunications network designed primarily to enhance learning opportunities for students, employees and board members. The school district recognizes that it is not the only authorized user of the ICN and other users will frequently be using the school district's ICN facilities. Sponsored and authorized users of the ICN must comply with state and federal law in using the ICN.

The central office is responsible for coordinating ICN classroom use. Requests for use of the ICN classroom by employees for the educational program are filed with the central office.

It is the responsibility of the entity using the ICN classroom to comply with the requirements of the law and school district policy and its supporting administrative regulations.

- _____ 1. The ICN is a limited access network and sponsored or authorized users cannot use the system for profit making ventures.
- _____ 2. The use must be consistent with the mission of the sponsored or authorized user.
- _____ 3. Users cannot resell time on the ICN.
- _____ 4. Sponsored and authorized users are responsible for compliance with the Americans with Disabilities Act and Iowa Civil Rights Act. Sponsored and authorized users are responsible for making the necessary accommodations and are responsible for obtaining and paying for needed interpreters or interpretive equipment.
- _____ 5. Sponsored and authorized users are required to stay within the ICN classroom and use the most direct route to the ICN classroom. Other school district facilities, sites, areas in the school district building or equipment are off limits to the authorized users.*
- _____ 6. The charge for use of the ICN room is _____. **(The maximum hourly rate school districts can charge for use of the facilities is \$12.50 per hour. This is for use of the room, not the ICN. This cost reimburses the school district for its administrative, custodial, etc. costs for the room's usage.)**
- _____ 7. The ICN will be available _____. **(The minimum hours the facility must be available is Monday through Friday, 7:00 a.m. to 10:30 p.m. and Saturday, 8:00 a.m. to 4:00 p.m.)**
- _____ 8. The sponsored or authorized user is responsible for all site and site usage charges.
- _____ 9. A school district employee will be present in the school district facility while the ICN is in use.*
- _____ 10. Food and drink are not permitted in the ICN room.*
- _____ 11. First time use of the ICN will require prior training and should be organized through the school district ICN scheduler at _____.*

ICN ROOM USE REGULATION

- 12. Use or transmission of copyrighted material, without prior approval of the copyright holder, is strictly prohibited. Appropriate use of the copyrighted material is the responsibility of the sponsored or authorized user, not the school district.*
- 13. The school district reserves the right to amend these rules as necessary to reflect the ICN's usage and changes at the state or federal level.*
- 14. The school district reserves the right to charge all costs, including attorneys' fees, that may arise to the authorized user for the sponsored or authorized user's failure to comply with the law, board policy and administrative regulations.*

*Items with an asterisk are not legal requirements but are items that should be considered when writing an ICN room usage regulation.

COMMUNITY USE OF SCHOOL DISTRICT FACILITIES & EQUIPMENT APPLICATION FORM

The undersigned entity makes application for the use of the school district facility or equipment as designated below. The entity will provide police protection at its own expense, if necessary, to maintain order and to properly protect the building, site, or equipment. Police protection is required when admission is charged.

Please refer to Policy 905.1 to determine the proper use of school facilities and equipment. The entity is responsible for complying with the law, board policy and the administrative regulations.

The entity must provide an Indemnity and Liability Insurance Agreement, Policy 905.1E2, prior to the use of school district buildings, sites, or equipment

Building/Site/Equipment _____ Date _____

Purpose _____ Hours _____

Auditorium

Seating requirements on stage _____

Tables required on stage _____

Stage curtain and attendant _____

Spotlights _____

Microphones _____

Podium Stand _____

Table _____ Stand in audience _____

Other equipment _____

Gymnasium

Seating _____ Scoreboard _____

Public address system _____

Employee _____

Classroom

ICN _____

Computer lab _____

Other _____

Total Fee \$ _____

Name of entity making application: _____

Name of person making application: _____

Address: _____ Phone #: _____

(Signature of Applicant)

(Date)

COMMUNITY USE OF SCHOOL DISTRICT FACILITIES & EQUIPMENT
INDEMNITY AND LIABILITY INSURANCE AGREEMENT

The undersigned, hereafter referred to as "entity," states that it will hold the East Buchanan Community School District, hereafter referred to as "school district," harmless from any and all damages and claims that may arise by reason of any negligence on the part of the entity in the use of any facilities or equipment owned by the school district. In case any action is brought therefore against the school district or any of its officers, employees or agents, the entity will assume full responsibility for the legal defense thereof, and upon its failure to do so on proper notice, the school district reserves the right to defend such action and to charge all costs, including attorneys' fees, to the entity.

The entity agrees to furnish and maintain during the usage of the facilities or equipment owned by the school district such bodily injury and property damage liability insurance as will protect the entity and the school district from claims or damages for personal injury, including accidental death, and from claims for property damages which may arise from the entity's use of the school district's facilities or equipment whether such operations be by the entity or by anyone directly or indirectly employed by the entity.

The entity will furnish the school district with a certificate of insurance acceptable to the school district's insurance carrier before the contract is issued.

Dated at _____, Iowa, this _____ day of _____, 20____.

(Entity) _____ School District

By _____

Title _____

Address _____

By _____
Superintendent

By _____
Secretary

TOBACCO/NICOTINE-FREE ENVIRONMENT

~~School district facilities and grounds, including school vehicles, are off limits for tobacco or nicotine use, including the use of look-a-likes where the original would include tobacco or nicotine.~~ **Tobacco and nicotine use is prohibited on school district facilities and grounds, including school vehicles.** This requirement extends to students, employees and visitors. This policy applies at all times, including school-sponsored and nonschool-sponsored events. Persons failing to abide by this request are required to extinguish their smoking material, dispose of the tobacco, nicotine or other product or leave the school district premises immediately. It is the responsibility of the administration to enforce this policy.

NOTE: According to Iowa law, all school grounds are smoke free. Boards have the authority to expand the policy to make the school facilities and grounds tobacco or nicotine free as well. For more detailed discussion of this issue, see IASB's Policy Primer, Vol. 22 #6-June 19, 2013 and Vol. 20 #5-July 28, 2008.

Legal Reference: Goals 2000: Educate America Act, Pub. L. No. 103-227, 108 Stat. 125 (1994).
 House File 2212, Iowa General Assembly (2008)
 Iowa Code §§ 142D; 279.8, .9; 297 (2013).

Cross Reference: 903.4 Public Conduct on School Premises
 905.1 Community Use of School District Buildings & Sites & Equipment

Approved April 14, 2009
Reviewed July 8, 2014; November 15, 2017
Revised September 8, 2021

WEAPONS IN THE SCHOOL DISTRICT

The board believes weapons, other dangerous objects and look-a-likes in school district facilities and at school district-approved events cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees and visitors on the school district premises or property within the jurisdiction of the school district.

All weapons, dangerous objects and look-a-likes are prohibited to be carried, possessed, transported or otherwise stored on school district property and to school district-approved events. Exceptions to this policy include weapons carried by the following individuals in performance of their official duties:

- law enforcement;
- military personnel;
- corrections officers;
- individuals approved in writing by the Superintendent, and;
- students and individuals approved in writing by the Superintendent who are actively engaging in a school district approved firearms safety course, hunter education course or shooting sports activity.

Individuals found to be in violation of this district policy will be required to immediately remove the weapon, dangerous object or look-a-likes from the school district property or event. Students found to be in violation of this policy or any other board policies related to weapons will be subject to disciplinary proceedings.

Note: In 2021, the legislature made changes to decriminalize the carrying of firearms on campus by certain individuals if certain circumstances are met. However, much like creating tobacco-free campuses, schools maintain the authority to choose whether to place additional limitations on the carrying of firearms on district property as needed to protect the health and safety of students and staff.

Legal Reference: 18 U.S.C. § 921
Iowa Code §§ 279.8; 280.21B; 483A.27(11), 724
281 I.A.C. 12.3(6)

Cross Reference: 502 Student Rights and Responsibilities
503 Student Discipline
507 Student Health and Well-Being

Approved September 8, 2021

Reviewed _____

Revised _____

UNMANNED AIRCRAFTS – DRONES

The following policy applies to the extent not preempted by federal or state regulatory jurisdiction regarding unmanned aircrafts. For purposes of this policy, the term “unmanned aircraft” means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft.

The East Buchanan CSD believes in maintaining the safety, security, and privacy of students, employees, and visitors. In keeping with this belief, the use or possession of unmanned aircrafts is prohibited on district property or in the space above the property that reasonably can be considered part of the district property.

The superintendent may make an exception to this policy in specific cases where the circumstances warrant such exception. In such situations and prior to approval, unmanned aircraft operators shall:

- Supply proof of insurance meeting liability limits established by the district;
- Present appropriate registration and authorization issued by the Federal Aviation Administration (FAA);
- Sign an agreement holding the district harmless from any claims of harm to individuals or damage to property; and
- Meet additional requirements as determined appropriate by the district.

If the unmanned aircrafts are operated as part of the district curriculum, prior to adoption into the curriculum, district employees shall work with district administration to ensure the appropriate insurance, registration, and authorizations are in place.

Unmanned aircrafts shall be operated in accordance with Iowa High School Athletic Association and Iowa Girls High School Athletic Union policy.

Failure to abide by this policy may result in local, state, and federal penalties if applicable.

NOTE: The use of unmanned aircrafts is an unsettled area of the law. There is overlap with federal and state regulations and as such, there is the potential for challenge associated with the enforcement of the policy. Districts should, as with the adoption of any new policy, work with the district's legal counsel to determine whether, when, and to what extent a policy on unmanned aircraft should be adopted at the local level.

NOTE: Districts who wish to approve the use of drones on school property, as part of the curriculum or for other purposes, should consult with the district's insurance carrier prior to approval and operation. Most general liability policies have an exclusion for aircraft liability and the district would likely need additional liability coverage for the operation of drones. If you are a member of the IASB Safety Group, effective July 1, 2016, your policy with EMC automatically includes liability coverage for bodily injury and property damage caused by drones. However, coverage is not currently available for claims related to violation of privacy.

NOTE: Districts should be aware of the FAA unmanned aircraft safety guidelines, which include guidelines such as flying below 400 feet and not flying within 5 miles of an airport unless the airport and control tower have been contacted prior to flying. For a complete list of the guidelines, please visit the “Model Aircraft Operations” section of the FAA website, located at http://www.faa.gov/uas/model_aircraft/.

Legal Reference: FAA Modernization and Reform Act of 2012, P.L. 112-95, Title III, Subtitle B.
Model Aircraft Operating Standards, FFA AC No. 91-57A (Sept. 2, 2015).
OFFICE OF CHIEF COUNSEL, FED. AVIATION ADMIN., State and Local
Regulation of Unmanned Aircraft Systems (UAS) Fact Sheet (Dec. 17, 2015).
Iowa Code § 279.8
IHSAA Drone Policy

Cross Reference: 602.1 Curriculum Development

Approved September 8, 2021

Reviewed _____

Revised _____

DISTRICT OPERATION DURING PUBLIC EMERGENCIES

The district believes that student learning is the heart of its core mission. While traditional in-person teaching continues to provide the greatest learning opportunity to all students, there may be rare and unusual circumstances that prevent the school community from convening in traditional in-person settings. At times of a public emergency declared by federal, state or local officials, the district will seek guidance and recommendations from federal, state and local agencies to assist in determining the safety of convening traditional in-person learning.

During a declared public emergency, the school board delegates to the Superintendent the authority to determine whether to close school buildings to traditional in-person learning if the Superintendent determines in-person learning would hinder the health and safety of the school community. The district will instead utilize remote or hybrid learning opportunities permitted by law.

Following guidance and recommendations from federal, state, and local agencies when reasonably possible, the administration will create regulations related to district operations during a public emergency, including, but not limited to, student, employee and visitor safety and security; the use and safeguarding of district property; public meetings and events, and when applicable, measures to prevent or slow the spread of infectious disease.

These measures will be enforced for the period of time of the public emergency, or until the superintendent, in consultation with federal, state and local agencies determine it is appropriate for the safety measures to end.

Legal Reference: Senate File 2310
Iowa Code ch. 279.8

Cross Reference: 403.3 Communicable Diseases - Employees
506 Student Records
507 Student Health and Well-Being

Approved: August 12, 2020
Reviewed: September 8, 2021

DISTRICT OPERATIONS DURING A PUBLIC HEALTH EMERGENCY REGULATION

During a public health emergency, the district will seek guidance and recommendations from federal, state and local agencies that monitor and respond to the emergency. The district will follow any mandatory closures or other mandatory measures imposed by such agencies.

The superintendent, in conjunction with relevant government agencies and/or athletic and activity associations, will determine under what circumstances the district will restrict or cancel in-person learning, student events or activities including sporting events, extracurricular clubs or meetings for students, and the use of district facilities by outside organizations.

The district will promote and follow other recommended measures and guidance from federal, state and local agencies to the extent reasonably practicable under the circumstances. These measures may include, but are not limited to the following:

On-line learning, hybrid models of learning, or modified in-person learning may occur dependent on the circumstances and in accordance with applicable law.

Hand washing and any other recommended hygiene practices will be taught to all students and employees.

Non-medical-grade face coverings are encouraged to be worn by all individuals on school grounds, including students, employees and volunteers. Face coverings will be provided to individuals who request them. Reusable face coverings should be washed regularly by individuals wearing them.

Employees, volunteers and students are encouraged to monitor their temperatures each morning prior to traveling to any school building or event. Individuals with a temperature over 100.3 degrees should not enter school buildings or attend school events.

Due to the increased cost to the district of providing additional cleaning and disinfecting measures and in order to preserve cleaning supplies for school use during the time of a public health emergency, the superintendent has discretion to require, as a condition of using district facilities, non-school groups to provide the school district with EPA-approved cleaning and disinfecting supplies to properly clean and disinfect the space used after each event. The district may also require non-school groups to reimburse the district the actual cost of school personnel time needed to clean and disinfect school facilities after the event.

USE OF RECORDING DEVICES ON SCHOOL PROPERTY

District-Generated Recordings

The district believes in the importance of providing a safe and enriching learning environment possible for its students. The district uses digital recording devices on school property including school transportation vehicles to help protect the safety of district students, employees and community members; and to safeguard district property which is funded using public resources. Additionally, district-generated recordings of students engaging in the district's educational and extracurricular programs can be essential to engage positively with the school community and promote the value of public education.

In order to balance privacy and safety interests, no recording devices will be utilized on district property where individuals maintain a reasonable expectation of privacy. These areas include but are not limited to: the school nurse's office, restrooms, locker rooms, changing areas, lactation spaces and employee break areas.

Recordings of students have the potential to be considered education records. Any recordings will be maintained and accessed in compliance with the requirements of the Family Education Rights and Privacy Act and the district's policy on student records.

Recordings will be digitally maintained and stored for an appropriate amount of time to maintain the safety of the educational environment and to safeguard district property, after which they will be destroyed. The superintendent or superintendent's designee will establish any necessary regulations related to the secure storage, maintenance, viewing and destruction of digital recordings.

Non-District Generated Recordings

The use of non-district owned recording devices on school property and at school events will be regulated. Students, parents and community members will not be permitted to take recordings of other students or employees during school hours unless the recording is authorized in advance by building administration. Students and employees found to violate this policy will be subject to disciplinary measures consistent with board policy and applicable student and employee handbooks. This policy will not be construed or enforced in a way that infringes on employee activity otherwise protected by law.

It is important to foster a community spirit and sense of unity within the district. However, the district acknowledges that not every student or staff member feels comfortable or safe being recorded. At district-sponsored extracurricular events and activities, the use of non-district owned recording devices by the public may be monitored by administration if a concern is made known to district administration by a student, employee or parent. Any individuals determined to be making recordings considered bothersome to students or staff may be asked to stop or destroy their recording and may be asked to leave the event.

New 804.6 - Use of Recording Devices on School Property - This new IASB sample policy covers recording devices on all district property. This policy language is intended to provide guidance to districts on two separate categories of recordings: those generated by the district either for security or educational purposes, and those not generated by the district. This is an optional policy for districts utilizing recording devices and can be adapted to reflect current practices.

Legal Reference: 20 USC 1232

Iowa Code §§ 279.8

Cross Reference: 506.1 Student Records

711.2R2 Use of Recording Devices on School Buses

Approved: September 8, 2021

USE OF DISTRICT OWNED RECORDING DEVICES ON DISTRICT PROPERTY REGULATION

The board supports the use of recording devices on district property as a means to monitor and maintain a safe environment for students and employees. District property includes district-owned land, buildings, vehicles, buses and any other property as needed. The contents of the recordings may be used as evidence in a student or employee disciplinary proceeding.

Student Records

The content of the recordings may be a student record subject to federal and state law, board policy and administrative regulations regarding confidential student records. Generally, surveillance video that does not capture any specific incident is not a student record or personnel record and may be disclosed as a public record upon request. Only those persons with a legal basis or legitimate educational purpose may view the recordings. In most instances, individuals with a legitimate educational purpose may be the superintendent, building principal, classroom teacher, transportation director, bus driver, HR director and special education staffing team. A parent may inspect, review or be informed of the content of the recording without consent from any student or parent of a minor student also shown in the recording, whether the student is a bystander to an incident or directly involved. The district may, but is not obligated by law to provide a copy of a recording to a parent or student upon request.

A recording during a school-sponsored trip, such as an athletic event, may also be accessible to the sponsor or coach of the activity. If the content of the recording becomes the subject of a student disciplinary proceeding, it will be treated like other evidence in the proceeding.

Notice

The school district will annually provide the following notice to students, employees, and parents:

The East Buchanan Community School District Board of Directors has authorized the use of recording devices on school district owned property. The recording devices will be used to enhance safety and security within the educational environment. Students, employees, and parents are hereby notified that the content of the recording may be used in a student or employee disciplinary proceeding. The content of the recordings may be considered confidential student records and will be retained with other student records. Recordings will only be retained if necessary for use in a student or employee disciplinary proceeding or other matter as determined necessary by the administration. Parents may request to view the recording of their child.

The following notice will also be placed on all school buses equipped with recording devices:

This building/bus is equipped with a recording /audio monitoring system.

USE OF DISTRICT OWNED RECORDING DEVICES ON DISTRICT PROPERTY REGULATION

Review of Recording Devices

The school district will review the recordings ~~(choose one of the following):~~

~~_____ Option 1—when necessary, as a result of an incident reported by an employee or student. The recordings may be re-circulated for erasure after **30** days. Recordings should be kept in the event of criminal activity.~~

~~_____ Option 2—at least (*weekly, monthly, etc.*). The recordings may be re-circulated for erasure after _____ days. **Note: Recordings should be kept for a minimum of two weeks.**~~

~~_____ Option 3—randomly. The recordings may be re-circulated for erasure after _____ days.~~

If not public records, the viewing of the recordings is limited to the individuals having a legitimate educational purpose. A written log, as appropriate, may be kept of those individuals viewing the recordings stating the time, name of individual viewing and the date the recordings was viewed.

Student Conduct

Students are prohibited from tampering with the recording devices on the school property. Students found in violation of this regulation will be disciplined in accordance with the school district discipline policy and Good Conduct Rule and will reimburse the school district for any repairs or replacement necessary as a result of the tampering.

Employee Conduct

District-generated recordings may be used as evidence in employee disciplinary matters, as appropriate. Employees are prohibited from tampering with recording devices on school property. Employees found to be in violation of this regulation will be subject to disciplinary action as outlined in the employee handbook and relevant board policies.

New 804.6R1 - Use of District Owned Recording Devices on District Property Regulation

This regulation has been moved from 711.2R2—***Use of Recording Devices on Student Transportation*** and expanded to apply to all district-generated recordings. It provides administration with guidance on how to classify and when to disclose recordings of students.