

EAST BUCHANAN COMMUNITY SCHOOL DISTRICT
AGENDA - Regular School Board Meeting
July 13, 2026 at 5:00 p.m. in Library - Use Outside Library Entrance

- 1. CALL TO ORDER /MISSION STATEMENT** - To challenge students to think critically, communicate effectively, develop values and contribute to society.
- 2. PUBLIC HEARING** - Hearing on the Proposed Issuance of Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds
- 3. PUBLIC FORUM** - During this time we welcome interested persons who may wish to present comments, suggestions, or concerns in regard to any programs operated by the school district. However, an item must be included on the Agenda before the Board can officially act upon it.
- 4. APPROVE AGENDA**
- 5. APPROVE CONSENT AGENDA**
 - a. Minutes from Regular Meeting on June 10, 2026
 - b. Minutes from Regular Meeting on June 18, 2026
 - c. Personnel Changes
 - d. List of Bills
 - e. Financial Reports
- 6. COMMUNITY/PROGRAM PRESENTATIONS**
- 7. ADMINISTRATIVE UPDATES & REPORTS**
 - a. Elementary Update
 - b. Secondary Update
 - c. District Update
 - d. Facilities Update
- 8. AGENDA**
 - a. Approve Resolution Supporting the Proposed Issuance of Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds
 - b. Approve Board Policy 904.2 - Advertising and Promotion - 2nd Reading
 - c. Approve Student Handbooks for 26-27 School Year
 - d. Approve CKLA Reading Curriculum Quote
 - e. Approve Plan for 8th Graders Playing HS Sports
 - f. Approve Loan from General Fund to Management Fund
 - g. Approve CRAEA Contract for Transfer of State funding
 - h. Approve STOP Training Opt Out for 26-27 School Year
 - i. Consider Sale of Land
 - j. Board Policy 503.11 - Disruptive Behavior - 1st Reading
 - 503.11-R(1)
 - 503.11-R(2)
- 9. CLOSED SESSION:** Iowa Code 21.5(1)(a) To review or discuss records which are required or authorized by state and federal law to be kept confidential or to be kept confidential as a condition for the board's possession or receipt of federal funds.
- 10. ACTION ON OPEN ENROLLMENT APPLICATION**
- 11. CLOSED SESSION:** Iowa Code 21.5(1)(a) To review or discuss records which are required or authorized by state and federal law to be kept confidential or to be kept confidential as a condition for the board's possession or receipt of federal funds.
- 12. ACTION ON OPEN ENROLLMENT APPLICATION**

13. CLOSED SESSION: The board will consider a motion to enter into closed session to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered, as authorized by Iowa Code Section 21.5(1)(i).

14. STUDENT QUESTIONS

15. #BUCPR1DE

16. ADJOURN

**East Buchanan Community School District
Regular Board Meeting Minutes – June 10, 2026**

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 Tonishia Dockstader, Andrew Maas, Andy Sperflage, and Troy Tempus. Board member Heather Steffens was absent. Administrative staff attending were Superintendent Kory Kelchen and Business Manager/Board Secretary Teresa Knipper. Several visitors attended the meeting. Motion carried with all ayes unless noted otherwise.

Approve Agenda – Motion by Dockstader, second by Maas to approve the agenda as presented.

Approve Consent Agenda – Motion by Maas, second by Tempus to approve the consent agenda. Items included on the consent agenda: minutes from the regular meeting on May 13, 2026; hiring of Kerri Anton as fall cheer coach; expenditures listed; and financial reports.

Administrative Updates and Reports – Kelchen updated the board on school-related legislation and guidance received from the state. The board was made aware that vacant properties are now listed on the insurance policy and was asked if there are any plans for those properties.

FY27 Sharing Agreements – Motion by Tempus, second by Dockstader to approve the FY27 operational sharing agreements for Superintendent with Dunkerton CSD, School Business Official with Central City CSD, Transportation Coordinator with Dunkerton CSD, Maintenance Director with Dunkerton CSD, and HR Director with Dunkerton CSD.

FY27 Central Rivers AEA Agreements – Motion by Dockstader, second by Tempus to approve the agreements with Central Rivers AEA as follows for the 2026-2027 school year: Service Agreement, EL Instructional Services Agreement, Special Education Director Contract, Special Education Enhancement Services Agreement, and Technology Services Agreement.

STOP Training Opt-Out – Motion by Maas, second by Tempus to approve the decision to opt out of STOP training for the district's returning drivers for the 2026-2027 school year.

SU Break/Fix Renewal – Motion by Maas, second by Dockstader to approve the SU Break/Fix renewal as presented.

26-27 Temporary/Substitute/Bus Driver Pay Rates – Motion by Dockstader, second by Maas to approve the 26-27 Temporary/Substitute/Bus Driver pay rates as discussed.

Safety Equipment Transfer Resolution – Motion by Dockstader, second by Tempus to approve the resolution to transfer \$3,653.66 from general fund to activity fund for protective and safety equipment as presented.

Class of 2026 Ending Balance – Motion by Tempus, second by Maas to approve the allocation of Class of 2026 ending balance equally to Class of 2029 and Class of 2030.

Activity Fund Interest Allocation – Motion by Dockstader, second by Tempus to allocate \$16.04 to Speech and the remaining balance to Athletics account.

26-27 Bread Bids – Bimbo Bakeries was the only vendor to submit a bid. Motion by Maas, second by Dockstader to approve the bid from Bimbo Bakeries for the 26-27 school year.

26-27 Milk Bids – Prairie Farms was the only vendor to submit a bid. Motion by Maas, second by Tempus to approve the bid from Prairie Farms for the 26-27 school year.

Board Policy Review – Motion by Dockstader, second by Tempus to approve the second reading of policy 801.5 Facility Naming Rights as presented. Motion by Tempus, second by Maas to approve the first reading of policy 904.2-Advertising and Promotion as presented.

Outstanding Invoices – Motion by Dockstader, second by Maas to approve the payment of outstanding invoices received as of June 30, 2026.

26-27 School Fee Schedule – Motion by Dockstader, second by Maas to approve the 26-27 fee schedule as presented.

Building Project Funding Options - Kelchen presented funding options and next steps to proceed with the building project. Motion by Tempus, second by Maas to move forward with the building project using SAVE revenue bond.

BucPr1de – State track and golf participants.

Adjourn – Motion by Maas, second by Tempus to adjourn the meeting at 6:10 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 Community School District
Special Board Meeting Minutes – June 18, 2026**

Call to Order- President Andy Sperflage called the meeting to order at 4:00 pm. The board recited the East Buchanan Mission Statement. Board members present were Andrew Maas, Andy Sperflage, and Heather Steffens. Board member Tonishia Dockstader attended via phone. Board member Troy Tempus was absent. Administrative staff attending was Superintendent Kory Kelchen. Motion carried with all ayes unless noted otherwise.

Approve Agenda – Motion by Maas, second by Steffens to approve the agenda as presented.

Resolution Approving Revenue Purpose Statement, Ordering an Election on a Revenue Purpose Statement to Authorize Expenditures From Revenue Received From the State Secure an Advanced Vision for Education Fund, and Ordering the Publication of a Notice of Election–
Motion by Dockstader, second by Steffens to approve the resolution as presented

Resolution Fixing Date for a Hearing on the Proposed Issuance of Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds – Motion by Steffens, second by Maas to approve the resolution as presented.

Baseball/Softball Sound System – Motion by Maas, second by Steffens to approve the purchase of a sound system for baseball/softball up to \$11,000 after receiving a second quote.

Adjourn – Motion by Steffens, second by Maas to adjourn the meeting at 4:17 pm.

Please be advised that these minutes are unofficial until formal approval is granted at the subsequent regular board meeting. The official record is available for inspection at the Board Secretary's office during standard business hours, Monday through Friday, from 8:00 am to 4:00 pm.

**East Buchanan Community School District
Cash Summary Report**

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
10-GENERAL FUND						
Beginning Balance	1,786,108.89	1,513,938.34	881,873.88	927,599.06	1,839,528.27	1,712,317.52
Revenue	351,737.36	207,304.81	636,734.88	1,534,171.27	587,069.86	649,939.79
Expenditures	623,907.91	839,369.27	591,009.70	622,242.06	714,280.61	642,806.16
Ending Balance	1,513,938.34	881,873.88	927,599.06	1,839,528.27	1,712,317.52	1,719,451.15
21-ACTIVITY FUND						
Beginning Balance	74,058.43	78,287.91	93,365.07	104,031.38	104,218.68	111,498.91
Revenue	6,245.94	24,072.49	22,295.54	15,423.75	19,743.62	11,692.48
Expenditures	2,016.46	8,995.33	11,629.23	15,236.45	12,463.39	12,336.29
Ending Balance	78,287.91	93,365.07	104,031.38	104,218.68	111,498.91	110,855.10
22-MANAGEMENT FUND						
Beginning Balance	219,118.50	-35,683.55	-36,069.93	-7,991.91	104,866.84	125,800.06
Revenue	20,213.82	201.00	42,016.27	183,580.75	23,497.22	6,601.26
Expenditures	275,015.87	587.38	13,938.25	70,722.00	2,564.00	16,259.25
Ending Balance	-35,683.55	-36,069.93	-7,991.91	104,866.84	125,800.06	116,142.07
33-SAVE						
Beginning Balance	3,015,007.25	2,889,335.44	2,948,481.09	3,019,315.15	3,051,285.75	3,060,992.25
Revenue	284,093.19	60,303.56	70,834.06	73,470.60	9,706.50	123,824.37
Expenditures	409,765.00	1,157.91	0.00	41,500.00	0.00	8,137.50
Ending Balance	2,889,335.44	2,948,481.09	3,019,315.15	3,051,285.75	3,060,992.25	3,176,679.12
36-PPEL						
Beginning Balance	588,169.63	573,608.20	525,905.78	526,134.25	569,528.52	608,190.71
Revenue	6,099.10	3,834.39	36,772.26	185,416.94	38,837.19	8,082.54
Expenditures	20,660.53	51,536.81	36,543.79	142,022.67	175.00	51,734.65
Ending Balance	573,608.20	525,905.78	526,134.25	569,528.52	608,190.71	564,538.60
40-DEBT SERVICE						
Beginning Balance	43,774.02	44,471.97	44,123.86	59,730.81	87,799.56	97,474.00
Revenue	200,830.45	151.89	15,606.95	82,056.25	9,674.44	11,218.65
Expenditures	200,132.50	500.00	0.00	53,987.50	0.00	8,437.50
Ending Balance	44,471.97	44,123.86	59,730.81	87,799.56	97,474.00	100,255.15
61-NUTRITION FUND						
Beginning Balance	127,773.92	121,007.05	136,153.13	130,886.07	134,075.71	99,601.79
Revenue	7,025.24	29,023.86	30,037.33	73,490.00	44,093.34	73,810.57
Expenditures	13,792.11	13,877.78	35,304.39	70,300.36	78,567.26	61,501.81
Ending Balance	121,007.05	136,153.13	130,886.07	134,075.71	99,601.79	111,910.55
less: Received on Acct	5,203.03	19,387.08	13,206.20	13,538.76	11,714.63	13,624.33
	115,804.02	116,766.05	117,679.87	120,536.95	87,887.16	98,286.22
72-FLEX SPENDING ACCT FUND						
Beginning Balance	13,280.70	5,471.23	3,808.47	3,344.98	6,954.92	8,042.09
Revenue (contributions)	11,499.43	1,844.98	1,914.98	4,434.67	1,914.98	1,915.10
Expenditures (claims)	19,308.90	3,507.74	2,378.47	824.73	827.81	767.66
Ending Balance	5,471.23	3,808.47	3,344.98	6,954.92	8,042.09	9,189.53
EMPLOYER'S PAYROLL EXPENSE:						
Gross Wages-hourly	37,259.33	25,782.44	47,984.72	100,266.28	99,758.92	87,623.16
Gross Wages-contract	330,951.63	315,694.58	342,983.24	342,983.24	348,777.83	346,804.61
	368,210.96	341,477.02	390,967.96	443,249.52	448,536.75	434,427.77
Employer paid deductions	56,402.12	55,438.07	54,677.94	57,187.03	55,588.06	49,537.51
Employer paid IPERS	33,287.06	30,926.68	36,134.42	41,044.51	41,746.80	40,015.53
Employer paid FICA	27,455.56	25,483.55	29,396.20	33,408.28	33,828.93	32,753.01
	117,144.74	111,848.30	120,208.56	131,639.82	131,163.79	122,306.05
TOTAL	485,355.70	453,325.32	511,176.52	574,889.34	579,700.54	556,733.82

**East Buchanan Community School District
Cash Summary Report**

	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26 as of 6/30/26
10-GENERAL FUND						
Beginning Balance	1,719,451.15	1,600,131.60	1,729,864.64	1,603,484.60	2,171,815.02	2,131,513.38
Revenue	608,407.72	958,188.23	526,472.59	1,234,491.23	599,808.68	552,734.33
Expenditures	727,727.27	828,455.19	652,852.63	666,160.81	640,110.32	919,923.83
Ending Balance	1,600,131.60	1,729,864.64	1,603,484.60	2,171,815.02	2,131,513.38	1,764,323.88
21-ACTIVITY FUND						
Beginning Balance	110,855.10	104,263.44	98,571.87	110,343.27	106,251.69	99,691.44
Revenue	17,037.64	4,630.99	22,103.16	9,971.57	7,299.49	12,241.76
Expenditures	23,629.30	10,322.56	10,331.76	14,063.15	13,859.74	18,419.60
Ending Balance	104,263.44	98,571.87	110,343.27	106,251.69	99,691.44	93,513.60
22-MANAGEMENT FUND						
Beginning Balance	116,142.07	82,785.43	85,394.81	84,324.74	217,042.12	237,733.50
Revenue	7,320.70	3,636.38	12,368.18	132,717.38	20,691.38	5,501.41
Expenditures	40,677.34	1,027.00	13,438.25	0.00	0.00	0.00
Ending Balance	82,785.43	85,394.81	84,324.74	217,042.12	237,733.50	243,234.91
33-SAVE						
Beginning Balance	3,176,679.12	3,239,182.40	3,301,086.67	3,136,788.83	2,982,813.05	3,015,771.57
Revenue	84,253.28	61,904.27	61,702.16	71,024.22	69,208.52	61,545.98
Expenditures	21,750.00	0.00	226,000.00	225,000.00	36,250.00	0.00
Ending Balance	3,239,182.40	3,301,086.67	3,136,788.83	2,982,813.05	3,015,771.57	3,077,317.55
36-PPEL						
Beginning Balance	564,538.60	567,967.94	560,598.59	650,711.65	780,045.90	792,122.28
Revenue	8,702.50	4,909.64	107,632.38	134,762.30	22,258.70	15,127.23
Expenditures	5,273.16	12,278.99	17,519.32	5,428.05	10,182.32	64,410.87
Ending Balance	567,967.94	560,598.59	650,711.65	780,045.90	792,122.28	742,838.64
40-DEBT SERVICE						
Beginning Balance	100,255.15	103,701.92	104,988.84	337,265.40	263,062.00	272,751.15
Revenue	3,446.77	1,786.92	232,276.56	643,771.60	9,689.15	2,862.44
Expenditures	0.00	500.00	0.00	717,975.00	0.00	300.00
Ending Balance	103,701.92	104,988.84	337,265.40	263,062.00	272,751.15	275,313.59
61-NUTRITION FUND						
Beginning Balance	111,910.55	110,865.06	115,549.17	99,427.35	89,589.52	76,232.47
Revenue	50,111.72	54,611.05	59,099.88	58,280.68	51,261.96	39,226.43
Expenditures	51,157.21	49,926.94	75,221.70	68,118.51	64,619.01	53,017.48
Ending Balance	110,865.06	115,549.17	99,427.35	89,589.52	76,232.47	62,441.42
less: Received on Acct	13,772.18	12,120.18	11,095.83	8,739.00	3,498.74	3,494.49
	97,092.88	103,428.99	88,331.52	80,850.52	72,733.73	58,946.93
72-FLEX SPENDING ACCT FUND						
Beginning Balance	9,189.53	10,795.76	12,203.50	10,217.54	11,772.58	5,861.52
Revenue (contributions)	1,914.98	1,914.98	1,914.98	1,914.98	1,984.98	1,845.10
Expenditures (claims)	308.75	507.24	3,900.94	359.94	7,896.04	194.13
Ending Balance	10,795.76	12,203.50	10,217.54	11,772.58	5,861.52	7,512.49
EMPLOYER'S PAYROLL EXPENSE:						
Gross Wages-hourly	74,794.95	92,522.00	90,152.07	90,215.02	92,831.45	92,621.85
Gross Wages-contract	338,940.28	336,010.41	327,451.43	326,668.90	332,028.97	331,666.90
	413,735.23	428,532.41	417,603.50	416,883.92	424,860.42	424,288.75
Employer paid deductions	49,119.88	49,619.88	46,793.21	49,082.37	46,750.31	47,995.01
Employer paid IPERS	38,162.59	39,151.03	37,390.92	38,307.45	38,984.62	37,308.70
Employer paid FICA	31,169.96	32,124.85	31,382.98	31,332.29	32,125.12	31,984.04
	118,452.43	120,895.76	115,567.11	118,722.11	117,860.05	117,287.75
TOTAL	532,187.66	549,428.17	533,170.61	535,606.03	542,720.47	541,576.50

EAST BUCHANAN CSD
TREASURER'S REPORT

MONTH BY		Jun-26			
Fund	Beginning Fund Balance	+ Revenues	- Expenditures	Ending Fund Balance	
General	\$ 2,131,513.38	\$ 552,734.33	\$ 919,923.83	\$ 1,764,323.88	
Activity	\$ 99,691.44	\$ 12,241.76	\$ 18,419.60	\$ 93,513.60	
Management	\$ 237,733.50	\$ 5,501.41	\$ -	\$ 243,234.91	
SAVE	\$ 584,778.81	\$ 54,772.50	\$ -	\$ 639,551.31	
SAVE	\$ 2,430,992.76	\$ 6,773.48	\$ -	\$ 2,437,766.24	
PPEL	\$ 792,122.28	\$ 15,127.23	\$ 64,410.87	\$ 742,838.64	
Debt Service	\$ 272,751.15	\$ 2,862.44	\$ 300.00	\$ 275,313.59	
Nutrition	\$ 76,232.47	\$ 16,613.06	\$ 30,404.11	\$ 62,441.42	
Nutrition	\$ -	\$ 22,613.37	\$ 22,613.37	\$ -	
FSA	\$ 5,861.52	\$ 1,845.10	\$ 194.13	\$ 7,512.49	
	\$ 6,631,677.31	\$ 691,084.68	\$ 1,056,265.91	\$ 6,266,496.08	

BY BANK ACCOUNT

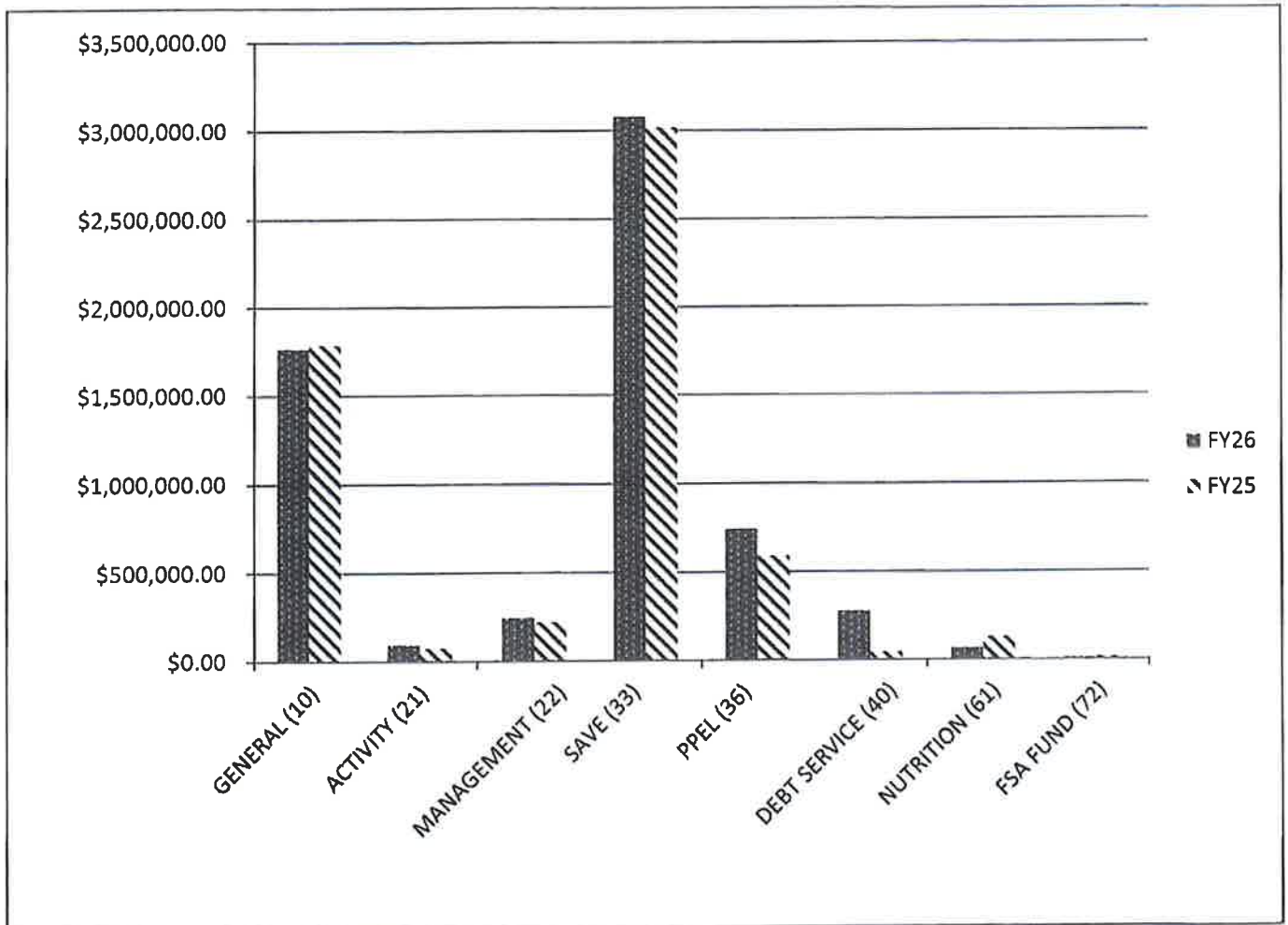
Fund	Beginning Fund Balance	+ Revenues	- Expenditures	Ending Fund Balance	Outstanding Deposits	Outstanding Checks	Ending Bank Balance	Bank Acct
General	\$ 1,786,108.89	\$ 8,447,060.75	\$ 8,468,845.76	\$ 1,764,323.88				
Management	\$ 219,118.50	\$ 458,345.75	\$ 434,229.34	\$ 243,234.91				
FSA	\$ 13,280.70	\$ 35,014.14	\$ 40,782.35	\$ 7,512.49				
				\$ 2,015,071.28	\$ -	\$ 53,470.97	\$ 2,068,542.25	XX009
Activity	\$ 74,058.43	\$ 172,758.43	\$ 153,303.26	\$ 93,513.60				
				\$ 93,513.60	\$ -	\$ 9,999.65	\$ 103,513.25	XX306
SAVE	\$ 2,349,394.86	\$ 288,503.88	\$ 200,132.50	\$ 2,437,766.24	\$ -	\$ -	\$ 2,437,766.24	XX1520
SAVE	\$ 665,612.39	\$ 743,366.83	\$ 769,427.91	\$ 639,551.31				
PPEL	\$ 588,169.63	\$ 572,435.17	\$ 417,766.16	\$ 742,838.64				
Debt Service	\$ 43,774.02	\$ 846,247.07	\$ 614,707.50	\$ 275,313.59				
				\$ 1,657,703.54	\$ -	\$ -	\$ 1,657,703.54	XX900
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	UMB
Nutrition	\$ 127,773.92	\$ 563,485.19	\$ 628,817.69	\$ 62,441.42	\$ -	\$ 10.60	\$ 62,452.02	XX603

CASH SUMMARY REPORT

EAST BUCHANAN COMMUNITY SCHOOL

June 2026

Fund Description	Beginning	Revenues	Expenditures	FY26 Ending	FY25 End Balance	Difference
GENERAL (10)	\$2,131,513.38	\$552,734.33	\$919,923.83	\$1,764,323.88	\$1,786,108.89	(\$21,785.01)
ACTIVITY (21)	\$99,691.44	\$12,241.76	\$18,419.60	\$93,513.60	\$74,058.43	\$19,455.17
MANAGEMENT (22)	\$237,733.50	\$5,501.41	\$0.00	\$243,234.91	\$219,118.50	\$24,116.41
SAVE (33)	\$3,015,771.57	\$61,545.98	\$0.00	\$3,077,317.55	\$3,015,007.25	\$62,310.30
PPEL (36)	\$792,122.28	\$15,127.23	\$64,410.87	\$742,838.64	\$588,169.63	\$154,669.01
DEBT SERVICE (40)	\$272,751.15	\$2,862.44	\$300.00	\$275,313.59	\$43,774.02	\$231,539.57
NUTRITION (61)	\$76,232.47	\$39,226.43	\$53,017.48	\$62,441.42	\$127,773.92	(\$65,332.50)
FSA FUND (72)	\$5,861.52	\$1,845.10	\$194.13	\$7,512.49	\$13,280.70	(\$5,768.21)
			TOTAL	\$6,266,496.08	\$5,867,291.34	\$399,204.74



Certified Budget compared to Actual Revenues/Expenditures

		ALL FUNDS			GENERAL FUND ONLY		
		Certified Budget	YTD as of 06/30/2026	over / (under) budget	Certified Budget	YTD as of 06/30/2026	over / (under) budget
Taxes Levied on Property	1	3,520,480	3,502,147		2,492,761	2,475,960	
Utility Replacement Excise Tax	2	42,094	40,604		29,806	28,706	
Income Surtaxes	3	254,795	215,521		254,795	215,521	
Tuition\Transportation Received	4	725,000	441,361		725,000	441,361	
Earnings on Investments	5	205,000	216,687		60,000	63,949	
Nutrition Program Sales	6	192,000	196,758		-	-	
Student Activities and Sales	7	121,000	120,291		1,000	3,055	
Other Revenues from Local Sources	8	116,500	203,334		66,500	129,066	
Revenue from Intermediary Sources	9	-	-				
State Foundation Aid	10	4,070,994	4,023,880		4,070,994	4,023,880	
Instructional Support State Aid	11	13,450	-		13,450	-	
Other State Sources	12	749,000	821,520		96,500	174,539	
Two Tier Assessment Limitation Repl	13	41,697	-		31,758	-	
Title I Grants	14	60,000	51,867		60,000	51,867	
IDEA and Other Federal Sources	15	390,000	366,691		220,000	222,658	
Total Revenues	16	10,502,010	10,200,660		8,122,564	7,830,561	
General Long-Term Debt Proceeds	17	-	-		-	-	
Transfers In	18	366,270	666,024		-	-	
Proceeds of Fixed Asset Dispositions	19	-	95,378		-	250	
Special Items/Upward Adjustments	20	-	-		-	-	
Total Revenues & Other Sources	21	10,868,280	10,962,062	93,782	8,122,564	7,830,811	(291,753)
Beginning Fund Balance	22	5,302,890	5,302,890		1,109,354	1,109,354	
Total Resources	23	16,171,170	16,264,952		9,231,918	8,940,166	
*Instruction	24	5,913,000	5,727,055	(185,945)	5,500,000	5,392,909	(107,091)
Student Support Services	25	300,000	268,660		300,000	268,660	
Instructional Staff Support Services	26	491,000	465,192		450,000	422,152	
General Administration	27	310,000	268,407		265,000	225,127	
School/Building Administration	28	430,000	410,507		430,000	402,057	
Business & Central Administration	29	150,000	132,557		150,000	132,557	
Plant Operation and Maintenance	30	1,482,000	855,403		650,000	549,466	
Student Transportation	31	555,120	555,064		425,000	344,139	
This row is intentionally left blank	32	-	-				
*Total Support Services (lines 25-32)	32A	3,718,120	2,955,791	(762,329)	2,670,000	2,344,158	(325,842)
*Noninstructional Programs	33	500,000	419,872	(80,128)	-	-	-
Facilities Acquisition and Construction	34	200,000	121,471		-	-	
Debt Service	35	623,846	622,845		-	-	
AEA Support - Direct to AEA	36	212,920	162,898		212,920	162,898	
*Total Other Expenditures (lines 34-36)	36A	1,036,766	907,214	(129,552)	212,920	162,898	(50,022)
Total Expenditures	37	11,167,886	10,009,932		8,382,920	7,899,965	
Transfers Out	38	366,270	666,024		7,000	6,754	
Other Uses	39	-	-				
Total Expenditures & Other Uses	40	11,534,156	10,675,956	(858,200)	8,389,920	7,906,718	(483,202)
Ending Fund Balance	41	4,637,014	5,588,996		841,998	1,033,447	
Total Requirements	42	16,171,170	16,264,952		9,231,918	8,940,166	

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.

ITEMS TO INCLUDE ON AGENDA

EAST BUCHANAN COMMUNITY SCHOOL DISTRICT

Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds

- Hearing on the Proposed Issuance of Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds
- Resolution Supporting the Proposed Issuance of Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds

**NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE CHAPTER 21
AND THE LOCAL RULES OF THE SCHOOL DISTRICT.**

July 13, 2026

The Board of Directors of the East Buchanan Community School District, State of Iowa, met in _____ session, in the East Buchanan School Library, 414 5th Street North, Winthrop, Iowa 50682, at 5:00 P.M., on the above date. The Board of Directors provided a hybrid option for the members of the Board to participate in the meeting. There were present President _____, in the chair, and the following named Board Members:

Absent: _____

Vacant: _____

* * * * *

The President of the Board of Directors of the East Buchanan Community School District (the "School District") announced that this is the time, place and date to hold a hearing on the Proposed Issuance of Approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds. The following persons appeared:

(List the persons who appeared or attach the minutes of the hearing)

The President declared the hearing closed.

Director _____ introduced the following Resolution and moved its adoption. Director _____ seconded the motion to adopt. The roll was called, and the vote was:

AYES: _____

NAYS: _____

The President declared the Resolution adopted as follows:

**RESOLUTION SUPPORTING THE PROPOSED ISSUANCE OF
APPROXIMATELY \$6,300,000 SCHOOL INFRASTRUCTURE
SALES, SERVICES AND USE TAX REVENUE BONDS**

WHEREAS, the School District receives revenue from the State of Iowa Secure an Advanced Vision for Education Fund ("SAVE Revenue") pursuant to Iowa Code Section 423F.2; and

WHEREAS, pursuant to Iowa Code Chapter 423F and an election duly held in accordance therewith on September 9, 2008 approving a revenue purpose statement (the "Revenue Purpose Statement"), the Board of Directors is currently entitled to spend SAVE Revenue for school infrastructure purposes; and

WHEREAS, on June 18, 2026, the Board of Directors adopted a Resolution approving a new Revenue Purpose Statement and ordered an election be held on September 8, 2026 on the new Revenue Purpose Statement to authorize expenditures from SAVE Revenue; and

WHEREAS, the Board of Directors is in need of funds for the following school infrastructure project(s): to demolish the three-story section of the school building; to build, furnish, and equip an addition to the school building for educational and student support spaces, including site improvements; and to remodel, repair, improve, and equip the school building, including educational and administrative spaces and HVAC improvements, including costs of issuance and a debt service reserve fund if required by the purchaser; and

WHEREAS, the Board of Directors has deemed it necessary and advisable that the District issue School Infrastructure Sales, Services and Use Tax Revenue Bonds, which may be issued in one or more series over multiple fiscal years pursuant to Iowa Code Sections 423F.2 and 423F.4, in the approximate amount of \$6,300,000 for the purpose of providing funds to demolish the three-story section of the school building; to build, furnish, and equip an addition to the school building for educational and student support spaces, including site improvements; and to remodel, repair, improve, and equip the school building, including educational and administrative spaces and HVAC improvements, including costs of issuance and a debt service reserve fund if required by the purchaser. Any bond proceeds remaining after completion of this project will be used for other school infrastructure projects as authorized by the School District's Revenue Purpose Statement; and

WHEREAS, the new Revenue Purpose Statement must be approved by the electors at the September 8, 2026 election before the School District may issue approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds; and

WHEREAS, the Board of Directors has complied with the provisions of Iowa Code Section 423F.4 by providing notice and holding a public hearing on the proposal to issue such Bonds.

NOW, THEREFORE, it is resolved:

1. The Board of Directors supports the proposal to issue approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, which may be issued in one or more series over multiple fiscal years pursuant to Iowa Code Sections 423F.2 and 423F.4, for the purpose of providing funds to demolish the three-story section of the school building; to build, furnish, and equip an addition to the school building for educational and student support spaces, including site improvements; and to remodel, repair, improve, and equip the school building, including educational and administrative spaces and HVAC improvements, including costs of issuance and a debt service reserve fund if required by the purchaser. Any bond proceeds remaining after completion of this project will be used for other school infrastructure projects as authorized by the School District's Revenue Purpose Statement.

2. Eligible electors of the school district have the right to file with the Board Secretary a petition pursuant to Iowa Code Section 423F.4(2)(b), on or before close of business on July 27, 2026, for an election on the proposed bond issuance. The petition must be signed by eligible electors equal in number to not less than one hundred or thirty percent of those voting at the last preceding election of school officials under Iowa Code Section 277.1, whichever is greater.

3. In the event a petition containing the required number of valid signatures is filed with the Secretary of the Board on or before close of business on July 27, 2026, the President shall call a meeting of the Board to consider withdrawing the proposed Bond issuance, or directing that the question of the proposed Bond issuance be submitted to the qualified electors of the School District.

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 to issue approximately \$6,300,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, which may be issued in one or more series over multiple fiscal years pursuant to Iowa Code Sections 423F.2 and 423F.4, in the approximate amount of \$6,300,000 for the purpose of providing funds to demolish the three-story section of the school building; to build, furnish, and equip an addition to the school building for educational and student support spaces, including site improvements; and to remodel, repair, improve, and equip the school building, including educational and administrative spaces and HVAC improvements, including costs of issuance and a debt service reserve fund if required by the purchaser; with any bond proceeds remaining after completion of this project used for other school infrastructure projects as authorized by the School District's Revenue Purpose Statement?

PASSED AND APPROVED this 13th day of July, 2026.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

STATE OF IOWA)
) SS
COUNTY OF BUCHANAN)

WITNESS my hand this _____ day of _____, 2026.

4908-4043-2309-1\19456-010

904.2 - ADVERTISING AND PROMOTION

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

East Buchanan Elementary Student Handbook 2026-2027



Our Mission:

To challenge students to think critically, communicate effectively, develop values, and contribute to society.

For security reasons, all visitors, upon arrival, must sign in at the school office before visiting any classroom and receive a visitor's pass.

PARENT VISITATION

We encourage parents to visit classes at East Buchanan. Classroom visits provide one of the best means to gain information about the educational program and to observe a child's performance in a classroom learning situation. In order to maintain security for all students and to avoid conflict with scheduled events or the disruption of critical educational activities (such as testing), the **administration requires that** all parent visitation be approved by the principal and/or teacher in advance.

To help minimize disruptions, parents should make their classroom visits after the first six weeks and before the last four weeks of the school year. Visitation also is not recommended during the three days on which parties are typically scheduled: Halloween, Christmas, and St. Valentine's Day (although some parents might be asked to help with these parties). American Education Week, too, offers an excellent opportunity for parent visitation.

Visitations should last NO longer than 1-2 hours. We also ask that small children NOT accompany adults on these visits due to the distraction this may cause for the classroom students.

All Parents and Visitors need to report to the office before entering the building at any time. PK parents can pick up and drop off at the PK door (Jackson Street).

STUDENT DROP-OFF/PICK-UP

Before and after school is a busy time in the hallways with students preparing for school or preparing to go home. Our hallways become very congested. It is asked that you drop-off or pick-up your child(ren) on the southside of the elementary (Jackson Street). Students that are picked up will be released from the southwest door of the elementary (Jackson and 6th Street). Please do not stop in the middle of 5th Street, stopping traffic, to let your students off for school. Please park on Jackson Street.

First Day of School

The first day of school is always a big day and everyone likes to take pictures and have that experience with their child. The first day is where family members can walk their child into the school or into the classroom. For PK that 1st day may vary pending on the individual students' first day. After that day we would like to go to the routine of dropping students off at the door to help monitor who is in our building. We have a great helping staff.

Any student being Dropped-Off/Picked-Up during school hours needs to enter through the office. For safety, please park your car to drop off or pick up.

TEXTBOOKS

All textbooks and library books are the property of East Buchanan Schools. They should be used with care and returned in good condition. Students are responsible for books which are lost or damaged.

CHILD VISITATION -

Children visiting school are often a disturbing influence in the classroom. Class work may require previous

instruction the visiting students may not have had and thus, these students may not be able to participate in the class activity - causing boredom and possible disruptive behavior. Often, too, regular class students' attention is drawn to the visiting child rather than to the teacher and the task at hand. Therefore, NO children from other schools will be allowed to visit unless requested by the East Buchanan class teacher and approved by the building principal.

THE SCHOOL DAY

<u>Grade</u>	<u>Begin</u>	<u>Dismiss</u>
Preschool	8:15 (a.m. class)	11:30
	12:00 (p.m. class)	3:15
	8:15 (all day)	3:15 No Classes on (Monday's).
K-6	8:10	3:25

CANCELLATIONS/LATE STARTS/EARLY DISMISSALS

In the event school is canceled or delayed due to bad weather or other conditions, the announcement will be made over television and radio stations:

TV – KWWL, KCRG, and KGAN.

Radio - KMCH Manchester (94.7 FM)

Social Media: Facebook

You may also sign up to receive emails or text messages through the JMC Student Management System. You can do this through your account.

NO TOLERANCE

East Buchanan Elementary has a No Tolerance Policy. Safety of our students is our number one priority. Your child should feel safe at school.

Toy weapons (guns, knives, swords etc.) are not allowed on the bus or at school. **If a student does bring a toy weapon to school they will be issued a one day out of school suspension.**

Remarks that threaten another individual's life or puts them in danger will not be tolerated. **If a student makes a threatening remark there will be consequences of loss of recess(s), in-school suspension(s), and out of school suspension(s).**

VANDALISM

Any student willfully damaging East Buchanan property will be assessed the total cost of replacement or repairs. In the case of a minor child, The parent or guardian will be held responsible.

PERSONAL PROPERTY AT SCHOOL

Students are discouraged from bringing extra money, toys and other objects from home unless they have been given permission by the teacher. The school cannot assume responsibility for the loss or damage of things brought from home or for ANY personal property at school.

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.)
- Court documented appointments (Juvenile Court, DHS, etc.)
- Military commitments
- Participating in School Sponsored Activities
- Religious Holiday
- College Visit (Must be approved through Student Services Center)
- 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.

Steps in the Attendance Process:

- **Step 1:** 5th unexcused day = Letter from school notifying parent/guardian that student has accumulated 5 unexcused absences (within a semester).
 - **Step 2:** 7th unexcused day = Parent Meeting with school officials (within a semester).
 - **Step 3:** 10th unexcused day (for the year) = Administrative Attendance Hearing at the discretion of the administration. 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 4:** Continued unexcused absences = Referral for legal action. Withdrawal and loss of credit for the course will be reviewed.
-
- **Step 1:** 8th unexcused day = Letter from school notifying parent/guardian that student has accumulated 8 unexcused absences (within a semester).
 - **Step 2:** 12th unexcused day = Parent Meeting with school officials (within a semester).
 - **Step 3:** 16th unexcused day = Administrative Attendance Hearing at the discretion of the administration. 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 4:** Continued unexcused absences = Referral for legal action. Withdrawal and loss of credit for the course will be reviewed.

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.

PROGRESS REPORTS AND CONFERENCES

Report Cards will be sent home two times a year. In addition, a special effort will be made to notify parents if a child is not working up to capacity. Scheduled parent-teacher conferences are held in the Fall and again in the Spring. However, a parent may request a conference at any time by contacting the teacher.

BIRTHDAY PARTIES

If a child is having a birthday party, please do not send invitations to school to be handed out. This may cause hurt feelings because some children were invited and others were not.

CONDUCT ON SCHOOL BUSES

A list of school bus rules (Regulations for Pupils Riding School Buses) is provided at registration. In the event a bus rule is broken, Bus Violation Reports will be completed by the bus driver and a copy sent to both the parent and elementary principal.

BUS CHANGES: If for any reason a student needs to ride a different bus at any time, a note from home needs to be sent to school indicating the date, the bus change, and the reason. Students will be given a special bus pass which will allow them onto the new bus for that day.

STUDENT USE OF THE TELEPHONE

Students may use the telephone in the office to call home if needed. We ask that ALL communication about the students go through the office during the school day.

Cell phones will not be allowed in the elementary school during the school day. Student's cell phones are asked to be off during the school day and kept in student backpacks. Cell phones that are out during the school day will be taken to the office until the end of the day. The school is not responsible for lost or stolen cell phones.

SPECIAL TEACHERS AND CLINICIANS

Pupils have special teachers for vocal music, instrumental music and physical education. Through federal funding, a developmental reading teacher is available. Also available, through the Area Education Agency, are a school psychologist, educational consultant, speech therapist, hearing clinician, occupational therapist and teachers who work with children having special needs.

DRESS CODE/APPROPRIATE ATTIRE

Clothing which advertises, promotes, or suggests the use of alcohol, drugs, or tobacco is prohibited. Clothing which suggests or depicts things of a sexual nature are prohibited as well. Such material includes, but is not limited to, hats, book bags, gym bags, buttons, badges, t-shirts, or other clothing.

Clothing items that advertise or depict the following slogans, companies, or businesses are prohibited: Hooters, Playboy, Playgirl, Big Johnson, Coed Naked as well as other items of this nature.

Any clothing or material item that is obscene or offensive to the average person is prohibited. Obscene and offensive will be measured in terms of communication with the office by those people that deem certain items to be obscene or offensive. If a student has something that is deemed to be obscene or offensive they will be asked to have this item removed in the following ways:

First Time:

Clothing - A. Turn it inside out, B. Remove the item and put on another piece of clothing.

Item other than clothing - A. Put the item in their book bag, B. Put the item in the office.

Second Time:

Clothing - A. Remove the item and put on another piece of clothing. Item other than clothing – A. Put the item in the office. Consequence for second offense - loss of recess.

Third Time:

Clothing - A. Remove the item and put on another piece of clothing. Item other than clothing – A. Put the item in the office. Consequence for third offense - loss of recess and a phone call home.

Any offense after the third offense will result in a meeting with the student, the parents, and the administration concerning that student's inability to follow the dress code.

Hats are not worn in the school building. This includes baseball caps, stocking hats, bandanna, etc.

STUDENTS MUST WEAR GLOVES/ MITTENS, HATS, WARM COATS, AND BOOTS DURING WET AND/OR SNOWY WEATHER.

Flip Flops or opened toed shoes are not to be worn in the elementary. This is a safety issue due to recesses and going up and down stairs.

DRESS FOR PHYSICAL EDUCATION

All students are to bring a pair of tennis shoes for P.E. Shorts or slacks are desired for children in grades K-5.

GUM, CANDY, POP

Gum is not allowed at school. Candy and pop are not allowed during the school day unless provided, on special occasions, by the classroom teacher. Parents are asked not to send pop or candy with those who carry a cold lunch. Pop is not allowed in the lunchroom during lunch times.

LUNCH

The school provides a hot lunch program with well-planned and varied menus. All children who eat at school are encouraged to participate in this program. If cold lunches must be sent, they should be equally nutritious. All elementary children are eligible to participate in the hot lunch program on the following plan:

1. If a child has a lunch account and is in attendance at school, he is expected to eat hot lunch (unless a cold lunch is brought due to menu preferences.)
2. Check with one of the school offices for current prices. Money may be placed in your child's account any day of the week. Money should be taken to the office by 8:30 A.M. Payments may also be made through JMC.
3. Milk is served with hot lunches.
4. Free or reduced-price lunches are available for those who qualify under the established Federal Lunch Guidelines. Call any of the school offices for specific information in regard to this program.
5. If a student lives within walking distance of school, he/she may walk home for lunch if the school is provided with written permission from the parent/guardian. This written permission may be given once at the beginning of the year indicating this will be a daily occurrence, or it may be given each time if it is not a daily occurrence. In either event, once the student leaves school grounds, the parent/guardian is

responsible for the child. Other than the reason stated above, NO student will be allowed to leave school grounds without parent/guardian escort.

Life Threatening Allergies – (Example – Nut allergy) / Medical Alerts (Example – Seizures) Awareness

The East Buchanan Community School has recognized that students with life threatening allergies/Medical Alerts attend our school. In saying this – the district will maintain a system-wide emergency plan for addressing these potential life threatening allergic reactions or medical alerts and maintain an Individual Emergency Medical Plan (IEMP) for any student(s) whose parents/guardians, and physicians have informed the administration of the school in writing that the student(s) has a potentially life threatening allergy or medical condition. Further, the district will utilize procedures to minimize the chance of a child experiencing a potential life threatening allergic reaction/medical alert. These procedures will be presented to all staff (PK-12) during our all staff in service at the beginning of each school year.

Procedure for Implementing Life-Threatening Allergy/Medical Alerts Awareness

The administration/school nurse/guidance, will be responsible for notifying teachers, classroom associates, and parents of students in classrooms where one or more students have a life-threatening allergy. (The allergy must be clearly documented by the primary care physician or a board certified allergist.) Notification will include an explanation of the severity of the health threat, a description of signs and symptoms to be aware of and a concise list of foods and materials to avoid. Parents, in consultation with their primary care provider/allergist, will provide the list of allergens to be avoided.

Food items for students must be brought into our elementary office before going to the classroom by both parents and staff. The classroom teacher may distribute treats for special occasions, such holiday parties as long as items are pre-packaged and must be nut free and made in a factory without nut products. Classrooms with students who have life threatening allergies may have more specific guidelines depending on the type(s) of allergy. Treats that cannot be offered to all students due to life threatening allergies/Medical Alerts will not be served.

Food preparation will only be allowed in academic curriculum with the principal's and health care professional's pre-approval. An exception will be made for food preparation as related to the Individual Education Plan of individual student's goals served in special education in PreK-12 grades. Precautions will be taken for students with life threatening allergies.

Peanut butter jars should not be used for storage of manipulatives, even if the jars have been thoroughly washed.

Whenever students travel on field trips, a clear plan to activate Emergency Medical Services (911) should be reviewed by all teachers and chaperones. Field trips need to be chosen carefully; no child should be excluded from a field trip due to unavoidable allergen exposure. (NOTE: How to activate EMS should be included on the field trip forms.)

The District Transportation Department (regular and substitute drivers) will be notified of the student(s) who have life threatening allergies/medical alerts.

ARRIVAL AT SCHOOL

Teachers arrive at school early to make preparations for the school day. For that reason, students are not to come to school before 7:50 a.m. 7:45 a.m.

BREAKFAST: Those eating breakfast need to arrive by 8:00 a.m. in order to be finished in time for classes.

DISMISSAL

Children should leave the school premises and go home immediately after dismissal. If they return to the playground after school hours, they will not be allowed to enter the building. Students will not be allowed to stay after school without adult supervision. Plan with your child what to do in the event that unusual weather should occur near the dismissal time, or when school is dismissed early because of bad weather.

EMERGENCIES

The school attempts to have on record for each child the following information:

1. The phone number of the parent's home and place of employment.
2. The name of the family physician.
3. Relatives or friends to be called in case of emergencies when the parents cannot be reached.

Should the child become ill or injured at school, the secretary will first call the parent. It is very important that we know where to reach parents both at home and at work. **Please notify the elementary office immediately if there is a change in your home or work phone number.** If no response can be obtained, the family physician will then be called if conditions warrant his/her attention. Hospital preference also has been added in case of extreme emergencies. This is updated annually.

HOMEWORK

In order for your child to receive the best education possible, your child may be asked to do some work at home. You can help by providing time and a quiet place for such activities.

SCHOOL EXPENSES

East Buchanan charges a book rent fee, which pays part of the expenses for supplies used by the student during the year. These should be paid in advance by cash or check. Make checks payable to the East Buchanan Community School.

APPOINTMENTS DURING SCHOOL HOURS

It is recommended that medical/dental appointments be made during the summer and before school starts in the fall. Some appointments, of course, have to be made during the school year. Please try to get appointments as late in the school day as possible or early in the morning. Students will be counted absent one-half day if they arrive after 10:00 a.m. or if they leave before 2:00 p.m. If a student is to leave school early on any day, a note should be sent to school (or a phone call made) stating the date, reason for leaving and time.

Teachers are not to release any child during the school day until the person wanting the child released has first reported to the office. All entrances to the buildings have a sign directing visitors to report to the office.

If your child has a dentist or doctor appointment or something similar that you wish to have him/her leave school, always send a note and plan to pick the child up in the elementary office.

ALL elementary students must report to and sign in/out with office personnel as soon as they arrive or just before they leave school.

ILLNESS AND MEDICATIONS

Children that are ill are not to be in school. Children need to go 24 hours ill free (fever free, no vomiting or diarrhea) without medication before they may return to school. When a child needs to stay home due to illness, a parent/guardian should notify the office no later than 9:00 a.m. that day. If a child is well enough to

come to school, he/she is well enough to go outside for recess unless requested in writing by their doctor.

If a child develops an abnormal temperature, during school, **they must leave school and not return until a normal temperature has been maintained for 24 hours, without the aid of Tylenol, etc.**

Please contact the school if a student has a communicable disease, such as chicken pox. This will allow us to alert other parents to watch for any symptoms.

Prescription and nonprescription medications may be dispensed at school provided the following occurs:

1) Medication must be in the **original bottle**. (Ask any pharmacist for an extra prescription bottle for home) ****Note:** To help ensure the safe arrival of all medication to school, school officials will count and record the number of pills/tablets contained in each bottle brought to school.

2) The permission form must be completed and signed. These forms may be obtained from any office.

3) Antibiotics that are prescribed three times per day should be given at home before school, immediately after school and at bedtime.

4) Do not send ANY medication (including aspirin, tylenol, etc.) to school with your child to take on his/her own. For your child's safety, all medication **MUST** be dispensed through the office.

5) Medication dosage **can not** be changed without written notice from the doctor. This can be faxed to our office 319-935-4575 or sent on the doctor's prescription notepad with the child.

Over-the-counter cough drops may be taken by students themselves. However, sometimes cough drops are treated much like candy by students and for this reason, teachers must receive a note from home regarding the need for cough drop use.

HEAD LICE

If a child is found to have head lice or nits their parents/guardians will be notified. They may wait to go home until the end of the day upon the nurse's discretion. Treatment is mandatory in order for the student to return to school. Upon return to school, the treated student may be rechecked. The school nurse may also check other students that have been exposed or at risk. Parents are asked to inform the school if they discover their child has head lice. This is very helpful in controlling the spread of lice.

INSURANCE

A pupil insurance program is available to all parents. Under the plan, pupils are covered for accidents at school, as well as to and from school. The insurance coverage is strictly optional. If desired, it should be purchased at the beginning of the school year or when the student enters. Accidents **MUST** be reported to the school immediately. Insurance will not cover the claim unless it is reported promptly.

A pupil dental insurance is also available. Brochures explaining the low-cost coverage for accidents may be obtained from the school office. Both medical and dental insurance information is available at registration.

OBTAINING SCHOOL INFORMATION

If something has happened in school during the day that you feel you need more information, please call your child's teacher first. The teacher usually can give you first hand information about the situation in question. If you are not satisfied then please call and ask for the principal.

PICKING UP AND UNLOADING ELEMENTARY CHILDREN

The street east of the school (5th Street) will be used for bus traffic from 7:45 - 8:00 am and from 3:10 - 3:35pm. If you are bringing or picking up your child at school during these times, please do so on the **south**

side of the new elementary building (Jackson Street) away from the school bus traffic. Please, for the safety of your children and to relieve the bus drivers, follow the above procedure.

STUDENT RECORDS

The parents of students attending the E.B. Community School District shall have the right to inspect and review any and all official records, files, and data directly related to their children, including all materials that are incorporated into each student's cumulative record folder, and intended for school use or to be available to parties outside the school or school system. Parents requesting access to their child's school records shall do so by contacting the building principal of the child's attendance center. In order for a student's record to be released to other parties not listed below, it will have to be written with the consent of the student's parents.

Exceptions:

1. Other school officials, including teachers, within institutions or the local educational system.
2. Officials of other schools or school systems in which the student intends to enroll.
3. Authorized representative of State and Federal Governmental agencies, or administrative heads of educational agencies.
4. In connection with a student's application for, or receipt of financial aid.

Whenever a student has attained eighteen years of age, or is attending an institution of post secondary education, the permission or consent required of the rights accorded to the parents of the student shall thereafter only be required of and accorded to the student. Any student eighteen (18) years of age may permit or deny his parents access to his records.

Students' names will be released for informative reasons such as in students participating in school events, Kids Review, Newsletters, newspaper articles and announcements (see release form).

QUESTIONING OF STUDENTS BY OUTSIDE AGENCIES:

The school will cooperate with law enforcement officials in investigations involving students, while still protecting the rights of students.

Law enforcement officials will be granted permission to interview students (non-suspect) in the school setting. This generally will occur following approval of school officials and in the presence of a school official.

It shall be the responsibility of the investigator in abuse cases to determine who will be present during an interview. Officials who request an interview for a child abuse investigation and the investigator determines that the child should be interviewed independently of his or her parent(s) or guardian(s) and the school is the most appropriate setting for the interview, school officials will allow the investigation without contacting the parent(s) or guardian(s).

While school officials generally will allow interviews of students (non-suspects) without parental notification, law enforcement has the responsibility to notify parents of any interrogation of minors. The school will do everything possible to see that parents are notified prior to any interrogation of students. Law enforcement will not interrogate any minor without parent consent. In the event that parents are not available, and give consent, a school administrator shall be present at the interview and serve as an advocate of the student.

SEARCH AND SEIZURE

The Board of Directors holds all school property in public trust. School authorities may, without a search warrant search a student, student lockers, desks, work areas or student automobiles based on a reasonable suspicion under the circumstances and in a manner reasonable in scope to maintain order and discipline in the schools, promote the educational environment, and protect the safety and welfare of students, school personnel. School authorities may also seize any illegal, unauthorized or contraband materials discovered in the search. Items of contraband may include but are not limited to nonprescription controlled substances, such as marijuana, amphetamines, barbiturates, apparatus used for the administration of controlled substances, alcoholic beverages, tobacco, weapons, explosives, poisons and stolen property. Possession of such items will be grounds for disciplinary action and may be grounds for reporting to local law enforcement authorities.

In an ongoing effort to keep and provide a safe environment for all students, the East Buchanan School District will partner with local law enforcement to participate in a routine unannounced search of the school premises by the drug and bomb K-9 (dog) units. Sessions will be scheduled through the Superintendent and/or Secondary Principals office.

INTERNET/NETWORK POLICY:

The purpose of the Internet at East Buchanan is:

- a. To enhance innovative education through access to unique resources and collaborations, and
- b. To improve learning and teaching through research, teacher training, collaboration and dissemination of successful educational practices, methods, and materials.

The purpose of the Network at East Buchanan is to:

- a. To give you storage space for your class related work: and
- b. To give you convenience in accessing this storage space.

Access to the Internet and EB Network is a privilege and not a right, and persons who misuse this privilege will be denied access.

**** Students and their parents must sign the East Buchanan Schools Internet Policy. This will be kept on file for the duration of the student's time at East Buchanan. Any violation of the EB Internet/Network Policy may result in privileges being revoked for a specified amount of time as stated below.**

Students who access restricted items or otherwise misuse the Internet/Network will be subject to appropriate action as described in the school's discipline policy or student handbook or to the following consequences.

First Offense:

A student that has been found to be in violation of the EB Internet Policy or has intentionally accessed restricted material will lose Internet privileges for a period of **three weeks** at the discretion of the building principal.

Second Offense:

A student that has been found to be in violation of the EB Internet Policy or has intentionally accessed restricted material for a second time will lose all network privileges for a period of **12 weeks**.

Third and each subsequent Offense:

A student that has been found to be in violation of the EB Internet Policy or has intentionally accessed restricted material for a third time will lose all network privileges for a period of **one calendar year**. *The discipline for these offenses will be for the duration of the student's years at East Buchanan.*

ANTI-BULLYING / HARASSMENT (Code No.104)

Harassment and bullying of students and employees are against federal, state and local policy, and are not tolerated by the board. The board is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, the board has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment as well as processes and procedures to deal with incidents of bullying and harassment. Bullying and harassment of students by students, school employees, and volunteers who have direct contact with students will not be tolerated in the school or school district.

The board prohibits harassment, bullying, hazing, or any other victimization, of students, based on any of the following actual or perceived traits or characteristics: age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status. Harassment against employees based upon race, color, creed, sex, sexual orientation, national origin, religion, age or disability is also prohibited.

This policy is in effect while students or employees are on property within the jurisdiction of the board; while on school-owned or school-operated vehicles; while attending or engaged in school-sponsored activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or school district.

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures up to, and including, termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures up to, and including, exclusion from school grounds. "Volunteer" means an individual who has regular, significant contact with students.

Harassment and bullying means any electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived trait or characteristic of the student and which creates an objectively hostile school environment that meets one or more of the following conditions:

- Places the student in reasonable fear of harm to the student's person or property;
- Has a substantially detrimental effect on the student's physical or mental health;
- Has the effect of substantially interfering with the student's academic performance; or
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

"Electronic" means any communication involving the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. "Electronic" includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, electronic text messaging, or similar technologies.

Harassment and bullying may include, but are not limited to, the following behaviors and circumstances:

- Verbal, nonverbal, physical or written harassment, bullying, hazing, or other victimization that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;

- Repeated remarks of a demeaning nature that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
- Implied or explicit threats concerning one's grades, achievements, property, etc. that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
- Demeaning jokes, stories, or activities directed at the students that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim; and / or
- Unreasonable interference with a student's performance or creation of an intimidating, offensive, or hostile learning environment.

Sexual harassment means unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

- Submission to the conduct is made either implicitly or explicitly a term or condition of the student's education or benefits;
- Submission to or rejection of the conduct by a school employee is used as the basis for academic decisions affecting that student; or
- The conduct has the purpose or effect of substantially interfering with the student's academic performance by creating an intimidating, hostile, or offensive education environment.

In situations between students and school officials, faculty, staff, or volunteers who have direct contact with students, bullying and harassment may also include the following behaviors:

- Requiring that a student submit to bullying or harassment by another student, either explicitly or implicitly, as a term or condition of the targeted student's education or participation in school programs or activities; and / or
- Requiring submission to or rejection of such conduct as a basis for decisions affecting the student.

Any person who promptly, reasonably, and in good faith reports an incident of bullying or harassment under this policy to a school official, shall be immune from civil or criminal liability relating to such report and to the person's participation in any administrative, judicial, or other proceeding relating to the report. Individuals who knowingly file a false complaint may be subject to appropriate disciplinary actions.

Retaliation against any person because the person has filed a bullying or harassment complaint or assisted or participated in a harassment investigation or proceeding, is also prohibited. Individuals who knowingly file false harassment complaints and any person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy, shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy, shall be subject to measures up to, and including, exclusion from school grounds.

The school or school district will promptly and reasonably investigate allegations of bullying or harassment. The equity coordinator or designee will be responsible for handling all complaints by students alleging bullying or harassment. The equity coordinator or designee will be responsible for handling all complaints by employees alleging bullying or harassment.

It is also the responsibility of the superintendent, in conjunction with the investigator and principals, to develop procedures regarding this policy. The superintendent also is responsible for organizing training programs for students, school officials, faculty, staff, and volunteers who have direct contact with students. The training will include how to recognize harassment and what to do in case a student is harassed. It will also include proven effective harassment prevention strategies. The superintendent will also develop a process for evaluating the effectiveness of the policy in reducing bullying and harassment in the board. The

superintendent shall report to the board on the progress of reducing bullying and harassment in the board.

Students who feel they have been harassed should:

- If the student is comfortable doing so they should communicate to the harasser that the student expects the behavior to stop. If the student wants assistance communicating with the harasser, the student should ask a teacher, counselor, or principal to help.
- If the harasser does not stop, or the student does not feel comfortable confronting the harasser, the student should:
- Tell a teacher, counselor or principal; and
- Write down exactly what happened, keep a copy and give a copy to the teacher, counselor, or principal including:
 - What, when, and where it happened
 - Who was involved
 - Exactly what was said or what the harasser did;
 - Witnesses to the harassment
 - What the student said or did, either at the time or later
 - How the student felt; and
 - How the harasser responded

Discipline levels for Harassment shall involve a three-step process:

- Level one - warning and/or 60 minute detention
- Level two – out of school suspension
- Level three – out of school suspension to possible expulsion

The severity of the event may make it necessary to skip a level and make the discipline more severe.

Discipline of students who make threats of violence or cause incidents of violence - student threats of violence and incidents of violence.

See link: [Progressive Discipline Model](#)

STUDENT ABUSE

Any student that has been abused either physically or sexually by a school employee shall make a written report of this to the level one investigator immediately. The level one investigators are the Superintendent of Schools or the Secondary Principal. Report forms are available in any administrative office.

DUE PROCESS:

If you feel that an action of a faculty member toward you is unfair or improper, you have the right to question the action. You are responsible to behave respectfully and calmly at all times and to follow the listed process:

1. Set up a time to meet with the faculty member privately. Do this later in the day or early the next day. Discuss your opinions and listen to the faculty member's opinion. Normally most disagreements are a misunderstanding of the facts of a particular situation and will be cleared up with this type of discussion. You will not always agree with the faculty member, but will be more likely to understand why the action of the teacher was necessary.

2. If you still feel the action was unjust or improper after meeting with the faculty member, you should contact the principal. The principal will listen to your explanation. Normally, he/she will schedule a meeting with you and the faculty member to discuss the situation and a possible solution.
3. If you still feel the action is unjust or improper after this meeting, you should contact the Superintendent of Schools to discuss the situation.

NOTIFICATION OF SECTION 504

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a disability in any program receiving federal financial assistance. In order to fulfill obligations under Section 504, the East Buchanan School District has the responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability should knowingly be permitted in any of the programs and practices of the school system.

The East Buchanan School District has the responsibilities under Section 504, which include the obligations to identify, evaluate, and, if the student is determined to be eligible under Section 504, to afford access to appropriate educational services. If the parent or guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian the right to: 1) inspect and review his/her child's educational records; 2) make copies of these records; 3) receive a list of the individuals having access to those records; 4) ask for an explanation of any item in the records; 5) ask for an amendment to any report on the grounds that it is inaccurate, misleading, or violates the child's rights; and 6) a hearing on the issue if the school refuses to make the amendment.

If there are questions, please feel free to contact the Superintendent, Section 504 Coordinator for the East Buchanan School District, at phone #935-3767.

STUDENT FEE WAIVER AND REDUCTION PROCEDURES

Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived or partially waived. Students whose families are experiencing a temporary financial hardship should contact the superintendent or his representative at registration time for a waiver form. This waiver does not carry over from year to year and must be completed annually.

PARENT INVOLVEMENT POLICY

It is the intent of the East Buchanan Community School District to foster parent involvement in their children's education to help ensure the success of those children at school. East Buchanan believes that parents can help students succeed in the following ways:

- by reinforcing skills taught to students
- by learning about ideas that parents can use to help students learn
- by supporting students and the school's effort to educate them

by making decisions which foster student learning
by providing an environment which is conducive to learning
by open communication regarding student progress

East Buchanan will offer opportunities for parents to participate in a student's education in the following ways:

Problem Solving: Parents are invited to join regular and special educators, AEA personnel, administration, other related staff to meet and discuss problem-solving strategies to help students who are experiencing difficulty in school.

Parent-Teacher Conferences: Parents are invited to meet with classroom teachers to discuss student progress.

Open house: Parents are invited to take a look at student work and class areas, see student's classrooms and meet the teachers.

Friends & Family Day: K-2 parents, relatives, and friends are invited to visit classrooms to view student programs and are invited to view the music program..

Mentor and Volunteer Program: Parents, grandparents, and community members are asked to volunteer time during the school day helping and mentoring students.

Parent Visitation: Parents are encouraged to request a visitation to their student's classroom to observe learning in progress as well as encouraged to attend parent involvement conferences.

PTO: Parents are invited to join the Parent-Teacher Organization as they plan and prepare for activities during the year.

Title I Open House: Parents of Title I students and their families are invited to attend and learn about the Title I program during Welcome Back night.

Student Performances: Various grade levels present band and vocal music presentations for the public.

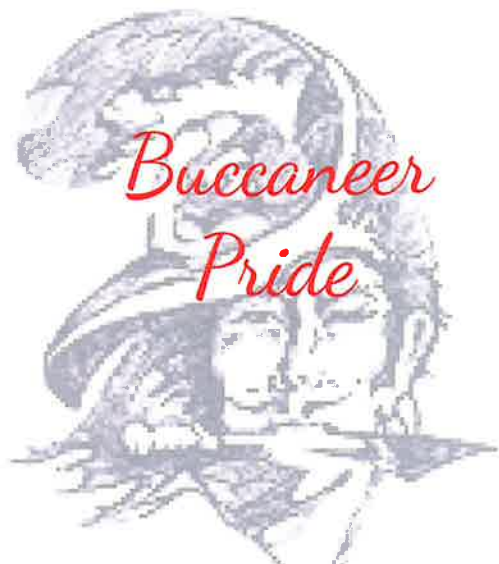
NONDISCRIMINATION POLICY

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

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

POSITIVE BEHAVIOR INTERVENTION & SUPPORT (PBIS)

East Buchanan Elementary School has always strived to create a safe and stimulating learning environment for all students. In an effort to continue to improve our school climate, staff at East Buchanan Elementary have worked together to form a Positive Behavior Intervention & Support (PBIS) Plan. The focus of this plan is to create a positive school climate that fosters being responsible, understanding, caring and safe.



Be Responsible
Understanding
Caring
Safe

East Buchanan PBIS Disciplinary Matrix

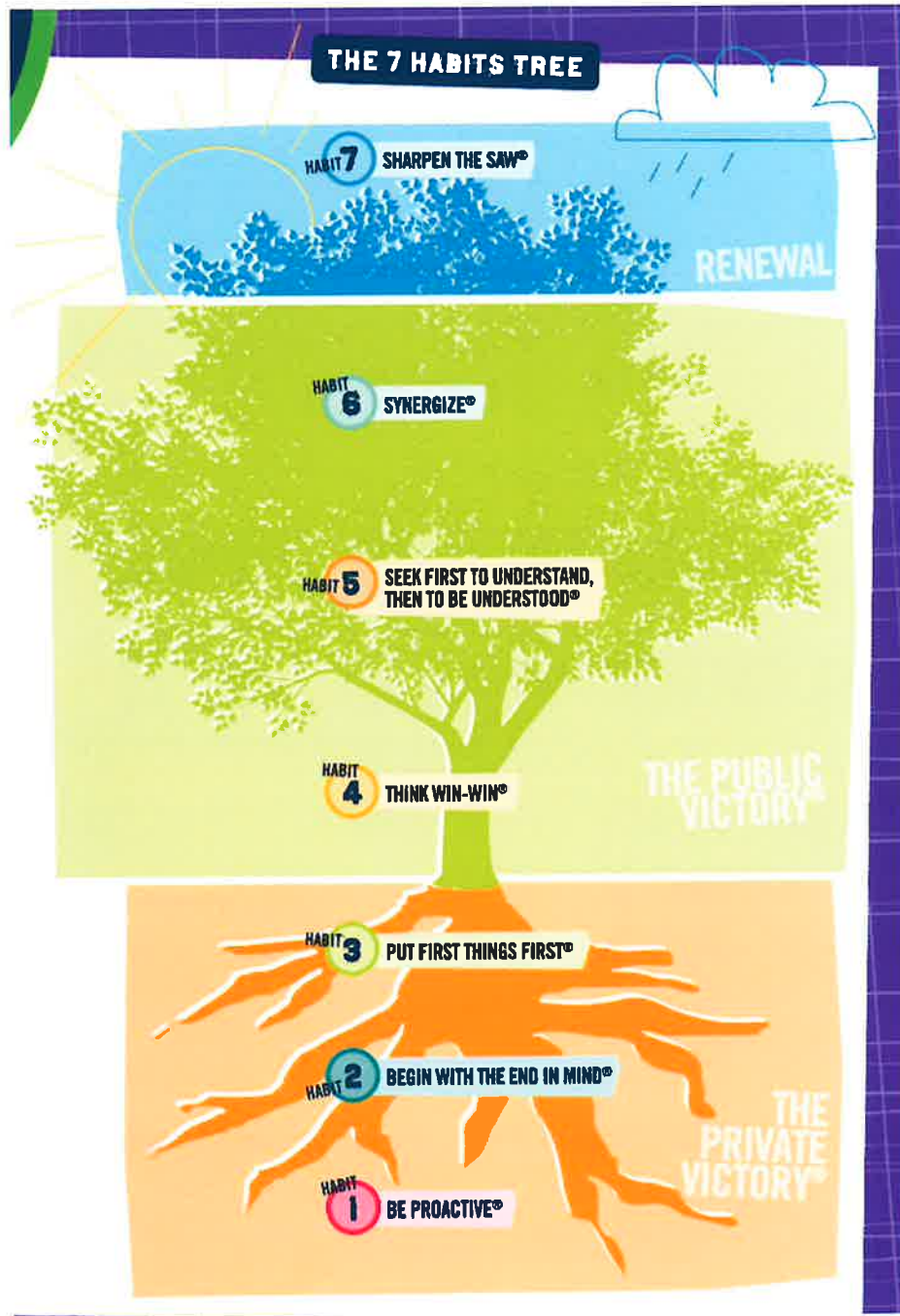
ACCOMMODATIONS	MINORS	MAJOR
Defiance/Disrespect/Noncompliance -Not following directions -Smirking during problem solving -Hiding or crawling under tables or furniture	Defiance/Disrespect/Noncompliance - Making noises after being asked to stop -Walking away from teacher when spoken to -Running/Skipping in the hall after a reminder -Not following directions after accommodation -Unresponsive even after cool-down/refuses to process -Yelling/Arguing with adult -Leaving room without permission or prior behavior plan arrangement -Repeated hiding or crawling under tables or furniture	Defiance/Disrespect/Noncompliance -Complete refusal to follow classroom to destination such as specials, playground, etc. (hiding or crawling under tables or furniture) -Total refusal to comply/shuts down/requires removal from situation by an adult -Leaving the building -Hiding in unsafe areas of the building

Disruption -Occasional blurting out, interrupting -Note passing -Playing in front of classroom doors and windows -Loud voices/Yelling in the building - Slamming lockers and doors	Disruption -Keeping others from learning through noises or action -Talking out of turn/Interrupting constantly -Repeated unnecessary roaming the room, hall, etc. -Slamming lockers and doors (intentional, repeated, out of anger)	Disruption -Throwing chairs, tables desks, etc. -Standing on furniture or counters -Bomb threat -False fire alarm
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ACCOMMODATIONS	MINORS	MAJOR
Inappropriate Words/ Inappropriate Display of Affection - Use of milder inappropriate language (i.e. shut up, stupid, retard) - Profanity that is not intended but “slips out” - Inappropriate clothing (Dress Code - See Handbook) -Re-teach body basics, expectations	Inappropriate Words/ Inappropriate Display of Affection - Repeated use of milder inappropriate language (i.e. shut up, stupid, retard) - Using non-verbal profanity -Separation of students -Showing of private parts	Inappropriate Words/ Inappropriate Display of Affection - Sexual words or innuendo - Using profane language purposefully -Kissing, showing inappropriate body parts, touching body parts -Repeated display of private parts
Fighting/Physical Aggression - Throwing small object with no intended target - “Play” fighting, roughhousing, tripping	Fighting/Physical Aggression - Repeated pushing in line - Pushing back toward someone who initiated contact - Bumping into others intentionally - Shoving/Slapping (no marks or injury)	Fighting/Physical Aggression - Hitting (slapping/punching) - Throwing harmful object at someone - Pushing to the ground with injury - Kicking/Biting/Hair pulling/Intentional spitting - Initiating a fight - Premeditated assault

	- Mild body contact - Throwing small objects at someone	- Assault that leaves a mark or injury - Threatening gesture with dangerous object (i.e. a bat, large stick, rock)
Use/Possession of Weapons	Use/Possession of Weapons	Use/Possession of Weapons
	-Pretend play of weapons, harming others	- possession of toy or real weapons
ACCOMMODATIONS	MINORS	MAJORS
Lying/Cheating/Theft -Taking things without permission (returned)	Lying/Cheating/Theft -Taking another student's assignment -Copying homework -Lying to an adult -Going through other's lockers, desks, coats, etc	Lying/Cheating/Theft -Repeated lying to adults -Copying a peer's test -Taking objects from others (not returned on their own) -Using peers assignments as their own
Property Damage/ Vandalism	Property Damage/ Vandalism	Property Damage/ Vandalism
	-Writing on desk or walls (cleaned up when asked) -Breaking or destroying classroom/ other's objects (once)	-Writing on desk or walls repeatedly -Repeated breaking or destroying classroom/other's objects
Technology Use	Technology Use	Technology Use
- Not following teacher's directions	- Visiting violent, sexual or gaming websites - Sending harassing, bullying or inappropriate emails to others	- Repeated visiting of violent, sexual or gaming websites - Repeated harassment and/or bullying emails to others.

Here at East Buchanan, we are a Leader in Me school. This means that we believe in living by the 7 habits. Lessons for each habit are taught throughout the year and we use the language to help students reach their full potential.



We have read and understand the Elementary Handbook.

Student Name/s

Parent/Guardian Signature

East Buchanan Community School District Secondary Handbook

All content in this handbook has been thoroughly reviewed, edited, and approved by the East Buchanan Community School District Administration and the Board of Education. Final authority and accountability for the enforcement, interpretation, and legality of all policies contained within this handbook rest solely with school district officials.

NONDISCRIMINATION POLICY (Edit July 2025)

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

There is a grievance procedure for processing complaints of discrimination. Individuals shall use the policy complaint form for policy number 102.E1. If you have questions or a grievance related to this policy, please contact the district's Equity Coordinator, Kory Kelchen, Superintendent, East Buchanan Community School, 414 5th St. N., Winthrop, IA 50682, 319-935-4563, kkelchen@east-buc.k12.ia.us.

QUESTIONING OF STUDENTS BY OUTSIDE AGENCIES Policy 502.9

The school will cooperate with law enforcement officials in investigations involving students, while still protecting the rights of students.

Law enforcement officials will be granted permission to interview students (non-suspect) in the school setting. This generally will occur following approval of school officials and in the presence of a school official.

It shall be the responsibility of the investigator in abuse cases to determine who will be present during an interview. In the event when officials who request an interview for a child abuse investigation and the investigator determines both that the child should be interviewed independently of their parent(s) or guardian(s) and that the school is the most appropriate setting for the interview, school officials will allow the investigation without contacting the parent(s) or guardian(s).

While school officials generally will allow interviews of students (non-suspects) without parental notification, law enforcement has the responsibility to notify parents of any interrogation of minors. The school will do everything possible to see that parents are notified prior to any interrogation of a student. In the event that parents are not

available, a school administrator shall be present at the interview and serve as an advocate for the student.

SEARCH AND SEIZURE Policy 502.8

The Board of Directors holds all school property in public trust. School authorities may, without a search warrant, search a student, student lockers, desks, work areas, or student automobiles based on a reasonable suspicion under the circumstances and in a manner reasonable in scope to maintain order and discipline in the schools, promote the educational environment, and protect the safety and welfare of students and school personnel. School authorities may also seize any illegal, unauthorized, or contraband materials discovered in the search. Items of contraband may include, but are not limited to, nonprescription controlled substances, such as marijuana, amphetamines, barbiturates, apparatus used for the administration of controlled substances, alcoholic beverages, tobacco/vape products, weapons, explosives, poisons, and stolen property. Possession of such items will be grounds for disciplinary action and may be grounds for reporting to local law enforcement authorities.

In an ongoing effort to keep and provide a safe environment for all students, the East Buchanan School District will partner with local law enforcement to participate in a routine unannounced search of the school premises by the drug and bomb K-9 (dog) units. Sessions will be scheduled through the Superintendent and/or Secondary Principal's office.

ABUSE

Any student that has been abused either physically or sexually by a school employee shall make a written report of this to the level one investigator immediately. The level one investigators are the Superintendent of Schools or the Secondary Principal. Report forms are available in any administrative office.

DUE PROCESS

If you feel that an action of a faculty member toward you is unfair or improper, you have the right to question the action. You are responsible for behaving respectfully and calmly at all times and to follow the listed process:

1. Set up a time to meet with the faculty member privately. Do this later in the day or early the next day. Discuss your opinions and listen to the faculty member's opinion. Normally, most disagreements are a misunderstanding of the facts of a particular situation and will be cleared up with this type of discussion. You will not always agree with the faculty member but will be more likely to understand why the action of the teacher was necessary.
2. If you still feel the action was unjust or improper after meeting with the faculty member, you should contact the principal. The principal will listen to your explanation. Normally, they will schedule a meeting with you and the faculty member to discuss the situation and a possible solution.
3. If you still feel the action is unjust or improper after this meeting, you should contact the Superintendent of Schools to discuss the situation.

ACADEMIC REQUIREMENTS

Students will need the following credits to graduate. Required Semester credits to be successfully completed are listed below:

Course	Class of 2027	Class of 2028	Class of 2029	Class of 2030
Financial Literacy	1 credit	1 credit	1 credit	1 credit
English I, II, III & IV	8 credits	8 credits	8 credits	8 credits
Fine Arts	1 credit	1 credit	1 credit	1 credit
Health/Family Relationships	1 credit	1 credit	1 credit	1 credit
Mathematics Algebra supports counts as an elective credit	6 credits	6 credits	6 credits	6 credits
Physical Education	4 credits	4 credits	4 credits	4 credits
Science - Physical Science - Biology	6 credits	6 credits	6 credits	6 credits

Chemistry				
Social Studies - U.S. History - American Government	6 credits	6 credits	6 credits	6 credits
Workplace Readiness	1 credit	1 credit	1 credit	1 credit
Electives	21 credits	20 Credits	19 Credits	18 Credits
Total Credits	53	52	52	52

ACADEMIC & SPORTS WAIVER FOR PHYSICAL EDUCATION

Academic and sports waivers may be used to reduce the physical education requirements in a given year from two semesters to one semester.

- Waiver must be filed during the first three days of the semester in which the waiver is going to be used.
 - To use the academic waiver, you must be taking a full academic load of 8 periods.
 - The sports waiver must be used during the semester in which the athlete is involved in a sport.
-

ADD/DROP CLASSES

There will be no schedule changes or adding and dropping of subjects after the third day of school has been completed in each semester. Students need to be responsible in making appropriate course selections during registration. Classes dropped after the third day will result in an "F" being recorded as a grade.

EARLY GRADUATION

Students may graduate at either the end of the first semester of their senior year if all graduation requirements in board policy [#605.4](#) [#505.5](#) (Graduation Requirements) have been met. An early graduate will be considered an alumnus and will not be

allowed to participate in extracurricular activities or activities of a social nature, except prom and one senior class trip. To be considered for early graduation, a student must meet all graduation requirements and submit a written request to the high school principal stating their reason for the request; both the parent/guardian and the student must sign the letter. For the complete policy regarding early graduation, see board policy #505.17 (Early Graduation).

CUMULATIVE GRADE POINT AVERAGE (GPA)

A student's cumulative Grade Point Average (GPA) is calculated at the end of each grading period by averaging the grade points earned in all courses taken throughout their secondary school career. Final letter grades are converted to a standard numerical scale, multiplied by the credit value of the course to determine total quality points, and then divided by the total number of credits attempted. To support early academic advancement, eighth-grade students who enroll in and complete designated high school-level courses will earn official high school credit. Consequently, the final grades for these advanced courses will be permanently recorded on the student's high school transcript and will factor directly into their cumulative high school GPA.

Honor Roll

The honor roll is established as a way to recognize academic excellence. To qualify for the **"A" Honor Roll**, students must have a 3.65 (A-) to 4.00 (A) grade point average (G.P.A.). Students with a 3.00 (B) to 3.64 (B+) grade point average qualify for the **"B" Honor Roll**. Students listed on both the "A" and "B" Honor Rolls will be able to qualify for National Honor Society with a 3.25 or higher G.P.A.

Top of Class

The Top of Class recipient is the student graduating with the highest Grade Point Average (G.P.A.). All graduating seniors that are tied for Top of Class will be recognized at graduation as Top of Class recipients. In the case of a tie for graduating senior Top of Class, the decision on who will be sent in for recognition awards will be determined by rolling a die. Each senior who is tied will roll the die. Whoever has the highest score will have the first pick of the recognition awards. The senior with the next highest score will then pick which award they would prefer. There would then be a new roll of the die to decide on who gets the third award. In the case of more than a two-way tie for the Top of Class, the same procedures will be applied, with the first pick to the highest die, the second pick to the next highest, and third pick to the next highest. If there are two Top of Class seniors who have the same score, they will roll the die again to see which of them

will go first. If the seniors agree to an equitable split of recognition before the roll of dice, administration is open to that solution as long as no coercion has been employed.

INTERNET/COMPUTER ACCEPTABLE USE

For rules and regulations concerning computer usage, please refer to the East Buchanan Acceptable Use Policy.

Students and their parents must sign the East Buchanan Schools Acceptable Use Policy. This will be kept on file for the duration of the student's time at East Buchanan. Any violation of the EB Acceptable Use Policy may result in privileges being revoked for a specified amount of time as stated below.

Students who access restricted items or otherwise circumvent the intended use of the computer will be subject to appropriate action as described in the school's discipline policy, student handbook, the Acceptable Use Policy, or to the following consequences:

First Offense:

A student that has been found to be in violation of the EB Internet Policy or has intentionally accessed restricted material will lose internet or computer privileges for a period of three weeks at the discretion of the building principal, and they must complete a digital citizenship/safety course.

Second Offense:

A student that has been found to be in violation of the EB Internet Policy or has intentionally accessed restricted material for a second time will lose all internet or computer privileges for a period of up to 12 weeks at the discretion of the building principal and lose any privilege of taking a school computer home.

Third and each subsequent Offense:

A student that has been found to be in violation of the EB Internet Policy or has intentionally accessed restricted material for a third time will lose all internet or computer privileges for a period of one calendar year at the discretion of the building principal.

The discipline for these offenses will be for the duration of the student's years at East Buchanan.

INCOMPLETE GRADES

Incomplete grades must be completed within two weeks of the end of the semester unless administration approves an extension due to extenuating circumstances.

Grades remaining incomplete after the two weeks will be changed to an F.

PASS/FAIL

Junior and senior students carrying 5 academic subjects (not including physical education, P.A.R.T., or cadet teaching) may take one (1) elective course Pass/Fail. Pass/Fail classes may not be required courses. Pass/Fail forms are available in the guidance office and must be completed during the 3-day add/drop period. A student will be given an S (satisfactory) or a U (unsatisfactory) on their report card.

RETAKE CLASSES

High School students are allowed to retake one (1) elective course per semester for credit. Listed below are the conditions that must be present and the results of retaking a class:

1. Students are in good standing both academically and behaviorally.
 2. The class being retaken must be in addition to the required minimum five academic courses per semester.
 3. Students will receive the higher of the two grades, which will count toward the GPA. The lower grade will be removed from the GPA.
 4. Students must have received a "C+" or lower grade in the "retake class" before they can retake that class for a better grade.
 5. Students must get teacher, guidance counselor, and principal approval before registration.
 6. Required Courses that are failed do not count against the one elective.
-

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:

- Medically documented illness (From Doctor, School Nurse, etc.)
- Medically documented appointments (Physician, Dentist, etc.)
 - 1 hour prior to and 2 hours after an appointment is excused. If more time is needed, communication to the office needs to happen before the appointment or within 24 hours of the appointment.
- Funeral
- Court documented appointments (Juvenile Court, DHS, etc.)
- 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 and have completed the field trip form, which can be obtained from the office)

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 10 minutes or more after the start of class without administrative permission, leaving 10 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 seven, 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.

ALL-DAY ATTENDANCE

~~Missing 2-5 periods of the day will result in the student's count of unexcused absences increased by 0.5. Missing 6-9 periods of the day will result in the student's count of unexcused absences increasing by 1.~~

~~-84 unexcused absences for a period is a letter home, a meeting between a school official and student, and an attendance contract with the student.~~

~~-128 unexcused absences for a period is a meeting between the parent(s), school official, and student, and an revisitation of the attendance contract between the student and school.~~

~~-12 unexcused absences for a period may result in the loss of credit for that class. A letter will be sent to the student's parent/guardian along with a report of the absences. The attendance contract will be reviewed with the student. The student will remain in the class.~~

~~-16 unexcused absences is potentially a letter to the Buchanan County Attorney's office, a meeting between the parent(s), school official, and student, a revisitation of the attendance contract by all parties, and possible loss of credit(s).~~

PERIOD ATTENDANCE

~~A student being absent from school for an entire day, or half day, whether excused or unexcused, does not count towards the number of unexcused absences in this section.~~

~~3 unexcused absences for one period, is a meeting between the teacher and the student~~

~~5 unexcused absences for one period is a meeting between the teacher, student, and principal~~

~~8 5 unexcused absences for one period is a meeting, possibly over the phone, between the student, teacher, principal, and a parent(s)/guardian(s). An attendance contract will be created at this point detailing the requirements of the student, staff, and parent(s)/guardian(s) to ensure attendance improves.~~

10 or more unexcused absences for one period may result in the following or other unlisted solutions:

- The loss of credit for the class with the student still required to attend
- The loss of credit for the class with the student attending a study hall
- The loss of credit for the class with the student not having a class during that time
- The loss of credit for the class with the student required to not be on campus during that time

Any student who has had a loss of credit may utilize the following appeal process:

1. The office will have available a "Student Appeal for Credit" form. The office will provide the dates of the unexcused absences and the due date at the time the form is given to the student.
2. Students will have the opportunity to explain and validate their attendance record on the remainder of the form, which then must be signed by the student and a parent/guardian.
3. The student must return the form to the office prior to or on the due date.
4. When the appeal form has been appropriately completed, the principal and teacher(s) will review the appeal form, make a decision, and notify the student of the decision.

SKIPPING CLASS

-Any student missing more than 10 minutes of class, whether it be due to tardiness, leaving early, or leaving but returning during the middle of class, may have a 30 minute detention and be counted absent from that class. The detention may be served with the classroom teacher.

-A student refusing to participate or do their work during class may be asked to serve a 30 minute detention for skipping class by the classroom teacher.

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. If later than 10 minutes, the student will be considered absent for that period.

Total Number of Tardies	Consequences
-------------------------	--------------

0-2	Warning
3-6	15-minute detention
7+	30-minute detention; administrative meeting

- **Step 1:** 5th tardy = Letter from school notifying parent/guardian that student has accumulated 5 tardies.
- **Step 2:** 7th unexcused day = Parent Meeting with school officials.

(After 1st period)

Total Number of Tardies	Consequences
0-3	Warning
4	Letter from school notifying parent/guardian that student has accumulated 4 tardies.
5-9	15-minute detention
10+	30-minute detention; administrative meeting; possible loss of credit

Failure to serve the 15-minute detention will result in a 30-minute detention. If the student fails to serve the 30-minute detention, they will be referred to the office, which will result in a 60-minute detention being served with the office.

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.

RELEASE DURING SCHOOL HOURS

Students will be allowed to leave the school grounds during school hours only with prior authorization from their parents. Students must sign out in the office before leaving. Any student not following this policy will be considered truant.

STUDENTS LIVING INDEPENDENTLY

When a student is no longer living with a parent/guardian and that parent/guardian will no longer be responsible for the student's attendance at school, the student will be guided by an independent living contract. This contract will be determined on a case-by-case basis by the student and the administration. A copy of a sample contract is available in the high school office.

STUDENT CONDUCT CODE

Most students at East Buchanan follow the rules on a daily basis and come to school to learn. The student conduct code is in place to help these students learn in a friendly and safe environment. The code below describes behaviors that will warrant disciplinary action, and the discipline levels imposed for specific behaviors.

DISCIPLINE

Detention

Detentions will be served with the teacher who assigns the detention at a time that is convenient for the teacher. In the instance when the office assigns the detention, the detention will be served on Wednesday after school at a time that is convenient for the office. Failure to serve a Wednesday detention will result in an additional 30 minutes being added to the detention time. Failure to serve the above consequences may result in advancement to an In-School Suspension.

Actions that will result in a detention may include but are not limited to:

- Profanity and obscene gestures (directly or indirectly towards others)
- Repeatedly displaying inappropriate dress
- Inappropriate displays of affection

- Disruption of the school, which is any action or conduct that interrupts, disrupts, or is detrimental to the school environment, including inappropriate hallway behavior.
- Insubordination, which is willful disobedience toward authority, showing disrespect, disregarding school/classroom rules, using profanity, or threatening/making obscene gestures directly or indirectly toward a school employee or guest.

In-School Suspension (ISS)

In-school suspension is a setting which removes the student from the general population but allows the student to work on academic courses. Students may not participate in or attend East Buchanan practices or events if they were serving an ISS at dismissal. Failure to serve an ISS may result in an Out-of-School Suspension.

Actions that will result in an ISS may include but are not limited to:

- Comments or displays of discrimination or prejudice, including but not limited to:
 - Race, sexual orientation, biological sex, or disability
- Physical or verbal aggression
- Possession of tobacco/vape products on school grounds
- Possession of alcohol on school grounds
- Disruption of the school
- Insubordination

~~SATURDAY IN-SCHOOL SUSPENSION~~

~~Saturday in-school suspension is a detention setting that allows students to remain on track in academic courses. With SISS, students still remain in class, get needed instruction, and serve detention time in a Saturday setting. Two Saturday settings of 3 hours each will be used on a need basis.~~

Out-of-School Suspension (OSS)

Out of school suspension is reserved for cases where prior consequences were ineffective, or the misbehavior warrants more severe consequences than ISS. Students receiving OSS must have a student/administration conference before reentering school. Failure to serve an OSS may result in expulsion.

Actions that will result in an OSS may include but are not limited to:

- Repeated comments or displays of discrimination or prejudice, including but not limited to:

- Race, sexual orientation, biological sex, or disability
 - Extreme physical or verbal aggression
 - Verbal threats involving a weapon
 - Possessing a weapon on school property
 - A firearm on school grounds will lead to expulsion for no less than 12 months
 - Disruption of the school
 - Insubordination
-

MISCELLANEOUS VIOLATIONS

30 or 60-minute detention

- Profanity and obscene gestures (directly or indirectly towards others)
 - Repeatedly displaying inappropriate dress
 - Inappropriate displays of affection
-

DISRUPTION OF SCHOOL

Any action or conduct that interrupts, disrupts, or is detrimental to the school environment, including inappropriate hallway behavior.

ISS for the duration of the period affected with the potential to elevate to OSS and expulsion.

FIGHTING-THREATS OF VIOLENCE OR INCIDENTS OF VIOLENCE [Policy 503.8](#)

Physical or verbal aggression may lead to and is not limited to:

- Same-day suspension
 - ISS or up to 3 days of OSS
 - Contact with the Sheriff's Department
-

THEFT

Theft may lead to and is not limited to:

- ISS or OSS
 - School/Community Service
 - Contact with the Sheriff's Department
-

VANDALISM Policy 502.2

Damage, destruction, or defacing school property or private property on school grounds may lead to and is not limited to:

- Contact with the Sheriff's Department
 - ISS or OSS
 - School/Community Service
-

INSUBORDINATION

Insubordination is willful disobedience toward authority. Students are expected to comply with the requests of faculty members and staff regardless of whether the request is made in the classroom, hallway, or at an extra-curricular activity. Insubordination will not be tolerated.

60-minute detention to out of school suspension and possible expulsion.

Any student who shows disrespect, disregard for school/classroom rules, uses profanity, threatens, or makes obscene gestures directly or indirectly toward a school employee or guest will be found to be insubordinate.

ASSAULT OF SCHOOL EMPLOYEE

- Contact sheriff's department
 - OSS
 - Referral to alternative setting
 - Suspension/Expulsion depending on severity of assault
-

ACADEMIC DISHONESTY

In order to obtain the full benefits of the educational system, students are expected to complete their own assignments, quizzes, and exams. Occurrences of **academic dishonesty** will result in a meeting between the teacher and student. Individual teachers may have individualized room rules regarding cheating.

East Buchanan Community Schools Policy on Responsible Artificial Intelligence (AI) Use

1. Introduction

This policy outlines the guidelines and expectations for the responsible use of Artificial Intelligence (AI) tools and technologies within our K-12 school environment. As AI continues to evolve, it presents both incredible opportunities for learning and innovation, as well as potential challenges. This policy aims to foster a culture of ethical and responsible engagement with AI, ensuring its use enhances education while upholding academic integrity, privacy, and critical thinking skills.

2. Definitions

Artificial Intelligence (AI): Refers to computer systems designed to perform tasks that typically require human intelligence, such as learning, problem-solving, decision-making, and understanding language. This includes, but is not limited to, generative AI tools (e.g., AI chatbots, image generators), predictive AI, and AI-powered educational software.

Responsible AI Use: The application of AI tools in a manner that is ethical, transparent, fair, secure, and respectful of intellectual property, privacy, and academic integrity.

Deepfakes and Synthesized Media: Any video, audio, or image that has been digitally altered or generated using AI to convincingly replicate a person's likeness, voice, or actions without their consent. This includes "face-swapping," voice cloning, and the generation of synthetic media depicting events that did not actually occur.

3. Guiding Principles

Our approach to AI use is guided by the following principles:

Academic Integrity: AI tools must be used in a way that supports, rather than undermines, the development of original thought, critical thinking, and honest academic work.

Ethical Use: Users must engage with AI ethically, avoiding bias, discrimination, and the spread of misinformation.

Transparency: When AI tools are used to assist in academic work or decision-making, their involvement should be openly acknowledged.

Privacy and Data Security: Personal data and sensitive information must be protected when interacting with AI tools.

Critical Thinking: AI should be viewed as a tool to augment human capabilities, not replace them. Users are encouraged to critically evaluate AI-generated content.

Equity and Access: We aim to ensure equitable access to AI education and tools, bridging digital divides and preparing all students for an AI-integrated future.

4. Guidelines for Students

Students are expected to:

Understand and Adhere to Academic Integrity:

- **Original Work:** All submitted work must be primarily the student's original thought and effort.
- **Citation and Acknowledgment:** If an AI tool is used to generate ideas, draft content, summarize information, or assist in any part of an assignment, its use must be explicitly cited and acknowledged as per teacher instructions. Failure to do so will be considered plagiarism.
- **Prohibited Use:** Using AI to complete assignments without genuine effort or to generate responses that are then submitted as one's own original work, without proper citation or permission, is strictly prohibited.

Prohibitions on Deepfakes and Malicious Media:

- **Consent and Harassment:** Students are strictly prohibited from using AI tools to create, manipulate, or distribute altered media (deepfakes, voice clones, or modified images) of students, staff, or community members.
- **Defamation and Misinformation:** Creating or sharing synthetic media intended to mislead, defame, bully, impersonate, or harass others is a severe violation of school safety and behavioral standards.

Use AI as a Learning Tool: AI can be used for:

- Brainstorming ideas (with proper acknowledgment).
- Summarizing information (with critical evaluation).
- Practicing skills (e.g., language translation, coding assistance).
- Enhancing understanding of complex topics.

Protect Privacy: Do not input personal, sensitive, or confidential information into public AI tools.

Verify Information: Always critically evaluate and verify information generated by AI tools, as they can sometimes produce inaccurate, biased, or nonsensical content ("hallucinations").

Follow Teacher Directives: Specific teachers may have varying policies on AI use for their assignments. Students must follow the instructions provided by their individual teachers for each task.

5. Guidelines for Parents/Guardians

Parents/Guardians are encouraged to:

Discuss Responsible AI Use: Talk with their children about the responsible and ethical use of AI tools including the psychological and legal ramifications of deepfakes.

Monitor AI Use at Home: Be aware of the AI tools their children are using and discuss privacy, safety, and media manipulation concerns.

Support School Policies: Reinforce the school's policies on academic integrity and responsible AI use at home.

Stay Informed: Seek to understand the role of AI in education and its implications for their children's learning.

6. Consequences for Misuse

Academic Misuse

Misuse of AI tools, particularly in ways that violate academic integrity (e.g., plagiarism, unauthorized assistance), will be subject to disciplinary action as outlined in the school's existing academic honesty and student conduct policies. Consequences may range from redoing assignments to suspension, depending on the severity and frequency of the infraction.

Behavioral and Behavioral Security Misuse (Deepfakes/Harassment)

The creation, possession, or dissemination of malicious deepfakes or unauthorized synthesized media is treated as a severe behavioral infraction rather than a simple academic violation.

Notice: Violations involving deepfakes will invoke immediate disciplinary action under the school's Anti-Bullying, Cyberbullying, and Harassment policies. Consequences may include immediate suspension, loss of all school technology privileges, expulsion, and referral to local law enforcement if the content violates state or federal laws regarding harassment, extortion, or minors.

7. Policy Review

This policy will be reviewed periodically and updated as AI technologies evolve and new best practices emerge.

CONDUCT ON SCHOOL BUSES

A list of school bus rules (REGULATIONS FOR PUPILS RIDING SCHOOL BUSES) will be provided at registration. It is both the students' and parents' responsibility to become familiar with the rules and procedures of riding the school bus.

The East Buchanan Community School District Board of Education has authorized the use of video cameras on school district buses. The video cameras will be used to monitor student behavior to maintain order on the school buses. Students and parents are hereby notified that the content of the videotapes may be used in a student disciplinary proceeding.

Discipline Levels

- Warning
 - Disciplinary Action – which may include after or before school detentions.
 - Suspension from Riding the Bus – which may range from three days to an indefinite period of time.
-

ALCOHOL/DRUGS/TOBACCO Policy 502.7

The Board of Education prohibits the distribution, dispensing, manufacture, possession, use, or being under the influence of beer, wine, alcohol, tobacco, electronic cigarettes/vapes, other controlled substances, or "look alike" substances that appear to be tobacco, beer, wine, alcohol or controlled substances by students while on school district property or on property within the jurisdiction of the school district; while on school owned and/or operated school or chartered buses; while attending or engaged in

school activities; and while associated with a school event at home or away from school grounds if misconduct will directly affect the good order, efficient management, and welfare of the school district.

The board believes such illegal, unauthorized, or contraband materials generally cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees, or visitors.

Violation of this policy by students will result in disciplinary action including suspension or expulsion. Use, purchase, or being in possession of cigarettes, tobacco/vape, or tobacco/vape products for those under the age of eighteen, may be reported to the local law enforcement authorities. Possession, use, or being under the influence of beer, wine, alcohol, and/or of a controlled substance may also be reported to the local law enforcement authorities.

Suspicion of a student violating this policy will result in local law enforcement being called to make the final determination and every effort will be made to notify the student's parent/guardian.

Students who violate the terms of this policy may be required to satisfactorily complete a substance abuse assistance or rehabilitation program approved by the school board. If the student fails to satisfactorily complete such a program, the student may be subject to discipline including suspension or expulsion.

Violation of the Drugs/Alcohol/Tobacco Policy will result in the following disciplinary action:

Tobacco/Vape

- **First Offense:** A student found to have violated the policy for the first time would be suspended for up to five (5) school days. The student may have the suspension reduced to three (3) school days if they attend and successfully complete a drug/alcohol/tobacco education course approved by the administration. Law enforcement officials will be contacted.
- **Second Offense:** A student found to have violated the policy for the second time would be suspended for up to ten (10) school days. They may have the suspension reduced by ½ if they complete a drug/alcohol/tobacco evaluation and successfully complete the prescribed counseling outlined by the evaluation. Law enforcement officials will be contacted.
- **Third Offense:** A student found to have violated the policy for the third and subsequent times would be recommended for expulsion. Law enforcement officials will be contacted.

Alcohol

- **First Offense:** A student found to have violated the policy for the first time would be suspended for ten (10) school days. The student may have the suspension reduced to three (3) school days if they attend and successfully complete a drug/alcohol/tobacco education course approved by the administration. Law enforcement officials will be contacted.
- **Second Offense:** A student found to have violated the policy for the second time would be suspended for up to twenty (20) school days. They may have the suspension reduced by $\frac{1}{2}$ if they complete a drug/alcohol/tobacco evaluation and successfully complete the prescribed counseling outlined by the evaluation. Law enforcement officials will be contacted.
- **Third Offense:** A student found to have violated the policy for the third and subsequent times would be recommended for expulsion. Law enforcement officials will be contacted.

Drugs

- **First Offense:** A student found to have violated the policy for the first offense would be suspended for up to ten (10) school days, and the possibility of a recommendation for expulsion based on the severity of the action (use vs. distribution). Law enforcement will be notified.
- **Second and Subsequent Offenses:** A student found to have violated the policy for the second time may be recommended for expulsion.

ANTI-BULLYING / HARASSMENT (Code No. 104)

The East Buchanan Community School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school employees to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the state and the school district that school employees, volunteers, and students shall not engage in bullying or harassing behavior in school, on school property, or at any school function or school-sponsored activity.

Definitions

For the purposes of this policy, the defined words shall have the following meaning:

- **“Electronic”** means any communication involving the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, and electronic text messaging.
- **“Harassment” and “bullying”** shall mean any electronic, written, verbal, or physical act or conduct toward a student based on the individual’s actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
 1. Places the student in reasonable fear of harm to the student’s person or property.
 2. Has a substantial detrimental effect on the student’s physical or mental health.
 3. Has the effect of substantially interfering with a student’s academic performance.
 4. Has the effect of substantially interfering with the student’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
- **“Trait or characteristic of the student”** includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.
- **“Volunteer”** means an individual who has regular, significant contact with students.

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed in accordance with the BOEE Guidelines of being within 3 years of the event giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence. The Complainant will state the nature of

the complaint and the remedy requested. The Complainant shall receive assistance as needed.

School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about an act of bullying or harassment.

Students who feel they have been harassed should:

- Communicate to the harasser that the student expects the behavior to stop if they are comfortable doing so. If the student wants assistance communicating with the harasser, the student should ask a teacher, counselor, or principal to help.
- If the harasser does not stop, or the student does not feel comfortable confronting the harasser, the student should:
 - Fill out the complaint form on harassment/bullying.
 - Tell a teacher, counselor or principal; and
 - Write down exactly what happened, keep a copy and give a copy to the teacher, counselor, or principal including;
 - What, when, and where it happened
 - Who was involved
 - Exactly what was said or what the harasser did;
 - Witnesses to the harassment
 - What the student said or did, either at the time or later
 - How the student felt; and
 - How the harasser responded

Discipline Levels

- Level one - warning and/or 60 minute detention
- Level two – out of school suspension
- Level three – out of school suspension to possible expulsion

The severity of the event may make it necessary to skip a level and make the discipline more severe.

Discipline of students who make threats of violence or cause incidents of violence - student threats of violence and incidents of violence.

- See Link: [Progressive Discipline Model](#)
-

Bags

In the Middle School, the only bags to be brought to the classroom are the computer bag issued by the school and a pencil/pen bag for miscellaneous items. All other bags are to be stored in the lockers or other appropriate spaces. The exception will be a PE bag that can be brought to the locker room for changing into appropriate PE clothing. This will be implemented to relieve congestion in the classroom and for safety.

Dress Code Policy 502.1

Clothing which advertises, promotes, or suggests the use of alcohol, drugs, or tobacco is prohibited. Clothing which suggests or depicts things of a sexual nature is prohibited as well. Such material includes, but is not limited to hats, book bags, gym bags, buttons, badges, t-shirts, or other clothing. Hats will not be worn from the first bell to the last bell of the day by students in grades 7-12. Hoods are not permitted to be worn over the head from 7:30 a.m. until the last bell of the day.

Any clothing or material item that is obscene or offensive to the average person causes a material and substantial disruption to the educational environment or advertises illegal substances is prohibited. Obscene and offensive will be measured in terms of communication with the office by those people that deem certain items to be obscene or offensive. If a student has something that is deemed to be violating the dress code, obscene or offensive they will be asked to have this item removed in the following ways:

First Time:

- **Clothing**
 - A. Turn it inside out,
 - B. Remove the item and put on another piece of clothing, or
 - C. Asked to go home and change.
- **Item other than clothing**
 - A. Put the item in their locker,
 - B. Put the item in the office, or
 - C. Take the item home.

Second Time:

- **Clothing**
 - A. Remove the item and put on another piece of clothing, or
 - B. Asked to go home and change.
- **Item other than clothing**
 - A. Put the item in the office, or
 - B. Take the item home.
- **Consequence for second offense**
 - A. Detention

Third Time:

- **Clothing**
 - A. Asked to go home and change.
- **Item other than clothing**
 - A. Take the item home.
- **Consequence for third offense**
 - A. 1 ISS

Any offense after the third offense will result in a meeting with the student, the parents, and the administration concerning that student's inability to follow the dress code.

UNSANCTIONED T-SHIRTS/CLOTHING/ITEMS

T-Shirts/clothing/items that are not school sanctioned, and are deemed inappropriate will not be allowed during the school day or at school sanctioned activities.

Any student wanting to create a T-Shirt/clothing/item to support a school activity needs to meet with the principal, the AD, and the in-season coaches/directors prior to selling, advertising, or wearing these things to school or school activities. It is important to remember that we are in a grade pre-K through grade 12 setting, and our activities include everyone from our communities. As stated in our dress code, appropriateness is a must for any item we allow in the district or at activities.

Cell Phone Policy

Policy Statement: East Buchanan Community Schools recognizes the increasing role of technology in students' lives. This policy aims to balance the benefits of technology with the need to maintain a focused and respectful learning environment. The responsible use of personal electronic devices, including cell phones, is crucial for the academic success and well-being of all students.

Definition of Instructional Time: For the purpose of this policy, "instructional time" is defined as any period during the school day that is not designated as passing time between classes or the scheduled lunch period. This includes, but is not limited to, classroom instruction, assemblies, study halls, and any other structured learning activities.

Policy Guidelines:

- **During Instructional Time:** Cell phones and other personal electronic devices, including earbuds/headphones/smart glasses must be turned off and left in student lockers during all instructional time. This means phones should not be on desks, in laps, or used for any purpose (texting, calling, gaming, social media, etc.) during these periods, including on the way to, while in, or back from the bathroom or drinking fountain.
- **During Passing Time and Lunch:** Students are permitted to use their cell phones responsibly during designated passing times between classes and during their scheduled lunch period. This privilege may be revoked if use becomes disruptive or violates other school rules.
- **Emergencies:** If a student foresees a need to use their cell phone, they may request permission from a staff member before class. Parents needing to contact their child during instructional time should call the main school office.

Consequences for Policy Violations:

- **First Violation:** The student's cell phone will be confiscated by the instructor and placed on the instructor's desk for the remainder of the instructional period. The phone will be returned to the student at the end of that instructional period.
- **Second Violation:** The student's cell phone will be confiscated by the instructor and brought to the main office after the period. A designated school administrator will hold the phone until the end of the school day, at which point the student may retrieve it.
- **Third First Violation:** The student's cell phone will be confiscated and brought to the main office. The student will be required to turn their phone into the office at the beginning of each school day and retrieve it at the end of each school day for a period of one (1) week. A parent/guardian will be notified of this violation and consequence.

- **Second Violation:** The student's cell phone will be confiscated and brought to the main office, and the administration will contact a parent/guardian who will need to come pick up the phone.
- **Succeeding Violations:** The student's cell phone will be confiscated and brought to the main office, and the administration will contact a parent/guardian who will need to come pick up the phone. Disciplinary action will be taken up to suspension.

Policy Exceptions:

Exceptions will be granted under the following strictly defined conditions:

- **IEP / 504 Accommodations:** Accommodations will be made for students with specific medical, behavioral, or academic needs that require the use of personal electronic devices under an approved 504 Plan (pursuant to Section 504 of the Rehabilitation Act of 1973, as amended) or an Individualized Education Plan (IEP).

Privacy Prohibitions:

To ensure student safety, privacy, and academic integrity, the following strict prohibitions apply to all personal electronic devices:

- **Locker Rooms and Restrooms:** Personal cell phones, smart glasses, or any handheld electronic devices capable of storing, transmitting, or receiving images are strictly banned from use for any purpose in locker rooms and restrooms at **ALL** times. Students found using devices in these areas will face immediate disciplinary action.
- **Unauthorized Recording:** At no time are students or visitors authorized to video capture, photograph, or audio record others in the school building, on school property (including school vehicles), or at school activities without the express consent of a teacher, coach, or school administrator.
 - *Exception:* This does not apply to the recording of public performances or events (e.g., athletic games, honor assemblies, concerts, or contests).
- **Malicious and Academic Misuse:** Personal devices shall not be used under any circumstances for:
 - Taking pictures or video in a locker room or restroom.
 - Creating, transmitting, or sharing correspondence and media intended for the harassment, defamation, or ridicule of another person.
 - Capturing or sharing images, test questions, or correspondence for the purpose of academic dishonesty or cheating on instructional materials.

Enforcement, Searches, and Liability

- **Search and Confiscation:** Improper usage of electronic devices will result in the immediate confiscation of the device. Confiscated items must be retrieved by the student and/or a parent/guardian from a building administrator at a designated time. In accordance with Board Policy 502.8, devices are subject to administrative search upon reasonable suspicion and/or may be turned over to local law enforcement. In all such cases, a parent/guardian will be notified. Consequences for unacceptable use include progressive discipline up to and including suspension and/or a recommendation to the Board of Education for expulsion.
- **Financial Liability:** The East Buchanan Community School District assumes no responsibility for data or financial charges relating to student handheld electronic devices at any time, including during periods of administrative confiscation.
- **Lost or Damaged Phones:** East Buchanan Community Schools is not responsible for lost, stolen, or damaged cell phones. Students bring personal electronic devices to school at their own risk.

Review and Updates: This policy will be reviewed periodically and may be updated as needed to reflect changes in technology, school needs, or best practices.

GUIDANCE

Sometimes in your school life, assistance concerning personal, social, and educational growth will concern you enough to ask for help. Feel free to ask the counseling department to assist you or to refer you to those who can. Information regarding colleges is available through the counselor's office.

Students should not be dismissed from a regular class to see the guidance counselor unless this is communicated between the counselor and classroom teacher. Students may see the counselor during study hall periods, but must have a pass prior to coming from study hall.

LIBRARY MEDIA CENTER (LMC) POLICY

- NO food allowed in the LMC
- No beverages except water allowed in the LMC without a doctor's recommendation

- LMC fines are to be paid by the end of each Semester
 - Lost or damaged books are the responsibility of the patron who has them checked out – full reimbursement must be paid to the library so replacements can be purchased.
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LIFE THREATENING ALLERGIES/MEDICAL ALERTS AWARENESS

(Example – Nut allergy) / Medical Alerts (Example – Seizures)

The East Buchanan Community School has recognized that students with life threatening allergies/Medical Alerts attend our school. In saying this – the district will maintain a system-wide emergency plan for addressing these potential life threatening allergic reactions or medical alerts and maintain an Individual Emergency Medical Plan (IEMP) for any student(s) whose parents/guardians, and physicians have informed the administration of the school in writing that the student(s) has a potentially life threatening allergy or medical condition. Further, the district will utilize procedures to minimize the chance of a child experiencing a potential life threatening allergic reaction/medical alert. These procedures will be presented to all staff (PK-12) during our all staff in service at the beginning of each school year.

Procedure for Implementing Life-Threatening Allergy/Medical Alerts Awareness

The administration/school nurse/guidance, will be responsible for notifying teachers, classroom associates, and parents of students in classrooms where one or more students have a life-threatening allergy. (The allergy must be clearly documented by the primary care physician or a board certified allergist.) Notification will include an explanation of the severity of the health threat, a description of signs and symptoms to be aware of and a concise list of foods and materials to avoid. Parents, in consultation with their primary care provider/allergist, will provide the list of allergens to be avoided.

NO HOMEMADE TREATS OR FOOD ITEMS, for students, will be brought into our schools either by parents or staff. All treats must be commercially prepared and packaged for distribution with intact ingredient labels. Classrooms with students who have life threatening allergies may have more specific guidelines depending on the type(s) of allergy.

Food preparation will only be allowed in academic curriculum with the principal's and health care professional's pre-approval. An exception will be made for food preparation as related to the Individual Education Plan of individual student's goals served in special

education in PreK-12 grades. Precautions will be taken for students with life threatening allergies.

Only non-food manipulatives should be used in classrooms. Peanut butter jars should not be used for storage of manipulatives, even if the jars have been thoroughly washed.

Whenever students travel on field trips, a clear plan to activate Emergency Medical Services (911) should be reviewed by all teachers and chaperones. Field trips need to be chosen carefully; no child should be excluded from a field trip due to unavoidable allergen exposure. (NOTE: How to activate EMS should be included on the field trip forms.)

The District Transportation Department (regular and substitute drivers) will be notified of the student(s) who have life threatening allergies/medical alerts.

LOCKERS Policy 502.5

Locker doors should always remain closed and locked at all times (LOCKERS MAY NOT BE JAMMED) for hall and fire safety reasons. Please do not put anything on the outside of the locker doors except school spirit signs. Defacing a locker may cause a student to be denied the right to have a locker. Lockers will be inspected by school administration at various times throughout the school year.

LOST AND FOUND

Lost and found articles are to be reported to the main office. Valuable lost and found items will be kept in the main office. Students who lose either library or textbooks are required to pay for them. The school provides these books at a nominal cost.

LUNCH PROGRAM

Guidelines: ~~There will be two lunch sections: one MS/HS and one HS.~~ All students, including those who bring their lunch, must go to the lunchroom during the assigned lunch period.

Depositing Money: Parents may send any amount of money they wish to have placed in their child's account. However, we do ask that a minimum of five dollars (\$5.00) be

deposited each time. Students will not be allowed to eat lunch if they incur a deficit of \$5.00. Money must be deposited in individual accounts in the morning before school. Deposits may also be made online.

Home for Lunch: Students who wish to go home for lunch in grades 7-12 must make arrangements in the office prior to doing so the first time. The decision to let a student go home for lunch will be based on the distance that a student lives from the school, and their ability to get home and back in a safe manner without being late. Driving of vehicles is strongly discouraged and requires written permission by the parents. Students driving cannot take passengers.

NATIONAL HONOR SOCIETY

Membership in the National Honor Society shall be based upon Scholarship, Service, Leadership, and Character. To be eligible for consideration, a student must have accumulated a 3.25 grade point average during the freshmen, sophomore and junior years.

The candidate shall then be evaluated based on outstanding character, leadership, and service. Candidates are to submit supporting information for this evaluation. The selection of members is based on criteria that is dependent on their supporting information.

P.A.R.T. (Parent Authorized Release Time)

The PART program allows senior students more independence, responsibility and flexibility during the day. PART is a privilege granted to students. To be eligible for PART, a senior must meet these minimum requirements.

1. Attendance

A senior who has six or more absences the previous Semester will not be eligible for PART. Included in the six absences are any excused or unexcused absences that the student has accumulated. Any student that reaches six absences in a Semester will lose their release time and will be assigned to a study hall.

Days that will not be counted towards the six are pre-approved absences, school related absences, or chronic health conditions.

Any student with 3 or more unexcused absences will not be granted PART for the next Semester and will be pulled from PART during the current Semester.

2. Academics

A senior must maintain a 2.0 grade point average for the previous Semester. Any student who receives a failing midterm will lose their release time for the remainder of the Semester. Any student who fails a class the previous Semester will automatically be ineligible for PART.

Seniors utilizing PART during the times their concurrent class is not meeting must maintain a 3.0 GPA at all times in their East Buchanan classes as well as their concurrent classes.

3. Credits

A senior must be on track to graduate.

4. Behavior

Seniors that have been granted PART are expected to maintain excellent behavior. Any behavior that is of such severity as to cause a suspension may be cause for loss of PART. Examples of suspension related offenses are: insubordination, harassment, fighting, and truancy.

PART is available for the first hour in the morning or last hour of the day. PART is also available to seniors taking a concurrent class on the days they are not required to attend their concurrent class and during the period they would otherwise be attending that class. Students who have release time in the morning must sign in at the office on a daily basis for attendance purposes. Students who attended first period on campus must sign out before leaving for release and must sign in upon returning. Failure to meet any of the requirements may result in immediate loss of the PART privilege. Parents assume responsibility and are accountable for their student during the release time.

PARENT AUTHORIZED WORK RELEASE

The requirements are:

1. Must be in 11th Grade.
2. Must maintain at least a C in every class in every grading period.
3. Must have a 2.5 cumulative grade point average.
4. Cannot have six or more absences for a Semester, or 2 or more unexcused absences. This is from the previous Semester or the current Semester.

5. Cannot have a current or existing conduct code violation. Any major behaviors can result in revocation of Work Release and assigned to a study hall.
 6. Work Release is only available opposite Physical Education on alternative days. It will not be granted on a daily basis.
 7. Work Release is only available if Physical Education is in the first or last period of the day. Schedules will not be manipulated to overcrowd these periods of PE.
 8. The student must have a confirmed job to be released to.
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STUDENT COUNCIL

The East Buchanan High School Student Council will consist of 28 members elected in the spring of the school year for the succeeding year. It shall be composed of an executive council of a President, Vice-President, Secretary, and Treasurer, 4 class officers per grade and 2 representatives per grade. Meetings will be held usually before school begins in the advisor's classroom. Attendance at meetings is very important to the success of the group.

WEAPONS Policy 502.6

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

Students found with weapons and dangerous objects shall be reported to law enforcement officials, and the student will be subject to disciplinary action including suspension or expulsion. Students bringing firearms to school shall be expelled for not less than twelve months.

For purposes of this portion of this policy, the term "firearm" includes, but is not limited to, any weapon which is designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, any explosive, incendiary or poison gas, or otherwise defined by applicable law.

Food and Drink Policy

Students are allowed to have food and drink in classrooms at the discretion of the individual classroom teacher. Water is generally permitted in all areas of the school unless otherwise specified for safety or instructional reasons.

While teachers have the final say on food and drink in their classrooms, we strongly encourage healthy eating habits. Unhealthy food and drinks, such as soda, candy, and excessive sugary snacks, are discouraged. We believe that nutritious choices support student focus and overall well-being. Additionally, items containing known allergens affecting a current staff member or student are not allowed. Homemade food items may not be brought to the school.

Teachers will communicate their specific classroom expectations regarding food and drink to their students. This includes guidelines on types of permissible snacks, designated eating times, and cleanup procedures. Students are expected to respect these individual classroom rules and dispose of all trash properly.

All breakfast items (purchased in the school or elsewhere) are to be eaten in the lunchroom before school. All lunch items (purchased at the school or elsewhere) are to be eaten in the lunchroom during that student's lunch period. Special occasions may allow for food in specific classrooms with administrative approval.

STUDENT PARKING

Purpose and Standards of Conduct

Operating a motor vehicle on school property is a privilege, not a right. To ensure the safety of all students, staff, and visitors, all student drivers must operate their vehicles in a safe, responsible, and courteous manner at all times.

All students will park in the north or west parking lots, with no exceptions. This includes seniors with PART, cadet teaching students, students with work study, and students that arrive late for school or leave early from school. Violators that park in the staff, delivery, and visitor parking areas on the east (in front of the school) and west (behind the HS) do so at the risk of having their car towed at the student's expense. There also will be no parking of any kind on 5th street.

If you need special arrangements, please check with the high school office prior to the first day of school.

Reckless driving is strictly prohibited in the school parking lot. Reckless driving is defined as any form of vehicle operation deemed unsafe by school administration, including but not limited to:

- Speeding
- Squealing tires or abrupt, aggressive braking.
- Engine revving or excessive, disruptive noise.
- Exhibition driving, including "burnouts," "doughnuts," or drifting.

Disciplinary Action and Enforcement

Violations of the Safe Driving Policy will result in immediate disciplinary action. The school reserves the right to revoke parking privileges at its discretion.

- **First Offense:** Temporary suspension of parking privileges
- **Subsequent Offenses:** Immediate revocation of the privilege to use the school's parking lot for the remainder of the semester.

Unauthorized Parking and Towing

Students who have had their parking privileges revoked are strictly prohibited from parking on school property.

Notice: Any student who continues to use the school's parking lot after their privileges have been revoked does so at their own risk. The vehicle will be subject to being towed at the owner's expense without further warning.

POST SECONDARY ENROLLMENT OPTION

The Post-Secondary Enrollment Options Act (Iowa Code 261C, 1989) was enacted to promote rigorous academic pursuits and to provide wider variety of options to high school students by enabling eleventh and twelfth grade students to enroll part time in non-sectarian courses in eligible post-secondary institutions of higher learning in Iowa.

Student Eligibility: A student wanting to request post-secondary courses for secondary credit may do so through the high school office. Persons who have graduated from high school are not eligible under this policy. However, students who are eligible for early graduation will be permitted to participate under this policy for the remainder of that regular school year provided that they have not received a diploma prior to the end of

the school year. ~~If a student fails a PSEO class, they are required to pay the costs of the class.~~

CONCURRENT ENROLLMENT

Concurrent Enrollment is a low-cost scalable model for bringing college courses to students in high schools. Students are required to meet requirements designated by the district and colleges to sign up for a course. The courses can be taught at the high school, college, career academy, or online. Students who successfully complete courses will receive both high school and post-secondary credit.

Concurrent Enrollment Textbook Fees

Senior Year Plus rules govern concurrent enrollment. Concurrent enrollment courses may be made available pursuant to contractual agreements between East Buchanan Community School District and postsecondary education institutions. The concurrent enrollment option allows high school students to enroll in college courses through their high school academic year and receive college credits. Qualifying students in grades 9-12 who meet the eligibility standards as set by law may enroll in concurrent enrollment courses. Tuition for approved concurrent enrollment courses is paid for by the East Buchanan Community School District, as are textbooks. Students enrolled in Concurrent Enrollment courses must contact the counselor to arrange for ordering of textbooks.

Concurrent Enrollment and Postsecondary Counseling

The East Buchanan Community School District may provide counseling services to aid students and parents or guardians in decision-making. These counseling services, to the extent possible, will be structured to do the following:

1. Inform students and parents or guardians about options available in the high school, in post-secondary institutions, and about schedules of course offerings.
2. Aid students to clarify goals.
3. Advise students regarding benefits and risks of participation in a post-secondary program, including the academic, social, emotional, and other facets of participation under the Act.
4. Encourage joint counseling for students from both our high school and the post-secondary institution counseling staff.

5. Assist students to plan schedules and select courses for the entire year. Any student wishing to participate under this Act should inform the East Buchanan Guidance Department immediately.
 6. FAFSA counseling as required by the state of Iowa.
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HOMELESS STUDENTS

A Homeless student is a child or youth of school age who lacks a fixed, regular and adequate night time residence and includes a child or youth of school age that might be living on the street, in a car, tent or abandoned building or some other form of shelter not designed as a permanent home; who is living in a community shelter; or is living with non-nuclear family members or with friends, who may or may not have legal guardianship over the child or youth of school age.

The school will be diligent in an attempt to identify all homeless students.

Fees and charges that may present a barrier to the enrollment of the homeless student may be waived at the discretion of the superintendent.

Transportation policies or practices that may present a barrier to the enrollment of the homeless student may be waived at the discretion of the superintendent.

Enrollment requirements that may present a barrier to the enrollment of the homeless student may be waived at the discretion of the superintendent. If school records from previous schools cannot be located, then the school district will administer tests to determine the educational level of the student.

Services: All services, which are available to resident students, are made available to homeless students enrolled in the school district.

AT-RISK STUDENTS

A student may be determined to be at risk if two or more of the following applies:

- Poor Attendance
- Failing Grades
- No Connection to School
- Low socio-economic status
- Little to no parental involvement

- Mental Health Issues
- Stress in the family. (ie: death in immediate family, divorce, abuse)
- A.D.D. – Attention issues
- Mobility – student has moved schools several times during their academic career

If a student is deemed to be At-Risk, then:

That student's educational history will be brought before the Student Assistance Team to review any steps necessary to improve the educational setting for the student. If deemed to be appropriate by the SAT the student will have their educational experience modified to see if improvement can be gained.

ACTIVITIES HANDBOOK

PHILOSOPHY OF THE ACTIVITIES PROGRAM

It is a privilege and an honor to be able to participate in activities and represent the East Buchanan School District. The student and the school are judged by the participant's character and conduct at all times. Students serve as a role model to many people and their attitude and behavior affects others. Students are encouraged to participate in the program of co-curricular and extra-curricular activities that are offered, as there are many benefits to participating.

COVERAGE

All students who participate in one or more co-curricular or extra-curricular activities shall adhere to the Good Conduct Code and eligibility requirements.

Extra-curricular activities covered include: Athletics (includes cheerleading), Drama, Student Council, and Speech. Other activities not listed may also fall under the jurisdiction of the Good Conduct Clause (National Honor Society members are covered by the NHS Constitution.)

ELIGIBILITY REQUIREMENTS:

1) Academics

Academic Eligibility for Athletics:

a. Middle School – In order to maintain academic eligibility students will need to pass all of their classes. Any student who is failing at mid-term (the six week period) will be ineligible on a weekly basis until they have a passing grade in those classes that they were failing at mid-term. Students not failing at mid-term, or students who raise their grade to a passing mark will no longer have their grades checked on a weekly basis. However, a student who fails a class on their report card (at the end of a Semester) will be ineligible for 1/3 (one-third) of their current activities contest dates (not contests), or their next activity if they are not in one at that time. If a student fails a class that they drop or one that has ended, the same guidelines will apply. If a student fails a class the second Semester they are ineligible for 1/3 (one-third) of the scheduled dates if they participate in a summer activity. If they do not participate in a summer activity, they are ineligible for 1/3 (one-third) of the scheduled dates of the activity they participate in during the fall Semester. Successful completion of any season must take place for a student to serve their ineligibility.

* Examples of 1/3 (one-third) of an activity's dates (not contests):

* Football – 9 Dates $1/3 = 3$ Games

* Marching Band – 3 Dates $1/3 = 1$ Competition

* School Play – 2 Dates $1/3 = 1$ Performance

* Wrestling – 14 Dates $1/3 = 5$ Dates

The math to figure out 1/3 (one-third) of the dates is rounded to the closest single digit (i.e. $3.40 = 3$, and $3.50 = 4$). In some cases dates from more than one activity may need to be missed to make up the 1/3 missed dates. Events that only take place once (i.e. Homecoming Court, Prom, Graduation, etc.) will not be factored into the eligibility requirements.

b. High School – In order to maintain academic eligibility students will need to pass all of their classes. Any student who is failing at mid-term (the six week period) has a one-week grace period to improve their grades. Students will be ineligible on a weekly basis after the one-week grace period until they have a passing grade in those classes that they were failing. Students not failing at midterm, or those students that raise their grades to a passing mark will no longer have their grades checked on a weekly basis.

A student who fails at the end of a Semester will be held accountable as prescribed by the "Academic Rule" 36.15(2) produced by the Iowa Department of Education, the Iowa High School Athletic Association, and the Iowa Girls High School Athletic Union. The provisions of the rule applicable to the academic situation are as follows.

1. All contestants must be under 20 years of age.
2. All students must receive credit in at least 4 subjects as prescribed under section 281-Chapter 12 of the state code.
3. Each contestant must be passing all coursework for which credit is given and shall be making adequate progress towards graduation.
4. If at the end of a grading period a contestant is given a failing grade in any course for which credit is awarded, the contestant is ineligible to dress for and compete in the next occurring athletic contests and competitions in which the contestant is a contestant for 20 consecutive calendar days.
5. All incoming 9th graders are academically eligible to compete.

Academic Eligibility for the Fine Arts:

a. **High School** – All participants must be enrolled and in good standing in a school that is a member or associate member in good standing with the Iowa High School Music Association. All participants must be under 20 years of age. All participants shall be enrolled students of the school and in good standing; they shall be enrolled in at least four full-credit subjects, each of one period or “hour” or the equivalent thereof, at all times. Coursework taken under the provisions of Iowa Code chapter 261C, postsecondary enrollment options, for which a school district or accredited nonpublic school grants academic credit toward high school graduation shall be used in determining eligibility.

Each contestant shall be passing all coursework for which credit is given and shall be making adequate progress toward graduation requirements at the end of each grading period. “Grading period,” graduation requirements, and any interim periods of ineligibility are determined by local policy. For the purposes of the rule, “grading period” shall mean the period of time at the end of which a student in grades 9 through 12 receives a final passing grade and course credit is awarded.

If at the end of any grading period a participant receives a failing grade in any course for which credit is awarded, the participant is ineligible to participate in any competitive event sanctioned by the IHSMA / IHSSA or and IHSMA / IHSSA sponsored event that is non-graded (event doesn't affect course GPA) within a period of 20 consecutive calendar days. The period of ineligibility will begin with the first school day following the day grades are issued by the school district.

Academic Eligibility for all other students not covered in the above sections:

This is meant to cover any of those students that would be representing East Buchanan at an extra-curricular event in some way but are not covered in the above policy. Examples of these would be managers, statisticians, and cheerleaders.

1. All participants must be passing all course work and shall be making adequate progress towards graduation at the end of each grading period.
2. Any student that is failing a class for which credit is given will be ineligible to participate in the activity for a period of ~~30~~20 consecutive calendar days following the grading period in which the failing grade was received.
3. The period of ineligibility will begin with the first competition date within which the activity is involved.

2) Acknowledgment and adherence to good conduct clause

Students shall not participate in any activity until they have completed and returned the participation form acknowledging the responsibilities placed upon them by the Good Conduct Clause. Both the student and a parent/guardian must sign this form.

3) Athletic emergency information

Every student must return an athletic emergency information card. These cards will be carried by the coaches for use in the event an injury occurs and the parents cannot be reached.

4) Attendance

A student who misses part of the day with an excused absence must attend ½ day that day to participate in practice. To participate in a competition or other scheduled activity a student must be in attendance for the entire day or have prior approval from the Secondary Principal or Superintendent to participate. Examples of approved absences might be prior scheduled medical or dental appointments. Any type of absence not approved directly by administration will result in non-participation in any activity after school or in the evening. Students will be exempted from the ½ day attendance policy for practice in cases where East Buchanan has students participating in state sponsored activities.

5) Insurance

All athletes are required to be covered by insurance. Athletes covered by insurance at home may file an insurance waiver available in the office. Insurance coverage may be purchased through the office or at registration. No student will be allowed to practice until the waiver or payment for school insurance has been received.

6) Physical

All students must have a physical examination on file before they are allowed to participate (includes practices) in athletics. The doctor and a parent/guardian must sign this form. The physical forms are available in the office. All students must also turn in a concussion form.

SPECIFIC RULES FOR SPORTS/ACTIVITIES

Any coach/sponsor may have specific rules and regulations (such as training hours, attendance, etc.). The Secondary Principal and the Athletic Director will approve such rules. Participants will also be made aware of these rules. Activities resulting in state participation will have precedence over school local events.

INJURIES

When a participant is injured, the coach/sponsor in charge is to be notified immediately. The coach/sponsor will notify the student's parents and fill out the school injury form. This form must be turned into the office within twenty-four (24) hours of the injury-taking place. If the injury at practice appears to be serious, the coach/sponsor should, if possible, accompany the student to the doctor.

Athletic emergency cards are to be completed and returned to the head coach. These cards should be at every practice and contest. They will be used when parents cannot be reached.

PRACTICE SESSIONS

At least one coach/sponsor shall be in attendance at all practice sessions. There will be no practice sessions conducted on Sunday, unless special permission has been granted by the administration. The Secondary Principal or the Athletic Director must approve practices during school vacations.

TRANSPORTATION

All participants will travel to and from activities in school-sponsored transportation. With permission from the head coach/sponsor, it is possible for a student to return from an event with his/her parent or legal guardian. If this occurs, the parent must personally pick up the student from the head coach/sponsor.

The Secondary Principal, if contacted prior to that activity-taking place, may make exceptions to this policy. Parents may request permission for their child to ride home with another parent whose child is involved in the activity. This request must be made in writing to the head coach or Secondary Principal. In case of conflict with another activity, a request may be made in writing to the secondary principal or superintendent for parents/guardians to transport to an activity. On a weekend, if there is a conflict with a non-school activity, parents can request to transport their child from a planned activity to a school activity on the same day. Parents must make that request in writing and 24 hours ahead of time to the school principal. A planned activity is a family reunion, ACT/SAT, funeral, dance recital, attending a sibling's competition, doctor appointment, etc. It is not a student who wants to work or who does not want to attend the entire school event or who does not want to ride on the bus with other participants. The Secondary Principal may call for verbal confirmation of this written request.

EAST BUCHANAN COMMUNITY SCHOOLS GOOD CONDUCT CLAUSE

As adopted by the East Buchanan Board of Education on 06/10/2009.

I. Statement of Philosophy

The East Buchanan Community School District believes that participation in extracurricular activities, as a fan, a manager, or a participant is a valuable part of each student's academic career. These activities foster positive teaching and learning opportunities in multiple areas associated with each of the various extracurricular events.

It is a privilege and an honor to participate in any of these activities at the East Buchanan Community Schools. Participants represent themselves, the school, and the community. It is their responsibility to represent all three in a positive manner. Student participants in activities must commit themselves to meeting the standards of the Good Conduct Clause at all times, and in all places, 365 days a year.

II. Statement of Purpose

The Good Conduct Clause sets standards for student participation in activities.

III. Student Agreement

Activity participants receive copies of the Good Conduct Clause, and must sign that agreement stating that they will follow the Good Conduct Clause. Both the student, and a parent/guardian must sign this agreement before practice or activity participation is permitted.

IV. Definitions

- **Activity Programs:** All athletic and cheerleading/dance activities, speech, drama, and music performances.
 - **Co-curricular Programs:** Any event that is a part of a student's grade in an academic course (vocal music, band, school musical, etc.).
 - **Extracurricular Programs:** Any event that is not a part of a student's academic course work (athletics, speech, school play, etc.)
- **Calendar Year:** 365 Days
- **Competition/Performance:** Any event that is a part of the activity program whether it is a contest, a performance, or a school sponsored trip that is part of the activity, etc. (Scrimmages are not considered a competition or a performance, but rather an extension of practice.)
- **Due Process:** When provisions of the "Secondary Handbook", or the "Activities Handbook" are violated, the following procedures will be followed to ensure "Due Process" is given to students in all situations in which it is deemed necessary and appropriate. The following shall be provided to each student: oral and/or written notice of charges, the opportunity to admit or deny such charges, an explanation of the evidence against the student, and an opportunity to explain the situation. If a suspension is involved, the building principal or designee will outline the conditions and timeline for readmission.
- **Good Conduct Clause:** A document found in the student handbook that sets standards that students must follow in order to participate in activities.
- **Offense:** When a student is determined by school administration to have violated the Good Conduct Clause. Violations will be counted cumulatively from year to year (7-8) (9-12), regardless of the type of Good Conduct Clause violation. Any offense(s) under the District's previous policy will be considered in their relationship to this Good Conduct Clause.
- **Possession:** When alcohol, drugs, imitation controlled substances, and tobacco/vape products are under the actual control of a student, on a student's person, or contained in property under the student's personal control.
- **School Days:** Days when school is in session, (i.e. Monday through Friday, except when a state and/or national holiday dismisses school.)
- **School Officials:** District Administration and the Athletic Director.

- **Student Conduct Code:** School rules and expectations for student behavior, found in the student handbook. Student behavior that violates both the Student Conduct Code and the Good Conduct Clause will result in consequences as established in both documents.

V. Application of the Good Conduct Clause

Appropriate student behavior is required for participation in activities. A substantiated violation will cause loss of privileges in all extracurricular activities in which the student currently participates.

If a student is not participating in an activity at the time of a violation, the period of ineligibility begins with the next activity of participation.

Disciplinary action will carry over from one activity to another, and from one year to the next.

VI. Determination of a Violation

When school officials suspect a student of violating the East Buchanan Good Conduct Clause, they will arrange a meeting with the student. During this meeting, school officials will inform the student of the suspected violation, their rights, and the consequences of a violation. The student will have an opportunity to respond. A determination of facts will be made.

Students are said to have violated the Good Conduct Clause if:

- ~~A. Found so by school personnel, or law enforcement authorities.~~
- ~~B. If they admit to a violation.~~
- The administration believes it is more likely than not the student violated the Good Conduct Rule.
- Found so by a court of law or observed and reported by law enforcement to school officials.
- A school employee or school board member witnesses a student violating the Good Conduct Policy.
- The student confesses to an act that violates the Good Conduct Rule.

VII. Violations

Violations of the Good Conduct Clause include, but are not limited to, the following:

- ~~Criminal Law Violations~~
~~Under investigation for violation of any local, state, or federal criminal law.~~

- **Alcohol, Tobacco, and Drugs**

Use of, under the influence of, in the presence of minors consuming, or in possession of alcohol, tobacco, electronic cigarettes/vapes, or any illegal drug or controlled substance.

- Possession, use, or purchase of tobacco/nicotine-based products, including e-cigarettes or similar products regardless of the student's age.
- Possession, use, or purchase of alcoholic beverages, including beer and wine (having the odor of alcohol on one's breath is evidence of "use"; "possession" has been defined by the Iowa Supreme Court as being within reach of or in "close proximity to" the contraband [e.g., alcohol or other drugs])
- Being in attendance at a function or party where the student knows or has reason to know before attending that alcohol or other drugs are being consumed illegally by minors.
- Learning after arrival at a function or party that alcohol or other drugs are being consumed by minors and failing to leave immediately.
- Possession, use, purchase, or attempted sale/purchase of illegal drugs, or the unauthorized possession, use, purchase, or attempted sale/purchase of otherwise lawful drugs.
- Engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system (excluding minor offenses such as traffic or hunting/fishing violations), regardless of whether the student was cited, charged, arrested, convicted, or adjudicated for the act(s).
- Exceedingly inappropriate or offensive conduct such as assaulting staff or students, gross insubordination, hazing or harassment of others, including harassment or misconduct by electronic means (i.e. cyberbullying).

If a student transfers in from another Iowa school or school district and the student has not yet completed a period of ineligibility for a violation of a Good Conduct Rule in the previous school, the student shall continue to be ineligible for the remainder of the previous school's policy.

VIII. Consequences for Violations

The consequences shall be imposed within three (3) school days of the school official's determination of a violation.

A violation results in ineligibility for a definite number of dates. Ineligible students may not wear a school uniform while attending a competitive event. Students that will regain eligibility during a season must attend all practices, follow all rules, and travel with the team/group for the entire time of ineligibility. Students ineligible for the remainder of a given season may participate in practice but cannot compete in interscholastic activities until the defined ineligibility period has been met. Those students choosing to practice are subject to all of the team rules and regulations.

1st Offense

- Loss of ½ of the current/next season's competition dates.
 - **Self-Reporting Clause**
 - Self-reporting to a school official within twenty-four (24) hours of the violation of the Good Conduct Clause reduces the ineligibility from 1/2 to 1/3 of the defined dates.
 - **Self-Reporting guidelines:**
 - Students must Self Report in person or via the telephone.
 - Students must Self Report to one of the following:
 - School Officials
 - Head Coaches/Activities Sponsors

2nd Offense

- Loss of 3/3 (full season) of the current/next season's competition dates.
 - **Self-Reporting Clause**
 - Self-reporting to a school official within twenty-four (24) hours of the violation of the Good Conduct Policy reduces the ineligibility from 3/3 (full season) to 2/3 of the defined dates.
 - **Self-Reporting guidelines:**
 - Students must Self-Report in person or via the telephone.
 - Students must Self-Report to one of the following:
 - School Officials
 - Head Coaches/Activities Sponsors
 - **Mandatory Awareness Course**
 - Students at this level are required to take a district approved awareness course.
 - It is the student's responsibility to pay for this course.
 - The student will not be eligible until the course has been completed or arrangements have been made with school officials.
 - There is no reduction in ineligibility for taking this course.

3rd Offense

- Loss of one (1) calendar year of competition dates.
 - **Self-Reporting Clause**
 - Self-reporting to a school official within twenty-four (24) hours of the violation of the Good Conduct Policy violation reduces the

ineligibility from 1 calendar year to 3/3 (full season) of the defined dates.

■ **Self-Reporting guidelines:**

- Students must Self Report in person or via the telephone.
- Students must Self Report to one of the following:
 - School Officials
 - Head Coaches/Activity Sponsors

● **Mandatory Awareness Evaluation**

- Students at this level are required to take a district approved awareness evaluation.
- It is the student's responsibility to pay for this evaluation.
- The student will not be eligible until the evaluation has been completed or arrangements have been made with school officials.
- There is no reduction in ineligibility for taking this evaluation.

4th and Subsequent Offenses

- Loss of one (1) calendar year of competition dates.
 - The calendar year begins on a date identified by school officials, and ends 365 days following that date.
 - A subsequent violation results in a new beginning date and ending date being established.
- No Reduction Clauses at this level.

Middle school and high school violations are recorded separately. Upon completion of the final day of a student's eighth grade year, all violations of the Good Conduct Clause are recorded into their high school records and will not count towards high school violation discipline.

IX. Determining the Period of Ineligibility

A. School officials, once a violation is determined, will calculate the number of dates to be missed by the student with a starting date and an ending date.

B. If ineligibility is during the season and there are not an appropriate number of dates left on the schedule, the student shall be ineligible for the remainder of the season. Ineligibility could extend into the next area of participation.

C. It is possible that eligibility may be regained during post-season play. School officials will determine this on a case-by-case basis.

D. For Students involved in two or more activities concurrently, the determination of the length of ineligibility shall be based upon the activity with the largest number of scheduled dates. However, the student may not participate in any activities until the consequences have been fully served.

E. The computation for 1/3 (or 2/3) of the dates will be done decimally, and is always rounded to the next closest whole number (i.e. 3.4 = 3 dates and 3.5 = 4 dates). In some cases dates from more than one activity may need to be missed in order to make up the 1/3 (or 2/3) missed dates that are required.

X. Appeal of Ruling

Appeal Process

The appeal process shall involve three-steps, and the consequences shall be enforced until the ruling is reversed.

Step 1: A student may contest sanctions as outlined in the “Secondary Handbook”, or the “Activities Handbook” to the building principal. The appeal must be submitted orally or in writing and in the principal’s possession within 48 hours of the dispensation of the sanction. The principal will then make a determination of a good conduct violation. If the principal was the one to determine the original discipline then the appeal process will begin at step 2.

Step 2: An adverse decision by the building principal may be appealed to the Superintendent of Schools. This appeal shall be submitted orally or in writing to the Superintendent within three school days of the receipt of the principal’s ruling. All parties will appear before the superintendent and present their case. The superintendent will then make a determination of ~~a good conduct violation~~ the ruling.

Step 3: In the event of an adverse decision by the principal and the superintendent, the sanction may be appealed to the Board of Education. This appeal shall be made orally or in writing to the Board Secretary within seven school days of receipt of the superintendent’s ruling. The board will make a decision whether or not to hear the appeal at its next regularly scheduled meeting or if deemed necessary a special meeting may be called to determine the validity of the appeal. If an appeal is granted then all parties will appear before the Board of Education to present their case at the next regularly scheduled meeting or at a special meeting if extenuating circumstances warrant. The decision of the Board will be the final determination in the appeal process.



Price Quote

Amplify

55 Washington Street, Suite 800
Brooklyn, NY 11201
Phone: (800) 823-1969
Fax: (646) 403-4700

Quote #: Q-780288-1
PQ #: PQ 250618-444995
Date: 6/15/2026
Expires On: 8/14/2026
Delivery Service Level: Standard

Customer Contact Information

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3193276302
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Amplify Contact Information

Kristin McDonald
Senior Account Executive
(515) 240-0244
kmcDonald@amplify.com

6 YR Teacher Digital
1 YR Student Digital
1 YR Student Print

Grade K

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed GK Complete Teacher License Presidents/Seasons - 6yr (2026-2032)	979-8-89501-863-7	\$1,050.00	2	0	\$2,100.00	\$0.00
Amplify CKLA 3rd Ed GK Complete Student License Presidents/Seasons - 1yr (2026-2027)	979-8-89500-266-7	\$30.00	31	0	\$930.00	\$0.00
Amplify CKLA 3rd Ed GK Complete Classroom Kit Presidents/Seasons	979-8-89500-135-6	\$3,136.00	0	2	\$0.00	\$6,272.00
Amplify CKLA 3rd Ed GK Student Consumable Set Presidents/Seasons - 1yr (2026-2027)	979-8-89500-309-1	\$35.84	0	31	\$0.00	\$1,111.04
TOTAL					\$3,030.00	\$7,383.04

Grade 1

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G1 Complete Teacher License Fairy Tales/Early World Civ - 6yr (2026-2032)	979-8-89501-903-0	\$1,050.00	2	0	\$2,100.00	\$0.00
Amplify CKLA 3rd Ed G1 Complete Student License Fairy Tales/Early World Civ - 1yr (2026-2027)	979-8-89500-268-1	\$30.00	30	0	\$900.00	\$0.00

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G1 Complete Classroom Kit Fairy Tales/Early World Civ	979-8-89404-498-9	\$2,744.00	0	2	\$0.00	\$5,488.00
Amplify CKLA 3rd Ed G1 Student Consumable Set Fairy Tales/Early World Civ - 1yr (2026-2027)	979-8-89500-310-7	\$35.84	0	30	\$0.00	\$1,075.20
TOTAL					\$3,000.00	\$6,563.20

Grade 2

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G2 Complete Teacher License Create Change/Nutrition - 6yr (2026-2032)	979-8-89501-967-2	\$1,050.00	2	0	\$2,100.00	\$0.00
Amplify CKLA 3rd Ed G2 Complete Student License Create Change/Nutrition - 1yr (2026-2027)	979-8-89500-216-2	\$30.00	34	0	\$1,020.00	\$0.00
Amplify CKLA 3rd Ed G2 Complete Classroom Kit Create Change/Nutrition	979-8-89404-511-5	\$2,744.00	0	2	\$0.00	\$5,488.00
Amplify CKLA 3rd Ed G2 Student Consumable Set Creating Change/Nutrition - 1yr (2026-2027)	979-8-89500-314-5	\$35.84	0	34	\$0.00	\$1,218.56
TOTAL					\$3,120.00	\$6,706.56

Grade 3

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G3 Complete Teacher License Charlotte's Web/Human Body - 6yr (2026-2032)	979-8-89404-819-2	\$1,050.00	2	0	\$2,100.00	\$0.00
Amplify CKLA 3rd Ed G3 Student License Charlotte's Web/Human Body - 1yr (2026-2027)	979-8-89500-220-9	\$30.00	44	0	\$1,320.00	\$0.00
Amplify CKLA 3rd Ed G3 Complete Classroom Kit Charlotte's Web/Human Body	979-8-89404-524-5	\$2,240.00	0	2	\$0.00	\$4,480.00
Amplify CKLA 3rd Ed G3 Student Consumable Set Charlotte's Web/Human Body - 1yr (2026-2027)	979-8-89500-318-3	\$35.84	0	44	\$0.00	\$1,576.96
TOTAL					\$3,420.00	\$6,056.96

Grade 4

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G4 Complete Teacher License Styx Malone/Treasure Island - 6yr (2026-2032)	979-8-89780-765-9	\$1,050.00	2	0	\$2,100.00	\$0.00
Amplify CKLA 3rd Ed G4 Student License Styx Malone/Treasure Island - 1yr (2026-2027)	979-8-89500-226-1	\$30.00	38	0	\$1,140.00	\$0.00
Amplify CKLA 3rd Ed G4 Complete Classroom Kit Styx Malone/Treasure Island	979-8-89839-085-3	\$2,240.00	0	2	\$0.00	\$4,480.00
Amplify CKLA 3rd Ed G4 Student Consumable Set Styx Malone/Treasure Island - 1yr (2026-2027)	979-8-89500-324-4	\$35.84	0	38	\$0.00	\$1,361.92
TOTAL					\$3,240.00	\$5,841.92

Grade 5

PRODUCT	ISBN	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL DISCOUNT	TOTAL PRICE
Amplify CKLA 3rd Ed G5 Complete Teacher License The Science of/Renaissance - 6yr (2026-2032)	979-8-89839-292-5	\$1,050.00	1	0	\$1,050.00	\$0.00
Amplify CKLA 3rd Ed G5 Student License The Science of/Renaissance - 1yr (2026-2027)	979-8-89500-246-9	\$30.00	37	0	\$1,110.00	\$0.00
Amplify CKLA 3rd Ed G5 Complete Classroom Kit The Science of/Renaissance	979-8-89839-089-1	\$2,240.00	0	1	\$0.00	\$2,240.00
Amplify CKLA 3rd Ed G5 Student Consumable Set The Science of/Renaissance - 1yr (2026-2027)	979-8-89500-328-2	\$35.84	0	37	\$0.00	\$1,326.08
Amplify CKLA 3rd Ed G5 Student Readers Single Set The Science of/Renaissance	979-8-89404-832-1	\$42.56	0	13	\$0.00	\$553.28
TOTAL					\$2,160.00	\$4,119.36

TOTAL DISCOUNT
GRAND TOTAL

\$17,970.00
\$36,671.04

Scope and Duration**Payment Terms:**

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.

- Payment terms: net 30 days.
- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

License and Services Term:

- Licenses: 07/01/2026 until 06/30/2032.
- Professional Development (PD) Services:
 - For purchases made on or before 12/31/25, unless otherwise stated above, PD Services expire 18 months from the order date. Any unused PD Services after 18 months will be forfeited.
 - For purchases on or after 1/1/26, please visit <http://amplify.com/pd-expirationterms> for information about the term for PD Services and when they expire, unless otherwise outlined herein.
- All other services: 18 months from order date. Unless otherwise stated above, all other services purchased must be scheduled and delivered within such term or will be forfeited.

Special Terms:

- FOR SHIPPED MATERIALS:
 - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- FOR SERVICES:
 - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

Quote Special Terms

CKLA Dig Exp Included with Consumables

Please note that the above pricing reflects the receipt of one Student Digital Experience License included with every purchase of a student print consumable set for CKLA products.

Free-with-Order Teacher Digital Experience License with Kit

Please note that the above pricing reflects the receipt of one Elementary Teacher Digital Experience License free-with-order with the purchase of a Classroom Kit for the duration of the adoption. License duration shown appended to Classroom Kits.

Special State Pricing

Please note that the pricing above reflects specific state pricing. For additional information on the state pricing, please contact your Account Executive.

How to Order Our Products

Amplify would like to process your order as quickly as possible. We accept: **Purchase Orders** (fastest), **Credit Cards**, **ACH/Wire**, and **Checks**.

Visit amplify.com/ordering-support for ordering instructions.

Option 1: Purchase Order (For Fastest Processing, we recommend you submit a purchase order via our website: amplify.com/ordering-support)

Submit your signed purchase order using any method below:

- **Online:** service.amplify.com/submit-a-po
- **Email:** IncomingPO@amplify.com
- **Fax:** (646) 403-4700

Required with your Purchase Order:

- Copy of your Price Quote
- Tax-Exemption Certificate (if applicable)

Option 2: Pay in Advance

- **Credit Card:** Visit service.amplify.com/make-a-payment
- **ACH/Wire:** Visit service.amplify.com/make-a-payment for Amplify banking details
- **Check:**
 - Amplify Education, Inc.
P.O. Box 392294
Pittsburgh, PA 15251-9294

Note: To ensure timely and accurate processing, customers making Wire or ACH payments must email remittance details to accountsreceivable@amplify.com. If paying by check, include your quote number on your check. Check payments add up to 2 weeks processing time.

Important: Sales tax is not included in quotes and may apply to your order. Please notify your sales representative of any prepayments and their details.

This Price Quote is subject to the Customer Terms & Conditions of Amplify Education, Inc. attached and available at amplify.com/customer-terms. Issuance of a purchase order or payment pursuant to this Price Quote, or usage of the products specified herein, shall be deemed acceptance of such Terms & Conditions.

Terms & Conditions

1. **Scope.** These Customer Terms and Conditions are a legal agreement between Amplify Education, Inc. ("Amplify") and the local education agency or authority, school district, school network, independent school, or other regional education system ("Customer") for the license and use of one or more of Amplify products or services (the "Products"), as specified in the receipt, price quote, proposal, renewal letter, or other ordering document containing the details of this purchase (the "Quote"). These Customer Terms and Conditions, all addenda, attachments, and the Quote, as applicable (together, the "Agreement"), constitute the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement will supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and will supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof.

2. **Agreement Acceptance.** This Agreement becomes effective at the earliest of the following: (i) issuing a purchase order, shipment request, or payment against the Quote; (ii) accessing, downloading, or using the Products; or (iii) otherwise accepting this Agreement. This term of the Agreement will be as specified in the Quote and may be renewed or extended by mutual agreement of the parties. Customer represents and warrants that: (1) Customer is of legal age to accept this Agreement; (2) Customer is authorized to accept this Agreement and to access and use the Products; and (3) Customer's use of the Products will comply at all times with Amplify's [Acceptable Use Policy](https://amplify.com/acceptable-use) available at amplify.com/acceptable-use ("AUP"). The Customer may not access, download, or use the Products if the Customer does not agree to this Agreement.

3. **License.** Subject to the terms and conditions of the Agreement, Amplify grants to Customer a non-exclusive, non-transferable, non-sublicensable license to access and use, and permit Authorized School Users, as defined below, to access and use the Products in accordance with the AUP, for the duration specified in the Quote (the "Term"), and for the number of Authorized School Users specified in the Quote for whom Customer has paid the applicable fees to Amplify. "Authorized School User" means the K-12 students registered or authorized for instruction with Customer and the educators, agents and staff members who use the Products as authorized by Customer who Customer permits to access and use the Products subject to the terms and conditions of the Agreement, solely while such individual is so employed or so registered. Each Authorized School User's access and use of the Products will be subject to the AUP in addition to the terms and conditions of the Agreement. Violations of this Agreement or the AUP may result in suspension or termination of the applicable account.

4. Restrictions. Customer may access and use the Products solely for non-commercial instructional and administrative purposes. Guidelines for such purposes may be set forth at <https://amplify.com/amplify-program-usage-guidelines/> and additional guidelines may be detailed in materials associated with the Product the Customer is accessing. Further, Customer may not, except as expressly authorized by Amplify: (a) copy, modify, translate, distribute, disclose, or create derivative works based on the contents of, sell, or otherwise exploit, the Products, or any part thereof; (b) decompile, disassemble, reverse engineer the Products, or otherwise use the Products to develop functionally similar products or services; (c) modify, alter, or delete any of the copyright, trademark, or other proprietary notices in or on the Products; (d) rent, lease, or lend the Products or use the Products for the benefit of any third party; (e) avoid, circumvent, or disable any security or digital rights management device, procedure, protocol, or mechanism in the Products; (f) use any content from the Products, including but not limited to text, images, videos, assessments, lesson plans, or code, as input or training material for any machine learning or artificial intelligence system, including large language models, neural networks, or other algorithmic models, for any purposes, commercial or non-commercial; or (g) permit any Authorized School User or third party to do any of the foregoing. Customer also agrees that any works created in violation of this section are derivative works, and, as such, Customer agrees to assign, and hereby assigns, all right, title, and interest in such works to Amplify. The Products and derivatives thereof may be subject to export control laws, restrictions, regulations, and orders of the U.S. and other jurisdictions (together, "Export Laws"). Customer agrees to comply with all applicable Export Laws, and will not, and will not permit Authorized School Users to, export, or transfer for the purpose of re-export, any Product to any prohibited or embargoed country in violation of any U.S. export law or regulation. Further, Customer represents that it is not a party subject to sanctions by the U.S. Office of Foreign Assets Control or included on any restricted party list maintained by the U.S. Bureau of Industry and Security. The software and associated documentation portions of the Products are "commercial items" (as defined at 48 CFR 2.101), comprising "commercial computer software" and "commercial computer software documentation," as those terms are used in 48 CFR 12.212. Accordingly, if Customer is the U.S. Government or its contractor, Customer will receive only those rights set forth in this Agreement in accordance with 48 CFR 227.7201-227.7204 (for Department of Defense and their contractors) or 48 CFR 12.212 (for other U.S. Government licensees and their contractors).

5. Reservation of Rights. SUBSCRIPTION PRODUCTS ARE LICENSED, NOT SOLD. Subject to the limited rights expressly granted hereunder, all rights, title, and interest in and to all Products, including all related IP Rights, are and will remain the sole and exclusive property of Amplify or its third-party licensors. "IP Rights" means, collectively, rights under patent, trademark, copyright, and trade secret laws, and any other intellectual property or proprietary rights recognized in any country or jurisdiction worldwide. Customer must promptly notify Amplify of any violation of Amplify's IP Rights in the Products, and will reasonably assist Amplify as necessary to remedy any such violation. Amplify Products are protected by patents (see amplify.com/virtual-patent-marking). Amplify reserves the right to update or modify the Products at any time and to discontinue the Products upon reasonable notice.

6. Payments. In consideration of the Products, Customer will pay to Amplify (or other party designated on the Quote) the fees specified in the Quote in full within 30 days of the date of invoice, except as otherwise agreed by the parties or for those amounts that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer will be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

7. Shipments. Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported to Amplify by Customer within 60 days of receipt. In such case, Customer may not return Products without Amplify's written authorization.

8. Account Information. For subscription Products, the authentication of Authorized School Users is based in part upon information supplied by Customer or Authorized School Users, as applicable. Customer will and will cause its Authorized School Users to (a) provide accurate information to Amplify or a third-party service as applicable, and promptly report any changes to such information, (b) not share login credentials or otherwise allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any unauthorized use of its or its Authorized School Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized School Users.

9. Confidentiality. Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized School Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how, or trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer; (ii) is rightfully known to Customer

prior to the time of its disclosure; (iii) has been independently developed by Customer without any use of the Confidential Information; or (iv) is subsequently learned from a third party not under any confidentiality obligation.

10. **Student Data.** The parties acknowledge and agree that in the course of providing the Products to the Customer, Amplify may collect, receive, or generate information that directly relates to an identifiable student of Customer ("Student Data"). Student Data may include personal information from a student's "educational records," as defined by the Family Educational Rights and Privacy Act of 1974 ("FERPA"). Student Data is owned and controlled by the Customer and Amplify receives Student Data as a "school official" under Section 99.31 of FERPA for the purpose of providing the Products hereunder. Individually and collectively, Amplify and Customer agree to uphold our obligations, as applicable, under FERPA, the Children's Online Privacy Protection Act ("COPPA"), the Protection of Pupil Rights Amendment ("PPRA"), and applicable state laws relating to student data privacy. Amplify's Customer [Privacy Policy](#) at [amplify.com/customer-privacy](#) ("Privacy Policy") will govern collection, use, and disclosure of Student Data collected or stored on behalf of Customer under this Agreement. In addition, Amplify has entered into the data privacy agreements listed at [amplify.com/privacy-security](#) aligned with state and national templates to facilitate compliance with applicable state laws and help expedite Customer's student data privacy documentation process. Customer is responsible for providing notice and obtaining appropriate consents under applicable laws to authorize Authorized School Users' use of the Products, including making a copy of the [Privacy Policy](#) available to the parents or guardians of users who are under the age of 13.

11. **Customer Materials and Requirements.** Customer represents, warrants, and covenants that it has all the necessary rights, including consents and IP Rights, in connection with any data, information, content, and other materials provided to or collected by Amplify on behalf of Customer or its Authorized School Users using the Products or otherwise in connection with this Agreement ("Customer Materials"), and that Amplify has the right to use such Customer Materials as contemplated hereunder or for any other purposes required by Customer. Customer is solely responsible for the accuracy, integrity, completeness, quality, legality, and safety of such Customer Materials. Customer is responsible for meeting hardware, software, telecommunications, and other requirements listed at [amplify.com/customer-requirements](#).

12. **Warranty Disclaimer.** PRODUCTS ARE PROVIDED "AS IS" AND WITHOUT WARRANTY OF ANY KIND BY AMPLIFY. AMPLIFY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. CUSTOMER ASSUMES RESPONSIBILITY FOR SELECTING THE PRODUCTS TO ACHIEVE CUSTOMER'S INTENDED RESULTS AND FOR THE ACCESS AND USE OF THE PRODUCTS, INCLUDING THE RESULTS OBTAINED FROM THE PRODUCTS. WITHOUT LIMITING THE FOREGOING, AMPLIFY MAKES NO WARRANTY THAT THE PRODUCTS WILL BE ERROR-FREE OR FREE FROM INTERRUPTIONS OR OTHER FAILURES OR WILL MEET CUSTOMER'S REQUIREMENTS. AMPLIFY IS NEITHER RESPONSIBLE NOR LIABLE FOR ANY THIRD-PARTY CONTENT OR SOFTWARE INCLUDED IN PRODUCTS, INCLUDING THE ACCURACY, INTEGRITY, COMPLETENESS, QUALITY, LEGALITY, USEFULNESS, OR SAFETY OF, OR IP RIGHTS RELATING TO, SUCH THIRD-PARTY CONTENT AND SOFTWARE. ANY ACCESS TO OR USE OF SUCH THIRD-PARTY CONTENT AND SOFTWARE MAY BE SUBJECT TO THE TERMS AND CONDITIONS AND INFORMATION COLLECTION, USAGE, AND DISCLOSURE PRACTICES OF THIRD PARTIES.

13. **Limitation of Liability.** TO THE EXTENT SUCH LIMITATION IS NOT PROHIBITED BY APPLICABLE LAW, IN NO EVENT WILL AMPLIFY BE LIABLE TO CUSTOMER OR TO ANY AUTHORIZED SCHOOL USER FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, PUNITIVE, RELIANCE, OR COVER DAMAGES, DAMAGES FOR LOST PROFITS, LOST DATA OR LOST BUSINESS, OR ANY OTHER INDIRECT DAMAGES, EVEN IF AMPLIFY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. TO THE EXTENT SUCH LIMITATION IS NOT PROHIBITED BY APPLICABLE LAW, AMPLIFY'S ENTIRE LIABILITY TO CUSTOMER OR ANY AUTHORIZED USER ARISING OUT OF PERFORMANCE OR NONPERFORMANCE BY AMPLIFY OR IN ANY WAY RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CLAIM FOR SUCH DAMAGES IS BASED IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, MAY NOT EXCEED THE AGGREGATE OF CUSTOMER'S OR ANY AUTHORIZED USER'S DIRECT DAMAGES UP TO THE FEES PAID BY CUSTOMER TO AMPLIFY FOR THE AFFECTED PORTION OF THE PRODUCTS IN THE PRIOR 12-MONTH PERIOD. UNDER NO CIRCUMSTANCES WILL AMPLIFY BE LIABLE FOR ANY CONSEQUENCES OF ANY UNAUTHORIZED USE OF THE PRODUCTS BY AN AUTHORIZED SCHOOL USER THAT VIOLATES THIS AGREEMENT OR ANY APPLICABLE LAW OR REGULATION.

14. **Termination.** Without prejudice to any rights either party may have under this Agreement, in law, equity, or otherwise, a party will have the right to terminate this Agreement if the other party (or in the case of Amplify, an Authorized School User) materially breaches any term, provision, warranty, or representation under this Agreement and fails to correct the breach within 30 days of its receipt of written notice thereof. Upon termination, Customer will: (a) cease using the Products, (b) return, purge, or destroy (as directed by Amplify) all copies of any Products and, if so requested, certify to Amplify in writing that such surrender or destruction has occurred, (c) pay any fees due and owing hereunder, and (d) not be entitled to a refund of any fees previously paid, unless otherwise specified in the Quote. Customer will be responsible for the cost of any continued use of the Products following termination. Upon termination, Amplify

will return or destroy any Student Data provided to Amplify hereunder. Notwithstanding the foregoing, nothing will require Amplify to return or destroy any data that does not include Student Data, including de-identified information or data that is derived from access to Student Data but which does not contain Student Data. Sections 3–14 will survive the termination of this Agreement.

15.

Miscellaneous. This Agreement may not be modified except in writing signed by both parties. All defined terms in this Agreement will apply to their singular and plural forms, as applicable. The word “including” means “including without limitation.” For United States-based Customers, this Agreement will be governed by and construed and enforced in accordance with the laws of the U.S., state, commonwealth, or territory in which Customer resides based on the address set forth in the Quote, without regard to that state’s, commonwealth’s, or territory’s choice of law rules. For Customers based outside of the United States, this Agreement will be governed by the laws of the U.S., state of New York, without giving effect to the choice of law rules thereof. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns. The parties expressly understand and agree that their relationship is that of independent contractors. Nothing in this Agreement will constitute one party as an employee, agent, joint venture partner, or servant of another. Each party is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection herewith. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned or delegated by Customer or any Authorized School User without the prior written consent of Amplify. If one or more of the provisions contained in this Agreement will for any reason be held to be unenforceable at law, such provisions will be construed by the appropriate judicial body to limit or reduce such provision or provisions so as to be enforceable to the maximum extent compatible with applicable law. Amplify will have no liability to Customer or to third parties for any failure or delay in performing any obligation under this Agreement due to circumstances beyond its reasonable control, including acts of God or nature, fire, earthquake, flood, epidemic, pandemic, strikes, labor stoppages or slowdowns, civil disturbances or terrorism, national or regional emergencies, supply shortages or delays, action by any governmental authority, or interruptions in power, communications, satellites, the Internet, or any other network. Each party represents and warrants that it has all necessary right, power, and authority to enter into this Agreement and to comply with the obligations hereunder.

We are delighted to work with you and we thank you for your order!

Amplify Education, Inc. - Confidential Information



Price Quote

Amplify

55 Washington Street, Suite 800
Brooklyn, NY 11201
Phone: (800) 823-1969
Fax: (646) 403-4700

Quote #: Q-764653-1
PQ #: PQ 250812-462800
Date: 6/8/2026
Expires On: 8/7/2026
Delivery Service Level: Standard

Customer Contact Information

Nathan Reck
East Buchanan Cmty Sch Dist
3193276302
nreck@east-buc.k12.ia.us

Amplify Contact Information

Kristin McDonald
Senior Account Executive
(515) 240-0244
kmcDonald@amplify.com

6 year teacher digital
1 year student digital
1 year student print

Grade 6

PRODUCT	QUANTITY	PRICE	TOTAL PRICE
Amplify ELA G6 Teacher Blended Package_NS (6yr license 2026-2032)	1.00	\$211.00	\$229.99
Amplify ELA G6 Student Blended Package_NS (1yr license 2026-2027)	47.00	\$53.00	\$2,539.88
TOTAL			\$2,769.87

Grade 7

PRODUCT	QUANTITY	PRICE	TOTAL PRICE
Amplify ELA G7 Teacher Blended Package (6yr license 2026-2032)	1.00	\$211.00	\$229.99
Amplify ELA G7 Student Blended Package (1yr license 2026-2027)	32.00	\$53.00	\$1,747.84
TOTAL			\$1,977.83

Grade 8

PRODUCT	QUANTITY	PRICE	TOTAL PRICE
Amplify ELA G8 Teacher Blended Package (6yr license 2026-2032)	1.00	\$211.00	\$229.99
Amplify ELA G8 Student Blended Package (1yr license 2026-2027)	38.00	\$53.00	\$2,075.56
TOTAL			\$2,305.55

GRAND TOTAL

\$7,053.25

Notes

IA contracted pricing

Scope and Duration

Payment Terms:

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.
- Payment terms: net 30 days.
- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

License and Services Term:

- Licenses: 07/01/2026 until 06/30/2032.
- Professional Development (PD) Services:
 - For purchases made on or before 12/31/25, unless otherwise stated above, PD Services expire 18 months from the order date. Any unused PD Services after 18 months will be forfeited.
 - For purchases on or after 1/1/26, please visit <http://amplify.com/pd-expirationterms> for information about the term for PD Services and when they expire, unless otherwise outlined herein.
- All other services: 18 months from order date. Unless otherwise stated above, all other services purchased must be scheduled and delivered within such term or will be forfeited.

Special Terms:

- FOR SHIPPED MATERIALS:
 - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- FOR SERVICES:
 - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

How to Order Our Products

Amplify would like to process your order as quickly as possible. We accept: **Purchase Orders** (fastest), **Credit Cards**, **ACH/Wire**, and **Checks**.

Visit amplify.com/ordering-support for ordering instructions.

Option 1: Purchase Order (For Fastest Processing, we recommend you submit a purchase order via our website: amplify.com/ordering-support)

Submit your signed purchase order using any method below:

- **Online:** service.amplify.com/submit-a-po
- **Email:** IncomingPO@amplify.com
- **Fax:** (646) 403-4700

Required with your Purchase Order:

- Copy of your Price Quote
- Tax-Exemption Certificate (if applicable)

Option 2: Pay in Advance

- **Credit Card:** Visit service.amplify.com/make-a-payment
- **ACH/Wire:** Visit service.amplify.com/make-a-payment for Amplify banking details
- **Check:**

Amplify Education, Inc.
P.O. Box 392294
Pittsburgh, PA 15251-9294

Note: To ensure timely and accurate processing, customers making Wire or ACH payments must email remittance details to accountsreceivable@amplify.com. If paying by check, include your quote number on your check. Check payments add up to 2 weeks processing time.

Important: Sales tax is not included in quotes and may apply to your order. Please notify your sales representative of any prepayments and their details.

This Price Quote is subject to the Customer Terms & Conditions of Amplify Education, Inc. attached and available at amplify.com/customer-terms. Issuance of a purchase order or payment pursuant to this Price Quote, or usage of the products specified herein, shall be deemed acceptance of such Terms & Conditions.

Terms & Conditions

1. **Scope.** These Customer Terms and Conditions are a legal agreement between Amplify Education, Inc. ("Amplify") and the local education agency or authority, school district, school network, independent school, or other regional education system ("Customer") for the license and use of one or more of Amplify products or services (the "Products"), as specified in the receipt, price quote, proposal, renewal letter, or other ordering document containing the details of this purchase (the "Quote"). These Customer Terms and Conditions, all addenda, attachments, and the Quote, as applicable (together, the "Agreement"), constitute the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement will supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and will supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof.

2. **Agreement Acceptance.** This Agreement becomes effective at the earliest of the following: (i) issuing a purchase order, shipment request, or payment against the Quote; (ii) accessing, downloading, or using the Products; or (iii) otherwise accepting this Agreement. This term of the Agreement will be as specified in the Quote and may be renewed or extended by mutual agreement of the parties. Customer represents and warrants that: (1) Customer is of legal age to accept this Agreement; (2) Customer is authorized to accept this Agreement and to access and use the Products; and (3) Customer's use of the Products will comply at all times with Amplify's [Acceptable Use Policy](https://amplify.com/acceptable-use) available at amplify.com/acceptable-use ("AUP"). The Customer may not access, download, or use the Products if the Customer does not agree to this Agreement.

3. **License.** Subject to the terms and conditions of the Agreement, Amplify grants to Customer a non-exclusive, non-transferable, non-sublicensable license to access and use, and permit Authorized School Users, as defined below, to access and use the Products in accordance with the AUP, for the duration specified in the Quote (the "Term"), and for the number of Authorized School Users specified in the Quote for whom Customer has paid the applicable fees to Amplify. "Authorized School User" means the K-12 students registered or authorized for instruction with Customer and the educators, agents and staff members who use the Products as authorized by Customer who Customer permits to access and use the Products subject to the terms and conditions of the Agreement, solely while such individual is so employed or so registered. Each Authorized School User's access and use of the Products will be subject to the AUP in addition to the terms and conditions of the Agreement. Violations of this Agreement or the AUP may result in suspension or termination of the applicable account.

4. **Restrictions.** Customer may access and use the Products solely for non-commercial instructional and administrative purposes. Guidelines for such purposes may be set forth at <https://amplify.com/amplify-program-usage-guidelines/> and additional guidelines may be detailed in materials associated with the Product the Customer is accessing. Further, Customer may not, except as expressly authorized by Amplify: (a) copy, modify, translate, distribute, disclose, or create derivative works based on the contents of, sell, or otherwise exploit, the Products, or any part thereof; (b) decompile, disassemble, reverse engineer the Products, or otherwise use

the Products to develop functionally similar products or services; (c) modify, alter, or delete any of the copyright, trademark, or other proprietary notices in or on the Products; (d) rent, lease, or lend the Products or use the Products for the benefit of any third party; (e) avoid, circumvent, or disable any security or digital rights management device, procedure, protocol, or mechanism in the Products; (f) use any content from the Products, including but not limited to text, images, videos, assessments, lesson plans, or code, as input or training material for any machine learning or artificial intelligence system, including large language models, neural networks, or other algorithmic models, for any purposes, commercial or non-commercial; or (g) permit any Authorized School User or third party to do any of the foregoing. Customer also agrees that any works created in violation of this section are derivative works, and, as such, Customer agrees to assign, and hereby assigns, all right, title, and interest in such works to Amplify. The Products and derivatives thereof may be subject to export control laws, restrictions, regulations, and orders of the U.S. and other jurisdictions (together, "Export Laws"). Customer agrees to comply with all applicable Export Laws, and will not, and will not permit Authorized School Users to, export, or transfer for the purpose of re-export, any Product to any prohibited or embargoed country in violation of any U.S. export law or regulation. Further, Customer represents that it is not a party subject to sanctions by the U.S. Office of Foreign Assets Control or included on any restricted party list maintained by the U.S. Bureau of Industry and Security. The software and associated documentation portions of the Products are "commercial items" (as defined at 48 CFR 2.101), comprising "commercial computer software" and "commercial computer software documentation," as those terms are used in 48 CFR 12.212. Accordingly, if Customer is the U.S. Government or its contractor, Customer will receive only those rights set forth in this Agreement in accordance with 48 CFR 227.7201-227.7204 (for Department of Defense and their contractors) or 48 CFR 12.212 (for other U.S. Government licensees and their contractors).

5. **Reservation of Rights.** SUBSCRIPTION PRODUCTS ARE LICENSED, NOT SOLD. Subject to the limited rights expressly granted hereunder, all rights, title, and interest in and to all Products, including all related IP Rights, are and will remain the sole and exclusive property of Amplify or its third-party licensors. "IP Rights" means, collectively, rights under patent, trademark, copyright, and trade secret laws, and any other intellectual property or proprietary rights recognized in any country or jurisdiction worldwide. Customer must promptly notify Amplify of any violation of Amplify's IP Rights in the Products, and will reasonably assist Amplify as necessary to remedy any such violation. Amplify Products are protected by patents (see amplify.com/virtual-patent-marking). Amplify reserves the right to update or modify the Products at any time and to discontinue the Products upon reasonable notice.

6. **Payments.** In consideration of the Products, Customer will pay to Amplify (or other party designated on the Quote) the fees specified in the Quote in full within 30 days of the date of invoice, except as otherwise agreed by the parties or for those amounts that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer will be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

7. **Shipments.** Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported to Amplify by Customer within 60 days of receipt. In such case, Customer may not return Products without Amplify's written authorization.

8. **Account Information.** For subscription Products, the authentication of Authorized School Users is based in part upon information supplied by Customer or Authorized School Users, as applicable. Customer will and will cause its Authorized School Users to (a) provide accurate information to Amplify or a third-party service as applicable, and promptly report any changes to such information, (b) not share login credentials or otherwise allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any unauthorized use of its or its Authorized School Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized School Users.

9. **Confidentiality.** Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized School Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how, or trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer; (ii) is rightfully known to Customer prior to the time of its disclosure; (iii) has been independently developed by Customer without any use of the Confidential Information; or (iv) is subsequently learned from a third party not under any confidentiality obligation.

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We are delighted to work with you and we thank you for your order!

Amplify Education, Inc. - Confidential Information

IMPORTANT INFORMATION FOR PARENTS/GUARDIANS

Eighth Grade Participation in High School Athletics – 2026-2027 School Year

House File 2591 (2026) allows Iowa school districts to permit eighth-grade students to participate in high school interscholastic athletics. The East Buchanan Community School District has adopted local guidance allowing eligible eighth-grade students to participate on high school teams in all sports offered at East Buchanan High School, beginning with the 2026-2027 school year.

Participation is subject to all applicable eligibility rules, team selection processes, and the guidelines outlined in the attached guidance document.

Key Points for Families:

- **All high school sports available** — The new rule is in effect for all sports available to 9-12 grade students. *(Note: The Iowa Cheer Coaches Association (ICCA) limits high school cheer participation to grades 9–12. Therefore, eighth-grade students will not be permitted to participate in high school cheer. This will be reevaluated if the ICCA changes its policy. The Iowa High School Speech Association (IHSSA) will follow applicable sections of HF2591 and will allow 8th grade students to participate in speech.)*
- **Same-sport restriction** — Students may not compete in the same sport at both the middle school and high school levels in the same academic year (different sports at each level are permitted). Examples:
 - Allowed:
 - A student-athlete could play HS Girls VBall and MS Girls BBall
 - A student-athlete could play MS Football and High School Track
 - NOT Allowed:
 - Beginning the volleyball season at the MS level and moving up to the HS level in the same volleyball season.
 - Beginning the football season at the HS level and moving down to the MS school level in the same season.
- **Parent/guardian transportation required** — Families are responsible for transportation to all high school practices and competitions.
- **No guarantees** — Making a team or receiving playing time is not guaranteed; roster and playing time decisions rest with the coaching staff of each individual sport. If an 8th grader starts the year on the HS team, and playing time decreases throughout the season, that 8th grader cannot move back down to the MS team.
- **Good Conduct & Physical required** — All participants must follow the district Good Conduct Policy and have a current pre-participation physical on file.

RESOLUTION APPROVING INTERFUND LOAN

WHEREAS, the East Buchanan Community School District is in need of funds to cover anticipated deficiencies in the Management Fund:

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

Section 1. That the Treasurer be authorized to transfer moneys from the General Fund to the Management Fund, such transfer to be in the amount of \$90,000.00 to bear interest at the rate of _____% and such interfund loan is to be repaid to the General Fund with interest upon receipt of the property tax revenues. This interfund loan must be repaid by October 1, 2026.

Section 2. That in the event that the District is unable to repay the interfund loan by October 1, 2026, the District shall proceed under the provisions of Iowa Code chapter 74 to issue an anticipatory warrant or, as applicable, seek approval of the voters pursuant to Iowa Code section 278.1(5) for transfer of surplus funds from the debt service, physical plant and equipment levy, capital projects, or public education and recreation levy funds to the general fund, or, for other transfers, seek approval from the state appeal board pursuant to Iowa Code section 24.223.

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

PRESIDENT, Board of Directors

ATTEST:

SECRETARY, Board of Directors

00916673-1\14554-000

CONTRACT FOR TRANSFER OF STATE FUNDING

This Contract for the Transfer of State AEA Special Education Funding ("Contract") is entered into as of the Effective Date by and between the **East Buchanan CSD** ("School District") and the **Central Rivers AEA** ("AEA"), collectively referred to as "Parties."

1. Purpose The purpose of this Contract is to establish an automatic process for the transfer of ninety percent (90%) of the state funds allocated to the School District for AEA special education support services under Iowa Code Section 257.10(7) to the AEA in compliance with House File 2612.

2. Effective Date and Term This Contract shall become effective on July 1, 2026, and shall remain in effect until June 30, 2029, or otherwise until modified or terminated by mutual agreement of the Parties or as required by law.

3. Payment Terms

- a. The School District agrees to transfer ninety percent (90%) of the state funds received for AEA special education support services to the AEA.
- b. The transfer of funds shall occur automatically in **four (4) quarterly payments each school calendar year**, beginning in July and consistent with the state aid payment schedule of the Department of Management.
- c. Payments shall be made no later than **five (5) business days** following the receipt of state aid funds by the School District.

4. Method of Payment

- a. The School District shall set up an ACH payment arrangement to ensure timely transfers.
- b. The AEA shall provide the necessary banking information to facilitate the ACH payments.

5. Compliance with Federal and State Requirements

- a. This Contract does not define the specific special education and support services to be provided by the AEA, as such services are governed by federal and state statutory obligations to provide School District students with Free and Appropriate Public Education (FAPE).
- b. The School District and AEA shall comply with all applicable federal and state laws, including IDEA requirements, in the use of the funds allocated under this Contract.

6. Reporting and Recordkeeping

- a. The School District shall maintain accurate records of all payments made under this Contract.

b. The AEA shall acknowledge and maintain records of receipt of funds and provide any necessary reporting as required by state or federal authorities.

7. Amendments and Modifications Any amendments or modifications to this Contract must be made in writing and signed by both Parties.

8. Governing Law This Contract shall be governed by and construed in accordance with the laws of the State of Iowa.

9. Counterparts This Contract may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute the same instrument.

9. Signatures IN WITNESS WHEREOF, the Parties have executed this Contract as of the Effective Date.

East Buchanan CSD

By: _____

Name: _____

Title: Board President

Date: _____

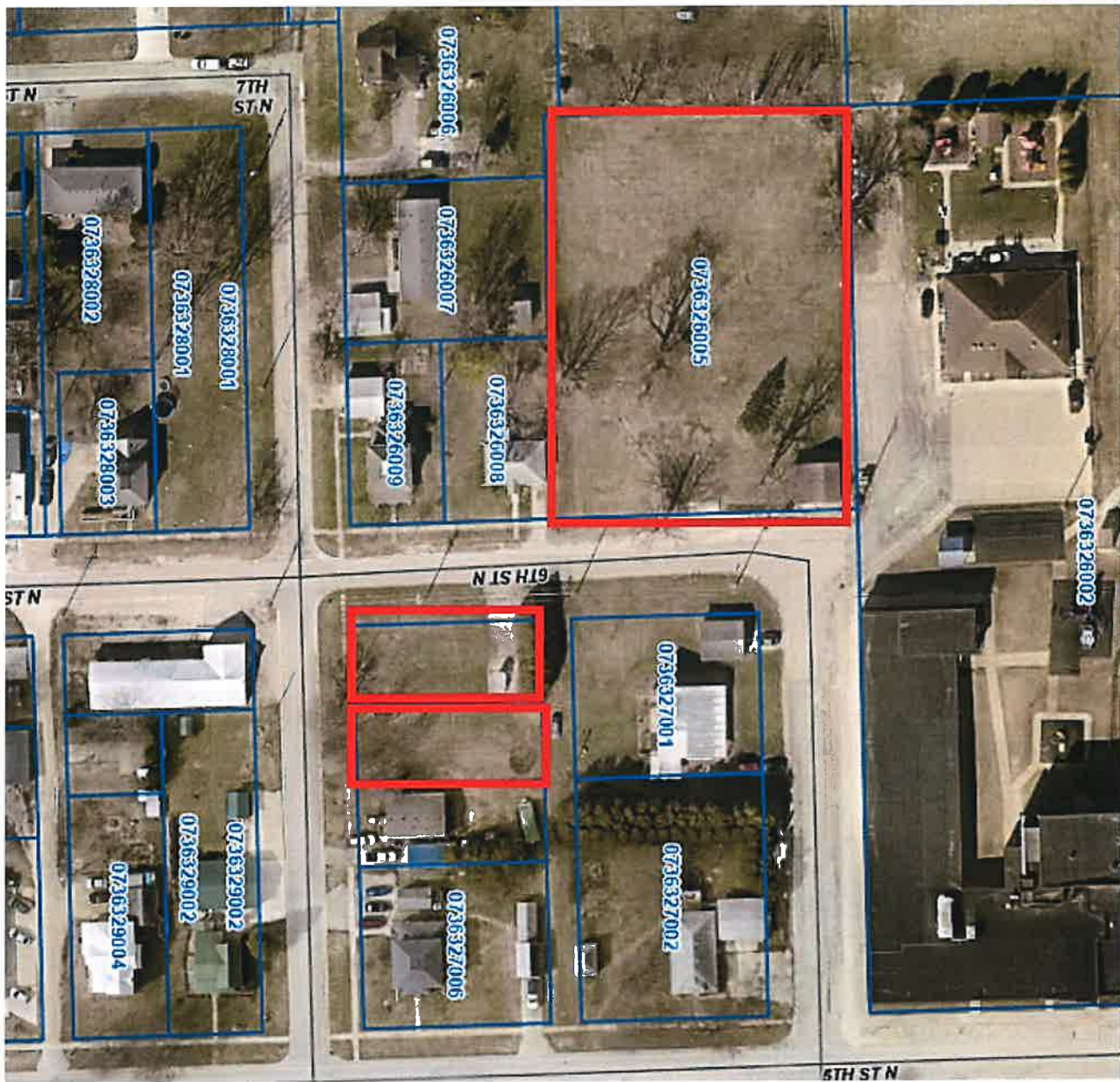
Central Rivers AEA

By: _____

Name: _____

Title: _____

Date: _____



POLICY 503.11: DISRUPTIVE BEHAVIOR

The District supports creating an orderly educational environment for students. Classroom teachers have authority to remove students from the classroom who cause violent or nonviolent disruptions to instruction, however this authority is not absolute. Students who are removed from the classroom must be afforded due process that is consistent with applicable laws and board policy.

Discipline will be administered consistent with law and board policy and accompanying regulations. Removal and discipline of students with disabilities will comply with the provisions of applicable federal and state laws.

Each teacher providing instruction to a student with a plan under Section 504 of the federal Rehabilitation Act shall review the plan and provide written confirmation of that review to the student's case manager.

Each district employee who is responsible for implementation of a student's Individualized Education Program (IEP) shall read all changes to the accommodations or modifications to a student's IEP. Regular education teachers who have reviewed the changes or modifications to a student's program shall provide written confirmation of that review to the student's special education teacher.

Written confirmation of review of a 504 Plan or IEP may be satisfied by entering confirmation of the date and time of review into the District's student information system.

The district will also ensure that at least one paraeducator or other employee who assists a teacher in providing classroom instruction to the student attends meetings related to the student's IEP or Section 504 plan.

All members of a student's IEP team will be provided training on the least restrictive environment requirements under the Individuals with Disabilities in Education Act. Teachers who become injured due to a student's violent disruption occurring in the performance of the teacher's work duties shall be granted a leave of absence for physical recovery no more than three (3) days with full pay. If the teacher requests additional physical recovery time, the school board will consider the request if accompanied by a note from a physician indicating a need for longer absence. It is within the discretion of the school board to grant or deny such requests.

Upon the request of a teacher as defined by Iowa Code 256.145, the principal will ensure that a mental health professional, guidance counselor, or behavioral interventionist is made available to students, teachers, and other school employees to address immediate trauma arising from a violent or nonviolent disruption. Students less than the age of 18 must have consent from a parent or guardian in order to receive mental health services, unless they are an emancipated minor.

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

Legal Reference: 20 U.S.C. §1232g
20 U.S.C. § 1400
42 U.S.C. § 12101
Iowa Code §§ 279.8, 279.65B, 279.89, 279.90

NOTE: This policy and accompanying regulations are mandatory.

NOTE: Extended removals may raise additional concerns. School districts should carefully consider how removals might implicate other rules, policies, or legal requirements (e.g. in school suspensions).

NOTE: 279.65B(4) requires that each attendance center within the school district creates an oversight review committee that is responsible for developing a policy that establishes when a student who has been removed from the classroom for nonviolent disruptive reasons be readmitted to the classroom. The committee must consist of:

- *2 teachers who work at the attendance and are selected by fellow teachers at the attendance center;*
- *1 administrative employee, mental health professional, or behavioral interventionist of the attendance center and selected by the principal of the attendance center.*

POLICY 503.11-R(1): DISRUPTIVE BEHAVIOR - REMOVAL PROCEDURES

Nonviolent Disruption

A nonviolent disruption is defined as a disruption to classroom instruction that results from disorderly conduct, abusive or profane language, bullying as defined by *Iowa Code 280.28*, or repeatedly disruptive behavior. If the disruption is a nonviolent disruption, a teacher may remove the student from the classroom and place the student under the supervision of the principal or the principal's designee for at least 30 minutes. A teacher may appeal to the school board a principal's decision not to remove a student for nonviolent disruptive behavior, as well as a decision to return the student to the classroom too soon.

A student enrolled in kindergarten through grade five cannot be readmitted into the teacher's classroom until the principal or principal designee and the teacher meet to discuss the readmission of the student.

A student enrolled in grades six through twelve cannot be readmitted into the teacher's classroom until the principal or the principal designee and the teacher meet to discuss readmission. Even so, the student is not allowed to be re-admitted to the teacher's classroom until the immediate subsequent school day at the earliest.

[School districts may insert other re-admittance considerations per recommendations identified by the district's oversight and review committee].

Should there be disciplinary action taken against the student, the principal or the principal's designee will inform the teacher of the actions taken as soon as reasonably possible after the student's removal.

Students who have been removed from class will be provided alternative learning arrangements and must make up any work that the student missed while under alternative supervision.

Multiple Nonviolent Disruption Removals

Should a student be removed from a teacher's classroom more than once, the teacher(s) who removed the student, the principal, the guidance counselor, the student's parent/legal guardian (if the student is not an emancipated minor), and the student must participate in a meeting to discuss the student's nonviolent disruptions, establish a behavior plan, and a course of discipline. Considerations may include relocating the student to an alternative learning environment, including a therapeutic classroom when appropriate.

Violent Disruption

A violent disruption is defined as a disruption to classroom instruction that results from a threat of violence or an incident of violence resulting in injury, property damage, or assault as defined in *Iowa Code 708.1*. If the disruption is a violent disruption, the teacher must remove the student from the classroom and place the student under the supervision of the principal or the principal's designee.

A student enrolled in kindergarten through grade five cannot be re-admitted into the teacher's classroom until the principal or principal designee and the teacher meet to discuss the readmission of the student.

A student enrolled in grades six through twelve cannot be readmitted into the teacher's classroom until the principal or the principal designee and the teacher meet to discuss readmission. The student is not allowed to be re-admitted to the teacher's classroom until the immediate subsequent school day at the earliest.

A student cannot be re-admitted to a teacher's classroom if all the following criteria are met:

- The student was removed due to an assault on the teacher, and
- The teacher does not consent to allowing the student to return to the teacher's classroom.

Should there be a determination of disciplinary action, the principal will take the disciplinary action and notify the parent or guardian of the student in writing, and if possible, through electronic notice.

The principal must impose the maximum disciplinary action allowed under district policy when a student's conduct, statements, or other actions:

- are severe or pervasive; and
- result in a request from the teacher for maximum disciplinary consequences.

Multiple Violent Disruption Removals

If a student is removed from a teacher's classroom two or more times in a *[insert academic term measurement: semester, or the trimester or quarter]*, then the principal will discipline the student in any of the following manners:

- Assigning the student to either in-school or out-of-school suspension; or

- Recommend to the superintendent the student be relocated in an alternative learning environment that has been approved by the superintendent.
- Removal and discipline of students with disabilities under any of these categories must comply with the provisions of applicable federal and state law.

NOTE: In-school suspension can at times still be considered a “removal” to trigger the ten cumulative days for manifestation determination reviews.

POLICY 503.11-R(2): DISRUPTIVE BEHAVIOR - REMOVAL PROCEDURES FOR NONVIOLENT BEHAVIOR FOR STUDENTS WITH AND IEP

Should a student with an Individualized Education Program (IEP) be removed from the classroom due to nonviolent disruptive behavior, an IEP team meeting will take place immediately subsequent to the removal of the student from the classroom. The meeting participants should additionally include the following individuals if practicable:

- Teacher who removed the student from the classroom;
- Any teacher who provides classroom instruction to the student;
- Any other employee of the school district who was directly involved in the student's conduct.

If a teacher or district employee listed above cannot attend the IEP meeting, they must review the IEP team's minutes or summary of the meeting and provide written confirmation to the team that they have done so.

The IEP Team must discuss the following during the meeting:

- The appropriateness of the student's current educational programming.
- Whether adjustments need to be made to the student's IEP to address the student's behaviors.
- The student's current placement and whether an alternative learning environment would best provide the student with a free appropriate public education.
- The accommodations, modifications, and adaptations required to allow the student's success in a general education setting; the supports needed by teachers and other school employees to provide the above-listed services; and whether the school district has the capacity to provide such supports and services.
- Whether and to what extent the provision of special education services and activities in the general education environment will impact the student and the other students in the classroom.

If a student is removed from the classroom five (5) or more times within a fifteen (15) consecutive school day period, then the students' IEP team will meet to discuss the student's behavior.

A teacher has the authority to request a meeting of the student's IEP team at any time by submitting an electronic or written request to *[insert appropriate reporting administrator]*.

The request may be denied, in writing, with a description of why applicable laws do not require the meeting of the student's IEP team.