

EAST BUCHANAN COMMUNITY SCHOOL DISTRICT
AGENDA - Regular School Board Meeting
September 11, 2024 at 5:00 p.m. in Library - Middle School Entrance

1. **CALL TO ORDER/MISSION STATEMENT** - To challenge students to think critically, communicate effectively, develop values and contribute to society.
2. **PUBLIC FORUM** - During this time we welcome interested persons who may wish to present comments, suggestions, or concerns in regard to any programs operated by the school district. However, an item must be included on the Agenda before the Board can officially act upon it.
3. **APPROVE AGENDA**
4. **APPROVE CONSENT AGENDA**
 - a. Minutes from Regular Meeting on August 14, 2024
 - b. Minutes from Special Meeting on August 26, 2024
 - c. Personnel Changes
https://docs.google.com/spreadsheets/d/1JmAtWeBe41FIU84hzS2yzW5Ov6Wjnx4B_Gx8nQBJAE/edit?gid=626273134#gid=626273134
 - d. List of Bills
 - e. Financial Reports
5. **COMMUNITY/PROGRAM PRESENTATIONS**
6. **ADMINISTRATIVE UPDATES & REPORTS**
 - a. Elementary Update
 - b. Secondary Update
 - c. District Update
 - d. Facilities Update
7. **AGENDA**
 - a. Approval of Amendment to 24-25 Student Handbooks
 - b. Approval of 24-25 Preschool Handbook
 - c. Flexible Seating - Secondary Classrooms
 - d. Girls Regional Wrestling - Jan 31st
 - e. Hawkeye Contract Amendment
 - f. Board Policy Review - 1st Reading
 - 501.15 - Open Enrollment Transfers - Procedures as a Receiving District
 - g. Board Policy Review - 2nd Reading
 - 103 - Long Range Needs Assessment
 - 103.R1 - Regulation
 - 106 - Discrimination and Harassment Based on Sex Prohibited
 - 605.3E4 - Request to Prohibit Library
 - 710.1E1 - 710.1E2 - Nutrition Program
 - 711.8 - Transportation in Inclement Weather
8. **#BUCPR1DE**
9. **ADJOURN**

East Buchanan Community School District
Regular Board Meeting Minutes – August 14, 2024

Call to Order - President Andy Sperflage called the meeting to order at 5:04 pm. The board recited the East Buchanan Mission Statement. Board members present were Scott Cooksley, Andrew Maas, Tim Recker, Andy Sperflage, and Heather Steffens. Administration attending were Superintendent Kory Kelchen, MS/HS Principal Eric Dockstader, Dean of Students Nathan Reck, and Business Manager/Board Secretary Teresa Knipper. Several visitors attended the meeting. Motion carried with all ayes unless otherwise noted.

Public Hearing – Motion by Maas, second by Steffens at 5:04 pm to open the public hearing on the proposed resolution to consider continued participating in the Instructional Support Program. There were no comments from the public. Motion Steffens, second by Cooksley to close the public hearing at 5:05 pm.

Approve Agenda – Motion by Maas, second by Recker to approve the agenda.

Approve Consent Agenda - Motion by Cooksley, second by Steffens to approve the consent agenda. Items included on the Consent Agenda: minutes from the regular meeting on July 10, 2024; hiring of Emily Kehrlis as MS volleyball coach, Brent Lenox as MS football coach, Bob Beatty as MS football coach, and Chad Lamker as HS football asst coach; expenditures listed; and financial reports.

Community/Program Presentations – Elementary guidance counselor Mandi Smith explained the requirements of a dog to be a therapy dog and the benefits of a therapy dog in a school setting.

Administrative Updates and Reports – Reck recognized the summer custodial staff for their assistance in moving classrooms and Mellisa Schweitzer for the registration process going well. He also reported the leadership teams have met. Dockstader also recognized the summer custodial staff, summarized the schedule for the next week, and reported that the new industrial arts teacher has been busy organizing the shop for the school year. Kelchen presented guidance from the Iowa Department of Education regarding attendance and chronic absenteeism. The replacement windows have been installed, Dwayne Manning cleared the fence line by the football field, and the door security project should begin this fall.

Out of state Field Trip – Kelchen provided details regarding a request from Andrew Machacek to take a field trip out of state for 7th grade students. Motion by Steffens, second by Recker to approve the request.

Instructional Support Levy Resolution - The President of the Board called up for consideration the Resolution to Participate in the Instructional Support. Motion by Recker, second by Cooksley to approve the motion to adopt the resolution to participate in the instructional support program. The roll was called and the vote was: AYES: Recker, Maas, Steffens, Cooksley, Sperflage; NAYS: None. The President declared the Resolution adopted as follows:
RESOLUTION TO PARTICIPATE IN THE INSTRUCTIONAL SUPPORT PROGRAM

WHEREAS, the Board of Directors has approved a five (5) year finance plan, which anticipates the level of funding that will be possible to continue the current level of services and to fund the ongoing programs of the School District; and

WHEREAS, the Board of Directors wishes to consider continued participation in the Instructional Support Program as provided in Iowa Code sections 257.18 through 257.27; and

WHEREAS, the Board has published notice of the time and place of a public hearing on the resolution; and

WHEREAS, a hearing has been held upon the proposal to continue to participate in the Instructional Support Program and any objections are overruled;

NOW, THEREFORE, it is resolved:

1. The Board of Directors determines that it is consistent with the five (5) finance plan to fund the ongoing programs and services of the School District and it is in the best interest of the School District to participate in an Instructional Support Program as provided in Iowa Code sections 257.18 through 257.21, and to provide additional funding therefor for a period of five (5) years commencing the fiscal year ending June 30, 2026.

2. The additional funding for the Instructional Support Program for a budget year will be determined annually, and shall not exceed ten percent (10%) of the total regular program district cost for the budget year and moneys received under Iowa Code section 257.14 as a budget adjustment for the budget year.

3. Moneys received by the District for the Instructional Support Program may be used for any general fund purpose, all subject to the limitations of Iowa Code Section 257.19.

4. The Instructional Support Program shall be funded by instructional support state aid and a combination instructional support property tax levied annually upon the taxable property within the School District commencing with the levy of property taxes for collection in the fiscal year ending June 30, 2026, and instructional support income surtax imposed annually, the percent of income surtax to be determined by the Board for each budget year to be imposed upon the state individual income tax of each individual income taxpayer resident in the School District on December 31, 2025, and each year thereafter.

5. Unless, within twenty-eight days following the adoption of this resolution, the Secretary of the Board receives a petition containing the signatures of eligible electors equal in number to not less than one hundred or thirty percent of the number of voters at the last preceding regular school election, whichever is greater, asking that an election be called to approve or disapprove this action of the Board adopting the Instructional Support Program, this action of the Board is final and the Secretary is authorized and directed to certify a copy of this resolution to the Department of Management.

In the event a petition containing the required number of signatures is filed with the Secretary of the Board within twenty-eight days of the adoption of this resolution, the President shall call a meeting of the Board to consider rescission of this resolution, or to direct the county commissioner of elections to submit the following question to the qualified electors of the School District at a special election.

If the Board determines to submit the question to the electors, the proposition to be submitted shall be as follows: Shall the Board of Directors of the East Buchanan Community School District in the County of Buchanan, State of Iowa, be authorized for a period of five (5) years to levy and impose an instructional support tax in an amount (after taking into consideration instructional support state aid) of not exceeding ten percent (10%) of the total of regular program district cost for the budget year and moneys received under Iowa Code section 257.14 as a budget adjustment in the budget year, and be authorized annually, in combination, as determined by the Board, to levy a combination of an instructional support property tax upon all the taxable property within the School District commencing with the levy of property taxes for collection in the fiscal year ending June 30, 2026, and instructional support income surtax imposed annually the percent of income surtax to be determined by the Board for each budget year to be imposed upon the state individual income tax of each individual income taxpayer resident in the School District on December 31, 2025, and each year thereafter.

PASSED AND APPROVED this 14th day of August 2024. Andy Sperfslage, Board President; Attest: Teresa Knipper, Board Secretary

Central Rivers AEA Network Support Agreement – Kelchen explained the options available and recommended the \$1,000/mo support option. Motion by Steffens, second by Maas to approve the network support agreement.

24-25 Junior Achievement MOA – Motion by Steffens, second by Recker to approve the 24-25 Junior Achievement MOA as presented.

24-25 Student Handbooks – Handbook changes were presented by Dockstader and Reck. Motion by Cooksley, second by Steffens to approve the 24-25 Student Handbooks as presented.

24-25 Employee Handbook – Kelchen explained the changes to the employee handbook. Motion by Steffens, second by Cooksley to approve the 24-25 employee handbook as presented.

Turf Tank Athletic Field Painter – Kelchen presented the options and possibility of splitting the cost with another district for a 3-year lease of the field painter. Motion by Steffens, second by Recker to approve a 3-year lease for the Plus option as presented. Ayes: Maas, Recker, Sperfslage, Steffens. Nays: Cooksley.

Denovo Construction Solutions Assessment Proposal – Motion by Steffens, second by Cooksley to approve the proposal for \$9,500 from Denovo Construction to perform the assessment as presented.

Esports Sharing Agreement – Motion by Steffens, second by Recker to approve the Esports sharing agreement with Independence CSD.

Board Policy Review – Motion by Maas, second by Recker to approve the first reading of policies 103, 103.R1, 106, 605.3E4, 710.1E1, 710.1E2, and 711.8 as presented.

Board Policy Review – Motion by Cooksley, second by Recker to approve the second reading of board policies 710.4, 401.12R1, and 505 through 508 series as presented.

#BucPr1de – Summer custodial and technology staff did a great job getting everything ready for the school year, Mr. Brown organized a walk to raise funds for meal debt, and staff have been working hard to get everything ready for the start of the school year.

Adjourn – Motion by Recker, second by Cooksley to adjourn the meeting at 6:26 pm.

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

**East Buchanan Community School District
Special Board Meeting Minutes – August 26, 2024**

Call to Order - President Andy Sperflage called the meeting to order at 5:30 pm. The board recited the East Buchanan Mission Statement. Board members present were Scott Cooksley, Andrew Maas, Tim Recker, Andy Sperflage, and Heather Steffens. Administrative staff attending were Superintendent Kory Kelchen, MS/HS Principal Eric Dockstader, Dean of Students Nathan Reck, and Business Manager/Board Secretary Teresa Knipper. Motion carried with all ayes unless otherwise noted.

Approve Agenda – Motion by Maas, second by Recker to approve the agenda.

Approve Consent Agenda - Motion by Cooksley, second by Recker to approve the consent agenda. Items included on the Consent Agenda: Resignation of Raynae Zingg as associate; approval of Tyler Williams and Keaton Kelly as volunteer football coaches; hiring of Katelin Dennie as associate; hiring of Mac Meyer as MS boys wrestling coach; and Kevin Hesner as HS boys golf coach.

Attendance Policy Changes - Kelchen presented guidance from the IDOE and the scenarios that the local board determines if they are exempt or not. New policies 501.09 and 501.09R1 were presented with the recommendation to rescind policies 501.10 and 501.10R1. Motion by Recker, second by Maas to approve the policies as presented with all local discretion scenarios as excused Aye: Recker, Maas Nay: Steffens, Cooksley, Sperflage. Motion by Steffens, second by Cooksley to approve the policies with the local discretion scenarios as students are allowed up to 2 excused absences without medical documentation. Aye: Steffens, Cooksley, Sperflage. Nay: Maas, Recker. Motion carried.

AgVantage FS Contract - Motion by Recker, second by Cooksley to approve option 2 as presented for the propane heating firm price contract with AgVantage FS.

#BucPride – Two days down! Elementary rules and expectations were provided to the students. The shop looks great and shout-out to middle school for helping with the back to school night meal.

Adjourn – Motion by Cooksley, second by Steffens to adjourn the meeting at 6:48 pm.

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<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
AGVAFS	AgVantage FS	TANK RENT	12.00 <u>12.00</u>
ALLIUTIL	ALLIANT ENERGY	GAS/ELECTRIC	9,412.55 <u>9,412.55</u>
BARDMATL	Bard Materials	GRAVEL	293.43
BARDMATL	Bard Materials	GRAVEL	265.33 <u>558.76</u>
BLACKHAWK	BLACK HAWK WAST DISP, INC.	GARBAGE	765.00 ✖ <u>765.00</u>
BODEIMPL	BODENSTEINER IMPLEMENT	TRACTOR PART	14.29 <u>14.29</u>
CAPISANI	CAPITAL SANITARY SUPPLY CO. INC.	B&G SUPPLIES	40.00
CAPISANI	CAPITAL SANITARY SUPPLY CO. INC.	SOAP DISPENSERS	1,377.22 <u>1,417.22</u>
CDWG	CDW GOVERNMENT, INC	AWS Consumption	557.48 <u>557.48</u>
CRAEA	CENTRAL RIVERS AEA	WRITING JOURNALS	742.98 ✖ <u>742.98</u>
ICEV	CEV Multimedia, LLC	CTE Curriculum and standards	4,275.00 <u>4,275.00</u>
CITYLAUN	CITY LAUNDERING CO.	TRANSPORTATION PURCHASED SERVICE	60.31 <u>60.31</u>
CITYWINT	CITY OF WINTHROP	WATER/SEWER	727.35 <u>727.35</u>
CJCOOP	CJ COOPER & ASSOCIATES, INC.	SCREENING TESTS	488.00 <u>488.00</u>
COPYSYST	COPY SYSTEMS INC	COPIER MAINTENANCE	27.46
COPYSYST	COPY SYSTEMS INC	COPIER MAINTENANCE	474.83
COPYSYST	COPY SYSTEMS INC	COPIER MAINTENANCE	257.21
COPYSYST	COPY SYSTEMS INC	COPIER MAINTENANCE	539.30 <u>1,298.80</u>
DECOMOBIL	Decorah Mobile Glass, Inc.	B&G SUPPLIES	86.53 ✖ <u>86.53</u>
EBTELEPH	EAST BUCHANAN COOP TELEPHONE	TELEPHONE	2,573.31 <u>2,573.31</u>
INDENAPA	Etten Enterprises LLC	TRANSPORTATION SUPPLIES	486.21
INDENAPA	Etten Enterprises LLC	TRANSPORTATION SUPPLIES	486.21
INDENAPA	Etten Enterprises LLC	B&G SUPPLIES	13.17
INDENAPA	Etten Enterprises LLC	TRANSPORTATION SUPPLIES	102.28

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
			1,087.87
FLINSCIE	FLINN SCIENTIFIC	SCIENCE SUPPLIES	105.71
			105.71
HOTLUNCH	HOT LUNCH PROGRAM	PRESCHOOL SNACKS	140.40
			140.40
IMAGLEAR	Imagine Learning	IM Materials for Math	400.00
IMAGLEAR	Imagine Learning	WORKBOOKS	176.00
			576.00
IOWABAND	IOWA BANDMASTERS ASSOCIATION, INC.	MEMBERSHIP	75.00
			75.00
JWPEPPER	J.W. PEPPER & SON, INC.	Mucis for Concert Choir	33.60 *
JWPEPPER	J.W. PEPPER & SON, INC.	MUSIC	39.49
			73.09
JOHNDEERE	JOHN DEERE FINANCIAL	TRANSPORTATION SUPPLIES	99.79
JOHNDEERE	JOHN DEERE FINANCIAL	SUPPLIES	50.64
JOHNDEERE	JOHN DEERE FINANCIAL	SUPPLIES	59.45
			209.88
JOHNSUPP	JOHNSTONE SUPPLY	B&G SUPPLIES	298.00
JOHNSUPP	JOHNSTONE SUPPLY	MAINTENANCE SUPPLIES	286.39
			584.39
JPGASWAY	JPGASWAY	B&G SUPPLIES	1,125.60
			1,125.60
KINGCASE	Kingdon, Casey	GRAD HOUR REIMBURSEMENT	295.00
			295.00
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	2,176.01
LINNCOOP	LINN CO-OPERATIVE OIL CO	GAS/DIESEL	663.63
			2,839.64
LYNCROOF	LYNCH ROOFING & SIDING, INC	ROOF REPAIRS	365.00
			365.00
MACHANDR	Machacek, Andrew	DRIVER INSERVICE REIMBURSEMENT	40.00
			40.00
MARC	MARC	BLDGS & GROUNDS SUPPLIES	145.75
			145.75
MAVEPOWE	Maverick Powersports LLC	PARTS	237.89
			237.89
MCINPATR	McIntosh, Patricia	PHYSICAL	95.00
			95.00
MOOSEMECH	Moose Mechanical	PURCHASED SERVICE	2,930.50
			2,930.50

Vendor ID	Vendor Name	Description	Invoice Amount
MURPSHEL	Murphy, Shelbi	DOT PHYSICAL	110.00 *
			<u>110.00</u>
NEIBA	N.E.I.B.A.	ANNUAL MEMBERSHIP	20.00
			<u>20.00</u>
NEIBINSU	NEIGHBOR INSURANCE	INSURANCE	100.00 *
			<u>100.00</u>
NICKGROC	Nick's Grocery	FCS SUPPLIES	196.32
NICKGROC	Nick's Grocery	BTS COOKOUT	841.51
			<u>1,037.83</u>
OELWPUBL	OELWEIN PUBLISHING COMPANY	ADVERTISING	290.28
			<u>290.28</u>
QUILCORP	QUILL CORPORATION	SUPPLIES	30.84
			<u>30.84</u>
READRECO	Reading Recovery Council of North America	SUPPLIES	83.00
			<u>83.00</u>
SCHOBUSS	SCHOOL BUS SALES CO	TRANSPORTATION PARTS	188.55
			<u>188.55</u>
SNYDTINA	Snyder, Katina	GRAD HR REIMBURSEMENT	175.00
			<u>175.00</u>
TEACDISC	TEACHER'S DISCOVERY	ONLINE TEXTBOOK	1,000.00
			<u>1,000.00</u>
TIMBILL	TIMBERLINE BILLING SERVICE LLC	MEDICAID PURCH SERVICE	75.15
			<u>75.15</u>
TNTREPA	TNT REPAIR & RECOVERY LLC	TIRE REPAIRS	2,208.08
TNTREPA	TNT REPAIR & RECOVERY LLC	TIRE REPAIRS	59.75
			<u>2,267.83</u>
USCELL	US CELLULAR	DISTRICT CELL PHONE	348.92
			<u>348.92</u>
VITASOUR	VitalSource	Textbooks	950.00
VITASOUR	VitalSource	Hawkeye Textbooks	93.02
VITASOUR	VitalSource	Hawkeye Fall Textbooks	224.75
VITASOUR	VitalSource	Hawkeye Fall Textbooks 2024	4,675.32
			<u>5,943.09</u>
WALLSHAN	Wall, Shana	GRAD HOURS REIMBURSEMENT	200.00
			<u>200.00</u>
WEEDSON	WEEDS ON FIRE	B&G PURCHASED SERVICE	2,282.80
			<u>2,282.80</u>
WHITLEE	White, Lee	GRAD HR REIMBURSEMENT	500.00

List of Bills - School Board Mtg
List of Bills-Sept 2024; GENERAL FUND, MANAGEMENT FUND

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
			500.00
WINTBUIL	WINTHROP BUILDING SUPPLY	TRANSPORTATION SUPPLIES	2.20
WINTBUIL	WINTHROP BUILDING SUPPLY	SUPPLIES	8.99
WINTBUIL	WINTHROP BUILDING SUPPLY	B&G SUPPLIES	325.97 ✖
			337.16
		Batch Total:	48,906.75
		Report Total:	48,906.75

List of Bills - School Board Mtg
Posted - All; Batch Description August 2024-EXTRA-EXPENSED

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
AGVAFS	AgVantage FS	CONTRACT DOWN PAYMENT	350.00 1
			350.00
CITIBANK	CITIZEN'S STATE BANK	LMC PETTY CASH	10.00 1
			10.00
DHS	DHS CASHIER 1ST FL.	STATE MEDICAID MATCH	700.56 1
			700.56
		Report Total:	1,060.56

List of Bills - School Board Mtg
List of Bills-Sept 2024; PPEL FUND, SAVE

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
ANIXTER	Anixter Inc	Speaker Project	313.49
ANIXTER	Anixter Inc	Speaker Project	312.90
			626.39
DECOMOBIL	Decorah Mobile Glass, Inc.	WINDOW REPLACEMENT	78,195.60
			78,195.60
TURFTANK	Intelligent Marking USA Inc	LEASE	11,000.00
			11,000.00
SCHOEXCE	School Excess	CAFETERIA TABLES	1,800.00
			1,800.00
		Batch Total:	91,621.99
		Report Total:	91,621.99

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
AMAZON	Amazon	HEALTH OFFICE SUPPLIES	54.68 1
AMAZON	Amazon	SUPPLIES	97.87 1
AMAZON	Amazon	TEXTBOOK	144.20 1
AMAZON	Amazon	SUPPLIES	74.99 1
AMAZON	Amazon	SUPPLIES	256.96 1
AMAZON	Amazon	ACCTG WORKBOOKS	43.98 1
AMAZON	Amazon	ACCTG WORKBOOKS	25.74 1
AMAZON	Amazon	ACCTG WORKBOOKS	26.10 1
AMAZON	Amazon	B&G SUPPLIES	51.80 1
AMAZON	Amazon	B&G SUPPLIES	592.07 1
AMAZON	Amazon	HEALTH OFFICE SUPPLIES	31.40 1
AMAZON	Amazon	HEALTH OFFICE SUPPLIES	411.49 1
AMAZON	Amazon	TEXTBOOK	42.99 1
AMAZON	Amazon	TEXTBOOK	292.00 1
AMAZON	Amazon	ACCTG WORKBOOKS	35.89 1
AMAZON	Amazon	B&G SUPPLIES	76.50 1
AMAZON	Amazon	COMPUTER PARTS	75.99 1
AMAZON	Amazon	TEXTBOOK	134.52 1
			2,469.17
CASEYS	Caseys	PD SUPPLIES	19.00 1
			19.00
MAKEMUSIC	MAKEMUSIC	MUSIC SOFTWARE	149.00 1
			149.00
SCOOTERS	Scooter's Coffee	PD SUPPLIES	42.80 1
			42.80
SINGIOWA	SING Iowa Background Checks	BACKGROUND CHECKS	200.00 1
			200.00
SPEESHOP	SPEEDE SHOP, INC.	PD SUPPLIES	46.00 1
			46.00
VENTLEAR	Ventris Learning LLC	MANUALS	160.00 1
			160.00
Batch Total:			3,085.97
Report Total:			3,085.97

Activity Fund

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
ASPI	ASPI SOLUTIONS, INC.	Bound Pro	500.00
			500.00
CASCADE	CASCADE HIGH SCHOOL	24 Varsity VBall Tournament Entry Fee	90.00
			90.00
CHASCARD	CHASE CARD SERVICES	Heat Stress Meter	67.73
			67.73
* HOFFCHRI	CHRIS HOFFERT	Official HS Football 09/06/2024	245.00
			245.00
* CITIZENS	CSB-CASH	Gate Money	250.00 2
			250.00
* DILLTRIS	Dilley, Tristan	Medical/Security FB 9/6/24	100.00
			100.00
* FBLA	FBLA-PBL	FBLA fees	320.00
			320.00
* HALVJASO	Halverson, Jason	HS Fball Official 09/06/2024	225.00
			225.00
* HOFFSTEVE	Hoffert, Steve	HS Fball Official 09/06/2024	225.00
			225.00
ICCA	ICCA	HONOR SQUAD	150.00
			150.00
* JOHNMIKE	Johnson, Mike	HS FB 09/06/2024 official	225.00
			225.00
* LINCPAT	Lincoln, Pat	HS FBall Official 09/06/2024	225.00
			225.00
MFL	MFL MARMAC SCHOOLS	X-Country MFL Meet Entry Fee	80.00
			80.00
MONTSPOR	MONTICELLO SPORTS	Football Pants - middle school	1,054.00
MONTSPOR	MONTICELLO SPORTS	FB equipment/knee pads/belts/girdles	116.00
			1,170.00
RIDDELL	RIDDELL ALL AMERICAN SPORTS CORP.	Tackler Varsity Pad	1,324.45
			1,324.45
* ROGETYLE	Roger Tyler Piano Service	Piano Tuner for 4 pianos	600.00
			600.00
* SCHUJERO	SCHULTZ, JEROD	Medical/Security HS FB 09/06/2024	50.00
			50.00
SIGNPRO	SIGN PRO OF MUSCATINE COUNTY INC.	Football helmet decals	296.00
			296.00

Activity Fund

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
TRIRIVER	TRI RIVERS CONFERENCE	24-25 Conference Dues	500.00
			<u>500.00</u>
WESTMUSI	WEST MUSIC COMPANY	ALL STATE MUSIC	22.45
			<u>22.45</u>
WILGKEEG	Wilgenbusch, Keegan	Medical/Security FB 9/6/24	50.00
			<u>50.00</u>
Batch Total:			<u>6,715.63</u>
Report Total:			<u>6,715.63</u>

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Extra Invoices Aug 2024 - Activity

<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Invoice Amount</u>
HUDL	HUDL	Football Subscription	1,000.00
			<u>1,000.00</u>
MENARDSWLO	MENARDS	Fertilizer for Mums	22.98
			<u>22.98</u>
Report Total:			<u>1,022.98</u>

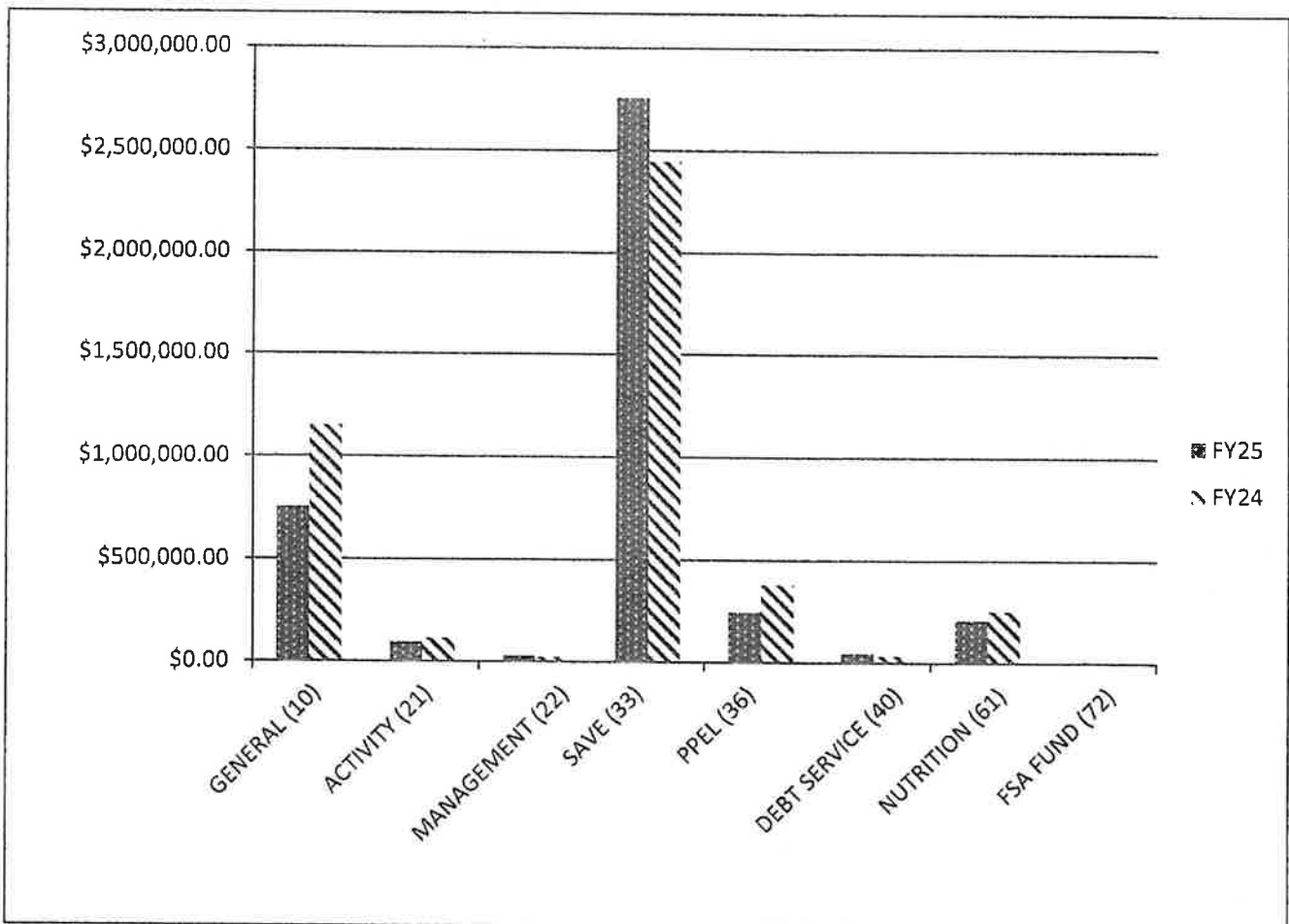
<u>Vendor ID</u>	<u>Vendor Name</u>	<u>Description</u>	
BIMBBAKE	BIMBO BAKERIES USA	Bread Products	146.25
			<u>146.25</u>
EMSDETER	EMS DETERGENT SERVICES CO.	Cleaning Supplies	396.45
			<u>396.45</u>
MARTBROT	MARTIN BROTHERS	Food Purchased	1,533.06
			<u>1,533.06</u>
PERFFOOD	PERFORMANCE FOODSERVICE	Food/supplies	10,065.53
			<u>10,065.53</u>
PRAIFARM	PRAIRIE FARMS DAIRY, INC.	Milk Purchased	1,811.16
			<u>1,811.16</u>
RAPIWHOL	Rapids Wholesale	Salad Bar	7,361.00
			<u>7,361.00</u>
			<u>21,313.45</u>
		Batch Total:	21,313.45
		Report Total:	21,313.45

East Buchanan Community School District
Cash Summary Report

	Jul-24	Aug-24	
10-GENERAL FUND			
Beginning Balance	1,528,451.82	1,163,382.24	
Revenue	471,644.57	147,381.10	Property taxes, state aid, grants, interest, tuition, fees
Expenditures	836,714.15	559,447.74	Salary, benefits, supplies, etc
Ending Balance	1,163,382.24	751,315.60	Bank Account Name: General Fund
21-ACTIVITY FUND			
Beginning Balance	87,662.12	91,145.23	
Revenue	9,059.13	6,913.14	gate receipts, donations, activity fees, interest
Expenditures	5,576.02	5,877.64	activity fund eligible expenditures
Ending Balance	91,145.23	92,180.73	Bank Account Name: Activity Fund
22-MANAGEMENT FUND			
Beginning Balance	262,581.63	26,426.30	
Revenue	3,603.81	418.84	property taxes
Expenditures	239,759.14	1,006.25	retiree insurance (district paid), retiree benefits, liability insurance
Ending Balance	26,426.30	25,838.89	Bank Account Name: General Fund
33-SAVE			
Beginning Balance	2,809,867.27	2,679,488.94	
Revenue	77,173.16	76,579.21	property taxes, donations, rebates
Expenditures	207,551.49	0.00	SAVE eligible expenditures, Sales Tax Revenue Bond payment
Ending Balance	2,679,488.94	2,756,068.15	Bank Account Names: School House Fund and Elementary Project
36-PPEL			
Beginning Balance	314,010.84	267,109.43	
Revenue	4,171.97	6,200.76	property taxes, donations, rebates
Expenditures	51,073.38	27,613.53	PPEL eligible expenditures
Ending Balance	267,109.43	245,696.66	Bank Account Name: School House Fund
40-DEBT SERVICE			
Beginning Balance	39,869.90	43,511.19	
Revenue	210,821.29	173.55	property taxes, interfund transfer from SAVE for revenue bonds
Expenditures	207,180.00	500.00	financial fees, interest, principal on GO & revenue bonds
Ending Balance	43,511.19	43,184.74	
61-NUTRITION FUND			
Beginning Balance	191,194.54	185,377.66	
Revenue	7,289.48	33,188.85	sales, interest, federal/state program revenue
Expenditures	13,106.36	11,968.81	salary, benefits, food, supplies
Ending Balance	185,377.66	206,597.70	Bank Account Name: Lunch Program
less: Received on Acct	2,957.37	18,950.11	student/family/employee lunch account balance
	182,420.29	187,647.59	
72-FLEX SPENDING ACCT FUND			
Beginning Balance	7,653.24	4,335.85	
Revenue (contributions)	2,086.99	2,059.99	
Expenditures (claims)	5,404.38	1,054.55	
Ending Balance	4,335.85	5,341.29	
EMPLOYER'S PAYROLL EXPENSE			
Gross Wages-hourly	78,507.94	22,492.17	
Gross Wages-contract	305,036.73	301,768.96	
	383,544.67	324,261.13	
Employer paid deductions	61,626.73	60,228.03	
Employer paid IPERS	31,366.92	29,628.38	
Employer paid FICA	28,313.51	23,943.97	
	121,307.16	113,800.38	
TOTAL	504,851.83	438,061.51	

CASH SUMMARY REPORT EAST BUCHANAN COMMUNITY SCHOOL August 2024

Fund Description	Beginning	Revenues	Expenditures	FY25 Ending	FY24 End Balance	Difference
GENERAL (10)	\$1,163,382.24	\$147,381.10	\$559,447.74	\$751,315.60	\$1,148,300.96	(\$396,985.36)
ACTIVITY (21)	\$91,145.23	\$6,913.14	\$5,877.64	\$92,180.73	\$113,016.67	(\$20,835.94)
MANAGEMENT (22)	\$26,426.30	\$418.84	\$1,006.25	\$25,838.89	\$22,169.27	\$3,669.62
SAVE (33)	\$2,679,488.94	\$76,579.21	\$0.00	\$2,756,068.15	\$2,446,860.19	\$309,207.96
PPEL (36)	\$267,109.43	\$6,200.76	\$27,613.53 #	\$245,696.66	\$379,912.47	(\$134,215.81)
DEBT SERVICE (40)	\$43,511.19	\$173.55	\$500.00	\$43,184.74	\$32,198.84	\$10,985.90
NUTRITION (61)	\$185,377.66	\$33,188.85	\$11,968.81	\$206,597.70	\$252,706.00	(\$46,108.30)
FSA FUND (72)	\$4,335.85	\$2,059.99	\$1,054.55	\$5,341.29	\$6,153.17	(\$811.88)
TOTAL				\$4,126,223.76	\$4,401,317.57	(\$275,093.81)



**EAST BUCHANAN CSD
TREASURER'S REPORT - FY 2025**

MONTH BY FUND:		Aug-24			
Fund	#	Beginning Fund Balance	+ Revenues	- Expenditures	Ending Fund Balance
General	10	\$ 1,163,382.24	\$ 147,381.10	\$ 559,447.74	\$ 751,315.60
Activity	21	\$ 91,145.23	\$ 6,913.14	\$ 5,877.64	\$ 92,180.73
Management	22	\$ 26,426.30	\$ 418.84	\$ 1,006.25	\$ 25,838.89
SAVE	33	\$ 73,583.79	\$ 65,406.43	\$ -	\$ 138,990.22
SAVE	33	\$ 2,605,905.15	\$ 11,172.78	\$ -	\$ 2,617,077.93
PPEL	36	\$ 267,109.43	\$ 6,200.76	\$ 27,613.53	\$ 245,696.66
Debt Service	40	\$ 43,511.19	\$ 173.55	\$ 500.00	\$ 43,184.74
Debt Service	40	\$ -	\$ -	\$ -	\$ -
Nutrition	61	\$ 185,377.66	\$ 27,285.47	\$ 6,065.43	\$ 206,597.70
Nutrition	61	\$ -	\$ 5,903.38	\$ 5,903.38	\$ -
FSA	72	\$ 4,335.85	\$ 2,059.99	\$ 1,054.55	\$ 5,341.29
Custodial	91	\$ -	\$ -	\$ -	\$ -
		\$ 4,460,776.84	\$ 272,915.44	\$ 607,468.52	\$ 4,126,223.76

BY BANK ACCOUNT

Fund	#	Beginning Fund Balance	+ Revenues	- Expenditures	Ending Fund Balance	Outstanding Deposits	Outstanding Checks	Ending Bank Balance	Bank Acct
General	10	\$ 2,162,495.30	\$ 9,605,690.26	\$ 11,016,869.96	\$ 751,315.60				
Management	22	\$ 203,146.70	\$ 338,771.55	\$ 516,079.36	\$ 25,838.89				
FSA	72	\$ 6,775.52	\$ 35,161.86	\$ 36,596.09	\$ 5,341.29				
					\$ 782,495.78	\$ 179.89	\$ 23,349.68	\$ 805,665.57	XX009
Activity	21	\$ 89,816.84	\$ 185,631.65	\$ 183,267.76	\$ 92,180.73				
Custodial	91	\$ -	\$ -	\$ -	\$ -				
					\$ 92,180.73	\$ -	\$ 3,471.85	\$ 95,652.58	XX306
SAVE	33	\$ 2,783,364.55	\$ 854,411.40	\$ 1,020,698.02	\$ 2,617,077.93	\$ -	\$ -	\$ 2,617,077.93	XX1520
SAVE	33	\$ 11,169.09	\$ 1,424,466.80	\$ 1,296,645.67	\$ 138,990.22				
PPEL	36	\$ 459,321.82	\$ 696,333.54	\$ 909,958.70	\$ 245,696.66				
Debt Service	40	\$ 28,354.28	\$ 833,276.71	\$ 818,446.25	\$ 43,184.74				
					\$ 427,871.62		\$ 10,425.95	\$ 438,297.57	XX900
Debt Service	40	\$ -	\$ 1,107,573.75	\$ 1,107,573.75	\$ -	\$ -	\$ -	\$ -	UMB
Nutrition	61	\$ 288,880.62	\$ 722,842.65	\$ 805,125.57	\$ 206,597.70	\$ -	\$ 295.00	\$ 206,892.70	XX603

Prepared by: Teresa Knlpper

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Ending Balance</u>
21 6111 729 910	DRAMA	18,287.33	0.00	252.00	18,539.33
21 6120 729 910	SPEECH	319.85	0.00	0.00	319.85
21 6210 729 910	MUSIC CLUB	81.53	0.00	0.00	81.53
21 6220 729 910	PEP BAND	2,414.13	0.00	0.00	2,414.13
21 6221 729 910	MUSIC TRIP	3,014.15	0.00	0.00	3,014.15
21 6600 729 920	ATHLETICS	11,958.82	1,210.42	5,060.00	15,808.40
21 6645 729 920	CROSS COUNTRY	46.50	0.00	0.00	46.50
21 6693 729 920	CHEERLEADING	2,443.31	0.00	0.00	2,443.31
21 6694 729 920	DANCE TEAM	1,143.32	0.00	0.00	1,143.32
21 6710 729 920	BOYS' BASKETBALL	1,132.12	0.00	0.00	1,132.12
21 6720 729 920	FOOTBALL	3,311.49	0.00	840.00	4,151.49
21 6730 729 920	BASEBALL	300.37	0.00	0.00	300.37
21 6740 729 920	BOYS' TRACK	102.30	0.00	0.00	102.30
21 6760 729 920	BOYS' GOLF	0.00	0.00	0.00	0.00
21 6790 729 920	WRESTLING	104.82	0.00	150.00	254.82
21 6810 729 920	GIRLS BASKETBALL	1,082.92	0.00	0.00	1,082.92
21 6815 729 920	VOLLEYBALL	189.03	0.00	0.00	189.03
21 6835 729 920	SOFTBALL	0.00	0.00	0.00	0.00
21 6840 729 920	GIRLS TRACK	318.32	0.00	0.00	318.32
21 6860 729 920	GIRLS' GOLF	96.93	0.00	0.00	96.93
21 7010 729 950	FBLA	6,597.32	0.00	0.00	6,597.32
21 7011 729 950	HS STUDENT COUNCIL	1,470.50	0.00	0.00	1,470.50
21 7012 729 950	SPANISH CLUB	997.45	0.00	0.00	997.45
21 7013 729 950	NHS	1,062.24	0.00	0.00	1,062.24
21 7017 729 950	SKILLS USA	69.22	0.00	0.00	69.22
21 7020 729 950	NEWSPAPER	2,236.84	0.00	0.00	2,236.84
21 7021 729 950	ROBOTICS CLUB	905.71	0.00	0.00	905.71
21 7022 729 950	ESPORTS	304.85	0.00	0.00	304.85
21 7026 729 950	FFA	14,103.96	39.96	0.00	14,064.00
21 7027 729 950	ART CLUB	1,060.81	1,060.81	0.00	0.00
21 7040 729 950	MS STUDENT COUNCIL	133.12	0.00	0.00	133.12
21 7049 729 950	PBIS	280.15	0.00	0.00	280.15
21 7051 729 950	CAMP WAPSIE	2,052.48	2,026.35	0.00	26.13
21 7080 729 950	CLASS OF 2025	2,652.98	0.00	0.00	2,652.98
21 7081 729 950	CLASS OF 2026	1,187.10	0.00	0.00	1,187.10
21 7082 729 950	CLASS OF 2027	761.72	0.00	0.00	761.72
21 7083 729 950	CLASS of 2028	600.00	0.00	0.00	600.00
21 8000 729 910	ANNUAL	7,756.92	1,540.10	210.00	6,426.82
21 8001 729 910	BUCCANEER CLUB	175.47	0.00	0.00	175.47
21 8004 729 910	INTEREST	389.15	0.00	401.14	790.29
Fund Total: 21		91,145.23	5,877.64	6,913.14	92,180.73

RECEIPTS

	MONTH	PRIOR RECEIPT	YEAR TO DATE
Student Breakfast	\$568.55	\$0.00	\$568.55
Student Lunch	\$20,001.74	\$0.00	\$20,001.74
Adult Breakfast	\$12.80	\$0.00	\$12.80
Adult Lunch	\$111.55	\$0.00	\$111.55
Alacarte	\$1,455.40	\$0.00	\$1,455.40
Snacks	\$1,586.00	\$0.00	\$1,586.00
Federal Breakfast	\$0.00	\$0.00	\$0.00
Federal Lunch	\$0.00	\$0.00	\$0.00
State Breakfast	\$0.00	\$0.00	\$0.00
State Lunch	\$0.00	\$0.00	\$0.00
Supply Chain Assistance Funds	\$0.00	\$0.00	\$0.00
Other Revenues	\$2,719.00	\$0.00	\$2,719.00
Rebate	\$0.00	\$0.00	\$0.00
Interest	\$830.43	\$810.68	\$1,641.11
TOTAL INCOME	\$27,285.47	\$810.68	\$28,096.15

2024-2025

East Buchanan

Hot Lunch

Report

EXPENDITURES

	MONTH	PRIOR EXPENSE	YEAR TO DATE
Food	\$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/Trainings	\$0.00	\$160.00	\$160.00
Other Purchased Services	\$0.36	\$0.36	\$0.72
Salaries	\$3,583.33	\$3,583.33	\$7,166.66
Benefits	\$2,320.05	\$2,318.96	\$4,639.01
TOTAL EXPENDITURES	\$5,903.74	\$6,062.65	\$11,966.39

BALANCE

	0	PRIOR BALANCE	YEAR TO DATE
Beginning Balance	\$0.00	\$190,514.78	\$190,514.78
Income	\$27,285.47	\$810.68	\$28,096.15
Expenditures	\$5,903.74	\$6,062.65	\$11,966.39
FUND BALANCE	\$21,381.73	\$185,262.81	\$206,644.54

MEALS SERVED

	MONTH	PRIOR BALANCE	YEAR TO DATE
Paid Student Breakfasts	317	0	317
Reduced Student Breakfasts	46	0	46
Free Student Breakfasts	174	0	174
Second Breakfasts	0	0	0
Adult Breakfasts	8	0	8
Student Guest Breakfasts	0	0	0
Complimentary Breakfasts	0	0	0
TOTAL BREAKFASTS SERVED	545	0	545

Paid Student Lunches	1,563	0	1,563
Reduced Student Lunches	157	0	157
Free Student Lunches	623	0	623
Second Lunches	0	0	0
Adult Lunches	23	0	23
Student Guest Lunches	0	0	0
Complimentary Lunches	0	0	0
TOTAL LUNCHES SERVED	2,366	0	2,366

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

LUNCH STATUS

FREE	REDUCED	PAID	TOTAL
135	41	369	545

August 31, 2024

Certified Budget compared to Actual Revenues/Expenditures - All Funds

		FY24 Certified		
		Budget	as of 8/31/2024	over / (under) budget
Taxes Levied on Property	1	\$ 3,316,980.00	\$ 3,317,354.86	
Utility Replacement Excise Tax	2	\$ 44,118.00	\$ 44,947.23	
Income Surtaxes	3	\$ 151,599.00	\$ 194,600.04	
Tuition\Transportation Received	4	\$ 600,000.00	\$ 768,567.62	
Earnings on Investments	5	\$ 70,000.00	\$ 267,129.41	
Nutrition Program Sales	6	\$ 140,000.00	\$ 199,098.76	
Student Activities and Sales	7	\$ 181,000.00	\$ 116,483.35	
Other Revenues from Local Sources	8	\$ 110,000.00	\$ 242,133.98	
Revenue from Intermediary Sources	9	\$ -		
State Foundation Aid	10	\$ 4,195,341.00	\$ 4,140,033.00	
Instructional Support State Aid	11	\$ 14,163.00	\$ -	
Other State Sources	12	\$ 780,000.00	\$ 940,272.39	
Commercial & Industrial State Replacement	13	\$ -		
Title I Grants	14	\$ 70,000.00	\$ 73,960.72	
IDEA and Other Federal Sources	15	\$ 445,000.00	\$ 580,518.61	
Total Revenues	16	\$ 10,118,201.00	\$ 10,885,099.97	
General Long-Term Debt Proceeds	17	\$ -	\$ -	
Transfers In	18	\$ 312,355.00	\$ 313,523.30	
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ 1,350.00	
Special Items/Upward Adjustments	20	\$ -	\$ -	
Total Revenues & Other Sources	21	\$ 10,430,556.00	\$ 11,199,973.27	
Beginning Fund Balance	22	\$ 5,190,063.43	\$ 5,190,063.43	
Total Resources	23	\$ 15,620,619.43	\$ 16,390,036.70	
*Instruction	24	\$ 5,917,000.00	\$ 6,204,176.41	\$ 287,176.41
Student Support Services	25	\$ 275,000.00	\$ 296,715.24	
Instructional Staff Support Services	26	\$ 650,000.00	\$ 525,914.46	
General Administration	27	\$ 435,000.00	\$ 454,336.30	
School/Building Administration	28	\$ 440,000.00	\$ 447,893.67	
Business & Central Administration	29	\$ 145,000.00	\$ 141,178.51	
Plant Operation and Maintenance	30	\$ 917,000.00	\$ 913,619.43	
Student Transportation	31	\$ 640,000.00	\$ 518,186.59	
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*Total Support Services (lines 25-32)	32A	\$ 3,502,000.00	\$ 3,297,844.20	\$ (204,155.80)
*Noninstructional Programs	33	\$ 426,350.00	\$ 453,273.92	\$ 26,923.92
Facilities Acquisition and Construction	34	\$ 1,020,000.00	\$ 261,854.07	
Debt Service	35	\$ 763,693.00	\$ 764,242.50	
AEA Support - Direct to AEA	36	\$ 278,919.00	\$ 278,919.00	
*Total Other Expenditures (lines 34-36)	36A	\$ 2,062,612.00	\$ 1,305,015.57	\$ (757,596.43)
Total Expenditures	37	\$ 11,907,962.00	\$ 11,260,310.10	
Transfers Out	38	\$ 312,355.00	\$ 313,523.30	
Other Uses	39	\$ -	\$ -	
Total Expenditures & Other Uses	40	\$ 12,220,317.00	\$ 11,573,833.40	\$ (646,483.60)
Ending Fund Balance	41	\$ 3,400,302.43	\$ 4,816,203.30	
Total Requirements	42	\$ 15,620,619.43	\$ 16,390,036.70	\$ 769,417.27

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.

Certified Budget compared to Actual Budget - General Fund Only

		Certified Budget	YTD as of 8/31/2024	
Taxes Levied on Property	1	\$ 2,144,253	\$ 2,144,470	100%
Utility Replacement Excise Tax	2	\$ 28,520	\$ 29,056	102%
Income Surtaxes	3	\$ 192,254	\$ 194,600	101%
Tuition\Transportation Received	4	\$ 750,000	\$ 768,568	102%
Earnings on Investments	5	\$ 70,000	\$ 85,503	122%
Nutrition Program Sales	6	\$ -	\$ -	0%
Student Activities and Sales	7	\$ 3,000	\$ 4,149	138%
Other Revenues from Local Sources	8	\$ 100,000	\$ 160,102	160%
Revenue from Intermediary Sources	9	\$ -	\$ -	0%
State Foundation Aid	10	\$ 4,140,033	\$ 4,140,033	100%
Instructional Support State Aid	11	\$ -	\$ -	0%
Other State Sources	12	\$ 178,000	\$ 210,085	118%
Commercial & Industrial State Replacement	13	\$ -	\$ -	0%
Title I Grants	14	\$ 70,000	\$ 73,961	106%
IDEA and Other Federal Sources	15	\$ 290,000	\$ 381,140	131%
Total Revenues	16	\$ 7,966,060	\$ 8,191,666	103%
General Long-Term Debt Proceeds	17	\$ -	\$ -	0%
Transfers In	18	\$ -	\$ -	0%
Proceeds of Fixed Asset Dispositions	19	\$ -	\$ 550	0%
Special Items/Upward Adjustments	20	\$ -	\$ -	0%
Total Revenues & Other Sources	21	\$ 7,966,060	\$ 8,192,216	103%
Beginning Fund Balance	22	\$ 1,360,549	\$ 1,360,549	
Total Resources	23	\$ 9,326,609	\$ 9,552,765	
Instruction	24	\$ 5,450,000	\$ 5,475,502	100%
Student Support Services	25	\$ 275,000	\$ 296,715	108%
Instructional Staff Support Services	26	\$ 620,000	\$ 496,982	80%
General Administration	27	\$ 402,000	\$ 431,480	107%
School/Building Administration	28	\$ 440,000	\$ 439,894	100%
Business & Central Administration	29	\$ 145,000	\$ 141,179	97%
Plant Operation and Maintenance	30	\$ 665,000	\$ 596,533	90%
Student Transportation	31	\$ 420,000	\$ 409,314	97%
This row is intentionally left blank	32			
Total Support Services (lines 25-32)	32A	\$ 2,967,000	\$ 2,812,097	95%
Noninstructional Programs	33	\$ -	\$ -	0%
Facilities Acquisition and Construction	34		\$ -	
Debt Service	35		\$ -	
AEA Support - Direct to AEA	36	\$ 278,919	\$ 278,919	
Total Other Expenditures (lines 34-36)	36A	\$ 278,919	\$ 278,919	100%
Total Expenditures	37	\$ 8,695,919	\$ 8,566,518	
Transfers Out	38	\$ 6,700	\$ 7,168	
Other Uses	39			
Total Expenditures & Other Uses	40	\$ 8,702,619	\$ 8,573,686	
Ending Fund Balance	41	\$ 623,990	\$ 979,079	
Total Requirements	42	\$ 9,326,609	\$ 9,552,765	

ATTENDANCE AND ABSENCE

Good attendance is critical to a successful school experience. Parents are strongly encouraged to call the school office between 7:30 and 9:30 a.m. on the day a student is absent. Each student is expected to bring a note explaining the reason for the absence upon returning to school.

EXCUSED ABSENCE:

A student absence will be considered excused if a parent notifies the school with a phone call or in writing on the day of the absence or within 24 hours before or after the absence AND with the approval of school administration. The school principal will consider the following factors when determining if a student is excused:

- Up to 2 absences per semester without a Dr. note will be considered excused if a parent/guardian calls in to excuse the absence.
- Medical documented illness (From Doctor, School Nurse, etc.)
- Medical documented appointments (Physician, Dentist, etc.)
- Funeral
- Court documented appointments (Juvenile Court, DHS, etc.)
- Military commitments
- Participating in School Sponsored Activities
- Attending School Sponsored Activities (Prior approval must be granted by the Principal or designee - Good standing academically (C and Above) - 24 hours notice.
- Pre-approved family activities (Prior approval must be granted by the Principal or designee - Good standing academically (C or Above) - 24 hours notice)
- Religious Holiday
- College Visit (Must be approved through Student Services Center)
- Approval of building principal
- Field Trips (Students must be passing all classes.)

REASONS NOT LISTED ABOVE ARE CONSIDERED UNEXCUSED

School districts define what are excused and unexcused absences. The school makes the determination of whether an absence is excused. The principal (or designee) will make the final determination, not the parent.

UNEXCUSED ABSENCE

All absences not noted as excused are considered unexcused. The following will also be considered unexcused: students missing a class, arriving 20 minutes or more after the start of class without administrative permission, leaving 20 minutes or more before the class without administrative permission, or if the school is not notified of an absence within 24 hours of the absence.

TRUANCY

Any day(s) beyond five, without a documented excuse for the absence, is considered truant. Steps will begin towards mediation for excessive absenteeism. If a student is of compulsory attendance age (through the school year they turn 16) truancy charges may be filed with local law enforcement. Ten or more absences in a class per semester may result in the loss of credit.

Steps in the Attendance Process:

- **Step 1:** 10% unexcused days (within a Semester)= Certified letter from school notifying parent/guardian that student has accumulated 10% unexcused absences. Notice will also be sent to the County Attorney's Office.
- **Step 2:** 15% unexcused days (within a Semester)= Mandatory parent meeting with school officials. Attendance contract will be signed by both parent and student. If parents will not attend this meeting they will be referred to the County Attorney's Office.
- **Step 3:** 20% unexcused days (within a Semester)= If a student reaches 20% in a semester, a school official will turn in all student attendance information to the county attorney. Withdrawal and/or loss of credit for the course will be reviewed with the principal, which may result in a failing grade for the semester.
- **Step 4:** 10th unexcused day (for the year)= Mandatory Administrative Attendance Hearing. Parents or Guardian will be served notice and a copy of the meeting request will be sent to the Buchanan County Attorney's Office.
- **Step 5:** Continued unexcused absences= Referral for legal action. Withdrawal and loss of credit for the course will be reviewed.

Elem/MS would have Steps 1,2,4,5

RELEASE DURING SCHOOL HOURS: Students leaving during the school day do not necessarily get excused, it depends on why the student is leaving the school. Students must sign out in the office before leaving. Any student not following this policy will be considered truant.

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ATTENDANCE POLICY / MIDDLE SCHOOL AND HIGH SCHOOL

It is the educational philosophy of the East Buchanan School District that regular attendance by all students is essential and cannot be duplicated by any other methods. Students are expected to be in class and make attendance a top priority. Only through attendance and class participation do students achieve the benefits of the educational program. Consequently, the Board of Education, the Administrators, and the Staff of the East Buchanan School District expect that students shall be in attendance at scheduled classes and activities for the academic year.

EXCUSED ABSENCE:

A student absence will be considered excused if a parent notifies the school with a phone call or in writing on the day of the absence or within 24 hours before or after the absence AND with the approval of school administration. The school principal will consider the following factors when determining if a student is excused:

- **Up to 2 absences per semester without a Dr. note will be considered excused if a parent/guardian calls in to excuse the absence.**
- **Medical documented Illness (From Doctor, School Nurse, etc.)**
- **Medical documented appointments (Physician, Dentist, etc.)**
- **Funeral**
- **Court documented appointments (Juvenile Court, DHS, etc.)**
- **Military Commitments**
- **Participating in School Sponsored Activities**
- **Attending School Sponsored Activities (Prior approval must be granted by the Principal or designee - Good Standing academically (C and Above) - 24 hours notice)**
- **Pre-approved family activities (Prior approval must be granted by the Principal or designee - Good Standing academically (C and Above) - 24 hours notice)**
- **Religious Holiday**
- **College Visit (Must be approved through Student Services Center)**
- **Approval of building principal**
- **Field Trips (Students must be passing all classes)**

REASONS NOT LISTED ABOVE ARE CONSIDERED UNEXCUSED

School districts define what are excused and unexcused absences. The school makes the determination of whether an absence is excused. The principal (or designee) will make the final determination, not the parent.

UNEXCUSED ABSENCE

All absences not noted as excused are considered unexcused. The following will also be considered unexcused: students missing a class, arriving 20 minutes or more after the start

of class without administrative permission, leaving 20 minutes or more before the class without administrative permission, or if the school is not notified of an absence within 24 hours of the absence.

TRUANCY

Steps will begin towards mediation for excessive absenteeism. If a student is of compulsory attendance age (through the school year they turn 16) truancy charges may be filed with local law enforcement. Ten or more absences in a class per Semester may result in the loss of credit.

Steps in the Attendance Process:

Step 1: 10% unexcused days (within a Semester)= Certified letter from school notifying parent/guardian that student has accumulated 10% unexcused absences. Notice will also be sent to the County Attorney's Office.

Step 2: 15% unexcused days (within a Semester)= Mandatory Parent Meeting with school officials. Attendance contract will be signed by both parent and student. If parents will not attend this meeting they will be referred to the County Attorney's Office.

Step 3: 20% unexcused days (within a Semester) = If a student reaches 20% in a semester, a school official will turn in all student attendance information to the county attorney. Withdrawal and/or loss of credit for the course will be reviewed with the principal, which may result in a failing grade for the semester.

Step 4: 10th unexcused day (for the year)= Mandatory Administrative Attendance Hearing. Parents or Guardian will be served notice and a copy of the meeting request will be sent to the Buchanan County Attorney's Office.

Step 5: Continued unexcused absences= Referral for legal action. Withdrawal and loss of credit for the course will be reviewed.

Elem/MS would have Steps 1,2,4,5

TARDIES: (Start of the Day - 1st Period Only) When a student arrives late for school without a proper excuse, the teacher will count that student tardy. Later than 20 minutes the student will be considered absent for that period.

Total Number of Tardies

Consequences

0-2

No consequence; warning

3-6

20 minute detention

7+

30 minute detention; administrative meeting

Step 1: 5th tardy= Letter from school notifying parent/guardian that student has accumulated 5 tardies or phone call from principal

6. COLLEGE VISITS: Senior students will be granted three (3) college visitation days per year. Juniors will be granted two (2) college visitation days per year. Students must return with a visitor's slip from the college they visited. College visits will not be approved in the final two weeks of each Semester.

7. RELEASE DURING SCHOOL HOURS: Students will be allowed to leave the school grounds during school hours only with prior authorization from their parents. This absence does not necessarily get excused, depending on why the student is leaving the school. Student must sign out in the office before leaving. Any student not following this policy will be considered truant.

AMENDMENT TO JOINT EDUCATION SERVICE AGREEMENT

Between
HAWKEYE COMMUNITY COLLEGE
and
EAST BUCHANAN COMMUNITY SCHOOL DISTRICT

In reference to the Joint Education Service Agreement made by Hawkeye Community College (Merged Area VII) (“Hawkeye”) and the East Buchanan Community School District (the “School District”) and dated July 15, 2024, such agreement is hereby amended to exclude the following condition of the School District:

1. Provide student registrations to Hawkeye by November 30, 2024 for the Spring 2025 semester and May 15, 2025 for the Fall 2025 semester.

AUTHORIZATION. The undersigned hereby certify that we, the properly authorized officers of our respective institutions, approve and agree to the terms of this amendment to the Joint Education Service Agreement on behalf of our respective institutions.

East Buchanan Community School District

Board of Education President

Date

Hawkeye Community College (Merged Area VII)

Vice President of Academic Affairs

Date

501.15 - 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.

The superintendent will approve all timely filed applications by June 1; incoming kindergarten applications; good cause applications; or continuation of an educational program application filed by September 1.

The superintendent will approve within 30 days incoming kindergarten applications; good cause application; or continuation of an educational program application.

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.

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.

Students in grades nine 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.

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.

If an open enrolled student's primary residence is closer to the receiving district's attendance center than the distance from the student's primary residence to the sending attendance center, the sending district will allow the student's receiving district to send

school vehicles no more than two miles into the sending district's boundaries to pick up the student.

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.

Legal Reference: Iowa Code §§ 139A.8; 274.1; 279.11; 282.1, .3, .8, .18; 299.1
281 I.A.C. 17.

Cross Reference: 501.6 Student Transfers In
501.7 Student Transfers Out or Withdrawals
501.14 Open Enrollment Transfers - Procedures as a Sending District
606.6 Insufficient Classroom Space

Approved: December 16, 2006

Last Reviewed: March 13, 2024

CURRENT POLICY - NEEDS REVIEWED ANNUALLY

103 - LONG-RANGE NEEDS ASSESSMENT (01-13-21)

Long-range needs assessment enables the school district to analyze assessment data, get feedback from the community about its expectation of students and determine how well students are meeting student learning goals. The board will conduct ongoing and in-depth needs assessment, soliciting information from business, labor, industry, higher education and community members, regarding their expectations for adequate student preparation.

In conjunction with the in-depth needs assessment of the school district, the board will authorize the appointment of a committee, representing administrators, employees, parents, students and community members, to make recommendations and assist the board in determining the priorities of the school district in addition to the basic skills areas of the education program.

The district will provide opportunities for local feedback on an ongoing basis. Opportunities include: parent advisory committees; district task forces; district and building-level committees; and the District Advisory Committee.

It is the responsibility of the superintendent to ensure the school district community is informed of students' progress on state and locally determined indicators. The superintendent will report annually to the board about the means used to keep the community informed.

As a result of the board and committee's work, the board will determine major educational needs and rank them in priority order; develop long-range goals and plans to meet the needs; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Iowa Department of Education.

The school district's long range needs assessment process includes these items:

provisions for collecting, analyzing and reporting information derived from local, state and national sources;

provisions for reviewing information acquired on the following:

state indicators and other locally determined indicators,

locally established student learning goals,

specific data collection required by state and federal programs;

provisions for collecting and analyzing assessment data on the following:

state indicators,

locally determined indicators,

locally established student learning goals

Legal Reference: Iowa Code §§ 21; 256.7; 280.12

281 I.A.C. 12.8(1)(b).

Cross Reference:

- 101 Educational Philosophy of the School District
- 200 Legal Status of the Board of Directors
- 208 Committees of the Board of Directors
- 603.1 Basic Instruction Program
- 801.1 Buildings and Sites Long Range Planning
- 801.2 Buildings and Sites Surveys

Approved: March 10, 2004

Reviewed: January 16, 2010; March 9, 2015; January 13, 2021

REQUIRED POLICY:

Regulation 103-R(1): Long-Range Needs Assessment - Regulation

The school district's long range needs assessment process includes these items:

- *provisions for collecting, analyzing and reporting information derived from local, state and national sources;*
- *provisions for reviewing information acquired on the following:*
 - *state indicators and other locally determined indicators,*
 - *locally established student learning goals,*
 - *specific data collection required by state and federal programs;*
- *provisions for collecting and analyzing assessment data on the following:*
 - *state indicators,*
 - *locally determined indicators,*
 - *locally established student learning goals.*

REQUIRED POLICY:

Policy 106: Title IX - Discrimination and Harassment Based on Sex Prohibited

In accordance with Title IX of the Education Amendments Act of 1972, the Community School District prohibits sex discrimination, including sexual harassment as defined by the regulations implementing Title IX (34 C.F.R. § 106.30), against any individual participating in any education program or activity of the District. This prohibition on discrimination applies to students, employees, and applicants for employment.

The Board authorizes the Superintendent to adopt procedures for any individual to report sexual harassment to the District's Title IX Coordinator, for the provision of supportive measures to anyone who has been subjected to sexual harassment whether or not they proceed with a formal complaint under those procedures, and for the investigation and resolution of such complaints, as required by Title IX. This Title IX grievance process shall be used to respond to all complaints of sexual harassment that fall within the scope of Title IX. For complaints of sexual harassment that do not fall within the scope of Title IX, the District may still offer supportive measures to the subject of such conduct and shall apply any other policy or procedure applicable to the alleged conduct.

Any individual with questions about the District's Title IX policy and procedures, or who would like to make a report or file a formal complaint of sex discrimination or sexual harassment may contact the District's designated Title Coordinator, Eric Dockstader.

Retaliation against a person who made a report or complaint of sexual harassment, assisted, or participated in any manner in an investigation or resolution of a sexual harassment report or complaint is strictly prohibited. Retaliation includes threats, coercion, discrimination, intimidation, reprisals, and/or adverse actions related to employment or education. Any individual who believes they have been retaliated against in violation of this Policy should immediately contact the District's Title IX Coordinator.

REQUIRED POLICY:

605.03-E(4): Objection to Instructional and Library Materials - Request to Prohibit a Student from Checking Out Specific Library Materials

REQUEST TO PROHIBIT A STUDENT FROM CHECKING OUT SPECIFIC LIBRARY MATERIALS

Request to prohibit a student from checking out certain library materials to be submitted to the Superintendent. Please complete one form per student.

REQUEST INITIATED BY:

Date:

Name:

Address:

City/State:

Zip Code:

Telephone:

Name of affected Student:

Requester's Relationship to Student (must be parent/legal guardian):

BOOK OR OTHER PRINTED MATERIAL TO PROHIBIT STUDENT FROM CHECKING OUT:

Author:

Hardcover:

Paperback:

Other:

Title:

Publisher (if known):

Date of Publication:

MULTIMEDIA MATERIAL TO PROHIBIT STUDENT FROM CHECKING OUT:

Title:

Producer (if known):

Type of material (filmstrip, motion picture, etc.):

Dated:

Signature:

REQUIRED POLICY:

710.01-E(1): School Food Program - School Nutrition Program Notices of Nondiscrimination

Code No. 710.1E1

SCHOOL NUTRITION PROGRAM NOTICES OF NONDISCRIMINATION

USDA Nondiscrimination Statement

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

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

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form , (AD-3027) found online at: <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint>, any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
2. Fax: 202-690-7442
3. Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Iowa Nondiscrimination Statement

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

REQUIRED POLICY:

710.01-E(2): School Food Program - Child Nutrition Programs Civil Rights Complaint Form

Code No. 710.1E2

CHILD NUTRITION PROGRAMS CIVIL RIGHTS COMPLAINT FORM

Complaint Contact Information:

Name:

Street Address, City, State, Zip:

County:

Area Code/Phone:

Email Address:

Complaint Information:

1. Specific name and location of the entity and individual delivering the service or benefit: =
2. Describe the incident or action of the alleged discrimination or give an example of the situation that has a discriminatory effect on the public, potential program participants, or current participants:
3. On what basis does the complainant feel discrimination exists (race, color, national origin, sex, age, disability, creed, sexual orientation, religion, gender identity, political party affiliation, actual/potential parental/family/marital status)?
4. List the names, titles, and business addresses of persons who may have knowledge of the alleged discriminatory action:
5. List the date(s) during which the alleged discriminatory actions occurred, or if continuing, the duration of such actions:
6. Date complaint received:
7. Person receiving complaint:
8. Action(s) taken:

USDA is the cognizant agency for the Child Nutrition Programs listed and therefore is the first contact for the six protected classes of race, color, national origin, sex, age, and disability for complaints received within 180 days. Civil rights complaints must be submitted to the USDA Office of Civil Rights within five calendar days of receipt and no later than 180 days of the discriminatory act. The link for submission of a complaint is: program.intake@usda.gov

In Iowa, protected classes also include sexual orientation, gender identity, religion or creed and complaints can be filed up to 300 days of occurrence. The address for Iowa complaints is: Iowa Civil Rights Commission, Grimes State Office building, 400 E. 14th St. Des Moines, IA 50319-1004; phone number 515-281-4121, 800-457-4416; website: <https://icrc.iowa.gov/>.

This institution is an equal opportunity provider.

REQUIRED POLICY:

Policy 711.08: Transportation in Inclement Weather

School district buses will not operate when weather conditions due to fog, rain, snow or other natural elements make it unsafe to do so. Because weather conditions may vary around the school district and may change quickly, the best judgment possible will be used with the information available.

The final judgment as to when conditions are unsafe to operate will be made by the superintendent. The superintendent will be assisted by the actual "on location" reports of the drivers.

Employees and students will be notified by communication systems determined by the school when school is canceled or temporarily delayed. When school is canceled because of weather anywhere in the school district, all schools will be closed.

When weather conditions deteriorate during the day after school has begun, cancellation notices will be announced by the same communication systems. Students will be returned to their regular drop-off sites unless weather conditions prevent it. In that case, students will be kept at or returned to school until they are picked up by the parents.

