

EAST BUCHANAN COMMUNITY SCHOOL DISTRICT
AGENDA - Regular School Board Meeting
August 10, 2022 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 July 13, 2022
 - b. Personnel Changes
 - c. List of Bills
 - d. Financial Reports
5. **COMMUNITY/PROGRAM PRESENTATIONS**
6. **ADMINISTRATIVE UPDATES & REPORTS**
 - a. Jacklyn Letzing - Elementary Update
 - b. Eric Dockstader - Secondary Update
 - c. Dan Fox - District Update
 - d. Facilities Update
7. **AGENDA**
 - a. Student and Employee Attendance Discussion
 - b. AgVantage FS Propane Heating Firm Price Contract
 - c. Head Cook Wage
 - d. Substitute Teacher Compensation
 - e. 22-23 Preschool Handbook and Policies & Procedures
 - f. 22-23 Elementary Handbook
 - g. 22-23 HS/MS Handbook
 - h. Legislative Priorities
 - i. Board Policy Review - 2nd reading - 2022 Legislative Session
 - j. Board Policy Review - 1st reading - 501.14 and 501.15
 - k. Board Policy Review - 2nd reading - 501.14 and 501.15
8. **#BUCPR1DE**
9. **STUDENT QUESTIONS**
10. **ADJOURN**

**East Buchanan Community School District
Regular Board Meeting Minutes – July 13, 2022**

Call to Order -President Andy Sperflage called the meeting to order at 5:00 pm. The board recited the East Buchanan Mission Statement. Board members present were Scott Cooksley, Tim Recker, Andy Sperflage, Heather Steffens, and Shawn Stone. Administration attending were Superintendent/Elementary Principal Dan Fox, HS/MS Principal Eric Dockstader, and Business Manager/Board Secretary Teresa Knipper. Several visitors attended the meeting. Motion carried with all ayes unless otherwise noted.

Approve Agenda - Motion to approve the agenda was made by Stone, second by Cooksley.

Approve Consent Agenda - Motion to approve the Consent Agenda was made by Stone, second by Cooksley. Items included on the Consent Agenda: minutes from the regular meeting on June 8, 2022, resignation of Marcy Fox as softball coach, resignation of Deb Donlea as assistant softball coach, expenditures listed, and financial reports.

Administrative Updates and Reports – Dockstader reported that summer school was held in June with 14 students participating to get caught up on their classes, training will be held for special education staff to learn how to use Achieve for student IEPs, and that we do not have any applicants for the science teacher position. Fox reported the second session of summer school has 50-85 students attending and updated the board on the June Leader in Me training sessions regarding 7 Habits of Highly Effective People. The custodial staff continues to clean the building and the sports complex improvement project is progressing.

East Buchanan College and Career Readiness Plan – Dockstader presented the plan for the annual review by the board. Motion by Cooksley, second by Steffens to approve the plan as presented.

Student and Employee Attendance Discussion – Fox reported the handbook committee met to review the employee handbook and highlighted some of the changes to the handbook regarding leave. JMC attendance data was presented regarding student attendance.

FY23 Milk Bids – Bids were received from Anderson Erickson and Prairie Farms for milk. Motion by Steffens, second by Cooksley to accept the bid from Prairie Farms for the 22-23 school year.

FY23 Bread Bids – Bimbo Bakeries was the only vendor that provided a bid. Pan-O-Gold responded that they would not be providing a bid. Motion by Stone, second by Recker to accept the bid from Bimbo Bakeries for the 22-23 school year.

FY23 Food Services Fee Schedule – The food services fee schedule was reviewed with changes as follows: Extra milk increased to \$.35, 20-punch snack tickets increased to \$7.00, student breakfast increased to \$1.45, adult breakfast increased to \$1.55, student lunches remained the same at \$2.35 (PK-6) and \$2.45 (7-12), adult/second student lunch increased to \$4.15. Motion by Cooksley, second by Steffens to approve the food services fee schedule as discussed.

Board Policy Review – 2nd Reading – Motion by Stone, second by Recker to approve the second reading of policies 800 to 804.4 as presented.

Board Policy Review – 1st Reading – 2022 Legislative Session Updates – Information from IASB regarding changes to board policies due to the legislative session was presented. The board tabled 501.14 and 501.15 so more information can be provided to them. Motion by Stone, second by Cooksley to approve the first reading of policies 203, 402.2, 504.5, 504.5R1, 505.5, 507.2, 507.2E1, 607.2, 704.6, 804.5, 804.7, 804.7R1, and 901.

#BucPr1de – The students are enjoying summer school and several sports camps are being held.

Adjourn – Motion by Steffens, second by Stone to adjourn the meeting at 6:45 pm.

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

East Buchanan CSD

Personnel Changes

SB Mtg date	Employee	Type	Position	Notice Date	Effective Date
8/10/2022	Tyler Williams	Hire	Asst Football		
8/10/2022	Liam Fitzpatrick	Resignation	MS social studies teacher	7/29/2022	
8/10/2022	Adam Riniker	Resignation	Baseball coach	8/5/2022	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
ACGEELEV	Access Elevator & Lifts Inc	ELEVATOR CLOSER REPAIR	2,236.42	1 *
			2,236.42	
AHLECOON	Ahlers & Cooney, P.C.	Legal Services	875.00	1
			875.00	
ALLIUTIL	ALLIANT ENERGY	GAS/ELECTRIC	12,507.26	1
			12,507.26	
AMAZON	Amazon	ELEM COUNSELING SUPPLIES	245.01	1
AMAZON	Amazon	MS LANG ARTS BOOKS	530.89	1
AMAZON	Amazon	ELEM SUPPLIES	106.05	1
AMAZON	Amazon	PS SUPPLIES	89.41	1
AMAZON	Amazon	Amazon-HS/MS supplies	620.76	1
AMAZON	Amazon	INSTRUCTIONAL SUPPLIES	169.87	1
AMAZON	Amazon	INSTRUCTIONAL SUPPLIES	310.31	1
AMAZON	Amazon	Books for GOLDIE Units	463.55	1
AMAZON	Amazon	GOLDIE Units for Elem. Social Studies 2	337.01	1
AMAZON	Amazon	BUSINESS OFFICE SUPPLIES	30.90	1
AMAZON	Amazon	SPEC ED SUPPLIES	58.42	1
AMAZON	Amazon	2ND GRADE SUPPLIES	142.56	1
AMAZON	Amazon	LMC BOOKS	665.76	1
AMAZON	Amazon	ELEM SUPPLIES	143.03	1
AMAZON	Amazon	Sp. Ed Budget & \$200 donation	371.78	1
AMAZON	Amazon	PE SUPPLIES/EQUIPMENT	64.85	1
AMAZON	Amazon	ELEM SUPPLIES	103.31	1
AMAZON	Amazon	MS SUPPLIES	100.42	1
AMAZON	Amazon	BLDG & GROUNDS SUPPLIES	676.40	1
AMAZON	Amazon	READING SUPPLIES	139.65	1
AMAZON	Amazon	HEALTH OFFICE SUPPLIES	210.54	1
			5,580.48	*
BLACHAWKSP	BlackHawk Automatic Sprinklers, Inc	PURCHASED SERVICE	222.50	1
			222.50	
CAPISANI	CAPITAL SANITARY SUPPLY CO. INC.	B&G SUPPLIES	1,380.21	1
CAPISANI	CAPITAL SANITARY SUPPLY CO. INC.	B&G SUPPLIES	102.85	1
			1,483.06	
CAPSTONE	CAPSTONE	Reading Recovery Books	155.74	1 *
			155.74	
CDWG	CDW GOVERNMENT, INC	TECH SUPPLIES	738.90	1
CDWG	CDW GOVERNMENT, INC	TECH SUPPLIES	3,092.70	1
CDWG	CDW GOVERNMENT, INC	TECH SUPPLIES	43.06	1
CDWG	CDW GOVERNMENT, INC	TECH SUPPLES	227.20	1
CDWG	CDW GOVERNMENT, INC	GOGUARDIAN BUNDLE	13,520.00	1
CDWG	CDW GOVERNMENT, INC	Tech Budget - Items	1,189.74	1
CDWG	CDW GOVERNMENT, INC	PURCHASED SERVICE	9,000.00	1
			27,811.60	
CEDAFALL	CEDAR FALLS CSD	CONSORTIUM BILLING	6,381.51	1

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
			6,381.51	
CEDACSD	CEDAR RAPIDS CSD	OPEN ENROLLMENT	19,401.03	1
			19,401.03	
CENTCIVIC	Center for Civic Education	INSTRUCTIONAL SUPPLIES	435.13	1 *
			435.13	
CRAEA	CENTRAL RIVERS AEA	READING SUPPLIES	63.07	1
			63.07	
CHILJEFF	Childers, Jeff	PURCHASED SERVICE	631.00	1
			631.00	
CITYLAUN	CITY LAUNDERING CO.	TRANSPORTATION PURCHASED SERVICE	52.37	1
			52.37	
CITYWINT	CITY OF WINTHROP	WATER/SEWER	727.35	1
			727.35	
CJCOOP	CJ COOPER & ASSOCIATES, INC.	SCREENING TESTS	216.05	1
CJCOOP	CJ COOPER & ASSOCIATES, INC.	SCREENING TESTS	150.00	1
			366.05	
CONTRESE	Continental Research Corporation	B&G SUPPLIES	133.56	1
			133.56	
COPYSYST	COPY SYSTEMS INC	COPIER MAINTENANCE	833.07	1 *
			833.07	
DSPORTABLE	D & S PORTABLES INC	RENTAL	631.25	1
			631.25	
DASSERV	DEPT OF ADMIN SERVICES	ANNUAL TSA ADMIN FEE	600.00	1 *
			600.00	
DHS	DHS CASHIER 1ST FL.	STATE MEDICAID MATCH	1,152.93	1
			1,152.93	
EAIEDUC	EAI EDUCATION	INSTRUCTIONAL SUPPLIES	144.15	1
			144.15	
EBTELEPH	EAST BUCHANAN COOP TELEPHONE	TELEPHONE	2,372.79	1
			2,372.79	
NAPA	ESCHEN TARPY NAPA		25.79	1
NAPA	ESCHEN TARPY NAPA		803.94	1
			829.73	
FLINSCIE	FLINN SCIENTIFIC	Lab Supplies	17.26	1
			17.26	
FRANCOVE	Franklin Covey Client Sales Inc	PURCHASED SERVICE	1,615.06	1
			1,615.06	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
GOODHEART	Goodheart-Willcox Publishers	HEALTH CURRICULUM	3,891.89	1
			3,891.89	
GOPHER	GOPHER	MS/HS PE Equipment	1,072.74	1
GOPHER	GOPHER	PE CURRICULUM	781.76	1
GOPHER	GOPHER	ELEM PE SUPPLIES	1,007.50	1
			2,862.00	
HESNKEVI	Hesner, Kevin	CELL PHONE CASE REIMBURSEMENT	84.90	1
			84.90	
IHSMA	IA HIGH SCH MUSIC ASSOCIATION	22-23 MEMBERSHIP	25.00	1 *
			25.00	
IMAGLEAR	Imagine Learning	Edgenuity for Chem and Anatomy	12,625.00	1 *
			12,625.00	
ISFIS	ISFIS	GASB 75 SERVICES	1,100.00	1
			1,100.00	
JESUPCSD	JESUP COMMUNITY SCHOOL DISTRICT	SPECIAL ED BILLING	4,896.11	1
			4,896.11	
JMC	JMC COMPUTER SERVICE INC	TRAINING	810.00	1 *
JMC	JMC COMPUTER SERVICE INC	SCHOOL INFORMATION SYSTEM	8,740.00	1
			9,550.00	
JOHNDEERE	JOHN DEERE FINANCIAL	B&G SUPPLIES	60.47	1
			60.47	
JOHNCSD	JOHNSTON CSD	TUITION IN BILLING	13,684.26	1
			13,684.26	
JPGASWAY	JPGASWAY	BLDGS & GROUNDS SUPPLIES	2,235.20	1
			2,235.20	
KAYCHAP	KAY L. CHAPMAN CPA PC	CAR WORKSHOP	125.00	1
			125.00	
KENDALLHUN	Kendall Hunt Publishing	Illustrative Math for 5th-8th Grade	2,893.13	1
KENDALLHUN	Kendall Hunt Publishing	Illustrative Math for 5th-8th Grade	875.00	1
KENDALLHUN	Kendall Hunt Publishing	Illustrative Math for 5th-8th Grade	1,250.00	1
KENDALLHUN	Kendall Hunt Publishing	Illustrative Math for 5th-8th Grade	1,500.00	1
KENDALLHUN	Kendall Hunt Publishing	Illustrative Math for 5th-8th Grade	313.99	1
			6,832.12	
KONEINC	KONE INC.	Elevator Service Provider	202.89	1
			202.89	
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	1,002.83	1
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	2,538.99	1
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	2,276.48	1
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	1,945.31	1
			7,763.61	

GENERAL FUND, MANAGEMENT FUND

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
MARC	MARC	BLDG & GROUNDS SUPPLIES	239.00	1
			239.00	
MCGRCARPET	McGraw's Carpets	BLDGS & GROUNDS SUPPLIES	150.84	1
MCGRCARPET	McGraw's Carpets	BLDGS & GROUNDS SUPPLIES	52.60	1
			203.44	
NATHBROG	Nathan Broghamer, DC	DOT PHYSICALS	200.00	1 *
			200.00	
NEIBINSU	NEIGHBOR INSURANCE	INSURANCE	70.00	1
			70.00	
THENEWS	NEWS, THE	PUBLIC NOTICES/ADVERTISING	320.69	1
			320.69	
NORTCDL	Northland CDL Training & Licensing	DRIVER TRAINING	850.00	1 *
			850.00	
PARKING	Parking via cr card	SAI conference parking	10.00	1 *
			10.00	
PIONVALL	PIONEER VALLEY BOOKS	Quote 197623- WJ and Asses Kits	2,285.82	1
PIONVALL	PIONEER VALLEY BOOKS	Quote 198017- Tana Reading Recovery	393.25	1
PIONVALL	PIONEER VALLEY BOOKS	Quote 197998- Tana Recker RR Books	161.92	1 *
			2,840.99	
PRESTOX	PRESTO-X	KITCHEN-PEST SERVICE	70.40	1
			70.40	
REALGOOD	REALLY GOOD STUFF	PRESCHOOL SUPPLIES	456.53	1 *
REALGOOD	REALLY GOOD STUFF	ELEM INST SUPPLIES	29.97	1
			486.50	
RECKTANA	Recker, Tana	GRAD HR REIMBURSEMENT	390.00	1 *
			390.00	
RESTAURANT	Restaurant-Credit Card purchase	ADMIN TRAVEL	20.87	1 *
			20.87	
ROCH100	ROCHESTER 100 INC	ELEM SUPPLIES	1,260.00	1
			1,260.00	
RRBOOKS	RR BOOKS	Reading Recovery Books	271.78	1
			271.78	
SADLPOWE	SADLER POWER TRAIN	JALTEST LICENSE	1,880.00	1
			1,880.00	
SAI	SAI	CONFERENCE	200.00	1 *
SAI	SAI	CONFERENCE	200.00	1
SAI	SAI	MEMBERSHIP	584.00	1
SAI	SAI	MEMBERSHIP	584.00	1 *
			1,568.00	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>	
SCHOSPEC	SCHOOL SPECIALTY LLC	SUPPLIES	115.50	1
SCHOSPEC	SCHOOL SPECIALTY LLC	INSTRUCTIONAL SUPPLIES	343.35	1
SCHOSPEC	SCHOOL SPECIALTY LLC	English Classroom Supplies	117.39	1 *
SCHOSPEC	SCHOOL SPECIALTY LLC	ELEM & LMC SUPPLIES	411.38	1 *
			987.62	
STARMONT	STARMONT CSD	OPEN ENROLLMENT	11,757.09	1
			11,757.09	
SUPEWELD	SUPERIOR WELDING SUPPLY	IND ARTS SUPPLIES	81.91	1
			81.91	
SWISCOHR	SWISHER & COHRT	LEGAL SERVICES	74.00	1 *
			74.00	
TEACSTRA	TEACHING STRATEGIES, LLC	PS ASSESSMENTS	436.80	1 **
			436.80	
TIMBBILL	TIMBERLINE BILLING SERVICE LLC	MEDICAID PURCH SERVICE	149.31	1
			149.31	
TNTREPA	TNT REPAIR & RECOVERY LLC	TIRE REPAIR	27.83	1 *
			27.83	
TRIRIVER	TRI RIVERS CONFERENCE	CONFERENCE DUES	500.00	1
			500.00	
USCELL	US CELLULAR	Cell Phones	326.04	1
			326.04	
WAVESHEL	WAVERLY-SHELL ROCK CSD	SPECIAL ED TUITION	3,648.12	1
			3,648.12	
WELLMARK	WELLMARK BLUE CROSS BLUE SHIELD	FSA ANNUAL FEE	684.00	1
			684.00	
WESTDELA	WEST DELAWARE CSD	CONCURRENT ENROLLMENT	682.95	1
WESTDELA	WEST DELAWARE CSD	SPECIAL ED BILLING	27,946.81	1
			28,629.76	
WINTBUIL	WINTHROP BUILDING SUPPLY	BLDGS & GROUNDS SUPPLIES	384.64	1
			384.64	
		Report Total:	211,566.61	

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
CEDAFALL	CEDAR FALLS CSD	CONSORTIUM BILLING	1,555.38 3
			<u>1,555.38</u>
CRAWENGI	CRAWFORD ENGINEERING & SURVEYING ENGINEERING SERVICES INC		587.60 3
			<u>587.60</u>
DAVECCI	DAVE'S COMPLETE CONSTRUCTION	ATHLETIC COMPLEX IMPROVEMENTS	121,044.26 3
			<u>121,044.26</u>
TNTREPA	TNT REPAIR & RECOVERY LLC	2018 FORD VAN REPAIRS	12,423.85 3
			<u>12,423.85</u>
UMBBANK	UMB Bank, N.A.	FINANCIAL FEES	500.00 3
			<u>500.00</u>
WAVESHEL	WAVERLY-SHELL ROCK CSD	SPECIAL ED TUITION	1,792.01 3
			<u>1,792.01</u>
		Report Total:	<u>137,903.10</u>

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	
BALLHORT	BALL HORTICULTURAL COMPANY	Poinsettas	225.13
			<u>225.13</u>
BEAULAND	Beautiful Land Products	Pots	213.49
BEAULAND	Beautiful Land Products	Soil for plants	165.78
			<u>379.27</u>
BRITCHAR	CHARLES BRITTAIN	Assigning FB & BB Officials 22-23	425.00
			<u>425.00</u>
SCHOHEAL	SCHOOL HEALTH CORPORATION	Athletic Tape	695.90
			<u>695.90</u>
		Batch Total:	<u>1,725.30</u>
		Report Total:	<u>1,725.30</u>

Activity Extra Invoices - FY2022

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
BEAULAND	Beautiful Land Products	Clay Pots	184.40
			<hr/>
			184.40
<hr/>			
DOESPHOT	DOESE PHOTOGRAPHY	State FFA Photos	154.00
			<hr/>
			154.00
<hr/>			
Report Total:			<hr/>
			338.40

Nutrition Invoices - August 2022

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
ALDRJENN	Aldrich, Jennifer	Refund Lunch Account	16.80
			16.80
CITIZENS	CSB-CASH	Change for Lunchroom	30.00
			30.00
EMSDETER	EMS DETERGENT SERVICES CO.	Detergents	279.90
			279.90
RECKDOLU	RECK, DOUG AND LUANN	Refund Lunch Account	11.65
			11.65
SPERVERN	Sperfslage, Verna	Kitchen Tools/Baskets/Mats	20.00
			20.00
		Batch Total:	358.35
		Report Total:	358.35

Fund: 21 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
21 0000 729 000	Fund Balance	0.00	0.00	0.00	0.00	0.00
21 6111 729 910	DRAMA	18,048.33	0.00	0.00	0.00	18,048.33
21 6120 729 910	SPEECH	324.68	0.00	0.00	0.00	324.68
21 6210 729 910	MUSIC CLUB	1,129.67	0.00	0.00	0.00	1,129.67
21 6220 729 910	PEP BAND	1,832.28	0.00	0.00	0.00	1,832.28
21 6221 729 910	MUSIC TRIP	2,300.15	0.00	0.00	0.00	2,300.15
21 6222 729 910	COLOR GUARD	775.15	0.00	0.00	0.00	775.15
21 6600 729 920	ATHLETICS	7,317.84	660.00	0.00	0.00	6,657.84
21 6645 729 920	CROSS COUNTRY	14.50	0.00	0.00	0.00	14.50
21 6693 729 920	CHEERLEADING	2,925.89	0.00	0.00	0.00	2,925.89
21 6694 729 920	DANCE TEAM	2,362.69	0.00	0.00	0.00	2,362.69
21 6710 729 920	BOYS' BASKETBALL	1,378.72	0.00	0.00	0.00	1,378.72
21 6720 729 920	FOOTBALL	5,042.44	0.00	0.00	0.00	5,042.44
21 6730 729 920	BASEBALL	588.68	0.00	0.00	0.00	588.68
21 6740 729 920	BOYS' TRACK	376.59	0.00	0.00	0.00	376.59
21 6760 729 920	BOYS' GOLF	1,314.67	0.00	0.00	0.00	1,314.67
21 6790 729 920	WRESTLING	350.82	0.00	0.00	0.00	350.82
21 6810 729 920	GIRLS BASKETBALL	493.15	0.00	0.00	0.00	493.15
21 6815 729 920	VOLLEYBALL	2,868.45	0.00	0.00	0.00	2,868.45
21 6835 729 920	SOFTBALL	242.65	0.00	0.00	0.00	242.65
21 6840 729 920	GIRLS TRACK	412.27	0.00	0.00	0.00	412.27
21 6860 729 920	GIRLS' GOLF	156.93	0.00	0.00	0.00	156.93
21 7010 729 950	FBLA	4,235.94	0.00	0.00	0.00	4,235.94
21 7011 729 950	HS STUDENT COUNCIL	4,615.55	0.00	0.00	0.00	4,615.55
21 7012 729 950	SPANISH CLUB	1,847.45	0.00	0.00	0.00	1,847.45
21 7013 729 950	NHS	737.23	0.00	0.00	0.00	737.23
21 7015 729 950	FEED STORE	5.98	0.00	0.00	0.00	5.98
21 7016 729 950	FITNESS CLUB	37.55	0.00	0.00	0.00	37.55
21 7018 729 950	LIBRARY CLUB	209.62	0.00	0.00	0.00	209.62
21 7020 729 950	NEWSPAPER	1,936.84	0.00	0.00	0.00	1,936.84
21 7021 729 950	ROBOTICS CLUB	905.71	0.00	0.00	0.00	905.71
21 7025 729 950	TECHNOLOGY	906.97	0.00	0.00	0.00	906.97
21 7026 729 950	FFA	14,342.87	0.00	416.00	0.00	14,758.87
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	19.32	0.00	0.00	0.00	19.32
21 7041 729 950	SOUND SYSTEM	1,026.50	0.00	0.00	0.00	1,026.50
21 7042 729 950	TRAPSHOOTING	1,823.94	0.00	0.00	0.00	1,823.94
21 7049 729 950	PBIS	4,021.22	0.00	0.00	0.00	4,021.22

Fund: 21 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
21 7050 729 950	ELEM. ST. COUNCIL	483.13	0.00	0.00	0.00	483.13
21 7051 729 950	CAMP WAPSIE	5,160.43	0.00	0.00	0.00	5,160.43
21 7053 729 950	BREAKFAST CLUB	1,145.86	0.00	0.00	0.00	1,145.86
21 7078 729 950	CLASS OF 2023	2,265.36	0.00	0.00	0.00	2,265.36
21 7079 729 950	CLASS OF 2024	1,517.21	0.00	0.00	0.00	1,517.21
21 7080 729 950	CLASS OF 2025	893.56	0.00	0.00	0.00	893.56
21 7081 729 950	CLASS OF 2026	381.05	0.00	0.00	0.00	381.05
21 7082 729 950	CLASS OF 2027	123.00	0.00	0.00	0.00	123.00
21 8000 729 910	ANNUAL	6,780.17	0.00	0.00	0.00	6,780.17
21 8001 729 910	BUCCANEER CLUB	1,887.93	0.00	0.00	0.00	1,887.93
21 8004 729 910	INTEREST	0.00	0.00	71.74	0.00	71.74
Fund Total: 21		108,627.75	660.00	487.74	0.00	108,455.49

Fund: 91 AGENCY FUNDS

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
91 7043 729 950	CUSTODIAL-LIL BUC BOYS BB	763.91	0.00	0.00	0.00	763.91
91 7052 729 950	CUSTODIAL-EB HOOPSTERS	1,420.66	0.00	0.00	0.00	1,420.66
Fund Total: 91		2,184.57	0.00	0.00	0.00	2,184.57

EAST BUCHANAN SCHOOL
MILEAGE REPORT
2022-2023

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	865	0	0	242	0	0	0	0	0	1,107
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
JANUARY										
FEBRUARY										
MARCH										
APRIL										
MAY										
JUNE										
TOTAL	865	-	-	242	-	-	-	-	-	1,107

EAST BUCHANAN SCHOOL
MILEAGE REPORT
2022-2023

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	0	196	2,438	0	309	96	0	0	0	3,039
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
JANUARY										
FEBRUARY										
MARCH										
APRIL										
MAY										
JUNE										
TOTAL	-	196	2,438	-	309	96	-	-	-	3,039

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

2022-2023

MONTH	GALS. GAS PURCH.		COST PER GAL.		GALS. DIESEL PURCH.		COST PER GAL.		COST DIESEL PURCH.		TOTAL COST GAS/DIESEL PURCHASED		GALS. DIESEL CONS.		COST GAS CONS.		TOTAL COST GAS/DIESEL CONSUMED	
JULY	668.000	\$ 3.41	\$ 2,276.48	638.000	\$ 3.98	\$ 2,538.99	\$ 4,815.47	198.000	\$ 674.76	147.000	\$ 585.00	\$ 1,259.76						
AUG.																		
SEPT.																		
OCT.																		
NOV.																		
DEC.																		
JAN.																		
FEB.																		
MAR.																		
APR.																		
MAY																		
JUNE																		
TOTALS	668.000	\$ 3.41	\$ 2,276.48	638.000	\$ 3.98	\$ 2,538.99	\$ 4,815.47	198.000	\$ 674.76	147.000	\$ 585.00	\$ 1,259.76						

RECEIPTS

	MONTH	PRIOR RECEIPT	YEAR TO DATE
Student Breakfast	\$0.00	\$0.00	\$0.00
Student Lunch	\$132.95	\$0.00	\$132.95
Adult Breakfast	\$0.00	\$0.00	\$0.00
Adult Lunch	\$0.00	\$0.00	\$0.00
la carte	\$0.00	\$0.00	\$0.00
snacks	\$0.00	\$0.00	\$0.00
Federal Breakfast	\$0.00	\$0.00	\$0.00
Federal Lunch	\$0.00	\$0.00	\$0.00
State Breakfast	\$266.91	\$0.00	\$266.91
State Lunch	\$690.02	\$0.00	\$690.02
SFSP	\$0.00	\$0.00	\$0.00
Other Revenues	\$0.00	\$0.00	\$0.00
Other Purchased Services	-\$1.20	\$0.00	-\$1.20
Rebate	\$0.00	\$0.00	\$0.00
Interest	\$154.60	\$0.00	\$154.60
TOTAL INCOME	\$1,243.28	\$0.00	\$1,243.28

EXPENDITURES

	MONTH	PRIOR EXPENSE	YEAR TO DATE
Food	\$0.00	\$0.00	\$0.00
Commodities	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00	\$0.00
Cooks Salaries	\$0.00	\$0.00	\$0.00
Benefits	\$746.53	\$0.00	\$746.53
TOTAL EXPENDITURES	\$746.53	\$0.00	\$746.53

BALANCE

	0	PRIOR BALANCE	YEAR TO DATE
Beginning Balance	\$0.00	\$241,963.34	\$241,963.34
Income	\$1,243.28	\$0.00	\$1,243.28
Expenditures	\$746.53	\$0.00	\$746.53
FUND BALANCE	\$496.75	\$241,963.34	\$242,460.09

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	0	0	0
SSO Lunches Served	0	0	0

2022-2023

East Buchanan

Hot Lunch

Report

DAYS MEALS SERVED

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

July 31, 2022

East Buchanan Community School District
Cash Summary Report

	<u>Jul-21</u>	<u>Aug-21</u>	<u>Sep-21</u>	<u>Oct-21</u>	<u>Nov-21</u>	<u>Dec-21</u>
10-GENERAL FUND						
Beginning Balance	2,950,610.76	2,448,296.94	1,895,154.69	1,785,715.27	2,555,393.19	2,491,530.81
Revenue	81,773.40	170,952.28	445,736.85	1,353,982.72	584,114.21	591,644.61
Expenditures	584,087.22	724,094.53	555,176.27	584,304.80	647,976.59	604,100.65
Ending Balance	2,448,296.94	1,895,154.69	1,785,715.27	2,555,393.19	2,491,530.81	2,479,074.77
21-ACTIVITY FUND						
Beginning Balance	136,915.26	122,184.38	130,840.99	140,911.50	136,580.80	133,604.79
Revenue	1,536.73	14,424.03	20,871.38	83,774.79	18,901.64	15,033.96
Expenditures	16,267.61	5,767.42	10,800.87	88,105.49	21,877.65	18,080.79
Ending Balance	122,184.38	130,840.99	140,911.50	136,580.80	133,604.79	130,557.96
22-MANAGEMENT FUND						
Beginning Balance	319,600.48	199,324.82	197,952.92	197,663.14	219,601.31	218,127.32
Revenue	1,218.24	0.00	710.22	23,340.02	4,411.01	1,281.04
Expenditures	121,493.90	1,371.90	1,000.00	1,401.85	5,885.00	1,351.00
Ending Balance	199,324.82	197,952.92	197,663.14	219,601.31	218,127.32	218,057.36
33-SAVE						
Beginning Balance	3,161,229.02	3,006,217.31	3,058,474.79	3,110,693.49	3,151,960.02	3,283,547.87
Revenue	233,048.29	52,257.48	52,218.70	52,297.53	131,587.85	68,481.39
Expenditures	388,060.00	0.00	0.00	11,031.00	0.00	32,235.00
Ending Balance	3,006,217.31	3,058,474.79	3,110,693.49	3,151,960.02	3,283,547.87	3,319,794.26
36-PPEL						
Beginning Balance	617,863.38	609,637.24	564,299.81	543,531.45	661,820.94	637,434.02
Revenue	5,026.96	368.48	6,718.18	160,447.49	40,632.09	12,748.12
Expenditures	13,253.10	45,705.91	27,486.54	42,158.00	65,019.01	6,425.03
Ending Balance	609,637.24	564,299.81	543,531.45	661,820.94	637,434.02	643,757.11
40-DEBT SERVICE						
Beginning Balance	236,982.41	241,765.42	241,282.58	248,089.80	374,676.50	412,500.34
Revenue	596,117.25	17.16	6,807.22	210,180.45	38,123.84	44,610.49
Expenditures	591,334.24	500.00	0.00	83,593.75	300.00	32,235.00
Ending Balance	241,765.42	241,282.58	248,089.80	374,676.50	412,500.34	424,875.83
less: Escrow Acct	215,000.00	215,000.00	215,000.00	215,000.00	215,179.09	215,179.09
	26,765.42	26,282.58	33,089.80	159,676.50	197,321.25	209,696.74
61-NUTRITION FUND						
Beginning Balance	129,985.33	131,211.21	138,589.96	125,563.27	152,471.06	117,521.46
Revenue	3,707.94	7,876.81	13,535.83	80,021.89	16,616.42	105,652.23
Expenditures	2,482.06	498.06	26,562.52	53,114.10	51,566.02	53,236.99
Ending Balance	131,211.21	138,589.96	125,563.27	152,471.06	117,521.46	169,936.70
less: Received on Acct	6,735.72	12,604.12	11,277.82	9,492.37	8,923.08	8,594.63
	124,475.49	125,985.84	114,285.45	142,978.69	108,598.38	161,342.07
72-FLEX SPENDING ACCT FUND						
Beginning Balance	0.00	0.00	0.00	0.00	0.00	0.00
Revenue (contributions)	0.00	0.00	0.00	0.00	0.00	0.00
Expenditures (claims)	0.00	0.00	0.00	0.00	0.00	0.00
Ending Balance	0.00	0.00	0.00	0.00	0.00	0.00
EMPLOYER'S PAYROLL EXPENSE:						
Gross Wages-hourly	45,842.88	35,196.48	39,455.83	96,593.41	98,140.31	92,218.19
Gross Wages-retention	0.00	0.00	0.00	0.00	0.00	0.00
Gross Wages-contract	289,623.24	290,390.02	322,384.59	323,356.53	327,647.50	318,544.68
	335,466.12	325,586.50	361,840.42	419,949.94	425,787.81	410,762.87
Employer paid deductions	47,964.48	46,670.85	59,972.02	54,647.37	52,447.91	51,207.87
Employer paid IPERS	30,809.03	29,295.13	33,303.46	38,814.49	39,401.11	37,458.69
Employer paid FICA	25,939.04	22,765.01	26,453.43	31,134.18	31,577.13	30,370.94
	104,712.55	98,730.99	119,728.91	124,596.04	123,426.15	119,037.50
TOTAL	440,178.67	424,317.49	481,569.33	544,545.98	549,213.96	529,800.37

East Buchanan Community School District
Cash Summary Report

	<u>Jan-22</u>	<u>Feb-22</u>	<u>Mar-22</u>	<u>Apr-22</u>	<u>May-22</u>	<u>Jun-22</u>	<u>FY22 YTD</u>
10-GENERAL FUND							
Beginning Balance	2,479,074.77	2,500,141.40	2,438,178.31	2,258,688.72	2,791,835.83	2,864,160.52	2,950,610.76
Revenue	735,474.16	601,409.50	508,511.89	1,142,223.76	696,829.86	594,761.65	7,507,414.89
Expenditures	714,407.53	663,372.59	688,001.48	609,076.65	624,505.17	959,278.58	7,958,382.06
Ending Balance	2,500,141.40	2,438,178.31	2,258,688.72	2,791,835.83	2,864,160.52	2,499,643.59	2,499,643.59
21-ACTIVITY FUND							
Beginning Balance	130,557.96	129,920.10	128,143.85	133,839.05	116,786.39	119,440.66	136,915.26
Revenue	9,426.86	12,295.85	21,556.07	8,269.45	20,067.39	10,823.63	236,981.78
Expenditures	10,064.72	14,072.10	15,860.87	25,322.11	17,413.12	21,636.54	265,269.29
Ending Balance	129,920.10	128,143.85	133,839.05	116,786.39	119,440.66	108,627.75	108,627.75
22-MANAGEMENT FUND							
Beginning Balance	218,057.36	218,424.56	217,856.78	217,885.56	236,752.13	237,969.10	319,600.48
Revenue	1,367.20	432.22	1,404.78	20,446.57	2,216.97	444.16	57,272.43
Expenditures	1,000.00	1,000.00	1,376.00	1,580.00	1,000.00	1,175.45	139,635.10
Ending Balance	218,424.56	217,856.78	217,885.56	236,752.13	237,969.10	237,237.81	237,237.81
33-SAVE							
Beginning Balance	3,319,794.26	3,351,795.81	3,353,717.53	3,452,330.45	3,412,692.44	3,178,476.41	3,161,229.02
Revenue	55,912.55	12,131.72	133,154.92	50,361.99	48,785.64	548,854.14	1,439,092.20
Expenditures	23,911.00	10,210.00	34,542.00	90,000.00	283,001.67	662,092.26	1,535,082.93
Ending Balance	3,351,795.81	3,353,717.53	3,452,330.45	3,412,692.44	3,178,476.41	3,065,238.29	3,065,238.29
36-PPEL							
Beginning Balance	643,757.11	551,568.70	541,339.40	504,250.66	538,168.29	547,711.12	617,863.38
Revenue	23,821.89	3,467.40	10,581.87	117,658.63	16,565.29	3,616.24	401,652.64
Expenditures	116,010.30	13,696.70	47,670.61	83,741.00	7,022.46	19,058.09	487,246.75
Ending Balance	551,568.70	541,339.40	504,250.66	538,168.29	547,711.12	532,269.27	532,269.27
40-DEBT SERVICE							
Beginning Balance	424,875.83	438,093.40	441,854.72	455,433.19	340,831.29	361,922.98	236,982.41
Revenue	13,217.57	4,261.32	13,585.66	602,585.60	146,760.03	4,252.09	1,680,518.68
Expenditures	0.00	500.00	7.19	717,187.50	125,668.34	3,450.00	1,554,776.02
Ending Balance	438,093.40	441,854.72	455,433.19	340,831.29	361,922.98	362,725.07	362,725.07
less: Escrow Acct	215,179.09	215,179.09	215,179.09	215,179.09	340,000.00	340,000.00	
	222,914.31	226,675.63	240,254.10	125,652.20	21,922.98	22,725.07	362,725.07
61-NUTRITION FUND							
Beginning Balance	169,936.70	185,801.10	193,877.45	209,392.83	226,897.31	244,059.81	129,985.33
Revenue	51,197.48	52,200.56	48,574.72	80,903.37	61,287.59	57,480.73	579,055.57
Expenditures	35,333.08	44,124.21	33,059.34	63,398.89	44,125.09	59,577.20	467,077.56
Ending Balance	185,801.10	193,877.45	209,392.83	226,897.31	244,059.81	241,963.34	241,963.34
less: Received on Acct	8,231.33	8,069.38	6,873.48	6,213.33	5,375.45	5,771.10	
	177,569.77	185,808.07	202,519.35	220,683.98	238,684.36	236,192.24	241,963.34
72-FLEX SPENDING ACCT FUND							
Beginning Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenue (contributions)	0.00	0.00	0.00	0.00	0.00	35,106.90	35,106.90
Expenditures (claims)	0.00	0.00	0.00	0.00	0.00	29,652.01	29,652.01
Ending Balance	0.00	0.00	0.00	0.00	0.00	5,454.89	5,454.89
EMPLOYER'S PAYROLL EXPENSE							
Gross Wages-hourly	84,423.16	77,259.87	77,100.32	91,136.51	84,347.84	94,581.07	916,295.87
Gross Wages-retention	0.00	0.00	45,000.00	16,837.80	0.00	28,350.00	90,187.80
Gross Wages-contract	315,733.04	316,670.23	314,884.14	319,182.75	321,023.82	317,657.40	3,777,097.94
	400,156.20	393,930.10	436,984.46	427,157.06	405,371.66	440,588.47	4,783,581.61
Employer paid deductions	51,429.11	51,975.00	51,586.64	51,313.75	50,867.82	49,520.83	619,603.65
Employer paid IPERS	36,377.52	36,141.60	35,471.75	37,803.50	37,113.93	37,639.67	429,629.88
Employer paid FICA	29,623.84	29,150.70	32,418.40	31,641.74	30,048.35	32,605.42	353,728.18
	117,430.47	117,267.30	119,476.79	120,758.99	118,030.10	119,765.92	1,402,961.71
TOTAL	517,586.67	511,197.40	556,461.25	547,916.05	523,401.76	560,354.39	6,186,543.32

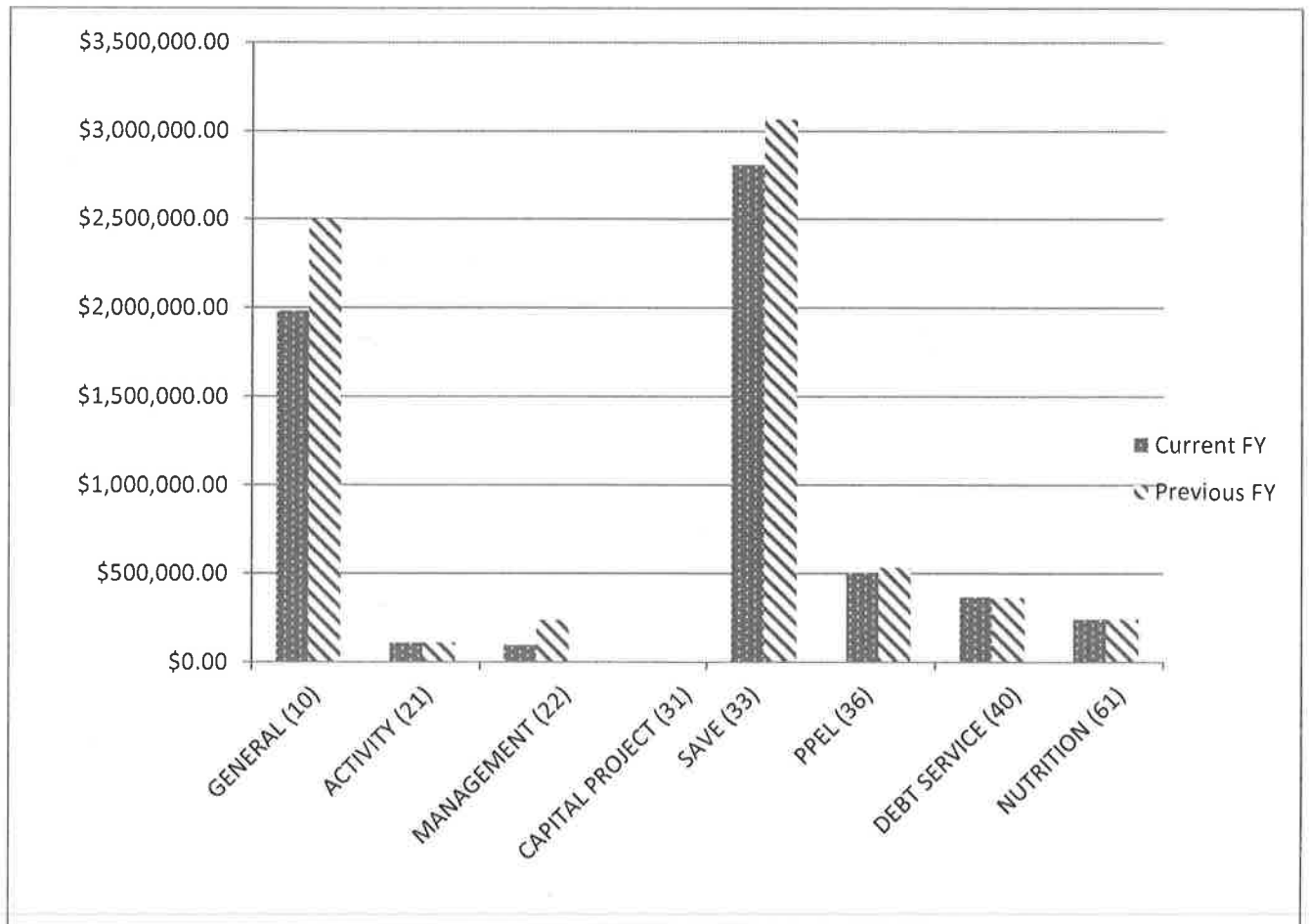
East Buchanan Community School District
Cash Summary Report

Jul-22

10-GENERAL FUND	
Beginning Balance	2,499,643.59
Revenue	0.00
Expenditures	0.00
Ending Balance	2,499,643.59
21-ACTIVITY FUND	
Beginning Balance	108,627.75
Revenue	0.00
Expenditures	0.00
Ending Balance	108,627.75
22-MANAGEMENT FUND	
Beginning Balance	237,237.81
Revenue	0.00
Expenditures	0.00
Ending Balance	237,237.81
33-SAVE	
Beginning Balance	3,065,238.29
Revenue	0.00
Expenditures	0.00
Ending Balance	3,065,238.29
36-PPEL	
Beginning Balance	532,269.27
Revenue	0.00
Expenditures	0.00
Ending Balance	532,269.27
40-DEBT SERVICE	
Beginning Balance	362,725.07
Revenue	0.00
Expenditures	0.00
Ending Balance	362,725.07
less: Escrow Acct	340,000.00
	22,725.07
61-NUTRITION FUND	
Beginning Balance	241,963.34
Revenue	0.00
Expenditures	0.00
Ending Balance	241,963.34
less: Received on Acct	0.00
	241,963.34
72-FLEX SPENDING ACCT FUND	
Beginning Balance	5,454.89
Revenue (contributions)	2,443.50
Expenditures (claims)	2,997.33
Ending Balance	4,901.06
EMPLOYER'S PAYROLL EXPENSE	
Gross Wages-hourly	52,529.25
Gross Wages-retention	0.00
Gross Wages-contract	316,075.29
	368,604.54
Employer paid deductions	49,408.50
Employer paid IPERS	33,544.33
Employer paid FICA	27,166.61
	110,119.44
TOTAL	478,723.98

CASH SUMMARY REPORT EAST BUCHANAN COMMUNITY SCHOOL July 2022

Fund Description	Beginning	Revenues	Expenditures	FY23	FY22	Difference
				Ending	End Balance	
GENERAL (10)	\$2,499,643.59	\$136,272.47	\$655,187.55	\$1,980,728.51	\$2,499,643.59	(\$518,915.08)
ACTIVITY (21)	\$108,627.75	\$487.74	\$660.00	\$108,455.49	\$108,627.75	(\$172.26)
MANAGEMENT (22)	\$237,237.81	\$414.04	\$142,689.57	\$94,962.28	\$237,237.81	(\$142,275.53)
CAPITAL PROJECT (31)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAVE (33)	\$3,065,238.29	\$235,210.26	\$491,672.81	\$2,808,775.74	\$3,065,238.29	(\$256,462.55)
PPEL (36)	\$532,269.27	\$79,884.49	\$109,555.38	\$502,598.38	\$532,269.27	(\$29,670.89)
DEBT SERVICE (40)	\$362,725.07	\$591,208.40	\$587,235.00	\$366,698.47	\$362,725.07	\$3,973.40
NUTRITION (61)	\$241,963.34	\$1,991.01	\$1,494.26	\$242,460.09	\$241,963.34	\$496.75
			TOTAL	\$6,104,678.96	\$7,047,705.12	(\$943,026.16)



Certified Budget compared to Actual Revenues/Expenditures - All Funds

		FY22 Certified Budget	as of 7/31/2022	over / (under) budget	
Taxes Levied on Property	1	\$ 2,907,753.00	\$ 2,908,252.37		
Utility Replacement Excise Tax	2	\$ 46,274.00	\$ 45,404.90		
Income Surtaxes	3	\$ 158,455.00	\$ 150,916.00		
Tuition\Transportation Received	4	\$ 575,000.00	\$ 577,960.34		
Earnings on Investments	5	\$ 81,500.00	\$ 51,642.96		
Nutrition Program Sales	6	\$ 165,000.00	\$ 59,973.45		
Student Activities and Sales	7	\$ 189,000.00	\$ 165,772.12		
Other Revenues from Local Sources	8	\$ 91,000.00	\$ 165,342.68		
Revenue from Intermediary Sources	9	\$ -	\$ -		
State Foundation Aid	10	\$ 4,059,983.00	\$ 4,013,556.00		
Instructional Support State Aid	11	\$ 15,336.00	\$ -		
Other State Sources	12	\$ 581,350.00	\$ 787,360.42		
Commercial & Industrial State Replacement	13	\$ 20,453.00	\$ 16,381.87		
Title I Grants	14	\$ 70,000.00	\$ 55,043.27		
IDEA and Other Federal Sources	15	\$ 320,000.00	\$ 808,006.41		
Total Revenues	16	\$ 9,281,104.00	\$ 9,805,612.79		
General Long-Term Debt Proceeds	17	\$ -	\$ -		
Transfers In	18	\$ 313,178.00	\$ 315,907.86		
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ 200.00		
Special Items/Upward Adjustments	20	\$ -	\$ -		
Total Revenues & Other Sources	21	\$ 9,594,282.00	\$ 10,121,720.65		
Beginning Fund Balance	22	\$ 6,697,739.27	\$ 6,697,739.27		
Total Resources	23	\$ 16,292,021.27	\$ 16,819,459.92		
*Instruction	24	\$ 5,500,000.00	\$ 5,348,871.94	\$ (151,128.06)	97%
Student Support Services	25	\$ 230,500.00	\$ 254,961.80		
Instructional Staff Support Services	26	\$ 583,000.00	\$ 619,807.65		
General Administration	27	\$ 266,500.00	\$ 252,995.09		
School/Building Administration	28	\$ 400,000.00	\$ 400,355.75		
Business & Central Administration	29	\$ 140,000.00	\$ 159,374.40		
Plant Operation and Maintenance	30	\$ 727,000.00	\$ 764,358.09		
Student Transportation	31	\$ 553,000.00	\$ 584,783.94		
This row is intentionally left blank	32	\$ -			
*Total Support Services (lines 25-32)	32A	\$ 2,900,000.00	\$ 3,036,636.72	\$ 136,636.72	105%
*Noninstructional Programs	33	\$ 365,000.00	\$ 350,162.92	\$ (14,837.08)	96%
Facilities Acquisition and Construction	34	\$ 468,044.00	\$ 659,864.61		
Debt Service	35	\$ 662,965.00	\$ 666,415.00		
AEA Support - Direct to AEA	36	\$ 295,483.00	\$ 261,401.00		
*Total Other Expenditures (lines 34-36)	36A	\$ 1,426,492.00	\$ 1,587,680.61	\$ 161,188.61	111%
Total Expenditures	37	\$ 10,191,492.00	\$ 10,323,352.19		
Transfers Out	38	\$ 313,178.00	\$ 315,907.86		
Other Uses	39	\$ -	\$ 17,731.95		
Total Expenditures & Other Uses	40	\$ 10,504,670.00	\$ 10,656,992.00		
Ending Fund Balance	41	\$ 5,787,351.27	\$ 6,162,467.92		
Total Requirements	42	\$ 16,292,021.27	\$ 16,819,459.92		

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.

PROPANE HEATING FIRM PRICE CONTRACT - GREENHOUSE

AgVantage FS has submitted a contract with two options for the period of September 1, 2022 through March 31, 2023 to heat the greenhouse. Usage history is also shown below.

2019-2020 1,693 gallons - no contract; \$1.10 - \$1.29 range

2020-2021 Option 2 - .94/gallon
 After March 31st - \$1.25 - \$1.45 range
 1,800 gal x .94 = \$1,692.00
169 gal beyond contract gallons
 1,969 gallons = \$2,240.84 total

2021-2022 Option 1 - \$1.49/gallon
 After March 31st - \$1.69 - \$2.00
 1,800 gal x 1.49 = \$2,682.00
1,024 gal beyond contract gallons
 2,824 gallons = \$5,753.51 total

2022-2023 Options

CONTRACT OFFER IS VOID IF NOT SIGNED AND POST MARKED BY: August 20, 2022

Buyer agrees to purchase **3000** gallons of **Propane** for delivery from AgVantage FS (Seller) from **September 1, 2022 through March 31, 2023.**

Summer fill gallons are not included in this contract.

Gallons For Use as: Home Heat - Agriculture - 3,000 Commercial

Buyer Chooses (check one): Option #1 – 100 % Prepay Option #2 – Down-Payment

Option #1 – 100% Prepay

Price per gallon =	<u>\$1.85</u>
Gallons x price =	<u>\$5,550.00</u>
Tax =	<u>\$0.00</u>
Total Prepayment =	<u>\$5,550.00</u>
Check # Received:	_____
Check Amount	_____

OR

Option #2 – Down-Payment

Price per gallon =	<u>\$1.88</u>
Down-Payment per gallon =	<u>\$0.10</u>
Billing price per gallon =	<u>\$1.78</u>
Gallons x amount down =	<u>\$300.00</u>
Tax =	<u>\$0.00</u>
Total Down-Payment =	<u>\$300.00</u>
Check # Received	_____
Check Amount	_____
Invoice No.	_____

** Down payment is part of the price, not in addition to the price.
 * Down payments are non-refundable.*

 "I move that the board approve the propane heating firm price contract from AgVantage FS as presented in option _____"

Motion:
 Second:



AgVantage FS, a division of GROWMARK, Inc.
 1600 8th St. SW, PO Box 828, Waverly, IA 50677
 Phone: (800) 346-0058, Website: agvantagefs.com

Propane Heating Firm Price Contract

Date: July 26, 2022

Contract Number: A22-0810

Buyer:
 EAST BUCHANAN SCHOOL
 414 5TH ST N PO BOX D

 WINTHROP, IA 50682

Previous LP Usage:
 20-21 Season: 2,169 gallons
 21-22 Season 2,824 gallons

Customer Number: 65280

Customer Phone Number: _____

Customer E-mail Address: _____

CONTRACT OFFER IS VOID IF NOT SIGNED AND POST MARKED BY: August 20, 2022

Buyer agrees to purchase **3000** gallons of **Propane** for delivery from AgVantage FS (Seller) from **September 1, 2022 through March 31, 2023.**

Summer fill gallons are not included in this contract.

Gallons For Use as: Home Heat - Agriculture - 3,000 Commercial

Buyer Chooses (check one): Option #1 – 100 % Prepay Option #2 – Down-Payment

Option #1 – 100% Prepay

Price per gallon =	<u>\$1.85</u>
Gallons x price =	<u>\$5,550.00</u>
Tax =	<u>\$0.00</u>
Total Prepayment =	<u>\$5,550.00</u>
Check # Received:	_____
Check Amount	_____

OR

Option #2 – Down-Payment

Price per gallon =	<u>\$1.88</u>
Down-Payment per gallon =	<u>\$0.10</u>
Billing price per gallon =	<u>\$1.78</u>
Gallons x amount down =	<u>\$300.00</u>
Tax =	<u>\$0.00</u>
Total Down-Payment =	<u>\$300.00</u>
Check # Received	_____
Check Amount	_____
Invoice No.	_____

** Down payment is part of the price, not in addition to the price.
 * Down payments are non-refundable.*

Terms and Conditions (please see reverse side of contract for additional terms):

1. Buyer agrees to be on a delivery route as long as account remains in good standing.
2. All product(s) under this contract shall be delivered to Buyer's storage only for Buyer's account.
3. Seller's posted product price at time of delivery will not change the price of this contract.
4. The final price invoiced to Buyer will be subject to all applicable taxes (Iowa's home-heat tax is 1%).
5. Account must be kept current or this contract may be voided at Seller's discretion.

Seller: AgVantage FS

Buyer:

Company Use Only	
Heating LP Item #070013	
Received By:	_____
Date Received:	_____
Booking Entered By:	_____
Date Entered:	_____

 Troy Bolton

 Customer Signature Date

2022 IASB Legislative Resolutions

Select four legislative priorities for our district. (* indicates 2022 IASB Legislative Priorities)

STUDENT ACHIEVEMENT & ACCOUNTABILITY

- Research-Based Initiatives
- Standards & Accountability
- Preschool
- Early Literacy
- English Learners
- Achievement Gap from Loss of In-Person Instruction
- Dropout/At Risk*
- Mental Health*
- Special Education - State
- Special Education - Federal
- Area Education Agencies
- School Calendars

FISCAL RESPONSIBILITY & STEWARDSHIP

- School Funding Policy*
- Supplemental State Aid*
- Budget Guarantee
- Property Taxes
- Bond Issues
- Special Levy Funds
- Tax Base
- Franchise Fees
- Unfunded Mandates
- Broadband Access & Connectivity

EDUCATOR QUALITY

- Teacher Leadership & Development
- Market-Competitive Wages
- Benefits
- Teacher Recruitment & Licensure*
- Staff Reductions
- Labor/Employment Laws

GOVERNANCE

- Local Accountability and Decision-Making
- Expanding Educational Opportunities
- Elections
- Sharing and Reorganization
- Home School Reporting

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.

203 – Board of Directors’ Conflict of Interest

The Iowa legislature raised the earnings cap for board members can receive from their school district to \$20,000. This was increased to allow districts with board members who could serve in roles such as coaches, bus drivers or other staff positions to help their district throughout the school year. This is a welcome change for school districts facing staffing challenges. However, other districts may be concerned that their community would see this as too high an earnings limit before a conflict of interest occurs. Districts should be aware that the school board has discretion to set an earnings limit below \$20,000 if the board believes it to be in the best interest of their community.

402.2 – Child Abuse Reporting

This update is a follow up to legislation passed in 2019 which shortened the interval of time between mandatory child abuse reporting training requirements for mandatory reporters in districts. Language referencing the policy change in 2019 was removed to keep the policy current with existing law.

501.14 – Open Enrollment Transfers – Procedures as a Sending District

The Iowa Legislature removed the March 1 filing deadline for open enrollment requests. Iowa now has rolling open enrollment in place. Due to this change, language that created set calendar deadlines for responding to open enrollment requests have been removed. The Iowa Department of Education will be updating their open enrollment forms in the near future for districts to utilize.

501.15 – Open Enrollment Transfers – Procedures as a Receiving District

The Iowa Legislature removed the March 1 filing deadline for open enrollment requests. Iowa now has rolling open enrollment in place. Due to this change, language that created set calendar deadlines for responding to open enrollment requests have been removed. **Please note:** the timeframes for how soon a board/superintendent should make a decision on an open enrollment request have been added to give districts some guidance. These are best practices and not legal requirements. The Iowa Department of Education will be updating their open enrollment forms in the near future for districts to utilize.

504.5 – Student Fund Raising

This policy has been updated to strengthen the process for collecting and overseeing funds raised by students.

New! 504.5R1 – Student Fund Raising Regulation

This new regulation is designed to provide districts with additional guidance and best practices in alignment with the Iowa Department of Education’s legal guidance on fundraising.

505.5 – Graduation Requirements

An additional graduation requirement was placed on districts to advise students how to complete the FAFSA prior to graduation and has been added to policy language. Additionally, an update to policy language was made to keep the language current for the upcoming school year.

507.2 – Administration of Medication to Students

This year the Iowa Legislature passed two bills which allow school districts to stock and use prescription medication for acute respiratory distress and opioid antagonists. These two medications (bronchodilators and naloxone) would join epi-pens as examples of prescription medications that school districts may obtain from pharmacies and stock in attendance centers. IASB already has in place existing policies related to medication administration and self-administration (507.2, 507.2E1), and stocking prescription medication (804.5). These two types of prescription drugs have now been added to these existing policies so that the same procedures for safely storing, administering, monitoring and accounting for these prescription medications can be followed.

507.2E1 – Authorization for Asthma or other Airway Constricting Disease Medication or Epinephrine Auto-Injector Self-Administration Consent Form

See the note for 507.2 above.

607.2 – Student Health Services

This year the Iowa Legislature created new restrictions on mandatory health screenings for students and permission requirements from parents and guardians. These changes are reflected in this policy so that districts have clear guidelines of how to comply with this new law.

704.6 – Online Fundraising Campaigns – Crowdfunding

This policy language has a small but important update to keep the approval for fundraising campaigns at the board level or just below. This increases accountability for school boards and oversight of funds collected through fundraising.

804.5 – Stock Prescription Medication Supply

See the Note for policy 507.2 above.

***New!* 804.7 – Radon Mitigation**

House File 2412 passed this session which requires school districts to test and mitigate radon in attendance centers. This is a requirement for all public school districts in Iowa. The policy and accompanying regulation include the legal requirements that districts must fulfill.

***New!* 804.7R1 – Radon Mitigation Regulation**

See Note above.

901 – Public Examination of School District Records

The Iowa Legislature passed SF 2312 which states that governmental entities, including public school districts, should make every effort to provide public records at no charge to requestors. This bill also states that fees charged for public records must be reasonable. It did place an additional requirement that attorney's fees used in the production of responses to records requests should be limited to charges for review and redaction of records. Districts should not be discouraged from using legal counsel to review records when necessary. This language still permits this practice and districts are encouraged to contact legal counsel regarding responses to records requests if there is any uncertainty as to what is being produced or withheld.

BOARD OF DIRECTORS' CONFLICT OF INTEREST

Board members must be able to make decisions objectively. It is a conflict of interest for a board member to receive direct compensation from the school district, unless exempted in law or policy, for anything other than reimbursement of actual and necessary expenses, including travel, incurred in the performance of official duties. A board member will not act as an agent for school textbooks or school supplies including sports apparel or equipment, in any transaction with a director, officer, or other staff member of the school district during the board member's term of office. It will not be a conflict of interest for board members to receive compensation from the school district for contracts for the purchase of goods or services which benefits a board member, or to compensation for part-time or temporary employment which benefits a board member, if the benefit to the board member does not exceed \$6,000 [insert amount up to \$20,000] in a fiscal year or if the contracts are made by the board, upon competitive bid in writing, publicly invited and opened.

The conflict of interest provisions do not apply to a contract that is a bond, note or other obligation of a school corporation if the contract is not acquired directly from the school corporation, but is acquired in a transaction with a third party, who may or may not be the original underwriter, purchaser, or obligee of the contract, or to a contract in which a director has an interest solely by reason of employment if the contract was made by competitive bid, in writing, publicly invited and opened, or if the remuneration for employment will not be directly affected as a result of the contract and duties of employment do not involve any of the preparation or procurement of any part of the contract. The competitive bid section of the conflict of interest provision does not apply to a contract for professional services not customarily awarded by competitive bid.

It will also be a conflict of interest for a board member to engage in any outside employment or activity which is in conflict with the board member's official duties and responsibilities. In determining whether outside employment or activity of a board member creates a conflict of interest, situations in which an unacceptable conflict of interest is deemed to exist includes, but are not limited to, any of the following:

- (1) The outside employment or activity involves the use of the school district's time, facilities, equipment and supplies or the use of the school district badge, uniform, business card or other evidence of office to give the board member or member of the board member's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes of this section, a person is not "similarly situated" merely by being related to a board member.
- (2) The outside employment or activity involves the receipt of, promise of, or acceptance of money or other consideration by the board member or a member of the board member's immediate family from anyone other than the state or the school district for the performance of any act that the board member would be required or expected to perform as part of the board member's regular duties or during the hours in which the board member performs service or work for the school district.
- (3) The outside employment or activity is subject to the official control, inspection, review, audit, or enforcement authority of the board member, during the performance of the board member's duties of office or employment.

If the outside employment or activity is employment or activity in (1) or (2) above, the board member must cease the employment of or activity. If the activity or employment falls under (3), then the board member must:

BOARD OF DIRECTORS' CONFLICT OF INTEREST

- Cease the outside employment or activity; or;
- Publicly disclose the existence of the conflict and refrain from taking any official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmative action to influence any vote, determining the facts or law in a contested case or rulemaking proceeding, conducting any inspection, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

When procurement is supported by Federal Child Nutrition funds, board members will not participate in the selection, award, or administration of a contract if there is a real or apparent conflict of interest in the contract. Contract, for purposes of this paragraph, includes a contract where the board member, board member's immediate family, partner, or a non-school district employer of these individuals is a party to the contract.

It is the responsibility of each board member to be aware of and take the action necessary to eliminate a potential conflict of interest should it arise.

IASB NOTE: This policy reflects the Iowa law on board member conflict of interest. Board members can now make up to \$20,000 from the district in a fiscal year, however boards can choose to set a limit below \$20,000 if the board believes a lower amount would be more appropriate for their community. There is no longer a prohibition on the employment of a spouse of a board member. Because of this removal, boards have little discretion regarding the employment of board members' spouses.

Legal Reference: 22 C.F.R. § 518.42.
Iowa Code §§ 68B; 71.1; 277.27; 279.7A; 301.28.

Cross Reference: 201 Board of Directors' Elections
202.1 Qualifications
204 Code of Ethics
216.3 Board of Directors' Member Compensation and Expenses
217 Gifts to Board of Directors
401.3 Nepotism

Approved: May 12, 2004
Reviewed: May 11, 2015; March, 9, 2016
Revised: February 12, 2020; August 10, 2022

CHILD ABUSE REPORTING

In compliance with state law and to provide protection to victims of child abuse, the board believes incidents of alleged child abuse should be reported to the proper authorities. All licensed school employees, teachers, coaches and paraeducators are mandatory reporters as provided by law and are to report alleged incidents of child abuse they become aware of within the scope of their professional duties.

When a mandatory reporter suspects a student is the victim of child abuse, the mandatory reporter shall make an oral report of the suspected child abuse to the Iowa Department of Human Services within 24 hours of becoming aware of the abusive incident and shall make a written report to the Iowa Department of Human Services within 48 hours following the oral report. If the mandatory reporter believes the child is in immediate danger, the local law enforcement agency will also be notified.

Within six months of their initial employment, mandatory reporters will take a two-hour training course involving the identification and reporting of child abuse, or submit evidence they've taken the course within the previous three years. ~~After July 1, 2019, employees who have previously taken mandatory reporter training will be required to take the two-hour training course before the expiration of their current training certificate.~~ Once the training course has been taken, the certificate will remain valid for three years. Employees who have taken the ~~post July 1, 2019~~ two-hour training course will take the one-hour follow up training course every three years and prior to the expiration of their certificate.

Legal Reference: Iowa Code §§ 232.67-.77; 232A; 235A; 280.17.
441 I.A.C. 9.2; 155; 175.

Cross Reference: 402.3 Abuse of Students by School District Employees
502.9 Interviews of Students by Outside Agencies
507 Student Health and Well-Being

Approved: February 8, 2006
Reviewed: November 15, 2017; August 10, 2022
Revised: January 8, 2020

STUDENT FUND RAISING

Students may raise funds for school-sponsored events with the permission of the ~~principal~~ **school board. The school board delegates to the superintendent the authority to approve routine student fundraising as deemed appropriate.** ~~Fund raising by students for events other than school-sponsored events is not allowed.~~ Collection boxes for school fund raising must have prior approval from the ~~principal~~ **school board or its designee** before being placed on school property.

All funds generated from district-sponsored student fundraising will be placed in the district's student activity fund.

It is the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

~~The administration reserves the right to have security officers present. Costs of the security shall be borne by the sponsoring group.~~

IASB NOTE: This is a recommended policy, but the board has the discretion to write it to reflect the board's practice.

Legal Reference: Senior Class of Pekin High School v. Tharp, 154 N.W.2d 874 (Iowa 1967).
Iowa Code § 279.8

Cross Reference:

502 Student Rights and Responsibilities
503 Student Discipline
504 Student Activities
704.5 Student Activities Fund
905.2 Advertising and Promotion

Approved March 19, 2007

Reviewed November 11, 2015

Revised August 10, 2022

STUDENT FUND RAISING REGULATIONS

Student fundraising can enhance a student's educational experience but it must not be at the expense of the safety and education of the district's students. The following are additional regulations to assist the administration in developing procedures necessary for successful fundraising efforts.

Safety:

- Students will not be asked to solicit door to door.
- Students who do not wish to engage in fundraising efforts will be provided an alternative community service option to apply toward credit of funds raised. The alternative option will not be unduly burdensome or onerous when compared to the fundraising activity.

Fiscal Responsibility:

- All funds generated due to a student fund raising activity will be deposited into the district's student activity funds, pursuant to applicable laws and board policies.
- Funds raised for a participatory student activity will be equally applied to all students regardless of their participation in fundraising efforts.
- All funds generated from district sponsored student fundraising efforts will be deposited in the student activity fund.
- All funds generated from non-district sponsored student fundraising efforts will be deposited into an agency fund designated by the board for such purpose.
- No school district employee or other individual affiliated with the district may deposit student fund raising funds into any other account.
- All funds received from student fundraising are the property of the district.

Advertising/Promotion:

- Any student fundraising activity which utilizes the district name, likeness and/or logo will be subject to board approval, and all other conditions of this policy and accompanying regulations.

IASB NOTE: This new regulation is designed to provide districts with additional guidance and best practices in alignment with the Iowa Department of Education's legal guidance on fundraising.

GRADUATION REQUIREMENTS

Students must successfully complete the courses required by the board and Iowa Department of Education in order to graduate.

It is the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students complete 74 credits prior to graduation. The following credits will be required:

English/Language Arts	12 credits
Science	9 credits
Mathematics	9 credits
Social Studies	9 credits
Physical Education	8 semesters
United State Government	2 credits
American History	3 credits
Financial Literacy	2 credits*

*Beginning with graduating class of 2021

The required courses of study will be reviewed by the board annually.

Prior to graduation, the district will advise students on how to successfully complete the free application for federal student aid.

~~Beginning with the class of 2022,~~ Graduation requirements for special education students will include successful completion of four years of English, three years of math, three years of social studies and three years of science.

Students who complete a regular session in the Legislative Page Program of the general assembly at the state capitol will be credited ½ credit of social studies.

Students enrolled in a junior officers' training corp will receive 1/8th physical education credit for each semester the student is enrolled in the program.

IASB NOTE: This is a mandatory policy.

An additional graduation requirement was placed on districts to advise students how to complete the FAFSA prior to graduation and has been added to policy language. Additionally, an update to policy language was made to keep the language current for the upcoming school year.

Legal Reference: Iowa Code §§ 256.7, 11, .41; 279.8; 279.61; 280.3, .14.
281 I.A.C. 12.3(5); 12.5

Cross Reference: 505 Student Scholastic Achievement
603.3 Special Education

Approved: February 14, 2007

Reviewed: November 11, 2015

Revised: March 14, 2012; July 10, 2019; March 9, 2022; August 10, 2022

ADMINISTRATION OF MEDICATION TO STUDENTS

The board is committed to the inclusion of all students in the education program and recognizes that some students may need prescription and nonprescription medication to participate in their educational program.

Medication shall be administered when the student's parent or guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration and the medication is in the original, labeled container, either as dispensed or in the manufacturer's container. **Administration of medication may also occur consistent with board policy 804.05 – Stock Prescription Medication Supply.**

When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by an authorized practitioner with the student and the student's parent. Students who have demonstrated competence in administering their own medications may self-administer their medication. A written statement by the student's parent shall be on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma, ~~or other~~ airway constricting diseases, **respiratory distress** or students with a risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parents and prescribing licensed health care professional regardless of competency.

Persons administering medication shall include authorized practitioners, such as, licensed registered nurses and physicians and persons to whom authorized practitioners have delegated the administration of medication (who have successfully completed a medication administration course) A medication administration course and periodic update shall be conducted by a registered nurse or licensed pharmacist, and a record of course completion shall be maintained by the school.

A written medication administration record shall be on file including:

- date;
- student's name;
- prescriber or person authorizing administration;
- medication;
- medication dosage;
- administration time;
- administration method;
- signature and title of the person administering medication; and
- any unusual circumstances, actions, or omissions.

Medication shall be stored in a secured area unless an alternate provision is documented. Emergency protocols for medication-related reactions shall be posted. Medication information shall be confidential information as provided by law.

Disposal of unused, discontinued/recalled, or expired medication shall be in compliance with federal and state law. Prior to disposal school personnel shall make a reasonable attempt to return medication by providing written notification that expired, discontinued, or unused medications needs to be picked up. If medication is not picked up by the date specified, disposal shall be in accordance with the disposal procedures for the specific category of medication.

IASB Note: This is a mandatory policy. This law reflects the Iowa Department of Education's special education administrative rule regarding administration of medication. Since there are no rules addressing students not receiving special education services, IASB has written the sample policies and regulations to address all students.

Iowa law requires school districts to allow students with asthma ~~or other~~ airway constricting disease, or respiratory distress to carry and self-administer their medication as long as the parents and prescribing physician report and approve in writing. Students do not have to prove competency to the school district. The consent form, see 507.2E1, is all that is required. School districts that determine students are abusing their self-administration may either withdraw the self-administration if medically advisable or discipline the student, or both.

NOTE: Disposal procedures reflect the Iowa Department of Education School Medication Waste Guidance, issued in May 2015.

Legal Reference: Disposing on Behalf of Ultimate Users, 79 Fed. Reg. 53520, 53546 (Sept. 9, 2014).

Iowa Code §§124.101(1); 147.107; 152.1; 155A.4(2); 280.16; 280.23.
281 IAC §41.404(3)
657 IAC §8.32(124); §8.32(155A).
655 IAC §6.2(152).

Cross Reference: 506 Student Records
507 Student Health and Well-Being
603.3 Special Education
607.2 Student Health Services

Approved July 12, 2000

Revised August 10, 2022

AUTHORIZATION - ASTHMA OR ~~OTHER~~ AIRWAY CONSTRICTING **OR RESPIRATORY DISTRESS**
~~DISEASE~~ MEDICATION ~~OR EPINEPHRINE AUTO-INJECTOR SELF-ADMINISTRATION~~ CONSENT
 FORM

_____/_____/_____
 Student's Name (Last), (First) (Middle) Birthday School Date

The following must occur for a student to self-administer asthma **medication, bronchodilator canisters or spacers** or other airway constricting disease medication or for a student with a risk of anaphylaxis to self-administer an epinephrine auto-injector:

- Parent/guardian provides signed, dated authorization for student medication self-administration.
- Parent/guardian provides a written statement from the student's licensed health care professional (A person licensed under chapter 148 to practice medicine and surgery or osteopathic medicine and surgery, an advanced registered nurse practitioner licensed under chapter 152 or 152E and registered with the board of nursing, or a physician assistant licensed to practice under the supervision of a physician as authorized in chapters 147 and 148C) containing the following:
 - Name and purpose of the medication or epinephrine auto-injector;
 - Prescribed dosage; and
 - Times or special circumstances under which the medication or epinephrine auto-injector is to be administered.
- The medication is in the original, labeled container as dispensed or the manufacturer's labeled container containing the student name, name of the medication, directions for use, and date.
- Authorization shall be renewed annually. In addition, if any changes occur in the medication, dosage or time of administration, the parent is to notify school officials immediately. The authorization shall be reviewed as soon as practical.

Provided the above requirements are fulfilled, the school shall permit the self-administration of medication by a student with asthma, **respiratory distress**, or other airway constricting disease or the use of an epinephrine auto-injector by a student with a risk of anaphylaxis while in school, at school-sponsored activities, under the supervision of school personnel, and before or after normal school activities, such as while in before-school or after-school care on school-operated property. If the student abuses the self-administration policy, the ability to self-administer may be withdrawn by the school or discipline may be imposed, after notification is provided to the student's parent.

Pursuant to state law, the school district and its employees are to incur no liability, except for gross negligence, as a result of any injury arising from self-administration of medication or use of an epinephrine auto-injector by the student. The parent or guardian of the student shall sign a statement acknowledging that the school district is to incur no liability, except for gross negligence, as a result of self-administration of medication or an epinephrine auto-injector by the student as provided by law.

Medication

Dosage

Route

Time

Purpose of Medication & Administration /Instructions

Special Circumstances

 / /
Discontinue/Re-Evaluate/
Follow-up Date

Prescriber's Signature

 / /
Date

Prescriber's Address

Emergency Phone

- I request the above named student possess and self-administer asthma **medication, bronchodilator canisters or spacers** or other airway constricting disease medication(s), and/or an epinephrine auto-injector at school and in school activities according to the authorization and instructions.
- I understand the school district and its employees acting reasonably and in good faith shall incur no liability for any improper use of medication or an epinephrine auto-injector or for supervising, monitoring, or interfering with a student's self-administration of medication or use of an epinephrine auto-injector. I acknowledge that the school district is to incur no liability, except for gross negligence, as a result of self-administration of medication or use of an epinephrine auto-injector by the student.
- I agree to coordinate and work with school personnel and notify them when questions arise or relevant conditions change.
- I agree to provide safe delivery of medication and equipment to and from school and to pick up remaining medication and equipment.
- I agree the information is shared with school personnel in accordance with the Family Educational Rights and Privacy Act (FERPA) and any other applicable laws.
- I agree to provide the school with back-up medication approved in this form.
- ~~(Student maintains self administration record.) (Note: This bullet is recommended but not required.)~~

Parent/Guardian Signature
(agreed to above statement)

 / /
Date

Parent/Guardian Address

Home Phone

Business Phone

Self-Administration Authorization Additional Information

607.2 - STUDENT HEALTH SERVICES

Health services are an integral part of comprehensive school improvement, assisting all students to increase learning, achievement, and performance. Health services coordinate and support existing programs to assist each student in achievement of an optimal state of physical, mental and social well being. Student health services ensure continuity and create linkages between school, home, and community service providers. The school district's comprehensive school improvement plan, needs, and resources determine the linkages.

The superintendent, in conjunction with the (school nurse, health advisory committee, public health nurse, school health team, etc.) will develop administrative regulations implementing this policy. The superintendent will provide a written report on the role of health services in the education program to the board annually.

Except in emergent care situations or child abuse assessments, the district will not administer invasive physical examinations or health screenings of a student that are not required by state or federal law without first obtaining the written consent of the student's parent or guardian.

- Emergent care situation means a sudden or unforeseen occurrence of onset of a medical or behavioral condition that could result in serious injury or harm to a student or others in the event immediate medical attention is not provided. Emergent care situation includes the need to screen a student or others for symptoms or exposures during an outbreak or public health event of concern as designated by the department of public health.
- Invasive physical examination means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening.
- Student health screening means an intentionally planned, periodic process to identify if students may be at risk for a health concern and to determine if a referral for an in-depth assessment is needed to consider appropriate health services. Student health screening does not include an episodic, individual screening done in accordance with professional licensed practice.

The superintendent, in conjunction with the school nurse, health advisory committee, public health nurse, school health team, etc.) will develop administrative regulations implementing this policy. The superintendent will provide a written report on the role of health services in the education program to the board annually.

The school district will annually notify parents of physical exams or screenings conducted on students except for vision, hearing or scoliosis.

Note: This is a mandatory policy. If a school district will be using federal money to perform physical exams or screenings on students, the school district must annually notify parents of the exam or screening except for hearing, vision or scoliosis. The following language is suggested:

"The school district will annually notify parents of physical exams or screenings conducted on students except for vision, hearing or scoliosis."

Legal Reference: No Child Left Behind, Title II, Sec. 1061, P.L. 107-110 (2002).
42 U.S.C. §§ 12101 *et seq.* (2010).
20 U.S.C. 1232g § 1400 6301 *et seq.* (2010).
29 U.S.C. § 794(a)(2010)
28 C.F.R. 35

34 C.F.R. pt. 99, 104, 200, 300 *et seq.* (2010)
Iowa Code §§ 22.7, 139A.3. .8, .21; 143.1, 152, 256.7(24), .11, 280.23 (2011).
281 I.A.C. 12.3(4), (7), (11); 12.4(12); 12.8; 41.405
282 I.A.C. 15.3(14); 22.
641 I.A.C. 7.
655 I.A.C. 6, 6.3(1), 6.3(6), 6.6(1), 7.

Cross Reference: 501.4 Entrance - Admissions
507 Student Health and Well-Being

Approved February 18, 2008 Reviewed March 13, 2013 Revised _____

ONLINE FUNDRAISING CAMPAIGNS – CROWDFUNDING

The East Buchanan Board of Education believes online fundraising campaigns, including crowdfunding campaigns, may further the interests of the district. Any person or entity acting on behalf of the district and wishing to conduct an online fundraising campaign for the benefit of the district shall begin the process by seeking prior approval from the Superintendent board or their designee. Any fundraising efforts conducted using the district's name, symbols, or imagery will be conducted in accordance with all policies, regulations and rules for fundraising within the district. Money or items raised by an online fundraising campaign will be the property of the district only upon acceptance by the board, and will be used only in accordance with the terms for which they were given, as agreed to by the board.

Approval of requests shall depend on factors including, but not limited to:

- Compatibility with the district's educational program, mission, vision, core values, and beliefs;
- Congruence with the district and school goals that positively impact student performance;
- The district's instructional priorities;
- The manner in which donations are collected and distributed by the crowdfunding platform;
- Equity in funding; and
- Other factors deemed relevant or appropriate by the district.

If approved, the requestor shall be responsible for preparing all materials and information related to the online fundraising campaign and keeping district administration apprised of the status of the campaign.

The requestor is responsible for compliance with all state and federal laws and other relevant district policies and procedures. All items and money generated are subject to the same controls and regulations as other district property and shall be deposited or inventoried accordingly. No money raised or items purchased shall be distributed to individual employees.

NOTE: This is an optional policy.

NOTE: Online fundraising campaigns have become an increasingly popular mechanism for individual educators to raise money. "Crowdfunding" can be defined as, the use of small amounts of capital from a large number of individuals to finance a project, business venture, or to fundraise for a specific cause or charity. For examples of organizations dedicated to crowdfunding for education please visit:

- ***DonorsChoose.org, an organization with a mission to empower "public school teachers from across the country to request much-needed materials and experiences for their students."***
- ***AdoptAClassroom.org, an organization with a mission to give "teachers a hand by providing needed classroom materials so that students can succeed."***

Legal Reference: Iowa Code §§ 279.8; 279.42; 565.6.

Cross Reference: 508.1 Class or Student Group Gifts
504.5 Student Fundraising
704.4 Gifts – Grants – Bequests
904.2 Advertising and Promotion

Approved: March 9, 2022 Revised: August 10, 2022

804.5 - STOCK PRESCRIPTION MEDICATION SUPPLY

The East Buchanan Community School District seeks to provide a safe environment for students, staff, and visitors who are at risk of potentially life-threatening incidents including severe allergic reactions, respiratory distress and opioid overdose. Therefore, it is the policy of the district to annually obtain a prescription for epinephrine auto-injectors, bronchodilator canisters and spacers and opioid antagonist from a licensed health care professional, in the name of the school district, for administration by a school nurse or personnel trained and authorized to administer to a student or individual who may be experiencing an anaphylactic reaction, respiratory distress or acute opioid overdose.

Procurement and maintenance of supply: The district shall stock a minimum of the following for each attendance center:

- One pediatric dose and one adult dose epinephrine auto-injector; for each school building.
- One pediatric dose and one adult dose bronchodilator canister or spacer;
- One dose of opioid antagonist.

The supply of such medication shall be maintained in a secure, dark, temperature-controlled location in each school building.

The school nurse shall routinely check stock of medication and document in a log monthly:

- The expiration date;
- Any visualized particles; or
- Color change.

The employee shall be responsible for ensuring the district replaces, as soon as reasonably possible, any logged epinephrine auto-injector that is used, close to expiration, or discolored or has particles visible in the liquid.

Training: A school nurse or personnel trained and authorized may provide or administer any of the medication listed in this policy from a school supply to a student or individual if the authorized personnel or school nurse reasonably and in good faith believes the student or individual is having an anaphylactic reaction, respiratory distress and opioid overdose. Training to obtain a signed certificate to become personnel authorized to administer an epinephrine auto-injector, bronchodilator canisters and spacers and opioid antagonist shall consist of the requirements established by law.

Authorized personnel will be required to provide a procedural skills demonstration to the school nurse demonstrating competency in the administration of stock epinephrine auto-injectors, bronchodilator canisters or spacers and opioid antagonists to retain authorization to administer these medications if the following occur:

- Failure to administer an epinephrine auto-injectors, bronchodilator canister or spacer or opioid antagonist to a student or individual by proper route, failure to administer the correct dosage, or failure to administer an epinephrine auto-injector, bronchodilator canister or spacer and opioid antagonist according to generally accepted standards of practice (“medication error”); or
- Accidental injection of an epinephrine auto-injector into a digit of the authorized personnel administering the medication (“medication incident”).

Reporting: The district will contact emergency medical services (911) immediately after a stock epinephrine auto-injector, bronchodilator canister or spacer or opioid antagonist is administered to a student or individual. The school nurse or authorized personnel will remain with the student or individual until emergency medical

804.5 - STOCK PRESCRIPTION MEDICATION SUPPLY

services arrive.

Within 48 hours, the district will report to the Iowa Department of Education:

- Each medication incident with the administration of stock epinephrine, bronchodilator canister or spacer, or opioid antagonist;
- Each medication error with the administration of stock epinephrine, bronchodilator canister or spacer, or opioid antagonist; or
- The administration of a stock epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist.

As provided by law, the district, board, authorized personnel or school nurse, and the prescriber shall not be liable for any injury arising from the provision, administration, failure to administer, or assistance in the administration of an epinephrine auto-injector, bronchodilator canister or spacer, or opioid antagonist provided they acted reasonably and in good faith.

The superintendent may develop an administrative process to implement this policy.

NOTE: Districts are not required by law to stock and maintain a supply of epinephrine auto-injectors, bronchodilator canister or spacer, or opioid antagonist. However, if a district decides to stock and maintain a supply of these medications, the board is required to establish a policy.

NOTE: For additional information and resources regarding epinephrine auto-injectors, please visit the "School Nurse Administrative Resources" section of the Iowa Department of Education's website, located at <https://www.educateiowa.gov/administrative-resources-school-nurses>.

Legal Reference: Iowa Code §§ 135.185; 190; 279.8.
281 I.A.C. 14.3.

804.7 – RADON MITIGATION

NEW POLICY

The district recognizes the importance of providing healthy learning environments for students, employees and community members in district buildings. The district will take appropriate measures as required by law to assess radon levels in attendance centers and provide for mitigation or other measures where appropriate.

It is the responsibility of the superintendent to create administrative regulations necessary to carry out this policy.

NOTE: School boards are required to approve a plan to assess radon levels in attendance centers in accordance with the requirements listed in the accompanying regulation.

Legal Reference: Iowa Code §§ 280.32

Approved: August 10, 2022

804.7R1 – RADON MITIGATION REGULATION

The district will create and the board will approve a plan to assess levels of radon gas present in district attendance centers. Funding for any costs related to radon testing or mitigation will be paid from the state school foundation aid received to the district or from revenues received from the Secure an Advanced Vision for Education fund.

Each district attendance center will undergo a short-term test for the presence of radon gas at least once by July 1, 2027. Short-term test means a test using a device that remains in an area for two to seven days to determine the amount of radon in the air.

Radon testing will be performed by an individual certified to conduct such testing pursuant to Iowa Code section 136B.1 or by district employees who have completed a school radon testing training program approved by the Iowa Department of Education and the Iowa Department of Public Health.

If the results of any short-term test at an attendance center are at or above four picocuries per liter, the district will conduct a second short-term test in spaces with elevated levels within sixty days of the first test. If the averaged test results of the first and second tests are at or above four picocuries per liter, the district will retain an individual credentialed to develop a radon mitigation plan.

The plan may include further diagnostic testing, corrective measures, and active mitigation. The mitigation plan will be completed within two years of first short-term test unless the district plans to abandon or renovate the attendance center within five years and renovation includes radon mitigation.

All new school construction will include radon resistant construction techniques.

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 reasonable fee for the copy. Persons wanting compilation of information may be assessed a reasonable fee for the time of the employee to review and compile the requested information. **The district will make every effort to provide the public record requested at no cost other than copying costs for a record which takes less than thirty minutes to produce.**

Costs for legal services utilized for the redaction or review of legally protected confidential information may also be assessed to the individual requesting the records. 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.

IASB 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.

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 August 10, 2022

POLICY REVIEW

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

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

Additions are in **bold and underlined**

Decisions to be made are **highlighted**

Optional wording is in *[italics and brackets]*

Policy Code Signs & Symbols:

- R This symbol following a policy code number indicates the statement is an administrative regulation rather than a board policy
- E This symbol following a policy code number indicates the statement is an exhibit rather than a board policy.

- Legal Reference This sign indicates the legal references. They tell the user where they may find the statutes, case law, attorney general opinions, or administrative rules that give authority to a policy.

- Cross Reference Many policies in the manual relate to other policies in the manual. Cross references are provided to assist the user in finding all of the related policies.

OPEN ENROLLMENT TRANSFERS - PROCEDURES AS A SENDING DISTRICT

The school district will participate in open enrollment as a sending district. As a sending district, the board will allow resident students who meet the requirements to open enroll to another public school district.

Parents requesting open enrollment out of the school district for their student will notify the sending and receiving school district ~~no later than March 1 in the school year preceding the first year desired for open enrollment~~ **in accordance with district practice**. The notice is made on forms provided by the Department of Education. The forms are available at the central administration office.

~~Parents of children who will begin kindergarten in the school district are exempt from the open enrollment March 1 deadline.~~ Parents of children who will begin kindergarten **and prekindergarten children enrolled in special education programs and included in the district's basic enrollment** will file in the same manner set forth above ~~by September 1.~~ **Parents who have good cause as defined by law for failing to meet the March 1 deadline may make an open enrollment request by September 1 unless another deadline applies.**

The receiving district will approve **or deny** open enrollment requests according to the timelines established by law. The parents may withdraw the open enrollment request prior to the ~~start of the school year~~ **board's approval of the application**. The receiving district's superintendent will notify the parents and sending school district by mail within five days of the school district's action to approve or deny the open enrollment request.

Options-Choose one:

The board may approve a student's request to allow the receiving district to enter the school district for the purposes of transportation.

OR

The board currently uses the second option.

The board will not approve a student's request to allow the receiving district to enter the school district for the purposes of transportation.

An open enrollment request out of the school district from parents of a special education student is reviewed on a case-by-case basis. The determining factor for approval of such an open enrollment request will be whether the special education program available in the receiving school district is appropriate for the student's needs. The area education agency director of special education serving the receiving district will determine whether the program is appropriate. The special education student will remain in the school district until the final determination is made.

It is the responsibility of the superintendent to maintain open enrollment request applications and notice forms. It will also be the responsibility of the superintendent to develop appropriate office procedures and administrative regulations necessary for open enrollment requests.

NOTE: This policy reflects Iowa's open enrollment law. The option addresses the issue of transportation of open enrolled students. The board needs to establish by policy whether it will or will not allow a receiving district to enter the district to pick up open enrolled students. This option is on the bottom of the first page of this policy. For more detailed discussion of this issue, see IASB's Policy Primer, June 24, 2005.

Legal Reference: Iowa Code §§ 139A.8; 274.1; 279.11; 282.1, .3, .8, .18; 299.1 (2013).
281 I.A.C. 17.
1990 Op. Att'y Gen. 75.

Cross Reference: 501 Student Attendance
506 Student Records

Approved December 13, 2006 Reviewed December 13, 2017 Revised _____

OPEN ENROLLMENT TRANSFERS - PROCEDURES AS A RECEIVING DISTRICT

The school district will participate in open enrollment as a receiving district. As a receiving district, the board will allow nonresident students, who meet the legal requirements, to open enroll into the school district. The board will have complete discretion to determine the attendance center of the students attending the school district under open enrollment.

Options - Choose One

The (board or superintendent) will take action on the open enrollment request no later than June 1 in the year preceding the first year desired for open enrollment at the next regular board meeting.

OR

* The superintendent will approve within 30 days (select those appropriate) –all timely filed applications by June 1; incoming kindergarten applications; good cause application; or continuation of an educational program application filed by September 1. *Current*

~~The superintendent will approve (select those appropriate—timely filed applications by March 1; incoming kindergarten applications; good cause application; or continuation of an educational program application filed by September 1).~~

The superintendent will notify the sending school district and parents within five days of the school district's action to approve or deny the open enrollment request. ~~The superintendent will also forward a copy of the school district's action with a copy of the open enrollment request to the Iowa Department of Education.~~

Open enrollment requests into the school district will not be approved if insufficient classroom space exists. Open enrollment requests into the school district will also not be approved for students who have been suspended or expelled by the administration or the board of the school district the student is or was attending until the student has been reinstated into the school district from which the student was suspended or expelled. Once the student is reinstated, the student's open enrollment request will be considered in the same manner as other open enrollment requests provided the required timelines are met.

Open enrollment requests into the school district that, if denied, would result in students from the same nuclear family being enrolled in different school districts, will be given highest priority. The board, in its discretion, may waive the insufficient classroom space reason for denial for students of the same nuclear family to prevent the division of a nuclear family between two school districts. Other open enrollment requests into the school district are considered in the order received by the school district with the first open enrollment request given a higher priority than the second open enrollment request and so forth.

Generally, Students in grades ten through twelve open enrolling into the school district will not be eligible for participation in interscholastic athletics, **at the varsity level, in accordance with applicable law,** during the first ninety days of open enrollment into the school district.

Options – Choose one:

Parents are responsible for providing transportation to and from the receiving school district without reimbursement unless the parents qualify for transportation assistance. Upon a parent's request, the board may approve transportation into the sending district. (The transportation is limited to within miles of the district boundary/current bus route.) The board's approval is subject to the sending district's approval.

OR

* Parents of students whose open enrollment requests are approved by the (board or superintendent) are responsible for providing transportation to and from the receiving school district without reimbursement. The board will not approve transportation into the sending district. *Current*

~~Parents of students whose open enrollment requests are approved by the superintendent are responsible for providing transportation to and from the receiving school district without reimbursement. The board will not approve transportation into the sending district.~~

An open enrollment request into the school district from parents of a special education student is reviewed on a case-by-case basis. The determining factors for approval of such an open enrollment request will be whether the special education program available in the school district is appropriate for the student's needs and whether the enrollment of the special education student will cause the class size to exceed the maximum allowed. The area education agency director of special education serving the school district will determine whether the program is appropriate. The special education student will remain in the sending district until the final determination is made.

For children requiring special education, the receiving district will complete and provide to the resident district the documentation needed to see Medicaid reimbursement for eligible services.

The policies of the school district will apply to students attending the school district under open enrollment.

It is the responsibility of the superintendent to develop appropriate office procedures and administrative regulations necessary for open enrollment requests.

IASB NOTE: This policy reflects Iowa's open enrollment law. The board needs to determine whether it will delegate authority to the superintendent to approve timely filed open enrollment requests. The 30 days for approval by the superintendent is a recommended practice intended to align with the general timeframe boards have to place a request on the next regular school board meeting agenda, and not a legal requirement. These applications should be timely handled as appropriate for the needs of the families and the district. This option is the first set of options on page one of the policy. There are three options available to the board:

- board retains all approval authority over requests.
- board delegates all approval authority over requests.
- board delegates only some approval authority over requests.

After the board makes its decision, the policy needs to be edited to reflect the board's decision.

The second option on page two addresses the issue of transportation of the receiving district to pick up open enrolled students. The board needs to establish by policy whether it will go into the sending district to pick up open enrolled students.

Legal Reference: Iowa Code §§ 139A.8; 274.1; 279.11; 282.1, .3, .8, .18; 299.1
281 I.A.C. 17.
1990 Op. Att'y Gen. 75.

Cross Reference: 501.6 Student Transfers In
501.7 Student Transfers Out or Withdrawals
501.14 Open Enrollment Transfers - Procedures as a Sending District
506 Student Records
507 Student Health and Well-Being
606.6 Insufficient Classroom Space

Approved December 16, 2006

Reviewed December 13, 2017

Revised _____